

**Bristol School Readiness Council
Regular Meeting
November 1, 2023**

- The regular meeting of the School Readiness Council was held on November 1, 2023 on the Zoom Meeting Platform and called to order by Chairperson Romann at 12:30 PM.

Present: Maureen Eaton, Cecilia Garay, Erin Hamilton, Sarah Holmes, Andrew Howe, Donna Koser, Amber Lipscomb, Wendy McGrath, Brenda Moore, Jillian Romann, Dina Schaffrick, Courtney Sugarman, Valerie Toner

Absent: Jennifer Bilbraut, Michelle Fangiullo, Siri Gilmore, Susan Adeife Lee, Alyssa McGhee, Valerie Pelletier, Jennifer St. John

Also Present: Maegan Adams, Renee Dailey, Pam Testa

- **Welcome and Introductions**
- **Appointments**
 - There was not a quorum to approve the appointment of Michelle Herens the School Readiness Council.
- **Approval of School Readiness Council Meeting Minutes held October 4, 2023:**
 - There was not a quorum to approve the minutes of the School Readiness Council Minutes held October 4, 2023.
- **Committee Updates**
 - Program Quality – Maegan Adams
 - Discussed staff and enrollment updates
 - New CDA class at BristolWORKS! is full
 - Discussed Office of Early Childhood updates
 - Blue Ribbon Panel for Early Childhood draft plan available for review
 - COVID guidance reflects CDC guidance
 - Community programs received acceptance of ARPA grant
 - Discussed upcoming meeting with Wheeler Clinic for opportunity to host a clinician at community programs
 - Planning a legislative breakfast at BCDC on November 30
 - Donna and Rachael are adding new children to the Ready4K platform and removing old children
 - Discussed streamlining the process for making referrals
 - Next meeting is November 9 at 9:30 on Zoom
 - Health Committee – Donna Osuch
 - Discussed how to distribute Mental Health Resource Guide
 - Update on Mental Health Fair October 7 at Rockwell Park
 - Discussed ongoing projects:
 - Tasty Tuesdays and working with Jessica Dorner again
 - Little Read books were distributed in fall rather than spring
 - Next meeting is November 14 at 2:00 on Zoom

- **Governance – Sarah Holmes**
 - Sarah thanked Council members who volunteered to help update bylaws and policies: Maureen, Dina, Jenn, Val T, Maegan and Rachael
 - The committee made edits to the bylaws and are rewriting the policies, using the new OEC General Policies
 - Plan to present bylaws and policies for approval at the December Council meeting
- **Community Outreach – Donna Osuch**
 - Picking up free books from Burlington Library November 6th
 - Polar Express will be at the Bristol Public Library on December 7, 2023 at 6:00 PM
 - Family Fun Day planning is underway with next meeting Monday, November 13, 2023 at 11:30 AM on Zoom
 - Plans for FFD to be bigger with more vendors and activities
 - Have not heard yet if Bristol will receive Parent Leadership Training Institute (PLTI) grant, but PEP was approved through FRCs
 - Next Outreach meeting is TBD
- **Infant and Toddler – Maegan Adams**
 - Planning a children's winter clothing drive (B-5) on December 2, 2023, from 10:00-2:00 at Manross Library (also have the room December 1 from 3:00-5:00 for set up)
 - Drop-off locations are Bristol Child Development Center, Bristol-Burlington Health District, Edgewood Pre-K Academy, Imagine Nation and United Way
 - More can be added
 - Next meeting is November 21 at 1:30 on Zoom
- **Transition to Kindergarten – Donna Osuch**
 - Courtney Sugarman added as co-chair
 - Talked about pulling small committee together to plan fall Dine & Discuss
 - Dine & Discuss will be November 30, 2023, at the Edgewood Pre-K Academy, and the topic will be the changes made to transition this year's Kindergarten students, and how we can improve
 - Next meeting is November 20 at 3:45 on Zoom
- **School Readiness Liaison Report – Donna Osuch**
 - **Office of Early Childhood (OEC) and other Updates**
 - First quarter Enrollment Grant is due for providers this week
 - Governor's Blue Ribbon Panel for Early Childhood continues to adjust their plan; they present to the Governor by end of 2023
 - Legislature changed the Kindergarten entry age from 5 on or before January 1 to September 1, beginning with the 2024 school year, and the State Dept. of Education recently released vague guidance for districts
 - OEC just released guidance on how to convert School Readiness slots to serve infants and toddlers
 - **Local Updates**
 - Donna shared results of demographic survey, and the Council is relatively reflective of community

- Community programs are gathering data to be able to host a Wheeler clinician
 - Program Quality committee is hosting a Legislative Breakfast November 30th at BCDC
 - Dine & Discuss for preschool and Kindergarten teachers, staff and administrators is November 30 at 5:30 PM at Edgewood Pre-K Academy
- **Quality Enhancement Report:**
 - Funds have begun to be drawn down, but unlike prior years, we can only draw down quarterly
- **Monitoring Visits Report**
 - Donna monitoring child files, income verification and staff professional development this month
 - In October,
 - Bristol Board of Education (BOE) had 141/149 part day/part year spaces.
 - Bristol Child Development Center (BCDC) had 101/129 full day/full year spaces filled and 54/56 CDC infant/toddler spaces filled.
 - Imagine Nation, A Museum Early Learning Center (INMELC) had 119/119 full day/full year Pre-K spaces and 8/8 infant/toddler spaces filled.
- **Resignations:** none
- **Old Business:** none
- **New Business:** none
- **Community Sharing:**
 - Sarah shared that the FRC was awarded a People Empowering People (PEP) Grant. Classes will start in January and be held at the Edgewood Pre-K Academy.
 - Val shared that more than 2,000 kids participate in story time, and that they gave away 3,000 Bombas socks to children who read at least 10 books; Polar Express is December 7 at the library.
 - Link to United Way's electronic newsletter: https://web-extract.constantcontact.com/v1/social_annotation_v2?permalink_uri=https%3A%2F%2Fconta.cc%2F3tEMIG2&image_url=https%3A%2F%2Fmlsvc01-prod.s3.amazonaws.com%2Fde7c8729001%2F7a2c1be7-d492-44f1-891a-02d520fb6f79.jpg&fbclid=IwAR3ICbSZihVXJIOgR_FX0WRs6KnuoSvANEzYl3Svzs6gcda-FYWR350DNsc
- **Adjournment: Meeting was adjourned at 1:02 PM.**

Next regular meeting date: December 6, 2023 on Zoom

Respectfully Submitted,
Donna Osuch
School Readiness Liaison