



*City of Bristol  
School Readiness*

*INFORMATION TO ACCESS  
THIS MEETING*

Ladies and Gentlemen:

The regular School Readiness Council meeting will be held on April 3, 2024, at 12:15 PM on Zoom.

INFORMATION TO ACCESS THIS MEETING REMOTELY

**[Join Zoom Meeting](#)**

[zoom.us/j/92046208066?pwd=WVl3cU...](https://zoom.us/j/92046208066?pwd=WVl3cU...)

ID: 92046208066

passcode: 355413

1. Call to Order
2. Welcome and Introductions
3. Approval of Minutes
  - a. Regular Meeting - March 6, 2024
4. Committee Updates
  - a. Program Quality
  - b. Health Services
  - c. Governance
  - d. Community Outreach
  - e. Infant and Toddler
  - f. Transition to Kindergarten
5. City School Readiness and Child Day Care Liaison Report
  - a. OEC Updates

- b. Local Issues
      - i. Approve Quality Enhancement Activities
  - 6. Quality Enhancement Report
  - 7. Monitoring Report
  - 8. Resignations
  - 9. Appointments
  - 10. Old Business
  - 11. New Business
  - 12. Community Sharing
  - 13. Adjournment
  - 14. Next meeting date May 1, 2024
- PER ORDER OF THE CHAIRPERSONS, Maureen Eaton and Jillian Romann

**Bristol School Readiness Council**  
**Regular Meeting**  
**March 6, 2024**

- The regular meeting of the School Readiness Council was held on March 6, 2024 on the Zoom Meeting Platform and called to order by Chairperson Romann at 12:18 PM.

**Present:** Matt Baronowski, Cecilia Garay, Maureen Eaton, Michelle Fangiullo, Yesenia Fuentes, Michelle Herens, Sarah Holmes, Andrew Howe, Donna Koser, Susan Adeife Lee, Amber Lipscomb, Alyssa McGhee, Wendy McGrath, Brenda Moore, Valerie Pelletier, Jillian Romann, Dina Schaffrick, Courtney Sugarman, Kristina Tanguay, Valerie Toner

**Absent:** Siri Gilmore, Jennifer St. John

**Also Present:** Maegan Adams, Yolande Lazarus-Guerrero, Rachael Witkewicz

- **Welcome and Introductions**
- **Approval of School Readiness Council Meeting Minutes held February 7, 2024:**
  - ***Motion by School Readiness Council member Andrew Howe and seconded by Maureen Eaton, it was a unanimous vote to approve the minutes of the School Readiness Council Minutes held February 7, 2024.***
- **Committee Updates**
  - Program Quality – Maureen Eaton
    - Discussed staff and enrollment updates
    - Discussed BristolWORKS!, and Wendy met with CDA students from first cohort
    - Discussed Office of Early Childhood (OEC) updates
      - Discussed the grant extension for one year
      - Waiting for OEC report so can pay Enrollment based grant - UPDATE providers were paid February 28<sup>th</sup>
      - New initiative for programs with health or safety violations - Consultation Quality Improvement Supports Program
    - Bristol Services Open House on March 20<sup>th</sup> from 2:00-6:00 at Adult Ed
    - Kindergarten Registration opened February 1<sup>st</sup>
    - Financial reports due from programs for first half of year
    - Legislative session started February 7<sup>th</sup>, and Donna will share updates as she gets them
    - Donna shared the Governor's budget related to early childhood
    - Liaisons met with Commissioner Bye February 13<sup>th</sup> about OEC priorities
    - 385 families registered for Ready4K text platform as of February 8<sup>th</sup>
    - Next meeting is March 14 at 9:30 at Edgewood Pre-K Academy and on Zoom
  - Health Committee – Kristina Tanguay
    - Discussed behavioral health and how to get Wheeler Clinic at early childhood Open Houses, conferences and Family Nights to describe programming to families
    - Planned educational Zoom classes:
      - April 17 gardening and healthy eating with Leo
      - May 15 mental health awareness with child therapist
      - September 18 eye health with Sherry and Dr. Bartles

- November TBD, but perhaps how to keep children healthy
  - Discussed a community dental health clinic (Mission of Mercy) for a future year
  - Discussed ongoing projects:
    - Wellness Wednesday has health posts on Making Bristol Better FB page
    - Seed Project will have seeds donated by Ocean State Job Lot through the UConn Extension Program
    - Little Read book is Maisy Goes to the Eye Doctor by Lucy Cousins
    - Committee started a thank you card for the Senior Knitters
  - Next meeting is March 12 at 2:00 on Zoom
- Governance – Sarah Holmes
  - No report
- Community Outreach – Donna Koser
  - Next Family Fun Day is June 29 with a rain date June 30, 2024; looking for vendors, and the Facebook Event Page is:
   
[https://www.facebook.com/events/747562250742605/?acontext=%7B%22event\\_action\\_history%22%3A%7B%22extra\\_data%22%3A%22%22%2C%22mechanism%22%3A%22unknown%22%2C%22surface%22%3A%22home%22%7D%2C%7B%22extra\\_data%22%3A%22%22%2C%22mechanism%22%3A%22left\\_rail%22%2C%22surface%22%3A%22bookmark%22%7D%2C%7B%22extra\\_data%22%3A%22%22%2C%22mechanism%22%3A%22calendar\\_tab\\_event%22%2C%22surface%22%3A%22bookmark\\_calendar%22%7D%22ref\\_notif\\_type%22%3Anull%7D](https://www.facebook.com/events/747562250742605/?acontext=%7B%22event_action_history%22%3A%7B%22extra_data%22%3A%22%22%2C%22mechanism%22%3A%22unknown%22%2C%22surface%22%3A%22home%22%7D%2C%7B%22extra_data%22%3A%22%22%2C%22mechanism%22%3A%22left_rail%22%2C%22surface%22%3A%22bookmark%22%7D%2C%7B%22extra_data%22%3A%22%22%2C%22mechanism%22%3A%22calendar_tab_event%22%2C%22surface%22%3A%22bookmark_calendar%22%7D%22ref_notif_type%22%3Anull%7D)
  - Parent Ambassadors want to organize a class to help parents navigate special education, and holding a planning meeting on March 21 at 1:00 on Zoom - let Donna know if you want to participate
  - Next Family Fun Day meeting is March 18 at 12:00
  - Next Outreach meeting is April 18 at 10:00
- Infant and Toddler – Michelle Herens
  - There was a guest speaker at the February 20<sup>th</sup> meeting - Pam Mulready, Program Manager SEPI-CT/Wheeler Clinic/CT Clearinghouse - who presented information on supporting families who are using substances. Hospitals are required to report parents using legal and illegal substances, as the State is gathering information about birthing parents and Family Care Plans.
  - Next meeting is March 19 at 1:30 on Zoom
- Transition to Kindergarten – Courtney Sugarman
  - Wheeler Clinic update is they're unable to service Pre-K community sites
  - 196 children were registered for Kindergarten as of March 1<sup>st</sup>
  - There have been approximately 50 waivers submitted requesting early Kindergarten entrance as of February 12
  - Discussed upcoming activities:
    - Transition meetings between EPKA and elementary schools concerning the special education students have been held and are being scheduled
    - Register for Kindergarten media blitz has begun and will continue
  - Second Dine & Discuss will be held April 30, and a small committee met to finalize the details

- Next meeting is March 18 at 3:45 on Zoom
- **School Readiness Liaison Report – Donna Osuch**
  - Office of Early Childhood (OEC) and other Updates
    - We have not been given the grant extension guidelines yet, though we were told we should hear soon. We will have to scramble with tight deadlines to get everything done locally.
    - Liaisons met with OEC Commissioner February 13<sup>th</sup> and again with Child Day Care providers February 29<sup>th</sup> about the proposed legislation Early Start CT (summary of Governor’s Bill 5051 and SB 152 attached).
      - Most of proposed changes will go into effect July 1, 2025, assuming they’re passed, but OEC is committed to paying programs directly and quarterly at some point in the next fiscal year
      - Reimbursement rates for full-day/full-year pre-K spaces will go from \$8,924 to \$10,500 on July 1, 2024
      - School Readiness Councils will be renamed Local Governance Partners
      - SB 152 is focused on changes to the Care4Kids subsidy program
    - Donna participated in NAEYC’s virtual Public Policy Forum February 25-26, and attended virtual meeting with Sen. Blumenthal’s education staff, and hoping to attend meeting with Larson’s office.
  - Local Updates
    - New portal for the City’s meeting agendas and minutes went live February 1, 2024. Please let Donna know if you have any problems accessing or using the site.
    - Kindergarten registration started February 1<sup>st</sup>, so please tell families to register as soon as possible. Even if they’re waiting for their well-child visit, they should upload everything else now. Children registered by the last day of school will be entered into a raffle to be taken to their first day of Kindergarten on a fire truck.
    - BECA, SR and the Parent Ambassadors hosted a Kindergarten prep event at the Bristol Public Library March 3. Thank you to Jillian and Kindergarten teacher Barbara Tedesco for presenting.
    - Donna presented to the Board of Finance February 26<sup>th</sup>.
    - New Little Free Library at St. Vincent DePaul Mission, and the ribbon cutting on February 9<sup>th</sup> was covered by *The Bristol Press* and *The Bristol Edition* (online) - <https://www.bristoledition.org/blog/2024/02/11/little-free-library-opens-at-st-vincent-depaul/> .
    - Bristol Adult Ed is hosting a Community Services Open House on March 20<sup>th</sup> from 2:00-6:00, and School Readiness will have a table (flyer attached).
- **Quality Enhancement Report:**
  - The library is running numerous animal, puppet and magic events as well as sp[ecial story time programs with Quality Enhancement funding
  - Family Resource Center’s Preschool Development classes are March 12<sup>th</sup> and 26<sup>th</sup>; Road to Literacy in April and May with a free book to all community preschool children; and FRC supporting Kith and Kin and licensed Family Child Care providers with Quality Enhancement funds
- **Monitoring Visits Report**

- In February,
  - Edgewood Pre-Kindergarten Academy (EPKA) had 149/149 part day/part year spaces filled with wait list
  - Bristol Child Development Center (BCDC) had 117/129 full day/full year spaces filled and 52/56 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
- **Appointments:** none
- **Old Business:** none
- **New Business:** none
- **Community Sharing:**
  - Tina shared that the CDC revised their recommendations regarding all respiratory illnesses: <https://www.cdc.gov/ncird/whats-new/updated-respiratory-virus-guidance.html>
  - Andrew shared that Parks, Rec, Youth and Community Services have a lot going on:
    - Misfit Mamas hosting huge egg hunt April 6 from 2:00-6:00 at Rockwell Park with 100,000 eggs
    - Nominate Youth of the Year at myrec.com, and winners announced May 8 at 6:00 PM
    - Family Camper Sleepover September 14<sup>th</sup> at 6:00 PM with limited number of tents available
  - Donna Koser shared that United Way is running the Volunteer Income Tax Assistance (VITA) program through tax season: [https://www.uwestcentralct.org/free-tax-preparation-service?fbclid=IwAR3gnnlgfpKX\\_XzlGTUqfClM-WF8pfopFCTOeqq6s4LE1aix3OenzqRvZmk](https://www.uwestcentralct.org/free-tax-preparation-service?fbclid=IwAR3gnnlgfpKX_XzlGTUqfClM-WF8pfopFCTOeqq6s4LE1aix3OenzqRvZmk)
- **Adjournment: Meeting was adjourned at 1:01 PM.**

**Next regular meeting date: April 3, 2024 on Zoom**

Respectfully Submitted,  
 Donna Osuch  
 School Readiness Liaison

**Program Quality**  
**Thursday, March 14, 2024**

**Present:** Maegan Adams, Renee Dailey, Maureen Eaton, Michelle Fangiullo, Wendy McGrath, Laurie Nadeau, Donna Osuch, Pam Testa, Rachael Witkewicz

**Absent:** Laura Carlisle, Val Pelletier, Cindy Rogers, Courtney Sugarman

**Welcome and Introductions:**

**Staffing and enrollment update:**

- **Staffing:**
  - BCDC looking for a floater
  - INMELC looking for an assistant teacher
- **Enrollment:**
  - BOE is full with waitlist
  - BCDC is full at Burlington Ave and added 2 more preschoolers at West St
  - INMELC is full
- **BristolWORKS!:**
  - May 7 is celebration for first cohort
  - Books being shipped

**OEC Updates:**

- **Grant extension** - OEC will extend their grants and contracts for one year. **Update** - guidance and forms are out, and liaisons meeting with OEC March 19<sup>th</sup>.
- **Updates from meetings with OEC:**
  - Plan to pay up front, quarterly and by classroom at some point in FY25
  - Working to create a contract template
  - SRC will become Local Governance Partners (LGP) with additional funding in FY26
  - LGP will conduct data-driven needs assessments for allocation of spaces
  - Pushing out QSM requirements
- **Enrollment-based grant** - Q3 is due April 5, 2024
- **OEC ARPA funds** - will be paid directly to programs
- **Care4Kids** - DCF will submit applications on behalf of “their” children
  - BCDC described a complicated issue with a redetermination (working with OEC)
  - If family has C4K, program must charge C4K rate, though they can “hardship” to lesser rate if SR rate is less (must show the difference)
  - C4K is months behind, which is impacting programs
- **QWI for administrators** - SVI for West St has been corrected
- **Cheryl Sparks** out of the office until July

**Local updates:**

- **Monitoring** - Donna will email each program with plan and email CLASS graduates separately
- **Clarifying process for children struggling in community programs** - Donna shared a draft process and asked for feedback. We will adopt it (attached).
- **Wheeler Clinic** - Wheeler said the number of children projected to be served is too low, and their application would not likely be successful. We will ask again.

- **Bristol Services Open House on March 20 from 2:00-6:00 at Adult Ed** - Donna will attend and could share information from all programs. Courtney will also attend. Send Donna flyers.
- **Updated COVID guidance** - the CDC updated all upper respiratory guidance, including COVID: <https://www.cdc.gov/ncird/whats-new/updated-respiratory-virus-guidance.html>
- **Transition to Kindergarten update** - registration opened February 1<sup>st</sup> so please notify families
  - Still collecting Early Notification forms
  - Transition Summary Sheets due to directors April 12 and to Donna week of April 15<sup>th</sup> (attached), and Donna will pick up from programs
- **Spring Dine & Discuss April 30<sup>th</sup> at INMELC from 5:45-7:15** - flyer attached
- **NAEYC processes changing** - they can drop in anytime during the 5-year window and adding tier
  - Maegan and Wendy attending informational session and will share what they learn

**Legislative Session:**

- Session started February 7<sup>th</sup>, and Donna will share updates as she gets them
- Donna shared summaries of Governor's Bill 5051 and SB152 (attached)

**Ready4K:**

- Continue to send data for all new families - 378 registered as of March 14<sup>th</sup>

**Classroom observations:**

- Courtney would like to set up monthly meetings with programs to check in with and discuss shared students with EPKA

***Next Meeting Date TBD at Edgewood Pre-K Academy and Zoom-*** Donna will send a google form to determine a better meeting date/time - please respond!

Respectfully Submitted,  
Donna Osuch

## **Health Committee Notes**

### **March 12, 2024**

The regular meeting of the Health Committee was held on March 12, 2024, on Zoom Meeting Platform and called to order by Leo and Tina.

**Present:** Maegan Adams, Sherry and Tad Bartles, Donna Koser, Leo (Leslie) Suazo Negron, Donna Osuch, Tina Tanguay

#### **Welcome and introductions:**

#### **New Priorities/Ideas:**

- **Behavioral Health -**
  - Discussed follow up to Wheeler Clinic not being housed in community programs -
    - Donna still needs to ask Courtney if Wheeler can attend EPKA Open House, conferences and/or family nights with info table?
    - Maegan would allow Wheeler to set up info table at BCDC, Donna will ask INMELC and other community programs, and Tina will ask Wheeler.
  - Infant Toddler committee possibly planning Maternal Mental Health event in May
- **Host Zoom series for parents -**
  - Host the following at 6:00 on Teams and FB Live, and all have started researching:
    - Wednesday, April 17 gardening and healthy eating (Leo)
    - Wednesday, May 15 mental health awareness with child therapist (Tina)
    - Wednesday, September 18 eye health (Sherry and Dr. Bartles)
  - Yesenia and Leo will check Spanish translation on slides
  - Tina will ask bilingual coworker to check Polish transition on slides
  - Record sessions and post for more to view
  - Ask parents for ideas for future sessions
  - Leo will create flyers, and Yesenia offered to help her
- **Dental Clinic Opportunity -**
  - Tina shared with dental hygienists, who said it's a great event
  - Possibly schools could accommodate
  - Waterbury this year, so planning for a future year

#### **Updates about ongoing ideas:**

- **Wellness Wednesday** – This project to promote health information on social media and the website continues, and Donna Koser is requesting content from all partners. Tina shared ideas from BBHD's Facebook page.
- **Seed Project** – Tad, Sherry, Donna K and Donna O picking up seeds, and Leo implementing at Greene-Hills and South Side's after school programs. We could give away extra seeds at Family Fun Day.
- **Little Read** – *Maisy Goes to the Eye Doctor* by Lucy Cousins has been ordered
- **Senior Knitters** – Committee will bring thank you card to the Senior Knitters

**Other:** Who can use boxes of baseball cards? Share with Tad.

**Next steps:**

- Research Mission of Mercy
- Test Teams for registration and event hosting
- Create flyers for virtual educational series
- Continue prepping for virtual educational series

**Meeting schedule:** The committee will continue to meet the second Tuesday of the month on Zoom at 2:00 PM. The schedule for the rest of the year is:

Tuesday, April 9 at 2:00

Tuesday, May 14 at 2:00

Tuesday, June 11 at 2:00

Respectfully Submitted,  
Donna Osuch

## ***Infant & Toddler Committee***

### **Zoom Meeting Notes**

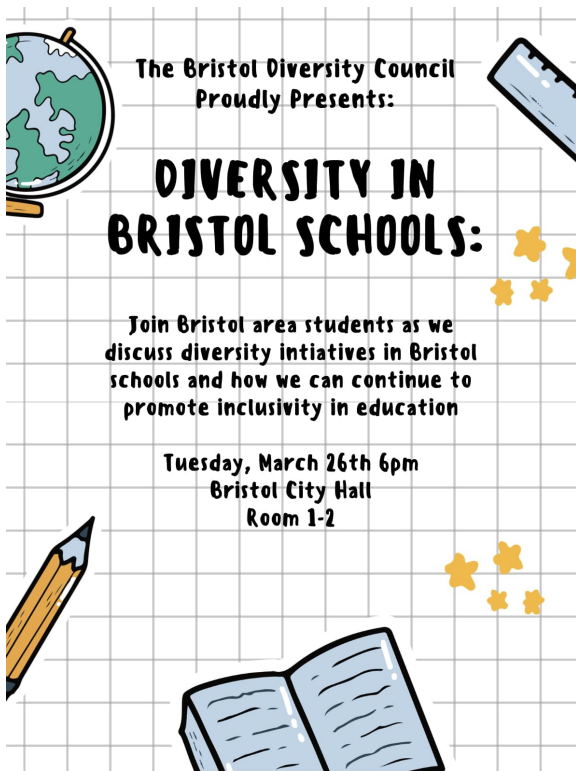
February 20, 2024, from 1:30 – 2:30 p.m.

**In attendance:** Maegan Adams, Michelle Fangiullo, Christie Ganavage, Michelle Herens, Tracy Krasinski, Donna Koser, and Donna Osuch

Members present discussed the following items.

### **Equity and Inclusion:**

BECA has asked that all committees think about equity and inclusion. Michelle shared an upcoming event in the Bristol community.



### **Planning for Events:**

- April Baby Shower 4/17/24 – Donna K. to check in with Val to see if we need to do anything to prepare. Members present mentioned making sure the following were invited: Aubrey Minkler and the Caring Closet, UCONN Parenting (Tracy to reach out), WIC, etc.
- May Maternal Mental Health Event – Donna O. to check with Bristol Park and Rec to see if there is any conflict with holding our event on May 5, 2024.
- August Breastfeeding Event – Donna K. to check with Val at the Bristol Public Library to see if we could hold our event on Thursday, August 1<sup>st</sup>.
- Summer Farmer's Market (Mid-June- October) – There might be changes as to who oversees the market. Donna K. will keep looking for participation at this event. As a backup, BBHD will be in attendance for many of the market dates and is willing to share information on behalf of BECA and the committee.

## Opportunities for Infants and Toddlers:

- Funding Opportunities – none to report.
- Collaboration Opportunities – Donna K. mentioned a grant to disseminate a survey for the CT Rapid Survey Project. Donna will send out the link for the surveys and asks that programs share the link with families. A few ideas were shared:
  - Send information to Preschool Programs
  - Reach out to Michael Deter to send the survey through to families on Parent Square:

## Next Steps / Updates

- Family Fun Day is scheduled for June 29, 2024, with a rain date of 6/30. Donna K. to send more information. Committee members were encouraged to attend as vendors.
- Donna K. shared that the VITA program still has appointments. Donna will share the flyer.



Next Meeting: *April 16, 2024, on ZOOM*

## **Transition to Kindergarten Committee**

March 18, 2024

The regular meeting of the Transition to Kindergarten Committee was held March 18, 2024 on Zoom Meeting Platform and called to order by Christina Macioci at 3:46 PM.

### **Welcome and Introductions:**

Attendees: Maegan Adams, Michelle Fangiullo, David Huber, Donna Koser, Yolande Lazarus-Guerrero, Christina Macioci, Donna Osuch, Dina Schaffrick, Courtney Sugarman, Barbara Tedesco, Rachael Witkewicz, Gail Zimmermann

### **Transition to Kindergarten Activities**

- Wheeler Clinic update
  - Wheeler serving more children at EPKA as the year goes on
  - Ask Wheeler to have a table at community programs to share resources
  - Ask Wheeler if we can reapply for them to be in community programs
- Kindergarten age change and Bristol's waiver process
  - 67 have completed the process
  - No guidance has been given for future year's waiver process
  - Interesting data from district- younger children (fall birthdays) outperforming peers in 3<sup>rd</sup> grade assessments
- March/April activities
  - Central Registration opened February 1, 2024
    - As of February 28<sup>th</sup>, registration numbers are less than last years
    - Two Kindergarten students out of the registration raffle will be chosen for first day of school fire truck ride
  - Early Notification (still waiting for responses)- will send end of March regardless
  - Hold Transition Meetings for EPKA students
  - Pre-K teachers start Transition Summary Sheets
    - Sheets have gone out and are due back in a few weeks
  - Kindergarten teachers and teams visiting EPKA classrooms
  - Connect PK4 students with Principals to start building relationships
  - "Time to Register" media blitz
    - Run videos already created on social media and website- run again
    - Lawn Signs out
    - Can we send to churches for their bulletins?
  - Little Read
    - Health Committee picked: *Maisy Goes to the Eye Doctor* by Lucy Cousins -new and available April 16
    - Donna will send to schools as soon as books delivered
  - Snack & Chat events have been happening every other Sunday at the library- last event provided information about Kindergarten
- Ready4K
  - Almost 400 families (PK3 & PK4 only)

- Dine and Discuss
  - April 30, 2024, at Imagine Nation from 5:45-7:15
  - Topic- Getting to know one another and their programs
  - Goal: For participants to bring information about their school or program/schedules
- Other
  - CT ELDS was shared out to the committee- may be possible Dine & Discuss idea

**Next meeting April 15, 2024 at 3:45 on Zoom**

### Quality Enhancement Budget for July 1, 2023 to June 30, 2024

| <b>Grant Line Item</b>       | <b>Activity</b>                                                                         | <b>Supports/ Benefits</b>  | <b>Cost</b>     |
|------------------------------|-----------------------------------------------------------------------------------------|----------------------------|-----------------|
| 322 In-Service               | (SRC) Professional Development Support/Dine & Discuss                                   | Staff PD                   | \$700           |
| 325 Parent Activities        | (SRC) Health Committee parent activities/nutrition                                      | Health Committee           | \$256           |
|                              | (FRC) Parent activities                                                                 | Parent Education           | \$4,000         |
| 500 Other Purchased Services | (SRC) Tunxis ECE Consortium membership for City of Bristol                              | Staff                      | \$1,300         |
|                              | (FRC) Books, materials and supplies for parent education                                | Parent Education           | \$1,000         |
|                              | (Library) Purchased services for performers                                             | Children's Literacy        | \$3,000         |
| 600 Supplies                 | (SRC) Ready4K - Parent Power text application for parents of 3- and 4-year-old children | Transition to Kindergarten | \$5,500         |
|                              | (FRC) Supplies for workshops                                                            | Kith and Kin               | \$3,000         |
| <b>Total</b>                 |                                                                                         |                            | <b>\$18,756</b> |

Discuss and vote to approve activities for FY 2025. Does the Bristol School Readiness Council wish to request the FY 2025 activities remain the same, or does the Council wish to request different activities?