



*City of Bristol
School Readiness*

*INFORMATION TO ACCESS THIS
MEETING*

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passcode: 355413*

Ladies and Gentlemen:

The regular Bristol School Readiness Council meeting will be held on Wednesday, December 4, 2024, at 12:15 PM on Zoom.

1. Call to Order
2. Welcome and Introductions
3. Approval of Minutes
 - a. Regular Meeting - November 6, 2024
4. Committee Reports
 - 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. Office of Early Childhood Updates

b. Local Updates

- i. Discuss and approve change to meeting time in 2025 to 12:00-1:00

6. Quality Enhancement Report

7. Monitoring Report

8. Resignations

- a. Maureen Eaton

9. Appointments

10. New Business

11. Old Business

12. Community Sharing

13. Adjournment

14. Next meeting date January 8, 2025

PER ORDER OF THE CHAIRPERSON, JILLIAN ROMANN

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

- The regular meeting of the School Readiness Council was held on November 6, 2024 on the Zoom Meeting Platform and called to order by Maureen Eaton at 12:16 PM.

Present: Matt Baronowski, Cecilia Garay, Maureen Eaton, Yesenia Fuentes, Michelle Herens, Donna Koser, Susan Adeife Lee, Amber Lipscomb, Alyssa McGhee, Brenda Moore, Valerie Pelletier, Jillian Romann, Erick Rosengren, Sarah Roy, Dina Schaffrick, Jennifer St. John, Courtney Sugarman, Kristina Tanguay, Valerie Toner

Absent: Maegan Adams, Wendy McGrath

Also Present: Sarah Ethier, Michelle Fangiuolo

- **Welcome and Introductions**
- **Approval of School Readiness Council Meeting Minutes held October 2, 2024:**
 - ***Motion by School Readiness Council member Val Toner and seconded by Amber Lipscomb, it was a unanimous vote to approve the minutes of the School Readiness Council Minutes held October 2, 2024.***
- **Committee Updates**
 - Program Quality – Maureen Eaton and Michelle Fangiuolo
 - Discussed staff and enrollment updates, including staff who seem to not want to work
 - Office of Early Childhood (OEC) updates:
 - New memo just released that OEC will pay programs 100% of monthly allocation if enrollment is 85% or higher
 - Request for Applications (RFA) should be released soon, and programs will apply based on utilization from FY23 and FY24
 - ECE Reporter data has not been accurate (family income related to SMI)
 - Highlights from Early Start CT Listening Sessions were shared
 - Local updates:
 - City Council, Board of Finance and Joint Board approvals for the Private Provider Payment (PPP) in process
 - Discussion and clarification about screening process
 - Donna requesting family information for Ready4K text alerts
 - Committee planning to hold a fall legislative event
 - Next meeting is November 13 at 10:00 at Edgewood Pre-K Academy and on Zoom
 - Health Committee – Kristina Tanguay
 - Ideas shared to bring “Circle of Security” class to community
 - Zoom educational classes for parents continue with Healthy Eyes for Growing Kids November 6th at 6:00 PM, and Donna shared link in chat and emailed Council
 - Discussion about dental screening of children by BBHD dental hygienists
 - Wellness Wednesday and the Seed Project provided updates
 - Committee is asked to bring ideas for Little Read books that address mental health and feelings

- Discussion about how to connect with Polish speaking families and growing committee
 - Next meeting is November 12 at 2:00 on Zoom
- Governance – Sarah Holmes
 - No report
- Community Outreach – Donna Koser and Jennifer St. John
 - 3rd annual Family Fun Day is starting planning process on November 18 at noon
 - Parent Ambassadors hosting sensory friendly movie night November 7 with a Community Conversation; movie is Winnie the Pooh
 - Polar Express is December 5 at 6:00 PM at the Bristol Public Library
 - Next Family Fun Day meeting is November 18 at 12:00 on Zoom
 - Next regular meeting is January 16 at 10:00 on Zoom
- Infant and Toddler – Maegan Adams and Michelle Herens
 - Children’s clothing drive: drop off clothing at the library now and at Farmers Market Saturday, and families/agencies can pick up November 13
 - November 2 at the Farmers Market with clothing drive flyers and Reading Buddies
 - Next meeting is November 19 at 1:30 on Zoom
- Transition to Kindergarten – Courtney Sugarman
 - October activities:
 - Case Consultation Committee will be discussed at next Program Quality meeting
 - Reviewed 2024-2025 timeline and made several updates
 - Kindergarten age change - waiting to hear Bristol’s process for next year’s Kindergarten cohort
 - Planning Fall Dine & Discuss:
 - Event will be Tuesday, November 19th from 5:30-7:00 at Imagine Nation
 - Topic will be addressing concerns about increase in young children with identified special needs: how we can support teachers, families and children
 - Smaller committee is planning details
 - Donna sent the Ready4K template to providers to gather family information
 - Next meeting is November 18 at 3:45 on Zoom
- **School Readiness Liaison Report – Donna Osuch**
 - Donna read thank you note from Mary-Alice Petrucelli-Timek
 - Office of Early Childhood (OEC) and other Updates
 - OEC Commissioner is on leave of absence. Deputy Commissioner Elena Trueworthy is Acting Commissioner, and Deb Flis is Acting Deputy Commissioner.
 - OEC will pay 100% of program allocations as long as enrollment is at or above 85%
 - Payments to programs: Bristol Comptroller wants to go back to monthly payments
 - While no details about application process for Early Start CT, website updated with funding formula for current state-funded programs; Donna going to calculate for programs
 - Listening Sessions held regarding Care4Kids child care subsidy program
 - Clarissa’s Battle film screening 11/16: <https://www.childcareforct.org/post/step-into-clarissa-s-battle-a-film-screening-and-participatory-panel-discussion-on-child-care>

- **Local Updates**
 - Donna shared results of demographic survey, and SRC very close to Bristol demographics
 - Continue to brainstorm combining BECA and SR (meetings with Mayor and United Way)
 - Transition to Kindergarten questions (waiver for next year?)
 - Healthy Eyes for Growing Kids on Wednesday, November 6, 6:00-7:00 PM on Zoom
 - Dine & Discuss on Tuesday, November 19, 5:30-7:00
 - Grant Award Letters for Private Provider Payment (PPP) winding their way through City
- **Quality Enhancement Report:**
 - The second quarter funds for Quality Enhancement were drawn down, and Donna informed programs about availability
 - FRC finished toddler discipline series and will offer again in spring due to high interest but low attendance; preschool series November 12 and 21 at Edgewood at 6:00 PM
 - FRC also hosting home child care play and learn meetings
 - Library planning programs late winter and early spring using Quality Enhancement funds
- **Monitoring Visits Report**
 - In October,
 - Edgewood Pre-Kindergarten Academy (EPKA) filled 149/149 part day/part year spaces
 - Bristol Child Development Center (BCDC) had 123/129 (95%) full day/full year spaces filled and 56/56 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; looking for one pre-K
- **Resignations:** none
- **Appointments:** none
- **Old Business:** none
- **New Business:** none
- **Community Sharing:**
 - Jenn shared that the Parent Cabinet held its first region 6 meeting, and they're discussing more hours for Parent Ambassadors and Cabinet members. She is also part of an advisory committee to review and rewrite the CT ELDS (Early Learning Development Standards).
 - Val Pelletier said that Head Start is opening a new preschool classroom on South St. Head Start will be serving 78 children, including Early Head Start.
 - Jillian shared that Bristol Public Schools will review data about current children who received the Kindergarten waiver to determine how to best move forward this year.
- **Adjournment: Meeting was adjourned at 12:58 PM.**

Next regular meeting date: December 4, 2024 on Zoom

Respectfully Submitted,

Donna Osuch
School Readiness Liaison

UNAPPROVED

Program Quality
Wednesday, November 13, 2024

Present: Maegan Adams, Renee Dailey, Sarah Ethier, Michelle Fangiullo, Laurie Nadeau, Donna Osuch, Courtney Sugarman, Pam Testa

Absent: Val Pelletier, Cindy Rogers

Welcome and Introductions:

- **Select new co-chair:** Maureen resigned from School Readiness, so we'll pick a co-chair at the next meeting (Renee offered if nobody else steps up)
- **Welcome Sarah Ethier!**

Staffing and enrollment update:

- **Staffing:**
 - BOE needs a few staff for self-contained rooms
 - BCDC will have 1 long-term leave and 3 back-to-back/overlapping maternity leaves
 - INMELC fully staffed for now, though looking for interim for Family Enrollment Specialist going on maternity leave
- **Enrollment:**
 - BOE is full with 6 not listed in ECE Reporter in hopes of new funding
 - BCDC is full at Burlington Ave (holding 2 slots for toddlers moving up in February), and has 1 opening at West St
 - INMELC is full and will have 1 opening in December
- **BristolWORKS!:** No update

OEC Updates:

- **RFA applications should be released soon** - Donna shared spreadsheet with each program showing funding formula shared by OEC using utilization from FY23 and FY24, and it seems that BOE and BCDC will lose money next year unless they apply for and receive competitive grants
- **Early Start CT Listening Sessions** - seem to be done now
- **Early Start CT webpage:** <https://www.ctoec.org/early-start-ct/>

Local updates:

- **Monthly invoices** need to reflect % of spaces served for rest of year
- Joint Board approval for **Private Provider Payment (PPP)** was November 12th, so now will do requisition and draw down funding from eGMS - Donna will ask for invoices
- **Dine & Discuss** is November 19th at INMELC at 5:30 PM about concerns related to increase in young children with identified special needs - low registration so far
- **Updated screening process** - checked to make sure everyone understands
- Submit family information to Donna for **Ready4K** - Donna will attach form to minutes
- Donna will reach out regarding program and classroom monitoring

Case Consultation - discussion was held about bringing it back in some format, but all agreed that having Sarah available to support teachers is better plan

Meeting with legislators - planning breakfast meeting Friday, December 6th at 8:00 AM at Edgewood. Donna will confirm if legislators can attend that date and then invite Merrill Gay to discuss state changes

Cancelling December meeting due to Legislative Breakfast

Next Meeting Date Wednesday, January 15 at 10:00 a.m. at Edgewood Pre-K Academy and Zoom

Respectfully Submitted,
Donna Osuch

Health Committee Notes
November 12, 2024

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

Present: Maegan Adams, Sherry and Tad Bartles, Stephanie Daniele, Yesenia Fuentes, Donna Koser, Donna Osuch, and Tina Tanguay

Welcome and introductions:

New Priorities/Ideas:

- **Behavioral Health** – Perhaps bring back “Circle of Security”
- **Zoom series for parents** –
 - Debrief Eye Health held November 6th by Dr. and Sherry Bartles:
 - Positive feedback
 - Just posted on social media, but already at least 10 views of video
 - Wednesday, December 11 respiratory illness (Tina Tanguay) - Donna K will host
 - Reschedule for late February/early March gardening and healthy eating (Leo)
- **Dental Screening for preschool children update** -
 - If BBHD does screening, hygienists would need to be paid overtime, and unable to be approved at this time.
 - Ask Tunxis if their students can provide screening - Donna O will ask
 - Ask UCONN School of Dental Medicine Farmington - if Tunxis unable, Tina will ask
 - Discussion about revisiting hosting Mission of Mercy in a future year, but would need large space
 - Adapt/create one-page summary of local dental resources to distribute with screening, and include date of creation due to changing nature of resources - Tina will look into

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 and Yesenia will send notable days and months related to health
- **Seed Project** – unsure about future of Ocean State Job Lots’ participation
- **Little Read** – committee discussed at length and picked *The Way I Feel* by Janan Cain
 - Could we also plan an activity, such as a Zoom activity or launch?
 - Donna will figure out correct number of books to order

Other:

- Diversity, equity and inclusion – Looking to connect with Polish families. We had someone interested, but she is unable to participate now.
- Brainstorm ideas to grow committee: put on hold as committee structure will likely change with integration of BECA and School Readiness

Respectfully Submitted,
Donna Osuch

Transition to Kindergarten Committee

November 18, 2024

The regular meeting of the Transition to Kindergarten Committee was held November 18, 2024 on Zoom Meeting Platform and called to order by Christina Macioci at 3:50 PM.

Welcome and Introductions:

Attendees: Maegan Adams, Sarah Ethier, Donna Koser, Christina Macioci, Donna Osuch, Misty Palaia, Dina Schaffrick, Jennifer St. John, Barbara Tedesco, Gail Zimmerman, Erin Zukowski

Transition to Kindergarten Activities

- November activities:
 - Case Consultation Committee update - Program Quality committee appreciated ideas and will continue to work with Sarah Ethier when struggling with a child
- Kindergarten age change - Bristol will assess children in Kindergarten who received a waiver and then make a decision about how to move forward next year
- Little Read - Health Committee selected *The Way I Feel* by Janan Cain, and Donna will confirm numbers of preschool and Kindergarten classrooms

Dine & Discuss

- Postponed event from November 19th to Tuesday, April 1, 2025, from 5:30-7:00 PM
- Topic will be *Addressing Concerns about the Increase in Young Children with Identified Special Needs: How We Can Support Children, Families and Teachers*
- Donna K will create a Save the Date, and Donna O will send to everyone
- Donna O will send a calendar invitation to the committee and those who had responded

Ready 4K

- Donna sent template to providers to gather family information

Next Meeting December 16, 2024 at 3:45 on Zoom



City of Bristol
Office of Town and City Clerk
111 North Main Street
Bristol, Connecticut 06010

To: Town & City Clerk

From: Bristol School Readiness Council

(Name of Board or Commission)

Contact Person: Donna Osuch Telephone Number: 860-584-7828, ext. 411154

Address: Edgewood Pre-K Academy, 345 Mix St. E-mail Address: donnaosuch@bristolct.gov

In compliance with Section 1-225 of the Connecticut General Statutes the following is a listing of dates of the regular meetings of the Bristol School Readiness Council
(Name of Board or Commission)

MONTH	DATE	TIME & PLACE OF MEETING
January	8, 2025	12:00 PM BOE Room 36 and Zoom
February	5, 2025	12:00 PM BOE Room 36 and Zoom
March	5, 2025	12:00 PM BOE Room 36 and Zoom
April	2, 2025	12:00 PM BOE Room 36 and Zoom
May	7, 2025	12:00 PM BOE Room 36 and Zoom
June	4, 2025	12:00 PM BOE Room 36 and Zoom
September	3, 2025	12:00 PM BOE Room 36 and Zoom
October	1, 2025	12:00 PM BOE Room 36 and Zoom
November	5, 2025	12:00 PM BOE Room 36 and Zoom
December	3, 2025	12:00 PM BOE Room 36 and Zoom

Yours very truly,

Chairman

(Signature)

Secretary

(Signature)

(Date)