



City of Bristol
School Readiness
INFORMATION TO ACCESS THIS
MEETING:

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Ladies and Gentlemen:

The Special Meeting of the School Readiness Council will be held on Wednesday, January 22, 2025, at 12:00 PM on Zoom.

1. Call to Order
 2. Approval of Minutes
 - a. Regular Meeting - December 4, 2024
 3. Discuss and approve School Readiness Council City Budget
 - a. Draft City budget for FY2026
 4. Adjournment
 5. Next regular meeting date February 5, 2025
- PER ORDER OF THE CHAIRPERSON, Jillian Romann

**Bristol School Readiness Council
Regular Meeting
December 4, 2024**

- The regular meeting of the School Readiness Council was held on December 4, 2024 on the Zoom Meeting Platform and called to order by Jillian Romann at 12:18 PM.

Present: Maegan Adams, Cecilia Garay, Yesenia Fuentes, Michelle Herens, Donna Koser, Amber Lipscomb, Wendy McGrath, Brenda Moore, Jillian Romann, Erick Rosengren, Sarah Roy, Dina Schaffrick, Jennifer St. John, Kristina Tanguay

Absent: Matt Baronowski, Susan Adeife Lee, Alyssa McGhee, Valerie Pelletier, Courtney Sugarman, Valerie Toner

Also Present: Sarah Ethier

- **Welcome and Introductions**
- **Approval of School Readiness Council Meeting Minutes held November 6 2024:**
 - ***Motion by School Readiness Council member Dina Schaffrick and seconded by Wendy McGrath, it was a unanimous vote to approve the minutes of the School Readiness Council Minutes held November 6, 2024.***
- **Committee Updates**
 - Program Quality – Michelle Fangiullo
 - Discussed staff and enrollment updates
 - Office of Early Childhood (OEC) updates:
 - Shared estimated funding based on OEC formula for upcoming Request for Applications (RFA) - programs will apply based on utilization from FY23 and FY24
 - Local updates:
 - Monthly invoices need to include percentage of spaces
 - Committee planned a fall legislative event, but moving to winter for legislators
 - Next meeting is January 15, 2025 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 respiratory illness on December 11th at 6:00 PM
 - Discussion about how to improve dental health of young children
 - Wellness Wednesday and the Seed Project provided updates
 - The committee picked *The Way I Feel* by Janan Cain for the Little Read for The Week of the Young Child in April
 - Discussion about how to connect with Polish speaking families
 - Next meeting is December 10 at 2:00 on Zoom
 - Governance – Sarah Holmes
 - No report
 - Community Outreach – Donna Koser and Jennifer St. John

- 3rd annual Family Fun Day has starting planning and welcomes help
- Polar Express is December 5 at 5:00 PM at the Bristol Public Library
- Parent Ambassadors are planning Snack & Chat events at the library this winter, and one with Coach Kevin and baseball cards is February 22, 2025
- Next Family Fun Day meeting is December 16 at 12:00 on Zoom
- Next Special Education HUB meeting is December 18 at noon 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 was successful, and Maegan will continue to collect clothing, sizes birth through 10, for anyone who needs it and for next year
 - Next meeting is December 17 at 1:30 on Zoom
- Transition to Kindergarten – Courtney Sugarman
 - 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
 - Postponed Fall Dine & Discuss to April 1, 2025, and topic will be addressing concerns about increase in young children with identified special needs: how we can support teachers, families and children
 - Next meeting is December 16 at 3:45 on Zoom
- **School Readiness Liaison Report – Donna Osuch**
 - Office of Early Childhood (OEC) and other Updates
 - Request for Applications (RFA-A) for Early Start CT went out to programs directly on 11/19 with some very big changes impacting Bristol programs:
 - Part-day slots went from \$4,500 to \$3,000 annually, impacting BOE
 - BCDC losing \$90,720.12 (8 preschool slots)
 - Edgewood Pre-K Academy just learned they will receive 15 additional slots starting in January, and that money will follow them into next fiscal year
 - Listening Session being held tonight regarding Care4Kids child care subsidy program
 - Met with Acting Commissioner and Acting Deputy Commissioner and small group of liaisons November 25
 - Local Updates
 - Continue to brainstorm combining BECA and SR (meetings with Comptroller and HR, and presenting to Joint Board on December 17), and members present completed this re-branding and key values survey: https://docs.google.com/forms/d/e/1FAIpQLScH0xWZHcHmDlwMAC-ms78MOabq1l-WqBP9GS4Sv7aXAfGk2A/viewform?usp=sf_link
 - Dine & Discuss was postponed to April 1, 2025
- **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 November,
 - Edgewood Pre-Kindergarten Academy (EPKA) filled 149/149 part day/part year spaces
 - Bristol Child Development Center (BCDC) had 127/129 (98%) 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
- **Resignations:** Maureen Eaton
- **Appointments:** none
- **Old Business:** none
- **New Business:** none
- **Community Sharing:**
 - The Family Resource Center is offering UConn People Empowering People (PEP) starting January 16 at Edgewood Pre-K Academy from 11:30-1:30, with child care. A few spaces are available.
 - United Way's Joy of Sharing toy drive is going on, and they're hosting a networking event at Mulligans December 12 from 5:30-8:30.
 - Bristol Child Development Center is doing a fundraiser at Panera December 14 from 4:00-8:00, with 30% of sales going to BCDC.
- **Adjournment: Meeting was adjourned at 1:13 PM.**

Next regular meeting date: January 8, 2025 on Zoom

Respectfully Submitted,
 Donna Osuch
 School Readiness Liaison

``Proposed Budget for School Readiness FY 2025-2026

For the City to receive \$200,000 in Administration funds, we must spend at least \$50,000 in the City Budget for Early Start CT. The proposed budget reflects expenditures of \$250,000, broken out by City and OEC.

Budget Heading	Line item #	Amount from City	Amount from OEC	Total
Regular Wages Salary Step 8/6	514000-25G11		\$103,866	\$103,866
Regular Wages NEW Position	514000-25G11		\$79,588	\$79,588
Professional Fees • Parent Ambassador stipends \$6,000 • Professional Development \$10,000 • Lunch for in-person meetings \$546	531000-25G11		\$16,546	\$16,546
Quality Enhancement Grant	531000-25G12		TBD *	TBD*
Subtotal			\$200,000	\$200,000

*Likely a separate grant, but unknown if QE will continue

Professional Fees • Coaching/Monitoring for Programs \$15,000 • Behavior Support - shared position with BOE \$14,000	531000	\$29,000		\$29,000
Training SR Program Staff and Liaisons	531140	\$7,610		\$7,610
Postage	553100	\$100		\$100
Travel (\$0.655 x 2,290 miles)	554000	\$1,500		\$1,500
Printing (outreach brochures/materials)	555000	\$1,000		\$1,000
Advertisement (rebranding merchandise)	557700	\$6,500		\$6,500
Program Supplies	561800	\$3,500		\$3,500
Conference/Membership	581120	\$290		\$290
Office Supplies	569000	\$500		\$500
Total		\$50,000	\$200,000	\$250,000