



*City of Bristol
School Readiness*

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MEETING*

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Ladies and Gentlemen:

The regular School Readiness Council meeting will be held on Wednesday, April 2, 2025, at 11:45 on Zoom.

1. Call to Order, Welcome and Introductions
2. Consolidation of the Bristol Early Childhood Alliance and School Readiness Council
 - a. Breakout Groups to Start Strategic Planning
3. Approval of Minutes
 - a. Regular Meeting - March 5, 2025
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

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 7, 2025, in Room 36 at BOE
- PER ORDER OF THE CHAIRPERSON, Jillian Romann

**Bristol School Readiness Council
Regular Meeting
March 5, 2025**

The regular meeting of the School Readiness Council was held on March 5, 2025 on the Zoom Meeting Platform and called to order by Jillian Romann at 11:48 AM.

A recording of this meeting is at: <https://zoom.us/rec/share/k-s6x8OZuCp8mDBblv0KD8RF0mHIGp6dVZbW2sS3TiZs2rURdyxZMxxXlqUjWXJE.wY5Vq0aIXK5IJngw>
Passcode: [5.tf%9q%](#)

Present: Maegan Adams, Cecilia Garay, Yesenia Fuentes, Michelle Herens, Donna Koser, Amber Lipscomb, Alyssa McGhee, Wendy McGrath, Brenda Moore, Jillian Romann, Erick Rosengren, Sarah Roy, Dina Schaffrick, Jennifer St. John, Courtney Sugarman, Valerie Toner

Absent: Matt Baronowski, Susan Adeife Lee, Valerie Pelletier

Also Present: Renee Dailey, Stephanie Daniele, Sandra Godin, Kate Kerchaert, Aubrey Minkler, Kara Singleton

- **Welcome and Introductions**
- **Consolidation of the Bristol Early Childhood Alliance and School Readiness Council:**
 - Breakout groups to start strategic planning – vision, goals and strategies: As part of the consolidation of the School Readiness Council and the Bristol Early Childhood Alliance process, attendees were asked to discuss the following questions in break out groups:
 - What does a thriving early childhood system look like in our community?
 - What words or phrases should define our vision and identity?
 - What are the most pressing needs of young children and families in our community?
 - What potential obstacles do we need to address to be successful?
 - Discussion was captured in the following documents and will be discussed further in future meetings:
[Break Out Room 1](#)
[Break Out Room 2](#)
[Break Out Room 3](#)
 - Approval of request to submit a Transition Grant to the CT Network for Children and Youth:
 - ***Motion by School Readiness Council member Jennifer St. John and seconded by Michelle Herens, it was a unanimous vote by School Readiness Council and Bristol Early Childhood Alliance members to submit a grant to the Connecticut Network for Children and Youth for up to \$25,000.***
- **Approval of School Readiness Council Meeting Minutes held February 5, 2025:**
 - ***Motion by School Readiness Council member Amber Lipscomb and seconded by Sarah Roy, it was a unanimous vote to approve the minutes of the regular School Readiness Council Minutes held February 5, 2025.***
- **Committee Updates**
 - Program Quality – Renee Dailey
 - Discussed impact of temporary closing of Edgewood

- Discussed enrollment updates
- Time to register for Kindergarten. Donna asked about the missing map of home schools on BOE's website, and found out you have to look under bus routes
- Transition Summary Sheets due March 21
- Donna shared legislative update
- Next meeting is March 11 at 10:00 at TBD and on Zoom
- Health Committee – Donna Osuch
 - Tina shared that she is resigning from School Readiness and the Health committee
 - Tina shared data related to the BECA/School Readiness consolidation, including mental health, childhood obesity, domestic violence, overdose deaths, communicative diseases, and Adverse Childhood Experiences (ACEs)
 - Discussed behavioral health, including Circle of Security and ACEs
 - A google doc for Wellness Wednesday was shared for committee to add items
 - The Health Committee will be discussing goals using the following google doc: <https://docs.google.com/document/d/1LOJELN9PGEfYPoCvnP8u9qrmsseOCCguljUbXc7BqlM/edit?usp=sharing>
 - Next meeting is March 12 at 2:00 on Zoom
- Governance – Sarah Holmes
 - No report
- Community Outreach – Donna Koser and Jennifer St. John
 - Parent Ambassadors held an event with a baseball author on March 1. Parents and children in attendance enjoyed the interaction with Coach Kevin
 - Special Education Hub - The committee is trying to find a time that works best for everyone. If you are interested, please complete the [Google Doc](#) with the time that works best for your schedule
 - Family Fun Day has been confirmed for June 21, 2025, at BAIMS. Vendor information is currently being gathered in a [Google Doc](#).
 - Appetite for Reading volunteers are gathering on March 10 at 3:30 at United Way.
 - Next meeting is rescheduled to April 10 at 1:00 on Zoom
- Infant and Toddler – Maegan Adams and Michelle Herens
 - No update
 - The Infant & Toddler Committee will be discussing goals using the google doc: https://docs.google.com/document/d/1ARuVlppsF5-Amb75Nt4WbWgn4NpDWoTukg1WnSX_xec/edit?usp=sharing
 - Next meeting is March 18 at 1:30 on Zoom
- Transition to Kindergarten – Courtney Sugarman
 - Discussion about transition to kindergarten activities for February and March, including Early Notification, Transition Meetings for students with IEPs, and the family education process about kindergarten readiness
 - Kindergarten registration opened February 1, and 174 children registered by 3/1
 - Discussion about the Kindergarten waiver process – 45 waivers by 3/5
 - Spring Dine & Discuss will be April 29, 2025, from 6:00-7:00 on Zoom
 - The Transition to K Committee will be discussing goals using the google doc:

https://docs.google.com/document/d/1_sCX1toYiLbpkleug_6i0QG0OfqFwZ7E8E335AQNWUc/edit?usp=sharing

- Next meeting is March 17 at 3:45 on Zoom
- **School Readiness Liaison Report – Donna Osuch**
 - Office of Early Childhood (OEC) and other Updates
 - Current School Readiness programs have been approved for funding for next year, but OEC has not released the second round of Request for Applications (RFA-B was released later on March 5)
 - Local Updates
 - Approve request to submit a Letter of Support for Family Resource Centers (FRCs) – there are 57 FRCs statewide. FRCs have always had their own line item in State budget, but Governor’s proposal combines FRCs with 6 additional entities with 13% less money, and would require them to compete for funding. ***Motion by School Readiness Council member Donna Koser and seconded by Brenda Moore, it was a unanimous vote by School Readiness Council and Bristol Early Childhood Alliance members to submit a Letter of Support for Family Resource Centers.***
 - Edgewood Pre-Kindergarten Academy is temporarily closed due to water leaking
 - Bristol Comptroller and Mayor requested budget revisions of 2% and 5% less, which were submitted February 17
 - Presented about School Readiness and upcoming changes at Youth Commission 2/12
 - Presented about competitive RFA-B to Bristol family child care providers 2/16
- **Quality Enhancement Report:**
 - The Library has two programs scheduled – a ukulele concert and an Irish singer
 - The FRC is meeting with its Home Child Care Network at its 3 sites while Edgewood is closed
- **Monitoring Visits Report**
 - In February,
 - Edgewood Pre-Kindergarten Academy (EPKA) filled 159/164 (97%) part day/part year spaces
 - Bristol Child Development Center (BCDC) had 129/129 (100%) 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:** Kristina Tanguay, Bristol-Burlington Health District
- **Appointments:** Elizabeth McGuire, Bristol-Burlington Health District
- **Old Business:** none
- **New Business:** none
- **Community Sharing:**
 - Main Street Community Foundation has grant cycles open now (Plainville Community Fund due 3/21 and the General Grant Cycle due 3/28), including scholarships (due this Friday)

available for those who wish to attend or return to college. Please reach out to Kate Kerchaert or Susan Sadecki to ensure that your project or pilot aligns with the foundation's grant making goals. www.mainstreetfoundation.org

- Donna K. shared if you or someone you know earned less than \$67,000 in 2024, regardless of age, education, profession, or number of jobs, you may qualify to have your taxes done for FREE! Tuesday evening and Saturday appointments are available and must be made in advance. No walk-ins. For more information and to see if you qualify, visit <https://www.uwestcentralct.org/free-tax-preparation-service> or call the HRA appointment line 860-356-2000. Be sure to choose United Way of West Central CT as your location.
- Jennifer shared that the OEC Parent Cabinet is drafting a parent caregiver survey that will go out to families, and respondents will receive \$30. The CTELDS Advisory Committee is creating a new handbook. Finally, Jenn will have an OEC table at the Library's Summer Reading Carnival being held June 27.
- If you want Councilor Rosengren to announce anything at BOE and/or City Council meetings, please send to Donna

- **Adjournment: Meeting was adjourned at 1:05 PM.**

Next regular meeting date: April 2, 2025 on Zoom

Respectfully Submitted,
Donna Osuch
School Readiness Liaison

Program Quality
Wednesday, March 12, 2025

Present: Maegan Adams, Renee Dailey, Michelle Fangiullo, Donna Osuch, Courtney Sugarman, Pam Testa

Absent: Sarah Ethier, Laurie Nadeau, Val Pelletier, Cindy Rogers

Welcome:

Staffing and enrollment update:

- **Staffing:**
 - BOE will have 2 para openings
 - BCDC looking for summer subs
- **Enrollment:**
 - BOE at 148/164 and only want to stay above 85% enrolled (140)
 - BCDC is full at Burlington Ave and West St
 - INMELC is full
- **BristolWORKS!:** Donna will schedule meeting; Maegan visited last week, Laurie's visit this week was postponed, and Donna visiting next week

Impact of temporary closing of Edgewood:

- Classrooms are full with 2 teachers using the same space
- Building Committee pursuing 2 options: return to Edgewood in September or look for new space to house everyone
- Starting registration for next year and offering PK4 school day option (76 spaces for 9:05-3:35) and PK3 part day option (71 spaces) plus additional funds with space configuration TBD
- Surveying families this week and will share families' decisions with programs who share children – send Courtney your students' names
- LEAD will be school day, and will have limited number of before and after care spaces

OEC Updates:

- **Licensing Regulations** updated – OEC presentation:
<https://docs.google.com/presentation/d/1ngWWIzZgeAdu4s-Kuz8cles611KZmxx/edit#slide=id.p1>
- **RFA update:**
 - First round starting contracting process
 - Second round announced 3/5 and due 3/28

Local updates:

- **Time to register for Kindergarten!** Remind families
- **Transition Summary Sheets** due April 11th – let Donna know when they're ready for pick up
- **BECA and School Readiness Council strategic planning** – applying for a grant to help us look at strategic goals and strategies, and Maegan shared that CTAEYC is looking at The Do Good Group and Transformative Leadership Strategies
- **Program and classroom monitoring** – Donna will follow up
- **Dine & Discuss** is April 29th at 5:30 PM on Zoom

- Can Courtney ask her staff to refrain from calling their programs day care, referring to *The Bristol Edition* article calling “daycare naps and snacks.”

Legislative updates:

- Donna shared federal update from Early Care Connection:
https://docs.google.com/presentation/d/1FFoAGX5dAM8NBvtNQ7foRrw8IA-Uc_pS/edit#slide=id.p1
- Donna shared HB 5003 summary from the CT Early Childhood Alliance (CTECA):
https://docs.google.com/document/d/1r_s7XXZNjKiYJQn6kgvkm-WsokYQ3z_l09G84SCSoRE/edit?tab=t.0
- This comparison of Governor’s UPK, HB 5003, and NEW SB 1 was shared by CTECA on 3/13; they also shared that HB 1369 is dead (would have enacted a payroll tax on all CT businesses):
<https://docs.google.com/document/d/128lkge0h4EEHok1ItfxiMNeuO4IJVj001HIGB8CxtRg/edit?tab=t.0>

Other – discussed rates; currently:

- BCDC \$200 preschool and \$285 infant/toddler
- INMELC \$200 preschool and \$275 infant/toddler
- Whiz Kids \$280 preschool and \$355 infant/toddler
- Burlington Academy \$420 infant/toddler

Next Meeting Date Wednesday, April 8 at 10:00 a.m. at Bristol Child Development Center and Zoom

Respectfully Submitted,
Donna Osuch

Health Committee Notes March 11, 2025

The regular meeting of the Health Committee was held on March 11, 2025, on Zoom Meeting Platform and called to order by Leo Suazo.

Present: Maegan Adams, Sherry and Tad Bartles, Daniele, Donna Koser, Barbara Lozier, Donna Osuch, Jennifer St. John and Leo Suazo

Welcome and introductions: Stephanie Daniele agreed to be co-chair – thank you, Stephanie!

School Readiness/BECA strategic planning:

- Donna O will ask Tina to share the local data sets she discussed at the February meeting: mental health, childhood obesity, domestic violence, overdose deaths and communicative diseases. We also have her presentation about Adverse Childhood Experiences (ACEs). The google doc in the next bullet was shared, and the committee held additional discussion. Committee members will update the sections about which they have knowledge.
- **The Health Committee will discuss goals using the following google doc:**
<https://docs.google.com/document/d/1LOJELN9PGEfYPoCvnP8u9qrmsseOCCguljUbXc7BqIM/edit?usp=sharing>

New Priorities/Ideas:

- **Behavioral Health –**
 - Explore options regarding ACEs for a future strategy:
<https://www.npr.org/sections/health-shots/2015/03/02/387007941/take-the-ace-quiz-and-learn-what-it-does-and-doesnt-mean>
 - Bristol Police hired Officer Nick who responds to 211 calls from schools and/or mental health calls in community
 - Bristol Public Schools created the LEAP Engagement Specialists as a result of Covid avoidance and kids not attending school
- **Zoom series for parents –**
 - Prerecord gardening and healthy eating – Leo will share her slides with the committee and will share her video with Donna K when she's done
- **Dental Screening for preschool children update –**
 - BBHD dental hygienists getting new space in 2026, though that might be affected by Edgewood students using the space this spring
 - Mission of Mercy volunteer registration is open – event is June 20-21 at New Britain HS

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. She shared a link for committee members to add items: <https://docs.google.com/spreadsheets/d/1HUbOc-IDFBh74UfiGyEQ1cHpUcbBlyWVOYXSZQJ10RY/edit?gid=0#gid=0>
- **Seed Project** – Leo will offer seed program at schools with FRCs and at community preschools through Road to Reading program; we should offer packets we don't expect to use to the library for their seed catalog
- **Little Read** – Donna O reaching out to Purchasing Dept. to buy books

Other:

- Do we address child sexual abuse/pornography in light of recent arrest? Yes, we agree that we should explore it. Data Jenn pulled up while we discussed include number of people registered on the Sex Offenders List: Bristol 87; Harwinton 4; New Britain 217; Plainville 17; Plymouth 15; Southington 29; and we know those numbers are the tip of the iceberg; perhaps do education about registry awareness
- Family Fun Day sponsorship and vendor form:
https://drive.google.com/file/d/1g_rTDqGdjJhnowpclbSKiNN_Qe3_CUfL/view

Next meeting is April 8, 2025 at 2:00

Respectfully Submitted,
Donna Osuch

Infant & Toddler Committee

Zoom Meeting Notes

March 18, 2025, from 1:30 – 2:30 p.m.

In attendance: Maegan Adams, Hilary Camacho, Michelle Fangiullo, Michelle Herens, Donna Koser, Yolande Lazarus-Guerrero, Wendy McGrath, Donna Osuch, Kaitlyn Rondeau, and Jennifer St. John,

Members present discussed the following items.

Updates on LGP, rebranding and reconfiguration of committees: A transition grant request was submitted yesterday. Funding would allow for a Facilitator to help with the merging of BECA/SR, a logo designer and staff time to help with the LGP Handbook.

Equity and Inclusion: BECA has asked that all committees think about equity and inclusion. A recap was provided. Thursday is the Special Education Hub meeting. There is a Sensory Friendly Movie being held on Sunday. Family Fun Day hopes to increase organizations who provide special education resources. Family Fun Day will be held on June 21st at BAIMS from 11:00-2:00.

Presentation: Hilary Camacho, *Women's/Family Recovery Navigator - REACH Program*

Women's REACH program at the Wheeler Clinic; a DMHAS funded program is designed to provide outreach, encouragement, short term case management, recovery support resources to pregnant and parenting woman with substance use or co-occurring disorders, as well as their partners, and other immediate parenting family. Hilary will share the slides from the presentation, a brochure to share with families and an enrollment form.

Next Events

- May - Maternal Mental Health Month – Donna K. to reach out to Tracy to see if she was interested in a Walk & Talk event at the park.
- April – Community Baby Shower – skip this year.
- August - Breastfeeding Awareness – Kaitlyn will take the lead. Donna K. to co-create a flyer to get the word out.

Opportunities for Infants and Toddlers – no updates.

Next Steps / Updates: no report

Next Meeting: *April 15, at 1:30 p.m. on ZOOM*

Transition to Kindergarten Committee

March 17, 2025

The regular meeting of the Transition to Kindergarten Committee was held March 17, 2025 on Zoom Meeting Platform and called to order by Christina Macioci at 3:50 PM.

Welcome and Introductions:

Attendees: Michelle Fangiullo, Maura Hopkins, Donna Koser, Yolande Lazarus-Guerrero, Christina Macioci, Donna Osuch, Courtney Sugarman

School Readiness/BECA Strategic Planning

- Bristol submitted a grant to support strategic planning and new logo development

Transition to Kindergarten Activities

- March and April activities:
 - Time to register for Kindergarten!
 - Early Notification forms are still outstanding
 - Hold Transition Meetings for students with IEPs ongoing through spring
 - “Time to Register” media blitz
 - Educate PK4 parents on social media and website using videos made in 2023
 - Transition Summary Sheets are due April 11th
 - Invite kindergarten teachers to visit SPED students – Courtney will think about the best way to do this with students very crowded at Senior Center
 - Invite kindergarten teachers to Transition Team meetings
- Kindergarten age change – parents can request waivers similar to last year if they want their child to start kindergarten early; Kindergarten teachers shared concerns about current young students not doing well on second assessments, and Mountain View teachers will show parents who request a waiver the level of work that is expected

Ready 4K

- We have 433 families enrolled

Dine & Discuss

- A discussion with a panel of experts to explore the rising number of young children with identified special needs on Tuesday, April 29, 2025, from 6:00-7:00 PM on Zoom
- Hold panel with 3 experts: 1) School Psychologist on instructional control (ask Kristen Cicchetti), 2) Speech and Language Pathologist (ask EPKA SLPs), and 3) Occupational Therapist (Maura Hopkins); then Q&A
- After panel, hold breakout groups for teachers to share experiences and knowledge
- Invite teachers and family child care providers from community
- Update invitation to include breakout requests
- Registration link: <https://forms.gle/aC3vzLmjKK1Hw77N6> and flyer attached

Other

- Give remaining green activity bags to FRC for families and family child care providers

Next Meeting April 21, 2025 at 3:45 on Zoom