



*City of Bristol
School Readiness*

**INFORMATION TO ACCESS THIS
MEETING**

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passcode: 355413

Ladies and Gentlemen:

The regular School Readiness Council meeting will be held on June 4, 2025, at 12:15 in Room 36 at the BOE and on Zoom, 129 Church Street, Bristol, CT.

1. Call to Order, Welcome and Introductions
2. Consolidation of the Bristol Early Childhood Alliance and School Readiness Council
 - a. Vote to approve Bristol School Readiness Council application for Stabilization Grant to CT Network for Children and Youth for up to \$60,000
 - b. Vote to approve the Mayor enter into a contract on behalf of the City of Bristol to be the Local Governance Partner Fiduciary with Shine Early Learning
3. Approval of Minutes
 - a. Regular Meeting - May 7, 2025
4. City School Readiness and Child Day Care Liaison Report
 - a. Office of Early Childhood Updates
 - b. Local Updates
5. Monitoring Report
6. Resignations
 - a. Matt Baronowski
7. Appointments

8. New Business
9. Old Business
10. Community Sharing
11. Adjournment
12. Next meeting date September 3, 2025, In Person in Room 36 at BOE

PER ORDER OF THE CHAIRPERSON, Jillian Romann

Organization Name: City of Bristol, School Readiness Council

Contact person: Donna Osuch

Please include a detailed budget narrative as a separate document in addition to any notes below.

Please round up to the nearest \$10		June 2025 - September 2025	Explanation (eg, cost per hour, etc)
Personnel			
Salary (name, title, # of hours, hourly rate, etc.)	Donna Osuch, Liaison, Q1 of full-time salary	\$24,500	first quarter of approximately \$98,000/year
Tax and Fringe Benefits			
Subtotal		\$24,500	
Other expenses			
Consultants (list separately)			
Communication, Branding and Recruitment Consultant		\$19,500	approximately 325 hours X \$60/hour
Parent Ambassadors (PA) - 2		\$1,500	2 X 10 hours/month X \$25/hour X 3 months
Meeting Expenses			
Travel (Mileage x.70), parking, etc.			
Other expenses (list separately)			
Subtotal		\$21,000	
TOTAL		\$45,500	

LGP Fiduciary Form

As Connecticut begins implementation of Early Start CT on July 1, 2025, local communities with state investment in certain child care programs may form a Local Governance Partner (LGP) or join with other towns to form a Regional Governance Partner.

The first six months of LGP work will focus on establishing the foundational pieces of the LGP such as hiring/contracting staff and Parent Ambassadors and rebuilding/reinvigorating the Community Table (local advisory council) with the intention of engaging families, providers, and the broader community by acting as the community's early childhood hub.

In order to be eligible for funding to support the LGP, stakeholders in each municipality must complete and sign this form. If forming a Regional Governance Partner, each municipality must complete its individual form and reference the towns with which it intends to partner in order for the regional fiduciary organization to be eligible for funding. In addition, if this form is submitted and approved before June 15, 2025, you may be eligible for a one-time LGP Stabilization Grant.

Municipality:

- ☐ Single municipality Local Governance Partner (LGP)
- ☐ Regional LGP which will include the following municipalities:

In Fiscal Year 2025, did this municipality receive school readiness funding:

- ☐ Yes
- ☐ No

In Fiscal Year 2025, did this municipality have a Local Early Childhood Council, or a cross-sector cradle to career partnership:

- ☐ Yes
- ☐ No

Organization that will serve as the LGP Fiduciary

Legal Name of Organization:

Mailing Address:

Street Address:

EIN:

Primary fiscal contact at the fiduciary organization

Name:

Title:

Organization:

Mailing address (check if same as above):

Email address:

Telephone number:

Primary LGP staff person (e.g. contact for LGP operations)

Name:

Title:

Organization:

Mailing address (check if same as above):

Email address:

Telephone number:

We, the undersigned individuals, attest that community stakeholders in our municipality have met and agreed upon the above-named organization to serve as the contractor with Shine Early Learning to facilitate the formation and operation of a Local Governance Partner as defined in Connecticut General Statutes §10-550c. We understand that the above named organization will apply for the LGP funding allocated by the Office for Early Childhood for such purposes and will use these funds in coordination with the LGP Community Advisory Board to be established in our town/city or region and will serve in this capacity for the two-year contract period of July 1, 2025 through June 30, 2027. Electronic signatures are acceptable.

Chief Municipal Official (Mayor/First Selectman)/Town Manager or designee

Date

School Superintendent or designee (if involved in school readiness or preschool services) Date

School Readiness Co-Chairperson (if one exists and is different than above)

Date

School Readiness Co-Chairperson #2 (if one exists and is different than above)

Date

School Readiness Liaison (if community receives school readiness funding)

Date

Local Early Childhood Council or Cradle to Career Director or CEO
(if one exists and is different than above)

Date

Chief Executive Officer of the Fiduciary Organization
(if different than above)

Date

Bristol School Readiness Council
Regular Meeting
May 7, 2025

The regular meeting of the School Readiness Council was held on May 7, 2025 in Room 36 at the Bristol Board of Education and on the Zoom Meeting Platform, and called to order by Jillian Romann at 11:57 AM.

Present: Cecilia Garay, Yesenia Fuentes, Michelle Herens, Donna Koser, Susan Adeife Lee, Amber Lipscomb, Wendy McGrath, Liz McGuire, Brenda Moore, Valerie Pelletier, Jillian Romann, Erick Rosengren, Dina Schaffrick, Jennifer St. John, Courtney Sugarman, Valerie Toner

Absent: Maegan Adams, Matt Baronowski, Alyssa McGhee, Sarah Roy

Also Present: Stephanie Daniele, Sarah Ethier, Michelle Fangiullo, Sandra Godin, Kate Kerchaert, Kara Singleton

- **Welcome and Introductions**
- **Consolidation of the Bristol Early Childhood Alliance and School Readiness Council:**
 - We picked a consultant to help consolidate BECA and School Readiness, Fio Partners
 - The June 4, 2025 meeting will be a part-day retreat, from 9:00-1:00, and will include lunch and breakfast snacks. We encourage people to attend in person as much of the morning as possible.
 - Mission Statement Development – members participated in an exercise to develop a new mission statement to reflect our work going forward. We brainstormed words to reflect for what we want to be known, what we want to achieve, and the unique contributions we can make. After narrowing down the lists of words, small groups drafted the following statements:
 - Creating positive changes in early childhood through education, inclusive practices, family engagement, and strategic resource development within the Bristol community.
 - The Bristol Early Childhood Collaborative is dedicated to fostering a strong community by promoting high-quality education, inclusive practices, and meaningful family engagement. Through building connections and providing access to essential resources, we support the development of every child and strive to create positive changes that benefit all families in Bristol.
 -
 - We will vote to approve one of the mission statements at the June retreat/meeting.
- **Approval of School Readiness Council Meeting Minutes held April 2, 2025:**
 - ***Motion by School Readiness Council member Valerie Toner and seconded by Jennifer St. John, it was a unanimous vote to approve the minutes of the regular School Readiness Council Minutes held April 2, 2025.***
- **Committee Updates**
 - Program Quality – Renee Dailey
 - Discussed staffing and enrollment updates
 - Discussed impact of temporary closing of Edgewood

- District using bus tracking app, and Courtney will try to get access for BCDC and INMELC to track their shared students
 - BOE starting registration for next year and offering PK4 school day option and PK3 part day option
 - Summer program will be at West Bristol from July 7 – August 7, 9:00-11:30
 - OEC Updates: Donna attended an OEC meeting with liaisons with these updates:
 - OEC creating 3 sets of General Policies (programs, LGPs and intermediary)
 - Learned more about OEC's vision for transition with milestones for 1 month, 6 month and 1 year
 - Goals will include family engagement, local needs assessment/community planning, and quality assurance/program improvement (monitoring)
 - Time for a reset and fresh start – update community bylaws to reflect ESCT
 - Time to register for Kindergarten. Donna asked Central Registration for list of registered families to share with programs
 - Discussed proposed increase in rates and accreditation fees
 - Imagine Nation's NAEYV visit window is April 21 – May 9
 - Next meeting is May 14 at 10:00 at Bristol Child Development Center and on Zoom
- Health Committee – Donna Osuch
 - Discussed exploring strategy around Adverse Childhood Experiences (ACEs)
 - Discussed behavioral health, including that Stephanie is working on a community project on bullying awareness; she will promote with orange ribbons at schools next October
 - 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/1L0JELN9PGEfYP0CvnP8u9qrmsseOCCguljUbXc7BqIM/edit?usp=sharing>
 - Next meeting is May 13 at 2:00 on Zoom
 - Governance – Sarah Holmes
 - No report
 - Community Outreach – Donna Koser and Jennifer St. John
 - Family Fun Day is scheduled for June 21st with a rain date of June 22nd. The committee is still looking for vendors and sponsors.
 - Infant and Toddler – Maegan Adams and Michelle Herens
 - Planned participation at Stafford's Health Fair May 1st
 - Discussed Breastfeeding event with WIC August 2nd
 - Also discussed increased requests for benefits beyond WIC, and that many mothers giving birth who test positive for marijuana say they're not using – the hospital offers them a lock box provided by Wheeler
 - 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 May 20 at 1:30 on Zoom
 - Transition to Kindergarten – Courtney Sugarman

- Discussion about transition to kindergarten activities for April and May, including Transition Meetings for students with IEPs, “time to register” media blitz, inviting kindergarten teachers to Transition Team meetings, distribution of Little Read books, and the upcoming Parent Orientation and survey May 21st
- Kindergarten registration opened February 1, and 245 children registered by 5/1
- 428 families registered in Ready4K
- 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_6i0QGOOfqFwZ7E8E335AQNWUc/edit?usp=sharing
- Next meeting is May 19 at 3:45 on Zoom
- **School Readiness Liaison Report – Donna Osuch**
 - Office of Early Childhood (OEC) and other Updates
 - Programs that submitted applications through the competitive second round of RFA should find out if they’re receiving slots in the next few weeks, and Bristol should find out its administrative funds
 - The Legislature’s Appropriation Committee budget is similar to the Governor’s budget regarding early childhood. Now leadership will negotiate for final funding and language.
 - Local Updates
 - Reminder that it’s time to register for Kindergarten, and that the Citywide orientation is May 21st from 5:30-6:30
 - Volunteers to collect surveys at orientation include: Jenn and Stephanie (Hubbell), Jillian, Donna K and Donna O; FRC staff will be at their schools (GHS, SSS and WBS)
 - Donna moved into City Hall, Economic and Community Development Dept., and her phone number is 860-584-6254
- **Quality Enhancement Report:** none
- **Monitoring Visits Report**
 - In April,
 - Edgewood Pre-Kindergarten Academy (EPKA) filled 150/164 (91%) part day/part year spaces
 - Bristol Child Development Center (BCDC) had 129/129 (100%) full day/full year spaces filled and 55/56 (98%) CDC infant/toddler spaces filled
 - Imagine Nation, A Museum Early Learning Center (INMELC) had 119/119 (100%) full day/full year Pre-K spaces and 8/8 (100%) infant/toddler spaces filled
- **Resignations:** none
- **Appointments:** none
- **Old Business:** none
- **New Business:** none

- **Community Sharing:**
 - The Bristol parent survey is open through June 2, but if parents send a selfie of them completing the survey, they will be entered into a drawing for \$50 gift card
 - Bristol Health has delivered three babies in its newly remodeled OR and Birthing Center
 - Bristol Public Library's Summer Reading flyers are available on the table or online
- **Adjournment: Meeting was adjourned at 1:16 PM.**

Next regular meeting date: June 4, 2025 at BOE Room 36 and on Zoom

Respectfully Submitted,
Donna Osuch
School Readiness Liaison