



*City of Bristol  
School Readiness*

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*Meeting ID: 852 1033 3475*

*Passcode: 053493*

Ladies and Gentlemen:

The regular Bristol Early Childhood Collaborative (formerly School Readiness Council) meeting will be held on Wednesday, September 3, 2025, at 12:00 PM in Meeting Room 1, Bristol Public Library, 5 High Street, Bristol, CT.

1. Call to Order, Welcome and Introductions
  - a. Second Co-Chair
  - b. Orientation Presentation
2. Approval of Minutes
  - a. Regular Meeting - June 4, 2025
3. Transition
  - a. Vision and Mission Statements
  - b. Website and Social Media update
  - c. New Logo update
4. Committee Reports
  - a. Program Quality
  - b. Health and Wellness
  - c. Governance
  - d. Community Outreach

- e. Transition to Kindergarten
- 5. Bristol Early Start CT Report
  - a. Office of Early Childhood and Shine updates
  - b. Local updates
- 6. Resignations
  - a. Donna Koser, United Way of West Central CT
  - b. \*Alyssa McGhee, Wheeler Health ECCP
  - c. Jillian Romann, Bristol Public Schools
  - d. Sarah Roy, Bristol Family Resource Centers
  - e. Val Toner, Bristol Public Library
- 7. Appointments
  - a. Stephanie Daniele, Parent Ambassador
  - b. Sandra Godin, Bristol Family Resource Centers
  - c. Kate Kerchaert, Main Street Community Foundation
  - d. \*Melissa Mendez, Wheeler Health ECCP
  - e. Kaitlyn Rondeau, WIC
  - f. Kara Singleton, Wheeler Health
  - g. \*Claire Strillacci, Bristol Public Library
- 8. Old Business
- 9. New Business
  - a. Discussion to reschedule October 1, 2025 meeting date
- 10. Community Sharing
- 11. Adjournment

PER ORDER OF THE CHAIRPERSON, SANDRA GODIN

**Bristol School Readiness Council  
Regular Meeting  
June 4, 2025**

The regular meeting of the School Readiness Council was held on June 4, 2025 in Room 36 at the Bristol Board of Education and on the Zoom Meeting Platform, and called to order by Jillian Romann at 12:19.

**Present:** Maegan Adams, Mayor Jeffrey Caggiano, Cecilia Garay, Michelle Herens, Donna Koser, Susan Adeife Lee, Amber Lipscomb, Alyssa McGhee, Wendy McGrath, Brenda Moore, Jillian Romann, Erick Rosengren, Sarah Roy, Dina Schaffrick, Valerie Toner

**Absent:** Yesenia Fuentes, Liz McGuire, Valerie Pelletier, Jennifer St. John, Courtney Sugarman

**Also Present:** Stephanie Daniele, Michelle Fangiullo, Sandra Godin, Susan Sadecki, Kara Singleton, Gail Zimmerman

- **Welcome and Introductions**
- **Consolidation of the Bristol Early Childhood Alliance and School Readiness Council:**
  - School Readiness Council and Bristol Early Childhood Alliance members participated in a retreat before the meeting, from 9:00-12:00. Work was done around vision, values and future planning. We also reviewed the survey data, which prompted us with more questions.
  - **Approval of application for Stabilization Grant – *Motion by School Readiness Council member Maegan Adams and seconded by Michelle Herens, it was a unanimous vote to approve the School Readiness Council application for a Stabilization Grant to CT Network of Children and Youth for up to \$60,000.***
  - **Approval for City of Bristol to contract with Shine Early Learning – *Motion by School Readiness Council member Sarah Holmes and seconded by Valerie Toner, it was a unanimous vote to approve that the City of Bristol enter into a contract with Shine Early Learning to be the Local Governance Partner.***
- **Approval of School Readiness Council Meeting Minutes held May 7, 2025:**
  - ***Motion by School Readiness Council member Amber Lipscomb and seconded by Donna Koser, it was a unanimous vote to approve the minutes of the regular School Readiness Council Minutes held May 7, 2025.***
- **Committee Updates – no reports due to retreat**
- **School Readiness Liaison Report – Donna Osuch**
  - Office of Early Childhood (OEC) and other Updates
    - The legislature finishes its session tonight at midnight, so we expect to know more about the final budget and early childhood bills soon.
      - SB1 passed both Houses and sets up an early childhood endowment that allows annual deposit up to \$300 million of unappropriated surplus. OEC can spend up to 12% in the first 2 years and then up to 10% in FY28 and beyond.
      - HB5003 also passed both Houses and sets up a parent portal and studies health care subsidies for programs

- HB6921 passed the House and needs to be approved by the Senate. This is the OEC Technical bill that addresses Designated Qualified Staff Members, licensing for youth camps, and will set the percentage, cap and match for our local council.
    - HB7009 has language to remove the kindergarten waiver
      - Statewide, there will be 429 Early Start CT programs in 83 communities
      - Shine Early Learning, the new statewide intermediary, hasn't signed contract with OEC yet and won't likely reach out to communities until late summer/early fall
  - Local Updates
    - Reminder that if parents fully register their children for Kindergarten by June 18, they'll be entered into a raffle for a ride to the first day of school on a fire truck
    - Citywide Kindergarten orientation was held May 21<sup>st</sup> and we had volunteers to collect surveys at every school
- **Quality Enhancement Report:** none
- **Monitoring Visits Report**
  - In May,
    - Edgewood Pre-Kindergarten Academy (EPKA) filled 154/164 (94%) part day/part year spaces
    - Bristol Child Development Center (BCDC) had 129/129 (100%) full day/full year spaces filled and 56/56 (100%) 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:** Thanked Sarah Roy and Valerie Toner for their years of service. Sarah is leaving the Family Resource Centers, and Val is retiring. Congratulations to both!
- **Community Sharing:**
  - Family Fun Day is June 21, with a rain date of June 22; so far 38 vendors and food trucks are registered, and we could use more vendors and sponsors
  - Bristol Public Library's Summer Reading flyers are available on the table or online and starts June 16; the summer lunch program will run from June 30 – August 15
  - Family Resource Center's Play and Learn groups will run for 4 weeks starting Thursday, June 26, from 10:00-11:00
- **Adjournment: Meeting was adjourned at 12:51 PM.**

**Next regular meeting date: September 3, 2025 at BOE Room 36 and on Zoom**

Respectfully Submitted,

Donna Osuch  
School Readiness Liaison

UNAPPROVED

**Program Quality**  
**Wednesday, August 13, 2025**

**Present:** Maegan Adams, Renee Dailey, Michelle Fangiullo, Donna Osuch

**Absent:** Sarah Ethier, Laurie Nadeau, Val Pelletier, Cindy Rogers, Courtney Sugarman, Pam Testa

**Welcome and set agenda:**

**Staffing and enrollment update:**

- **Staffing:** discussed family and staffing concerns
- **Enrollment:**
  - Courtney not there to update BOE numbers
  - BCDC has 5-7 openings for 3- and 4-yr-olds at West and 4 openings for 4-yr-olds at Burlington for fall
  - INMELC is full now but down 25-30 for fall; 102 is 85% capacity
  - Discussion about 60-40 split by site vs. by agency – BCDC at Burlington needs to look at original enrollment for several families who are now over-income

**Edgewood/Giamatti update:**

- Understand that BOE will likely be at Giamatti for two years

**OEC and statewide updates:**

- **OEC monitoring tool** – Donna shared and will present to staff during PD week (BCDC on 8/25 between 12:00-1:00, and INMELC on 8/27 at 9:00)
- **Early Start CT General Policies** (12/17 have been updated): <https://www.ctoec.org/general-policies/>
- **ECE Reporter** – problems with updated system include inability to bring in large batches
- **2 new roles at OEC:**
  - Director of Operations Sam Reinstein
  - Ombudsman Michelle Cook ([michelle.cook@ct.gov](mailto:michelle.cook@ct.gov); 860-996-0229)
- **Care4Kids developing new policy manual** and has a public portal link for feedback <https://www.ctoec.org/care-4-kids-feedback-form/>
- **ECCP presentation:** <https://docs.google.com/presentation/d/1-ZJ0F-EjhzUsSxTiqUI6LVX9sXiZMHPHsL2sdj6VGRM/edit?slide=id.p47#slide=id.p47>
- **Choking memo** shared by OEC on August 7, 2025

**Local updates:**

- Jillian Romann leaving BOE
- United Way of West Central CT merged with Hartford UW, and Donna Koser accepted position with new UW
- New vision, mission, logo and website for Bristol Early Childhood Collaborative (BECC) under construction
- **Financial reports** due August 15, 2025
- Parent Ambassadors – Bristol will have 3
- First day of school is August 28, 2025

**Concerns for Legislators:**

- Donna creating a **quarterly newsletter**
- Suggestion to let legislators know about **endowment and loss of funding in 2027** when many parents won't pay a fee

**Compare program policies:**

- Share **agreements and changes to handbooks**

**Other:**

- Discussion about **Pittsburg Survey** for providers, and programs agreed not necessary

***Next Meeting Date Wednesday, September 10 at 10:00 a.m. at TBD and Zoom***

Respectfully Submitted,  
Donna Osuch

## **Combined Health and Infant Toddler Committee Notes**

### **August 12, 2025**

The combined meeting of the Health and Infant Toddler Committees was held on August 12, 2025, at City Hall and on Zoom Meeting Platform and called to order by Donna Osuch.

**Present:** Maegan Adams, Sherry and Tad Bartles, Hilary Camacho, Stephanie Daniele, Michelle Fangiullo, Yesenia Fuentes, Tracy Krasinski, Donna Osuch, and Kaitlyn Rondeau

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

#### **Bristol Early Childhood Collaborative (BECC) strategic planning:**

- Donna has preliminary results from the June 4<sup>th</sup> retreat and will share when ready
- Shared new State vision – Early Start CT

#### **Discussion about committee goals:**

- Health Committee:
  1. To promote awareness and education of healthier eating and healthier lifestyle, for healthier community
  2. To raise awareness and promote the prevention of childhood obesity
- Infant Toddler Committee:
  1. Support creation of developmentally appropriate non-competitive activities for very young children
  2. Focus on new mothers in the community and provide education, information and support (including maternal depression screening)
- Agreement that goals are outdated, should be reviewed annually, and could be braided together

#### **Discussion about committee priorities and ideas:**

- Health Committee:
  1. Behavioral Health – mental health and wellness
  2. Zoom series for parents – not well attended; idea to expand activities and create SHORT 1-minute videos for social media; BCDC interested in expanding Little Chef program
  3. Dental Screening for preschool children – BBHD in process of signing dental advisor and might be able to include preschool to dental program in future
  4. Wellness Wednesday – promotes health information on social media; ink for committee members to add items: <https://docs.google.com/spreadsheets/d/1HUbOc-IDFBh74UfiGyEQ1cHpUcbBlyWVOYXSZQJ10RY/edit?gid=0#gid=0>
  5. Seed Project – has become an FRC project
  6. Little Read –
- Infant Toddler Committee:
  1. Maternal Depression – May event
  2. Neonatal Abstinence Syndrome – need updated data, but Bristol used to rank poorly
  3. Changing tables in men's rooms – have not done anything with this issue
  4. Community Baby Showers (partner with Library and BBHD)
  5. Breastfeeding awareness – August event
  6. Clothing drive and distribution – November/December event; 2024 was first year

#### **Overlap of activities and next steps:**

- Health and wellness overlap all age groups, so let's combine committees – to be called **BECC Health and Wellness Committee**
- Everyone invited to bring data and information to next meeting to help determine priorities for combined committee (breastfeeding, vision, dental, maternal and children ages birth-8, barriers such as transportation/access, engagement, etc.)

**Next meeting is September 9, 2025 at 2:00 at City Hall and on Zoom**

Respectfully Submitted,  
Donna Osuch

## **BECC Outreach Committee**

July 17, 2025 - 10:00 a.m. on ZOOM

**Attendance:** Stephanie Daniele, Donna Koser, Donna Osuch and Jennnifer St. John

**Community Outreach:** Stephanie connected with a mom who offered to do a braiding event for back to school.

**Equity and Inclusion:** Donna Osuch asked the committee members to start thinking about “how do we evaluate the effectiveness of our efforts”. Moving forward, BECC will be data driven with a focus on outcomes.

### **Rebranding:**

**Logo:** Donna O. updated the group about a meeting with WORX who may design the logo. A committee will be formed to work with WORX or another firm to develop the BECC logo. BECC may consider using the Bristol “B”. There was a suggestion to keep the pink.

**Facebook:** Donna K. created a [BECC Social Media Plan](#) that includes a recommendation for changing the bios of Facebook/Instagram. Members are asked to get back to Donna within the week for any suggestions for changing the bios.

**Website:** Transfer over the “preparing for K” page from the existing website. Add information on registering for PreK.

**Review Meeting Dates:** As of right now, all meeting dates work with members present:

- October 16, 2025 at 10:00 a.m.
- January 15, 2026 at 10:00 a.m.
- April 16, 2026 at 10:00 a.m.
- July 16, 2026 at 10:00 a.m.

### **Subcommittee Updates:**

- Special Education Hub – a few more members requested access to the Facebook group.
- Family Fun Day – Maegan is in process of scheduling a debrief meeting.

## **Transition to Kindergarten Committee**

May 19, 2025

The regular meeting of the Transition to Kindergarten Committee was held May 19, 2025 on Zoom Meeting Platform and called to order by Donna Koser at 3:50 PM.

### **Welcome and Introductions:**

Attendees: Maegan Adams, Kristen Cicchetti, Michelle Fangiullo, Donna Koser, Donna Osuch, Misty Palaia, Dina Schaffrick, Jennifer St. John, Barbara Tedesco, Gail Zimmerman

### **School Readiness/BECA Strategic Planning**

- All committee members received a short survey we hope they will complete to support strategic planning

### **Transition to Kindergarten Activities**

- May and June activities:
  - Time to register for Kindergarten! As of May 1, 245 in Central Registration with 270 health forms completed with BBHD
  - Transition Summary Sheets will be forwarded soon to designated Kindergarten teachers
  - Invite kindergarten teachers to visit SPED students on a case-by-case basis due to space restrictions at the Senior Center
  - Invite kindergarten teachers to Transition Team meetings
  - Parent Orientation and Survey
    - Orientation is May 21 at 5:30 at every school
    - Survey will be paper only in English and Spanish – asked for time in slide show to complete surveys, and volunteers will collect at each school
  - Pull winners of firetruck ride raffle – last day of school is June 18, so plan to pull June 20. Ask new Police Chief to pull a name.
- Kindergarten age change – last day for parents to request a waiver is May 23.
  - Legislation pending to have waiver optional next year and removed the next year

### **Ready 4K**

- We have 421 families enrolled

### **Dine & Discuss Debrief**

- Shared summary of event and survey results: 90% felt presenters provided valuable information that will help teachers support students (full results here: [https://docs.google.com/spreadsheets/d/1gfywMbenm4uiH\\_N1ov8INyONCo-9YAhGccg\\_qssp6yM/edit?usp=sharing](https://docs.google.com/spreadsheets/d/1gfywMbenm4uiH_N1ov8INyONCo-9YAhGccg_qssp6yM/edit?usp=sharing))
- Survey results show a majority requested incorporating more play-based learning into the curriculum, which resulted in a lengthy discussion. A subcommittee will discuss further next year. Kindergarten teachers will be implementing a new literacy curriculum, and they will gather feedback about it with an opportunity to request additional materials, etc.

**Next Meeting June 16, 2025 at 1:45 on Zoom – note different time**