



*City of Bristol
School Readiness*

INFORMATION TO ACCESS THIS MEETING:

Join Zoom Meeting

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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, December 1, 2025, at 12:00 PM on Zoom.

1. Welcome and Introductions
 - a. Welcome City Council Liaison Peter Kelley
2. Approval of Minutes
 - a. Regular Meeting - November 5, 2025
3. Committee Reports
 - a. Program Quality
 - b. Health and Wellness
 - c. Governance
 - d. Community Outreach
 - e. Transition to Kindergarten
4. Strategic Framework
 - a. Update Strategic Framework, Priority 2: Influence Community and State-Level Policy Through Advocacy and Communications
5. Bristol Early Childhood Collaborative Liaison/Staff Report
 - a. Office of Early Childhood and Shine Early Learning Updates

- b. Local Updates
- 6. Resignations
 - a. Dina Schaffrick, Retired Educator
- 7. Appointments
- 8. New Business
- 9. Old Business
- 10. Community Sharing
- 11. Next meeting date January 7, 2026, Virtual on Zoom
- 12. Adjournment

PER ORDER OF THE CHAIRPERSONS, Maegan Adams and Sandra Godin

**Bristol Early Childhood Collaborative
Regular Meeting
November 5, 2025**

The regular meeting of the Early Childhood Collaborative (BECC), formerly School Readiness Council was held on November 5, 2025 on the Zoom Meeting Platform, and called to order by Chair Sandra Godin at 12:04 PM.

A recording of this meeting is at: https://bristolct.gov.zoom.us/rec/share/bzD4pGutCdbwsy1dQM8_s4N7p1OkPrMGNteVhtoR6kT9BUQ5WWgJ-oE399CQTi5f.sx2sbE8MKv6OfGyy
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Present: Maegan Adams, Stephanie Daniele, Michelle Fangiullo, Yesenia Fuentes, Cecilia Garay, Sandra Godin, Michelle Herens, Kate Kerchaert, Susan Adeife Lee, Amber Lipscomb, Liz McGuire, Brenda Moore, Kaitlyn Rondeau, Dina Schaffrick, Whitney Shufelt, Kara Singleton, Jennifer St. John, Claire Strillacci, Courtney Sugarman

Absent: Melissa Mendez, Valerie Pelletier, Erick Rosengren

Also Present: Donna Koser, Alyssa McGhee, Aubrey Minkler,

- **Welcome and Introductions**
 - Welcome new Family and Community Outreach Coordinator, Jennifer St. John, starting in her new role November 14, 2025
- **Approval of Bristol Early Childhood Collaborative Meeting Minutes held October 1, 2025:**
 - ***Motion by BECC member Amber Lipscomb and seconded by Jennifer St. John, it was a unanimous vote to approve the minutes of the regular Bristol Early Childhood Collaborative Minutes held October 1, 2025.***
- **Committee Updates – all committee notes were emailed after the meeting**
 - Program Quality – Michelle Fangiullo
 - Programs discussed staffing and enrollment – openings at Bristol Child Development Center and Imagine Nation
 - BOE seeking additional money from the State to upgrade Edgewood and need Board of Finance approval; special BOF meeting November 6 at 4:00 in Council Chambers
 - Next meeting is November 12 at 10:00 at Bristol Child Development Center and on Zoom
 - Health and Wellness Committee – Maegan Adams and Stephanie Daniele
 - Committee reviewed prior goals of the Health and Infant Toddler committees to see how they could consolidate
 - Members looked at lots of health data to help prioritize goals
 - Next meeting is November 12 at 2:00 at City Hall Room 1-3 and on Zoom
 - Governance – TBD – no report
 - Community Outreach – Jennifer St. John

- Committee discussed coat and clothing drive for young children
 - Polar Express is being organized by the Library on 12/15, and we need to reach out to Walmart
 - Committee discussed offering surveys at every event asking families what they want or need
 - Shared logo concerns and updates about social media
 - Special Education Hub will be promoted when more content on Facebook group
 - Planning for Family Fun Day 2026 will start soon – let Jennifer or Maegan know if interested in helping
 - Brainstormed different ways to reach families
 - Next meeting is January 15, 2026 at 10:00 on Zoom
- Transition to Kindergarten – Courtney Sugarman
 - Superintendent Iris White and Carly Fortin attended to participate in discussions
 - Reviewed May Parent Orientation and agreed that purpose of event is to share information with parents about kindergarten expectations, and teachers “want eyes on students”; discussed long list of changes and ideas
 - Discussed play-based learning goal and how to implement legislation:
 - Teachers want unstructured time not tied to curriculum to support social-emotional learning
 - Carly asked teachers to identify where they see time in the schedule
 - Courtney has resources she will share at the next meeting
 - Next meeting is November 17 at 3:45 on Zoom
- Strategic Framework:
 - Approve Vision and Mission Statements
 - ***Motion by BECC member Donna Koser and seconded by Kaitlyn Rondeau, it was a unanimous vote to approve the Bristol Early Childhood Collaborative Vision Statement: A connected community where every child and family is supported, valued, and prepared for success in school and life; and Mission Statement: To connect and empower families, educators and community partners to ensure that all children in our community - from birth through age eight - have access to the resources, relationships, and opportunities they need to thrive.***
 - Update Strategic Framework – Donna shared the Strategic Framework priorities, BECC’s role, strategies and activities from the June retreat with Fio Partners, and small groups worked on the first priority, Increase Access & Sustainability. Strategies are in italics, and comments are below and next to strategies in parenthesis:
 - *Secure Office of early Childhood (OEC) funding to support Bristol’s early childhood programs.* (first strategy should be changed as the programs will secure funding, not BECC – instead, “align our work to oversee and support high quality”)
 - *Increase visibility through marketing, social media, and resource-sharing platforms.* (logo important; add outreach and engagement activities)
 - *Partner with community businesses and libraries to share resources and promote programs.*
 - *Promote investments in prevention vs crisis mitigation.* (broad concept, not strategy or activity; reword as not family-friendly; combine with third bullet)

- *Explore feasibility and benefits of seeking 501(c)3 status or partnership with another fiscal agent for grant eligibility.* (diversify funding; City helpful as fiduciary and provides match)
 - Everything trickles down from the first priority
 - Parent Ambassadors (PAs) coming on soon will be able to help go into businesses and make connections
 - How will we reach people in the community? Help increase awareness of resources
- **Bristol Early Childhood Collaborative Liaison Report – Donna Osuch**
 - Office of Early Childhood (OEC) and Shine Early Learning Updates
 - Shine Early Learning holding monthly meetings with liaisons and fiduciaries
 - First quarter report to Shine was postponed since they had not shared the report template or paid out many communities yet
 - OEC met with programs recently to share they will receive 8% increase to their reimbursement rate, retroactive to 10/1/2025. They'll have to sign new contracts.
 - Private programs also received an unexpected ARPA payment from FY2021 to be used for staff salaries, materials, furniture.
 - New Deputy Commissioner of OEC was approved – David Morgan from Team Inc. in Derby
 - Local Updates
 - Approve 2026 Meeting Schedule – ***Motion by BECC member Kaitlyn Rondeau and seconded by Jennifer St. John, it was a unanimous vote to approve the 2026 Meeting Schedule of the Bristol Early Childhood Collaborative.***
 - A priority once Jennifer starts will be to hire our Parent Ambassadors.
 - Donna attended the Pyramid Model Conference in Mystic October 27-28, and will attend the National Association for the Education of Young Children conference November 19-22, 2025, in Orlando.
 - Now that we're a couple of months into the new structure, please let Donna know if you have questions or want another orientation to better understand everything.
- **Resignations:**
 - Kate Kerchaert, Main Street Community Foundation, effective November 14, 2025
 - Jennifer St. John, Parent Cabinet, effective November 14, 2025
- **Appointments:**
 - Donna Koser, United Way of Central and Northeastern CT
 - Whitney Shufelt, Main Street Community Foundation
- **Old Business:** none
- **New Business:**
 - Loss of Federal Benefits – Bristol Public Schools mobilizing with community organizations to increase food at local pantries
- **Community Sharing:**
 - WIC is open with business as usual, though seeing an influx of new families; fully booked

- Main Street Community Foundation reached out to local food pantries and keeping lines of communication open.
- **Adjournment:** Meeting was adjourned at 1:05 PM

Next regular meeting: December 3, 2025 on Zoom

Respectfully Submitted,
Donna Osuch
School Readiness Liaison

Unapproved

Program Quality
Wednesday, November 12, 2025

Present: Maegan Adams, Sarah Ethier, Michelle Fangiullo, Donna Osuch, Pam Testa
Absent: Renee Dailey, Laurie Nadeau, Val Pelletier, Cindy Rogers, Courtney Sugarman

Welcome and set agenda:

Staffing and enrollment update:

- **Staffing:** BCDC needs an assistant teacher and floater at Burlington Ave
- **Enrollment:**
 - BOE is full in current space
 - BCDC has 1 opening for 3-yr-olds and 2 openings for 4-yr-olds at West and 3 openings for 4-yr-olds at Burlington
 - INMELC has 17 openings for preschool

Edgewood/Giamatti update:

- BOE received BOE and BOF approval to renovate Edgewood to “like new” and seeking Joint Board approval 11/12 (approved); planned to reopen September 2027
- Jennifer (full-time) and Donna (part-time) will move into Giamatti soon

OEC and statewide updates:

- **8% increase for ALL current slots**, retroactive to 10/1/25
- Community programs received **ARPA funding** from FY2021
- **New RFA** to be released soon for approximately 1,000 spaces. We’ve been told:
 - Priority for child care deserts
 - 1/3 of spaces will be for infants and toddlers
 - Family child care will be a priority
- **ECE Reporter** – October reports due by 11/14
- **CT ELDS** recently updated and RESCs holding informational sessions with ability to pick up copies
- OEC holding Endowment Listening Sessions

Local updates:

- Family & Community Engagement Coordinator is Jennifer St. John, starting 11/14
- New City leadership – new Mayor and half of City Council
- New Bristol Early Childhood Collaborative (BECC) Vision Statement – A connected community where every child and family is supported, valued and prepared for success in school and life
- New BECC Mission Statement – To connect and empower families, educators and community partners to ensure that all children in our community – from birth through age eight – have access to the resources, relationships and opportunities they need to thrive
- Revisit lead levels and special education
 - Programs have not seen elevated lead levels
 - Sarah will ask new school nurse what they do if lead levels are elevated when children enroll
 - Donna will ask Courtney and BBHD to meet to see how can we create a system to monitor children with elevated lead, continuing through transitions

- Donna shared information from BBHD regarding dental screenings from Goodwin University – they already screen at BCDC, but Donna and Barbara will discuss for other community and parochial school programs

Concerns for Legislators or local officials: none, but Donna will share the 2026 CT Early Childhood Alliance proposed Policy Agenda

Other:

Next Meeting Date Wednesday, December 10 at 10:00 a.m. at Imagine Nation and Zoom

- January 14, 2026 at 10:00 at BCDC and Zoom
- February 11, 2026 at 10:00 at Giamatti and Zoom
- March 11, 2026 at 10:00 at TBD
- April 8, 2026 at 10:00 at TBD
- May 13, 2026 at 10:00 at TBD
- June 10, 2026 at 10:00 at TBD

Respectfully Submitted,
Donna Osuch

Health and Wellness Committee Notes

November 12, 2025

The Health and Wellness Committee was held on November 12, 2025, on Zoom Meeting Platform and called to order by Maegan Adams.

Present: Maegan Adams, Dagmary Balanta, Sherry and Tad Bartles, Stephanie Daniele, Michelle Herens, Barbara Lozier, Donna Osuch, Kaitlyn Rondeau and Jennifer St. John

Welcome and introductions:

Update Health & Wellness committee goals, priorities, and activities:

- Donna shared abuse and neglect data from DCF and will share spreadsheet of everything collected
- Maegan led a brainstorming session to create a calendar of committee events:
 - November – food drives at programs, schools, senior center to benefit schools, WIC, Salvation Army, other food serving organizations, etc.
 - November 13 is National Kindness Day
 - BCDC Zoom Education Classes twice per month
 - December – Children’s Clothing Drive 12/12 (flyer attached)
 - January – Jenn looking to partner with BPS and PRYCS to offer Circle of Security
 - BCDC Zoom Education Classes twice per month
 - February – National Children’s Dental Health Month
 - BCDC Zoom Education Classes twice per month
 - March – BCDC Zoom Education Classes twice per month
 - April – BCDC Zoom Education Classes twice per month
 - May – Stafford Health Fair (last year) – where did we get the books we shared?
 - BCDC Zoom Education Classes twice per month
 - June – Family Fun Day
 - BCDC Zoom Education Classes twice per month
 - July –
 - August – Breastfeeding awareness event with WIC
 - September – BCDC Zoom Education Classes twice per month
 - October – Bullying Prevention Month (Be Kind)
 - BCDC Zoom Education Classes twice per month
- Ideas for BCDC Zoom Education Classes
 - Screen time paired with eye health
 - Container gardens with children (Bartles have 5 x 5 minute presentations)
 - Mental Health Awareness in May – BPS did Anxiety Night last May
- Other ideas discussed:
 - Dental screening for community and parochial preschool children – BBHD connecting us to Goodwin University students
 - Wellness Wednesdays – Donna K has continued posting, and Jenn will take over
 - Seed Project – Family Resource Centers have led so ask Leo; have not heard if UConn Extension will distribute free seeds again
 - Little Read – ask Program Quality and Transition to Kindergarten committee for ideas
 - Community Baby Showers – in past partnered with Library and BBHD, ask Claire at Library and Angie K at BBHD

Next steps:

- Michelle will remind Lauren at DCF for Bristol CAPTA data
- Donna will try to verify 2023-2024 pre-K experience data, and ask Cecilia for student homelessness data
- Ask Program Quality and Transition to Kindergarten committees for Little Read ideas
- Donna will poll the committee to see if the second or third Tuesday afternoon work better

Next meeting is Tuesday, December 9 at 2:00 on Zoom. Donna will ask if the second or third Tuesday work better for committee members.

Respectfully Submitted,
Donna Osuch

Strategic Framework

Bristol Early Childhood Collaborative
for revisions at winter meetings

Priority 1: Increase Access & Sustainability

BECC's Role:

- Advocates - champion diverse and sustained funding from state, private, and local funders.
- Collaborators - foster community connections and engagement needed to diversify and increase funding sources for childcare and early childhood education.

Supporting Strategies and Activities:

- Secure Office of Early Childhood (OEC) funding to support Bristol's early childhood programs.
- Increase visibility through marketing, social media, and resource-sharing platforms.
- Partner with community businesses and libraries to share resources and promote programs.
- Promote investments in prevention vs crisis mitigation.
- Explore feasibility and benefits of seeking 501(c)(3) status or partnership with another fiscal agent for grant eligibility.

Priority 2: Influence Community and State-Level Policy Through Advocacy and Communications

BECC's Role:

- Promoters - elevate family voices and parent leadership.
- Communicators – support community presence attending and speaking out at public meetings, forums.
- Subject Matter Experts – share knowledge of legislative/administrative policies and how they impact programs and families.

Supporting Strategies and Activities:

- Train and support parent advocates to speak at public forums.
- Partner with state and local advocacy organizations.
- Create family-friendly, data-informed communication materials.
- Prepare and deliver public comments at local meetings and community forums.
- Identify and monitor key policy barriers and engage decision-makers.
- Gather and share community stories alongside data to humanize needs.

Priority 3: Increase Engagement and Connection by Acting as The Community Table

BECC's Role:

- Convener – offer and foster connections.
- Community Experts in Birth to 8.
- Community Resource Hub (Plants and Roots!).

Supporting Strategies and Activities:

- Recruit and support diverse parent leaders and ambassadors.
- Establish clear participation pathways (e.g., core members vs. contributors).
- Offer orientation and mentorship for new members.
- Adapt meeting times and formats to improve accessibility.
- Develop multilingual, jargon-free communication tools.
- Use journey mapping to identify gaps and representation needs.

Priority 4: Enhance Program Quality & Alignment

BECC's Role:

- Lead Partner/Liaison – manage multiple partners equitably.
- Quality Control – monitor to ensure maintenance of high-quality programming.
- Data Resource – conduct early childhood (e.g., infant toddler, transition to kindergarten) assessments and share data.

Supporting Strategies and Activities:

- Ensure alignment with Office of Early Childhood (OEC), Shine Early Learning (Intermediary), and Local Governance Partner (LGP).
- Define what “quality” looks like in the local context.
- Foster alignment between the Bristol Public School district and early learning community programs, including transition to kindergarten.
- Create space for providers to share best practices.
- Monitor and support continuous improvement among partners.
- Explore collaboration with higher education to expand workforce training.
- Collect, assess, and analyze relevant data.

Priority 5: Advance Health & Well-Being

BECC's Role:

- Promoter – champion the whole child/whole family.
- Advocate – create ‘bridges’.
- Convener/Organizer – host committee meetings and engage members.

Supporting Strategies and Activities:

- Broaden and promote the definition of “health” to include behavioral, family, and community well-being.
- Build partnerships/collaborations with hospitals, public health, and community mental and behavioral health providers (e.g. Bristol Health, Wheeler Health, BBHD).
- Create bridges between health, early childhood programs and transition to kindergarten (e.g. pediatrics to early childhood, maternity to community programs, parents to community, community to schools, etc.).
- Engage in cross-sector planning and referral pathways.
- Assess current committee structure for priorities and strategies, accessibility, flexibility in scheduling and participation.
- Foster and sustain committee engagement through intentional outreach, interactive meeting design, and regular feedback.