



*City of Bristol
School Readiness*

INFORMATION TO ACCESS THIS MEETING

<https://bristolct-gov.zoom.us/j/85210333475?pwd=YkmtwacbS5vXLCphB5CPvTefsSkohd.1>

*Meeting ID: 852 1033 3475
Passcode: 053493*

Ladies and Gentlemen:

The regular Bristol Early Childhood Collaborative meeting will be held on Wednesday, February 4, 2026, at 12:00 PM on Zoom and Meeting Room 1-3 in City Hall, 111 North Main Street, Bristol, CT.

1. Call to Order, Welcome and Introductions
2. Approval of Minutes
 - a. Special Meeting - January 7, 2026
3. Committee Reports
 - a. Program Quality
 - b. Health and Wellness
 - c. Governance
 - d. Community Outreach
 - e. Special Education Hub
 - f. Transition to Kindergarten
4. Strategic Framework
 - a. Logo Update
 - b. Update Strategic Framework, Priority 3: Increase Engagement and Connection by Acting as The Community Table
5. Bristol Early Childhood Collaborative Liaison/Staff Report

- a. Office of Early Childhood and Shine Updates
 - b. Local Updates
 - c. Parent Ambassador Updates
- 6. Resignations
- 7. Appointments
 - a. Zachary Maher, Bristol Public Schools
- 8. New Business
- 9. Old Business
- 10. Community Sharing
- 11. Next meeting date February 4, 2026
- 12. Adjournment

PER ORDER OF THE CHAIRPERSONS, Maegan Adams and Sandra Godin

**Bristol Early Childhood Collaborative
Regular Meeting
January 7, 2026**

The regular meeting of the Early Childhood Collaborative (BECC), formerly School Readiness Council was held on January 7, 2026 on the Zoom Meeting Platform, and called to order by Chair Maegan Adams at 12:03 PM.

A recording of this meeting is at: <https://bristolct-gov.zoom.us/rec/share/7ybm31jPhwxvruL-RjnIkOc3IONFWTy2qWDEurfDQCKs1YKfN7slvBCV1SSdIBlk.wMSFcDNBgldUG1it>
Passcode: 9.URXa+m

Present: Maegan Adams, Stephanie Daniele, Yesenia Fuentes, Cecilia Garay, Sandra Godin, Michelle Herens, Peter Kelley, Donna Koser, Amber Lipscomb, Liz McGuire, Melissa Mendez, Brenda Moore, Valerie Pelletier, Kaitlyn Rondeau, Whitney Shufelt, Kara Singleton, Claire Strillacci, Courtney Sugarman

Absent: Michelle Fangiuillo, Susan Adeife Lee

Also Present: Alyssa McGhee, Donna Osuch, Jennifer St. John

- **Welcome and Introductions**
- **Approval of Bristol Early Childhood Collaborative Meeting Minutes held December 3, 2025:**
 - *Motion by BECC member Claire Strillacci and seconded by Michelle Herens, it was a unanimous vote to approve the minutes of the regular Bristol Early Childhood Collaborative Minutes held December 3, 2025.*
- **Committee Updates – all committee notes were emailed after the meeting**
 - **Program Quality – Michelle Fangiuillo**
 - Programs discussed staffing and enrollment – openings at Bristol Child Development Center and Imagine Nation
 - Early Childhood Education Endowment Public Hearing was December 10
 - New Request for Applications were due December 17; 1/3 of the spaces will be for infants and toddlers, and family child care will be a priority
 - OEC covering cost of background checks through June 30, 2026
 - Goodwin dental hygienist students will add Imagine Nation to their screening schedule of community preschool children
 - Next meeting is January 14 at 10:00 at Imagine Nation and on Zoom
 - **Health and Wellness Committee – Maegan Adams and Stephanie Daniele**
 - Children's clothing drive ended with pickup December 12 at the library, and items left over were put out during the Polar Express
 - Bristol Child Development Center is hosting Lunch and Learn Zoom educational sessions, and they want to expand and invite the community; committee planning one on screen-free environment and eye health
 - Next meeting is January 13 at 2:00 at City Hall Room 1-3 and on Zoom
- **Governance – TBD – no report**

- Community Outreach – Jennifer St. John
 - Let us know if you want to join this committee
 - First Family Fun Day planning meeting is January 13 at 2:30
 - 4th annual event being planned for June
 - Let Maegan or Jennifer know if you want to join the committee
 - 177 people attended the Polar Express at the Library
 - Circle of Security starts tonight with 16 families registered
 - Next meeting is January 15, 2026 at 4:00 on Zoom
- Transition to Kindergarten – Courtney Sugarman
 - Committee discussed ways to engage preschool and kindergarten teachers for their Dine & Discuss, and topics included meeting diverse needs of students and building conversational skills for young children (and how to share with families)
 - Discussed impact of kindergarten age change so far
 - Discussed the transition of children who have IEPs
 - Shared the Little Read book selection, *Tap the Magic Tree* by Christie Matheson, thanks to Claire's suggestion
 - We have 545 families enrolled in Ready4K
 - Next meeting is January 12 at 3:45 on Zoom
- Strategic Framework:
 - Logo Update: received feedback about second round of logos from WORX, and Donna will send a survey to gather comments
 - Update Strategic Framework Priority 3 – postponed due to time, but add to google doc and will review in February: <https://docs.google.com/document/d/1snXNdk1zaJa-p46N63mccYCdZv4obSP0UAOjuEjs6HA/edit?tab=t.0>
- Bristol Early Childhood Collaborative Liaison Report – Donna Osuch
 - Office of Early Childhood (OEC) and Shine Early Learning Updates
 - Shine hired CT Program Director, Allison Cusano, whom we met briefly in December
 - Request for Applications (RFA) by OEC for approx. 1,000 new state-funded spaces, was due December 17, but have not heard if anyone in Bristol received funding
 - Still no information about when we'll receive Quality Enhancement funding or how much
 - Local Updates
 - ***Motion by BECC member Stephanie Daniele and seconded by Cecilia Garay, it was a unanimous vote to approve the proposed FY2027 Bristol Early Childhood Collaborative budget.***
 - Jennifer became certified community McKinney-Vento liaison after 30 hours training
 - Weekend Food Backpack Program started December 19 with 6 families at Edgewood with support of Gloria Dei Church and will expand to community programs with support of Grace Baptist Church in January
 - Requested to hire 4th Parent Ambassador was approved by Salary Committee and needs to be approved by City Council, Board of Finance and Joint Board
 - Donna and Jennifer participated in free virtual Pyramid Model Training in December
- Resignations: none

- **Appointments:**
 - Cristina Gutierrez, Parent
- **Old Business:** none
- **New Business:** none
- **Community Sharing:**
 - United Way of Central and Northeastern CT is joining Read Across America, and Donna K shared a flyer in the chat <https://ignite.stratuslive.com/unitedwayinc/get-involved/volunteer/raad26-savethedate>
 - February 7 is Take Your Child to the Library Day
 - The Family Resource Centers are hosting People Empowering People (PEP) starting January 21, from 11:30-1:30 at Greene-Hills School https://www.canva.com/design/DAEx-LRjQfo/KiGNOtG5zT_Thb2q9cSISQ/edit
 - Main Street Community Foundation's general grant cycle opens February 7, and please reach out to Whitney if you want to apply; also, their scholarship portal opens January 15
 - The first Family Fun Day meeting is January 12 – let Maegan know if you want to be included
- **Adjournment:** Meeting was adjourned at 12:55 PM

Next regular meeting: February 4, 2026 on Zoom

Respectfully Submitted,
Donna Osuch
School Readiness Liaison

Program Quality
Wednesday, January 14, 2026

Present: Maegan Adams, Renee Dailey, Sarah Ethier, Michelle Fangiullo, Laurie Nadeau, Donna Osuch, Jennifer St. John, Pam Testa

Absent: Val Pelletier, Courtney Sugarman

Welcome and set agenda:

Staffing and enrollment update:

- **Staffing:**
 - BCDC needs a toddler assistant teacher and floater
 - Imagine Nation if fine, but Lyndsey is leaving Friday
- **Enrollment:**
 - BOE is full in current space
 - BCDC has 1 opening for a 3-yr-old and 3 openings for 4-yr-olds at West and 1 opening for 4-yr-old at Burlington
 - INMELC has 17 openings for preschool

Edgewood/Giamatti update:

- The Building Committee met Monday, and everything has been voted through

OEC and statewide updates:

- **New RFA** for approximately 1,000 spaces
 - Invited programs received letters at the end of December, but until they all sign contracts, OEC not sharing list; almost all are new programs
- **Quality Enhancement** timing – OEC said we will receive invitation to apply in March or April
- **Parent Portal** – OEC shared vision for a portal where parents will apply for ESCT slots, and programs would be required to participate – programs shared concerns
- **Underutilization of ESCT spaces** – OEC sending survey to programs who have enrollment at 90% or below to ask what they're doing to fill spaces; Donna reminded everyone that the City Council representative reads BECC reports, and Donna has included openings in those recent reports
 - INMELC might want to consider converting some of their preschool slots to IT slots
- **Stabilization grants** – OEC set aside money from their Endowment Fund for stabilization grants, but they have not yet shared details
- **211 Survey** – United Way of CT trying to match families from Care4Kids waitlist with open ESCT spaces, but backfiring for families already in State-funded spaces
- **ECE Endowment Advisory Board** – Donna shared report from their December listening sessions
- **Federal Preschool Development Grant** – OEC received a systems grant for approx. \$12 million
- **Federal funding concerns** – OEC Commissioner is not worried about federal funding stopping due to strong systems in place
- **Accreditation webinars** – shared on ECE listserv
- **ECE Reporter** – December reports due by 1/16
- **EC Alliance Advocacy Academy January 30** – let Donna know if interested in attending **by 1/26**

Local updates:

- Food insecurity and weekend backpacks – Jennifer started a weekend food backpack program with non-perishable food items every other week

- Started with 6 families at Edgewood 12/19, and will be 35 families at 4 sites by 1/23
- Peter Kelley willing to donate part of his salary – ask him to support hygiene essentials?
- Jenn completed training by McKinney-Vento to help homeless young children in the community
- Little Read will be *Tap the Magic Tree* by Christie Matheson – will also buy board books for infant and toddler rooms
- Dental screenings by Goodwin University – they will add Imagine Nation
- Hired Parent Ambassadors and starting Bristol Parent Council – start thinking of parents you want to invite to participate and share attached flyer
- Shared new logo designs

CT Early Childhood Alliance 2026 Policy Agenda: Donna shared the proposed Policy Agenda

Other: committee liked meeting at 1:30, and will check in with missing members

Next Meeting Date Wednesday, February 11 at 10:00 a.m. or 1:30 p.m. at Imagine Nation and Zoom

- March 11, 2026 at 10:00 at BCDC and Zoom
- 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

January 13th, 2026

The Health and Wellness Committee was held on January 13th 2026, on Zoom Meeting Platform and in person, called to order by Maegan Adams.

Present: Maegan Adams, Sherry & Tad Bartles, Stephanie Daniele, Kaitlyn Rondeau and Jennifer St. John

Welcome and introductions:

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

- Jennifer shared Homeless data from BPS, while number is high, it is trending down from this time last year
- Maegan led a discussion on BCDC Lunch and Learn 6 week series starting January 14th
 - Navigating Potty Training At Home
 - Screen time and Eye Health
 - Lets Get Moving: Tummy Time
 - Indoor Fun During Cold Months
 - Supporting Language and Literacy At Home
 - Parent Advocacy
- Maegan recapped the Clothing Drive/Swap
 - Items laid out on tables vs just in bins
 - Most items were taken, just little kid left
 - Larger toddler sizes and school age sizes (6-8) went the fastest
 - Discussed possible monitor at table next year to assist families to help find items but also to deter the “theft” and resale of items taken
- Jennifer informed the group that Barbara from BBHD connected Donna O with Goodwin University to bring Dental Screenings to Imagination
- Maegan discussed Community baby shower discussion has taken place, we will have one for BECC and BBHD will host one as well
- Little Read book is Tap the Magic Tree- Thanks to Claire from the library for the suggestion
- Other ideas discussed:
 - Wellness Wednesdays – Send any relevant information to Jennifer for posting
 - Seed Project – Asked Dr Bartles if he had heard from UCONN about seeds yet, he has not but is willing to look into it and report back
 - Stephanie mentioned an essential items collection for SVDP children ie: toothbrushes, shampoo, soap etc
 - Yesenia mentioned expanding the winter clothing drive into more year-round events to include a back-to-school swap, Jennifer added that we could make it seasonal as well

Next steps:

- 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,
Jennifer St. John

Special Education Hub

January 5th, 2026

4:00pm- 5:00pm

Meeting Minutes

Meeting Attendance: Donna Osuch, Jennifer St. John, Kevin Dailey, Stephanie Daniele, Maegan Adams

- Introductions- We all knew each other so we opted to skip!
- Kevin Dailey offered to help onboard a new cochair once all parent ambassadors are hired and we have chosen a new co chair
- Stephanie discussed her idea for a Bluey themed event geared towards sensory and gross motor skills- potentially held at Giamatti
- Maegan discussed Parent advocacy trainings for BCDC that Kevin Daily will be partnering with her on.
- Group was reminded to share any special education content onto the facebook page or email it to jenniferstjohn@bristolct.gov
- Jennifer asked if everyone could start sharing the facebook group so we can gain some followers and traction.
<https://www.facebook.com/share/g/1XmVcj1FBu/>
- Group discussed possible events for the committee: Zoomba, information nights hosted by Kevin for parents and partnering with BPS.
- Discussed having a booth again at Stafford Schools resource fair
- Jenn to reach out to Megan Riley to ask them to come to meetings and partner with us on parent advocacy events.
- Maegan working on securing Kids Play in Torrington for a family day event.

Next meeting Monday February 2nd at 4pm.

Transition to Kindergarten Committee

January 12, 2026

The regular meeting of the Transition to Kindergarten Committee was held January 12, 2026 on Zoom Meeting Platform and called to order by Donna Osuch.

Welcome and Introductions:

Attendees: Kristen Akeley, Stephanie Daniele, Michelle Fangiullo, Maura Hopkins, Colleen Kelly, Donna Osuch, Misty Palaia, Jillian Pollack, Jennifer St. John, Courtney Sugarman

Dine and Discuss

- Agreed to the topic of building conversational skills for young children, and how to share with families:
 - 20-30% of Edgewood's students are non-verbal; build capacity with staff and extend to families
 - Planning for April 7, at Imagine Nation with registration and dinner 5:30-6:00 and program 6:00-7:00
 - Donna will send a google form to confirm date and solicit panelists

Transition to Kindergarten Activities

- January/early February activities
 - Hold Transition Meetings for students with IEPs
 - Start Early Notification
 - Start the process to educate PK4 parents on social media and website using videos made in 2023
 - Confirm number of classrooms for Little Read
- Kindergarten age change and waiver process:
 - Several met with Mary Hawk to discuss concerns and screening, and provided suggestions
 - Many current students who received waiver are below in assessments and have more behavior concerns
 - Until legislation changes, waiver will remain in place, though Bristol can change the requirements so that children only receive it if they demonstrate true readiness
- Discussion about transition of children with IEPs:
 - There will be one representative from each receiving school who will participate in IEPs
 - Edgewood will hold a roundtable with staff in each school to discuss their group of incoming students; will be open dialogue and not just about students with IEPs

Update Goals

- Share resources about play-based learning – Courtney will share resources from UConn leadership module
- Continue to improve transition to Kindergarten process and outcomes

Ready 4K

- We have 524 families enrolled
- If we renew, will only be able to afford 550 families
- Donna will send a poll to current families

Next steps

- May Parent Orientation subcommittee to meet January 27 at 3:45 on Zoom
- Donna will check in to see status of:
 - Iris will ask Central Registration to distribute packets of information to parents
 - Iris will ask IT about the registration system alerting families who haven't completed the process and when they're finished, and if families can be added to a separate ParentSquare for spring/summer communication
- Committee to create FAQ for families in partnership with Central Office
- Determine who would email families when registration complete if not the system, and who (maybe multiple) should be listed on the FAQ to answer questions from families
- Subcommittee to work with BPS to edit slide deck
- Donna will set up time to share Kindergarten teachers' ideas for time for unstructured play

Other

Next Meeting February 9, 2026 at 3:45 on Zoom

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.