**Bristol School Readiness Council**

**Regular Meeting**

**December 7, 2022**

1. The regular meeting of the School Readiness Council was held on November 2, 2022 on the Zoom Meeting Platform and called to order by Chairperson Redzic at 12:20 PM.

**Present**: Maureen Eaton, Cecilia Garay, Siri Gilmore, Sarah Guerette, Sarah Holmes, Donna Koser, Amber Lipscomb, Wendy McGrath, Brenda Moore, Kristen Peck, Valerie Pelletier, Azra Redzic, Jennifer St. John, Valerie Toner, Leah Zukauskas

**Absent:** Jennifer Bilbraut, Tatiana Garcia, Erin Hamilton, Andrew Howe, Lauren Kittle, Susan Adeife Lee, Alyssa McGhee

**Also Present**: Maegan Adams, Renee Dailey, Jackie Furniss, Dawn Leger, Pam Testa, Rachael Witkewicz

1. **Welcome and Introductions**
2. **Approval of School Readiness Council Meeting Minutes held November 2, 2022: *Motion by School Readiness Council member Kristen Peck and seconded by Donna Koser, it was a unanimous vote to approve the minutes of the School Readiness Council Minutes held November 2, 2022.***
3. **Committee Updates**

* Program Quality – Maureen Eaton
  + Discussion about staff and enrollment updates
  + Discussed meeting with high school guidance and job placement staff at Imagine Nation Museum on October 26, 2022
  + BristolWorks Executive Director was hired and first Early Childhood Committee meeting scheduled
  + Discussed Office of Early Childhood updates
  + Professional development for community programs afternoon of February 17
  + Looked at draft of talking points for legislators
  + Next meeting is December 8 at 9:30 on Zoom
* Health Committee – Donna Osuch
  + Reviewed activities committee supported in past and how we will move them forward (specifically: Wellness Wednesdays for Eye Health and all other health updates, Community Baby Shower, Seed Project, and Senior Knitters)
  + From brainstorm last month, started discussion about Teddy Bear Clinic at Family Fun Day and how to address Behavioral Health
  + Next meeting will prioritize discussion about mental health and, if available, look at Asthma Rate data
  + Next meeting is December 13 at 3:00 on Zoom
* Governance – Sarah Holmes
  + No report
* Community Outreach – Jennifer St. John
  + Family Fun Day committee has been meeting to plan an event for June 17 from 11:00-3:00 with vendors, food trucks and activities – please plan to join that day and let Donna, Maegan or Jennifer know if you want to have a table and do an activity.
    - Next planning meeting is January 9 at 11:30 on Zoom
  + Polar Express will be at the Bristol Public Library on December 8 at 6:00
  + Jennifer planning a parent meeting, maybe at the Carousel Museum
  + Next Outreach meeting is January 19 at 10:00 on Zoom
* Infant and Toddler –Sarah Guerette
  + Discussion about neonatal abstinence syndrome – committee members looking for speakers at upcoming meetings, perhaps from UConn, Harm Reduction
  + Discussion about ongoing formula shortage – WIC has limited waivers for noncontracted formula, but specialized formula is in process of being phased out
  + Kristen met a sales rep from Enfamil who might be helpful, and she’s send contact to Sarah
  + Next meeting is December 20 at 1:30 on Zoom
* Transition to Kindergarten – Rachael Witkewicz
  + Reviewed the timeline and added additional activities to ensure a smoother transition for children with special needs
  + Discussed a possible pilot at South Side School to make earlier connections with students working with Rachael, their families and the school, including Wheeler
  + Reviewed transition forms
  + Discussed lack of interest in Case Consultation committee meetings and putting it on hold for now (community providers were unable to attend for a variety of reasons)
  + 829 active users on Ready4K text platform in November
    - Want to find out what parents are gaining from it
  + Voice amplifiers not being used by many preschool teachers due to changes in masking, so will collect and offer to kindergarten teachers who are interested
  + Next meeting is December 19, 2022 at 3:45 on Zoom

1. **School Readiness Liaison Report**

* Office of Early Childhood (OEC) Updates
  + New infant and toddler funding just came out. Imagine Nation Museum Early Learning Center would like 16 slots, and unfortunately, Board of Education is not eligible.
  + Quarterly Enrollment Grants should be paid out soon for all School Readiness and Child Day Care funded programs for each month they can attest to enrolling a minimum of 50% of families at or below 300% of the Federal Poverty Level. Second quarter grants will be due in early January, though BCDC and INMELC haven’t been paid for their first quarter yet. All three programs will submit for the second quarter.
  + SR Administrative Funds Enhancement Grant was awarded to Bristol ($42,585.48 for FY2023 and FY 2024). We discussed ideas presented last month and agreed to add additional funds for CLASS training and coaching. ***Motion by School Readiness Council member Donna Koser and seconded by Brenda Moore, it was a unanimous vote to approve the draft ideas and budget for the School Readiness Administrative Funds Enhancement Grant as presented, discussed and modified***. Donna will share the final version when we know who will attend CLASS trainings (and which trainings).
* Local Updates
  + Workforce issues – BristolWorks hired its Executive Director, and Early Childhood Committee met December 1st
  + Working on fact sheet for State Senator and Representatives
  + CHEFA Letter of Interest was submitted by United Way on our behalf December 2, 2022

1. **Quality Enhancement Report:**

* No report

1. **Monitoring Visits Report**

* In November,
  + Bristol Board of Education (BOE) had 139/149 part day/part year spaces filled. Today it’s 141/149.
  + Bristol Child Development Center (BCDC) had 118/124 full day/full year spaces filled. They will not be full until January as they are holding spots for toddlers moving into preschool at that time.
  + Imagine Nation, A Museum Early Learning Center (INMELC) had 112/119 full day/full year spaces.

1. **Resignations:** none
2. **Appointments:** none
3. **Old Business:** none
4. **New Business:** none
5. **Community Sharing:**

* United Way collecting toys this week
* Val Toner and Donna Koser reminded everyone about the Polar Express
* FRCs received a grant to offer People Empowering People (PEP), a parent leadership class
* WIC has a grant to implement a breastfeeding peer counseling program, and they’re looking for peer counselors who have breastfed and received WIC

1. **Adjournment:** Meeting was adjourned at 12:57 PM.

**Next regular meeting date: January 4, 2023**

Respectfully Submitted,

Donna Osuch

School Readiness Liaison