

**Bristol School Readiness Council**  
**Regular Meeting**  
**January 4, 2023**

1. The regular meeting of the School Readiness Council was held on January 4, 2023 on the Zoom Meeting Platform and called to order by Chairperson Redzic at 12:17 PM.

**Present:** Jennifer Bilbraut, Maureen Eaton, Cecilia Garay, Tatiana Garcia, Sarah Guerette, Erin Hamilton, Sarah Holmes, Andrew Howe, Lauren Kittle, Donna Koser, Susan Adeife Lee, Amber Lipscomb, Alyssa McGhee, Wendy McGrath, Brenda Moore, Kristen Peck, Azra Redzic, Jennifer St. John, Valerie Toner, Leah Zukauskas

**Absent:** Siri Gilmore, Valerie Pelletier

**Also Present:** Sara Castle, Jackie Furniss, Jillian Romann, Rachael Witkewicz

2. **Welcome and Introductions**

3. **Approval of School Readiness Council Meeting Minutes held December 7, 2022: *Motion by School Readiness Council member Maureen Eaton and seconded by Lauren Kittle, it was a unanimous vote to approve the minutes of the School Readiness Council Minutes held December 7, 2022.***

4. **Committee Updates**

- Program Quality – Maureen Eaton
  - Discussed staff and enrollment updates
  - Discussed BristolWorks and Tunxis Community College’s work to get classes started
  - Discussed Office of Early Childhood updates
    - Administrative Grant
    - Enhancement Grant
    - Infant and Toddler Grant
  - Looked at draft of talking points for legislators
  - Next meeting is January 12 at 9:30 on Zoom
- Health Committee – Erin Hamilton
  - Reviewed activities and data to determine priorities and goals
  - Asthma Rate is 5% in schools so committee agreed it’s not a priority right now
  - Committee will focus on Behavioral Health and invited school psychologist to next meeting
  - Next meeting is January 10 at 3:00 on Zoom
- Governance – Sarah Holmes
  - No report
- Community Outreach – Donna Koser and Jennifer St. John
  - Polar Express at the Bristol Public Library on December 8 was a huge success with more than 200 people attending – thanks to Val and Jenn

- Planning meeting for a “safe group” for parents, like a Parent Circle, January 11<sup>th</sup> at noon – let Donna or Jenn know if interested
- Next Outreach meeting is January 19 at 10:00 on Zoom
- Infant and Toddler – Lauren Kittle
  - Discussion about neonatal abstinence syndrome – committee members looking for speakers at upcoming meetings, perhaps from UConn, Harm Reduction
  - Next meeting is January 17 at 1:30 on Zoom
- Transition to Kindergarten – Rachael Witkewicz
  - Discussed the pilot at South Side School to make earlier connections with students working with Rachael, their families and the school, including Wheeler
  - Transition meetings will start in January for children with special needs
  - Send Ready4K parents link to register for Kindergarten March 1, 2023
  - Checking kindergarten registration yard signs to see if need to replace and checking with superintendent about adding new logo
  - Begun sharing Ready for Kindergarten videos on Facebook
  - Voice amplifiers have been collected from the preschool teachers who were not using them, and have been offered to kindergarten teachers who are interested
  - Next meeting is January 9 at 3:45 on Zoom

## 5. School Readiness Liaison Report – Donna Osuch

- Office of Early Childhood (OEC) Updates
  - New infant and toddler funding application submitted for Imagine Nation Museum Early Learning Center for 8 slots.
  - Quarterly Enrollment Grants will be paid out as soon as possible 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. Programs will likely be paid for both first and second quarters at the same time. We recently found out that this grant will go through June 30, 2024. If fully funded, Bristol programs would receive additional \$304,800 this year.
  - Both School Readiness Administrative Funds Enhancement and Quarterly Enrollment Grants were finally uploaded into the State system, and the Grant Award Letters were just released at the end of the year. Donna noticed mistakes, which were fixed January 3<sup>rd</sup>. Both grants were sent to the Board of Finance and then will go to the Joint Board, and then we will be able to pay the programs.
- Local Updates
  - Donna presented the draft School Readiness City budget for \$25,000. ***Motion by School Readiness Council member Andrew Howe and seconded by Erin Hamilton, it was a unanimous vote to approve the School Readiness Council City Budget for FY 2023-2024.***
  - Nicole Redman is receiving a Bristol Business Education Foundation grant for BECC for \$1,935 for “Communication Beyond the Classroom.” It’s a playground communication board for the new Pre-K Academy playground to help students who use alternative and augmentative communication.
  - Workforce issues – BristolWorks Early Childhood Committee is making progress and should be able to start classes by March.
  - Working on fact sheet for State Senator and Representatives.

- Donna submitted a Letter of Interest to the Kellogg Foundation and heard very quickly back that we were not invited to apply.

**6. Quality Enhancement Report:**

- No report

**7. Monitoring Visits Report**

- In December,
  - Bristol Board of Education (BOE) had 141/149 part day/part year spaces filled.
  - Bristol Child Development Center (BCDC) had 116/124 full day/full year spaces filled.
  - Imagine Nation, A Museum Early Learning Center (INMELC) had 110/119 full day/full year spaces.

**8. Resignations:** Lauren Kittle

**9. Appointments:** none

**10. Old Business:** none

**11. New Business:** none

**12. Community Sharing:**

- Val Toner reminded everyone that the library is open on Sundays with story time at 2:00. There's lots of special programs in January with story times starting in February.
- Sara Castle shared that Imagine Nation is holding a fundraiser February 26<sup>th</sup> from 11:00-1:00 at Spare Time. Teams of 6 are \$200, which includes bowling and pizza.
- Councilman Andrew Howe shared that Parks & Rec is holding a Swim with Mermaids and Mermen on January 28 from 6:00-8:00 at the Dennis Malone Aquatics Center. Registration is required, and cost is \$10.
- Sarah Holmes shared that FRC's People Empowering People (PEP), a parent leadership class, is starting January 10<sup>th</sup> and running for 10 weeks from 10:00-11:30 at West Bristol. There are two spots left.

**13. Adjournment: Meeting was adjourned at 12:43 PM.**

**Next regular meeting date: February 1, 2023**

Respectfully Submitted,  
Donna Osuch  
School Readiness Liaison