

**EHSR Council Meeting
November 14, 2017
East Hartford Public Library**

1. **Call to Order** – Meeting was called to order at 9:35 a.m.
2. **Roll Call**
Present: Jeanna Regan, Kayla Hernandez, Brittney Butler, Nicole Lastrina, Effie DiBenedetto, Robin Bucki, Nathan Quesnel, Marilyn Pet, Jim Cordier, Manny Silva, Jill Brown, Marcia Leclerc

Absent: Kim Beaureguard, Lisa Beauchamp, Roberto Burgos, Sandy Fowler, Nicole Laffin, Timothy Larson, Virginia Thiverge, Jasdeep Singh

Guests and Public Attendees: Andrea Brinnel, Laura Floyd, Kristine Pollard, Donna Tyrrell, Anne Marie Mancini, Jessica Carrero, Amanda Garrity, Sarah Cabahug, Mindy D’Andrea
2. **Approval of Minutes for September 12, 2017:** Minutes were unavailable for review
3. **Co-Chair Report**
 - A. **Mayor’s Report:** Mayor Leclerc appointed Jessica Carrero as her designee, and discussed the need to bring the council back into compliance with state legislation.
 - B. **Superintendent Update:** Superintendent Quesnel introduced Anne Marie Mancini as the temporary supervisor of the school readiness council liaison
 - C. **Special Presentation from OEC on Roles and Responsibilities of a School Readiness Council:** Andrea Brinnel, School Readiness Program Coordinator with the Connecticut Office of Early Childhood Education, reviewed the responsibilities of the School Readiness Council, Liaison, Co-Chairs and Programs. The PowerPoint presentation can be found on their website, and will be forwarded via email to the council. www.ct.gov/oec/cwp/view.asp?a=4541&q=539376 . A discussion was had on the reporting of family fees collected from providers. Donna Tyrrell clarified the expectations and needs of the fiduciary.
4. **Liaison Report**
 - A. **Slot Update:** Mindy D’Andrea reported on the slot utilization and program demographics for the months of September 2017 and October 2017. A discussion was had on utilizing shared resources to better publicize available school readiness slots.
 - B. **OEC Updates:** None
5. **Quality Component Review:** None
6. **Sub-Committee Reports:** None
7. **Resource Sharing:** None

8. Next Steps/Adjourn

- A. **Review of key agreements from meeting:** questions regarding the presentation can be sent to Mindy D'Andrea or Andrea Brinnel.
- B. **Review of dates ahead:** Next EHSR meeting is scheduled for December 12, 2017.

Adjournment: Meeting adjourned at 10:42am

Respectfully submitted by, Mindy D'Andrea, EHSR Liaison