

## EH School Readiness Council Meeting Notes 11/20/2018

In attendance: Julie Giaccone, Liaison; Sandy Fowler, Monitor; Manny Silva, Silva's; Jasdeep Singh, Goodwin; Vincent Crawford, EHPS; Veronica Marion, EHPS; Effie DiBenedetto, EH Library; Mary Beth Kuzoian, EHPS FRC; Nancy Testa, EH Mayor's Office; Jen King, EH Youth Services; Jeanna Regan, EH YWCA

Minutes handed out; review to do list for tasks/events what will happen next.

Julie reminded everyone to have teachers submit classroom action plans; this will generate supports in the classroom. Site administrators reported some are complete, Julie asked they be sent electronically.

**Friday November 30** new date to submit classroom action goals.

Dates will be set up for individual sites to host a Family Literacy night; please send dates to Julie by **Friday November 30**. Veronica asked Veronica, Jaseep and Mary Beth volunteered to help plan these events. Jeanna asked if these would be held for site specific families, or will all families be invited? Jaseep suggested tying it in with a book fair; this seems to drive interest. Jaseep discussed his schools model that runs three times during the day with the goal of increasing the number of people attending. Jaseep shared some ideas: A free book was sent home with the invite to attend (a book in English and Spanish). A letter written by the child when half is sent home and they need to come to receive the second half of the letter. Scholastic has a \$1 book bin to send everyone home with a book and invitation to the event. Julie and Sandy will look into the \$1 books from Scholastic.

Parent to serve on SR Council; as part of the OEC monitoring they will be looking for parent representative signed in to the Council meeting. Manny has 2 parent representatives that will attend beginning in December. He will send contact information to Julie.

Julie discussed the options for creating a packet for families to support the transition to kindergarten. Julie has some resources that can be printed. Pamphlets can be purchased. Veronica mentioned her grant through the HFPG, to support each site to host a kindergarten transition and these resources could be a part of the grant. A decision on grant awards should be announced by winter break. Add Veronica to the table of tasks with Julie and Dawn.

Vincent presented an asset map draft; this will include a community resource list that includes a website for families to access up to date resources and information in the community. Discussion on what and how to distribute the information; a trifold brochure and information posted on the website. Julie discussed the importance of included mental health services for those families with children experiencing challenging behaviors. Manny suggested the most effective way to distribute this information is to ensure teachers are aware of these resources and can help families access supports needed. Vincent shared that the town health and wellness committee has the information and keeping it updated is a challenge. He shared that families may not access this information in the same way the teachers would access information. A personal connection is often necessary to get connected with the most effective resources. Question: which resources are the most effective; the list could be very long if everything is included. Julie outlined the steps: 1. What is available? 2. Who are the contact person? How will teachers be trained so they know the resources and how families can access them? Jen reminded group to keep the language parent based. A needs assessment was done by Amy Pelletier; this may be a good starting point, as well as Head Start needs assessment. This may give good data to

determine what the needs are of the community. Next step: at next providers meeting gather some of that information from teachers and programs to discuss the resources programs are using that meet the needs of families. Vincent reported that the resources listed can be updated annually, as a council agenda item. Goal is to post on EH website.

By-laws should include a policy or clause in a policy that identified the percentage of children that attend from outside East Hartford. Space cannot be reserved, but children out of town can attend if slots are filled. Collecting data on the number of children currently served from outside EH is first step to determining that number. A policy outlining a decision making process to ensure the total number of out of town children served will need to be put in place. Children may be enrolled to empty slots currently from out of town; policies from other towns will be collected (Julie) to have a sample before writing and adopting a policy.

Jeanna reported Alecia has done an amazing job and has greatly enhanced the services provided to children in their program.

Tuesday November 27 will be a literacy training for staff; this will satisfy the requirement for literacy trainings as required by SR. 5:45-7:45 training at the library; kitchen is opened and food will be offered.

Meeting adjourned by consensus at 10:40.