



East Hartford School Readiness

School Readiness Council Meeting MINUTES
 Tuesday November 12, 2019 (9:30 – 10:30am)
 Raymond Library 840 Main St., East Hartford

MISSION	To promote high-quality inclusive school readiness pre-k programs, thus increasing all children's opportunities of achieving future educational success and becoming productive members of society	
VISION CHILDREN FIRST	To ensure a comprehensive and integrated early learning system for all families and their children, birth to 5 years, ensuring high-quality programs so children enter school ready to learn and succeed in life	
Agenda item	SR requirement	Who is responsible
Call to Order		<p>Co-Chairs / Liaison</p> <p>Meeting called to order by Liaison Julie Giaccone at 9:35.</p> <p>In attendance: Julie Giaccone, Liaison; Sandy Fowler, monitor; Christine Roy, YMCA; Laura Floyd, YMCA; Jeanna Giansanti, YMCA; Manny Silva, Silva's; Monique Rabb, Silva's; Veronica Marion, EHPS McKinney-Vento representative; Casey Guiheen, RMS; Effie DiBenedetto, EHP Library; Mary Beth Kuzoian, EHPS; Jessica Cerrero, Co-chair Mayor designee; Lisa Toomey, YWCA, Kathleen McCarter, EHPS</p>
Approval of May 2019 EHSRC meeting minutes	<p>GP C-01 Roles and responsibilities of council members <i>The chief elected official of the town and the superintendent of schools for the school district shall jointly appoint and convene such council...</i></p>	<p>Council members vote</p> <p>Minutes for October, 2019 meeting accepted by consensus.</p>
<p>Update on School Readiness Coaching</p> <p>Updated General Policies</p> <p>Universal Screener / Procedure for referring for developmental</p>	<p>GP C-01 Roles and responsibilities of council members <i>The chief elected official of the town and the superintendent of schools for the school district shall jointly appoint and convene such council...</i></p> <p>General Policy B-05 (GP B-05) provides guidance to programs and communities on meeting legislative and contractual requirements for Quality Assurance Measures such as National Association for the Education of Young Children (NAEYC) Accreditation, These guidelines apply to School Readiness</p>	<p>OEC updated GP B-05, regarding meeting quality standards as defined by OEC for funded programs. This updated GP outlines quality assurance measures in all funded State programs.</p> <p>Julie described the goals of the OEC to ensure funded programs meet quality standards, and will focus on those programs with continuous licensing violations, revoking slots that are not filled.</p> <p>Eat and Educate will be held Wednesday evening with a focus on taking data and collecting objective observations throughout the day. Julie will send out an email to see if staff will attend or if the session needs to be rescheduled.</p>

screening/sped evaluation	(SR) sub-grantees (Priority and Competitive Programs), Smart Start (SS) grantees, and Child Day Care (CDC) contractors and sub-contractors. GP B-05 refers to all of them with the general term "OEC-funded early care and education programs".	Julie is back in programs; will be looking to collect Universal screeners and talk with teachers about the use of screeners.
EHSR webpage on town's website		Update on meeting GP B-06 policy passed by Council, in reference to the process for collected data to inform the referral process. EHBOE has identified both a SPED teacher and an SLP. Julie explained the time spent in community based programs will be monitored to ensure we are meeting the specifics and the intent of this policy. Teacher's role: take the data. Examples of data sheets are accessible in the Google drive. Mary Jo can assist in collecting the data. Site director should be signing the form; referrals need to come from families; if they ask for a referral the BOE will screen/address immediately. If a teacher has a concern data will be collected and addressed as a team. Notify Julie on support to collect data and what to do after data is collected. Manny asked about referrals when families do not see there is an issue; Julie explained we can hold info nights addressing developmental milestones and what and how supports can be put in place.
Upcoming NAEYC reaccréditation		Julie asked all sites to send Jessica information on their program for the website. Julie will send indicators of high quality.
Reallocation of YMCA slots (Larson renovation)	Make recommendations to the chief elected official and the superintendent of schools on issues relating to School Readiness, including any applications for grants pursuant to sections 10-16p, 10-16u, 17b-749a and 17b-749c of the C.G.S.;	Julie showed an upcoming session in another RESC on documentation. She suggests releases be secured from families and documentation telling the story of SR sites be posted on this website Julie asked about NAEYC Accreditation status. First Church is waiting for a visit. Silva's will be next; they are in their 3 rd year and will be submitting the 4 th annual report in October 2020 which will generate the process for the assessor visit. Larson is funded for 20 SR slots. These will need to be moved during the renovation, with Council approval. YCC will be accepting 18 SR slots from Larson during the renovation. 2 slots will be moved to First Church. Larson license will be inactive; this will prevent the relicensing of the program when renovations are completed. Manny made a motion, seconded by Effie to move the slots during the renovation. Motion carries by consensus. The expected completion date for renovation is October 1, 2020. An update on the

		<p>progress will be an agenda item at each SR Council meeting.</p> <p>Effie made an announcement regarding a preschool expo; January 15 from 6-7:30. She asked all sites to provide information on program details. This will be a chance for all to showcase centers and pass out information. The goals of pre-k will be highlighted. She reports an increase of attendance at the library b-3 programs and anecdotally she hears families say they are waiting to enroll in school until kindergarten. She explains an increase in families of diverse language and the importance of exposing them to English in high quality pre-k experiences. Julie talked about the importance of supporting home languages. Julie asked for documentation panels at this event.</p> <p>Julie will send out updated membership to ensure all emails and info are correct. Julie asked for a physician representative; Jessica will provide a representative from Intercommunity, the school based health center. We are still securing a parent representative.</p> <p>Elizabeth Perez will be the new administrative secretary for Hockanum. Julie/Sandy will meet to review the responsibilities of the SR reports. An interim AP will be in place next week.</p> <p>New site director at Larson is Krista Clark.</p>
Next Steps		<p>For December Agenda: Jessica will be on the December agenda to review the template for the website. Goals is to extract the information specific to families, the link to the program website will also be provided. Providers will bring hard copies of the information they would like on the website.</p> <p>Update on the Larson Action Plans Update on the Larson renovation Update on Universal Screener data</p>
Adjourn		<p>Motion to adjourn by Dawn, seconded and passed by consensus at 10:25.</p>

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QUALITY COMPONENTS

The legislation has identified specific requirements for School Readiness programs as part of the continuum of services in quality programs that meet the needs of children and families. These indicators include:

- A plan for collaboration with other community programs and services, including public libraries and for coordination of resources in order to facilitate full-day and year-round child-care and education programs for children of working parents and parents in education or training programs;
- Parent involvement, parenting education and outreach;
- Referrals for health services, including referrals for appropriate immunizations and screenings;
- Nutrition services;
- Referrals to family literacy programs that incorporate adult basic education and provide for the promotion of literacy through access to public library services;
- Admission policies that promote enrollment of children from different racial, ethnic and economic backgrounds and from other communities;
- A plan of transition for participating children from the School Readiness program to kindergarten and provide for the transfer of records from the program to the kindergarten program:
- A plan for professional development for staff;
- A sliding fee scale for families participating in the program;
- An annual evaluation of the effectiveness of the program; and
- A plan to ensure that children with disabilities are integrated into programs with children who are not disabled.