

Eastford's Readiness Council
Date: September 11, 2017
Eastford Elementary School
Unapproved Minutes

Members Present: Christine Kopplin, Carole McCombe, Jen Barlow, Jenn Norman, Jacki Budd, Catherine DePercio, Janelle Marengo, Lyn Moran

Members Absent: Linda Loretz, Susan Shead, Terry Cote, Michelle Bibeault, Robin Bibeault, Ashlyn Ellsworth,

Public: none

1. **Audience of Citizens-** none
2. **Review Proposed Agenda-** accepted
3. **Review Minutes from May–** Accepted as is
4. **Update on the Program-** The school year began and the class is busy with 17 students. The program housed a Meet and Greet before the school year began that was very well attended, only missing a few families. The only feedback was that some students missed the bus ride they offered in the past. Open House is tomorrow night. Dr. Boucher has a visit scheduled for next week. Library and Buell's orchard field trips are in the works for October.
5. **Program Report-** Students already on the waiting for this year and some students are already registered for next year. The new fee schedule has been released by the state and has been used in the billing that was sent out this week.
6. **Old Business-**

6.1 Final Reading of Indoor Environmental Safety and Classroom Safety Policies:

Indoor Environmental Safety Policy: The first sentence in the second paragraph will read, "contact with a child's mouth". The word "frequency" is removed from the first sentence of the 3rd paragraph. A comma is added after "renovation" in the seventh paragraph. The last paragraph will read, "to indicate that the temperature..."

Classroom safety: The title will be changed to "Class Safety Policy." And will be removed from the 1st and 4th bullets.

7. **Budget Report-** The Budget Report was shared with the Council. There was a request for a new line item for next year to cover supplies as the grant only covers salary. Budget is tight this year for supplies, even to cover snacks. Might be best to

ask parents to send in snacks or other supplies for their children or the whole class. Christine will send out a request for items for snack and supplies to parents this week.

8. **New Business-**

8.1 1st Reading of the Language Acquisition Philosophy and the Curriculum Policy–

Language Acquisition Philosophy: ELL will be changed to EL and (English Learners). The formatting on the bullets will be checked and corrected. The comma will be removed after the word “skills” in the 3rd bullet. In the 2nd paragraph first sentence will read, “community in which we live.” The last paragraph will read, “parents whose primary language is other than English, a translator will be provided.”

Curriculum Policy: The # of spaces will be checked in #5 and the formatting for the bullets will also be checked and corrected.

8.2 Appointment of Officers- The council appointed Ashlyn Ellsworth as chair and Catherine DePercio as Vice Chair.

8.3 Recruitment for the New Year: The council is happy to add Lyn Moran to the list of council members. Mrs. Kopplin will ask parents at the open house tomorrow night if anyone is interested in joining.

9. **Citizen’s Participation-** none

10. **Items For Next Meeting (October 2nd)** Update on the snack situation in the classroom.