

**Eastford's Readiness Council**  
**Date: September 12, 2016**  
**Eastford Elementary School**  
**Unapproved Minutes**

**Members Present:** Heather Tamsin, Jen Barlow, Christine Kopplin, Jacki Budd, Catherine DePercio, Jenn Norman, Linda Loretz, Susan Shead, Ashlyn Ellsworth, Terry Cote

**Members Absent:** Robin Bibeault, Michelle Bibeault, Janelle Marengo,

**Public:** none

1. **Audience of Citizens-** none
2. **Review Proposed Agenda-** Accepted
3. **Review Minutes from June–** #5 Neconn changed to Eastconn
4. **Update on the Program-** Mrs. Kopplin reported that the program currently has 11 full day and 2 part day students enrolled. Before the school year started they hosted a Meet and Greet had great attendance, even including some families that didn't have a child currently enrolled. Through a parent survey it was suggested to make it more structured, i.e. a story time for the kids. They had their first fire drill today did very well for a class consisting of mostly 3 year olds. Only 4 students will be moving on to Kindergarten at the end of the school year. Upcoming events include open house, a visit to the Eastford Public Library, Buell's Orchard, the Eastford fire station and Creamery Brook Bison Farm. Dr. Boucher is planning on coming to visit in October. Mrs. Kopplin also mentioned that she is looking into offering a family program on bullying. Mrs. Barlow mentioned that Quest Martial Arts might be a program to look into for this task.
5. **Program Report-** Mrs. Tamsin reported that we currently have 2 families, possibly 3 that are planning on sending their child part way through the school year. She encouraged us to continue our outreach, as there are still people that show up at the school not even aware we have a program.
6. **Old Business-**
  - 6.1 Outreach and Brochure approval-** There are still many changes to be made and it was decided to form a subcommittee to make the changes and present it at the next meeting.
  - 6.2- Review of Goals for 2016-17 school year-** It was suggested that two more actions be added to Goal #2: 1) Have an e-mail sign up at the Library for people to receive more information about the Readiness. The reasoning being that parents with young children are more likely to go into the library than they are to go to the school if they have no older children. 2) Ask Valerie Katkavek to have a clipboard at Rec Committee events. These changes will be added to the Strategic plan and then

posted on the school website. The public will be made known of this plan in the next Communicator article.

7. **Budget Report-** The Budget Report was shared with the council.

8. **New Business-**

**8.1 The first reading of Health Services and Eating, Choking and Food Safety Policies:**

Health Services Policy: The form number was changed to the correct #. It was mentioned that the requirement for the flu vaccine should be added to the bullets. The "school nurse" in the 3<sup>rd</sup> sentence will be changed to medical professional. We are unsure if the tasks listed in the 3<sup>rd</sup> to last sentence is accurate. That will be looked into. It was decided that this policy would be tabled until it is cross-referenced with NEAYC's requirements.

Eating, Choking and Food Safety Policy: Under "Food Safety" the word ensure will be changed to encourage and CACFP will be written out to say Child and Adult Care Food Program (CACFP). #6 under that same heading will read: " For the purpose of allergy and nutritional awareness, all foods brought in to share with classmates will either be whole fruits, or prepackaged items.

9. **Citizen's Participation-** none

10. **Items For Next Meeting (October 3, 2016)-** Brochure