

Eastford's Readiness Council
Date: January 5, 2015
Eastford Elementary School
Unapproved Minutes

Members Present: Heather Tamsin, Ashlyn Ellsworth, Terry Cote, Michelle Bibeault, Jen Barlow, Janelle Marengo, Christine Kopplin, Jacki Budd, Robin Bibeault, Catherine DePercio

Members Absent: Theresa Neely, Linda Loretz, Susan Shead

Public:

1. **Audience of Citizens-** none
2. **Review Proposed Agenda-** no additional items to be added.
3. **Review Minutes from December 8, 2014 Meeting-** The minutes were accepted as written.
4. **Update on the Program-**Mrs. Kopplin had a wonderful break. The Readiness Program hosted a Winter Wonderland celebration the day before break. They had a wonderful turn out where there was at least one member from each family. There were also two families who joined as guests. We hope they continue to join us for future activities. Sherri Lambert came to monitor the classroom on December 23rd she will get back to Mrs. Tamsin regarding any changes that need to be made. Mrs. Kopplin goes back to Eastconn this month for more professional development on the core standards.
5. **Program Report-** Mrs. Tamsin explained that Eastconn comes for the monitoring because the person doing the monitoring can't be part of the program. This is usually the job of the liaison but as Mrs. Barlow has a child in the program it would be a conflict of interest. When Mrs. Tamsin talked to Mrs. Lambert she mentioned a few items that were a concern. The Readiness program is supposed to have a 60%/40% ratio where 60% of the students are supposed to be from families that are below the 75% of State Median Income. We are at 57%, which isn't even a "whole student" away from meeting that criterion. The other area Mrs. Lambert noticed we needed to work on was our formal collaborations. NAEYC and Readiness have different requirements in this area. The main difference being that Readiness requires the program to have formal documentation of all collaborations and each should fall into a specific category. Ms. Cote mentioned the town already has agreements with a few organizations that she could put us in touch with to hopefully fulfill some of these requirements. We are also hoping to receive more guidance from Mrs. Lambert when we hear back from her more formally. Mrs. Tamsin also mentioned that we have been working on getting the Needs Assessment Survey out to families as well as the 2nd Income verification of the year.
6. **Old Business-**

- 6.1 **The approval of the Bullying and Rest time policies**—Mrs. Kopplin made changes to the rest time policy so it accurately reflects what is being done in the classroom. The bullying policy is one that the council has adopted through the Board of Ed. Mrs. M. Bibeault motioned that the council accepts the current Board of Education bullying policy (see policy here <http://www.eastfordct.org/files/72829/5131.911%20bullying2014.pdf>) and the rest time policy with Mrs. Kopplin’s changes. Mrs. Budd seconds her motion. All in favor.
7. **Budget Report-** The Readiness Fees expenditures are currently at -\$8,060. This number will continue to become “more” positive as the fees come in. In the Readiness Grant Expenditures we are currently at \$10,993.
8. **New Business-**
 - 8.1 **Policy updating-** Supervision Policy: On the backside of the page it was mentioned to remove the italicized portion as that was only added for an individual in the past. It was also mentioned to remove the words “notify the special education teacher immediately that child is on the run—using two way radio” Mrs. Tamsin will check with Mrs.Loretz.

Serving Children with Disability Policy: In the second paragraph first sentence remove word “School” as that is not the official name of the program. In the next sentence remove the word “and” before “the child’s needs.” In the fourth sentence there will be a comma added after “IEP”. The second to last sentence will be changed to say “The Specialist and the teacher will have on going communication with the family of the child being served”.
9. **Citizen’s Participation-** Mrs. Ellsworth reported the board presentation went well and 6 families showed up to support. Mrs. Budd notified the council of a playgroup going on at the Eastford Baptist Church on Wednesday mornings from 9:30-11:30. It is not religiously based just a group of local moms and their kids, ages birth to going into Kindergarten. Mrs. Kopplin said she would mention the group in her newsletter in case there are other moms interested.
10. **Items For Next Meeting (February 2, 2015)-** Approve Supervision and Serving Children with Disability Policies.