

**Eastford's Readiness Council**  
**Date: December 8, 2014**  
**Eastford Elementary School**  
**Unapproved Minutes**

**Members Present:** Heather Tamsin, Ashlyn Ellsworth, Terry Cote, Linda Loretz, Susan Shead, Michelle Bibeault, Jen Barlow

**Members Absent:** Theresa Neely, Janelle Marengo, Christine Kopplin, Jacki Budd, Robin Bibeault

**Public:** Catherine DePercio

1. **Audience of Citizens**
2. **Review Proposed Agenda-** Approved
3. **Review Minutes from November 3, 2014 Meeting-** The minutes were accepted as written.
4. **Update on the Program-**Mrs. Kopplin was absent but sent in a report read by Mrs. Tamsin. Mrs. Kopplin met with all families in conferences and was able to update each family with the progress their child/ren have made. On December 8<sup>th</sup> the class went on a walking field trip to the public library where Mrs. Shead read various winter themed books. On December 23, 2014 the readiness program has planned a winter wonderland activity time. We have already received notification of 2 extra families in town that are planning on attending.
5. **Program Report-** Mrs. Tamsin went to a meeting put on by OEC that updated directors with useful information on updating the registry. Mrs. Tamsin and Mrs. Barlow met with Sheri Lambert from EASTCONN to discuss liaison's role. Mrs. Lambert has tentatively scheduled to come and observe/monitor the Readiness program on the 23<sup>rd</sup> of December.
6. **Old Business-**
  - 6.1 Board Presentation-  
Ashlyn presented the slides for her presentation that will be made to the Board of Education this Thursday. A few changes were made to update to current statistics. The Board of Ed meeting is this Thursday the 11<sup>th</sup> at 7:00. The Readiness presentation is one of the first items on the agenda so the public doesn't have to stay for the whole meeting if they do not desire.
  - 6.2 The Confidentiality and Ethical Policies approved. The Council accepted the current Board of Education confidentiality policy  
[http://www.eastfordct.org/files/72829/5125%20policy%20%20students\\_confidentiality%20and%20access%20to%20education%20records.pdf](http://www.eastfordct.org/files/72829/5125%20policy%20%20students_confidentiality%20and%20access%20to%20education%20records.pdf)

and the current NAEYC Ethical policy

[http://www.naeyc.org/files/naeyc/image/public\\_policy/Ethics%20Position%20Statement2011\\_09202013update.pdf](http://www.naeyc.org/files/naeyc/image/public_policy/Ethics%20Position%20Statement2011_09202013update.pdf) on December 8.

7. **Budget Report-** There is currently \$10, 989.60 in the Readiness Checking/savings account and there is currently \$8,766.45 in Accounts receivable. Mrs. Loretz pointed out that next month the report should reflect that the Checking/Savings account is no more and that all funds have been moved into the same account as the grant money. The only difference is that the town will be cutting checks instead of the school.

8. **New Business-**

**8.1-Approve 2015 meeting schedule-** The following schedule for 2015 was accepted: January 5, February 2, March 2, April 6, May 4, June 1, September 14, October 5, November 2, December 7. All meetings will be held at 6:00 pm at Eastford Elementary School.

**8.2 Policy updating-** We did a 1<sup>st</sup> reading of the Bullying Policy set by Board of Ed. During the 1<sup>st</sup> reading of the Rest time Policy we found one typo quite should be quiet. There are other items in the policy that; we are unsure if are currently used. It has been suggested that we have Mrs. Kopplin look at the Policy and update it to current procedures.

9. **Citizen's Participation-** Mrs. Cote suggested that Mrs. Barlow make a slight addition to the heading in the communicator article making it clear that the Readiness Program is synonymous with Eastford's Preschool Program.

**10. Items For Next Meeting (January 5, 2015)-** Approve Bullying and Rest time procedures.