

Eastford's Readiness Council
Date: March 2, 2015
Eastford Elementary School
Unapproved Minutes

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

Members Absent: Linda Loretz, Michelle Bibeault, Robin Bibeault,

Public:

1. **Audience of Citizens-** none
2. **Review Proposed Agenda-** no additional items to be added.
3. **Review Minutes from January 5, 2015 Meeting-** The minutes were accepted as written.
4. **Update on the Program-** Mrs Kopplin reported that the Valentine's Celebration was a lot of fun for all. There were 5 new families who joined that day; a few of which have already registered for the upcoming school year. The library field trip that was scheduled in February was cancelled due to snow. Mrs. Kopplin has put out a request to parents for field trip suggestions. She and the paras have a few trainings that are scheduled in the next month or so.
5. **Program Report-** Mrs. Tamsin relayed the results from the monitoring report from EASTCONN. A lot of the areas that needed improvement were things that are set in place but weren't requested. There are a few areas that we are either unclear on or we know need work. One is a nutritional survey. We do not have one in place but are unsure of what it entails. The other is in the area of medical emergency. We have certain procedures in place but we are unsure if she was referring to individual medical emergency plans. We also were lacking in our interagency collaborations. We received connections from Ms. Cote. Mrs. Barlow has made a few connections and is waiting to hear from the others. We received back 12 of the Needs Assessment surveys and already have 17 kids registered for next year. Currently we have 9 returning, 5 requesting partial day, 2 requesting full day, 1 could go either way and 2 additional inquiries. All documentation has been dated as it comes in. A discussion ensued regarding looking at our acceptance policy. Currently it is set at first come first served with the exception of Special Ed students receiving priority. Since we need the 60/40 ratio with family income should documentation of income become part of the registration process. It was left that Mrs. Tamsin would look at the income of the 9 returning students and see where we stand. It was also mentioned that with the current registration we can't serve all the students with out possibly doing a morning and afternoon session for the partial day students because NEAYC and the state set the limit of students in the room to 16. Mrs. Tamsin will also call the newly registered families that have requested partial day to see if there is any flexibility to switching to full day.

Mrs. Barlow brought to the committee that PTO has requested aid in funding a drumming presentation for field day. A link has been sent to the council but all seemed to be in favor of this. The outside community will also be invited.

6. **Old Business-**

6.1 **The approval of the Serving Children with Disabilities and Supervision policies—**

The updated policies were accepted with the changes presented with the one modification of a comma being added before IEP rather than after in the middle of the 2nd paragraph of the Disabilities Policy.

7. **Budget Report-** The Readiness Fees expenditures are currently at -\$6,060. This number will continue to become more positive as the fees come in. In the Readiness Grant Expenditures we are currently at \$9,705.

8. **New Business-**

8.1 **Policy updating-** Parent Involvement Policy: It was mentioned to change the name of the policy to read: "Family Involvement Policy." At the start of the 4th sentence "Parents..." will change to "Parents and guardians..." Mrs. Barlow will check to see if the excerpt from the Board of Ed Policy is up to date. At the end of the 1st paragraph, a sentence will be added stating: "For classroom volunteers please see the volunteer policy of the Board of Ed."

Classroom Safety Policy: looks good with out changes.

8.2 **Look over Needs Assessment survey results:** Mrs. Tamsin covered this earlier in her report.

8.3 **Changes to the registration policy:** Also discussed earlier

8.4 **Nomination of Theresa Neely's replacement:** Robin Bibeault will be asked to be the medical representative on the council. Mrs. Barlow nominated Catherine DePercio for the position of Vice Chair, Mrs. Ellsworth Seconded, all in favor.

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

10. **Items For Next Meeting (April 6, 2015)-** Approve Parent involvement and Classroom Safety policies.