

SCHOOL READINESS COUNCIL

Date: May 13, 2013

Eastford Elementary School

Approved Minutes

Members Present: Stephanie Bulan, Jacki Budd, Terry Cote, Ashlyn Ellsworth, Christine Kopplin, Linda Loretz, John Vitale

Members Absent: Brenda Ford, Theresa Neely, Susan Shead, Michelle Bibeault

1. **Audience of Citizens** – None
2. **Review of Proposed Agenda** – None
3. **Review minutes from the April 8, 2013 meeting** – The minutes were accepted as amended.
4. **Update on the program** – Ms. Kopplin reported the class went to The Hyde School to see “Martha Speak.” Ms. Kopplin also indicated they went to the Town Library with the Kindergarten and watched the Maypole celebration on another occasion. Ms. Kopplin indicated they were going to be in the school concert on Thursday.
5. **Program report and status update** – Dr. Vitale indicated that he would be submitting our grants this week.
6. **Old business**
 - Policy review – Custodial Classroom Checklist** – The checklist was reviewed.

7. **Budget Report** – Dr. Vitale indicated that we are currently looking at expending all of our tuition and grant funds for the year.

8. **New Business**

8.1 **Material needed for next year** – We are currently scheduled to get a smart table for our review. If it works well with students, the program will be purchasing it.

8.2 **Parent survey and action plan** – Ms. Kopplin reviewed the results of the parent survey indicating we scored low on talking to parents weekly. The committee discussed this result. It was felt that even though Ms. Kopplin emails parents weekly, they may interpret this question as actually talking versus receiving an email.

8.3 **NAEYC Self Study** – Ms. Kopplin indicated she had met with Ms. Lambert and had done a webinar on using an electronic portfolio. Ms. Kopplin indicated she would be using an electronic portfolio in preparing for our re-accreditation.

9. **Citizen's Participation** – None

10. **Items for the next meeting (June 10, 2013)** – Custodial checklist, status of smart table and Action plan with parent letter.