

Griswold School Readiness Council
Meeting Minutes
November 18, 2021

Present: Jennifer Anderson Norman, Kelsey Best, Julie Hall, Heather Lunny, Jennifer Norman--parent, Debbi Poirier, Joe Bordeau, Katie Sawaryn, Kathleen Brown, Jaselyn Caviness, Stephanie Cote, Sean McKenna, Cheryl LaMothe

Program News:

- Little Log School House
 - Little Log School House now operating under a new license/LLC. Heather is working with the Office of Early Childhood (OEC) and School Readiness Grant Managers, to complete any changes/steps necessary regarding changes to the program.
 - All School Readiness slots are filled
- TVCCA
 - All staff recently completed Administration of Meds training
 - Program is fully staffed
 - Awaiting results of NAEYC Accreditation visit
- Griswold BOE Integrated Preschool
 - Implementing **Sparkler**, a parent engagement and child assessment platform through OEC, with many parents taking advantage of this tool to support child development, and to share information with teachers. Families are given an access code to track and share developmental information
 - Physical Therapist is working with PreK to support body awareness, healthy practices, gross motor control
 - Wild Over Wild Live recently visited the program
 - NAEYC portfolio recently completed under the direction of Stephanie Cote, with support from the PreK staff. Awaiting NAEYC Accreditation visit.

Family Engagement Specialist:

- Katie Sawaryn has joined Griswold Public Schools as a Family Engagement Specialist. Katie has a background in Special Ed PreK, participates in PPTs, and looks forward to working with the School Readiness Council to support young children, families, and the community.

Co-chairs and Council Membership:

- Reviewed Public Act No. 21-72 re: changes in School Readiness Governance structure - including:
 - Chairperson/s shall be elected
 - SR Council required to document efforts to ensure racial/ethnic and socioeconomic composition of the council reflects that of its region

- At least 25% of SRC membership shall be parents/guardians of children eligible to attend a SR program
- SR Council meetings shall be held at times and locations that are convenient for Council members, including parent/guardian members (*SR council meeting times have changed to support community and parent engagement*)
- Proposal made by Sean, seconded by Julie, to elect Kate Sawaryn and Jaselyn Caviness as co-chairs. Discussed possibility of conflict of interest since both are employed by GPS. Council unanimously elected Kate and Jaselyn as co-chairs. Cheryl will pose the question re: conflict to SR Program Managers Cheryl Sparks and Christy Gademsky, for clarification.
- Cheryl will provide additional clarification re: roles of SR Council members and co-chairs.

Budget Updates:

- Reviewed budget provided by Finance Director. Cheryl will be meeting with the Finance Director later this month for additional review/information, and report back to SR Council.

Monitoring Updates:

- SR Monitoring of LLSH, GES, and TVCCA Little Learners was completed in November, with monitoring documents shared with programs. A variety of areas are monitored, including child files, income and fees charged, staff files/PD logs, program policies, program community collaborations, program expenditures, classroom observations, learning experience plans, child initial screenings and ongoing assessments, etc.
- Griswold School Readiness children are engaged in quality learning experiences at GES, TVCCA, and LLSH, with dedicated teachers who provide a safe, healthy, nurturing learning environment.
- Programs are working on updating collaboration agreements, LEP revisions, ensuring child health forms are complete and up to date, staff PD and OEC Registry is up to date.
- Monitoring documents will be sent to SRC members for review.
- Cheryl is participating in ongoing SEL project at GPS, recently met with team to discuss SR program involvement and additional monitoring to support programs. Debbi shared that TVCCA is engaged in CT Pyramid Model training/support and will have data to share to inform next steps. Cheryl will meet with sub-grantees later this month to discuss plans for monitoring related to SEL and SR quality components.

Subcommittee for Griswold School Readiness Policy Booklet Review:

- A SR Council subcommittee will begin working to make revisions to the School Readiness Policy Booklet (shared with council prior to meeting), planning to start this process in

January 2022. Jennifer Anderson Norman volunteered to join this subcommittee. Cheryl will reach out to members for additional feedback/participation in early January.

Community Updates:

- Little Log School House – hosting a food drive and a coat drive, children are making cards, etc. to send to the Senior center, expanding the program to serve Infants and Toddlers with construction starting soon.
- Griswold BOE – participating in bucket filler project, visiting the library, PTO food drive and toy drive.
- TVCCA Little Learners – TVCCA accepting applications for energy assistance, Unite CT to prevent evictions, participating in Tommy Fund.
- Julie Hall/KidSteps – interested in collaborating with Slater Library re: autism awareness project, is in the process of hiring new staff and has a new speech pathologist and LBA on staff.
- Kathleen Brown/Slater Library – Toddler Story time underway, slowly starting up programs for children in the library, will collaborate with Julie/KidSteps re: autism project.
- Jaselyn Caviness – recent health and safety inspection went well, before/after school program up and running
- Kelsey Hallock/GES Social worker – Thanksgiving baskets, Holiday Helpers collaboration with Youth and Senior Services, working with SEL Team – small group work and 2nd Step Curriculum.
- Katie Sawaryn/Family Engagement Specialist - shared additional information re: Sparkler App
- Sean McKenna reminded council members of next DPAC meeting and invited all to participate.