

HEBRON SCHOOL READINESS COUNCIL

May 22, 2013
GILEAD HILL SCHOOL
GHS Music Room
7:00PM

Council Members: Barbara Wilson, School Readiness Liaison
Judith Richard, Hebron Director of Special Education
Donna Lanza, Town Hall Representative
Marilyn Piecuch, Hebron Resident and NAEYC Consultant
Christopher Lapsis, School Readiness teacher
Laurie Larsen, AHM Designee
Samantha Schadtle, Parent
Cindy Lalonde, Parent
Kathryn Veronesi, Acting Superintendent

Council Members Absent: Jared Redmond, PREP Representative
Becky Murray, Family Resource Center Coordinator
Eric Brody, GHS Acting Principal
Cheri Labombard, Douglas Library
Polly Simon, Hebron Daycare Provider
Ellen Kirkpatrick, School Nurse

1. WELCOME

Barbara Wilson called the meeting to order at 7:03pm.

2. PUBLIC COMMENT

Meg Clifton, Amston resident, stated that she calls frequently about the program and to show her support for the program. She hopes her child is able to attend.

3. REVIEW & APPROVAL OF May 8th MINUTES

The May 8th minutes were updated with who made motions at the end of the meeting. D. Lanza also requested that it be noted that an agenda item discussing Robert's Rules be added.

S. Schadtle motioned
D. Lanza seconded
Unanimous

4. ACCEPT RESIGNATION

B. Wilson announced that Stephanie Levin is resigning from the clerk position (resignation letter and job description were distributed to the Council members). She thanked Stephanie for the assistance she provided this year in getting the program going. K. Veronesi also asked to say a few words. She said that the help and organization that Stephanie provided was appreciated and she will be missed. K. Veronesi thanked Stephanie for everything she did this year.

5. 2013-2014 SCHOOL READINESS GRANT

B. Wilson thanked D. Lanza for bringing attention to the benefits line. It was determined after the last meeting that the original amount that was in the grant for benefits was medical only. The grant was submitted with the updated benefits which now include the amount paid for medical, dental, life insurance, and Medicare. M. Piecuch thanks B. Wilson for the work done on the grant.

6. BUDGET

B. Wilson passed out the School Readiness budget spreadsheet that was created by S. Levin. She also passed out the code explanations. D. Lanza asked what line the snacks came out of and if we had received any reimbursement from full tuition families. Discussion about snacks and paying for them followed. D. Lanza reminded the Council of a motion that was made in the September minutes about paying for snacks. The Council spoke about whether or not to charge and should a motion be made tonight. S. Levin stated that at the present time, snacks have cost the program less than \$200. S. Schadtler asked about tuition increases to cover the cost of snacks next year rather than a separate bill. S. Schadtler doesn't think the Council should ask for parents to cover this year's snacks as we are almost to the end of the year. B. Wilson stated that the rate for full tuition students is a guideline from the state but that we could charge more for full tuition students only. B. Wilson asked if anyone wanted to make a motion to increase the tuition rate. M. Piecuch reminded the Council that we have to also consider the two half day classrooms. Those classrooms bring their own snacks. C. Lapsis also brought up the NAEYC requirements to nutrition. D. Lanza asked if the surplus from this year's tuition can cover the snacks this year and bump up next year's tuition. Discussion about voting on policy tonight to start the 2013-2014 year with a tuition increase followed. S. Schadtler suggested \$300 per month for full tuition students.

M. Piecuch motioned to approve having the 2012-2013 surpluses cover the snacks for the 2012-2013 school year.

C. Lapsis seconded.

Unanimous

S. Schadtler motioned to increase the 2013-2014 tuition to \$300 per month for full tuition students to include the cost of snacks.

D. Lanza seconded

Unanimous

7. ENROLLMENT UPDATE

B. Wilson reported that as of this time, there are 3 full tuition students returning next year which leaves 4 slots open. There are currently 8 families on the waiting list and will be drawn to fill at the preschool lottery on June 6th. B. Wilson reported that at this time we have 4 returning students that are reduced tuition. There are 7 remaining slots to fill. Currently we have 7 families waiting to enroll for next year as reduced so it looks like we will start the school year with full consensus. If any other families show interest, they will be put on a waiting list. C. Lapsis asked about the preschool lottery. B. Wilson explained the lottery process. C. Lapsis asked about the families interested in both the full day and the half day program. B. Wilson explained that if the family gets picked for SR, they will have 24 hours to confirm their slot or they lose it.

J. Richard asked to speak about the current family that has excess absences. Discussion about creating a policy followed. J. Richard asked M. Piecuch to read a sample policy. S. Schadtler asked what a policy regarding late tuition looks like. M. Piecuch gave some scenarios and the Council discussed. B. Wilson feels

it is necessary to create policy going forward but strongly feels that since we don't have a current policy, the child should be able to stay.

8. STATE MEETING UPDATES

B. Wilson said it was stressed that it's a collaborative between the town and the Board of Education. Also Gerri Rowell, School Readiness State Coordinator, spoke about the different people that should be involved on the Council like business owners, medical professionals, residents, etc. B. Wilson stated that at the meeting it was discussed that the state would be updating the School Readiness State Policies on professional development. Currently the legislature is reviewing the Early Childhood bill. There is a possibility of being able to use the School Readiness Grant to provide wrap around services.

9. TEACHER REPORT

C. Lapsis would like to acknowledge the School Readiness staff and how thankful he is for their hard work and dedication. C. Lapsis passed around a photo of the class. He spoke about the classwork. The students will be displaying their artwork in the Art Show this year. It is the first time that the preschool has been included. An updated on the butterfly garden was made. Due to the cold temperatures, we are still waiting for plants to go in. We have also received our plaques for the garden. All of this was funded through the Eastern program. C. Lapsis also provided a playground update. Another company has come out and taken measurements. He would like to know what the next step is going to be. S. Schadtler stated that we have received a check for \$186.64 and that checks should be made out to the Hebron Ed Foundation as they have offered to allow the donated money to go through their account. The lumber for the project that RHAM students are working on arrived and the students are working hard on a new sandbox as well as a few other items. She expects these wooden structures to be ready for installation in the preschool courtyard in a few weeks. S. Schadtler also reported that the town has offered their services to fix the drainage and the concrete path in the courtyard. She is looking at getting all of the materials donated so that there is no charge at all. D. Lanza asked if the building inspector and fire marshal have been contacted. S. Schadtler reported that it is on her list of things to do. C. Lapsis asked what needs to be shared with the Board of Education. K. Veronesi said she needs to look into that. D. Lanza feels that the Board of Ed should have a heads up sooner rather than later. It was stressed that this is a preschool playground and encompasses all classes, not just School Readiness. K. Veronesi will bring this to the June Board of Education meeting.

C. Lapsis discussed the most recent NAEYC meeting with Debra Stipe from Eastconn. The question of how other School Readiness programs work was discussed. She said there is no School Readiness program that runs without in-kind services. There are many different ways for School Readiness programs to run.

D. Lanza stated that there is a Hebron Human Services Summit that is held quarterly and that this would be a great opportunity for networking. J. Richard asked M. Piecuch if that would help with the Quality Enhancement Grant. M. Piecuch said absolutely. S. Schadtler asked if the clerk position will be filled. B. Wilson said it would be posted. S. Schadtler asked about Smartboards. J. Richard stated again that she has asked G. Rowell and the state will not allow the grant to cover that cost. There is debate about whether the preschool rooms can get equipment that might be in district storage. It was requested that the September agenda include Projector availability.

10. PUBLIC COMMENT

J. Richard asked to introduce the new Director of Special Education starting July 1, 2013, Josh Martin.

Meg Clifton asked about the availability of before and after school care through PREP. B. Wilson stated that she should contact the Parks & Rec Department directly regarding available slots.

11. MEETING ADJOURNED

J. Richard motioned to adjourn the meeting at 8:36pm.

M Piecuch seconded.

Unanimous

Respectfully Submitted:

Stephanie Levin, School Readiness Clerk