

# Lisbon School Readiness Council

## Meeting Minutes

November 4, 2021 (via Zoom)

**Present:** Courtney Kinmonth, Scott Trepanier, Brian Apperson, Jody Lefkowitz, Theresa Svab, Terry Surprenant

**Call to Order:** The meeting was called to order at 8:57 AM. Terry Surprenant, Liaison facilitated the meeting.

**Approval of Minutes:** Courtney moved to approve the minutes of the previous meeting; Scott seconded the motion. All members voted to approve. The minutes were approved.

**Liaison report:** Terry shared that new legislation effective in July is calling for changes to Council membership:

- 1) Councils are being required to include a business owner.
- 2) 25% of Council membership should be parents. Discussion about difficulty getting new members. Courtney described efforts that have been made to bolster parent participation in the past including offering different times of day (didn't seem to help) and pairing meetings with family activities (this was more successful). Brian suggested that they could start with putting out invites to let families know what is needed and try to get more parents to attend. Terry asked about the possibility of forming a committee to brainstorm ideas to bring back to the Council for consideration and that she would be happy to assist with this effort. It will be important to document whatever strategies are tried and be able to demonstrate how the Council has addressed this requirement and steps toward achieving this goal.
- 3) Councils should reflect the diversity of the community.

### Monitoring:

- Terry will be visiting next Monday Nov 8<sup>th</sup> at 8:30. She'll need to observe in at least one classroom (or could spend ½ hour in each – teachers' choice.) She'll review child files, lesson plans, assessment, safety checklist and other documentation.
- Cindy submitted the monthly report for OEC today. It indicates full enrollment and \$1037.20 in family fees received last month. The next funding request deadline is Nov 19<sup>th</sup>. Terry will talk to Cindy on Monday to ensure budget process is clear.

**NAEYC Reaccreditation:** Scott shared that first meeting of Accreditation Quality Improvement Support (AQIS) is scheduled for Nov 9<sup>th</sup>. On Nov 17<sup>th</sup> there is a study group, and then the next support meeting will be Dec 14<sup>th</sup>.

Terry learned more about OEC reimbursement for NAEYC fee (\$550) and will send info to Scott about how to get the needed form.

**Coming Events/News/Updates:**

*Adult Ed:* Jody shared that Adult Ed has many offerings open to Lisbon residents. Needs help getting the word out. Flyers about Families Learning English and Citizenship programs were shared by Terry with Council members via email. Discussion about needs in Lisbon – not many for whom ESL, but are those who may need GED. Scott suggested placing information on the school website. Brian offered to attach their handout with letter to families. Jody will send information to Brian. Scott mentioned that there may be a few Lisbon students who attended Griswold High needing support (although Norwich Adult Ed doesn't service Griswold, students from Lisbon would be eligible to participate free of charge.)

*Preschool classroom:* Courtney shared that children are settling into the schedule. They did a nature walk recently. The children were excited about spirit week and the holidays this time of year. Families and children have increased needs and the teachers are feeling the pull. They have children who haven't had prior group experiences and require more support with diapering and basic self-help skills. Overall, kids are having fun and adjusting well.

*Health:* Theresa shared that vaccines are now approved for students 5 – 11 years old. Have 11 out of 44 preschoolers with flu shots. She is doing a lot of tracking of Covid, and vaccinations.

**Professional Development:** Preschool teaching teams are participating in Implementing Pyramid Practices with Meg from Learn (5 additional sessions scheduled). They also took diversity training during a recent PD day. Terry asked if there are additional PD needs and Scott explained that although there is funding to pay for it, the biggest challenge is finding the time. Additionally, the current lack of subs to cover teachers in classrooms is making it difficult to go to trainings elsewhere/during the school day. Terry asked about training for paras. She will follow-up by providing a proposal for para PD and Scott will consider for long-term planning. Terry will also send Scott information about an upcoming OEC training on the ASQ (parent completed screening tool) and the Sparkler app.

**Adjournment:** There being no additional business to discuss, the meeting was adjourned at 9:43 AM. The next meeting is scheduled to occur on January 13, 2022.

Respectfully submitted,  
Terry Surprenant  
SR Liaison