

## Lisbon School Readiness Council

### Meeting Minutes

March 2, 2023

**Present:** Scott Trepanier, Christopher Sheldon, Kathy Snyder, Rebecca Overholt, Holly Smelser, Rebecca Jusseume, John Glover, Patrick McCormack, Simone Bouley, Tristan Mioduszewski, Steven Aridou, Heather Aguire, Terry Surprenant

**Call to Order:** The meeting was called to order at 8:45 A.M. Christopher, Co-Chair facilitated the meeting.

**Approval of Minutes:** Patrick moved to approve the minutes of the March 2, 2023 meeting. Becky seconded. All members voted and the minutes were approved.

#### **OEC updates:**

The grant application for FY 24 will be a streamlined process this year. There won't be a narrative report. Terry will complete an online attestation for renewal. Terry will need new budgets from each program and signatures from superintendents and selectmen. The application is due on May 4th.

Lisbon has maintained full enrollment and is eligible to request additional funds. Terry will meet with the administrators to explore this possibility.

The Enrollment-based Grant provides an additional \$48 per enrolled child per month. Funds have been made available in eGMS for Sept – Dec. This money can be spent in the same manner as the SR grant. The attestation for Q3 will be due next week.

#### **Monitoring:**

Terry completed monitoring on January 26<sup>th</sup>. She reviewed lesson plans. completed a classroom observation and met with the teachers. Program files were also reviewed.

**NAEYC Reaccreditation:** The grant requires that programs maintain accreditation through the National Association for the Education of Young Children (NAEYC). Scott provided a description of the process. This is a renewal year. The program and each classroom teacher had to create portfolios demonstrating that they are meeting criteria for standards in 10 areas. This is an immense undertaking and took a year to complete. An NAEYC assessor did a site visit on Feb 10<sup>th</sup>. It seemed to go well. They will be notified of the results within three months.

**Family Engagement:** There were several parents in attendance. They were welcomed and provided an opportunity to provide input. If they have any questions they can contact the program or Terry, Program Liaison, [tsurprenant@eastconn.org](mailto:tsurprenant@eastconn.org) via email at any time.

#### **Quality Components**

There are 11 indicators referred to as the Quality Components which outline the expectations for School Readiness Councils. The program is required to recruit families who represent the diversity present in their community. Liaisons are responsible for monitoring program fiscal

practices including the effective application of the family fee scale. The scale was last updated on 10/1/2022.

**Program updates** were provided in writing to the council. Rebecca also shared a bit about communication efforts: The teachers use Class Dojo to communicate with families. Additionally, some students have folders that go back and forth. Parent-Teacher Conferences are scheduled twice a year to provide opportunities to discuss children's progress.

The teachers recently provided math activities with collections of 100 items for the "100 days" celebration.

### **Coming Events/News/Updates:**

Adult Education – If there are parents interested in GED or ESL programs, let John know.

For more info: <https://adulthood.norwichpublicschools.org/programs>

Health Dept. – Patrick described some of the resources and programs that are available through Uncas Health including Health Hubs, a mobile van, and food pantry. They have an e-newsletter with details, just shoot Patrick an email and he can provide a link.

- They are looking to pilot a suicide prevention program that may be appropriate for middle schoolers - he shared contact info with Kathy. There is also a tobacco cessation program.
- There is a new nurse on staff who is able to take the mobile van out to do immunizations and screenings.
- Spanish and Haitian/Creole speaking help is available.
- For more info: <https://uncashd.org/programs/>

Slater Library – Rebecca J. shared about upcoming activities including:

- A Baby and Me program on Tuesdays at 9:30 a.m. Toddler story times at 10:30.
- They also have adult/teen programs coming in April: Open House Art Show on the 15<sup>th</sup> and Regenerative Gardening on the 25<sup>th</sup>.
- Let families know they can use the library to do job search or study for the GED.
- For more info: <https://sites.google.com/site/slaterlibrary/>

Lisbon Central School Christopher shared that activities have been planned for Reading is Fundamental (RIF) next week. Next Friday there will be no school for a PD day, and 2 early dismissal days for Parent Teacher conferences.

McKinney-Vento – Scott is the MV Liaison. He explained what this is and reported that there are no students who are currently homeless.

Fiscal update - The school has hired a new business manager. Terry will meet with her soon to discuss the SR grant requirements. Terry also asked to be provided an account in eGMS (online grants management system) for monitoring purposes.

**Adjournment:** The meeting was adjourned at 9:25 a.m. The next meeting will occur on May 4<sup>th</sup>.

Respectfully submitted,  
Terry Surprenant  
SR Liaison

***These minutes are unofficial until approved at the next School Readiness Council Meeting***