**Milford School Readiness Council**

**PUBLIC NOTICE & AGENDA - SPECIAL MEETING**

**May 12, 2021 - 5:30 PM via Zoom**

**Membership: Lesley Darling,** Co-Chair and Mayor’s Designee**; Sheri Flanagan,** Co-chair and RtL Teacher, **Suzanne Thomas,** Milford Public Library**, Joan Campbell,** Milford Health Department**; Gary Johnson,** United Way**; Amy Fedigan,** Assistant Superintendent and Superintendent Designee**, Lindsay Doyle,** Teacher**; Nicole Flanagan,** Teacher**, Tammy Satterlee,** Parent of former RtL student, Early Childhood and Parent Educator, Milford Kid’s Count**; Ann Mundy,** Family Resource Center employee and Ready to Learn Teaching Assistant; **Kathy Aspinwall,** Family Resource Center Employee and Ready to Learn Teaching Assistant**; Liz Gaffney,** Program Director**; Andrea Giannattasio,** McKinney Vento Liaison designee and Special Education Supervisor**; Christine Kennedy,** Retired Guidance Counselor and Special Education Supervisor**; Carole Swift,** Retired Director of Pupil Personnel Services and current School Readiness Liaison**; Amy Donegan,** Milford Parent and owner of Child Care Center

**There will be a virtual Special meeting of the Milford School Readiness Council on Wednesday, May 12, 2021, at 5:30 pm. via Zoom as follows:**

**Join Zoom Meeting**

[**https://zoom.us/j/99109984384?pwd=cG9uOHpKNTZuRVZ0eUExR3pML3VSUT09**](https://zoom.us/j/99109984384?pwd=cG9uOHpKNTZuRVZ0eUExR3pML3VSUT09)

**Meeting ID: 991 0998 4384**

**Passcode: 991478**

**One tap mobile**

**Dial by your location**

**+1 929 205 6099 US (New York)**

**+1 301 715 8592 US (Washington DC)**

**Find your local number:** [**https://zoom.us/u/aw4a3ZIA7**](https://zoom.us/u/aw4a3ZIA7)

**Agenda**

* Call to Order at 5:32
* Roll Call
* Review and [approval of March meeting minutes](https://docs.google.com/document/d/1-W9G3HPRcIPLHreOXmQsb3y_1NVslfcF2v20kSgCuUI/edit?ts=6065d8c4) Motion to approve by Gary Johnson; [Sheri Flanagan](mailto:sflanagan@milforded.org)seconded. [Lesley Darling](mailto:LDarling@milfordct.gov)asked for discussion. No discussion. Roll call vote: unanimous approval
* Program Director update: This year and next year enrollment; Professional Learning update
  + 2020-2021: currently enrolled 71
    - 99% average daily attendance
  + 2021-2022: 4 openings in the 4 classrooms
    - 14 children that fall below 75% are needed to make the grant requirements
    - 5 children that meet criteria for <75% are awaiting placement
* Approval of the attached 2021-2022 [Fee Schedule](https://docs.google.com/document/d/11HxvX_DR9D9ip6TJTNMGWf42E3NC1InNNa42SFekmuk/edit) (action requested)Motion to approve by Sheri Flanagan; Gary Johnson seconded. [Lesley Darling](mailto:LDarling@milfordct.gov)asked for discussion. No discussion. Roll call vote: unanimous approval
* Liaison Update: Grant (action requested)
  + - Adoption of the RFP: Motion to approve by Gary Johnson; Kathy Aspinwall seconded. [Lesley Darling](mailto:LDarling@milfordct.gov)asked for discussion. No discussion. Roll call vote: unanimous approval
    - Adoption of [Statement of Intentions and Fee Structure for the 2021-2022 Program Year](https://docs.google.com/document/d/1pa0VVw9npB4ski1rOHI2r8MOe9YWkOvNP11qYrYRM2k/edit?usp=sharing) (action requested) Motion to approve by Nicole Flanagan; seconded. Kathy Aspinwall seconded. [Lesley Darling](mailto:LDarling@milfordct.gov)asked for discussion. No discussion. Roll call vote: unanimous approval
    - Adoption of [ByLaws, Policies and Procedures](https://docs.google.com/document/d/1YP7M1IYK7zGtmVfnBiMsH4qwRsj3Oxil/edit) (action requested) Motion to approve by Ann Mundy; Amy Donegan seconded. [Lesley Darling](mailto:LDarling@milfordct.gov)asked for discussion. No discussion. Roll call vote: unanimous approval
* New Business (none)
* Meeting Adjournment: Motion to adjourn by[Sheri Flanagan](mailto:sflanagan@milforded.org); Gary Johnson seconded.

Roll call vote: unanimous motion approved 5:52 pm

[December Minutes](https://docs.google.com/document/d/1Xafr_llbzXVVkeso1iko5wyrJ1a2Uxsx8Exy4PzPsGU/edit)

[March Minutes](https://docs.google.com/document/d/1-W9G3HPRcIPLHreOXmQsb3y_1NVslfcF2v20kSgCuUI/edit?ts=6065d8c4)

In attendance:Lesley Darling, Sheri Flanagan, Suzanne Thomas, Gary Johnson, Amy Fedigan,

Tammy Satterlee, Ann Mundy, Kathy Aspinwall, Liz Gaffney, Andrea Giannattasio,

Christine Kennedy, Carole Swift, Amy Donegan, Nicole Flanagan

Missed by all: Joan Campbell, Lindsay Doyle

Minutes respectfully recorded and submitted by: Carole Swift and Liz Gaffney