

MILFORD

School Readiness Council



In partnership with the
CT Office of Early Childhood

Milford School Readiness Council September 21, 2022 Minutes (Unapproved)

Members Present

Dr. Amy Fedigan (Chair)
Nicole Flanagan
Lisa Streit
Amy Donegan
Mary Kate Williams
Suzanne Thomas
Gary Johnson
Katina Marrone

Members Absent

Lindsay Doyle
Andrea Giannattasio
Mayor Blake
Joan Campbell
Amanda Steigers

Administrators Present

Carole Swift - Liaison

- 1. Call to Order/Roll Call:** Dr. Fedigan called the meeting to order at 5:32. Attendance was recorded. Lesley Darling resigned from her Council position upon her retirement.
- 2. Consideration of Minutes:** Amy Donegan made a motion to accept the June 15, 2022 Meeting Minutes. Suzanne Thomas seconded the motion. Motion passed unanimously.
- 3. By-Laws update:** City Attorney Beechem reviewed and revised Council by-laws. Council had an opportunity to review By-Laws before the meeting. There were no questions or comments. Updated by-laws were adopted by Council. Chair Dr. Fedigan noted the new by-laws outline the Co-chair appointment can be filled just until the next election in January and asked if anyone was interested. Amy Donegan agreed to help with the Co-Chair assignment until the next elections. All Council members supported this appointment. Attorney Beechem will conduct a Roberts Rules of Order training for Council on October 19th, immediately following the regularly scheduled Council meeting.
- 4. Ready to Learn Program Coordinator update was read by Carole Swift.** Updates on Professional Learning, Staffing, enrollment, Quality Enhancement, food services, and NAEYC accreditation update and visit were provided.

- 5. Review of the 11 Quality Components** (*Collaboration, Parent Involvement, Referrals to Health Services, Nutrition Services, Family Literacy, Admission Policy, Transition Plan, Professional Development, Sliding Fee Scale, Annual Evaluation, Serving Children with Special Needs*) Council will review one of the 11 quality components at each monthly meeting across the year. The review will include Council and Program efforts to ensure the focus quality component is part of Milford Community School Readiness and determine ways to strengthen or improve the component.)

Carole Swift reported on the OEC's updating of the Sliding Scale Fee Schedule in September. The OEC expectation is that moving forward, any new enrollment will use the new Fee Schedule for fee setting.

6. Liaison Report:

a) Council Tasks update - tasks identified during the review and scoring of the community and local RFPs Pamphlets or flyers for Milford Community regarding all childcare and preschool programs. Dr. Fedigan reported that we can use a QR code. Council decided to table this agenda item until we had more council members in attendance. Checking the OEC website and 211 for this information would be beneficial.

Community Learning Experience Plans - Carole Swift will be conducting site visits this month and will check classrooms for the use of these plans.

b) State updates - Fee Schedule Change. Upcoming Council Orientation for all members.

c) OEC Council Orientation October 12; 2:30 - 3:30 for all Council members. Carole will forward information to all council members once received.

- 7. June, July and August Reports to State** were reviewed.

- 8. New Business:** None

- 9. Adjournment:** Nicole Flanagan made a motion to adjourn. Katina Marrone seconded the motion. All in favor. The meeting was adjourned at 6:01