

MILFORD

School Readiness Council



In partnership with the
CT Office of Early Childhood

Milford School Readiness Council March 16, 2022 Minutes (Unapproved)

Members Present

Dr. Amy Fedigan (Co-chair)
Lesley Darling
Lindsay Doyle
Nicole Flanagan
Mariam Woli-Epps
Katina Marrone
Lisa Streit
Gary Johnson
Christine Kennedy
Andrea Giannattasio
Suzanne Thomas
Joan Campbell

Members Absent

Mayor Ben Blake (Co-chair)
Amanda Steigers
Amy Donegan
Mary Kate Williams

Administrators Present

Carole Swift

Administrators Absent

Liz Gaffney

1. **Call to Order/Roll Call:** Dr. Amy Fedigan called the meeting to order at 5:30. Attendance was recorded.
2. **Consideration of Minutes:** Christine Kennedy made a motion to accept the 2/16/2022 Meeting Minutes. Gary Johnson seconded the motion. Motion passed unanimously.
3. **Welcome new members:** Dr. Fedigan was pleased to welcome the following new members to the SRC: Mariam Woli-Epps, Katina Marrone, Lisa Streit

Electing Co-Chairs: An election for Co-chairs will take place at the April meeting

Updating By-Laws: to be reviewed by members and signed by elected Co-Chairs at the April meeting. Discussion ensued regarding the participation of program director(s) as a council member, voting or not.

4. **Fiscal Reports:** Dr. Fedigan presented two reports to the Council: *Profit and Loss Report* and the *Cost of Care notification*. Discussion followed. Resulting questions will be submitted to the Chief Operations Officer for follow-up.

5. **Liaison Report:** Carole Swift presented the Liaison Report.

Update from Coordinator of Early Childhood Programs: Carole Swift presented the update on behalf of Liz Gaffney. Enrollment remains full for grant seats for 2021-22 and 2022-23. Teachers participated in the Professional Development Day on March 9th with E.A. Aschenbrenner, Early Childhood consultant. Teaching Assistants also attended a Professional Development offering, presented by Marlene Sanchez, on the topic of Challenging Behavior.

April 20th meeting date: Due to the upcoming Spring vacation schedule for the Milford Public Schools, the SRC agreed to move their next business meeting to **April 13th** (still at 5:30 p.m.). Location TBD. The adjustment will be made to the 2022 Meeting Calendar.

Council Orientation: there will be an Orientation Session for all council members offered the hour before and the hour after the April 13, 2022 Council meeting. Council members may attend either one. Location TBD. Packets were available at this meeting for Council Members related to School Readiness.

Supplemental Administrative Grant Updates: Carole Swift reported that the primary topic at all meetings continues to be the state budget for childcare.

Request for Proposal (RFP) Updates

- **Local RFP Review Committee** will meet on April 5, 2022 and April 7, 2022, 5:00 - 7:00 p.m. at the Milford Public Library. Committee members are Amy Donegan, Suzanne Thomas, Christine Kennedy and Andrea Giannattasio.
- **Community RFP Review Committee** was slated to meet on April 13, 2022 but due to the rescheduled SRC Meeting to take place on the same date, the Community RFP Review Committee will need to be rescheduled. Committee members are Mary Kate Williams, Lesley Darling, Nicole Flanagan and Amanda Steigers, and Lindsay Doyle.
- April meeting work: Approve Community RFP and local RFP(s) and QE Grant, Elect Co-Chairs, Update by-laws, review cost of care/ fee schedule.

Supporting Documents: These documents are still available to Council members to review. It is a requirement of the grant that Council members are aware of the information within these documents.

[Public Notice for School Readiness Grant RFP](#)

[Public Notice for Quality Enhancement](#)

[Overview and Description of the School Readiness Grant](#)

[Grant Submission Information](#)

[Staff Qualifications and the Early Childhood Professional Registry](#)

[Local Requests for Proposals Requirements](#)

[Community RFP Scoring Packet](#)

[Local RFP Scoring Packet](#)

[School Readiness Grant](#)

6. **New Business:** Dr. Fedigan offered council members a copy of a confidential memo from Chief Operations Officer, Jim Richetelli, which included details for a plan to convert a limited number of non-grant seats, which are not under the purview of the Council, from Full Year/Full Day seats to School Year/ School Day seats. Council members were given time to read the memo and then they each returned the copy of the summary document to Dr. Fedigan. This was a courtesy update and no discussion followed.
7. **Adjournment:** Nicole Flanagan made a motion to adjourn. Andrea Giannattasio seconded the motion. Meeting was adjourned at 6:32 p.m.