

Stamford School Readiness Council Meeting
Wednesday, April 10, 2013
9:00 a.m.
Pitney Bowes, 1 Elmcroft Road

Council Members Present:

Burke, Jennienne Peoples	Care to Care (Family Centers)
Cook, Lucia	Literacy Volunteers – Stamford/Greenwich
D’Luc, Imelda	Head Start/Childcare Learning Centers
Feder, Karen	Abilis
Garcia, Maritza	Adult Learning Center
Hallsisey, Jennifer (Chair)	United Way of Western Connecticut
Lapine, Jennifer	Past School Readiness Council Chair
Morrow, Polly	Pitney Bowes
Pomerantz, Erica	Child FIRST
Rigano, Sue	Stamford Public Education Foundation
Sabia, Michele	Stamford Public Schools
Sandahl, Margo	Stamford Public Schools
Wenz, Karen	First Presbyterian Nursery School

Staff/Advisors:

Arcuri, Donna	School Readiness Liaison, City of Stamford
Brennan, Karen	United Way of Western Connecticut
Garvin-Kester, Barbara	Childcare Learning Centers
Sargent, Carol	William Pitt Child Development Center
Tarantino, Sherry	Sacred Heart School

Guests:

Lehman, Penny	Childcare Learning Centers
Swan, Ellen	Early Childhood Consultation Partnership/Mid-Fairfield Child Guidance Center
Tabb, Mary	UConn Stamford

I. Welcome

Our thanks to Polly Morrow and Pitney Bowes for hosting today’s meeting.

II. Approval of Minutes from March 2013 Meeting

The Council unanimously approved the minutes from the March meeting.

III. School Readiness Liaison Update

Donna Arcuri reported that she and Robin Pavia have met with administrators from CLC regarding staffing issues and are hoping to help them with a resolution. She also reported that she has met with potential providers who may be completing the School Readiness grant application. Applications are due on April 17. Quality Enhancement grant applications are also due on April 17.

IV. Old Business

A. Childcare Learning Center's Alternative Plan of Care Vote

The Council unanimously approved CLC's Alternate Plan of Care policy which will now be submitted to the State. It is included here as Addendum A.

B. Strategic Planning Update, Questions & Answers, Transition & Next Steps

Jennifer thanked Council members who responded to the survey questions and who offered to serve on the transition committee. She shared the news that at the April Executive Committee meeting, we met with both the Mayor and the Superintendent to discuss the proposed plan and it was well received. We will now move the work forward, thinking carefully about how to continue to work while transitioning to the new model.

C. CHDI Grant Update

Karen Brennan reported that she and Jennienne Burke have been hard at work on data collection. They attended a training session in early March and then began collecting yellow form health data throughout the month. Thanks to First Presbyterian Nursery School, Sacred Heart School, and Mother's Little Helper for opening their doors and making their forms available.

V. New Business

A. Graustein Memorial Fund Community Assessment Tool

The Memorial Fund's Discovery work, in partnership with communities, is based on the theory that a strong local collaborative structure and process can bring together and fully engage parents, key community stakeholders and leaders to develop a shared vision, make changes and improve outcomes for young children in their community.

The Community Assessment Tool is an instrument that has been informed by the collective experience of the communities, the Memorial Fund staff, and the community liaisons. It is intended to help a community assess its capacity and preparedness to sustain a local collaborative structure and decision-making process, supported by local resources and not as dependent on outside funding. It is intended to help communities determine areas in need of attention and further development.

Each year, the Memorial Fund asks community collaborative groups to complete this tool as a part of its annual grant application process. We did that as a group today and the results are included in Addendum B.

B. Early Childhood Fair

Based on feedback received from the survey we sent in late January, the consensus is to try holding the Early Childhood Fair in the late fall. Karen and Donna Arcuri are going to put together a budget and work with the Mayor on possible sponsors and locations. We'll then create a planning committee.

VI. Council Announcements

- Three **“Play and Learn”** nights will be held this year – on May 9th at The Yerwood Center, May 23rd at the Ferguson Library, and June 13th at CLC Maple Ave. Posters and flyers were distributed to Council members and mailed to early childhood providers this week.
- CLC will be celebrating the **“Week of the Young Child”** with a parade on April 22nd to begin at William Pitt and go to the Stamford High School field.
- CLC hosting **“Social-Emotional Literacy”** a Yale University Symposium on May 14th 4:30pm-6:30pm at the Stamford Marriot RSVP to vanessakeifer@clcstamford.org
- Michele reminded everyone that information for the **“Kindergarten Summer Start”** program for children without previous preschool experience is available. Held at Stillmeadow School July 8th – August 2nd (for children registered at Hart, KT Murphy, Newfield, Northeast, Rogers, Springdale, Stark, Sillmeadow, Toquam, Westover) 9am–12pm and Westover School from June 25th – August 2nd (for children registered for Davenport and Roxbury School) 8am–2pm. Transportation will be provided from home.
- Pitney Bowes is sponsoring the **“Share the Message: Read!”** event at Stepping Stones on June 6th from 5pm-8pm.
- Care to Care is holding a workshop entitled, **“Challenging Behaviors”**, at the Stamford Government Center on April 30th from 6:30pm–8:00pm. For more information contact Jennienne Burke.

VII. Regular Reports

- Reports from Sacred Heart and CLC for January were sent to the Council in advance of the meeting and are included here as Addendums.

VIII. Adjourn

The meeting was adjourned at 10:30 a.m.

We will not meet in May due to scheduling conflicts.

The next Council meeting will be held on Wednesday, June 12 at Stamford Museum and Nature Center, 39 Scofieldtown Road.

Addendum A: Alternate Plan of Care from CLC

**Alternative Plan of Care
for Full Day/Full Year or Extended Day Programs
that operate 50 weeks**

Childcare Learning Center's – School Readiness Program schedules the calendar for 51 weeks per year. This plan would go into effect

if we schedule to operate 50 weeks.

1. At intake, families will complete the Alternate Care Plan form.
2. The Social Service Office will input the names of families that requested Alternate Care during enrollment.
3. In December, a letter and application for Alternate Care will be sent to the families that requested Alternate Care during enrollment.
4. An application must be accompanied by payment for the week of Alternate Care since the Childcare Learning Centers does not charge families for the week in December when care is not being provided.
5. The Social Service Staff will contact area childcare agencies to provide Alternate Care for the Full Day and Extended Day families.
6. Confirmation letters will be sent to families that completed the Alternate Care Plan process by the designated due date.
7. Confirmation letter and copies of all children's *Alternate Care Plan Intake & Medical Form* will be sent to the Alternate Care site. The Alternate Care site will be reimbursed the grant amount per child.

Addendum B: Community Assessment Tool

	<i>Indicator</i>	<i>Column Score</i>	<i>Comments/Helpful Tools</i>
Collaborative	Broad and Inclusive Collaborative	3	As we transition to the new structure, we'll be reaching to include new people, including faith-based organizations.
	Engaged Collaborative Group	3	
	Strategic Use of Data	2	With the CHDI grant, we made good initial first steps and are going to build on this now!
	Governance Structure with Working Committees	3+	
Parent & Leadership Engagement	Parent Leadership & Engagement	1+/2-	This is our biggest challenge. We will be examining how best to engage parents and how best to involve them.
	Support of Mayor/Chief Elected Official (CEO)	2	We are pleased with the progress we have made getting the Mayor to the table, but will transition again in the fall when a new person takes office.
	Support of Superintendent	3	The Superintendent is especially interested in our collective impact work with the Strive Network.
	Strong Collaborative Leadership (CHAIR)	3+/4-	
	Engaged Collaborative Agent (CA)	4	
	Community Champion/ Spokesperson	3	
Staff Support	Strong and Skilled Facilitator (COORDINATOR)	4	
	Coordinator time is at least 20 Hours	4	
Meaningful Local Match	Meaningful Local Match	3+	We plan to ask the Stamford School Readiness Foundation to help support and sustain the Collaborative.

Addendum C: Childcare Learning Centers Report, March 2013

- Program Utilization
 - a. Authorized Capacity – Full Day – 334; Part Day – 97; Extended Day – 113 = 544
 - b. Ages: 3 year olds – 127; 4 year olds – 324; 5 year olds- 93
 - c. Children with disabilities = 22 with IEP
0 without IEP
 - d. Notes and Trends:
- Program Attendance:
 - a. 100% of enrollment
 - b. Notes and trends: We are full in the Part Day Program this month, waiting list remains limited.
- Staffing
 - Open Positions-
 - a. Head Teacher- Cluster A, Teacher-Cluster A, Assistant Teacher-Cluster A (new), Assistant Teacher- Cluster C, Head Teacher -Cluster C (new), Teacher – Cluster D, Assistant Teacher- Cluster D, Teacher – Cluster E, Assistant Teacher – Cluster E (new), Head Teacher- Cluster F (new), Assistant Teacher - Cluster F.
 - b. Recruitment – ad on-line, local newspapers, postings at NCC, Craig’s list
Notes and Trends – We continue to have a difficult time finding staff that meet the required credentials.
- Training:
 - a. March 14th – Child First - Erica Pomerantz
 - b. March 14th – Early Childhood Teacher Credential - Deb Adams – Carol Sargent attended
 - c. March 15th – Staff Development Day – Strategies for working with small groups and individual children Planning with Teams- Julie Coakley and Michele Sabia
 - d. March 21st – Hands-on Activities Science and Math- NCC – 4 Teachers
 - e. March 21st – “Training Wheels” – Sharon McAdoo, Emma Cassell, and Natasha Booker
 - f. March 5th and 19th - Learning Experience Plan Committee – Debbie Schreiner and Dori Walker
- Special Events/Activities:
 - Teachers are preparing lesson plans based on the Preschool Curriculum Standards and the individual needs of the children.
 - Read Across America – March 4th-8th week of fun activities including a visit from the Cat In the Hat.
 - Lunch and Learn- Neighbor’s Link – March 21st
 - Parent Advisory Council – March 19th
 - Vision Screenings – throughout the month
 - Advocacy Day – State Capitol- Early Childhood Alliance and Myra Jones Taylor - March 20th
 - Stamford High School Preschool lab – Cluster C – March 6th, 18th and 26th, Cluster B – March 11th and 20th.
 - Field trips to Bruce Museum throughout the month.
 - Purple Bus trips to Ferguson Library – throughout the month

Addendum D: Sacred Heart Report, March 2013

Program Utilization:

- School Day – School Year – 47 Students
- Pre – K 3 Class – 18
- Pre – K 4 Class #1-15
- Pre – K 4 Class #2-14
- All 26 School Readiness slots are full.

Program Attendance:

- Children – 99% - Dr. appointments, travel
- Staff – 90% Personal days, travel
- Snow Closure on 3/8/13

Staffing:

- No staffing changes

Activities & Events:

- Celebrate Literacy during Dr. Seuss Week! – 3/4 – 3/8. Reading many Seuss books and offering activities within the classrooms and together as a group. Parents were invited in to assist in many of the activities throughout the week.
- Scholastic Book Fair – 3/11 – 3/15 – Book Fair continues to be a favorite fundraiser for our school. This enables our school to build upon on school library. Parent volunteers helped to arrange and run the fair.
- St. Patrick's Children's Breakfast – 3/15 – Children sample many different types of foods. Parents are invited in to assist staff for this activity.
- Visit from our Dental Hygienist "Mrs. B." on 3/28. Due to snow closures etc., she was finally able to visit our school to teach proper dental hygiene to the children.
- Sherry Tarantino, Director, has participated and completed certification from the State of CT for "Improving School Climate: Creating Climates of Respect". This course was a 5 day/5 hour training. Classes were taught by Jo Ann Freiberg, Ph.D and Marta Koonz, PCC, both from the CT. State Department of Education.

Moving Update:

We have finally received all approvals from zoning, building, fire and health. We are now waiting for Dept. of Public Health licensing specialist visit and recommendations as to when we can move or what we need to complete before the move. We have not established a move in date until conversation and visit from specialist.