

Program Quality
Thursday, February 9, 2023

Present: Maegan Adams, Renee Dailey, Maureen Eaton, Jackie Furniss, Wendy McGrath, Donna Osuch, Kristen Peck, Pam Testa, Rachael Witkewicz
Absent: Val Pelletier, Leah Zukauskas

Staffing and enrollment update:

- **Staffing:**
 - BOE fully staffed
 - BCDC still looking for five staff to open new waddler and toddler rooms
 - INMELC needs at least one assistant that Donna knows of (Leah unable to attend)
- **Staff turnover:**
 - BOE is limited by hiring at Step 4 or less – hard to find people with Special Ed Pre-K certification
 - BCDC has lost 22-25 staff over the last year (72 total staff; usually 47-50 staff with 4 summer staff = **44%-53% turnover**)
 - **INMELC has lost – NEED DATA**
- **Enrollment:**
 - BOE has eleven openings (138/149)
 - BCDC has eight openings, and Burlington Ave is now full (116/124)
 - INMELC has seven openings (112/119)
- **BristolWorks:**
 - Contract being finalized
 - Planning for first cohort to start in March with identified staff – working to get everyone registered who is interested
 - Classes will be **FREE for residents and nonresidents working for Bristol companies**

OEC/Other Updates:

- **Infant Toddler Grant** – INMELC approved for eight new spaces, which they started serving last fall
- **Enrollment Grant** – programs submit invoice for the first quarter and the last spreadsheet of the report as backup as soon as possible, and Donna will submit next week after the Joint Board meeting on February 14th, after which the City can release the funds
 - Need to wait for OEC report to pay the second quarter, and then Donna will ask for invoice
- **ECE Reporter** – still lots of problems
 - Liaisons have reported problems with reports not counting children with special needs
 - Bristol programs still have issues with income, children on/off reports, sped, etc.
 - Continue to provide Excel spreadsheet, where we at least know data is correct
- **Monitoring** – all SR programs need to collect proof of residency
- **Fingerprinting** – apparently licensing having problem with another community's BOE not using BCIS – Donna will get more information if relevant
 - Need clarification about who needs to be in system (B-3, BOE, etc.)
 - OEC revamping BCIS and people have been dropped
 - If someone used to work for a BOE, they should be able to be “work-supervised” while waiting

- **COVID Test Kits** – expiration dates were extended by 3 months for many kits, including the iHealth kits provided by OEC last year – new date is 3/27/2023, and Donna has approx. 20 kits

Kindergarten Registration and Ready4K

- Kristen showed a picture of BAIMS sign, It's Time to Register for K!
- Brenda Moore requested a presentation to Cambridge Park families – Donna will follow up
- Central Registration is down a person so not likely to visit programs

Professional Development:

- **CLASS training** – all who participate have to agree to be consultants for the Admin Grant to cover expense
 - Group agreed to take virtual classes on own schedule
 - Donna checking about how to pay for everyone signing up individually

Classroom Observations

- Rachael getting sudden influx of early intervention requests
 - **Referrals should come from director-level staff, not teachers**

Legislative Session – Donna shared Governor's budget highlights:

- Mentioned early childhood at beginning of speech as first issue
- Suggested increase to School Readiness FD/FY to \$10,500, which would mean increase of \$195,424 for BCDC and \$187,544 for INMELC
- Increase in Care4Kids
- Overall OEC budget is flat, so must be cuts in other areas
- This is just a start – legislature will present their budget in March

Old Business

- Mini voice amplifiers – distributed to Kindergarten teachers and principals who requested them

Next Meeting Date March 9, 2023 at 9:30 a.m. on Zoom

September 8, 2022 at 9:30 on Zoom

October 13, 2022 at 9:30 on Zoom

November 10, 2022 at 9:30 on Zoom

December 8, 2022 at 9:30 a.m. on Zoom

January 12, 2023 at 9:30 a.m. on Zoom

February 9, 2023 at 9:30 a.m. on Zoom

March 9, 2023 at 9:30 a.m. on Zoom

April 13, 2023 at 9:30 a.m. on Zoom

May 11, 2023 at 9:30 a.m. on Zoom

June 8, 2023 at 9:30 a.m. on Zoom

Respectfully Submitted,
Donna Osuch