

Program Quality
Thursday, April 20, 2023

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

Welcome and Introductions: Welcome to Michelle Fangiullo, new Asst. Director at INMELC, and Tamara Carlson is serving as Interim Director

Staffing and enrollment update:

- **Staffing:**
 - BOE fully staffed
 - BCDC looking for two staff for one of the new toddler rooms and will need a teacher for the school-day/school-year classroom - opening one new room next week
 - INMELC needs one assistant teacher; 1 new head teacher and 2 assistant teachers starting in May
- **Enrollment:**
 - BOE has eight openings (140/149)
 - BCDC has three openings (121/124)
 - INMELC is full (119/119 preschool and 8/8 infant toddler)
- **BristolWorks:**
 - Ribbon cutting was April 3rd with a great turnout
 - First cohort started March 21 with 22 participants and more starting second class

OEC/Other Updates:

- **School Readiness Grant** – due to OEC by May 4, 2023
 - Everyone submitted grant materials on time - thank you!
 - BCDC received 8 additional school day/school year slots
- **OEC ARPA Grant** - quick turnaround for community programs, but both applied for one-time COVID-related funding
- **Enrollment Grant** – OEC extended deadline by one week
 - Renee explained that when you update an administrator's salary, it boots them out, and you have to request access again
- Need to appoint a provider to fill Leah's term through August 2024 - committee selected Michelle
- **Other** – Donna had meeting with OEC yesterday, and here are highlights:
 - Space changes and conversions can be requested end of July through March usually; making an exception this year, but all conversions must be the same type of space
 - Funding for 2023-2024 includes SR Grant, QE, Enrollment Grant, Infant/Toddler Expansion Grant, and Admin Enhancement Grant (no more COLA)
 - EC Reporter problems seem to be slowing down, but if you don't get a timely response from the help desk, let Donna know - another liaison puts tix in on behalf of program for quicker response
 - Program Leadership Initiative through Charter Oak will offer two classes this summer - watch email for information; scholarships will be available
 - OEC using a marketing firm and wants them to meet with liaisons

Legislative Session:

- Appropriation budget just came out, and early childhood is similar to Governor's proposal - now they negotiate
- Talking points for legislators – update INMELC and all done

Kindergarten Registration and Ready4K:

- Kindergarten forms for BOE – send by end of April
- Discussion about Dine & Discuss:
 - Agreement that Foundations not developmentally appropriate
 - Want to focus on social/emotional skills, developmentally appropriate practice, executive functioning
 - ACES training-

Professional Development:

- CLASS - all will have completed training by end of April
- August Professional Development
 - No more than one day, preferably a half day on Monday, August 21, 2023
 - Work with Tunxis Consortium to design a regional PD

Classroom Observations:

- Rachael still getting large number of early intervention requests

Next Meeting Date May 11, 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