



**MANSFIELD ADVOCATES FOR CHILDREN**  
**EXECUTIVE COUNCIL**  
**Monday, November 17, 2014**  
**DRAFT - MINUTES**

Members Present: Sara Anderson (staff), Cindy Guerreri, Jordana Frost, Sarah Delia (staff), Susan Daley and Mary Sposito

Regrets: Patricia Schneider (staff), Rachel Leclerc

Regrets:

<b>WHAT (Topic)</b>	<b>DISCUSSION</b>	<b>OUTCOME</b>
Call to Order	Sara Anderson called the meeting to order at 9:05 am.	
Consent Agenda	Approval of the Minutes of October 20, 2014 meeting.	<i>Minutes of the October 20 meeting were approved with amendments by consensus.</i>
Old Business	<p><b>Team Updates</b></p> <p><b>Successful Learners:</b> Susan Daley</p> <ul style="list-style-type: none"> <li>• Teachers and parents, new to MAC, attended and brainstormed about Kindergarten Transition.</li> <li>• Parents wanted information about Kindergarten Transition when their child was three years old to prepare for the future.</li> <li>• Parents were looking for resources; would like one central place to go for information, either a person or an internet portal.</li> <li>• Parents were interested in a get to know you event with other parents and children before kindergarten started.</li> <li>• Literacy- Birth to 3, parent portal/Family Resource Center.</li> <li>• Current Family Resource Centers are funded by SDE and no new Centers will be considered at this time. State funded Centers must follow 7 state components.</li> <li>• There is a possibility of transfer of information from Pre-K Centers to Kindergarten teachers. In the past MBOE has felt that this information is not necessary or useful. It is not available for every student as some students do not attend Pre-School programs.</li> <li>• Do parents want more information about the K-Inventory and the transfer of information from Pre-K programs to Kindergarten? If so, parents would need to be included in the process.</li> <li>• Would it be possible to create an event for Pre-K parents at each Center on the same night – “What</li> </ul>	

to Expect in Kindergarten?”

**Health:** Jordana Frost

- Carole Norrish offered to find data on 4<sup>th</sup> grade test scores. The Team looked at this data at the MAC meeting. Should efforts be targeted toward students with free and reduced lunch?
- There was some frustration with focusing on the data points. Data is needed on 4<sup>th</sup> grade fitness tests. The team would like to partner with entities outside of the schools to improve scores.
- Should the Health Team expand access to resources for those who do not have access?
- Is there a community wide action that can be accomplished?
- Some people on the team can focus on data and others can move the action plans forward.

**Community Connectedness:** Sara Anderson

- People were very happy with the RBA presentation that Cindy Guerreri gave for the Health and community connectedness Teams. She presented the more exciting piece of RBA.
- There is a lot of drive to do the community survey and this time to make it entirely digital.
- Cindy Guerreri asked if the team had reviewed Bill Waite’s presentation on the date from the previous community survey.
- In terms of starting to look at the survey process, the public school system and Center families could be used as family responses.
- Could Community Connectedness work on a Family Resource Center (FRC)? A survey could be conducted just about using the FRC of five questions or so. Partnering with the Library as the Library has programs for young children.
- Would need to make sure the questions are valid and include what parents want to know.

**Playground Committee:** Sara Anderson

- The landscape design for the site is completed. The Master Plan places the playground, picnic pavilion splash pad and two parking lots on the site.
- The plan was presented to Town Council on November 10.
- We have since learned that UConn is planning on putting a road through the playground site. Curt Vincente met with UConn on Friday and the playground and the parking lot may switch locations and the road will connect with the parking lot instead.
- Sara is working on a STEAP grant for the Playground. The STEAP grant application will go

*Sarah Delia will look for Bill Waite’s Power Point presentation.*

*Sara Anderson will look for the blank survey in the Data Concordance.*

	<p>to the Town Council on November 24 for approval.</p> <p><b>Day Care Centers:</b> Sara Anderson</p> <ul style="list-style-type: none"> <li>• UConn has decided to unilaterally cut funding previously available to the Day Care Centers for spots for UConn families.</li> <li>• There was meeting with UConn people on Friday which included our state representative, the mayor, the Director of Human Services, the directors of the Day Care Centers and the Early Childhood Services Coordinator regarding this issue.</li> <li>• Would it be possible to have representation on the Community Campus Partnership Committee?</li> </ul> <p><b>Quality Enhancement:</b> Sara Anderson</p> <ul style="list-style-type: none"> <li>• The Quality Enhancement grant will be split into funds for POP and the Home Care Provider Dinners. The remaining funds will be split in five ways, one portion for each Center and for the Home Care Providers for training and professional development.</li> <li>• Any funds remaining near the end of the fiscal year will be spent on literacy materials.</li> </ul>	
New Business	<p><b>Communications RFP:</b> Sara Anderson</p> <ul style="list-style-type: none"> <li>• Two responses were received for the Communications RFP. Neither was an ideal response.</li> <li>• Eleiza Braun, who attended the MAC meeting on November 5, mentioned she could create a communications plan and the firms that responded to the RFP could implement parts of this plan.</li> </ul> <p><b>Accountability Manager and Site Visit Consultant:</b></p> <ul style="list-style-type: none"> <li>• Sara said she could send these out as contractual agreements and she could find someone to perform this work on a contract basis, instead of sending out a RFP or RFQ for this work</li> </ul> <p><b>Future Agenda Items:</b></p> <ul style="list-style-type: none"> <li>• Members were very interested in discussing sustainability at the December MAC meeting.</li> </ul>	
Adjournment	<p>Meeting adjourned at 10:45 am</p> <p>Next MAC meeting:</p> <p><b>Wednesday, December 3, 2014</b>  <b>5:00pm – 5:30pm</b> Arrival and Dinner  <b>5:30pm – 7:30pm</b> MAC Meeting</p>	<p>Next MAC Executive Council meeting:</p> <p><b>Monday, December 15, 2014</b>  <b>9-10:30 AM</b>  Conference Room B</p>

Agenda topics: Please send to Sara Anderson at [andersonsd@mansfieldct.org](mailto:andersonsd@mansfieldct.org)

**All Mansfield Children ages birth through 8 years old are healthy, successful learners and their families are connected to the community.**