

Virtual Executive Committee (Acting as Board) – REVISED

Quorum = 7 (50%) (Total Committee Members = 13)

Thursday, August 27, 2020

9:00 am – 11:00 am

ZOOM

Be the Driving Force to meet our roles and responsibilities as a non-profit Board by:

➤ *Providing Oversight* ➤ *Ensuring Adequate Resources* ➤ *Establishing a Strategic Direction*

I. Determination of Quorum & Call to Order – Ayesha Neal, Chair

A. Fundraising and Friend Raising

1. Board Donations
 - a. PFC 10-10 Club
2. Thank You Notes to Donors
3. Volunteer Forms
4. FY 20/21 Required Documents

II. Approval of Minutes – Ayesha Neal

- A. June 25, 2020 – Open Session*
- B. June 25, 2020 – Closed Session* (Breakout Room)

III. Consent Agenda – Providing Oversight* (See Section VII.A.)

IV. President’s Report^Δ – Mary Sonnenberg

- A. North Carolina Partnership for Children (NCPC) Updates / DCDEE Updates/ Legislative Updates
- B. Grant Opportunities / Updates
- C. COVID-19 Updates
- D. RFPs
- E. Events

V. Establishing a Strategic Direction for the Future

- A. Board Priorities Update^Δ
 1. NC Pre-K (Capacity Building)
 2. Community Engagement (Sustainability)
 3. Infrastructure (Community Collaboration Leader)
- B. Virtual New Board Orientation, August 28, 2020^Δ – Dr. Meredith Gronski
- C. PFC FY 19/20 Audit^Δ – Marie Lilly / Mary Sonnenberg

VI. New Business

- A. Financial Summary: July 2020^Δ – Marie Lilly
 1. Cash and in-Kind Report^Δ – Anna Hall
- B. CAD Changes^Δ – Pamela Federline
- C. Family Connects Community Advisory Board^Δ – Mary Sonnenberg
- D. NC Pre-K Update^Δ – Alana Hix

VII. CONSENT ITEMS/ITEMS FOR INFORMATION

A. Consent Agenda Items

1. Program (Action Items)*

- a. *Public Engagement & Development Committee (PED) – (Meeting August 6, 2020) – Brian Jones, Chair*
 - i. *1% Fund (For Consultant)*
- b. *Planning & Evaluation Committee (P&E) – (Meeting August 11, 2020) – Amy Cannon, Chair*
 - i. *CAD Changes*
- c. *Facility & Tenant Committee – (Meeting August 17, 2020) – Ebone Williams, Chair*
 - i. *Rental Rate Increases*
- d. *Finance Committee – (Meeting August 18, 2020) – Steve Terry, Chair*
 - i. *FY 19/20 Final Partnership Umbrella Budget (PUB)*
 - ii. *FY 19/20 Exhibits A&B*

2. Committee Information (Non Action)^Δ

- a. *Finance Committee*
 - i. *Financial Reports: June 2020*
 - a. *Financial Summary*
 - b. *FY 19/20 Final Cash and In-Kind Report*
 - ii. *Financial Reports: July 2020*
 - a. *Smart Start*
 - b. *NC Pre-Kindergarten*
 - c. *South West Child Development Commission (SWCDC) – Region 5*
 - d. *All Funding Sources*
 - e. *Unrestricted State Revenues (USR)*
 - iii. *July E-Trade Statement*

B. Upcoming Committee Meetings

MEETING	MEETING DATE	MEETING TIME
Board Development	September 9, 2020	9:30 am – 11:00 am
Human Resource	September 15, 2020	8:00 am – 9:15 am
CCR&R	September 17, 2020	9:00 am – 11:00 am
Facility & Tenant	September 21, 2020	11:30 am – 1:00 pm
Board of Directors (& NC Pre-K Planning)	September 24, 2020	12:00 pm – 2:00 pm
Public Engagement & Development (PED)	October 1, 2020	9:00 am – 11:00 am
Planning & Evaluation	October 13, 2020	2:00 pm – 4:00 pm
Finance	October 20, 2020	3:00 pm – 5:00 pm
Executive	October 29, 2020	9:00 am – 11:00 am

C. Holiday Schedule

HOLIDAY	DATE CLOSED
Labor Day	Monday, September 7, 2020

VIII. Adjournment – Ayesha Neal, Chair

* Needs Action ^ΔInformation Only / Possible Conflict of Interest (Recusals)

^ε Electronic Copy (Hard copies are available upon request)



Partnership for Children of Cumberland County, Inc. (PFC)
Virtual Executive Committee (Acting as Board) Meeting Minutes
June 25, 2020 (9:08 am-11:43 am)
Be the Driving Force



MEMBERS PRESENT: Angela Crosby, Hank Debnam, Jim Grafstrom, Dr. Meredith Gronski, Alana Hix (D), Perry Melton, Ayesha Neal, Chas Sampson (arrived at 9:15 am) and Wanda Wesley
MEMBERS ABSENT: Amy Cannon, Dr. Marvin Connelly, Jr., Sandee Gronowski and Michael Hardin
NON-VOTING ATTENDEES: Dottie Adams, Ar-Nita Davis, Pamela Federline, Belinda Gainey, Anna Hall, Michelle Hearon, Marie Lilly, Carole Mangum, Sharon Moyer, Anthony Ramos, Mary Sonnenberg and Mike Yeager

AGENDA ITEM	DISCUSSION & RECOMMENDATION	ACTION	FOLLOW-UP
I. Determination of Quorum & Call to Order – Ayesha Neal, Vice-Chair A. Fundraising and Friend Raising 1. Board Donations a. PFC 10-10 Club 2. Thank You Notes to Donors 3. Volunteer Forms	<p>The scheduled meeting of the Executive Committee was held via Zoom, on Thursday, June 25, 2020, and beginning at 9:08 am pursuant to prior written notice to each committee member. Ayesha Neal, Vice-Chair, determined that a quorum was present and called the meeting to order. Belinda Gainey, Executive Specialist, was Secretary for the meeting and recorded the minutes.</p> <p>A.1. Ayesha Neal reminded board members that 100% board donations are required and asked all board members to try and get their donations in early next fiscal year. As FY 20/21 Board Chair, Ayesha will lead as an example and give her donation in July and challenged others to provide their donation as well. Mary Sonnenberg stated that 100% of board donations have been received for FY 19/20.</p> <p>A.1.a. Ayesha thanked everyone who has joined the PFC 10-10 Club. This is a way to volunteer and give monetarily to PFC. Donations to the PFC 10-10 Club do count towards a board donation.</p> <p>A.2. Due to the meeting being held virtually, the Board Chair or Vice Chair will complete the Thank You Notes when they are at the PFC office.</p> <p>A.3. Ayesha asked the members to fill out the volunteer form if they read the packet prior to coming to the meeting.</p>	<p>Called to Order</p> <p>None</p> <p>None</p> <p>None</p> <p>None</p>	<p>None</p> <p>None</p> <p>None</p> <p>None</p>
II. Consent Agenda – Providing Oversight* (Section VIII.A.) (Please Reference Agenda)	<p><i>Chas Sampson arrived at 9:15 am and began Chairing the meeting.</i></p> <p>Chas Sampson requested a motion to accept the Executive Committee Consent Agenda Section VIII.A.</p> <p>Dr. Meredith Gronski moved to accept the Executive Committee Consent Agenda Section VIII.A. as presented. Perry Melton seconded the motion. Hearing no further discussion, the Chair put the motion to a vote and asked if there was any unreadiness. If any unreadiness (which means not approved) the board members were asked to type it in the Zoom Chat Box. All votes were unanimous. There were no abstentions. The motion carried.</p>	<p>Motion Carried</p>	<p>None</p>



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Be the Driving Force



III. President's Report ^Δ	The President's Report was included in the packet. <i>Not on the Agenda: The NCPC board has selected its new president. Further information will be provided at a later time.</i>	None	None								
IV. Establishing a Strategic Direction for the Future A. Board Priorities Update ^Δ <ol style="list-style-type: none"> 1. NC Pre-K (Capacity Building) 2. Community Engagement (Sustainability) 3. Infrastructure (Community Collaboration Leader) 	An overview was provided on the Board Priorities – NC Pre-K (Capacity Building Leader), Community Engagement (Sustainability) and Infrastructure (Community Collaboration Leader). This information will also be provided at committee meetings. A.1. Carole Mangum stated that the CCR&R Committee will assist with getting some of the tasks completed for NC Pre-K (Capacity Building Leader). A.2. Sharon Moyer stated that some of the items discussed in the Community Engagement (Sustainability) group is being discussed in the PED Committee. The PED Committee discussed developing different subgroups or chapters to work on different subjects related to Sustainability; for example: Grant Team, Facility Committee, P&E Committee, HR, Board Development Committee. Each of these groups play a role in the Sustainability of PFC. A.3. Infrastructure (Community Collaboration Leader) will continue to be discussed and looked into. See Section V. for information regarding the Infrastructure Report Project.	None	None								
V. Old Business A. Infrastructure Report Project*	A. Mary Sonnenberg reported that PFC received the report from Steve Fleming regarding Probable Construction Cost for the building. The total estimated budget is \$1,212,420.00. The estimated project budget is: <table style="margin-left: 40px;"> <tr> <td>Construction Cost:</td> <td>\$1,002,000.00</td> </tr> <tr> <td>10% Contingency:</td> <td>100,200.00</td> </tr> <tr> <td>10% Engineering Fee:</td> <td>110,220.00</td> </tr> <tr> <td>Total Estimated Budget:</td> <td>\$1,212,420.00</td> </tr> </table> <p>Over half of the cost is in materials and the other in labor. There will over \$500,000 in window costs. Per Steve Fleming, it is hard to add a percentage to the windows because there could be more work involved once contractors look inside the walls. Mike Yeager stated that these costs do not include any Performance Bonds to make sure that whichever contractor is hired finishes the job. Mary stated that PFC had previously gone after a line of credit and put it on hold so PFC would know the exact cost what is needed to request. Need to know the next steps, for Steve to approve for the engineering and to approve a line of credit. Hank Debnam reported that maintenance has always been an issue with the building and this work is much needed. The Facility and Tenant Committee recommend the Executive Committee and Board approve staff to move forward with applying for a line of credit and determining other funding sources. Hank Debnam moved to accept PFC staff moving forward with applying for a line of credit and determining other funding sources as presented. Perry Melton seconded the motion. Hearing no further discussion, the Chair put the motion to a vote and asked if there was</p>	Construction Cost:	\$1,002,000.00	10% Contingency:	100,200.00	10% Engineering Fee:	110,220.00	Total Estimated Budget:	\$1,212,420.00	Motion Carried	None
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Be the Driving Force



	<p>any unreadiness. If any unreadiness (which means not approved) the board members were asked to type it in the Zoom Chat Box. All votes were unanimous. There were no abstentions. The motion carried.</p>		
<p>VI. New Business</p> <p>A. Financial Reports: May 2020 ^Δ</p> <ol style="list-style-type: none"> 1. Smart Start 2. NC Pre-Kindergarten 3. South West Child Development Commission (SWCDC) – Region 5 4. All Funding Sources 5. Unrestricted State Revenues 6. Cash and In-Kind Report <p>B. May E-Trade Statement ^Δ</p> <p>C. NC Pre-K Update ^Δ</p> <ol style="list-style-type: none"> 1. Payback of NC Pre-K Grant Funds – Child Care Network #109* 2. NC Pre-K Enhancement Adjustment* <p>D. COVID related Operating Costs (One-time assessment for advanced cleaning during COVID-19*</p>	<p>A.1.-5. Marie Lilly, Carole Mangum and Mary Sonnenberg provided an overview of the Financial Reports.</p> <p>A.6. Anna provided an overview of the Cash and In-Kind Report. Mary stated there will not be a penalty due to COVID-19.</p> <p>B. Marie provided an overview of the May E-Trade Statement. The statement was viewed electronically during the meeting.</p> <p>C. Alana Hix reported that the allocation of slots is 1541 based on the FY 19/20 budget. County recruitment is still on going. Flyers are being distributed in English and Spanish. There is much collaboration with the Department of Social Services and Cumberland County Schools. Some private providers have created and sharing recordings of the benefits of NC Pre-K. As of now, 470 children have been placed and there are 127 applications still in the system. There are 18 slots at FTCC that need to be reallocated.</p> <p>C.1. Alana reported that Child Care Network #109 had a teacher that was not qualified and they had received payment. Mary reported that the teacher had not been entered into NC Pre-K Plan and their paperwork was not submitted to the state. The investigation has been completed. There were two steps that needed to take place: 1. The providers are responsible to make sure they have a qualified staff member in place. 2. Under PFC contract we cannot pay the centers. As things change, they are submitted to PFC. The initial estimate of payback was close to \$33,000. The recommendation was to split the payback – half from PFC and the other half from provider. As of this morning, the payback is approximately \$7800. Based on comment from DCDEE it was due to PFC process, it is now recommended that PFC cover the costs.</p> <p>Hank Debnam moved to accept that PFC cover the costs of fees with private funds back to DCDEE as presented. Jim Grafstrom seconded the motion. Hearing no further discussion, the Chair put the motion to a vote and asked if there was any unreadiness. If any unreadiness (which means not approved) the board members were asked to type it in the Zoom Chat Box. All votes were unanimous. There were no abstentions. The motion carried.</p> <p>C.2. Mary Sonnenberg reported that NC Pre-K Enhancements were put in place for the first time in years. PFC had carry forward money and did NC Pre-K Enhancements for private sites with the intent for it to be for 6 months based on a one-time 2% increase in their rates but then COVID-19 happened and classrooms were not full. In May, PFC realized that the amount that was allocated was not spent and made some adjustments in order to allocate rest of the funds. While finishing out the year, it was realized that contract amendments for the increase needed to be completed. Mary consulted with NCPC to determine the best way to address this and increase the amount and percentage to</p>	<p>None</p> <p>None</p> <p>None</p> <p>None</p> <p>Motion Carried</p>	<p>None</p> <p>None</p> <p>None</p> <p>None</p> <p>None</p>

Executive Committee (Acting on Behalf of Board)
(Virtual Meeting)
Thursday, August 27, 2020
President's Report

A. North Carolina Partnership for Children (NCPC) Updates / DCDEE Updates / Legislative Updates

1. **NCPC** – Continuing to meet twice weekly with network executive directors.
 - Update on going into 100% allocation: budget amendments anticipated in October/November. Additional information provided to NCPC regarding our reversion dollars and impact of COVID-19. The budget amendment to go into 100% allocation will include our carry-forward funds from our reversion.
 - \$5M in additional CARES funding (part of a total of \$20M for early childhood). Focus will be on supporting families. Specific work will be on supporting families experiencing toxic stress and the providers who support them through resilience training and support for business software for Family Child Care Homes to increase access to high quality child care. All partnerships in the network will have access to training and support around these areas. Included in the proposals are access to technology for families to access services and Family Child Care Homes to utilize online resources.
 - Amy Cabbage started her role as President of NCPC on August 3.
2. **DCDEE** – Ariel Ford has been named the new director for DCDEE. Her start date was August 24. She is returning to NC after stints in Delaware and Tennessee.
 - Subsidy programs will begin operating under normal processes in September. Payment will be based on actual attendance. Parent Fees will no longer be waived. Parents also received notice of these changes from DCDEE.
 - Programs that are open must meet enhanced health and safety standards.
 - PPE and cleaning supplies being provided by state to child care providers. Open programs being shipped 4-8 week supplies directly to sites. Providers have begun receiving these supplies in multiple shipments.
 - DCDEE is working to address concerns related to COVID-19 including payment when a facility is closed due to quarantine, when a subsidized child is not able to attend a facility due to being quarantined, and school-age children attending facilities full-time now that has started for the year.
 - A special meeting of the Child Care Commission has been called for **August 27, 2020, from 9:00 am until 12:00 pm by WebEx**. Comments on the rules (attached) may be submitted by email to Dedra.Alston@dhhs.nc.gov or by mailing to Dedra Alston, Division of Child Development and Early Education, 2201 Mail Service Center, Raleigh, NC 27699-2200. The comment period ends on September 2, 2020. There will not be a time set aside for public comment during this meeting however, the public is invited to listen to the meeting by clicking: <https://ncgov.webex.com/ncgov/onstage/g.php?MTID=ec6c7fb3c84fe0d0956daef0b798367d6>
 - NC PreK Guidance for reopening released August 3 (see attached).

- DCDEE sent out a survey for updated information on school-age child care availability.
3. **NC Legislature** – The General Assembly goes back in session September 2 to continue to address COVID-19 relief and allocation of federal CARES money. There are critical needs for child care and family needs related to COVID-19. No action has been taken at this time on the **Leandro Action Plan for 20-21**.
 4. **NC Justice Center along with Moms Rising and the National Domestic Workers Alliance hosted a statewide Digital Town Hall on Early Childhood Education in NC on August 25**. It was widely attended by child care providers and families.
 5. **Federal Legislation** – House and Senate has worked on additional COVID relief bills. The bills continue to vary widely. There is relief for early childhood and schools in the bills.
- B. Grant Opportunities/Updates**
1. **Infrastructure Grant Opportunities:** Have requested proposal from Steve Fleming for third phase of work to complete design plans as well as potential phasing of the project.
 2. **PDG RFPs from NCPC for Regional Family Connects Pilots and Family Engagement:** NC has received a no-cost extension for year one of the PDG. Priorities for this year have been identified. Family Connects is on the priority list for this year, though modified. The focus will be on single counties, rural or high need with the innovation of telehealth. Application will be done by Letter of Interest. The PDG grant also included funding for NC Pre-K sites for Teaching Strategies GOLD. Roll out of the Teaching Strategies platform, including training, to NC PreK classrooms is in process as sites reopen for the new school year.
- C. COVID-19 Updates**
1. **PFC implemented its HR 110 Communicable Disease Policy on Monday, March 16. Building closed to general public March 30 and this status continues.**
 2. **Phase 2:** We are implementing procedures and protocols following federal and state health and safety guidelines for returning to work. The Governor has extended Phase 2 Safer at Home through September 11.
 3. **PFC Guidelines:**
 - a. Staggered schedules continue, determined by supervisors by department to manage business and programmatic functions. Staggered schedules may include a combination of teleworking and on-site work.
 - b. Staff continuing to telework the majority of work time include TAs and Professional Development staff and staff who are in high-risk categories.
 - c. Masks provided to all staff to reinforce the 3 Ws.
 - d. PFC Staff, Tenants and their clients, and contractors (i.e. cleaning and security) must complete a screening questionnaire for COVID-19 prior to entry into the building.
 - e. Family First Paid Sick Leave and FMLA Expansion available for those staff who meet the criteria.
 - f. Virtual options for contact with families and providers continue. Limited face-to-face contact with families and providers done with supervisor guidance when dictated to complete deliverables. In those cases, procedures for 3 Ws and screening are followed.
 - g. Began limited utilization of conference room space for groups of no more than 10 people effective

June 22 in order to meet deliverables. Screening procedures, the 3 Ws and cleaning procedures must be followed by all participants including the facilitator of the group.

- h. Enhanced cleaning of the building throughout the day continues.
- i. The building is restricted to PFC staff, tenants and tenant clients by appointment only. Access is Monday-Friday only, with client appointments during the hours of 8:30 am – 6:00 pm. The building remains closed on weekends and PFC recognized holidays through Phase 2.
- j. Per Policy HR 110, President maintains regular contact with Board Chair for review and continuation of services. Regular communication going out to Board. Decisions are made based on state guidance and mandates.
- k. Email Updates and DHHS Guidance documents posted on website: ccpfc.org.

D. RFPs

1. **The RFP for the Three-Year Smart Start Grant Cycle July 1, 2021 through June 30, 2024** is being prepared for public notice.
2. **The RFP for a new phone system** to replace our current antiquated system has been developed and prepared for public notice.

E. Events

1. **Board and Committee Meetings:** Meetings will be conducted virtually at least through the end of Phase 2 due to space limits of conference rooms for social distancing. When we resume face-to-face meetings, a virtual option will continue to be available.
2. **All Staff Virtual meetings:** Effective July 8 conducted second and fourth Wednesdays, 2:30-3:30 pm through the duration of the COVID-19 emergency.
3. **Virtual New Board Orientation:** Friday, August 28, 2020, 8:30-11:00am. Registration link sent via email by Belinda Gainey.
4. **Tenant Virtual Meeting:** Thursday, September 3, 4:00-5:30 pm. If you are interested in attending, let Mike Yeager and Belinda Gainey know.
5. **Virtual Provider meetings focused on School-age programming and general information will be hosted by the CCR&R department in September.** The school-age programming meeting is being done in collaboration with the Statewide School Age Coordinator through the CCR&R Council. Dates and times TBD.
6. **Forward March Conference:** This conference was cancelled in March. At this point we do not expect it to be rescheduled this fiscal year. The planning group will reconvene after the first of the year to determine next steps.

Rules 10A NCAC 09 .3102 and .3103 is proposed to be revised as follows:

SECTION .3100 – CARE FOR SCHOOL-AGE CHILDREN DURING STATE OF EMERGENCY

10A NCAC 09 .3101 SCOPE

The rules in this Section apply to care for school-age children, as defined by 10A NCAC 09 .0102(41), during the declared State of Emergency to coordinate the State's response and protective actions to address the Coronavirus Disease 2019 (COVID-19) public health emergency and to provide for the health, safety, and welfare of residents and visitors located in North Carolina ("Declaration of a State of Emergency"). All rules in Section .2500 of this Chapter apply except as provided in this Section.

*History Note: Authority G.S. 110-85, 110-86; 110-88; 110-91;
Emergency Adoption Eff. August 13, 2020;
Temporary Adoption Eff. October 23, 2020.*

10A NCAC 09 .3102 DEFINITIONS

The terms and phrases used in this Chapter are defined as follows except when the context of the rule requires a different meaning.

- (1) "Public schools" means:
 - (a) any building that is approved for school occupancy and which houses school-age children as part of the public school system during the school year; or
 - (b) a Remote Learning Facility.
- (2) "Remote Learning Facility" means any building that is used by a public school system, pursuant to a Contractual Arrangement, to house school-age children enrolled in that public school system during the school year for the purpose of facilitating online or remote learning programs, and which follows the "Strong Schools NC: Public Health Toolkit (K-12) Interim Guidance" established by the North Carolina Department of Health and Human Services.
- (3) "Contractual Arrangement" means a written agreement wherein the ~~[local school administrative unit]~~ Public school unit, as defined in G.S. 115C-5(7A), agrees as follows:
 - (a) to be responsible for the enrollment and attendance of school-age children at a Remote Learning Facility; and
 - (b) that it shall be liable for any incidents or occurrences at the Remote Learning Facility in the same way it would be liable if the school-age child(ren) were in a building that is approved for school occupancy and which houses any part of the public school system. Notwithstanding the foregoing, this provision shall not prohibit the ~~[local school administrative unit]~~ Public school unit from obtaining liability insurance or from contracting with the Remote Learning Facility regarding indemnification or other terms regarding the apportionment of liability between themselves for incidents or occurrences.

Rules 10A NCAC 09 .3102 and .3103 is proposed to be revised as follows:

1 *History Note:* Authority G.S. 110-85, 110-86; 110-88; 110-91;
2 Emergency Adoption Eff. August 13, 2020;
3 Temporary Adoption Eff. October 23, 2020.
4

5 **10A NCAC 09 .3103 PUBLIC SCHOOLS**

6 Pursuant to G.S. 110-86(2)(e), Public schools are not child care and are, therefore, exempt from licensure.
7 Notwithstanding any other provision of this Section, all NC Pre-K programs, as defined in Section .3000 of this
8 Chapter, and Developmental Day Services, as defined in Section .2900 of this Chapter, and any program or
9 arrangement housed in a Public school that is not operated by the ~~[local school administrative]~~ Public school unit and
10 provides care to three or more infants, toddlers, or preschoolers on a regular basis of at least once per week for more
11 than four hours from persons other than their guardians or full time custodians or from persons not related to them by
12 birth, marriage, or adoption are child care as defined in G.S. 110-86(2) and requires a child care license.
13

14 *History Note:* Authority G.S. 110-85, 110-86; 110-88; 110-91;
15 Emergency Adoption Eff. August 13, 2020;
16 Temporary Adoption Eff. October 23, 2020.
17

18 **10A NCAC 09 .3104 ADDING SPACE AT LICENSED CENTERS FOR CARE OF SCHOOL-AGE**
19 **CHILDREN**

20 If an operator of a licensed child care center wishes to use space, regardless of location, not previously approved for
21 child care ("additional space") to care for school-age children during the Declaration of a State of Emergency, the
22 operator shall notify the Division of the desired change pursuant to 10A NCAC 09 .0204, but shall have six months
23 to obtain any required inspections of the additional space by the local health, building, and fire inspections in
24 accordance with G.S. 110-91(1), (4), and (5). If all other standards set forth in G.S. 110-91 and this Chapter are met,
25 the operator may provide care to school-age children in the additional space and the Division shall document the same
26 in a manner that will notify parents and the public of the change. Once the operator provides documentation that the
27 additional space conforms to all applicable sanitation, building, and fire standards, and if all applicable requirements
28 of G.S. 110, Article 7 and this Chapter are met, the Division shall issue a new license pursuant to 10A NCAC 09
29 .0204. If a health, building, and/or fire inspection reveals that the additional space does not conform to the required
30 standards, the Division may issue a provisional license under the polices of the Commission, as set forth in 10A NCAC
31 09 .2204. Any additional space that the operator desires to use as additional space for care of school-age children,
32 which is not located within the currently licensed facility, shall not be required to meet the outdoor space and fencing
33 requirements of G.S. 110-91(6). If there is no safe outdoor space at the additional space to be used for care of school-
34 age children, which is not located within the currently licensed facility, operators shall not be required to meet the
35 requirements of 10A NCAC 09 .0508(c). Notwithstanding any other provision in this Section, operators shall provide
36 adequate indoor space for daily gross motor activities when safe outdoor space is not available.
37

Rules 10A NCAC 09 .3102 and .3103 is proposed to be revised as follows:

- 1 *History Note: Authority G.S. 110-85; 110-86; 110-88; 110-91;*
- 2 *Emergency Adoption Eff. August 13, 2020;*
- 3 *Temporary Adoption Eff. October 23, 2020.*



#StayStrongNC

Interim COVID-19 Reopening Policies for NC Pre-K Programs

August 3, 2020



NC DEPARTMENT OF
**HEALTH AND
HUMAN SERVICES**
Division of Child Development
and Early Education



Interim COVID-19 Reopening Policies for NC Pre-K Programs

NC Pre-K Contracting Agencies must provide this guidance to all NC Pre-K sites and NC Pre-K teaching staff no later than August 7, 2020. Sites should contact their Contracting Agency and Contracting Agencies should contact their NC Pre-K Program Policy Consultant with questions about this guidance. For specific questions about contracts, please contact your DCDEE Contract Administrator.

1. Background

On July 14th, Governor Cooper [announced](#) state plans for the reopening of NC public schools under a Plan B model which enforces health protocols including cleaning, screening, and social distancing. limits the service capacity for public schools and enforces strict health protocols. As of July 29th, over half of school districts across the state have opted for even stricter criteria by keeping schools closed and supporting remote learning, only (Plan C).

The NC Division of Child Development and Early Education (DCDEE) is the governing authority for all licensed child care facilities in the state of North Carolina; therefore, NC Pre-K classrooms, whether located in public school sites or nonpublic/private sites, fall under the jurisdiction of DCDEE.

From March 14th (when public schools across the state were first closed for in-person instruction) through the end of the school year, DCDEE partnered with Duke University to study the experiences of NC Pre-K lead teachers, teacher assistants, administrators, and contracting agencies during the unprecedented experience of remote learning across NC Pre-K classrooms. In July 2020, the Duke Center on Child and Family Policy [published a report](#) analyzing the survey responses of over 3,000 NC Pre-K teachers, which was a response rate of approximately 90%. The report highlights the efforts NC Pre-K teachers undertook to suddenly transition to remote learning. This report also identifies areas where NC Pre-K teachers may need more support as they prepare for offering any remote learning in 2020-2021 school year, including:

- Providing formal guidance and training regarding the adaptation of classroom curriculum for remote learning;
- Supporting the effective use of video-based communication platforms; and
- Establishing guidelines and supports for teachers to provide remote learning services regularly throughout the week.

The findings from the July 2020 report are integrated into the guidance that follows here.

The following guidance is meant to address reopening expectations specific to **NC Pre-K programs and classrooms. This guidance applies to all NC Pre-K classrooms, regardless of the setting in which they operate (public school, * private child care center, Head Start program.)** This guidance may be amended by the NC Pre-K state office as needed in accordance with changes in trends related to COVID-19.

*Note: While preschool sites operating in public schools are not expected to follow all requirements outlined in the K-12 public health guidance ([StrongSchoolsNC: Public Health Toolkit \(K – 12\)](#)), they are expected to follow any additional health protocols that may be implemented by their individual schools in response to the new K – 12 schools public health guidance. For example, while preschool children, according the child care guidance, would not normally be expected to social distance, they may be asked to social distance while eating in the cafeteria.

2. Goals for the 2020-21 NC Pre-K Program Year

We know that our children learn best when they have the opportunity to be together with their classmates and teachers. COVID-19 has presented many challenges to the way we work, live, learn and socialize with each other. Our goals seek to provide as much stability and proven in-person instruction as possible as we navigate through the pandemic.

- **All NC Pre-K students receive the benefit of fully in-person instruction to the fullest extent possible.**
- **All parents/guardians are offered the option of in-person instruction for the full program year.**
- **Recognizing the unique challenges presented by the COVID-19 pandemic, remote learning will be available for all NC Pre-K students as an option of last resort and used as sparingly as possible (*such as during time-limited school entry periods where schools are in remote learning only, during necessary quarantine periods.*)**
- **All remote learning offered will meet standard quality measures that support children’s healthy development and engage families in their children’s learning.**

3. Program Year

Program year will operate for a full 36 weeks as usual, 6.5 hours per day, 5 days per week, beginning no later than September 8th.

We encourage NC Pre-K programs to use the weeks before NC Pre-K instruction officially begins (which for all sites is no later than September 8th) to conduct child/family orientation, conduct home visits, and stagger entry of children virtually or in-person, as well as ensure teachers are trained and prepared to deliver multiple modalities of instruction (refer to *Remote Learning Requirements, Section 6*).

4. Mode of Classroom Instruction

- A. The NC Pre-K program is built upon a developmentally appropriate, play-based, interactive instruction and classroom environments.
- DCDEE strongly encourages NC Pre-K programs to prioritize having students physically present in Pre-K classrooms for the 2020-2021 school year.
 - If a school district, private child care facility, or Head Start program has buildings open for in-person instruction for any students or children, the NC Pre-K program must also offer Traditional/In-person or Hybrid instruction, unless any of the circumstances in Section 4B are met.
 - If a school district, private child care facility, or Head Start program does not have buildings open for in-person instruction, the NC Pre-K program may still be offered in Traditional/In-Person or Hybrid instruction, unless any of the circumstances in Section 4B are met.
 - Regardless of which plan a school district chooses to operate (Plan B/hybrid instruction or Plan C/remote instruction), school districts are strongly encouraged to prioritize having NC Pre-K students physically present in classrooms.
 - NC Pre-K sites must select from the three learning modes in the table below and inform their Contracting Agency.
 - Contracting Agencies must notify DCDEE regarding their sites’ initial mode of instruction (traditional/in-person, hybrid, or remote learning) by Friday, September 4, 2020 at 5:00PM.

- The full remote learning option will be available to Pre-K sites through November 6, 2020 only. This option may be extended depending on COVID-19 metrics and future state directives.

Traditional/In-Person	Hybrid	Full Remote Learning
<p>No children are learning remotely; all children are learning in the classroom.</p> <p>Even when selecting the Traditional/In-Person mode, a remote learning option must be available to students under certain circumstances (such as during necessary quarantine periods, if closure for deep cleaning is needed, for high-risk students)</p>	<p>Pre-K classroom/site is delivering a mix of in-person and remote learning to the same group of children – for example, if a school district is alternating days/weeks when students are in and out of school buildings or the classroom/site is providing some children with full-time in-person learning and other children with full-time remote learning.</p>	<p>No children are learning in the classroom; all children are learning remotely.</p>

B. Circumstances When Remote Learning May Be Needed

- During the weeks prior to instruction starting on September 8th (e.g., home visits and orientation may be done remotely)
- If NCDHHS issues a directive that requires closure and/or reduced capacity to minimize the spread of COVID-19
- If a COVID-19 cluster (5 or more cases) occurs at an NC Pre-K site and the Local Health Department recommends that the site and/or classroom(s) should close temporarily for cleaning
- If a parent/family has requested remote learning due to the child and/or a household member being high-risk for severe illness due to COVID-19
 - Information on who is at a higher risk for severe illness due to COVID-19 is available from the [CDC](#) and [NCDHHS](#).
- If a parent/guardian requests remote learning due to concerns over their child’s health or safety in a traditional/ in-person setting
- If a child is not able to attend for an extended amount of days due to the child and/or household member(s) being sick and/or quarantined due to COVID-19
- If the NC Pre-K teaching staff has requested to telework due to their own high-risk status
- If a school district (or Head Start program) chooses to operate exclusively under Plan C with no exceptions for NC Pre-K.

5. Health and Safety Guidance

All preschool programs in public schools and private sites are required to follow the health and safety guidance outlined in the [ChildCareStrongNC Public Health Toolkit](#), in accordance with the [Memorandum on Preschool Programs and K-12 Public Health Guidance](#).

6. Remote Learning Requirements

There is limited evidence on best practices for remote learning for young children. DCDEE is committed to

providing a thoughtful approach to accessing high-quality early learning for children/families who must participate remotely, due to circumstances outlined in Section 4B. The information in this section describes an innovative effort to align in-person and remote instruction to all children receiving the NC Pre-K program.

DCDEE will seek ongoing feedback from families, educators, and staff on their experiences participating in remote learning. DCDEE does not want access to technology to be a barrier or limiting factor for any family's participation in remote learning resources. Therefore, it is expected that teachers will take a proactive, flexible, and responsive approach to families' needs to ensure participation.

A. Method and Duration of Delivery:

A traditional in-person NC Pre-K day is 6.5 hours of time in the classroom, including direct instruction, nap time, snacks, transitions, child-initiated play, and outdoor play. A child/family engaged in remote learning instead of in-person instruction should also be provided with an equivalent 6.5 hours, which includes direct instruction via remote learning (such as Remote Moments, section 6D), nap time, snacks, transitions, child-initiated play, outdoor play, family-led engagement activities, and 1:1 family check-ins (see Section 6E).

However, it would not be considered developmentally appropriate for a young child to receive 6.5 hours of direct remote instruction via a video meeting, for example, each day. Instead, NC Pre-K teachers should provide short direct instruction and provide activities and learning opportunities for children and families to engage in independently that total approximately 6.5 hours of available material daily for a remote learner/family.

B. Teaching Strategies Remote Learning Solution:

Remote learning and in-person learning should be coordinated so that children/families who may have to alternate between remote learning and in-person instruction have a seamless learning experience. DCDEE is providing the Teaching Strategies distance learning resources for all teachers and staff who support classrooms with at least one NC Pre-K child. Approximately 85% of NC Pre-K classroom teachers already use the Creative Curriculum and Teaching Strategies GOLD assessment platform and will be familiar with content. The Teaching Strategies distance learning resources are also aligned with other approved NC Pre-K curricula.

The Teaching Strategies Distance Learning Solution will provide resources to teachers and families including:

- 24/7 access to digital curriculum allowing for consistency across in-person and remote learning
- Remote access to professional development best practices for in-person and remote learning
- Developmentally appropriate assessment resources
- Developmentally appropriate family-facing resources, including videos and activity instructions
- Two-way communication between teachers and families through a mobile application

NC Pre-K teachers are **strongly encouraged** to utilize Teaching Strategies resources for in-person instruction, and are **required** to use Teaching Strategies resources for remote instruction. Teachers should regularly supplement Teaching Strategies curriculum and materials as needed to support their individual students' and family needs.

More information on Teaching Strategies Distancing Learning Solution and other resources will be shared in the next few weeks.

C. Training Requirements:

All NC Pre-K lead teachers and teacher assistants, regardless of selected mode of instruction for their

site/classroom, will be expected to complete three (3) training sessions on the Teaching Strategies Distance Learning Solution throughout the school year, and will be expected to complete one (1) of those 3 training sessions by **Friday, September 4th**.

DCDEE will provide a training schedule for NC Pre-K teachers, and will also provide training opportunities for teachers, coaches, and administrators on topics such as best practices utilizing technology in remote learning. These trainings will be detailed in a forthcoming communication.

D. Remote Instruction: 'Remote Moments'

Remote Moments are blocks of live, direct, remote instruction delivered daily by lead teachers or teacher assistants. Teachers are **required** to:

- Offer Remote Moments at least once a day to children/families who are participating in remote learning.
 - For classrooms that are fully remote (i.e. no in-person learning is taking place), teachers must offer at least two (2) sessions with the same content at different times of day (e.g., offered once in the morning and once in the afternoon) to increase families' ability to attend the session.
- Ensure that the timing of delivery of Remote Moments is consistent and predictable for families.
- Frequently communicate and advertise how to access remote content.
- Offer Remote Moment materials to families based on family needs, such as reliable access to technology or primary home language.
- Create Remote Moment content on the following developmental domains from the North Carolina Foundations for Early Learning and Development: Approaches to Play and Learning, Emotional and Social Development, Health and Physical Development, Language Development and Communication, Cognitive Development.
 - Some examples of high-quality Remote Moments could include circle-time or group activities like a read aloud, a shared writing activity, or a number fluency activity.

It is **recommended** that teachers:

- Provide Remote Moments through a virtual platform, such as Zoom, Google Hangouts, and/or using Teaching Strategies digital resources.
- Plan Remote Moments that last for no more than 30 minutes at a time.
- Plan for Remote Moments that allow for two-way communication where teachers, children, and families can speak directly to one another.
- Plan Remote Moments separately from in-person instructional time and designed specifically for remote learners.
- Alternatively, plan Remote Moments that include together in-person and remote learners through a video platform set up during regularly scheduled in-person learning time (e.g., during a shared writing activity, video conferencing would allow remote learners to contribute to the conversation in real time.)
- Lead teachers or teacher assistants can plan and implement Remote Moments, depending on scheduling needs and maximizing time during the typical in-person learning day.
- Consider virtual field trips as a Remote Moment.
- Refer to the [NC DPI Online Pedagogy Considerations for Digital Instruction page](#) for guidance on protecting student safety and privacy while using audio and video conferencing services.

E. Family Engagement: 'Check-ins'

Family/Child Check-ins are opportunities for the lead teacher (with teacher assistant as an optional participant) and a child/family to connect live through two-way communication (the teacher communicates with the

child/family, and the child/family communicates back) every week while the child/family is participating in remote learning. A Check-in could take place through a call, video conference, or through a socially-distanced in-person visit while everyone wears face coverings. A Check-in may be a brief conversation, or it could be a longer period of time depending on child/family need.

Building a strong relationship through frequent, quality interactions with families is always important – but even more important when providing remote learning. Families also need to be kept informed changes in schedule or protocols.

Lead Teachers are **required** to:

- Offer at least one Check-in every week to each child/family participating in remote learning
- Prepare for and document every Check-in in writing
- Make every reasonable effort to communicate with the family in an accessible manner, such as:
 - Adjust the timing of a Check-in given family feedback on scheduling
 - Attempt to contact a family member through multiple formats (text message, phone call, in-person socially-distanced visit with all people wearing face coverings) if other avenues are unsuccessful
 - For non-English dominant families, provide communication through an interpreter (e.g. staff, family member, etc.)

It is **recommended** that Lead Teachers:

- Provide applicable technical resources and support to families to participate in Check-ins (e.g. downloading the Teaching Strategies family application)
- Utilize weekly Check-in time to
 - Provide updates on procedures related to the school or site’s response to COVID-19
 - Share ongoing information on the child’s developmental progress using evidence-based observations
 - Provide individualized recommendations for activities and engagement opportunities for the family to best be able to support their child
- Encourage families to bring questions, concerns, ideas, and evidence of learning at home (e.g., pictures of activities)
- Encourage the child to be an active participant in the Check-in

F. Daily Instruction in Hybrid Learning Classrooms

Teachers are **required** to:

- Align the pacing/content of in-person and remote learning (e.g., utilize Teaching Strategies Creative Curriculum online resources and aligned family activities to create in-person lesson plans and remote activities on the same topics)
- Provide the families of remote learners a consistent schedule of Remote Moments for families to opt into throughout the week
- Provide Teaching Strategies family engagement resources every day to children and their families, and supplement with any additional, relevant resources as needed
- Highlight opportunities for families to submit evidence of learning remotely through the Teaching Strategies platform or through other methods (e.g., sharing pictures of completed activities, sharing videos of the child engaging in the activity)
- Coordinate at least one (1) ‘Check-in’ per week for each remote learner/family

Teachers are **not** required to provide instruction outside a typical in-person teaching schedule. For example: an assistant teacher could monitor the children in-person during nap time, while the lead teacher conducts a Remote Moment in another room for virtual learners and families.

G. Daily Instruction for Classrooms with Remote Learners Only

Entirely remote classrooms with at least one NC Pre-K child and no in-person instruction

Teachers are **required** to:

- Plan for and deliver five (5) discrete Remote Moments with different activities throughout the week utilizing Teaching Strategies Distance Learning Solution resources
 - Each daily Remote Moment's content must be repeated twice at different times of day (e.g., offered once in the morning and once in the afternoon) to increase families' ability to attend the session
- Throughout the week, Remote Moments must align to the developmental domains: Approaches to Play and Learning, Emotional and Social Development, Health and Physical Development, Language Development and Communication, and Cognitive Development
- Provide the families of remote learners a consistent schedule of Remote Moments for families to opt into throughout the week
- Provide Teaching Strategies family engagement resources every day to children and their families
- Highlight opportunities for families to submit evidence of learning remotely through the Teaching Strategies platform or through other methods (e.g., sharing pictures of completed activities, sharing videos of the child engaging in the activity)
- Coordinate and provide at least two (2) 'Check-ins' per week for each remote learner/family. In a Full Remote Learning environment, it is essential that children/families remain in contact with their teacher; Therefore, the requirement is two (2) Check-ins as opposed to one (1).

H. Attendance in Hybrid or Full Remote Instruction

A child/family's attendance and participation in remote learning is defined as participating in weekly check-ins (either 1 or 2 depending on the mode of instruction). While participation in Remote Moments is beneficial for children/families, it will likely be more reliable for teachers to document ongoing participation in Check-ins as a way to track attendance.

7. Payment Policy

A. For the 2020-2021 school year, DCDEE will provide payments to NC Pre-K Contracting Agencies based on their contracted slots for the 2020-2021 school year.

DCDEE will provide payment for all contracted slots to provide stabilization to NC Pre-K programs during the COVID-19 pandemic when overall child care enrollment has been low as families have opted to keep children at home. Payment during the 2020-2021 school year will not be based on attendance. Payments will be generated based on the assigned teacher rate and the number of slots allocated to the classroom. Therefore, Contracting Agencies must allocate the maximum number of contracted slots to their NC Pre-K sites, as all slots will be funded regardless of attendance. However, contracting agencies must continue to engage in active recruitment strategies and family outreach events and make every effort to fully enroll eligible children in all

available slots. Contracting agencies will be required to report on enrollment numbers, attendance trends, and recruitment events as further detailed in the Reporting Requirements (section 8) of this guidance document.

B. Changes to Cash Advances:

Cash advances will not be offered during the 2020-2021 NC Pre-K program year. Instead, all NC Pre-K Contracting Agencies will receive a one-time **payment** at the beginning of the program year. Contracting Agencies will receive 1/10 of their total contracted amounts (administration and direct services). This payment is **not** a cash advance and will not require repayment or reconciliation at the end of the fiscal year. However, this amount will be deducted from the contractor's total contracted amount. FSRs for this one-time payment should adhere to fiscal policy and be submitted by the 10th business day of August (Friday, August 14, 2020). Contracting agencies should distribute this one-time payment to all sites according to their allocated slots regardless of teacher qualifications.

C. Payment Submission Process:

The Contracting Agency must submit the following items to DCDEE by the 10th business day of the month following the month of service to receive payment:

- An Electronic signed Financial Status Report: This form is not generated from NC Pre-K Kids, therefore it must be prepared by the Contractor and signed by the Superintendent, Chairman of the Board, CEO, or designee, or the Chief Fiscal Officer or designee.
- A signed Summary of Classroom Attendance: This form, signed by the Contractor, is generated from NC Pre-Kids after all classroom information for the month is entered.

Please note:

- A signed copy of each Monthly Attendance Report should be maintained on site by contractor for monitoring purposes.
- DCDEE accepts the Site Administrator (or designee) and Contractor's signatures as certification of each child's attendance and that the classroom is in compliance with the NC Pre-Kindergarten requirements.
- The Contractor must submit an FSR each month during the contract period.

Further guidance on the payment submission process is forthcoming.

D. COVID-19 Emergency Procedures for Requesting Use of Direct Service Funds:

DCDEE will allow requests for the flexible use of direct service funds for purposes including purchases of.

- Cleaning supplies to meet health/safety guidelines
- Personal protective equipment for staff (e.g., cloth face coverings)
- Technology for staff and families to engage in remote learning activities (e.g., tablets)
- Toy/book lending libraries for circulation to children's homes
- Supplies to support remote learning (e.g., manipulatives, child-sized scissors, writing and drawing supplies)
- Travel for home visits
- Professional development (technology, appropriate practice, etc.)

Contracting Agencies can request flexible use of direct service funds following the below process:

1. The NC Pre-K Contract Administrator presents a proposal for the use of direct service funds to the local NC Pre-K Committee. The amount may not exceed 2% of the total contract allocation.
2. The NC Pre-K Committee approves proposal for use of direct service funds.

3. The local NC Pre-K Contract Administrator submits approved proposal to the DCDEE Early Education Branch for approval (Lorena.gonzalez@dhhs.nc.gov).
4. DCDEE reviews proposal, budget and supporting documentation (e.g., committee minutes, product descriptions, price list, etc.).
5. DCDEE notifies local NC Pre-K contract administrator in writing with a decision (approved/need additional information/denied) within five (5) business days of receipt of proposal. When additional information is requested, the review period may exceed five (5) business days.
6. Upon approval, a budget revision must be submitted to move direct service funds from the contract budget line Direct Services Contractor or Subcontracting and Grants Direct Services to contract budget line item 11 “Other” (h) “Not Otherwise Classified.”
 - Instructions for completing a budget revision can be found at the following link: https://ncchildcare.ncdhhs.gov/Portals/0/documents/pdf/N/NCPre-K_Budget_Revision_Instructions.pdf
7. The following documentation must be submitted to dcdee_ncprekfsr@dhhs.nc.gov:
 - The budget revision justification form and budget revision template are located here: <https://ncchildcare.ncdhhs.gov/Home/DCDEE-Sections/North-Carolina-Pre-Kindergarten-NC-Pre-K>
 - Contracting Agencies should scroll down and click on “NC Pre-K Budget Revisions,” then click to download the “Budget Revision Justification Form” and “Budget Revision Template.”

E. Payment During Site Closures:

NC Pre-K sites may need to close classrooms/facilities at some point during the school year due to COVID-19 exposure or positive cases. NC Pre-K programs will continue to receive payment based on contracted/allocated slots regardless of whether classrooms/facilities need to close due to COVID-19 exposure or positive cases. However, teachers in these sites will be expected to provide remote learning services with children and families if the facility needs to close due to COVID-19.

8. Reporting Requirements

- A. NC Pre-K Contracting Agencies are required to provide ongoing, regular reports on their respective sites to DCDEE in the following areas:
 - Mode of instruction provided (traditional/in-person, hybrid, or full remote learning) at each of the sites
 - Number of teachers/TAs providing traditional/in-person and/or full remote learning
 - Number of children enrolled/placed in traditional/in-person and/or full remote learning
 - Number of children attending traditional/in-person, hybrid and/or full remote learning (refer to Section 6H for note about attendance in hybrid or full remote learning)
 - Number of enrolled children who tested positive for COVID-19 in the past reporting period
 - Number of staff who tested positive for COVID-19 in the past reporting period
 - For programs conducting traditional/in-person instruction, whether there were any closures in the past reporting period, and how many days was the site closed
- B. **Frequency of reporting:**
 - **Initial Mode of Instruction (Due Friday, September 4, 2020, 5:00PM)**
 - Contracting Agencies are required to report

- 1) The initial mode of instruction (Traditional/In-Person, Hybrid, or Remote Learning) that each of their sites will be using for the first nine (9) weeks of instruction; and
 - 2) Why the sites are selecting this mode of instruction
- **Ongoing Reporting: September 8th through end of school year**
 - NC Pre-K Contracting Agencies are required to submit a report on the regular items outlined above every other Tuesday at 5:00PM
 - The dates and reporting periods are as follows:

Report Due Date	Reporting Period
September 22, 2020	September 8, 2020 - September 18, 2020
October 6, 2020	September 21, 2020 – October 2, 2020
October 20, 2020	October 5, 2020 – October 16, 2020
November 3, 2020	October 19, 2020 – October 30, 2020
November 17, 2020	November 2, 2020 – November 13, 2020
December 1, 2020	November 16, 2020 – November 27, 2020
December 15, 2020	November 30, 2020 – December 11, 2020
December 29, 2020	December 14, 2020 – December 25, 2020
January 12, 2021	December 28, 2020 – January 8 2021
January 26, 2021	January 11, 2021 – January 22, 2021
February 9, 2021	January 25, 2021 – February 5, 2021
February 23, 2021	February 8, 2021 – February 19, 2021
March 9, 2021	February 22, 2021 – March 5, 2021
March 23, 2021	March 8, 2021 – March 19, 2021
April 6, 2021	March 21, 2021 – April 2, 2021
April 20, 2021	April 5, 2021 – April 16, 2021
May 4, 2021	April 19, 2021 – April 30, 2021
May 18, 2021	May 3, 2021 – May 14, 2021
June 1, 2021	May 17, 2021 – May 28, 2021
June 15, 2021	May 31, 2021 – June 11, 2021
June 29, 2021	June 14, 2021 – June 25, 2021

C. Method of Reporting:

Each NC Pre-K Contracting Agency will be emailed a personalized Excel workbook that is prepopulated with their NC Pre-K sites (based on the information in the NC Pre-K Plan database). Each workbook contains one worksheet for reporting each site’s mode of classroom instruction (due September 4th) as well as separate, identical worksheets for each two-week reporting period. Contracting Agencies will complete the relevant worksheets and email the workbooks to Patricia McCarter, NC Pre-K Coordinator at patricia.mccarter@dhhs.nc.gov by the specified due date.



Interim COVID-19 Reopening Policies for NC Pre-K Programs



FREQUENTLY ASKED QUESTIONS (FAQS) FOR NC PRE-K CONTRACTORS, PROVIDERS and STAFF

TOPIC	QUESTION	ANSWER
Program Year	Is it okay to start 1/2 the class on Tuesday Sept 8, 2020, and then the other 1/2 on Wed Sept 9, 2020, with all attending face to face on Sept 10, 2020, and all days following? As in no instruction prior to Sept 8th other than an orientation day.	Yes

TOPIC	QUESTION	ANSWER
Mode of Instruction	Are there any restrictions for a school-based site to open in August for traditional in-person instruction or a hybrid mode of instruction?	No.
	If a family has chosen the fully remote option for health reasons, what happens to them after Nov 6, 2020, if no extensions are granted?	The November 6, 2020, date only applies to the full remote option, meaning the whole county or program has chosen remote, not an individual family. Families may request remote learning for the full program year. Please refer to the chart on page 4 of the guidance for the definitions of each option.

TOPIC	QUESTION	ANSWER
Mode of Instruction	If a private facility is open for in-person instruction 5 days per week to private paying families, does the NC Pre-K classroom also have to be open 5 days per week or can they choose the hybrid option?	DCDEE expects for NC Pre-K classrooms to be offered the same opportunity for in-person instruction as other classrooms. The NC Pre-K site would have to justify their decision to choose this type of hybrid mode of instruction. Please refer to section 4: Mode of Classroom Instruction, section A, regarding specific mode of instruction for NC Pre-K if a school district, private child care facility, or Head Start program has buildings open or closed for in-person instruction for any students or children.
	If a parent requests remote learning after face to face instruction has begun this classroom, is then considered hybrid?	Please refer to chart on page 4 of the guidance for the definitions of each option.
	If public schools are providing 2 days in-person instruction and 3 days remote, is that considered traditional in-person or hybrid?	It is hybrid. Please refer to the chart on page 4 of the guidance for the definitions of each option.
	If the school system is doing full remote, can the private sites in that county go fully remote in order to use their NCPK classrooms for school age children?	No. If NC Pre-K classrooms are going to open, they should be open to provide in-person instruction to NC Pre-K children. Please refer to the following section of the guidance for further information. Section 4. Mode of Classroom Instruction, part B: Circumstances When Remote Learning May Be Needed. NC Pre-K slots/classrooms are being fully reimbursed for the 2020-2021 program year and should not be filled with non-NC Pre-K children.
	If an NC Pre-K site is choosing full-time in-person instruction, is it also allowed to have a few built in remote learning days throughout the year to try to teach families and teachers how to do remote in case it was ever needed in the future?	DCDEE encourages planning and sharing with families. However, sites can only choose one option for service delivery. In this case, the site would have to choose either all traditional/ in-person instruction or hybrid. Please refer to the guidance, section 4. Mode of Classroom Instruction, part B: Circumstances When Remote Learning May Be Needed. This may be an something sites may consider doing as part of their teacher work days and/or some parent/teacher conferences.

TOPIC	QUESTION	ANSWER
Mode of Instruction	Just to clarify, a fully remote classroom means they are not receiving any in-person instruction correct?	Yes, that is correct. Please refer to the chart on page 4 of the guidance for the definitions of each option.
	May families choose the remote instruction even if the child/family is not considered high-risk?	Yes. Please refer to the following section of the guidance for further information. Section 4. Mode of Classroom Instruction, part B: Circumstances When Remote Learning May Be Needed.
	If an NC Pre-K Sites has shared space with school age children, is that an exception to offer remote learning only?	No. If NC Pre-K classrooms are going to open, they should be open to provide in-person instruction to NC Pre-K children. Please refer to the guidance, section 4. Mode of Classroom Instruction, part B: Circumstances When Remote Learning May Be Needed. NC Pre-K slots/classrooms are being fully reimbursed for the 2020-2021 program year and should not be filled with non-NC Pre-K children.
	One of the school systems has already announced closure through December. Can they appeal the Nov. 6, 2020 deadline?	Public schools have the ability to continuously operate under Plan C with no exceptions for NC Pre-K. NC Pre-K contracting agencies will include this information on the reporting workbooks that will be provided to them by the NC Pre-K state office.
	The local Head Start sites will start the year with all remote learning as an option; is this going to be a problem?	No. A school district (or Head Start program) may choose to operate exclusively under Plan C with no exceptions for NC Pre-K. <i>(Section 4B of the guidance)</i> However, if their buildings are open to serve other children then they should also offer in-person instruction to NC Pre-K children. <i>(Section 4A of the guidance)</i>
	If the NC Pre-K classrooms are open 5 days a week, but a family chooses to do remote will that be okay?	Yes. That's the hybrid option. Also, please refer to the guidance, section 4. Mode of Classroom Instruction, part B: Circumstances When Remote Learning May Be Needed.
	If the school system changes the method of instructions (i.e. moves to Plan C/remote only), who gets notified of the change?	NC Pre-K contracting agencies will include this information on the reporting workbooks that will be provided to them by the NC Pre-K state office.

TOPIC	QUESTION	ANSWER
Mode of Instruction	Do districts have to offer remote?	Yes. The remote learning option must be available to students under certain circumstances. Please refer to the guidance, section 4. Mode of Classroom Instruction, part B: Circumstances When Remote Learning May Be Needed.
	Can in-person instruction only be offered unless remote is needed due to shut down for exposure or does remote have to be offered from the beginning?	Yes, sites may choose to select an in-person only mode of instruction. However, even when selecting the Traditional/In-Person mode of instruction, a remote learning option must be available to students under certain circumstances. Please refer to the guidance, section 4. Mode of Classroom Instruction, part B: Circumstances When Remote Learning May Be Needed.
	Some of the families are saying they would not be comfortable coming into the classroom at all. Do they have the option of remaining in remote learning all year?	Families may request remote learning for the full program year. Please refer to the chart on page 4 of the guidance for the definitions of each option.
	What happens if the public-school NC Pre-K classrooms begin the school year with the hybrid option but then decide to move to Plan C?	While school districts are strongly encouraged to prioritize having NC Pre-K students physically present in classrooms, they may choose to operate under Plan C without exceptions for NC Pre-K.

TOPIC	QUESTION	ANSWER
Health and Safety Guidance	The local public school is requiring additional health measures (limited class sizes, staggered days, etc.) – the guidance says public preschool should follow additional measures – does this apply to NC Pre-K?	<p>Preschool classrooms in public school are subject to child care health guidance when in the classroom and other areas of the building and/or campus that fall under the child care center license. Pre-K children are only expected to follow additional health protocols when they are utilizing/present in common areas of the school and the K-12 guidance places no age restrictions on the protocol.</p> <p><i>For example, while preschool children, according to the child care guidance, would not be expected to social distance in the classroom, they may be asked to social distance while eating in the cafeteria, visiting the media center, etc.</i></p>

TOPIC	QUESTION	ANSWER
Health and Safety Guidance	Please provide guidance regarding face masks for NC Pre-K classes in public school settings. Can a public school require children in pre-k to wear face masks?	<p>Preschool classrooms in public school are subject to child care health guidance when in the classroom and other areas of the building and/or campus that fall under the child care center license. The Child Care Health Toolkit does not require masks for preschool children but does recommend cloth face coverings be considered for preschool children <i>if it is determined they can reliably wear, remove, and handle masks following CDC guidance throughout the day.</i></p> <p>When Pre-K children are utilizing/present in common areas of the school they may be asked to wear cloth face coverings in accordance with specific school health protocols.</p>

TOPIC	QUESTION	ANSWER
Remote Learning	When will the Teaching Strategies Digital Learning Solution be available to our sites?	DCDEE is working to ensure access to the digital platform from Teaching Strategies for every classroom as soon as possible. More information will be provided on how to access the system online.
	Can administrators have access to the Teaching Strategies Digital Learning Solution training as well?	Yes, there will be opportunities for administrators to participate in the trainings, as well – their participation is encouraged!
	What date will the Teaching Strategies Digital Learning Solution training be? How long is this course?	Teaching Strategies Digital Learning Solution trainings began in August. An email was sent on August 19, 2020, with a link and instructions.
	Please share a sample schedule for remote learning.	More resources, including example schedules for how to structure a week in remote-only or hybrid instruction, will be made available for teachers as soon as possible.

TOPIC	QUESTION	ANSWER
Remote Learning	How will teachers get access to Teaching Strategies online?	DCDEE is working to ensure access to the digital platform from Teaching Strategies for every classroom as soon as possible. More information will be provided on how to access the system online.
	IS DCDEE paying for the Teaching Strategies subscriptions for each child, as well as, the start-up fee? Will DCDEE reimburse those who have already ordered? Are these resources separate from the typical Teaching Strategies curriculum?	Every classroom with at least one NC Pre-K child enrolled will have access to the comprehensive Teaching Strategies Digital Learning Solution. More information will be shared as soon as possible to provide next steps for credits for sites who already have Teaching Strategies accounts.
	If a NC Pre-K site is currently documenting family engagement events in ChildPlus, does this meet the requirement of capturing family engagement in writing. If not, please clarify expectations for documentation.	To date, DCDEE has not specified formats or templates for documentation of family engagement practices/required Check-Ins.
	There are parents who have requested remote due to family members being at-risk. They do not have Internet service. Is it acceptable to provide paper packets weekly if no other solution can be reached and the weekly check-ins are completed?	Meeting the family's needs is the most important aspect of providing remote instruction, particularly for families who self-identify as high-risk. Remote moments could be provided through dropping off activities for the family outside their door, meeting for a socially-distanced interaction, or another method that best meets the family's specific circumstances to be able to engage in their child's learning and development.
	Where is this specific training for Teaching Strategies?	Information on how and when to sign up for Teaching Strategies Digital Learning Solution trainings was emailed on August 19, 2020.
	Will the free Teaching Strategies include the assessment piece for each child? Or just the Distance Learning piece?	The Teaching Strategies Distance Learning Solution includes assessment resources to support ongoing, individualized supports for every child through Teaching Strategies Gold.

TOPIC	QUESTION	ANSWER
Remote Learning	Would it safe to advise teaching staff that they will receive The Creative Curriculum® Cloud options including the App and Gold online assessment for this school year?	DCDEE is currently working to ensure access to the digital platform from Teaching Strategies for every classroom as soon as possible. More information will be provided on how to access the system online.
	With a hybrid delivery model, what is recommended for a teacher to deliver 6.5 hours of in-person instruction and 6.5 hours of remote instruction materials without going outside of their normal NC Pre-K day if there is only one teacher in the classroom?	This is not a recommendation nor a requirement of DCDEE. NC Pre-K site staff are encouraged to develop a schedule or plan that allows teachers to provide a mixed delivery of services within the 6.5-hour day to NC Pre-K children. This means a combination of in-person and remote instruction. Sites must determine the use of other onsite staff for support if there is only one teacher.
	Please provide any suggestions as to how to monitor private sites with requirements for professional development and family contact?	NC Pre-K contracting agencies are encouraged to use the Interim COVID-19 Reopening Policies as a guide for developing monitoring processes. Contracting agencies must determine locally what will work best for their county/region.
	If an NC PreK teacher has most of her students in the classroom, but has some students participating in remote learning, is the NC Pre-K teacher expected to instruct all those students simultaneously?	NC Pre-K site staff are encouraged to develop a schedule or plan that allows teachers to provide a mixed delivery of services within the 6.5-hour day to NC Pre-K children. This means a combination of in-person and remote instruction, which can happen simultaneously at times. Please refer to section 6. Remote Learning Requirements in the guidance.
	Some students will be receiving in-person instruction 4 days and 1 day will be remote. Are the family check-ins required during that one remote day, even though in-person two-way communication is occurring 4 days a week?	In this scenario, where children are receiving 4 days of in-person instruction each week, teachers would not have to hold family check-ins. Teachers would still be required to provide remote moments as outlined in the guidance.

TOPIC	QUESTION	ANSWER
Remote Learning	Please confirm the number of Remote Moments required for hybrid classrooms.	Teachers are required to offer Remote Moments at least once a day to children/families who are participating in remote learning. Please refer to section 6 D of the guidance.
	There have been a lot of success with families watching recorded live videos from the teacher. If a recorded live video was posted to TS Family Portal, would that count as the “second” offered time or do both remote moments need to be live?	Remote Moments are blocks of live, direct, remote instruction. Therefore, recordings would not meet the requirement.
	When you are referring to a.m. and p.m. offerings of Remote Moments, is that within the typical PreK day (8-3) or outside of traditional hours?	Yes, it is within the regular 6.5-hour, NC Pre-K day. NC Pre-K teachers are encouraged to be mindful of family needs when scheduling Remote Moments but are not required to provide instruction outside a typical in-person teaching schedule.
	Do you mean 5 Remote Moments per day or per week?	5 Remote Moments per week.
	Will DCDEE provide a reporting template for NC Pre-K classrooms (like the weekly work plan from the spring) and NC Pre-K contracting agencies to report remote learning?	Currently, DCDEE is not providing a specific template for NC Pre-K classrooms to submit remote learning information to the state office. This can change in the coming weeks. DCDEE may decide to ask NC Pre-K sites and contracting agencies to complete a survey later. In addition, NC Pre-K contracting agencies will be required to complete a workbook every 2 weeks and submit to DCDEE as instructed. This workbook is still being developed and will be shared in the coming weeks.

TOPIC	QUESTION	ANSWER
Payment and Attendance	Fourteen (14) of the contracted slots were not allocated by the NC PreK Committee and we're awaiting geographical needs of submitted applications. How should these allocations now be handled?	Contracting agencies should continue to follow their normal processes for allocating and/or reallocating slots. Payments will be made to sites based on slots allocated during the relevant service period. Slots that are not allocated will not be reimbursed.
	If we are making payment for full allocation, there won't be much money from direct services to reallocate to the specified items. Is there other funding available?	DCDEE was approved to release an RFA for additional administrative funds as has been done in past years. NC Pre-K contracting agencies will be able to request up to 2% of the contract budget less the Child Care and Development Funds (CCDF) for administrative expenses that includes supplies, etc.
	Are the actual administrative costs for July entered on the July FSR in addition to the 1/10 payment FSR?	One-tenth payment should be used to cover July expenditures
	Is the NC Pre-K contractor allowed to give the sites a deadline for filling slots?	Contracting agencies should continue to follow their normal processes for allocating and/or reallocating slots. Payments must be made to sites based on slots allocated during the relevant service period. As always, any changes to slot allocations must be made in accordance with NC Pre-K Program Requirements and Guidance.
	Are we still using the KIDS app for the summary attendance when we submit the FSRs?	Yes. Contracting agencies will continue to use NC Pre-K KIDS to track attendance and payment. Further guidance will be shared as soon as possible.
	Is there any budget training being offered for NC Pre-K?	One-on-One training will be offered. Training can be requested by email at dcdee_ncprekfsr@dhhs.nc.gov
	At this time, we will not be able to place all eligible children due to having a high number of over income but eligible. We are in excess of our 20% if all children are placed at this time. Is there flexibility in serving children over 75% SMI but eligible?	Currently, no changes have been made to the eligibility requirements for NC Pre-K children nor to the expectations for how children are placed/prioritized for services. We will continue to review and assess the situation and we will notify you if eligibility requirements change.

TOPIC	QUESTION	ANSWER
Payment and Attendance	Can the budget be amended to take some of the direct funds and move them to administrative to make allowable purchases and allocate slots based on the difference?	<p>Yes, according to the COVID-19 Reopening Guidance, NC Pre-K contracting agencies can move up to 2% of the direct services budget to admin to pay for approved items. However, if all slots are allocated to providers, then there will not be any funds remaining to move.</p> <p>DCDEE was approved to release an RFA for additional administrative funds as has been done in past years. NC Pre-K contracting agencies will be able to request up to 2% of the contract budget less the Child Care and Development Funds (CCDF) for administrative expenses that includes supplies, etc.</p>
	Can the CCDF FSR be submitted as it normally would or is it part of the 1/10 of Payment 1?	<p>Yes, the contract period begins July through June. NC Pre-K contractors can begin submitting a CCDF FSR for July expenditures on or before August 14, 2020.</p> <p>No, CCDF is not part of the one tenth of payment I.</p>
	If a site doesn't have any children enrolled in the slots allocated to them, will they still receive payment for those slots?	<p>Yes, that NC Pre-K site will still receive payment for their total allocated slots. DCDEE made this decision to help sustain NC Pre-K programs during the COVID-19 pandemic as we start the 2020-2021 program year.</p>
	Does the entire amount have to be given to the NC Pre-K site or can some direct funds be used to purchase specified items mentioned in the guidance?	<p>NC Pre-K contractors must reimburse sites based on the assigned teacher rate and the number of slots allocated to the classroom.</p> <p>NC Pre-K contractors must obtain approval from the Early Education Branch for the flexible use of direct service funds and upon approval submit a budget revision requesting to move designated funds from Direct Services to Admin.</p>
	Does a proposal for the COVID-19 Emergency Funds have to be submitted or is a budget revision enough?	<p>There is no COVID-19 Emergency Funding.</p> <p>DCDEE is allowing requests for the flexible use of direct service funds to purchase specified items mentioned in the guidance.</p> <p>NC Pre-K contractors must obtain approval from the Early Education Branch for the flexible use of direct service funds and upon approval submit a budget revision requesting to move designated funds from Direct Services to Admin.</p>

TOPIC	QUESTION	ANSWER
Payment and Attendance	Regarding the classroom summary of attendance, will all sites still have to record attendance regardless of the mode of instruction?	Yes. Contracting agencies will continue to use NC Pre-K KIDS to track attendance and payment for all children and classrooms. Further guidance will be shared as soon as possible.
	On the FSR workbook - Payment 1, is 1/10 of each line item added for the one-time August payment?	NC Pre-K contractors should calculate the total administrative costs by adding Category A (Total Human Resources) and Category B (Total Operational Expenses/Capital Outlays) excluding "Direct Services". The total for services should include Direct Services and Subcontracting and Grant line items. Contractors should use the current expenditure column to designate the line item estimated expenditures should be expended. This one-time payment must not exceed one-tenth of your regular admin and services total in FSR Workbook #1. Your FSR should look just like you would normally submit.
	How are these one-time payments to be distributed if they are not associated with teacher qualifications? What are the funds to be used for by the sites?	These funds are to be used as requested on the FSR, which are based on allowable line item expenditures.
	How can direct service dollars be used for the cleaning and supplies if the providers receive their allotment each month?	<p>According to the COVID-19 Reopening Guidance, agencies can move up to 2% of the direct services budget to admin to pay for approved items. However, if all slots are allocated to providers, then there will not be any funds remaining to move.</p> <p>DCDEE was approved to release an RFA for additional administrative funds as has been done in past years. NC Pre-K contracting agencies will be able to request up to 2% of the contract budget less the Child Care and Development Funds (CCDF) for administrative expenses that includes supplies, etc.</p>
	If NC Pre-K teachers start home visits in August, but kids' attendance starts in September, will we be reimbursed for August or just September?	Yes. NC Pre-K contractors will resume submission (including CCDF) on or before the tenth business day in September for August services.

TOPIC	QUESTION	ANSWER
Payment and Attendance	If it is required to pay all sites for all contracted slots as opposed to enrolled slots, are direct services funds in place in the contracts to allow to request the 2% direct services move to administrative costs and still be able to pay for all slots for all year?	<p>No additional direct service funds were added to the contracts. However, according to the COVID-19 Reopening Guidance, agencies can move up to 2%. <u>If all slots are allocated to providers, then there will not be any funds remaining to move.</u></p> <p>DCDEE was approved to release an RFA for additional administrative funds as has been done in past years. NC Pre-K contracting agencies will be able to request up to 2% of the contract budget less the Child Care and Development Funds (CCDF) for administrative expenses that includes supplies, etc.</p>
	Is it a requirement to request the 1/10th in August or is it optional?	All NC Pre-K contractors who would like to receive the one-time payment of 1/10 must have submitted an FSR by August 14, 2020.
	Are the subcontracts ready to be used?	No changes were made to the subcontract template at this time. NC Pre-K contracting agencies will be notified of any future changes to this document. NC Pre-K contracting agencies should follow the Interim COVID-19 Reopening Policies for NC Pre-K Programs as written.
	Do we move money for direct services (DS) to administrative or Not Otherwise Classified (NOC)?	Contractors wanting to move funds to purchase specified items mentioned in the guidance must obtain prior approval from the Early Education Branch and upon approval submit a budget revision requesting to move designated funds from Direct Services to Admin per designated line category.
	Are NC Pre-K Contractors supposed to calculate the 10% with the charges for July and place them under Payment II?	NC Pre-K contractors should use the Payment I tab. The one-tenth payment should be used to cover July expenditures. Payment should not exceed 1/10 th of the NC Pre-K contractor's total regular NC Pre-K funds in FSR Workbook #1.
	What date will NC Pre-K providers receive a payment?	According to policy, DCDEE has thirty days upon the date of receipt for payment. If there are issues with the FSR, this will cause a delay in payment.

TOPIC	QUESTION	ANSWER
Payment and Attendance	<p>Is the first payment to sites for the full allocation regardless of teacher qualifications?</p>	<p>Yes. Contractors will be receiving 1/10 of their contracted allocation amount which was generated based on the rates/slots that each county budgeted for on their Direct Services Calculator. Contractors are expected to provide payment to sites based on what has been budgeted for them regardless of a classroom teacher's qualifications at the time of the one-time payment.</p> <p>Payments for the remainder of the year will be based on the assigned teacher rate and the number of slots allocated to each classroom.</p>
	<p>There are some NC Pre-K sites that have requested August to May payment and some that request September to June payment. Since we are receiving 1/10 in September, does that mean NC Pre-K sites would not be able to select August to May for payment?</p>	<p>NC Pre-K contractors requesting the one-time payment will receive their first payment of ten payments in August. Those opting not to receive the one-time payment will receive their first payment in September.</p>
	<p>What is the expectation for building classrooms? For example, if a site is allocated 4 classrooms but currently only has 24 children enrolled should they spread those children into 4 classrooms and staff accordingly?</p>	<p>The expectation is that all classrooms that have been allocated more than 9 NC Pre-K slots will be staffed by an appropriately qualified lead teacher AND teacher assistant regardless of whether those slots are served in-person, remotely, or are unfilled. The actual placements/assignments of children to classrooms remains a local determination.</p>
	<p>What is the Payment 2 option?</p>	<p>Please disregard payment tab 2 as an option.</p>
	<p>What line on the FSR does the 1/10, one-time payment get coded to?</p>	<p>NC Pre-K contractors should use the current expenditure column to designate the line item category in which expenditures should be requested. Payment should not exceed 1/10th of NC Pre-K contractor's total regular NC Pre-K funds in FSR Workbook #1</p>

TOPIC	QUESTION	ANSWER
Payment and Attendance	When I entered the 1/10 in tab 1, the amount populated into tab 2. I had to enter the amount in tab 2 for my totals to populate correctly, what do I do?	Please contact DCDEE via email at dcdee_ncprekfsr@dhhs.nc.gov to request a revised workbook.
	When will the budget FSR workbooks be received?	FSR Workbooks have been sent out as of August 7, 2020. All contractors must review the workbooks to ensure accuracy of the budgeted line items. Any errors, must be emailed immediately to: dcdee_ncprek@dhhs.nc.gov .
	Will the 2% come from the allocated slot budget? Will we need to take slots away from NC Pre-K providers to support the funding for remote purchases?	<p>No additional direct service funds were added to the contracts for the ability to move 2%, so if all slots are allocated to providers, then there will not be any funds remaining to move. Slots should not be reduced in order to utilize direct services funds in other ways.</p> <p>DCDEE was approved to release an RFA for additional administrative funds as has been done in past years. NC Pre-K contracting agencies will be able to request up to 2% of the contract budget less the Child Care and Development Funds (CCDF) for administrative expenses that includes supplies, etc.</p>
	Will there be Capacity Building Funds?	DCDEE was approved to release an RFA for additional administrative funds as has been done in past years. NC Pre-K contracting agencies will be able to request up to 2% of the contract budget less the Child Care and Development Funds (CCDF) for administrative expenses that includes supplies, etc.
	If a site has been allocated slots but no children are enrolled, can that site still receive payment?	Yes. Payments will be generated based on the assigned teacher rate and number of slots allocated to the classroom. Classrooms must be staffed by an appropriately qualified lead teacher AND teacher assistant (if allocated more than 9 slots) regardless of whether those slots are served in-person, remotely, or are unfilled. Sites are expected to recruit and make efforts to fill all allocated slots.

TOPIC	QUESTION	ANSWER
Payment and Attendance	As the NC Pre-K contracting agency, the local sites are responsible for recruitment. How are we to monitor to ensure recruitment efforts continue?	NC Pre-K contracting agencies should be providing oversight to recruitment activities to ensure NC Pre-K sites are actively working to fill allocated slots. NC Pre-K contractors may determine locally exactly how they will provide oversight to ensure that recruitment is occurring in accordance with the NC Pre-K program requirements.
	What documentation will NC Pre-K sites have to submit to document attendance and participation in family check-ins for children who are in the hybrid or remote mode of instruction?	Contracting agencies will continue to use NC Pre-K KIDS to track attendance and payment for all children and classrooms. Further guidance will be shared as soon as possible.

TOPIC	QUESTION	ANSWER
Reporting Requirements	Will the Sept. 4, 2020, report be submitted via survey?	No, the Sept. 4, 2020, report will be submitted via an excel worksheet that has been prepopulated with county data for NC Pre-K contracting agencies to complete. This worksheet will be sent out via email prior to the due date to allow agencies time to submit.

TOPIC	QUESTION	ANSWER
Miscellaneous	I did not receive the Interim COVID-19 Reopening Policies. How do I receive mass emails?	If you are an NC Pre-K Contracting Agency and you are not receiving mass emails from NC Pre-K, please contact the NC Pre-K Program Policy Consultant in your county and they will submit your information to our NC Pre-K Coordinator. You may also email the NC Pre-K Coordinator, Patricia McCarter at patricia.mccarter@dhhs.nc.gov . DCDEE updates are sent through Constant Contact. To receive important updates, please subscribe .

TOPIC	QUESTION	ANSWER
Miscellaneous	Can home visits be combined with parent orientation to allow for children to be screened while teachers are meeting with parents?	The NC Pre-K Requirements and Guidance places no restrictions or expectations around how orientation and home visit sessions are conducted. These decisions can be made locally.
	What is the recommendation for public sites where the LEA has decided to not allow PreK classrooms to utilize the playground even though they have separate playgrounds as part of their licensed space?	Preschool classrooms in public school are subject to child care health guidance when in the classroom and other areas of the building and/or campus that fall under the child care center license. Child care health guidance does not restrict preschool children from utilizing outdoor play spaces.
	Can contractors reject the remote offer if the center doesn't have an acceptable delivery plan?	NC Pre-K sites have the option to implement remote learning if they are meeting the requirements outlined in the <i>Interim COVID-19 Reopening Policies for NC Pre-K Programs</i> .
	Are doctor notes required for teaching staff that request remote learning due to high risk status?	The Division of Child Development and Early Education does not govern human resource practices that occur between employee and employer.
	How are we to cover teacher absences due to COVID illness? If a teacher is sick, will a substitute need to do all required tasks?	Sites should follow NC Pre-K Program Requirements and Guidance and NC Child Care Rule to ensure appropriate substitute staff are in place and can carry out instruction for children when permanent teaching staff are unavailable.
	If class numbers are less than 9 children, do classrooms still need a FT teacher assistant in addition to a teacher? Can other slots be filled with private pay if the site is being reimbursed for 18 but have fewer students?	The expectation is that all classrooms that have been allocated more than 9 NC Pre-K slots will be staffed by an appropriately qualified lead teacher AND teacher assistant regardless of whether those slots are served in-person, remotely, or are unfilled. Sites are expected to recruit and make efforts to fill all allocated slots. Slots should NOT be filled with non-NC Pre-K children.

TOPIC	QUESTION	ANSWER
Miscellaneous	If you have a teacher in a public-school setting that has a medical concern and would like to only teach remotely, what do we do about the kids in her room that will be attending two days a week for in-person (face-to-face) instruction?	It is the expectation that high-quality services will be delivered to all children whether they are learning in-person or remotely. NC Pre-K sites must ensure that appropriate approved teaching staff and/or substitute teaching staff are in place and available to provide services when the permanent teaching staff is unavailable.
	What are the recommendations if a teacher is high risk and requests to telework, but a center is open and serving children?	The Division of Child Development and Early Education does not govern human resource practices that occur between employee and employer. However, sites may consider flexibilities based on the number of NC Pre-K classrooms and staff they have available to them.
	If it is known that a family has chosen full remote, does this child count in ratio?	A child who is not physically present would not count in the classroom ratio; however , the expectation is that all classrooms that have been allocated more than 9 NC Pre-K slots will be staffed by an appropriately qualified lead teacher AND teacher assistant regardless of whether those slots are served in-person, remotely, or are unfilled.
	When will guidance be provided in regard to teacher compensation?	The <i>Interim COVID-19 Reopening Policies for NC Pre-K Programs</i> did not address teacher compensation. However, the expectation is that all classrooms that have been allocated more than 9 NC Pre-K slots will be staffed by an appropriately qualified lead teacher AND teacher assistant regardless of whether those slots are served in-person, remotely, or are unfilled. In addition, all NC Pre-K staff should continue to be paid for the services they provide, regardless of the mode of instruction. Further guidance may be released later if necessary.

TOPIC	QUESTION	ANSWER
Who do I contact with further questions about...?	NC Pre-K Attendance/Databases?	Janessa Nieves, NC Pre-K Manager janessa.nieves@dhhs.nc.gov

TOPIC	QUESTION	ANSWER	
Who do I contact with further questions about...?	NC Pre-K Payments/FSRs/Budget?	DCDEE NC Pre-K Budget Unit dcdee_ncprekfsr@dhhs.nc.gov	
	NC Pre-K Remote Learning Expectations?	NC Pre-K Program Policy Consultants	
		Jeanne Barnes (<i>South East</i>) jeanne.barnes@dhhs.nc.gov (919) 814-6357	Jennifer Griffith (<i>West</i>) jennifer.griffith@dhhs.nc.gov (919) 609-6921
		Sharon Stukes (<i>Central</i>) sharon.stukes@dhhs.nc.gov (704) 594-0151	Frances Minton (<i>North East</i>) francis.minton@dhhs.nc.gov (919) 604-7626
		Please refer to the NC Pre-K Program Unit Regional Map as some counties have been recently shifted due to a change in staffing.	
	Other NC Pre-K topics?	NC Pre-K Program Policy Consultants (<i>see contact information above</i>)	
	The NC Pre-K listserv? For NC Pre-K Contracting Agencies only.	Patricia McCarter, NC Pre-K Program Coordinator patricia.mccarter@dhhs.nc.gov	
Child Care Health Guidance?	Contact your child care health consultant. You can find the contact information at the Child Care Health and Safety Resource Center site .		
Cleaning supplies or food for my facility?	Contact your local Smart Start partnership if you are unable to locate food, cleaning supplies, or other essential resources in your area. You can find the contact information for your local Smart Start partnership at the Smart Start site .		

TOPIC		
Helpful Links	<u>Latest COVID-19 Information for Child Care</u>	<u>Interim COVID-19 Reopening Policies for NC Pre-K Programs</u>
	<u>ChildCareStrongNC Public Health Toolkit</u>	<u>StrongSchoolsNC: Public Health Toolkit (K – 12),</u>
	<u>Remote Learning Resources</u>	<u>Memorandum on Preschool Programs and K-12 Public Health Guidance</u>
	<u>Moodle</u>	<u>Weekly Work Plan</u>
	<u>COVID-19 Child Care Payment Policy</u>	<u>NC DPI Online Pedagogy Considerations for Digital Instruction</u>
	<u>CDC - People Who Are at Increased Risk for Severe Illness</u>	<u>Help for Buying Food</u>



NORTH CAROLINA EARLY EDUCATION COALITION

Child Care Is Essential, but Funding is Inadequate and Inequitable



New Blog

By: Michele Rivest,
Policy Director, NC
Early Education
Coalition

I am going to start with something we all know and something policymakers across the county are saying: child care is essential.

Child care is essential for today's workforce, for young children's healthy development and learning, and for our state's economic prosperity. It's very clear that North Carolina will not be able to go back to work without affordable, reliable and high-quality child care in all 100 counties. Our state's future economic recovery depends on the recovery of the child care industry.

But despite all the proclamations that child care is essential, the child care system has always been seriously underfunded, and the child care financing system is broken.

COVID-19 has laid bare the fundamental flaws in the way child care is financed and funded. Child care is not funded like public education. Instead, it operates as a small business enterprise, and the market approach of supply and demand just doesn't work.

- Parents pay the majority of the costs.
- Child care is hard to find, particularly for infants and toddlers.
- Government funding only pays about 25% of the child care costs in North Carolina, with inadequate and complex subsidy rates.
- The workforce is undervalued and underpaid.

This is the child care financing dilemma: parents can't afford to pay more, providers can't afford to operate quality child care programs, and teachers can't afford to work for such low wages and no benefits.

If child care is truly essential, it needs significant public investment to make sure every child in every community has an equal opportunity to a sound basic education starting in early childhood.

[Keep Reading](#)

Take Action: Tell Congress to #SaveChildCare

The child care crisis existed long before COVID-19, and the issues outlined in this blog are not new. But the pandemic has exacerbated these problems and presented many more challenges. The lack of sufficient public investment has forced child care programs, educators and families into a series of impossible choices with heartbreaking consequences.

There is still time for Congress to save child care by making a significant investment in the next COVID-19 relief package. Please keep the pressure on and keep up your phone calls and emails! Take action now to help ensure the next relief package includes significant funding to save child care, before it's too late.

[Take Action Now](#)

351 Wagoner Drive, Suite 200
Fayetteville, NC 28303
P 910-867-9700 / F 910-867-7772
ccpfc.org

Virtual New Board Orientation

Meeting Agenda

Friday, August 28, 2020

8:30 – 11:00 am

Vision:

Successful children ensure a thriving community and long-term economic prosperity.

Mission:

Be the driving force to engage partners to achieve lasting positive outcomes for all children, beginning at birth.

- | | | |
|------|--|-------------------------------|
| I. | Welcome and Introductions
(8:30 - 8:45 am) | Meredith Gronski |
| II. | The Why, How and What of Partnership for Children
(8:45 – 9:30 am) | Mary Sonnenberg |
| III. | Services Overview and Parent Experiences
(9:30 – 10:15 am)
A. NC Pre-K (Ar-Nita Davis)
B. Family Services Division (Michelle Hearon)
C. Provider Services Division (Candy Scott)
D. Community Engagement (Sharon Moyer) | PFC Staff |
| IV. | How and Why & Board Responsibilities: NCPC & Smart Start
(10:15 – 11:00) | NCPC Staff –
Wren Davisson |

**PARTNERSHIP FOR CHILDREN OF CUMBERLAND COUNTY, INC.
FINANCIAL SUMMARY - WHAT YOU NEED TO KNOW**

Board Responsibility

The review of the financial statements is the responsibility of the Committee and Board Members of PFC.

The detailed financial reports have been provided to you via email and will be provided electronically during the meeting.

July 31, 2020

1 Balance Sheet

- a. The cash balances; investments and liabilities are at the anticipated amounts and are sufficient for the current needs.
- b. Historically at year end and in July, funds are at its lowest until grant reimbursements are received during the first quarter.

2 Smart Start Grant [State Funds]

- a. PFC's Smart Start grant budgets are reflected at 85% of full allocation effective 07-01-2020.
- b. The total allocation for FY2020-2021 at 85% is \$5,587,090 including DSS and WAGE\$.
- c. PFC is anticipated to be in 100% full allocation in September 2020.
- d. PFC is anticipated to receive 100% of the reverted FY1920 Smart Start Services Funds totaling \$425,261.

3 NC Pre-Kindergarten Grant [State and Federal Funds]

- a. PFC is in full contract with DCDEE effective 07-01-2020
- b. The total grant is \$9,098,063 which currently consists of \$3,766,081 of federal funds and \$5,331,972 of state funds.
- c. Historically this distribution of state and federal funds is amended by DCDEE before yearend.
- d. PFC anticipates to receive 1/10th of the administrative plus direct services grant in September 2020. The amount will be \$892,309.

4 DCDEE - Region 5 Grants [Federal Funds]

- a. PFC's three Region 5 grants are NOT yet in contract effective 07-01-20.

5 All Funding Sources

- a. The cash balance at month-end is as projected and is sufficient for the requirements of the upcoming month.
- b. Grant based reimbursements are anticipated to be timely.

6 Unrestricted State Revenues (USR) - Fund 208

- a. The goal is to continue to use these funds only when other funding streams cannot be used or is not available.
- b. The cash equivalent balances in Fund 208 consists of the following at the end of the month:

PNC Bank Money Market Account	220,095.41	<i>Does not include interest earned in Fund 899</i>
Select Bank - Certificate of Deposit	100,000.00	<i>Does not include interest earned in Fund 899</i>
Lumbee Bank - Certificate of Deposit	100,000.00	<i>Does not include interest earned in Fund 899</i>
Lumbee Bank - Checking Account [from investments]	125.00	<i>Deposited \$100, fees of \$40 refunded, Deposited \$25</i>
E-Trade Funds Account	68,000.00	<i>Gains/Losses are not reflected in the financial statements</i>
	488,220.41	

Interest Earned - Fund 899	
PNC Bank Money Market	23,758.79
Select Bank - CD	3,126.82
Lumbee Bank - CD	2,285.66
	29,171.27

Investments - Fund 208	488,220.41
Interest Earned - Fund 899	29,171.27
TOTAL INVESTMENTS PLUS INTEREST	517,391.68

- c. There is currently a sufficient balance in the operating funds portion of the USR funding stream for the upcoming fiscal year.

7 Cash and In-kind Report

- a. The 19% match amount reflected on the monthly report is reflected at 100% of the full allocation.
- b. PFC's Leadership Team, staff and Board members will continue to discuss and implement strategies to meet our match requirement. PFC did not meet the 19% match requirement for FY1920, FY1819, FY1718 nor for FY1617.
- c. Since the 19% required match was not met for the FY ended June 30, 2020, there will be no contribution to the PFC endowment.
- d. The penalty for not meeting the match in FY1920 has been waived due to COVID-19.

PARTNERSHIP FOR CHILDREN OF CUMBERLAND COUNTY, INC.

Cash & In-Kind Contributions Report
Fiscal Year 2020/2021

Total Smart Start Allocation:	\$ 5,587,090.00
Target Cash & In-Kind Required (19%):	\$ 1,061,547.10
Target Cash Required (≥13%):	\$ 726,321.70
Target In-Kind Required (±6%):	\$ 335,225.40

1

CASH DONATIONS		July	August	September	Y-T-D
Cash Donations - In-House					
Board & Committee Donations	501-4410	\$ 20.00			\$ 20.00
Staff Donations	501-4410	\$ -			\$ -
Donations - General Admin Operations	501-4410	\$ 755.00			\$ 755.00
Donations - General CCR&R	501-4410	\$ -			\$ -
Donations - Reach Out & Read	501-4410	\$ -			\$ -
Donations - General PD&C	501-4410	\$ -			\$ -
Donations - General PFCRC	501-4410	\$ -			\$ -
Donations - PD&C KidStuff	501-4410	\$ -			\$ -
Donations - NC Pre-K SS Allowable	501-4420	\$ -			\$ -
Donations - Vending Machine Proceeds	515-4410	\$ 41.41			\$ 41.41
Donations - PFC Annual Engagements	531-4410	\$ -			\$ -
Donations - Forward March Conference	806-4830	\$ -			\$ -
Donations - Fundraising Events 2018	820-4611	\$ -			\$ -
Donations - Fundraising Events 2019	820-4611	\$ -			\$ -
Donations - Fundraising Event Sales 2019	820-4601	\$ -			\$ -
Donations - Fundraising Event Sales 2020	820-4601	\$ -			\$ -
Program Income - Rent from Resource Center I	801-4824	\$ 2,787.57			\$ 2,787.57
Program Income - Conference Room Rental RCI	801-4762	\$ -			\$ -
Program Income - Nurturing Parenting Workshop Fees	801-4836	\$ -			\$ -
Program Income - Tenant Copier Fees	801-5311	\$ 96.52			\$ 96.52
Program Income - CCR&R Workshop Fees	801-4823	\$ 215.00			\$ 215.00
Program Income - CCR&R Resource Library Fees	801-4823	\$ -			\$ -
Program Income - PDCC IACET Workshop Fees	801-4822	\$ -			\$ -
Program Income - PD&C Services	801-4834	\$ -			\$ -
Program Income - PD&C KidStuff	801-4834	\$ -			\$ -
Program Income - Summer Camp Expo	801-4833	\$ -			\$ -
Program Income - Other	801-4827	\$ -			\$ -
Program Income - Rent from Resource Center II	812-4761	\$ 4,750.00			\$ 4,750.00
Cost Reduction - Car Seat Program Parent Fees	146-6902	\$ -			\$ -
Quality Enhancement - Cash Matches	144-6904	\$ -			\$ -
Cost Reduction - Unlimited Online Learning	144-5317	\$ -			\$ -
		\$ -			\$ -
Total Cash Donations - In-House		\$ 8,665.50	\$ -	\$ -	\$ 8,665.50

Cash Donations - Direct Service Providers					
1st Quarter (July - September)					\$ -
2nd Quarter (October - December)					\$ -
3rd Quarter (January - March)					\$ -
4th Quarter (April - June)					\$ -
PFC Child Care Subsidy Parent Fees		\$ -			\$ -
Total Cash Donations - Direct Service Providers		\$ -	\$ -	\$ -	\$ -

TOTAL CASH DONATIONS	\$ 8,665.50	\$ -	\$ -	\$ -	\$ 8,665.50
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2

GRANTS		July	August	September	Y-T-D
Carmax Foundation (100% Private Grants)	536-4426				\$ -
WalMart Foundation (100% Private Grants)	533-4423				\$ -
Raising A Reader (100% Private Grants)	534-4420				\$ -
Kohl's Corporate Grants (100% Private Grants)	518-4420				\$ -
Cumberland Community Foundation (100% Private)	535-4425				\$ -
TOTAL GRANTS		\$ -	\$ -	\$ -	\$ -

0.2%

IN-KIND DONATIONS		July	August	September	Y-T-D
In-Kind Donations - In-House					
In-Kind Donations - Volunteer Time		\$ 63.15			\$ 63.15
Discounts on Materials - Kaplan		\$ -			\$ -
Discounts on Materials - Brame		\$ -			\$ -
Discounts on Materials - Discount School Supply		\$ -			\$ -
Discounts on Materials - Lakeshore		\$ -			\$ -
Discounts on Software - Techsoup Stock		\$ -			\$ -
Donations - Other In-Kind		\$ -			\$ -
PFC Staff Donations - Supplies and Mileage		\$ -			\$ -
PFC Board Member Donations - Supplies and Mileage		\$ -			\$ -
		\$ -			\$ -
Total In-Kind Donations - In-House		\$ 63.15	\$ -	\$ -	\$ 63.15

In-Kind Donations - Direct Service Providers					
1st Quarter (July - September)					\$ -
2nd Quarter (October - December)					\$ -
3rd Quarter (January - March)					\$ -
4th Quarter (April - June)					\$ -
Total In-Kind Donations - Direct Service Providers		\$ -	\$ -	\$ -	\$ -

TOTAL IN-KIND DONATIONS	\$ 63.15	\$ -	\$ -	\$ -	\$ 63.15
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0.0%

3

GRAND TOTAL	\$ 8,728.65	\$ -	\$ -	\$ -	\$ 8,728.65
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0.2%

\$ (1,052,818.45)

4

- 1 - Current Month Reporting
- 2 - YTD Cash Reported
- 3 - YTD In-Kind Reported
- 4 - Amount remaining to reach target



FY 2020-21 CAD Changes Executive Committee Information

Child Care Resource and Referral

Activity ID# 001

PSC: 3104

PBISID: PLA40

CCR&R staff support childcare providers through technical assistance (TA) and training to include coordination of CEU opportunities. Families are supported through consumer education and referral services. A lending library is provided for families and early childhood professionals to have access to and borrow learning and instructional materials. TA and training on child care related topics will be offered to all licensed childcare facilities in the county. The TA provided may include focusing on improving learning environments, teacher/child interactions, leadership skills, Star Rated License education points, and business practices. Childcare facilities may receive a one-time bonus for achieving a specific goal, such as a star level increase to four or five stars or an assessment score increase as documented through pre- and post-assessment. Higher education supports may be provided in the form of education bonuses to child care staff receiving TA on increasing their education points for the completion of three semester credits with a GPA of 3.0 or better. As allowable according to the cost principles, Smart Start funds may be used for meeting/structured learning event expenses, topic-related materials, assessment tools, food, and other contracted services to include presenters.

Change Highlights: Updated changes to service delivery in PDCC and TA.

Family Connects

Activity ID# 032

PSC: 5413

PBISID: FS30

The Partnership for Children of Cumberland County will initiate a contract with Family Connects International in support of planning and initial implementation of the Family Connects model in Cumberland County within a three-year period commencing July 1, 2018. The program is designed for universal community coverage in order to promote community-wide change for families. Over the three-year period, the Cumberland Family Connects Team will follow a 6-step process to achieve initial program certification. All steps include regularly scheduled communication with the Family Connects International team at Duke University and build in a step-wise approach. Within the first year of contracting, it is expected that all deliverables within the first step of program certification. Step 1: Readiness Assessment & Implementation Plan Development. This phase encompasses stakeholder engagement, organizational modeling, community-level mapping and readiness assessment leading to a final site implementation plan. Step 2: Program Installation. In this phase, program staff will train in the model development to support initiation of services to families. This will include installation of the locally run database for program documentation and reporting. Step 3: Initial Implementation In this phase, local providers implement the Family Connects model and receive ongoing consultation for clinical home visits (fidelity and reliability checks) and community engagement and alignment activities. Step 4: On-site Assessment and Initial Program Certification. Within this phase of implementation, observation and review by the Family Connects International team will be scheduled in Cumberland County upon successful completion of the Initial Implementation phase. Step 5: Full Operation. All components of the program will be in effect and operating throughout this phase of the project and will be assessed through standard data collection and reporting protocol as defined by Family Connects International. Step 6: On-site Review. Following 6-12 months of full operations, with timing determined by the



Family Connects International and local teams, an on-site audit will occur. Meetings/trainings may be provided on-site or at community learning events and may include food, topic related materials, site rental, and outside presenters. Contingent on funding contracted services such as temps and may be utilized. Multiple funding streams will be used to support the staffing, purchase of materials and coordination of this activity.

Change Highlights: Last sentence added to get activity aligned with current and future budget expectations.

Family Resource Center

Activity ID# 027

PSC: 5506

PBISID: FS30

NOTE: The Family Resource Center was removed from the EB/EI list by NCPC in the most recent update.

The Family Resource Center (FRC) will serve as a community hub for connecting families with children birth to age 5 to the information, resources, and services needed to support their child's optimal health and development. The FRC will provide a highly coordinated system of family services and supports for the purpose of improving family well-being. The Information & Referral Assistant (IRA) will establish and maintain rapport, and will provide appropriate information and referrals to connect families to services. Family intake will be conducted to assess each family's needs using a comprehensive and culturally responsive process. The FRC Manager, and related program staff, will utilize a variety of formal and informal mechanisms to facilitate coordination of services among community partners. Additionally, the FRC will support the facilitation of parent/child playgroups using Kaleidoscope Play and Learn, as well as other evidence-based/evidence-informed family support programs, activities, and strategies to include: Dolly Parton Imagination Library, parenting programs for high risk families, and other programs such as the Diaper Bank of North Carolina. Funds will be used to support an FRC Manager, Information Referral Assistant, and program materials and staff support for Kaleidoscope.

Change Highlights: Removed EB/EI language related to state guidelines; removed information related to Alliance of Information and Referral Systems (AIRS); added Kaleidoscope activity (only for FY 2020-21).

Kindermusik & Music Therapy

Activity ID# 220

PSC: 5417

PBISID: H10

Kindermusik will provide one-on-one training and coaching in utilizing music in daily lesson plans by modeling during 7 weekly sessions for classes of at-risk pre-kindergarten children and their teachers. Each teacher and child will receive Kindermusik curriculum materials including a parent/child magazine with story and CD allowing parents and children to build upon classroom experiences and other appropriate supplies. Preschool teachers/assistants will learn methods through observing all class presentations so that concepts and musical activities can be integrated into the teacher's daily lesson plans. The music professional/licensed Kindermusik Instructor will explore ideas and help develop activities with the preschool teacher utilizing music through numbers, shapes, colors, and letters; explore ways to share music in the child's world in the classroom and at home; and may provide follow-up consultation with preschool teachers to explore ways of enhancing daily experiences with the children. Music Therapy will be provided through one-on-one training and mentoring to improve teacher practice by a contracted Music Therapist for special needs preschoolers at Dorothy Spainhour, special needs preschoolers in Early Intervention classes, and other childcare settings for a minimum of 8 weeks per



class. When funding is available, children receiving Music Therapy may receive a Kindermusik home kit and other appropriate supplies.

Change Highlights: Expanded scope for supply purchases; modified Music Therapy to expand breadth of access to special needs children to include 'other childcare settings.'

Autism Circle of Parents Support Program

Activity ID# 232

PSC: 5505

PBISID: FS30

Anticipated Change Highlights: ASCC is in the process of getting approval from their Board of Directors to expand the scope of population served by the Circle of Parents Support Program. Their request will be reviewed by NCPC before submission to CCPFC's Board at the next meeting.

Community Advisory Group for the Family Connects program

What is a Community Advisory Board (CAB)?

A CAB is a group of community stakeholders who serve as resources, referrals, and champions for the Family Connects program. The CAB keeps a pulse on community programs, troubleshoots challenges, and celebrates successes. Some Family Connects sites have created a CAB as part of the process of implementing the program, while other sites joined with an existing community collaborative.



The recommended support areas are Health Care, Infant Care, Safe Home, and Parental Support. Below is the recommended make-up for each of the support areas per Family Connects International.

Support for Health Care	1. Maternal Health
	2. Infant Health
	3. Health Care Plans
Support for Infant Care	4. Child Care Plans
	5. Parent-Child Relationship
	6. Management of Infant Crying
Support for a Safe Home	7. Household Safety/Material Supports
	8. Family and Community Safety
	9. History with Parenting Difficulties
Support for Parent(s)	10. Parent Well Being
	11. Substance Abuse in Household
	12. Parent Emotional Support

Public Engagement & Development Committee Information Meeting of August 6, 2020 Recommendations

Strategic Plan for Sustainability

After a conversation around the scope of work and level of experience it will take to create and implement a Strategic Plan for Sustainability and its components listed below, it is recommended our organization utilize some of the 1% set-aside money to hire a consultant with experience in strategic planning. It has been confirmed by NCPC this is a Smart Start allowable expense and we can use the 1% money for this type of a consultant.

Strategic Plan for Sustainability will include chapters for:

Grant Procurement

Volunteer Recruitment and Retention

Staff Recruitment and Retention

Facility/Tenant Recruitment and Retention

Programs

Board Recruitment and Retention

Planning and Evaluation Committee Recommendations

Meeting of August 11, 2020

I. Action Taken

- The Planning and Evaluation (P&E) Committee meeting minutes were reviewed and approved unanimously as presented.
- CAD Changes, motion for approval was made by Cotina Jones, and 2nd by Scott Chase. Motion passed.

II. Planning and Evaluation (P&E) Vice President updated the committee on:

- Planning, Monitoring, and Evaluation
 - NCPD Fourth Quarter and Year-End Update for FY 2019-20
 - Monitoring Final Report with Follow-Up for FY 2019-20
 - CAD change submissions for FY 2020-21 reviewed
 - DSP Annual In-Service agenda of 8/6/2020

III. President's Report reviewed by Mary Sonnenberg

IV. Information

- 2018-19 Impact Report reviewed by Sharon Moyer
- RFP Allocation Cycle – Public Notice in development for release in the second half of September; Bidder's Meeting Monday October 12, 2020; Due Date December 9, 2020. Request to hold second Tuesdays in January and March in addition to the regular P&E schedule to accommodate the grant review process.

**FACILITY AND TENANT COMMITTEE RECOMMENDATIONS
MEETING 8-17-2020**

RECOMMENDATIONS:

1. Approval for rental rate increases beginning Jan 1, 2021:

A. New Leases: (Current) {Proposed}

Non-Profit= (\$17.50) per sq/ft to {\$18.50} per sq/ft -any amount of sq/ft

For-Profit leasing over 300 sq/ft= (\$18.50) per sq/ft to {\$19.50} per sq/ft

For-Profit leasing under 300 sq/ft= (\$22.50) per sq/ft to {\$23.50} per sq/ft

B. Renewal leases (1 year term) = 5% increase to current rate at time of renewal

C. Renewal leases (3 year term)= 3% increase to current rate for each year

Finance Committee Recommendations

Meeting of August 18, 2020

RECOMMENDATIONS

- A. FY 19/20 Final Partnership Umbrella Budget (PUB): The Finance Committee recommends accepting the FY 19/20 Final Partnership Umbrella Budget (PUB) as presented.
- B. FY 19/20 Exhibits A&B: The Finance Committee recommends accepting the FY 19/20 Exhibits A&B as presented.

INFORMATION

- A. The FY 20/21 Board and Committee Calendar was issued for information only.
- B. Cumberland Financial Summary for June 2020 and the final Cash and In-Kind Report were presented for information.
- C. Cumberland Financial Reports for July 2020 were distributed as an FYI:
 - 1. Smart Start
 - 2. NC Pre-Kindergarten
 - 3. South West Child Development Commission (SWCDC) – Region 5
 - 4. All Funding Sources
 - 5. Unrestricted State Revenues (USR)
- D. The July E-Trade Statement was provided for information.
- E. PFC FY 19/20 Audit taking place virtually on August 31, 2020.
- F. NCPC Monitoring is taking place at PFC on September 21, 2020.
- G. The Monitoring Status updates for Fiscal, Program and NC Pre-K was provided during the meeting.

Partnership for Children of Cumberland County, Inc.
Partnership Umbrella Budget for Major Funding Sources
FY 19/20 ***ACTUAL***

Updated :
FY1920 FINAL AT 063020

Budgets for Select Funding Sources and Programs/Activities (Does not include: prior-year Smart Start and other grant reversions/unreceived funds, Sales Tax Reimbursement or Expense and Forfeited Flexible Spending Accounts.)		Smart Start (Allocation is 100%) Budgets Effective 06/15/20	Multi- Accounting & Contracting	Unrestricted State Revenues (Reserve Accounts)	Unrestricted State Revenues (Used for Operating Funds)	NC Pre- Kindergarten STATE and FEDERAL FUNDS	NC Pre-K Admin. Fees (Regular) STATE FUNDS	NC Pre-K Capacity Building STATE FUNDS	Dolly Parton's Imagination Library - NCPC	NC Pre-K Quality Funds (CCDF) FEDERAL FUNDS	Family Caregiver Grant FEDERAL FUNDS	Region 5 DCDEE Grant - Core FEDERAL FUNDS	Region 5 DCDEE Grant Special Projects - Infant/Toddler FEDERAL FUNDS	Region 5 DCDEE Grant Special Projects - Healthy Social Behaviors FEDERAL FUNDS	Donations	Vending Machines	Kohl's	Private Grants	PFC Annual Engage- ments	CarMax Foundation	Foundation for the Carolinas - Longleaf Foundation	Foundation for the Carolinas - Operation Restoration
Fund Code		147 & 148	201	208	208	206 & 319	211	212	216	328	301	307	312	313	501	515	518	526	531	536	537	539
Contract Period		07/19-06/20	07/19-06/20	N/A	N/A	07/19-06/20	07/19-06/20	10/19-06/20	07/19-06/20	07/19-06/20	07/19-06/20	07/19-06/20	07/19-06/20	07/19-06/20	N/A	N/A	N/A	N/A	N/A	01/02/18- 12/31/20	07/01/18- 12/31/19	04/15/19 - 04/15/20
EXPENDITURES	NOTE REF																					
(1) State Level Contracts [DSS & WAGES]		2,761,667																				
(2) Direct Service Providers	[1]	501,172							6,626													
(3) CCR&R-Core Services	[1]	1,488,956		-			83,891			934	269,276	133,970	185,671	(920.00)	132.48							
(4) CCR&R - Child Passenger Safety Car Seats	[1]	6,500																				
(5) CCR&R-Subsidy (TANF/CCDF eligible)	[1]	366,368																				
(6) CCR&R-Subsidy (non-TANF/CCDF eligible)	[1]	150,500																				
(7) CCR&R-Subsidy - Administration		7,150																				
(8) SS NC Pre-K Enhancements (TANF) NEW for FY19/20		64,776																				
(9) SS NC Pre-K Enhancements (Non-TANF) NEW for FY19/20		11,430																				
(10) CCR&R-NC Pre-K Direct Support						8,001,175	202,236	10,126														
(11) CCR&R-NC Pre-K Qual. Maint./Support & Coordination										174,963										802		
(12) CCR&R-NC Pre K Direct Administrative Support								20,221														
(13) Program Monitoring & Evaluation	[1]	337,046						8,082	-			-										
(14) Community Engagement & Resource Development	[1]	273,500							20,606										248			
(15) All Children Excel (ACE)	[1]	237,025								3,566							512					
(16) Family Connect		100,000																				
(17) PFC Family Resource Center	[1]	180,804																			11,351	9,288
(18) Information Technology																						
(19) Fundraising																						
(20) Subtotal for Services		6,486,894	-	-	-	8,001,175	286,127	38,429	27,232	174,963	4,500	269,276	133,970	185,671	(920)	132	-	512	248	802	11,351	9,288
(21) Administrative Operations		317,749	97,808	-	13,667	-	63,800	136,534	5,012	-	-	25,755	11,736	17,743	3,166	409	430	-	-	-	-	-
(22) SS Fundraising - Administrative NEW for FY19/20 SS 9200-990		15,000																				
(23) PFC Staff Events and Professional Development Training					-											-	-	29				
(24) Subtotal for Administration		332,749	97,808	-	13,667	-	63,800	136,534	5,012	-	-	25,755	11,736	17,743	3,166	409	430	29	-	-	-	-
(25) Total Expenditures		6,819,643	97,808	-	13,667	8,001,175	349,927	174,963	32,244	174,963	4,500	295,031	145,706	203,415	2,246	542	430	541	248	802	11,351	9,288
REVENUES AND CASH																						
(26) ACTUAL for FY 19/20 - Revenues		6,819,643	97,808	-	-	8,001,175	349,927	174,963	30,000	174,963	4,500	295,031	145,706	203,414	12,726	513	930	-	-	10,000	-	-
(27) ACTUAL Carryover from FY 18/19 - Cash Balance at July 1		-	-	488,656	28,371	-	-	-	3,526	-	-	-	-	-	40,140	370	3,856	541	248	636	13,362	100,000
(28)		6,819,643	97,808	488,656	28,371	8,001,175	349,927	174,963	33,526	174,963	4,500	295,031	145,706	203,414	52,866	883	4,786	541	248	10,636	13,362	100,000
(29) ACTUAL FY19/20 Expenditures		6,819,643	97,808	-	13,667	8,001,175	349,927	174,963	32,244	174,963	4,500	295,031	145,706	203,415	2,246	542	430	541	248	802	11,351	9,288
(30) ACTUAL - Cash Balance at Yearend - June 30		-	-	488,656	14,704	-	-	-	1,282	-	-	-	-	(0)	50,620	341	4,356	0	0	9,834	2,011	90,713
		A	B	C	D	E	F	G	H	I	J	K	L	M	N	O	P	Q	R	S	T	U

Notes:

[1] Smart Start activities that had unspent funds at yearend of which were reverted back to NCPC in July 2020

[2] Actual cash balances at beginning of the year and at the end of the year. Not included are recurring grant reversions/unreceived funds, sales tax and employee withholdings

Partnership for Children of Cumberland County, Inc.
Partnership Umbrella Budget for Major Funding Sources
FY 19/20 ***ACTUAL***

Budgets for Select Funding Sources and Programs/Activities (Does not include: prior-year Smart Start and other grant reversions/unreceived funds, Sales Tax Reimbursement or Expense and Forfeited Flexible Spending Accounts.)	Special Projects - Think Babies NC Mini Grant	Special Projects - Think Babies NC Mini Grant	Special Projects - Think Babies NC Mini Grant	Cumberland Community Foundation - Family Connects of Cumberland County Grant [\$50k per year]	Falcon Children's Home and Family Services [\$5,000 donation for the car seat program]	Women's Giving Circle Diaper Bank of NC Toilet Training Grant	Endowment Fund - Permanently Restricted	Program Income	PFC RC II Rental Income	Old GEMS Shared Services [Program Income]	Forward March	Region 5 - Project Income	Hoke County PFC Evaluation Grant	Contracted Data Services - iDashboards and New GEMS	Annual Fundraiser (Little Land)	Soiree - KidStuff [Restricted]	Fundraising - Admin Ops. (Allocation)	PFC FRC - Capital Projects	Annual Fundraiser - ECE Education (Restricted)	Interest Income - Non SS Related	Information Technology Department	Total
Fund Code	540	541	542	543	544	545	599	801	802 & 812	804	806	807	815	816	820	822	824	825	827 & 828	899	992-996	
Contract Period	05/01/19 - 10/31/19	07/01/19 - 11/01/19	07/01/19 - 11/01/19	12/01/19 - 12/31/2024	03/15/20 - 12/31/21	03/01/20 - 03/01/21	N/A	N/A	N/A	N/A	N/A	07/19-06/20	07/19-06/20	N/A	N/A	N/A	N/A	N/A	N/A	NOT IN OPERATING CASH	N/A	
EXPENDITURES																						
(1) State Level Contracts [DSS & WAGES]																						2,761,667
(2) Direct Service Providers																						507,798
(3) CCR&R-Core Services	2,000	886	1,000					3,060				11,902			-							2,180,758
(4) CCR&R - Child Passenger Safety Car Seats																						6,500
(5) CCR&R-Subsidy (TANF/CCDF eligible)																						366,368
(6) CCR&R-Subsidy (non-TANF/CCDF eligible)								30,000														180,500
(7) CCR&R-Subsidy - Administration																						7,150
(8) SS NC Pre-K Enhancements (TANF) NEW for FY19/20																						64,776
(9) SS NC Pre-K Enhancements (Non-TANF) NEW for FY19/20																						11,430
(10) CCR&R-NC Pre-K Direct Support																						8,213,537
(11) CCR&R-NC Pre-K Qual. Maint./Support & Coordination																						175,765
(12) CCR&R-NC Pre K Direct Administrative Support									45													20,266
(13) Program Monitoring & Evaluation								16,856		0			11,437									373,421
(14) Community Engagement & Resource Development								2,011			605				7,566	3,361						307,897
(15) All Children Excel (ACE)								411														241,514
(16) Family Connect				16,077																		116,077
(17) PFC Family Resource Center								30,267	146,232													377,942
(18) Information Technology																					112,165	112,165
(19) Fundraising															16,014							16,014
(20) Subtotal for Services	2,000	886	1,000	16,077	-	-	-	82,605	146,278	-	605	11,902	11,437	-	23,580	3,361	-	-	-	-	112,165	16,041,547
(21) Administrative Operations									79,537	-	-											773,346
(22) SS Fundraising - Administrative NEW for FY19/20 SS 920																						15,000
(23) PFC Staff Events and Professional Development Training															510							539
(24) Subtotal for Administration	-	-	-	-	-	-	-	-	79,537	-	-	-	-	-	510	-	-	-	-	-	-	788,885
(25) Total Expenditures	2,000	886	1,000	16,077	-	-	-	82,605	225,815	-	605	11,902	11,437	-	24,090	3,361	-	-	-	-	112,165	16,830,432
REVENUES AND CASH																						
(26) ACTUAL for FY 19/20 - Revenues	1,000	886	1,000	50,000	5,000	7,572	-	68,481	178,179	-	11,250	11,902	16,345	-	26,319	-	429	-	-	6,628	103,819	16,810,109
(27) ACTUAL Carryover from FY 18/19 - Cash Balance at Ju	1,000	-	-	-	-	-	31,384	82,849	167,432	1,300	31,764	-	14,191	3,448	106,535	7,063	6,158	21,578	1,944	22,533	121,980	1,300,865
(28)	2,000	886	1,000	50,000	5,000	7,572	31,384	151,331	345,611	1,300	43,014	11,902	30,536	3,448	132,854	7,063	6,587	21,578	1,944	29,161	225,799	18,110,974
(29) ACTUAL FY19/20 Expenditures	2,000	886	1,000	16,077	-	-	-	82,605	225,815	-	605	11,902	11,437	-	24,090	3,361	-	-	-	-	112,165	16,830,432
(30) ACTUAL - Cash Balance at Yearend - June 30	-	-	-	33,923	5,000	7,572	31,384	68,725	119,796	1,300	42,408	-	19,099	3,448	108,764	3,702	6,587	21,578	1,944	29,161	113,634	1,280,543
	V	W	X	Y	Z	AA	BB	CC	DD	EE	FF	GG	HH	II	JJ	KK	LL	MM	NN	OO	PP	QQ

Notes:

Partnership for Children of Cumberland County, Inc.

Unaudited Statement of Receipts, Expenditures and Net Assets - Modified Cash Basis

For the Year Ended June 30, 2020

Exhibit A

	Without Donor Restrictions	With Donor Restrictions	Total Funds
Receipts:			
State Awards and Contracts	\$ 5,536,468	\$ 1,282	\$ 5,537,750
Federal Awards	7,622,049	0	7,622,049
Local Awards	0	0	0
Private Contributions	33,299	56,329	89,628
Special Fund Raising Events	10,305	429	10,734
Interest and Investment Earnings	6,678	0	6,678
Sales Tax Refunds	16,231	0	16,231
Other Receipts	389,926	0	389,926
Total Receipts	13,614,956	58,040	13,672,996
Net Assets Released from Restrictions:			
Satisfaction of Program Restrictions	29,161	(29,161)	0
Expiration of Time Restrictions			0
	13,644,117	28,879	13,672,996
Expenditures:			
Programs:			
Child Care and Education Affordability	787,397	0	787,397
Child Care and Education Quality	1,972,143	0	1,972,143
Family Support	925,738	0	925,738
Health and Safety	270,085	0	270,085
NC Pre-K	8,464,554	0	8,464,554
Support:			
Fund Raising	15,000	0	15,000
Management and General	767,417	0	767,417
Program Planning, Coordination and Evaluation	309,774	0	309,774
Other:			
IT Support and Services	112,165	0	112,165
Refund of Prior Year Grant	29,345	0	29,345
Sales Tax Paid	17,350	0	17,350
Total Expenditures	13,670,968	0	13,670,968
Excess/Deficiency of Receipts Over Expenditures	(26,851)	28,879	2,028
Net Assets at Beginning of Year	1,068,240	165,072	1,233,312
Net Assets at End of Year	\$ 1,041,389	\$ 193,951	\$ 1,235,340
Net Assets Consisted of:			
Cash and Cash Equivalents	\$ 1,206,470	\$ 162,567	\$ 1,369,037
Beneficial Interest in the Community Foundation	0	31,384	31,384
Investments	273,411	0	273,411
Refunds Due From Contractors	2,415	0	2,415
	1,482,296	193,951	1,676,247
Less: Due to State	425,592	0	425,592
Funds Held for Others	15,315	0	15,315
TOTAL NET ASSETS	\$ 1,041,389	\$ 193,951	\$ 1,235,340

The accompanying notes are an integral part of the financial statements.

Partnership for Children of Cumberland County, Inc.
Unaudited Statement of Functional Expenditures - Modified Cash Basis
For the Year Ended June 30, 2020

Exhibit B

	Total	Personnel	Contracted Services	Supplies and Materials	Other Operating Expenditures	Fixed Charges and Other Expenditures	Property and Equipment Outlay	Services/ Contracts/ Grants
Smart Start Fund:								
Programs:								
Child Care and Education Affordability	\$ 757,397	\$ 7,150	\$ 0	0	0	0	0	750,247
Child Care and Education Quality	1,260,024	896,581	\$ 111,742	48,222	74,775	14,478	11,650	102,576
Family Support	677,828	443,066	77,121	11,987	63,371	6,679	14,448	61,156
Health and Safety	254,007	10,000	90,000	0	0	0	0	154,007
NC Pre-K	76,206	0	0	0	0	0	0	76,206
	<u>3,025,462</u>	<u>1,356,797</u>	<u>278,863</u>	<u>60,209</u>	<u>138,146</u>	<u>21,157</u>	<u>26,098</u>	<u>1,144,192</u>
Support:								
Fund Raising	15,000	7,512	0	5,014	1,041	1,433	0	0
Management and General	316,849	229,324	29,074	8,970	27,865	16,005	5,611	0
Program Planning, Coordination and Evaluation	270,399	168,048	32,583	39,537	23,462	3,272	3,497	0
	<u>602,248</u>	<u>404,884</u>	<u>61,657</u>	<u>53,521</u>	<u>52,368</u>	<u>20,710</u>	<u>9,108</u>	<u>0</u>
Total Smart Start Fund Expenditures	<u>\$ 3,627,710</u>	<u>\$ 1,761,681</u>	<u>\$ 340,520</u>	<u>\$ 113,730</u>	<u>\$ 190,514</u>	<u>\$ 41,867</u>	<u>\$ 35,206</u>	<u>\$ 1,144,192</u>
Other Funds:								
Programs:								
Child Care and Education Affordability	\$ 30,000	\$ 0	\$ 0	0	0	0	0	30,000
Child Care and Education Quality	712,119	555,279	30,647	9,979	40,224	6,882	4,671	64,437
Family Support	247,910	53,544	30,750	4,598	86,622	37,880	34,436	80
Health and Safety	16,078	14,507	65	291	71	0	1,144	0
NC Pre-K	8,388,348	243,665	51,448	6,615	25,254	3,496	4,381	8,053,489
	<u>9,394,455</u>	<u>866,995</u>	<u>112,910</u>	<u>21,483</u>	<u>152,171</u>	<u>48,258</u>	<u>44,632</u>	<u>8,148,006</u>
Support:								
Fund Raising	0	0	0	0	0	0	0	0
Management and General	450,568	422,615	16,682	1,212	8,250	861	948	0
Program Planning, Coordination and Evaluation	39,375	26,445	232	8,505	3,771	422	0	0
IT Support and Services	112,165	304,204	(218,912)	11,022	11,729	1,178	2,944	0
	<u>602,108</u>	<u>753,264</u>	<u>(201,998)</u>	<u>20,739</u>	<u>23,750</u>	<u>2,461</u>	<u>3,892</u>	<u>0</u>
Other:								
Refund of Prior Year Grant	29,345	0	0	0	0	29,345	0	0
Sales Tax Paid	17,350	0	0	17,350	0	0	0	0
	<u>46,695</u>	<u>0</u>	<u>0</u>	<u>17,350</u>	<u>0</u>	<u>29,345</u>	<u>0</u>	<u>0</u>
Total Other Funds Expenditures	<u>\$ 10,043,258</u>	<u>\$ 1,620,259</u>	<u>\$ (89,088)</u>	<u>\$ 59,572</u>	<u>\$ 175,921</u>	<u>\$ 80,064</u>	<u>\$ 48,524</u>	<u>\$ 8,148,006</u>

The accompanying notes are an integral part of the financial statements.

**PARTNERSHIP FOR CHILDREN OF CUMBERLAND COUNTY, INC.
FINANCIAL SUMMARY - WHAT YOU NEED TO KNOW**

Board Responsibility

The review of the financial statements is the responsibility of the Committee and Board Members of PFC.

The detailed financial reports have been provided to you via email and will be provided electronically during the meeting.

June 30, 2020

1 Balance Sheet

- a. The cash balances; investments and liabilities are at the anticipated amounts and are sufficient for the current needs.
- b. Historically at year end and in July, funds are at its lowest until grant reimbursements are received during the first quarter.

2 Smart Start Grant [State Funds]

- a. Due to the pandemic affecting the entire fourth quarter of our fiscal year as well as other variables out of our control, the Smart Start reversion at June 30, 2020 was larger than our historical amounts.
The fiscal year 2019-2020 Smart Start allocation of **\$6,819,643 [includes DSS and WAGE\$ PLUS \$246,596 of prior year reverted funds]** was spent except for the following activities of PFC's in-house service providers and four activities for the Direct Service Partners (DSPs)

b. PFC IN-HOUSE ACTIVITIES

Child Care Resource & Referral - Subsidy TANF	\$ 6,934.74
Child Care Resource & Referral (CCR&R) Subsidy - Non-TANF	38,775.67
Child Care Resource & Referral (CCR&R) Core	226,617.73
Child Care Resource & Referral (CCR&R) Child Passenger Safety Car Seat	2,723.21
PFC - Family Resource Center	43,257.17
PFC - All Children Excel (ACE)	19,041.77
PFC - Community Engagement	11,352.58
PFC - Planning and Evaluation	66,192.71
TOTAL	\$ 414,895.58

c. DIRECT SERVICE PARTNERS ACTIVITIES

Easter Seals UCP - Spainhour/Childplay	\$ 1,910.30
Carolina Collaborative Community Care (4'Cs) - Assuring Better Health and Development [ABCD]	1,394.11
Carolina Collaborative Community Care (4'Cs) - Reach Out and Read	1,021.17
Kerri Hurley - Kindermusik & Music Therapy	6,371.29
	\$ 10,696.87

	Percentage Not Spent	
To Be Reverted to NCPC	\$ 425,592.45	6.24%

3 NC Pre-Kindergarten Grant [State and Federal Funds]

- a. At yearend, DCDEE amended PFC's current NC Pre-K revenue reimbursements by decreasing the state funds and increasing the federal funds by \$396,270, respectively. The total NC Pre-K grant remained at \$9,098,098 with \$6,923.629 in federal funds and \$2,174,469 in state funds per the contract amendment effective 10/1/2019.
- b. Due to the amount of federal funds received, the Partnership *will be* audited extensively for fiscal responsibility and federal compliances, i.e. an A-133 audit since we have spent at least \$750,000 in federal funds for the fiscal year.
- c. All of the fiscal year 2019-2020 NC Pre-Kindergarten grants of **\$9,098,098** was spent except for:

State - Subsidy TANF	396,270.00	
Federal - Subsidy TANF	800.00	
TOTAL	\$ 397,070.00	This amount was NOT drawn down and thus is not reverted to DCDEE

Not Spent
4.36%

This brings the total grant to \$9,098,098, which currently consists of \$2,174,469 of state funds and \$6,923,629 of federal funds.

**PARTNERSHIP FOR CHILDREN OF CUMBERLAND COUNTY, INC.
FINANCIAL SUMMARY - WHAT YOU NEED TO KNOW**

Board Responsibility

The review of the financial statements is the responsibility of the Committee and Board Members of PFC.

The detailed financial reports have been provided to you via email and will be provided electronically during the meeting.

June 30, 2020

4 DCDEE - Region 5 Grants [Federal Funds]

All of the fiscal year 2019-2020 Region 5 Lead Agency grants of \$796,555 was spent except for:

Core Services	\$ 43,760.32	This amount will be reverted to SWCDC
Infant Toddler Project	\$ 4,600.46	This amount will be reverted to SWCDC
Healthy Social Behaviors (HSB)	\$ -	PFC was notified on 06-09-20 by the Statewide Project Manager for this grant that "DCDEE has requested that HSB accept a no-cost 2-month contract extension in order to fund HSB services in each region through August 31, 2020." At 06-30-2020, SWCDC owed PFC for June expenditures of \$19,631.60.
TOTAL	\$ 48,360.78	

Percentage Not Spent
6.07%

5 All Funding Sources

- a. The cash balance at month-end is as projected and is sufficient for the requirements of the upcoming month.
- b. The final reimbursements for the Mid Carolina Grant and the NC Pre-K Grant were NOT received by June 30th.

6 Unrestricted State Revenues (USR) - Fund 208

- a. The goal is to continue to use these funds only when other funding streams cannot be used or is not available.
- b. Investment funds of \$25,000 were moved from PNC Bank Money Market Account and deposited into the Bank of America operating account to cover the projected shortfall in Fund 208 which is currently used to support administrative costs. This action was approved by the Board on October 18, 2018.
- c. Investment funds of \$100,500 and \$100,100 were moved from PNC Bank Money Market Account and deposited into Select Bank and Lumbee Guaranty Bank, respectively to diversified funds as approved by the Board on October 18, 2018.
- d. The cash equivalent balances in Fund 208 consists of the following at the end of the month:

PNC Bank Money Market Account	220,095.41	<i>Does not include interest earned in Fund 899</i>
Select Bank - Certificate of Deposit	100,000.00	<i>Does not include interest earned in Fund 899</i>
Lumbee Bank - Certificate of Deposit	100,000.00	<i>Does not include interest earned in Fund 899</i>
Lumbee Bank - Checking Account [from investments]	125.00	<i>Deposited \$100, Fees of \$40 refunded, Deposited \$25</i>
E-Trade Funds Account	68,000.00	<i>Gains/Losses are not reflected in the financial statements</i>
	<u>488,220.41</u>	

Interest Earned - Fund 899	
PNC Bank Money Market	23,748.46
Select Bank - CD	3,126.82
Lumbee Bank - CD	2,285.66
	<u>29,160.94</u>

Investments - Fund 208	488,220.41
Interest Earned - Fund 899	29,160.94
TOTAL INVESTMENTS PLUS INTEREST	<u>517,381.35</u>

- e. There is currently a sufficient balance in the operating funds portion of the USR funding stream for the upcoming fiscal year.

7 Cash and In-kind Report

- a. The 19% match amount reflected on the monthly report is reflected at 100% of the full allocation.
- b. PFC's Leadership Team, staff and Board members will continue to discuss and implement strategies to meet our match requirement. PFC did not meet the 19% match requirement for FY1819, FY1718 nor for FY1617.
- c. Since the 19% required match was not met for the FY ended June 30, 2020, there will be no contribution to the PFC endowment.
- d. The penalty for not meeting the match in FY1920 has been waived due to COVID-19.

PARTNERSHIP FOR CHILDREN OF CUMBERLAND COUNTY, INC.

Cash & In-Kind Contributions Report
Fiscal Year 2019/2020

Total Smart Start Allocation: \$ 6,819,643.00
 Target Cash & In-Kind Required (19%): \$ 1,295,732.17
 Target Cash Required (≥13%): \$ 886,553.59
 Target In-Kind Required (±6%): \$ 409,178.58

1

CASH DONATIONS		March	April	May	June	Y-T-D
Cash Donations - In-House						
Board & Committee Donations	501-4410	\$ 120.00	\$ 20.00	\$ 120.00	\$ 535.00	\$ 2,145.00
Staff Donations	501-4410	\$ -	\$ 50.00	\$ 24.50	\$ 58.00	\$ 213.60
Donations - General Admin Operations	501-4410	\$ 230.00	\$ 865.00	\$ 68.31	\$ 570.00	\$ 9,207.61
Donations - General CCR&R	501-4410	\$ -	\$ -	\$ -	\$ -	\$ -
Donations - Reach Out & Read	501-4410	\$ -	\$ -	\$ -	\$ -	\$ -
Donations - General PD&C	501-4410	\$ -	\$ -	\$ -	\$ -	\$ -
Donations - General PFCRC	501-4410	\$ -	\$ -	\$ -	\$ -	\$ -
Donations - PD&C KidStuff	501-4410	\$ -	\$ -	\$ -	\$ -	\$ -
Donations - NC Pre-K SS Allowable	501-4420	\$ -	\$ -	\$ -	\$ -	\$ 2,000.00
Donations - Vending Machine Proceeds	515-4410	\$ 47.15	\$ 50.90	\$ -	\$ -	\$ 512.80
Donations - PFC Annual Engagements	531-4410	\$ -	\$ -	\$ -	\$ -	\$ -
Donations - Forward March Conference	806-4830	\$ 10,250.00	\$ -	\$ -	\$ -	\$ 11,250.00
Donations - Fundraising Events 2018	820-4611	\$ -	\$ -	\$ -	\$ -	\$ -
Donations - Fundraising Events 2019	820-4611	\$ -	\$ -	\$ -	\$ -	\$ 2,500.00
Donations - Fundraising Event Sales 2019	820-4601	\$ -	\$ -	\$ -	\$ -	\$ -
Donations - Fundraising Event Sales 2020	820-4601	\$ 3,423.00	\$ -	\$ -	\$ 6,500.00	\$ 24,373.00
Program Income - Rent from Resource Center I	801-4824	\$ 3,137.02	\$ 4,548.23	\$ 7,476.62	\$ 4,316.78	\$ 49,978.56
Program Income - Conference Room Rental RCI	801-4762	\$ -	\$ -	\$ -	\$ 50.00	\$ 2,100.00
Program Income - Nurturing Parenting Workshop Ft	801-4836	\$ -	\$ -	\$ -	\$ -	\$ -
Program Income - Tenant Copier Fees	801-5311	\$ 18.20	\$ -	\$ -	\$ -	\$ 331.59
Program Income - CCR&R Workshop Fees	801-4823	\$ 1,415.00	\$ -	\$ 405.00	\$ 610.00	\$ 13,900.00
Program Income - CCR&R Resource Library Fees	801-4823	\$ 56.20	\$ -	\$ -	\$ -	\$ 747.69
Program Income - PDCC IACET Workshop Fees	801-4822	\$ -	\$ -	\$ -	\$ -	\$ 1,730.00
Program Income - PD&C Services	801-4834	\$ -	\$ -	\$ -	\$ -	\$ -
Program Income - PD&C KidStuff	801-4834	\$ 125.00	\$ -	\$ -	\$ -	\$ 125.00
Program Income - Summer Camp Expo	801-4833	\$ -	\$ -	\$ -	\$ -	\$ -
Program Income - Other	801-4827	\$ -	\$ -	\$ -	\$ -	\$ -
Program Income - Rent from Resource Center II	812-4761	\$ 4,750.00	\$ 4,750.00	\$ 4,750.00	\$ 4,750.00	\$ 57,000.00
Cost Reduction - Car Seat Program Parent Fees	146-6902	\$ 80.00	\$ -	\$ -	\$ -	\$ 280.00
Quality Enhancement - Cash Matches	144-6904	\$ -	\$ -	\$ -	\$ -	\$ -
Cost Reduction - Unlimited Online Learning	144-5317	\$ -	\$ -	\$ -	\$ -	\$ -
Total Cash Donations - In-House		\$ 23,651.57	\$ 10,284.13	\$ 12,844.43	\$ 17,389.78	\$ 178,394.85

Cash Donations - Direct Service Providers						
1st Quarter (July - September)						\$ -
2nd Quarter (October - December)						\$ 28,698.62
3rd Quarter (January - March)	\$ 11,682.55					\$ 108,318.04*
4th Quarter (April - June)		\$ -			\$ 7,204.97	\$ 7,204.97
PFC Child Care Subsidy Parent Fees		\$ -	\$ -	\$ -	\$ -	\$ -
Total Cash Donations - Direct Service Providers	\$ 11,682.55	\$ -	\$ -	\$ -	\$ 7,204.97	\$ 144,221.63

TOTAL CASH DONATIONS	\$ 35,334.12	\$ 10,284.13	\$ 12,844.43	\$ 24,594.75	\$ 322,616.48
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2

GRANTS		March	April	May	June	Y-T-D
Carmax Foundation (100% Private Grants)	536-4426					\$ -
WalMart Foundation (100% Private Grants)	533-4423					\$ -
Raising A Reader (100% Private Grants)	534-4420					\$ -
Kohl's Corporate Grants (100% Private Grants)	518-4420					\$ 930.00
Cumberland Community Foundation (100% Private	535-4425	\$ 50,000.00				\$ 50,000.00
TOTAL GRANTS		\$ 50,000.00	\$ -	\$ -	\$ -	\$ 50,930.00

5.5%

IN-KIND DONATIONS		March	April	May	June	Y-T-D
In-Kind Donations - In-House						
In-Kind Donations - Volunteer Time						\$ 30,275.37
Discounts on Materials - Kaplan						\$ -
Discounts on Materials - Brame						\$ -
Discounts on Materials - Discount School Supply						\$ -
Discounts on Materials - Lakeshore						\$ -
Discounts on Software - Techsoup Stock				\$ 60,954.00		\$ 60,954.00
Donations - Other In-Kind						\$ 65.00
PFC Staff Donations - Supplies and Mileage						\$ -
PFC Board Member Donations - Supplies and Mileage						\$ -
Total In-Kind Donations - In-House		\$ -	\$ -	\$ 60,954.00	\$ -	\$ 91,294.37

In-Kind Donations - Direct Service Providers						
1st Quarter (July - September)						\$ -
2nd Quarter (October - December)						\$ 10,828.00
3rd Quarter (January - March)	\$ 8,547.96					\$ 8,547.96
4th Quarter (April - June)					\$ 2,842.59	\$ 2,842.59
Total In-Kind Donations - Direct Service Providers	\$ 8,547.96	\$ -	\$ -	\$ -	\$ 2,842.59	\$ 22,218.55

TOTAL IN-KIND DONATIONS	\$ 8,547.96	\$ -	\$ 60,954.00	\$ 2,842.59	\$ 113,512.92
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1.7%

GRAND TOTAL	\$ 93,882.08	\$ 10,284.13	\$ 73,798.43	\$ 27,437.34	\$ 487,059.40
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7.1%

- 1 - Current Month Reporting
- 2 - YTD Cash Reported
- 3 - YTD In-Kind Reported
- 4 - Amount remaining to reach target

TARGET REMAINING	\$ (808,672.78)
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4

* Parent Fees estimated as of Dec 2019 per NCPC

PARTNERSHIP FOR CHILDREN OF CUMBERLAND COUNTY, INC.

FOOTNOTES FOR FINANCIAL REPORTS July 31, 2020

FOOTNOTES - BALANCE SHEET

A. The cash accounts at July 31, 2020 total \$1,382,781.30.

Included in the cash balance amount are the following investment vehicles:

Banking Institution	Investment Type	Current Amount	Term (months)	Maturity Date	Interest Rate	Annual Percentage Yield
PNC Bank	Money Market	\$243,854.20	n/a	n/a	n/a	.50%
Select Bank	CD	\$103,126.82	15	05/20/21	1.10%	1.11%
Lumbee Bank	CD	\$102,285.66	15	05/21/21	.55%	.55%
Lumbee Bank	Checking	\$125.00	n/a	n/a	n/a	n/a
E-Trade	Financial Trades	\$68,000.00	n/a	n/a	n/a	n/a
Cumberland Community Foundation	Beneficial Interest in Endowment Fund	\$31,384.00	n/a	n/a	n/a	n/a
TOTAL		\$548,775.68				

B. Employees' payroll deductions at July 31, 2020 from the current month and from prior months total \$(7,762.53) which includes \$8,150.00 of pre-funded HRA/FSA anticipated to be deducted by Blue Cross and Blue Shield in November 2020. These accounts are reconciled on a monthly basis and at yearend to ensure that the correct amounts are being accounted for.

C. Per Board approval, an endowment fund was established on June 29, 2012 with the Cumberland Community Foundation, Inc. with an initial amount of \$25,000.00. Since this amount is an irrevocable gift of assets, it is classified as a permanently restricted net asset for accounting purposes. It is also classified as a "Beneficial Interest in Community Foundation" in the Assets section of the Balance Sheet.

NCPC defines permanently restricted net assets as "used to classify assets that have donor-imposed stipulations that neither expire with time nor can be fulfilled or removed by actions of the organization. An example would be an endowment fund whereby the principal is maintained for investment purposes and the interest earnings may be available for use. This FASB code is rarely used."

Additional funds totaling \$4,732.00 was added to the endowment as of June 30, 2013. The Partnership made an additional deposit of \$768.00 to the endowment in September 2014. The Partnership also made an additional deposit of \$666.00 to the endowment in July 2015. During January 2016, additional deposits totaling \$218.00 were received for the endowment. This amount was transferred to the Foundation in February 2016. The total contributions from the Partnership to the endowment, including these funds, are now a total of \$31,384.00. There were no additional funds added to this endowment during the 2016-2017 fiscal year.

FOOTNOTES FOR FINANCIAL REPORTS

July 31, 2020

FOOTNOTES - SMART START GRANT SPREADSHEET

SERVICES (In-House Activities): The Smart Start grants for all of the Service budgets are in contract at 85% of full allocation effective July 1, 2020.

DIRECT SERVICE PROVIDERS: The Smart Start grants for all of the Direct Service Providers (DSPs) budgets are in contract at 85% of full allocation effective July 1, 2020.

ADMINISTRATION: The Smart Start grant for the Administration budget is in contract at 85% of full allocation effective July 1, 2020.

Partnership for Children of Cumberland County, Inc.
Balance Sheet
July 31, 2020

Assets

Bank of America Checking Account	\$ 833,605.62	}	A
PNC Bank - Money Market Reserve	243,854.20		
Select Bank - Certificate of Deposit	103,126.82		
Lumbee Bank - Certificate of Deposit	102,285.66		
Lumbee Bank - Checking Account [from investments]	125.00		
E-Trade Funds Account	68,000.00		
Petty Cash, Change Funds, Undeposited Receipts	400.00		
Beneficial Interest in Community Foundation	31,384.00		
Total Assets	1,382,781.30		

Liabilities and Net Assets

Forfeited FSA and HRA Pre-Funding	(7,022.87)	}	B
COBRA Insurances	34.87		
Health Insurance Payable	0.01		
Flex-Spending Payable	(740.05)		
AFLAC Payable	(33.84)		
Dental Insurance Payable	(0.04)		
Vision Payable	(0.60)		
Legal Shield Payable	(0.01)		
Tenant Security Deposits	23,349.30		
Unrestricted Net Assets	1,052,898.95		
Temporarily Restricted Net Assets	149,030.53		
Permanently Restricted Net Assets	31,384.00		C
Excess Revenues over (under) Expenditures	133,881.05		
Total Liabilities and Net Assets	\$ 1,382,781.30		

PARTNERSHIP FOR CHILDREN OF CUMBERLAND COUNTY, INC. - SMART START GRANT - FY 2020 - 2021

FY 20/21 SMART START 85% ALLOCATION		\$5,587,090
TOTAL ALLOCATION FOR ADMINISTRATION ----->		\$325,958
FY 20/21 Smart Start Admin Base Allocation		\$270,087
FY 20/21 Addition of 1% Fundraising Grant [9200-990]		\$55,871
TOTAL ALLOCATION FOR SERVICES ----->		\$5,261,132
FY 20/21 Smart Start Services Allocation :		\$5,317,003
FY 20/21 Reduction for 1% Fundraising Grant [9200-990]		\$ (55,871)
Carryforward Funds from FY19/20 to be used in FY20/21		\$0

AS OF JULY 2020

										If monthly spending was equal, at month-end, the percentages should be:	
										8%	92%
										EXPENDITURES	
Activity	Agency		07/01/20 Budget	Advances	July	August	Y-T-D	Remaining Budget	% of Budget Expended	% of Available Funds	
Early Care & Education Subsidy - TANF Only											
1	Subsidized Child Care	Dept. of Social Services	\$ 1,895,760.00		\$ -	\$ -	\$ -	\$ 1,895,760.00	0%	100%	
2	CCR&R - Subsidy	Partnership for Children	\$ 311,413.00		\$ -	\$ -	\$ -	\$ 311,413.00	0%	100%	
3	Child Care Scholarships	Fayetteville Tech. Com. College	\$ 176,171.00		\$ -	\$ -	\$ -	\$ 176,171.00	0%	100%	
4	NC Pre-K Susidy TANF	Partnership for Children	\$ -		\$ -	\$ -	\$ -	\$ -	#DIV/0!	#DIV/0!	
		ECE Subsidy TANF Total:	45% \$ 2,383,344.00	\$ -	\$ -	\$ -	\$ -	\$ 2,383,344.00	0%		
		Minimum of 39% Required									
Early Care & Education Subsidy - Non-TANF											
5	CCR&R - Non-TANF Dual Subsidy	Partnership for Children	\$ 50,575.00		\$ -	\$ -	\$ -	\$ 50,575.00	0%	100%	
6	Spainhour/Child Play	Easter Seals UCP	\$ 77,957.00		\$ -	\$ -	\$ -	\$ 77,957.00	0%	100%	
7	NC Pre-K Subsidy Non-TANF	Partnership for Children	\$ -		\$ -	\$ -	\$ -	\$ -	#DIV/0!	#DIV/0!	
		ECE Subsidy Non-TANF Total:	2% \$ 128,532.00	\$ -	\$ -	\$ -	\$ -	\$ 128,532.00	0%		
Early Care & Education Subsidy - Administration											
8	Subsidy Support Staff	Dept. of Social Services	\$ 135,836.00		\$ -	\$ -	\$ -	\$ 135,836.00	0%	100%	
9	Child Care Scholarship - Admin Support	Fayetteville Tech. Com. College	\$ 9,733.00		\$ -	\$ -	\$ -	\$ 9,733.00	0%	100%	
10	CCR&R - Subsidy Administration	Partnership for Children	\$ 29,877.00		\$ -	\$ -	\$ -	\$ 29,877.00	0%	100%	
		ECE Subsidy Administration Total	3% \$ 175,446.00	\$ -	\$ 6.29	\$ -	\$ -	\$ 175,446.00	0%		
Early Care & Education Quality & Affordability											
11	CCR&R - Core Services	Partnership for Children	\$1,180,820.00		\$ 139,366.53	\$ -	\$ 139,366.53	\$ 1,041,453.47	12%	88%	
12	WAGE\$	Child Care Svcs. Association	\$ 315,821.00		\$ -	\$ -	\$ -	\$ 315,821.00	0%	100%	
		ECE Quality Total:	28% \$ 1,496,641.00	\$ -	\$ 139,366.53	\$ -	\$ 139,366.53	\$ 1,357,274.47	9%		
		Minimum of 70% Total Required	80%								

PARTNERSHIP FOR CHILDREN OF CUMBERLAND COUNTY, INC. - SMART START GRANT - FY 2020 - 2021

FY 20/21 SMART START 85% ALLOCATION		\$5,587,090
TOTAL ALLOCATION FOR ADMINISTRATION ----->		
TOTAL ALLOCATION FOR ADMINISTRATION ----->		\$325,958
FY 20/21 Smart Start Admin Base Allocation		\$270,087
FY 20/21 Addition of 1% Fundraising Grant [9200-990]		\$55,871
TOTAL ALLOCATION FOR SERVICES ----->		
TOTAL ALLOCATION FOR SERVICES ----->		\$5,261,132
FY 20/21 Smart Start Services Allocation :		\$5,317,003
FY 20/21 Reduction for 1% Fundraising Grant [9200-990]		\$ (55,871)
Carryforward Funds from FY19/20 to be used in FY20/21		\$0

AS OF JULY 2020

		EXPENDITURES							If monthly spending was equal, at month-end, the percentages should be:	
		07/01/20	Advances	July	August	Y-T-D	Remaining Budget	8%	92%	
Activity	Agency	Budget						% of Budget Expended	% of Available Funds	
Health and Safety										
13	Assuring Better Health and Development (ABCD)	Carolina Collaborative Community Care (4C)	\$ 78,402.00	\$ -	\$ -	\$ -	\$ 78,402.00	0%	100%	
14	Family Connect	IH Partnership for Children	\$ 85,000.00	\$ -	\$ -	\$ -	\$ 85,000.00	0%	100%	
15	Kindermusik & Music Therapy [NEW PSC FOR FY1819 effective 7-1-18 per NCPC]	Kerri Hurley	\$ 48,628.00	\$ -	\$ -	\$ -	\$ 48,628.00	0%	100%	
		Health & Safety Total:	4% \$ 212,030.00	\$ -	\$ -	\$ -	\$ 212,030.00	0%		
Family Support										
16	Autism Outreach & Resource Ctr.	Autism of CC	\$ 38,250.00	\$ -	\$ -	\$ -	\$ 38,250.00	0%	100%	
17	PFC Family Resource Center	IH Partnership for Children	\$ 134,422.00	\$ 15,632.37	\$ -	\$ 15,632.37	\$ 118,789.63	12%	88%	
18	All Children Excel [ACE]	IH Partnership for Children	\$ 170,808.00	\$ 21,852.97	\$ -	\$ 21,852.97	\$ 148,955.03	13%	87%	
19	Child Passenger Safety Car Seat	IH Partnership for Children	\$ 4,250.00	\$ -	\$ -	\$ -	\$ 4,250.00	0%	100%	
20	Community Engagement & Resource Development	IH Partnership for Children	\$ 215,900.00	\$ 25,462.51	\$ -	\$ 25,462.51	\$ 190,437.49	12%	88%	
21	Reach Out & Read Grant	Carolina Collaborative Community Care (4C)	\$ 14,025.00	\$ -	\$ -	\$ -	\$ 14,025.00	0%	100%	
		Family Support Total:	11% \$ 577,655.00	\$ -	\$ 62,947.85	\$ -	\$ 62,947.85	\$ 514,707.15	11%	
System Support										
22	P&E - Planning & Evaluation	IH Partnership for Children	\$ 287,484.00	\$ 36,132.97	\$ -	\$ 36,132.97	\$ 251,351.03	13%	87%	
		System Support Total:	5% \$ 287,484.00	\$ -	\$ 36,132.97	\$ -	\$ 36,132.97	\$ 251,351.03	13%	
		Total of Approved Projects:	\$ 5,261,132.00	\$ -	\$ 238,453.64	\$ -	\$ 238,447.35	\$ 5,022,684.65		
23	Administration	IH Partnership for Children	5% \$ 270,087.00	\$ -	\$ 46,287.95	\$ -	\$ 46,287.95	\$ 223,799.05	17%	83%
24	1% Fundraising	IH Partnership for Children	1% \$ 55,871.00	\$ -	\$ 1.00	\$ -	\$ 1.00	\$ 55,870.00	0%	100%
		Unallocated Smart Start SERVICES Funds	\$ -							
		Unallocated Smart Start ADMINISTRATION Funds	\$ -							
		Total Smart Start Funds Expended	\$ -	\$ 284,742.59	\$ -	\$ 284,736.30				
		Total Allocated Smart Start Funds Remaining					\$ 5,302,353.70			

Partnership for Children of Cumberland County, Inc. - NC PRE-KINDERGARTEN GRANT

Fiscal Year 2020/ 2021

FY 20/21 Revenues per Contract	
\$ 8,398,200	NC Pre-k Grant Payments to Providers
\$ 174,963	2% CCDF Quality Funds
\$ 174,963	2% New Capacity Building Funds
\$ 349,927	4% Administrative Fee
\$ 9,098,053	Total NC Pre-k Grant

as of July 31, 2020	
SHOULD BE	
8%	92%

FUND	Activity	FY 20/21 Budget					Y-T-D	Remaining Budget	% of Budget Expended	% of Available Funds
		7/1/2020	July	August	September					
211	9100-999 Administrative Operations	\$ 5,565.00	\$ 5,560.33	\$ -	\$ -	\$ 5,560.33	\$ 4.67	100%	0%	
	3104-001 CCR&R - Core	\$ 92,383.00	\$ 12,125.90	\$ -	\$ -	\$ 12,125.90	\$ 80,257.10	13%	87%	
	3323-017 NC Pre-k Coordination (In-Direct)	\$ 251,979.00	\$ 24,324.63	\$ -	\$ -	\$ 24,324.63	\$ 227,654.37	10%	90%	
	Fund 211 Sub-Total	\$ 349,927.00	\$ 42,010.86	\$ 0.00	\$ 0.00	\$ 42,010.86	\$ 307,916.14	12%	88%	
206	2342-015 NC Pre-k Subsidy (Direct - Child Reimbursement) - State Funds	\$ 452,862.00	\$ -	\$ -	\$ -	\$ 0.00	\$ 452,862.00	0%	100%	
	2348-015 NC Pre-K Non-TANF/CCDF - State Funds	\$ 99,409.00	\$ -	\$ -	\$ -	\$ 0.00	\$ 99,409.00	0%	100%	
	Fund 206 Sub-Total	\$ 552,271.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 552,271.00	0%	100%	
210	2342-015 NC Pre-k Subsidy (Direct - Child Reimbursement) - State Funds	\$ 3,488,945.00	\$ -	\$ -	\$ -	\$ 0.00	\$ 3,488,945.00	0%	100%	
	2348-015 NC Pre-K Non-TANF/CCDF - State Funds	\$ 765,866.00	\$ -	\$ -	\$ -	\$ 0.00	\$ 765,866.00	0%	100%	
	Fund 210 Sub-Total	\$ 4,254,811.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 4,254,811.00	0%	100%	
319	2342-015 NC Pre-k Subsidy TANF (Direct - Child Reimbursement) - Federal Funds	\$ 2,980,628.00	\$ -	\$ -	\$ -	\$ 0.00	\$ 2,980,628.00	0%	100%	
	2348-015 NC Pre-K Non-TANF/CCDF - Federal Funds	\$ 610,490.00	\$ -	\$ -	\$ -	\$ 0.00	\$ 610,490.00	0%	100%	
	Fund 319 Sub-Total	\$ 3,591,118.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 3,591,118.00	0%	251%	
328	3322-017 NC Pre-K New CCDF Quality Funds - Federal Funds	\$ 174,963.00	\$ 32,785.37	\$ -	\$ -	\$ 32,785.37	\$ 142,177.63	19%	81%	
212	3323-017 NC Pre-K New Capacity Building Funds - State Funds	\$ 150.00	\$ 150.00	\$ -	\$ -	\$ 150.00	\$ 0.00	100%	0%	
212	9100-999 NC Pre-K New Capacity Building Funds - State Funds	\$ 174,813.00	\$ 18,481.30	\$ -	\$ -	\$ 18,481.30	\$ 156,331.70	11%	89%	
	Fund 212 Sub-Total	\$ 174,963.00	\$ 18,631.30	\$ 0.00	\$ 0.00	\$ 18,631.30	\$ 156,331.70	89%		

Total Budget Remaining \$9,004,625.47

Total NC Pre-K Grant	\$ 9,098,053.00
Unallocated NC Pre-k Revenues	\$ -
Total NC Pre-k Grant Expended	\$ 93,427.53
Total State Funds	\$ 5,331,972
Total Federal Funds	\$ 3,766,081
Total NC Pre-K Grant	\$ 9,098,053.00

Partnership for Children of Cumberland County, Inc.

Region 5 DCDEE Lead Agency Grant
Fiscal Year 2020 - 2021

TOTAL FY 2020 - 2021 REGION 5 LEAD AGENCY ALLOCATION

\$0.00

FY 2020 - 2021 10% Overhead / Administration Allocation

\$0.00

FY 2020 - 2021 Program/Services Allocation

\$0.00

										as of July 31, 2020	
EXPENDITURES										100%	8%
Activity			Effective 7/1/2020	07/01/20 Budget	July	August	September	Y-T-D	Remaining Budget	% of Budget Expended	% of Available Funds
Region 5 Lead Agency - Core Services			\$0.00	\$ -	\$ 21,576.49	\$ -	\$ -	\$ 21,576.49	\$ (21,576.49)	#DIV/0!	#DIV/0!
Core Services - 10% Overhead/Administration for CCR&R			\$0.00	\$ -	\$ 82.63	\$ -	\$ -	\$ 82.63	\$ (82.63)	#DIV/0!	#DIV/0!
Core Services - 10% Overhead/Administration for Admin Ops			\$0.00	\$ -	\$ 6.26	\$ -	\$ -	\$ 6.26	\$ (6.26)	#DIV/0!	#DIV/0!
Contracts & Grants - Anson County			\$0.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	#DIV/0!	#DIV/0!
Contracts & Grants - Montgomery County			\$0.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	#DIV/0!	#DIV/0!
Contracts & Grants - Moore County			\$0.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	#DIV/0!	#DIV/0!
Contracts & Grants - Richmond County			\$0.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	#DIV/0!	#DIV/0!
		#DIV/0!	\$ -	\$ -	\$ 21,665.38	\$ -	\$ -	\$ 21,665.38	\$ (21,665.38)	#DIV/0!	#DIV/0!
Region 5 Infant Toddler Project			\$0.00	\$ -	\$ 7,367.79	\$ -	\$ -	\$ 7,367.79	\$ (7,367.79)	#DIV/0!	#DIV/0!
Infant Toddler - 10% Overhead/Administration for CCR&R			\$0.00	\$ -	\$ 31.95	\$ -	\$ -	\$ 31.95	\$ (31.95)	#DIV/0!	#DIV/0!
Infant Toddler - 10% Overhead/Administration for Admin Ops			\$0.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	#DIV/0!	#DIV/0!
		#DIV/0!	\$0.00	\$ -	\$ 7,399.74	\$ -	\$ -	\$ 7,399.74	\$ (7,399.74)	#DIV/0!	#DIV/0!
Region 5 Healthy Social Behaviors Project			\$0.00	\$ -	\$ 13,916.74	\$ -	\$ -	\$ 13,916.74	\$ (13,916.74)	#DIV/0!	#DIV/0!
Healthy Social Behavior - 10% Overhead/Administration for CCR&R			\$0.00	\$ -	\$ 46.54	\$ -	\$ -	\$ 46.54	\$ (46.54)	#DIV/0!	#DIV/0!
Healthy Social Behavior - 10% Overhead/Administration for Admin Ops			\$0.00	\$ -	\$ 877.54	\$ -	\$ -	\$ 877.54	\$ (877.54)	#DIV/0!	#DIV/0!
		#DIV/0!	\$0.00	\$ -	\$ 14,840.82	\$ -	\$ -	\$ 14,840.82	\$ (14,840.82)	#DIV/0!	#DIV/0!
Total Allocated DCD Funds Remaining									\$ (43,905.94)		
Summary for 10% Overhead / Administration	PFC		\$0.00	\$ -	\$ 1,044.92	\$ -	\$ -	\$ 1,044.92	\$ (1,044.92)	#DIV/0!	#DIV/0!

Partnership for Children of Cumberland County, Inc.

All Funding Sources
Fiscal Year 2020 - 2021

FUND CODE		July 1, 2020 Beginning Cash Balance	Receipts				Expenditures				Ending Cash Balance
			July	August	September	YTD	July	August	September	YTD	
RESTRICTED FUNDS											
206	NC Pre-K Grant - State Funds (per child)	\$ 11,224.00	\$ -	\$ -	\$ -	\$ -	\$ 11,224.00	\$ -	\$ -	\$ 11,224.00	\$ -
210	NC Pre-K Expansion Grant - Lottery Funds - STATE FUNDS		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
211	NC Pre-K Grant - 4% Admin Fees	\$ 2,614.45	\$ -	\$ -	\$ -	\$ -	\$ 44,625.31	\$ -	\$ -	\$ 44,625.31	\$ (42,010.86)
	1/10 CASH PAYMENT from DCDEE -NC Pre-K Grant	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
212	NC Pre-K Capacity Building Grant - State Funds	\$ (25,234.78)	\$ 25,234.78	\$ -	\$ -	\$ 25,234.78	\$ 18,631.30	\$ -	\$ -	\$ 18,631.30	\$ (18,631.30)
319	NC Pre-K Grant (per slot) - Federal Funds	\$ 800.00	\$ 46,800.00	\$ -	\$ -	\$ 46,800.00	\$ 800.00	\$ -	\$ -	\$ 800.00	\$ 46,800.00
	1/10 CASH PAYMENT from DCDEE -NC Pre-K Grant	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
328	NC Pre-K Grant CCDF Quality Funds-Federal Funds	\$ (27,851.21)	\$ 27,851.20	\$ -	\$ -	\$ 27,851.20	\$ 32,785.37	\$ -	\$ -	\$ 32,785.37	\$ (32,785.38)
	Sub-total for NC Pre-K	\$ (38,447.54)								Sub-total	\$ (46,627.54)
301	Family CareGivers Program	\$ (2,067.12)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ (2,067.12)
307	DCD Grant - SWCDC	\$ 43,760.32	\$ -	\$ -	\$ -	\$ -	\$ 65,425.67	\$ -	\$ -	\$ 65,425.67	\$ (21,665.35)
312	Region 5 - Infant/Toddler Project	\$ 4,600.46	\$ -	\$ -	\$ -	\$ -	\$ 12,000.16	\$ -	\$ -	\$ 12,000.16	\$ (7,399.70)
313	Region 5 - Healthy Social Behavior	\$ (19,631.60)	\$ -	\$ -	\$ -	\$ -	\$ 15,193.55	\$ -	\$ -	\$ 15,193.55	\$ (34,825.15)
807	Region 5 - Program Income	\$ -	\$ 18.60	\$ -	\$ -	\$ 18.60	\$ 2,049.59	\$ -	\$ -	\$ 2,049.59	\$ (2,030.99)
	Sub-total for Other Restricted	\$ 26,662.06								Sub-total	\$ (67,988.31)
147	Smart Start - Admin. (FY 19/20)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ (76.80)	\$ -	\$ -	\$ (76.80)	\$ 76.80
148	Smart Start - Services (FY 19/20)	\$ 423,177.17	\$ -	\$ -	\$ -	\$ -	\$ 422,895.57	\$ -	\$ -	\$ 422,895.57	\$ 281.60
149	Smart Start - Admin. (FY 20/21)	\$ -	\$ 47,916.00	\$ -	\$ -	\$ 47,916.00	\$ 46,288.95	\$ -	\$ -	\$ 46,288.95	\$ 1,627.05
150	Smart Start - Services (FY 20/21)	\$ -	\$ 428,316.00	\$ -	\$ -	\$ 428,316.00	\$ 238,453.64	\$ -	\$ -	\$ 238,453.64	\$ 189,862.36
201	MAC SS Grant (Accting/Contracting)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 8,852.20	\$ -	\$ -	\$ 8,852.20	\$ (8,852.20)
216	Dolly Parton's Imagination Library	\$ 1,281.70	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,281.70
801	Program Income (SS Related)	\$ 68,725.43	\$ 3,002.57	\$ -	\$ -	\$ 3,002.57	\$ 6,708.39	\$ -	\$ -	\$ 6,708.39	\$ 65,019.61
804	GEMS Shared Services (PI SS Related)	\$ 1,300.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,300.00
902	COBRA - Employee Insurance Withholdings	\$ 34.87	\$ 88.22	\$ -	\$ -	\$ 88.22	\$ 88.22	\$ -	\$ -	\$ 88.22	\$ 34.87
	Sub-total for Smart Start & Related	\$ 494,519.17								Sub-total	\$ 250,631.79

Partnership for Children of Cumberland County, Inc.

All Funding Sources
Fiscal Year 2020 - 2021

FUND CODE		July 1, 2020 Beginning Cash Balance	Receipts				Expenditures				Ending Cash Balance
			July	August	September	YTD	July	August	September	YTD	
UNRESTRICTED FUNDS											
208	Unrestricted State Revenues - For Operating Purposes	\$ 15,140.22	\$ -	\$ -	\$ -	\$ -	\$ 2,163.46	\$ -	\$ -	\$ 2,163.46	\$ 12,976.76
	Unrestricted State Revenues - Invested in CDs and Money Market Account	\$ 488,220.41	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 488,220.41
501	Individual Gifts & Donations	\$ 50,620.59	\$ 775.00	\$ -	\$ -	\$ 775.00	\$ (1,838.70)	\$ -	\$ -	\$ (1,838.70)	\$ 53,234.29
515	Vending Machine Commissions	\$ 340.38	\$ 41.41	\$ -	\$ -	\$ 41.41	\$ -	\$ -	\$ -	\$ -	\$ 381.79
518	Kohl's Corporate Grants	\$ 4,356.34	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 4,356.34
536	The CarMax Foundation Grant	\$ 9,834.10	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 9,834.10
537	Foundation for the Carolinas Grant via Long Leaf Foundation	\$ 2,010.81	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 2,010.81
539	Foundation for the Carolinas Grant - Operation Restoration	\$ 90,712.50	\$ 75,000.00	\$ -	\$ -	\$ 75,000.00	\$ -	\$ -	\$ -	\$ -	\$ 165,712.50
543	CC Foundation - Family Connect Grant	\$ 33,922.64	\$ -	\$ -	\$ -	\$ -	\$ 5,913.18	\$ -	\$ -	\$ 5,913.18	\$ 28,009.46
544	Falcon Children's Home - Car Seat Safety Program Donation	\$ 5,000.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 5,000.00
545	CC Foundation - Toilet Training Grant	\$ 7,572.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 7,572.00
802	PFCRC II (Non-Smart Start)	\$ 85,333.91	\$ 12,545.66	\$ -	\$ -	\$ 12,545.66	\$ 8,816.29	\$ -	\$ -	\$ 8,816.29	\$ 89,063.28
806	Forward March Conference	\$ 42,408.25	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 42,408.25
812	PFCRC II - Administration	\$ 34,462.52	\$ 4,750.00	\$ -	\$ -	\$ 4,750.00	\$ 6,453.15	\$ -	\$ -	\$ 6,453.15	\$ 32,759.37
815	Hoke - Contracted Eval (not program income)	\$ 19,099.46	\$ -	\$ -	\$ -	\$ -	\$ 3,903.51	\$ -	\$ -	\$ 3,903.51	\$ 15,195.95
816	Contracted Data Services	\$ 3,448.15	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 3,448.15
820	Fundraising - PFC Annual Soiree	\$ 108,763.71	\$ 3,702.27	\$ -	\$ -	\$ 3,702.27	\$ 8,051.83	\$ -	\$ -	\$ 8,051.83	\$ 104,414.15
822	Fundraising - PFC Annual Soiree - Kidstuff	\$ 3,702.27	\$ (3,702.27)	\$ -	\$ -	\$ (3,702.27)	\$ -	\$ -	\$ -	\$ -	\$ -
824	Fundraising - PFC Annual Soiree - Administrative Allocation	\$ 6,587.08	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 6,587.08
825	Capital Projects Fund	\$ 21,578.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 21,578.00
827	Fundraising - Mission Moments	\$ 139.52	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 139.52
828	Fundraising - Early Care & Education Initiatives	\$ 1,804.28	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,804.28
897	Sales Tax	\$ (10,066.79)	\$ -	\$ -	\$ -	\$ -	\$ 282.24	\$ -	\$ -	\$ 282.24	\$ (10,349.03)
899	Interest Income (from Investment Funds)	\$ 29,160.94	\$ 10.33	\$ -	\$ -	\$ 10.33	\$ -	\$ -	\$ -	\$ -	\$ 29,171.27
904	Forfeited FSA	\$ (7,022.87)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ (7,022.87)
905	Employee Withholding	\$ (1,046.13)	\$ 39,684.19	\$ -	\$ -	\$ 39,684.19	\$ 39,412.59	\$ -	\$ -	\$ 39,412.59	\$ (774.53)
Sub-total for Unrestricted Funds		\$ 1,046,082.29									\$ 1,105,731.33

Partnership for Children of Cumberland County, Inc.

All Funding Sources
Fiscal Year 2020 - 2021

FUND CODE		July 1, 2020 Beginning Cash Balance	Receipts				Expenditures				Ending Cash Balance	
			July	August	September	YTD	July	August	September	YTD		
INFORMATION TECHNOLOGY												
992	PFC IT Management	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 417.42	\$ -	\$ -	\$ 417.42	\$ (417.42)	
993	IT - Core	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
994	IT - Outside Agencies	\$ 113,633.77	\$ 6,666.85	\$ -	\$ -	\$ 6,666.85	\$ 10,233.17	\$ -	\$ -	\$ 10,233.17	\$ 110,067.45	
995	IT - PFC Enhanced	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
996	IT - PFC Regular	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
Sub-total for Information Technology		\$ 113,633.77									Sub-total	\$ 109,650.03
OTHER FUNDS												
599	Cumberland Community Foundation Endowment	\$ 31,384.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 31,384.00	
Sub-total for Other Funds		\$ 31,384.00									Sub-total	\$ 31,384.00
TOTAL		\$ 1,673,833.75									TOTAL	\$ 1,382,781.30

ADDITIONAL SUMMARIZED INFORMATION
USR
Operating Cash 12,976.76
Investments 488,220.41
\$ 501,197.17
NCPK
Operating Cash (46,627.54)
Cash Advance -
\$ (46,627.54)

Partnership for Children of Cumberland County, Inc. - UNRESTRICTED STATE REVENUES [FUND 208]

							Fiscal Year 2020 / 2021		
							SHOULD BE:	8%	92%
Activity	FY 20/21 Budget Effective 7/1/2020	July	August	September	Expenditures Y-T-D	Unspent Allocated Budget Amount	% of Budget Expended	% of Available Funds	
Administrative Operations	\$ 12,000.00	\$ 2,163.46	\$ -	\$ -	\$ 2,163.46	\$ 9,836.54	18%	82%	
CC&R - Core (in case of Federal shutdown)	\$ 50,000.00	\$ -	\$ -	\$ -	\$ -	\$ 50,000.00	0%	100%	
Sub-Total	\$ 50,000.00	\$ -	\$ -	\$ -	\$ -	\$ 50,000.00	0%	100%	
Total Allocated Budget for FY20-21	62,000.00								
Allocated Budget Amount SPENT		\$ 2,163.46	\$ -	\$ -	\$ 2,163.46				
Allocated Budget Amount UNSPENT						\$ 59,836.54			
SUMMARY OF CASH AND INVESTMENTS									
July 1 - Total Cash Carryover including Investments							\$ 503,360.63		
Unallocated Unrestricted State Revenues at the month end					\$ (46,859.78)	<i><---- Cash of \$15,140.22 in GL 1113 at 07-01-20 less the FY 20-21 budget amount</i>			
Unspent Budget for FY20-21 at the month end					\$ 59,836.54				
Subtotal (cash in GL 1113 at the month end to be used for operating funds)			\$ -			\$ 12,976.76			
Investments at month end (Includes money market account and certificates of deposits, if applicable)	\$488,220.41	\$ -	\$ -	\$ -		\$ 488,220.41	<i><---- \$25,000 of the investments may be redeemed and used for operating funds if needed.</i>		
CURRENT TOTAL OF CASH AND INVESTMENTS AT THE MONTH END						\$ 501,197.17			

July 1, 2020 - July 31, 2020

Account Number: [REDACTED]
Account Type: NON-PROFIT

Customer Update:

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P.O. Box 484
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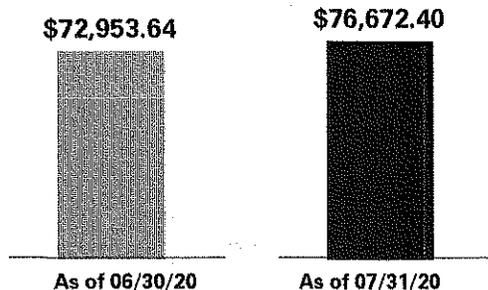


PARTNERSHIP FOR CHILDREN OF CU
351 WAGONER DRIVE SUITE 200
FAYETTEVILLE NC 28303-4672



E*TRADE Securities
Investment Account

Account At A Glance



Net Change: \$3,718.76

▲ DETACH HERE

PARTNERSHIP FOR CHILDREN OF CU
351 WAGONER DRIVE SUITE 200
FAYETTEVILLE NC 28303-4672

DETACH HERE ▲

Use This Deposit Slip

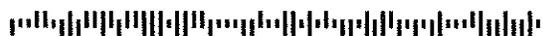
Please do not send cash

Make checks payable to E*TRADE Securities LLC

Dollars	Cents

TOTAL DEPOSIT

Mail deposits to:



E*TRADE SECURITIES LLC
P.O. Box 484
Jersey City, NJ 07303-0484

073120200001 111450253427

E*TRADE

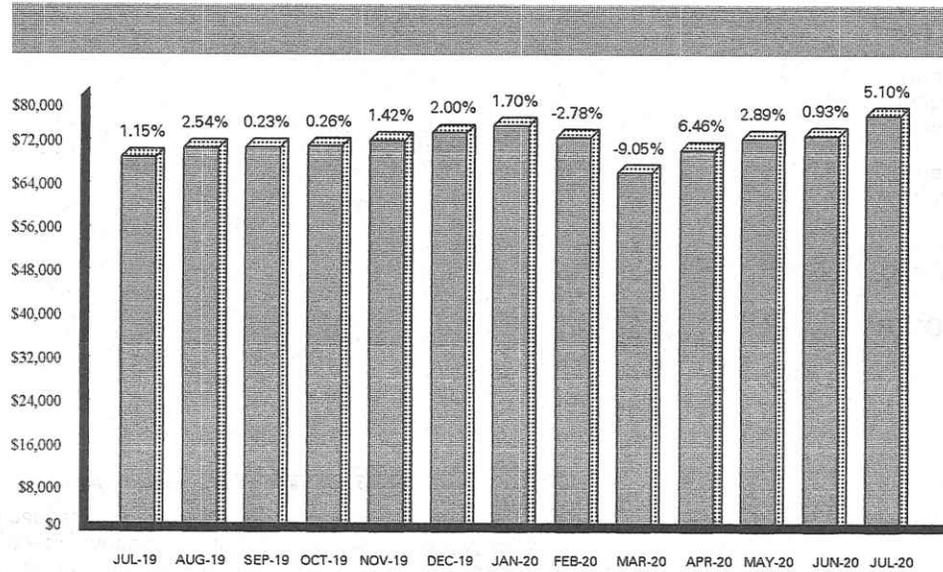


Account Number: [REDACTED]

Statement Period : July 1, 2020 - July 31, 2020

Account Type: NON-PROFIT

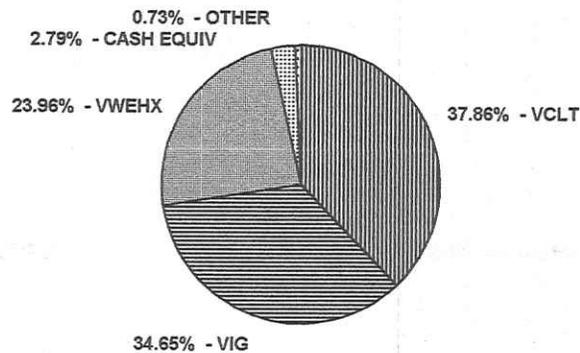
NET ACCOUNT VALUE BY MONTH END



ACCOUNT TRANSACTION SUMMARY

DESCRIPTION	THIS PERIOD	YEAR TO DATE
<u>Interest Received</u>		
Taxable	\$ 0.02	\$ 0.09
<u>Dividends Received</u>		
Taxable	\$ 221.30	\$ 1,156.48

TOP 10 ACCOUNT HOLDINGS (AS OF 07/31/20)





Account Number: [REDACTED]

Statement Period : July 1, 2020 - July 31, 2020

Account Type: NON-PROFIT

ACCOUNT HOLDINGS

CASH & CASH EQUIVALENTS (2.79% of Holdings)

DESCRIPTION	PORTFOLIO %	AMOUNT
Extended Insurance Sweep Deposit Account		
Opening Balance		1,941.90
Closing Balance	2.79	2,141.97
Average Balance		2,091.90
Extended Insurance Sweep Deposit Account Balance by Bank as of July 31, 2020		
ETRADE BANK		2,141.97

Under the Extended Insurance Sweep Deposit Account (ESDA) Program, cash balances from your brokerage account into the ESDA Program may shift from one program bank to another on a daily basis and a different combination or subset of the Program Banks may be used from day to day with dynamic deposit limits. Your ESDA Program cash balances will be FDIC-insured up to an aggregate of at least \$1,250,000. Uninvested cash balances in the ESDA program are not covered by SIPC. The balance in your bank deposit sweep account may be withdrawn on your order and proceeds returned to your securities account or remitted to you. To see a list of Program Banks please visit www.etrade.com/esdaagreement or call us at 1-800-ETRADE-1 (1-800-387-2331).

TOTAL CASH & CASH EQUIVALENTS 2.79% **\$2,141.97**

TOTAL CASH & CASH EQUIVALENTS YTD INTEREST (CREDIT INTEREST ONLY) **\$0.06**

STOCKS, OPTIONS & EXCHANGE-TRADED FUNDS (73.24% of Holdings)

DESCRIPTION	SYMBOL/CUSIP	ACCT TYPE	QUANTITY	PRICE	TOTAL MKT VALUE	PORTFOLIO (%)	EST ANNUAL INCOME	EST ANNUAL YIELD (%)
** THOMSON REUTERS CORP COM NEW	TRI	Cash	8	69.8400	558.72	0.73	12.00	2.15%
VANGUARD SCOTTSDALE FUNDS	VCLT	Cash	259	112.0800	29,028.72	37.86	969.00	3.34%
VANGUARD LONG-TERM CORPORATE BOND ETF								
VANGUARD SPECIALIZED FUNDS	VIG	Cash	216	123.0100	26,570.16	34.65	481.00	1.81%
VANGUARD DIVIDEND APPRECIATION ETF								
TOTAL STOCKS, OPTIONS & ETF					\$56,157.60	73.24%	\$1,462.00	2.60%


 Account Number: XXXXXXXXXX

Statement Period : July 1, 2020 - July 31, 2020

Account Type: NON-PROFIT

MUTUAL FUNDS (23.96% of Holdings)

DESCRIPTION	SYMBOL/ CUSIP	ACCT TYPE	QUANTITY	PRICE	TOTAL MKT VALUE	PORTFOLIO (%)	EST. ANNUAL INCOME
**VANGUARD FIXED INCOME SECS FD INC-HIGH YIELD CORP PORTFOL	VWEHX	Cash	3,146.033	5.8400	18,372.83	23.96	934.00
TOTAL MUTUAL FUNDS					\$18,372.83	23.96%	\$934.00
TOTAL PRICED PORTFOLIO HOLDINGS (ON 07/31/20)					\$76,672.40		
TOTAL ESTIMATED ACCOUNT HOLDINGS ANNUAL INCOME					\$2,396.00		

TRANSACTION HISTORY
DIVIDENDS & INTEREST ACTIVITY

DATE	TRANSACTION TYPE	DESCRIPTION	SYMBOL/ CUSIP	AMOUNT DEBITED	AMOUNT CREDITED
07/01/20	Dividend	**VANGUARD FIXED INCOME SECS FD INC-HIGH YIELD CORP PORTFOL RECORD 06/30/20 PAY 06/30/20	VWEHX		21.25
07/02/20	Dividend	VANGUARD SPECIALIZED FUNDS VANGUARD DIVIDEND APPRECIATION ETF CASH DIV ON 216 SHS REC 06/30/20 PAY 07/02/20 NON-QUALIFIED DIVIDEND	VIG		129.73
07/07/20	Dividend	VANGUARD SCOTTSDALE FUNDS VANGUARD LONG-TERM CORPORATE BOND ETF CASH DIV ON 259 SHS REC 07/02/20 PAY 07/07/20 NON-QUALIFIED DIVIDEND	VCLT		70.32
07/27/20	Interest	EXTENDED INSURANCE SWEEP DEPOSIT ACCOUNT INTEREST			0.02
TOTAL DIVIDENDS & INTEREST ACTIVITY					\$221.32
NET DIVIDENDS & INTEREST ACTIVITY					\$221.32



Account Number: [REDACTED]

Statement Period : July 1, 2020 - July 31, 2020

Account Type: NON-PROFIT

OTHER ACTIVITY

DATE	DESCRIPTION	SYMBOL/ CUSIP	TRANSACTION TYPE	QUANTITY	PRICE	AMOUNT DEBITED	AMOUNT CREDITED
07/01/20	**VANGUARD FIXED INCOME SECS FD INC-HIGH YIELD CORP PORTFOL REINVEST PRICE \$ 5.61	VWEHX	Reinvest	3.788		21.25	
TOTAL OTHER ACTIVITY						\$21.25	
NET OTHER ACTIVITY						\$21.25	

EXTENDED INSURANCE SWEEP DEPOSIT ACCOUNT (ESDA) ACTIVITY (0.0100% APY/0.0100%APY Earned as of 07/31/20)

Under the Extended Insurance Sweep Deposit Account (ESDA) Program, cash balances from your brokerage account into the ESDA Program may shift from one program bank to another on a daily basis and a different combination or subset of the Program Banks may be used from day to day with dynamic deposit limits. Your ESDA Program cash balances will be FDIC-insured up to an aggregate of at least \$1,250,000. Uninvested cash balances in the ESDA program are not covered by SIPC. The balance in your bank deposit sweep account may be withdrawn on your order and proceeds returned to your securities account or remitted to you. To see a list of Program Banks please visit www.etrade.com/esdaagreement or call us at 1-800-ETRADE-1 (1-800-387-2331).

DATE	TRANSACTION TYPE	DESCRIPTION	TRANSACTION AMOUNT
07/01/20		OPENING BALANCE	\$1,941.90
07/02/20	Deposit	EXTND INS SWEEP ACCT(FDIC-INS)	129.73
07/07/20	Deposit	EXTND INS SWEEP ACCT(FDIC-INS)	70.32
07/27/20	Deposit	EXTND INS SWEEP ACCT(FDIC-INS)	0.02
07/31/20		CLOSING BALANCE	\$2,141.97