NC Pre-K Summer Learning Program Provider Portal

- **Portal will be used to capture details about each individual program and classroom as well as child and attendance information**

- **Access to this portal will be granted to those individual providers approved to participate in NC Pre-K Summer Learning Program**

- **Detailed job aid will provide step by step instructions**

How to Access the Portal

- Portal link will be available on the regular NC FAST Provider Portal Home page (https://providerportal.nc.gov/NavigatorS/logon.jsp)
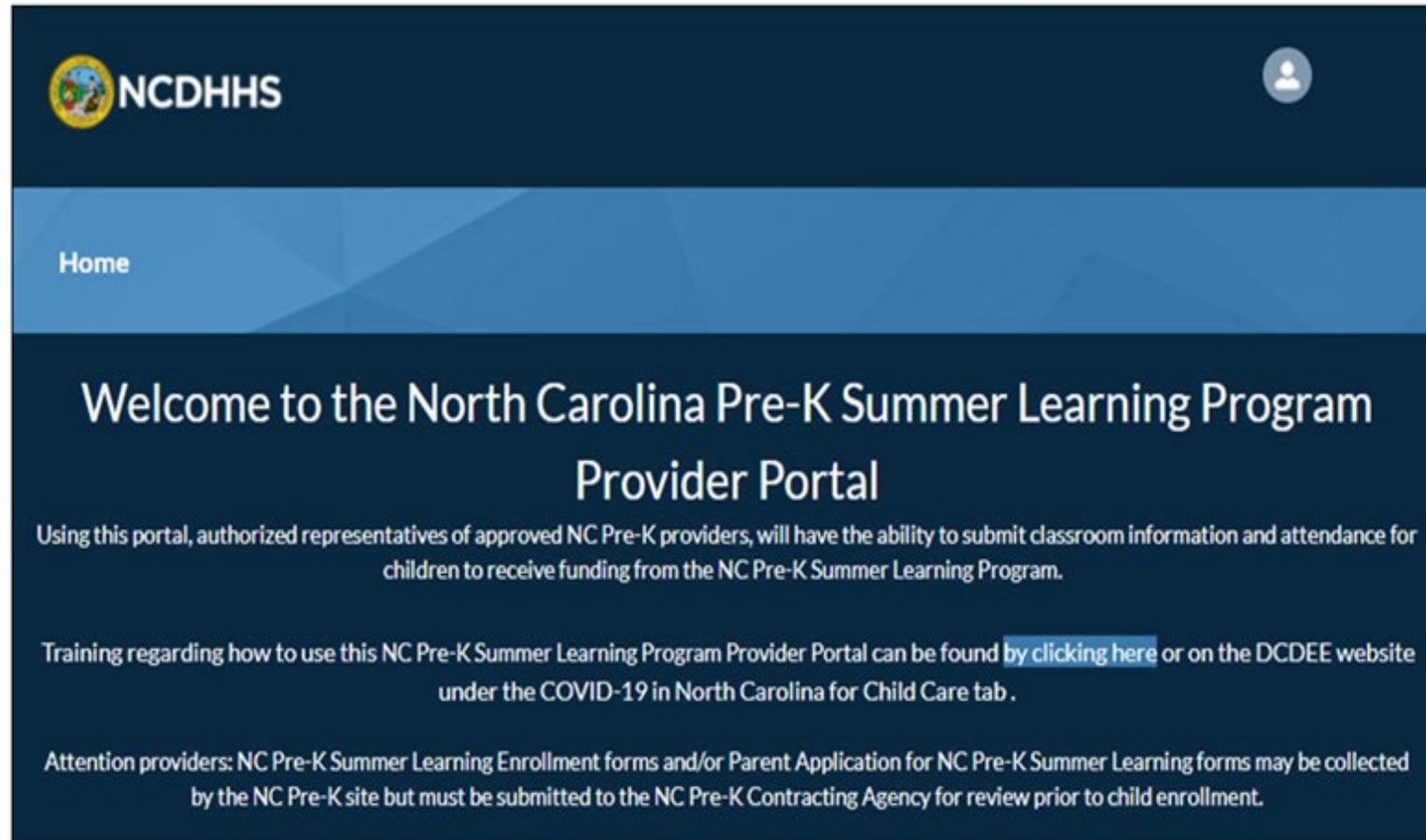
Business NCID

- **Business NCID required for access – same business NCID used for accessing NC FAST Provider Portal for Subsidized Child Care Assistance Program**

NC Pre-K Summer Learning Program Home Page

Program Consent

- **Consent must be completed by July 12, 2021**
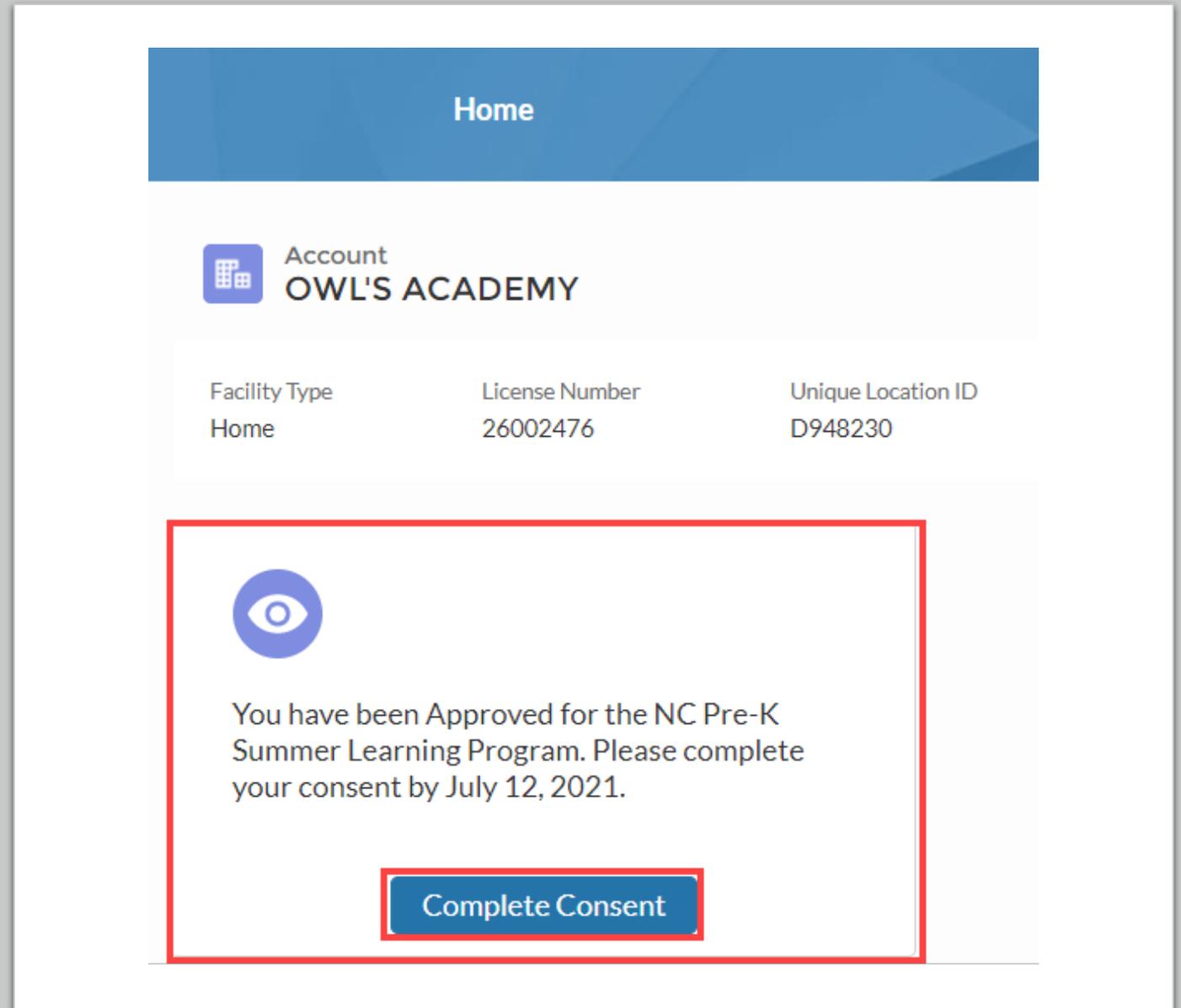
Consent to Program Requirements

Below are the requirements for the NC Pre-K Summer Learning Program

- Classroom must begin services by July 12, 2021
- Classroom must operate for a minimum of 4 weeks
- Classroom must have a minimum of 9 eligible children enrolled
- Lead Teachers must hold a current B-K License
- Teacher Assistants must meet NC Pre-K eligibility requirements
- Classroom must provide 10 hours of care per day which includes 6.5 hours of in-person NC Pre-K instruction
- Minimum pay for a Lead Teacher is $22/hr
- Minimum pay for a Teacher Assistant is $15/hr

☑ I consent to the above Terms.

Submit

Program Settings

- **Update Program Setting:**

Setting of the Program

*Please select the setting of the program

○ Head Start Facility

● Private Child Care Facility

○ Public School

Submit

Add a Classroom

Classroom Information

- Classroom Name

- Start Date (between 6/1/2021 – 7/12/2021)

- Lead Teacher's Name

- Does Lead Teacher have B-K license?

- Assistant Teacher's Name

- Duration of Program

- Assistant Teacher's Degree

Classroom Details Summary

Classrooms (1)

Classroom Name	PreK Student Count	Total PreK Children	
Nestlings	⚠ Minimum Children Requirement NOT Met	0	▼

View All

Monthly Attendance Sheets (6+)

Month Name	Record Type	Submission Status	Submission Status Indicator	
June 2021	PreK Student	In Progress	⚠	▼
July 2021	PreK Student	In Progress	⚠	▼
August 2021	PreK Student	In Progress	⚠	▼

Add NC Pre-K Children to Classroom

Classroom
Nestlings
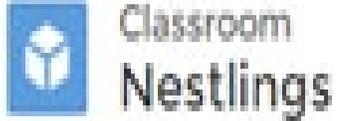
Create NC Pre-K Child

Account
OWL'S ACADEMY

Classroom Name
Nestlings

Add NC Pre-K Child to Classroom

- *First Name

- Middle Name

- *Last Name

- Suffix

Child Information

- *Birthdate (type or calendar)

- *Sex (drop-down menu)

- *Special Need (yes/no)

- *Ethnicity (drop-down menu)

- *Enrolled in NC Pre-K for 20/21? (yes/no)

- Program Name (text box)

- Is child NC Pre-K Eligible? (yes/no)

- Eligibility Criteria (drop-down menu)

- *English First Language (yes/no)

- *Race (drop-down menu

View Classroom Roster and Manage Attendance

PreK Children (6+)			
Name	**Account Name**	**Phone**	
Jack Jones ▾	Test Facility		▾
Betsy Matthews ▾	Test Facility		▾
Kris Willow ▾	Test Facility		▾
Kenny Cloud ▾	Test Facility		▾
Jason Kidd ▾	Test Facility		▾
Louisa June ▾	Test Facility		▾
			View All

Save Attendance

Date	Jones, Jack(8/1/2016)	Matthews, Betsy (6/25/2016)	Willow, Kris(8/15/2016)	Cloud, Kenny (6/25/2016)	Kidd, Jason(5/15/2016)	June, Louisa(8/12/2016)	Brown, Steve (8/4/2016)	Spring, Scilla (5/5/2016)	Smith, Freesia (9/15/2015)	Cary, Cinnamon (6/10/2016)	Lane, Josefa (4/7/2016)	Flanders, Ella (8/1/2016)	Graem, Blossom (8/2/2016)	Date
6/4/2021	Present ▾	Present ▾	Present ▾	Present ▾	Present ▾	Present ▾	Present ▾	Present ▾	Present ▾	Present ▾	Present ▾	Present ▾	Present ▾	6/4/2021
6/7/2021	-None- ▾	-None- ▾	-None- ▾	-None- ▾	-None- ▾	-None- ▾	-None- ▾	-None- ▾	-None- ▾	-None- ▾	-None- ▾	-None- ▾	-None- ▾	6/7/2021

Save Attendance

Time for Questions