2021-2022 NC Pre-K Site Monitoring Tool Checklist

The 2021-2022 NC Pre-K Site Monitoring Tool, including required documentations and Actions Plans for items not met, is due to the local NC Pre-K Contract Administrator by Friday, November 12, 2021. Original or scanned Site Monitoring Tool can be submitted to via email to ncprek@ccpfc.org or 351 Wagoner Drive, Fayetteville, NC 28303.

Site: _____   Date: _____

☐ NC Pre-K Site Monitoring Tool
  ➢ Complete all areas of the monitoring tool that apply
☐ Operational Policies (Section 4:B1,B2)
  ➢ Submit only if changes have been made since previous year
  ➢ Submit COVID-19 addendum
☐ Parent Handbook (Section 4:B1,B2)
  ➢ Submit only if changes have been made since previous year
  ➢ Submit COVID-19 addendum
☐ Center/School Calendar and Classroom Schedule for current school year (Section 4:B1,B2)
☐ Health Assessment (Section 5:A1)
  ➢ All health assessment dates entered and completed in NC Pre-K Kids
  ➢ Each child's Health Assessments will be reviewed at NC Pre-K Site
☐ Developmental Screening (Section 5:B1)
  ➢ All developmental screening dates entered and completed in NC Pre-K Kids
  ➢ Each child's developmental screening cover sheet (Information Summary page) will be reviewed at NC Pre-K Site
☐ Lesson Plan at least one months (October 2021) (Section 5:C1)
☐ Formative Instructional Assessment - Creative Curriculum TS Gold (Section 5:D1, D2)
  ➢ All programs are required to use the on-line version
☐ Classroom Attendance Roster for the month of October 2021(Section 5:E1, E2, G1)
  ➢ Classroom Attendance Sheet signed and dated by Teacher and Administrator
☐ Family Engagement Plan and Log planned events for the year (Section 5:I1,I2, I3)
☐ Contact Log/Home Visits (Section 5:I1,I2, I3)
  ➢ All contact made with parents especially if a child is absent 3 days or more
☐ Program's Transition Plan for the current school year
☐ Assurance Statement Ready Rosie (NC Child Care Rule 10A NCSC 09.3011) (Section 6:A2, A2)
☐ Substitute Log by classroom (DCDEE compliance summaries verifying education)) (Section 6:D1, D2) (if applicable)
☐ Written teacher contracts/agreements (Section 6:E1)
☐ ECERS-R Assessment Report (Section 7:A1) (if applicable)
☐ Improvement Plan (Section 7:A2) (if applicable)
☐ ECERS-R Self-Assessment signed and dated by the Director and teacher

2021-2022 Interim COVID-19 Reopening Policies for NC Pre-K Programs - Section 7: Remote Learning Requirements

☐ Remote Learning Requirements (Section 7A, 7B, 7C) (If Applicable)
  ➢ REFER TO ALL REQUIRED SOURCES (Must Be Submitted)

_____   _____   _____
Print Site Admin/Designee Name   Signature   Date

_____   _____   _____
Print PFC Staff Name   Signature   Date