

**HYBRID CALLED North Carolina Pre-Kindergarten Planning Committee Meeting
Agenda**

Quorum is 11 = 50% + 1 (Total Board Members = 21)

Thursday, February 23, 2023

8:30 am – 9:00 am

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*

	Topic	Presenter
I.	Determination of Quorum & Call to Order	Co-Chairs: Sandee Gronowski / Maria Ford
II.	Minutes*	
	Thursday, January 26, 2023	Maria Ford – Co-Chair
III.	Action Items for SFY 2023-2024*	
	A. Approve Site Location <i>Recusals: Dr. Pamela Adams-Watkins, Lonnie Ballard, Maria Ford, Terrasine Gardner, Erin Robinson and Wanda Wesley</i>	Sandee Gronowski – Co-Chair
	B. Allocation Implementation Plan <i>Recusals: Dr. Pamela Adams-Watkins, Lonnie Ballard, Maria Ford, Terrasine Gardner, Erin Robinson and Wanda Wesley</i>	Sandee Gronowski – Co-Chair
	C. Approve Site-Selection Recommendations – Site Selection Sub-Committee <i>Recusal: Lonnie Ballard</i>	Maria Ford – Co-Chair
IV.	Adjourn^Δ	Maria Ford – Co-Chair

* Needs Action ^Δ Information Only ^ε Electronic Copy (Hard copies are available upon request) [!] Possible Conflict of Interest (Recusals)

^D Document Included in Packet

MEMORANDUM

DATE: February 23, 2023
TO: NC Pre-K Planning Committee
FROM: Mary Sonnenberg, President
SUBJECT: Minutes from January 26, 2023 Meeting

1. In preparing the Minutes for approval by the NC Pre-K Planning Committee, they are reviewed by Partnership Staff. Through this review, we determined that there was an oversight of a recusal that should have been made on two items that were voted on during the January 26, 2023 meeting. Terrasine Gardner's daughter is the director at one of our NC Pre-K sites. She had identified that earlier in the year.
2. This was the first voting that had occurred that would have required her to recuse since she identified the potential conflict. We did reach out to our Program Consultant, Jeanne Barnes, to confirm it falls into the "perceived" conflict category. She confirmed that in an email.
3. The minutes have the two items where she made motions/seconds and voted are noted in the minutes with ** by Terrasine's name. The minutes reflect accurately what occurred at the meeting.
4. The solution is to have a new vote on the two items.
5. **The approval of today's minutes should reflect that these two items need to be brought forward for a new vote.**



Partnership for Children of Cumberland County, Inc.
Hybrid North Carolina Pre-Kindergarten Planning Committee Meeting Minutes
January 26, 2023 (12:01 pm to 12:54 pm)
Be the Driving Force



MEMBERS PRESENT: Dr. Pamela Adams-Watkins*, Lonnie Ballard, Shona Bannister (D), Lisa Childers, Maria Ford (D), Terrasine Gardner*, Dr. Meredith Gronski*, Haja Jallow-Konrat, Karen McDonald, Tre'vone McNeill, Ayesha Neal*, Tawnya Rayman, Heather Skeens, Steve Terry and Wanda Wesley*

MEMBERS ABSENT: Robin Deaver, Sandee Gronowski, Brenda Jackson, Brian Jones, Mary Mathis and Ebone Williams

NON-VOTING MEMBERS PRESENT: Dr. Marvin Connelly, Jr.

STAFF ATTENDEES: Ar-Nita Davis, Michelle Downey*, Pamela Federline, Belinda Gainey*, Julanda Jett*, Marie Lilly*, Carole Mangum, Sharon Moyer*, Candy Scott*, Mary Sonnenberg*, Karen Staab* and Mike Yeager

GUEST: Jeanne Barnes

*Attended in person

AGENDA ITEM	DISCUSSION & RECOMMENDATION	ACTION	FOLLOW-UP
I. Determination of NC Pre-K Quorum & Call to Order – Maria Ford, Co-Chair	The meeting of the North Carolina Pre-Kindergarten (NC Pre-K) Planning Committee was held via Zoom on January 26, 2023, beginning at 12:01 pm pursuant to prior written notice to each Committee member. Notification was made via email and meetings notices are located on the PFC website. Maria Ford, Co-Chair, chaired the meeting, 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.	None	None
II. Minutes* A. Thursday, November 17, 2022	A. The minutes of the November 17, 2022 meeting were previously distributed and reviewed by the Committee. Lisa Childers moved to approve North Carolina Pre-Kindergarten (NC Pre-K) Planning Committee Minutes from November 17, 2022, as presented. Terrasine Gardner seconded the motion. Hearing no further discussion, the Co-Chair put the motion to a vote and asked if there was any oppositions. Virtual board members who opposed the action were asked to type it in the ZOOM Chat Box. All votes were unanimous. There were no abstentions. The motion carried.	Motion Carried	None
III. Action Items for SFY 2022-2023* A. Approve the Following New Committee Member 1. Erin Robinson – Parent of a Child 5 or Younger B. Due to the closure of River Commons #1 for reconstruction, approve an extension for site selection and reopen the site	A. Maria Ford recommend approval to appoint Erin Robinson as a new committee member to serve in the role of Parent of a Pre-K Child. Steve Terry moved to approve Erin Robinson as a new committee member to serve in the role of Parent of a Pre-K Child as presented. Lisa Childers seconded the motion. Hearing no further discussion, the Co-Chair put the motion to a vote and asked if there was any oppositions. Virtual board members who opposed the action were asked to type it in the ZOOM Chat Box. All votes were unanimous. There were no abstentions. The motion carried. B. Candy Scott stated that due to the closure of River Commons #1 for reconstruction, approval is	Motion Carried	None



Partnership for Children of Cumberland County, Inc.
Virtual North Carolina Pre-Kindergarten Planning Committee Meeting Minutes
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<p>application with a closing date of February 6, 2023.</p> <p>C. Due to the sale of Wee Wonders Christian Daycare, LLC, approve the continuation of NC Pre-K services under new ownership as Stepping Stones Learning Academy #6 effective 1/11/2023.</p> <p>D. Recommend approval to increase Cumberland County Schools' allocation as budget allows following rate change adjustments.</p>	<p>recommended to extend site selection and reopen the site application with a closing date of February 6, 2023. Jeanne Barnes stated that since this has just occurred and PFC is still in the site selection process and due to this being an emergency situation since placement needs to be made for these children, site selection can be extended.</p> <p>Dr. Meredith Gronski moved to approve the recommendation to extend site selection and extend the site application process as presented. Haja Jallow-Konrat seconded the motion. Hearing no further discussion, the Co-Chair put the motion to a vote and asked if there was any oppositions. Virtual board members who opposed the action were asked to type it in the ZOOM Chat Box. All votes were unanimous. The motion carried. Recusal: Lonnie Ballard</p> <p>C. Candy reported that approval is recommended to continue serving the NC Pre-K children who were previously served by Wee Wonders Christian Daycare, LLC. This site is now under the ownership of Stepping Stones Learning Academy which was effective 1/11/2023 (Temporary License Date).</p> <p>Tawnya Rayman moved to approve Stepping Stones Learning Academy to serve the NC Pre-K children that were served by Wee Wonders Christian Daycare, LLC as presented. Wanda Wesley seconded the motion. Hearing no further discussion, the Co-Chair put the motion to a vote and asked if there was any oppositions. Virtual board members who opposed the action were asked to type it in the ZOOM Chat Box. All votes were unanimous. There were no abstentions. The motion carried.</p> <p>D. Candy reported that approval is recommended to increase the allocation for Cumberland County Schools for SFY 2022-2023, contingent upon availability of funds.</p> <p>Dr. Meredith Gronski moved to increase the allocation for Cumberland County Schools for SFY 2022-2023 as presented. Tawnya Rayman seconded the motion. Hearing no further discussion, the Chair put the motion to a vote and asked if there was any oppositions. Virtual board members who opposed the action were asked to type it in the ZOOM Chat Box. All votes were unanimous. The motion carried. Recusals: Dr. Pamela Adams-Watkins, Maria Ford and Wanda Wesley</p>	<p>Motion Carried</p> <p>Motion Carried</p> <p>Motion Carried</p>	<p>None</p> <p>None</p> <p>None</p>
<p>IV. Action Items for SFY 2023-2024*</p> <p>A. Approve NC Pre-K Contracting Agency</p> <p>B. ¹Approve Site Location and ²Allocation Implementation Plan</p>	<p>A. Candy stated that approval is recommended for the Partnership for Children of Cumberland County to remain the NC Pre-K Contracting Agency for Cumberland County.</p> <p>Dr. Meredith Gronski moved to approve Partnership for Children of Cumberland County as remaining the NC Pre-K Contracting Agency for Cumberland County as presented. Terrasine Gardner seconded the motion. Hearing no further discussion, the Co-Chair put the motion to a vote and asked if there was any oppositions. Virtual board members who opposed the action were asked to type it in the ZOOM Chat Box. All votes were unanimous. There were no abstentions. The motion carried.</p> <p>B. ¹Candy stated that approval is recommended for the Site Location as follows: Proposed Site Locations (1384 Children) w/ Private Sites having a total allocation of 906, Cumberland County Schools total allocation 334, Head Start total allocation 144. This is subject to change based on</p>	<p>Motion Carried</p>	<p>None</p>



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	<p>availability of funding, satisfactory contract compliance to the Requirements and Guidance, rate fluctuations, and outcomes of recruitment efforts. Some of the sites included with the proposed site locations are sites which have applied for site selection so this is contingent upon their approval through the site selection process.</p> <p>**Terrasine Gardner moved to approve the recommended the Site Location to include sites who are approved after going through the site selection process as presented. Tawnya Rayman seconded the motion. Hearing no further discussion, the Chair put the motion to a vote and asked if there was any oppositions. Virtual board members who opposed the action were asked to type it in the ZOOM Chat Box. All votes were unanimous. The motion carried. Recusals: Dr. Pamela Adams-Watkins, Lonnie Ballard, Maria Ford and Wanda Wesley</p> <p>²Candy provided an overview of the Allocation Implementation Plan. The NC Pre-K projected budget for SFY 2023-2024 is as follows:</p> <p> \$8,398,300 Direct Services (monthly payment to providers) \$907,555 Administrative Funds - Smart Start Rate Enhancements** \$264,330 Legislative 4% 2023 Rate Increase for Private Sites <u>\$412,920 Legislative Additional 5% 2023 Rate Increase for All Sites</u> \$9,983,105 Projected Total Contract/Budget Amount </p> <p>PFC has yet to receive Cumberland's FY24 contract/budget allocation.</p> <p>Dr. Meredith Gronski moved to approve the Allocation Implementation Plan with the NC Pre-K projected budget for SFY 2023-2024 as presented. **Terrasine Gardner seconded the motion. Hearing no further discussion, the Chair put the motion to a vote and asked if there was any oppositions. Virtual board members who opposed the action were asked to type it in the ZOOM Chat Box. All votes were unanimous. The motion carried. Recusals: Dr. Pamela Adams-Watkins, Lonnie Ballard, Maria Ford and Wanda Wesley</p>	<p>Motion Carried</p> <p>Motion Carried</p>	<p>None</p> <p>None</p>
<p>V. Updates [△]</p> <p>A. FY 2021-2022 Audit</p> <p>B. Fiscal Update</p> <p>1. Review of Program Budgets</p> <p>2. Financial Update – July 2022 thru December 2022</p> <p>a. Expenditures/Reimbursements</p> <p>b. Other Certified Resources</p> <p>c. Evaluation of Anticipated</p>	<p>A. Marie Lilly reported that the FY 2021-2022 Audit is still ongoing.</p> <p>B.1.-B.2.a. Carole Mangum provided an overview of the NC Pre-Kindergarten Grant budget for December 2022.</p> <p>B.2.b. Carole reported that \$778,123.89 from private providers has been spent in the NC Pre-K program. This amount does not include monies not yet received from other programs.</p> <p>B.2.c. Carole stated that any expansion that PFC is expecting is going to be based on the site selection process.</p> <p>C.1. Candy stated that Erin Robinson will be on the NC Pre-K Planning Committee as the Parent of a Pre-K Child. There is still a need for a Child Care Provider.</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> <p>None</p> <p>None</p>



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<p align="center">Expansion or Reversion of Funds</p> <p>C. Contract Compliance</p> <ol style="list-style-type: none"> 1. Committee Membership 2. Review Service Data to Date <ol style="list-style-type: none"> a. Number of Children Enrolled b. Number of Sites and Classrooms c. Number of NC Pre-K Site Staff (Administrators, LTs, & TAs) 3. Report on Progress Meeting Contract Scope of Work <p>D. Programmatic Update</p> <ol style="list-style-type: none"> 1. Preparations for Kindergarten Transition 2. Site Monitoring Report 3. Child Recruitment for SY2023-2024 <ol style="list-style-type: none"> a. Recruitment/Outreach b. Application/Placement Plan 4. Mentor and Evaluation Services for Teachers 5. Child Assessment Progress and Trends 6. Program Requirement Updates 7. Regional Meeting Information 8. Technical Assistance and Training 	<p>C.2.a. Candy reported that there are 1,333 children enrolled in the NC Pre-K Program.</p> <p>C.2.b. Per Candy, there are 49 NC Pre-K sites and 84 classrooms.</p> <p>C.2.c. Per Candy, there are 48 Administrators, 81 Lead Teachers and 76 Teacher Assistants.</p> <p>C.3. Per Candy, Programmatic Monitoring was completed and submitted in January 2023. There were no issues or concerns with meeting the scope of work.</p> <p>Ar-Nita Davis provided the Programmatic Updates</p> <p>D.1. Ar-Nita Davis reported that all sites follow a plan for Kindergarten readiness. A Kindergarten Showcase will be taking place later in the year.</p> <p>D.2. Site Monitoring has been completed. More supervision training is needed.</p> <p>D.3. 1,286 have been placed for SFY 2022-2023; 104 children are on the waitlist. SFY 2023-2024, recruitment is taking place. The NC Pre-K Universal Application is open. 574 applications have been received through the School Mint system.</p> <p>D.4. There are 25 teachers participating in Mentor and Evaluation Services. Meetings take place bi-monthly.</p> <p>D.5. There has been an increase in challenging behavior. Providers will receive additional training.</p> <p>D.6. Program requirement updates are located on the PFC website: https://ccpfc.org/child-care-professionals/nc-pre-kindergarten/</p> <p>D.7. Regional meetings take place monthly; DCDEE provides training in several areas.</p> <p>D.8. Julanda Jett reported that training is being offered to different sites. Requests have been received in reference to different trainings that may be needed. Some centers are preparing for assessments. Three NC Pre-K sites are receiving intense technical assistance.</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> <p>None</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> <p>None</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> <p>None</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> <p>None</p> <p>None</p>
<p>VI. Adjournment</p>	<p>As there was no further business; the chair announced the meeting adjourned. The meeting was adjourned at 12:54 pm.</p>	<p>Adjourned</p>	<p>None</p>

Submittal: The minutes of the above stated meeting are submitted for approval.

Secretary of Meeting

Date

Approval: Based on Committee consensus, the minutes of the above stated meeting are hereby approved as presented and/or corrected.

Committee Chair

Date

MEMORANDUM

DATE: 2/23/2023

TO: NC Pre-K Committee

FROM: Candace Scott, Vice President of Programs

SUBJECT: Proposed Recommendations for Action Items

I. Action Items for SFY 2023-2024

A. Recommend the approval of the Site Location as follows:

Proposed Site Locations (1384 Children)

1. Private Sites: Total Allocation 906

- a. Arether's Little M&M II Child Care Center – 18*
- b. BalPerazim Child Care Center -16
- c. Brite Shinning Stars Child Care Center – 27
- d. Burns Child Care & Preschool Center – 18*
- e. Child Care Network #109 - 54
- f. Child Care Network #110 - 54
- g. Cozy Corner Child Care -18
- h. Creative Enhancement Afterschool – 36
- i. Fayetteville State University Early Childhood Learning Center - 36
- j. First Steps Child Care Center - 27
- k. Heavenly Haven Academy - 36
- l. Heavenly Haven Child Development Center - 18
- m. Heavenly Haven Child Development Center II - 18
- n. Just Like Mom - 36
- o. Kidz Kastle - 36
- p. KinderCare Learning Centers LLC-Ft. Bragg Rd - 18
- q. KinderCare Learning Centers LLC-Hope Mills Rd - 18
- r. KinderCare Learning Centers LLC-Ramsey St. - 18
- s. Mommy's Moment Day Care, LLC – 27
- t. Next Step Childcare Center II – 18*
- u. Pamper, Hugs & Luv's Afterschool Facility – 45
- v. Panda Child Care #1 - 18
- w. Panda Child Care #3 – 45
- x. Stepping Stones Learning Academy #4 – 18*
- y. Stepping Stones Learning Academy #6-18
- z. The Children's Courtyard – 54
- aa. Trinity Child Care Center -108
- bb. Wonder Years Child Development Center - 53

2. Cumberland County Schools: Total Allocation 334

3. Head Start: Total Allocation 144

Please Note: The initial Site Location and Allocation Implementation Plan for child placement is subject to change based on availability of funding, satisfactory contract compliance to the Requirements and Guidance, rate fluctuations, and outcomes of recruitment efforts.

*Additionally, the proposed allocation for Arether’s Little M&M II Child Care Center, Burns Child Care & Preschool Center, Next Step Childcare Center II, and Stepping Stones Learning Academy #4 is contingent upon approval of the site selection recommendations from the Site Selection Sub-Committee.

B. Recommend the approval of the Allocation Implementation Plan as follows:

Allocation Implementation Plan

NC Pre-Kindergarten **projected** budget for **SFY 2023-2024:**

\$8,398,300 Direct Services (monthly payment to providers)
\$907,555 Administrative Funds
- Smart Start Rate Enhancements**
\$264,330 Legislative 4% 2023 Rate Increase for Private Sites
\$412,920 Legislative Additional 5% 2023 Rate Increase for All Sites
\$9,983,105 Projected Total Contract/Budget Amount

Please Note: As of 1-17-2023, we have not received Cumberland’s FY24 contract/budget allocation.

**Smart Start rate enhancement funds are not automatically rolled over. Budget and need are reviewed annually.

MEMORANDUM

DATE: 2/23/2023

TO: NC Pre-K Committee

FROM: NC Pre-K Site Selection Sub-Committee

SUBJECT: Proposed Recommendation for Action

In response to the request to reopen the 2022-2024 Site Selection to recruit new NC Pre-K sites for 2022-2024, the following six childcare facilities submitted applications:

1. Arether's Little M&M Childcare II, 3389 Cumberland Road, Fayetteville, NC 28306
2. Burns Child Care & Preschool Center, 3131 Bordeaux Park Dr., Fayetteville, NC 28306
3. Fisher Street Head Start, 510 Fisher St, Fayetteville, NC 28301
4. Next Step Childcare Center II, 576 N Reilly Road, Fayetteville, NC 28303
5. Southern Ave Head Start, 2229 Southern Ave, Fayetteville, NC 28306
6. Stepping Stones Learning Academy #4, LLC, 2410 Gary Street, Fayetteville, NC 28301

Action Item

1. The NC Pre-K Site Selection Sub-Committee recommends approval for Arether's Little M&M Childcare II and Next Step Child Care Center II to participate in the NC Pre-K Program for 2022-2024.
2. The NC Pre-K Site Selection Sub-Committee recommends approval for Burns Child Care & Preschool Center, Fisher Street Head Start, Southern Ave Head Start, and Stepping Stones Learning Academy #4 to participate in the NC Pre-K Program for 2022-2024 pending compliance with the following items.
 - Burns Child Care & Preschool Center
 - Lesson Plans must be aligned with NC Foundations for Early Learning and Development no later than April 1, 2023. All NC Pre-K Staff must complete NCFELD training before March 1, 2023.
 - Fisher Street Head Start
 - LT-C. Osborne must submit a plan of study and letter of Residency License to the Partnership for Children no later than April 1, 2023.

- Southern Ave Head Start
 - LT-Q. Clark must continue to work towards completing her Bachelor's Degree. Must submit a plan of study to the Partnership for Children no later than May 31, 2023.
 - LT-N. Ingram must complete her Residency License requirements and provide to the Partnership her letter of enrollment at UNCP in their RLP program no later than May 31, 2023.
 - LT-M. Singletary must enroll in a B-K program that leads to licensure, provide a plan of study, and an enrollment letter to the Partnership for Children no later than May 31, 2023.
- Stepping Stones Learning Academy #4
 - Lead Teacher enrolls in the Early Educator Support (EES) Unit no later than May 31, 2023.
 - Agrees that the Teacher Assistant works toward meeting the education requirements.
 - Agrees to use Formative Assessments throughout the school year.

The approved sites will enter into a two-year contract pending compliance and annual funding allocation: 7/1/2022 – 6/30/2024.