

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

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

Thursday, March 30, 2023

12:00 pm – 12:30 pm

***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*

	<b>Topic</b>	<b>Presenter</b>
<b>I.</b>	<b>Determination of Quorum &amp; Call to Order</b>	Maria Ford
<b>II.</b>	<b>Action*</b>	Maria Ford
	A. Minutes – Thursday, February 23, 2023	
	B. Verification of Allocation effective March 1, 2023	
<b>II.</b>	<b>Updates<sup>Δ</sup></b>	
	A. Fiscal Update	Carole Mangum
	1. Amendment #1 Summary	
	2. Year-End	
	B. Programmatic Update	Ar-Nita Davis
	1. New Site Compliance Progress <sup>D</sup>	
	2. Child Recruitment for SY2023-2024	
	a. Recruitment/Outreach	
	b. Application/Placement	
<b>IV.</b>	<b>Adjourn<sup>Δ</sup></b>	Maria Ford

\* Needs Action <sup>Δ</sup> Information Only <sup>ε</sup> Electronic Copy (Hard copies are available upon request) <sup>!</sup>Possible Conflict of Interest (Recusals)  
<sup>D</sup> Document Included in Packet



**Partnership for Children of Cumberland County, Inc.**  
**Called Hybrid North Carolina Pre-Kindergarten Planning Committee Meeting Minutes**  
**February 23, 2023 (8:34 am to 8:54 am)**  
*Be the Driving Force*



**MEMBERS PRESENT:** Dr. Pamela Adams-Watkins, Lonnie Ballard, Lisa Childers, Maria Ford (D), Terrasine Gardner, Sandee Gronowski\*, Dr. Meredith Gronski, Brian Jones\*, Mary Mathis, Ayesha Neal\*, Tawnya Rayman, Steve Terry and Wanda Wesley  
**MEMBERS ABSENT:** Shona Bannister (D), Robin Deaver, Brenda Jackson, Haja Jallow-Konrat, Karen McDonald, Tre’vone McNeill, Erin Robinson, Heather Skeens and Ebone Williams  
**NON-VOTING MEMBERS ABSENT:** Dr. Marvin Connelly, Jr.  
**STAFF ATTENDEES:** Dottie Adams\*, Ar-Nita Davis, Michelle Downey\*, Belinda Gainey\*, Marie Lilly\*, Sharon Moyer\*, Anthony Ramos, Candy Scott\*, Mary Sonnenberg\*, Karen Staab\* and Mike Yeager  
**GUEST:** Jeanne Barnes (DCDEE) and Lorena Murray (Site Selection Sub-Committee)

\*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 Called Hybrid Meeting of the North Carolina Pre-Kindergarten (NC Pre-K) Planning Committee was held on February 23, 2023, beginning at 8:34 am 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, January 26, 2023	A. The minutes of the January 26, 2023 meeting were previously distributed and reviewed by the Committee. Mary Sonnenberg explained to the committee that after the January 26, 2023 minutes were prepared and reviewed by staff it was 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 had voted on two items, but since her daughter is a director at one of the NC Pre-K sites, she should had recused from voting on those items. These two items will be brought forward during this meeting (February 23, 2023) to require a new vote. A memorandum, which is attached to these minutes, explains this matter in detail.  Steve Terry moved to approve North Carolina Pre-Kindergarten (NC Pre-K) Planning Committee Minutes from January 26, 2023 with the memorandum stating the oversight that was made, as presented. Dr. Meredith Gronski seconded the motion. Hearing no further discussion, the Co-Chair put the motion to a vote and asked if there was any opposals. 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





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	<p>Child Care &amp; Preschool Center, Fisher Street Head Start, Southern Ave Head Start, and Stepping Stones Learning Academy #4 pending compliance. A memorandum, which was reviewed with the committee, had been prepared with a breakdown of all of the requirements that were requested from these sites. The approved sites will enter into a two-year contract pending compliance and annual funding allocation: 7/1/2022 – 6/30/2024.</p> <p>Maria Ford moved to approve the recommendations from the Site Selection Sub-Committee 2022-2024 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: Lonnie Ballard</p>	Motion Carried	None
IV. Adjournment	As there was no further business; the chair announced the meeting adjourned. The meeting was adjourned at 8:54 am.	Adjourned	None

**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.

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Committee Chair Date

## MEMORANDUM

DATE: 3/30/2023

TO: NC Pre-K Committee

FROM: Mary Sonnenberg, President

SUBJECT: **Verification of Allocation for FY 2022-2023 Effective March 1, 2023**

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I. Action Item for the remainder of FY 2022-2023

A. Site Locations as follows:

**Site Locations (1429 Children)**

1. **Private Sites: Total Allocation 886**

- 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 – 9\*
- u. Pamper, Hugs & Luv's Afterschool Facility – 43
- v. Panda Child Care #1 - 18
- w. Panda Child Care #3 – 36
- 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 399**

**3. Head Start: Total Allocation 144**

**Please Note:** The 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.

\*The allocation includes 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 and the two new Head Start sites (Fisher Street Head Start and Southern Ave. Head Start) approved through the site selection recommendations from the Site Selection Sub-Committee on February 23, 2023.

## Compliance Plan & Tracking for NCPK Sites

Date: February 23, 2023

Coach: Valerie Miller

Facility: Fisher Street Head Start

Administrator: Maketa Williams

Compliance Item	Responsible Person(s)	Due Date	Compliance Notes
LT – C. Osborne must submit a plan of study and letter of residency license to the Partnership.	C. Osborne & Site Administrator	4/1/2023	On March 1, 2023 teacher received coaching on meeting the required qualifications to include submitting a plan of study.

## Compliance Plan & Tracking for NCPK Sites

Date: February 23, 2023

Coach: Valerie Miller

Facility: Burns Child Care & Preschool Center

Administrator: Sanqlavis Stover

Compliance Item	Responsible Person(s)	Due Date	Compliance Notes
NC Pre-K teaching staff must complete NC Foundations for Early Learning and Development (NCFELD) training.	NC Pre-K Teaching Staff & Site Administrator	3/1/2023	<ul style="list-style-type: none"> <li>• NCFELD Training is currently being revised and unavailable.</li> <li>• Site will receive an overview of NCFELD from Partnership staff in April 2023.</li> </ul>
Lesson Plans must be aligned with NCFELD.	NC Pre-K Teaching Staff & Site Administrator	4/1/2023	<ul style="list-style-type: none"> <li>• On March 21, 2023, site received coaching from the Partnership based on the NCFELD manual and other available resources to assist with aligning lesson plans to NCFELD.</li> </ul>



## Compliance Plan & Tracking for NCPK Sites

Date: February 23, 2023

Coach: Valerie Miller

Facility: Stepping Stones Learning Academy #4

Administrator: Brittany Mack

Compliance Item	Responsible Person(s)	Due Date	Compliance Notes
Lead Teacher enrolls in the Early Educator Support Unit.	K. Emmons & Site Administrator	5/31/2023	On March 1, 2023, teacher received coaching on meeting the required qualifications to include enrolling in the Early Educator Support (EES) Unit.
Teacher Assistant works toward meeting the education requirements.	A. Williams & Site Administrator	On-going Until Completion	On March 1, 2023, teacher received coaching on meeting the required qualifications for Teacher Assistants.
Teaching staff use formative assessments throughout the school year.	NC Pre-K Teaching Staff & Site Administrator	On-going & Tracked Monthly thru May 2024	On March 1, 2023, site began received coaching to support the teachers in using formative assessments throughout the year. Site will also receive an NCFELD overview from the Partnership in April 2023

## Compliance Plan & Tracking for NCPK Sites

Date: February 23, 2023

Coach: Valerie Miller

Facility: Southern Avenue Head Start

Administrator: Felicia Jones

Compliance Item	Responsible Person(s)	Due Date	Compliance Notes
LT – Q. Clark must continue to work towards completing her Bachelor’s Degree and submit a plan of study to the Partnership.	Q. Clark & Site Administrator	5/31/2023	On March 1, 2023, teacher received coaching on meeting the required qualifications to include submitting a plan of study.
LT – N. Ingram must complete her residency license requirements and provide to the Partnership her letter of enrollment at UNCP in the RLP program.	N. Ingram & Site Administrator	5/31/2023	On March 1, 2023, teacher received coaching on meeting the required qualifications for residency licensure.
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.	M. Singletary & Site Administrator	5/31/2023	On March 1, 2023, teacher received coaching on meeting the required qualifications to include submitting a plan of study.