

**NC Pre-K Site Administrator Meeting**

Wednesday, August 23, 2023

Charles Morris Conference Room

12:00 p.m. – 2:00 p.m.

*Action has meaning only in relationship, and without understanding relationship, action on any level will only breed conflict. The understanding of relationship is infinitely more important than the search for any plan of action. – Jiddu Krishnamurti (1895 – 1986)*

**I. Welcome and Introduction - Ar-Nita Davis, Program Manager**

- A. Please sign-in the chat area with your name and center (Please share Celebrations, Accomplishments and/or Birthdays)
- B. NC Pre-K Team:
  - Ming Drogos: [mdrogos@ccpfc.org](mailto:mdrogos@ccpfc.org)
  - Angela Williams: [awilliams@ccpfc.org](mailto:awilliams@ccpfc.org)
  - Valerie Miller: [vmiller@ccpfc.org](mailto:vmiller@ccpfc.org)
  - Shontina Purdie: [spurdie@ccpfc.org](mailto:spurdie@ccpfc.org)
  - Mercedes Reaves: [mreaves@ccpfc.org](mailto:mreaves@ccpfc.org)

**II. President's Report – Mary Sonnenberg, President**

- A. [President's Report\\*](#)
- B. 2023-2024 NC Pre-K Monthly Attendance Signed Electronically

**III. PFC Contracting - Michelle Downey, Contracts Coordinator**

**IV. DCDEE – Fay Lewis, EES Unit BK Licensure Specialist**

**V. NC Pre-K Updates-Ar-Nita Davis**

- A. 2023-24 NC Pre-K [Site Administrators Meeting Monthly](#) Quarterly: August 23, 2023, November 16, 2023; February 15, 2024 & May 16, 2024 (June and July)
- B. 2023-24 Recruitment and Placement of Children
- C. 2023-24 [Guidance for NC Pre-K Programs](#)
- D. 2023-24 NC Pre-K [Allocation Adjustment Request Form](#) Opportunity to Increase
- E. 2023-2024 NC Pre-K Site Monitoring Tool (Due Tuesday, October 31, 2023 Noon)
- F. 2023-24 [Accept/Declined Forms](#)
- G. 2023-2024 NC Pre-K Sites Tracking Education (Report Quarterly)
- H. 2023-2024 NC Pre-K County Plan Updates
  1. [Add Change Lead Teacher Request](#) (new LT only)
  2. [Add Change Site Administrator Request Form](#) (new Site Admin only)
  3. [Add Change TA Request](#) (new TA only)
  4. [Teacher Commitment Agreement](#) (All LT and TA due)
- I. 2023-24 Written Plans/Required Forms
  1. [10-Months Calendar](#)
  2. [Assurance Statement for Directors](#)
  3. [Family Engagement Plan](#)
  4. Health Consultation Services Plan

5. Inclement Weather Policy
  6. [Limited English Proficiency Plan](#)
  7. [Prevention of Suspension and Expulsion Plan](#)
  8. [Teacher Compensation Policy](#)
  9. [Transition Plan](#)
  10. [Transportation Plan](#)
- J. PFC NC Pre-K [Webpages](#)
- K. 2024-2026 NC Pre-K Open Site Selection

**VI. PFC Provider Service Updates- Mary Welch, Provider Services Program Manager  
Valerie Miller Program Coach & Shontina Purdie Program Coach**

- A. Need Technical Assistance – Download, complete and submit <https://ccpfc.org/document/technical-assistance-application/>
- B. DCDEE Cohorts and Preparation Year ERS Assessments
- C. PFC Education Bonus Opportunity
- D. Teaching Strategies GOLD® /Ready Rosie/Ongoing Assessments/Checkpoints
- E. Ages and Stages Required
- F. CLASS Assessments Information
- G. 2023-24 Cumberland County Pre-K Training Tracks

**I. Cumberland County Schools – Sean Brost, Pre-K Coordinator**

- A. LETRS Update
- B. Early-In

**VII. Opportunities to Share/Open Discussion**

**VIII. Adjourn (2:00pm)**

**Save the Dates:**

1. **Next NC Pre-K Administrator’s Meeting-** Thursday, November 16, 2023
2. Trainings/Virtual Learning Events – [www.ccpfc.org/training](http://www.ccpfc.org/training)

**Additional Resources:**

1. The TEACH Scholarship and Master’s Degree Program. Here are some important links to get started:  
[T.E.A.C.H. Early Childhood @ Scholarships | Early Learning Challenge \(nc.gov\)](https://www.nc.gov/education/early-childhood-education/teach-scholarship)  
[https://uncw.edu/online/degrees/graduate\\_degrees.html#MED-EdLeader](https://uncw.edu/online/degrees/graduate_degrees.html#MED-EdLeader)
2. Perspectives from the Field of ECE on being a manager and a leader:  
<https://nv.instructuremedia.com/fetch/QkFoYkIxc0hhUVF3dUhvRE1Hd3JCK3J0aEdJPS0tYmM0Y2VhZGYyMmNmNmMINDUyNGNjNjIyNWNkNDkwYzYzNjA1NTk5OA.mp4>

**Additional Links for Teaching Strategies:**

1. FAQs for transition Report:
  - a. [Teaching Strategies Corporate ShareFile](#)
2. Teaching Strategies Resources to keep handy:
  - a. [NC Pre-K Administrators Resources: The Creative Curriculum® Cloud Resources \(padlet.com\)](#)
  - b. [NC Pre K 1-Day Responsive Planning: Meeting the Needs of Children and Families \(padlet.com\)](#)