

OF CUMBERLAND COUNTY

HYBRID North Carolina Pre-Kindergarten Planning Committee Meeting

Agenda

Quorum is 12 = 50% + 1 (Total Board Members = 23)

Thursday, April 25, 2024

12:00 pm - 12:30 pm

	Торіс	Presenter
I.	Topic Determination of Quorum & Call to Order Action* A. Minutes – Thursday, February 29, 2024 Updates ^Δ A. Fiscal Update 1. SFY 2023-2024 Financials B. Enrollment and Application 1. SFY 2023-2024 Application/Placement 2. SFY 2023-2024 Application/Placement 2. SFY 2024-2025 Application/Placement C. Program Progress (recruiting) D. Allocation Updates for SFY 2024-2025 E. Ratio Updates F. Strengths and Barriers to Service Delivery	Maria Ford
II.	Action*	
	A. Minutes – Thursday, February 29, 2024	Maria Ford
III.	Updates ^{Δ}	
	 SFY 2023-2024 Financials Enrollment and Application SFY 2023-2024 Application/Placement SFY 2024-2025 Application/Placement Program Progress (recruiting) Allocation Updates for SFY 2024-2025 Ratio Updates 	Carole Mangum Ar-Nita Davis
IV.	Adjourn	Maria Ford

* Needs Action ^Δ Information Only ^e Electronic Copy (Hard copies are available upon request) /Possible Conflict of Interest (Recusals) ^D Document Included in Packet



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Partnership for Children of Cumberland County, Inc.

Hybrid North Carolina Pre-Kindergarten Planning Committee Meeting Minutes

February 29, 2024 (12:04 pm to 12:34 pm)



Be the Driving Force

MEMBERS PRESENT: Lonnie Ballard, Maria Ford (D)*, Terrasine Gardner, Van Gunter*, Haja Jallow-Konrat, Brian Jones*, Amanda Klinck*, Katie Lada, Tre'vone McNeill*, Heather Skeens*, Betty Smith* and Darlisha Warren

MEMBERS ABSENT: Dr. Pamela Adams-Watkins, Shona Bannister (D), Lisa Childers, Patricia Fecher, Sandee Gronowski, Wynne Long, Mary Mathis, Taylor Mobley, Ayesha Neal,

Birgit Sexton and Ebone Williams

NON-VOTING MEMBERS PRESENT: None

NON-VOTING MEMBERS ABSENT: Dr. Marvin Connelly, Jr. and Brenda Jackson

NON-VOTING ATTENDEES: Dottie Adams, Ar-Nita Davis, Michelle Downey*, Pamela Federline*, Belinda Gainey*, Marie Lilly*, Carole Mangum*, Sharon Moyer*, Karen Staab*, Mary Sonnenberg*

GUEST: Jeanne Barnes, Xavier Debrough and Marcia Singletary

*Attended in Person

	AGENDA ITEM	AGENDA ITEM DISCUSSION & RECOMMENDATION						
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 on February 29, 2024, beginning at 12:04 pm pursuant to prior written notice to each Committee member. Notification was made via email and meeting 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 the Secretary for the meeting and recorded the minutes.	None	None				
11.	 Action* SFY 2023-2024 A. Minutes – Thursday, December 14, 2023 B. SFY 2023-2024 Rescind Motion made and approved from the December 14, 2023 meeting that no changes be made in the current NC Pre-K guidelines 	 A. The minutes of the December 14, 2023 meeting were previously distributed and reviewed by the Committee. Van Gunter moved to approve the North Carolina Pre-Kindergarten (NC Pre-K) Planning Committee Minutes from December 14, 2023, as presented. Brian Jones seconded the motion. Hearing no further discussion, the Co-Chair put the motion to a vote. All votes were unanimous. There were no abstentions. The motion carried. Maria Ford asked for a motion to adopt the agenda as written. 	Motion Carried	None				
	of a ratio of one to 9 children and a maximum class size of 18 with at least one teacher and one teacher assistant.	 Brian Jones moved to accept the North Carolina Pre-Kindergarten (NC Pre-K) Planning Committee February 29, 2024 meeting agenda, as presented. Betty Smith seconded the motion. Hearing no further discussion, the Co-Chair put the motion to a vote. All votes were unanimous. There were no abstentions. The motion carried. B.1. Mary Sonnenberg reported that at the December 14, 2023 NC Pre-K Planning Committee meeting the Committee made a motion and voted that no changes be made in the current NC Pre-K guidelines of a ratio of one to 9 children and a maximum class size of 18 with at least one teacher and one teacher assistant. This was contingent on any further information or guidance from 	Motion Carried	None				



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	DCDEE. Information from the Guidance from DCDEE was shared with the Executive Committee meeting on January 25, 2024. In addition, the memo from the Executive Committee was sent out to the Full Board and the NC Pre-K Planning Committee following the Executive Committee meeting. The guidance issued by DCDEE is that local NC Pre-K Planning Committees do not have the authority to restrict NC Pre-K Sites to maintain the 1:9 ratio. NC Pre-K Sites have the option to increase the NC Pre-K Classroom ratio and size to include non-NC Pre-K children. The guidance indicates that while the local NC Pre-K Committee can limit the number of NC Pre-K slots allocated to a classroom, Committees cannot set a local restriction that would prohibit a site from enrolling non-NC Pre-K children within that same classroom to take advantage of the increased ratios. Van Gunter moved to rescind the motion stating that no changes be made in the current NC Pre-K guidelines of a ratio of one to 9 children and a maximum class size of 18 with at least one teacher and one teacher assistant, as presented. Betty Smith seconded the motion. Hearing no further discussion, the Co-Chair put the motion to a vote. All votes were unanimous. There were no abstentions. The motion carried.	Motion Carried	None
 III. Action* SFY 2024-2025 A. Approve NC Pre-K Contracting Agency B. Approve Site Location and Allocation Implementation Plan 2024-2025! C. Approval for Contractor to Move Children across NC Pre-K Sites! D. Approve 2024-2025 NC Pre-K Written Plans Prevention of Suspension/Expulsion of Children with Challenging Behaviors Plan 	 Ar-Nita Davis and Mary Sonnenberg presented the following recommendations to the committee: A. Approval for the Partnership for Children of Cumberland County (PFC) to remain the NC Pre-K Contracting Agency for Cumberland County for SFY 2024-2025. Heather Skeens moved to approve that PFC remains the NC Pre-K Planning Contracting Agency for Cumberland County for SFY 2024-2025 as presented. Van Gunter seconded the motion. Hearing no further discussion, the Co-Chair put the motion to a vote. All votes were unanimous. There were no abstentions. The motion carried. B. Approval of the Site Location and Allocation Implementation Plan as follows: Private Sites – total allocation 951, CCS – total allocation 380 and Head Start – total allocation 90. 	Motion Carried	None
 Transportation Plan Transition Plan Family Engagement Plan Limited English Proficiency Plan Inclement Weather Plan Health Consultation Plan 	Projected budget for SFY 2024-2025\$ 9,155,320Direct Services (Monthly payment to Providers)\$ 915,532Administrative Funds\$10,070,852Projected Total Contract/Budget AmountThe initial Site Location and projected Allocation Implementation Plan are subject to change based on funding availability, satisfactory contract compliance, adherence to the NC Pre-K Requirements and Guidance, rate fluctuations, and outcomes of recruitment efforts.		
	Brian Jones asked for a motion for approval. Van Gunter moved to approve the Site Location and Allocation Implementation Plan as presented. Heather Skeens seconded the motion. Hearing no	Motion Carried	None



Partnership for Children of Cumberland County, Inc. North Carolina Pre-Kindergarten Planning Committee Meeting Minutes February 29, 2024 (12:04 pm to 12:34 pm) *Be the Driving Force*



	 further discussion, the Co-Chair put the motion to a vote. All votes were unanimous. The motion carried. Recusals: Lonnie Ballard, Maria Ford and Terrasine Gardner. C. Approval for Contractor to Move Children across NC Pre-K Sites. In case children need to change NC Pre-K sites, this will allow PFC the authority to move the child without waiting for approval from the Planning Committee. Brian Jones asked for a motion for approval. Tre'vone McNeill moved to approve PFC, as the 	Motion	None
	 Contractor, to move children across NC Pre-K sites, as presented. Amanda Klinck seconded the motion. Hearing no further discussion, the Co-Chair put the motion to a vote. All votes were unanimous. The motion carried. Recusals: Lonnie Ballard, Maria Ford and Terrasine Gardner. D. Recommend Approval of Annual Written Plans; some had minor changes from the previous year. Prevention of Suspension/Expulsion of Children with Challenging Behaviors Plan Transportation Plan 	Carried	None
	Transition Plan		
	Family Engagement Plan		
	 Limited English Proficiency Plan Inclement Weather Plan 		
	Health Consultation Plan		
	Questions were asked regarding Suspension/Expulsions. How does the process work? What is a valid reason for suspension or explusion?		
	Ar-Nta responded – A process must take place. Once an issue occurs, sites are connected with the PFC Behavioral Specialist and Early Intervention. From there, additional services are requested from DCDEE or another community agency. Documentation is then sent to the state level. Before any suspensions/expulsion take place, it must be approved by the State. No one has been suspended or expelled from the NC Pre-K program during SFY 2023-2024. A valid reason for suspension – If the child is a danger to himself or others.		
	Brian Jones moved to accept the Annual Written Plans as presented. Van Gunter seconded the motion. Hearing no further discussion, the Co-Chair put the motion to a vote. All votes were unanimous. There were no abstentions. The motion carried.	Motion Carried	None
 IV. Updates ^A A. Fiscal Update 1. SFY 2023-2024 Financials B. NC Pre-K SFY 2023-2024 Child 	A.1. Carole Mangum provided an overview of the January 2024 NC Pre-K Financials. The handout was included in the packet. Carole stated that the budget for SFY 2024-2025 has not yet been received, it usually received in February. This needs to be received prior to PFC going into contract for the next fiscal year.	None	None
Placement C. NC Pre K Applications SFY 2024-25	B. Ar-Nita reported that over 2,344 NC Pre-K applications have been received via the LetsGetEnrolled.com platform for SFY 2023-2024. 1438 children have been placed and there are 125 children on the waiting list. Currently, there is nowhere to place these children; the locations where they reside in are filled.	None	None

OF CUMBERLAND COUNTY	Partnership for Children of Cumberland County, Inc. North Carolina Pre-Kindergarten Planning Committee Meeting Minutes February 29, 2024 (12:04 pm to 12:34 pm) Be the Driving Force	Smart Start Each Child. Every Community.				
	 C. For SFY 2024-2025, 902 NC Pre-K applications have been received via the LetsGetEnrolled.com platform. Over 602 of these applications have been placed into the application system. Private sites have an opportunity this year to receive transition material which is a huge part of NC Pre-K. This helps with school readiness and make sure kids are prepared for kindergarten. PFC has purchased pencils, manuscript paperwork, books and etc. A NC Pre-K Conference will take place this summer. PFC will collaborate with CCS and Head Start. Presenters are needed. The committee was asked to let Ar-Nita know if they are interested in presenting. 	None	None			
	Mary stated that the DCDEE contract must be received before PFC can contract with the providers. This is the first year of the 2-year contract. The full contract covers the first year; the 2 nd year of the contract is an amendment.					
V. Adjournment	As there was no further business; the chair announced the meeting adjourned. The meeting was adjourned at 12:34 pm.	Adjourned	None			

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

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

Committee Chair

Secretary of Meeting

Date

Date

		Partnership for Children of Cumberland	County, Inc.	- NC	PRE-KIN	IDER	GARTEN	I G	RANT								
					4 Revenues Contract									Fis	scal Year 20	23 / 2024	
	LEGEND			\$	9,155,320	NC Pr	e-k Grant F	Payr	ments to Provid	ders	[Fund 206, Fu	und	210, Fund 319]				
				\$	328,170												
		Internal Budget Adjustments		\$ 174,963 2% CCDF Quality/Admin Funds [Fund 328]													
		Budget Increases per Amendment #1		\$	216,016	2% C	CDF ARPA	Adr	- nin Funds <mark>(Fun</mark>	nd 31	14]						
		· · · ·		\$	524,553	<mark>6%</mark> Ac	dministrativ	/e F	unds [Fund 211	1]	-					as of N	larch 2024
				\$	10,399,022	Total	NC Pre-k G	ran	t							SHO	ULD BE
	_		L	•	-,,-											75%	25%
				FY	Y 23/24	_		_		_							
				В	udget										Remaining	% of	% of
		Activity		3/	1/2024	Ja	anuary		February		March		Y-T-D		Budget	Budget Expended	Available Funds
211	3323-999	Administrative Operations		\$	133,000.00	\$	10,364.66	\$	10,254.66	\$	10,254.66	\$	99,742.86	\$	33,257.14	75%	25%
	3323-001	CCR&R - Core		\$	123,888.00	\$	12,428.40	\$	9,999.04	\$	(1,142.18)	\$	87,918.82	\$	35,969.18	71%	29%
	3323-017	NC Pre-k Coordination (In-Direct)		\$	267,665.00	\$	26,995.20	\$	23,591.05	\$	149.36	\$	171,628.62	\$	96,036.38	64%	36%
		Fund 211 Sub-Total		\$	524,553.00	\$	49,788.26	\$	43,844.75	\$	9,261.84	\$	359,290.30	\$	165,262.70	68%	32%
206	2342-015	NC Pre-k Subsidy (Direct - Child Reimbursement) - State Funds		\$	910,064.00	\$	-	\$	-	\$	-	\$	910,064.00	\$	-	100%	0%
	2348-015	NC Pre-K Non-TANF/CCDF - State Funds		\$	256,787.00	\$	-	\$	-	\$	-	\$	256,787.00	\$	-	100%	0%
		Fund 206 Sub-Total		\$	1,166,851.00	\$	-	\$	-	\$	-	\$	1,166,851.00	\$	-	100%	0%
210	2342-015	NC Pre-k Subsidy (Direct - Child Reimbursement) - State Funds		\$ 3	3,615,813.00	\$	-	\$	1,302,813.00	\$	675,922.00	\$	3,615,813.00	\$		100%	0%
	2348-015	NC Pre-K Non-TANF/CCDF - State Funds		\$	964,234.00	\$	-	\$	394,757.00	\$	188,245.00	\$	964,234.00	\$	-	100%	0%
		Fund 210 Sub-Total		\$ 4	4,580,047.00	\$	-	\$	1,697,570.00	\$	864,167.00	\$	4,580,047.00	\$	-	100%	0%
314	3323-017	NC Pre-K CCDF-ARPA Funding- ADMIN - Federal Funds [\$26,000 <i>budgeted for outreach; \$114,275</i> <i>budgeted for personnel</i>]		\$	120,000.00	\$	-	\$	9,750.00	\$	4,750.00	\$	86,233.37	\$	33,766.63	72%	28%
	3323-999	NC Pre-K CCDF-ARPA Funding-ADMIN - Federal Funds		\$	96,016.00	\$	8,631.00	\$	8,550.50	\$	16,000.00	\$	78,087.51	\$	17,928.49	81%	19%
		Fund 314 Sub-Total		\$	216,016.00	\$	8,631.00	\$	18,300.50	\$	20,750.00	\$	164,320.88	\$	51,695.12	76%	24%

			3/24 Revenues er Contract									Fi	scal Year 20	23 / 2024						
	LEGEND		\$	9,155,320																
			1	\$	\$ 328,170 NC Pre-k GEER Payments to Providers [Fund 336]															
		Internal Budget Adjustments		\$ 174,963 2% CCDF Quality/Admin Funds [Fund 328]																
		Budget Increases per Amendment #1		\$ 216,016 2% CCDF ARPA Admin Funds [Fund 314]												an of March 0004				
			\$	\$ 524,553 6% Administrative Funds [Fund 211]												as of March 2024				
				\$	10,399,022	Tota	al NC Pre-k G	rant								SHO 75%	ULD BE 25%			
					FY 23/24											75%	23%			
					Budget										Remaining	% of	% of			
		Activity			3/1/2024		January		February		March		Y-T-D		Budget	Budget Expended	Available Funds			
)	2342-015	NC Pre-k Subsidy TANF (Direct - Child Reimbursement) - Federal Funds		\$	2,897,000.00	\$	-	\$	-	\$	23,706.00	\$	23,706.00	\$	2,873,294.00	1%	99%			
	2348-015	NC Pre-K Non-TANF/CCDF - Federal Funds		\$	511,422.00	\$	-	\$	-	\$	420.00	\$	420.00	\$	511,002.00	0%	100%			
		Fund 319 Sub-Total		\$	3,408,422.00	\$	-	\$	-	\$	24,126.00	\$	24,126.00	\$	3,384,296.00	1%	99%			
3	3323-999	NC Pre-K CCDF Quality Funds-ADMIN - Federal Funds		\$	174,963.00	\$	22,812.31	\$	7,039.59	\$	(15,483.22)	\$	124,722.58	\$	50,240.42	71%	29%			
		Fund 328 Sub-Total		\$	174,963.00	\$	22,812.31	\$	7,039.59	\$	(15,483.22)	\$	124,722.58	\$	50,240.42	71%	29%			
6	3322-017	NC Pre-K GEER (Governor's Emergency Education Relief) Funds - Federal Funds	NEW: Amendment #1 Eff: 7-1-23	\$	328,170.00	\$	-	\$	-	\$	-		\$324,308.00	\$	3,862.00	99%	1%			
		Fund 336 Sub-Total		\$	328,170.00	\$	-	\$	-	\$	-	\$	324,308.00	\$	3,862.00	99%	1%			
									Tot	al B	udget Remain	ning		\$	3,655,356.24					
		Total NC Pre-K Grant												-						
			Total NC F	Pre-k G	Frant Expended	\$	81,231.57	\$	1,766,754.84	\$	902,821.62	\$	6,743,665.76							
		Total State Funds		\$	6,271,451.00															
		Total Federal Funds		\$	4,127,571.00															
		Total NC Pre-K Grant		\$	10,399,022.00															