

HYBRID North Carolina Pre-Kindergarten Planning Committee Meeting Agenda

Quorum is 11 = 50% + 1 (Total Board Members = 20)

Thursday, June 27, 2024

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

| | Topic | Presenter |
|-------------|--|--|
| I. | Determination of Quorum & Call to Order | Maria Ford |
| II. | Action* | |
| | A. Minutes – Thursday, April 25, 2024 | Maria Ford |
| | B. Final Budget SFY25 <i>Recusals: Lonnie Ballard, Maria Ford, Terrasine Gardner and Mary Mathis</i> | Maria Ford/Van Gunter/Carole Mangum |
| | C. The Children’s Courtyard (Memo attached) 1. Current DCDEE Administrative Actions 2. Recommendation to not Contract SFY 2024-2025 for NC Pre-K 3. Reallocation of slots <i>Recusals: Lonnie Ballard, Maria Ford, Terrasine Gardner and Mary Mathis</i> | Maria Ford/Van Gunter/Mary Sonnenberg |
| | D. Approval for New Sites Slot Increase <i>Recusals: Lonnie Ballard, Maria Ford, Terrasine Gardner and Mary Mathis</i> | Maria Ford/Van Gunter/Mary Sonnenberg |
| III. | Updates^Δ | |
| | A. Fiscal Update | Carole Mangum |
| | B. Audit FY23-24 | Mary Sonnenberg |
| | C. Enrollment and Application 1. SFY 2024-2025 Application/Placement | Ar-Nita Davis |
| | D. Recruitment | Ar-Nita Davis |
| | E. Ratio Form | Ar-Nita Davis |
| IV. | Adjourn^Δ | Maria Ford |

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

^D Document Included in Packet



Partnership for Children of Cumberland County, Inc.
Hybrid North Carolina Pre-Kindergarten Planning Committee Meeting Minutes
April 25, 2024 (12:05 pm to 12:30 pm)
Be the Driving Force



MEMBERS PRESENT: Lonnie Ballard, Shona Bannister (D), Lisa Childers, Patricia Fecher*, Maria Ford (D), Terrasine Gardner, Sandee Gronowski, Van Gunter*, Haja Jallow-Konrat, Amanda Klinck*, Katie Lada, Taylor Mobley, Ayesha Neal*, Betty Smith* and Darlisha Warren
MEMBERS ABSENT: Brian Jones, Mary Mathis, Tre’vone McNeill, Heather Skeens 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*, Julanda Jett*, Marie Lilly*, Sharon Moyer*, Karen Staab* and Mary Sonnenberg*
GUEST: Amy Cannon*, Dr. Marion Gillis-Olion, Shelagh Lane and Jerome Scott*

*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 on April 25, 2024, beginning at 12:05 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 |
| II. Action* A. Minutes – Thursday, February 29, 2024 | A. The minutes of the February 29, 2024 meeting were previously distributed and reviewed by the Committee. Betty Smith moved to approve the North Carolina Pre-Kindergarten (NC Pre-K) Planning Committee Minutes from February 29, 2024, as presented. Van Gunter seconded the motion. Hearing no further discussion, the Co-Chair put the motion to a vote. All votes were unanimous. | Motion Carried | None |
| III. Updates ^Δ A. Fiscal Update 1. SFY 2023-2024 Financials B. Enrollment and Application 1. SFY 2023-2024 Application/Placement 2. SFY 2024-2025 Application/Placement C. Program Progress (recruiting) D. Allocation Updates for SFY 2024-2025 | A.1. Marie Lilly provided an overview of the March 2024 NC Pre-K Financials. The handout was included in the packet. As of March 2024, 75% of the activity budgets should have been spent with 25% available funds left. Marie provided an explanation of the activities who had yet to expend 75% of its budgets. B.1. Ar-Nita reported that for SFY 2023-2024 1,463 children have been placed in the NC Pre-K Program. Since August 2023, 1,562 children have been served. B.2. For SFY 2024-2025, 236 children have been placed in the NC Pre-K Program with 942 are on the waitlist. Those on the waitlist are because they chose Cumberland County Schools as their first choice. C. Recruitment for the NC Pre-K Program is now taking place for only SFY 2024-2025. | None | None |



Partnership for Children of Cumberland County, Inc.
North Carolina Pre-Kindergarten Planning Committee Meeting Minutes
April 25, 2024 (12:05 pm to 12:30 pm)
Be the Driving Force



| | | | |
|---|--|------------------|-------------|
| <p>E. Ratio Updates F. Strengths and Barriers to Service Delivery</p> | <p>D. Pampers, Hugs and Luvs has requested to reduce their allocation. Their new allocation will be 36 for SFY 2024-2025 and 2 classrooms. Mary Sonnenberg reported that all sites have been asked to report their allocation requests by July 2024 so firm numbers are received.</p> <p>E. Trinity Childcare and The Children’s Courtyard has shown interest in increasing NC Pre-K classroom to 20 children. PFC has only allocated NC Pre-K funding for 18 children. The initial request must be sent to DCDEE first to make sure they have the space and the licensing to increase their classroom to 20 children. The sites will receive documentation of the requirements they must meet.</p> <p>F. The LetsGetEnrolled.com is one of the strengths that has taken place within the NC Pre-K Program. New program sites have come aboard for SFY 2024-2025. Due to marketing, word of mouth and collaboration, knowledge of the NC Pre-K program has grown. More people are hearing about the program and LetGetEnrolled.com makes it easier to apply. Developmental Screenings has strengthened. The majority of the children are screened prior to entering the NC Pre-K classrooms. Some of the barriers are Teacher and Teacher Assistant (TA) requirements. There is not a large number of teachers with at least a bachelors degree. There are challenges using the APP System. Another barrier is that many sites do not provide transportation. Marie Lilly added that another success is the State payment system allows partnerships to receive funds quicker and the ACH system allows partnerships to distribute funds to providers quicker.</p> <p>Mary reported we received notice from NCDHHS that there may be reductions in NC Pre-K funding. This is due to the COVID funding received ending which may result in budget cuts if no other funding comes. Budget numbers have not yet been received. Funding is included in the Governor’s budget. Legislation is in session but it may be a while before a budget is passed. An email will be sent to the board with further information as received. There were concerns regarding the implication of funding cuts.</p> | | |
| <p>IV. Adjournment</p> | <p>As there was no further business; the chair announced the meeting adjourned. The meeting was adjourned at 12:30 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

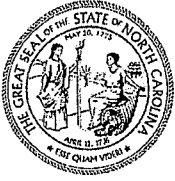
MEMORANDUM

DATE: June 27, 2024
TO: NC Pre-K Planning Committee
FROM: Mary Sonnenberg, President
SUBJECT: Action Items - Final Budget and The Children’s Courtyard SFY25 Contracting

1. **Final Budget for NC Pre-K FY 25: The budget was approved in February by this committee, contingent upon final amounts from DCDEE. The final amounts for contracting were received in late April.**
 - a. **Final contract amount included a 24% decrease in Administrative Funds.**
 - b. **Final NC Pre-Kindergarten budget for SFY 2024-2025:**

| | |
|---------------------|--|
| \$ 9,155,320 | Direct Services (Monthly payment to Providers) |
| <u>\$ 699,516</u> | Administrative Funds |
| \$ 9,854,836 | Total Contract/Budget Amount |

2. **The Children’s Courtyard was issued a Notice of Revocation of their license in Fall 2023 which was followed up with an amended Administrative Action, to a Probationary License from October 23, 2023-October 23, 2024. NC Pre-K sites cannot be on a Probationary license longer than 12 months and must be a 4- or 5-Star rated center.**
 - a. **During the School Year 2023-2024, NC Pre-K services continued at the site in order to not displace children while they worked on their corrective action plan.**
 - b. **The Children’s Courtyard received a new Notice of Revocation of their license on May 15, 2024. They provided the Partnership the attached notice which includes a pattern of noncompliance and safety issues.**
 - c. **Staff recommendation is to not go in to contract with The Children’s Courtyard for the 2024-2025 school year and to place children who have requested this site at other NC Pre-K sites. This recommendation is based on the on-going safety concerns for the children in the program and that the program is not able to show that they will be able to meet the requirements to be a NC Pre-K site prior to the school year starting.**
 - d. **Slots allocated to this site will be reallocated to other NC Pre-K sites.**
 - e. **In addition, staff recommends that if the program comes off administrative action at some point in the future that they must go through the site selection process to be considered as a site for the NC Pre-K program in Cumberland County.**



NC DEPARTMENT OF
**HEALTH AND
HUMAN SERVICES**
Division of Child Development and Early
Education

ROY COOPER • Governor
KODY H. KINSLEY • Secretary
ARIEL FORD • Director

May 15, 2024

Tricia Sheldon
The Children's Courtyard, Inc
PO Box 8647
Carol Stream, IL 60197

CERTIFIED MAIL

Dear Ms. Sheldon:

The Division of Child Development and Early Education in the Department of Health and Human Services is preparing to take administrative action against **The Children's Courtyard, Inc**, operator of **The Children's Courtyard, ID# 26002524**.

In accordance with North Carolina General Statute § 150B-3(b), you may submit written information as to why this action should not be taken. You may wish to provide information that shows how the situation that led to this proposed action will not recur or how your facility will maintain compliance at all times with child care law and rules. You must submit this information **within fifteen (15) calendar days after you receive this letter** in order for it to be considered. Any information you submit will be reviewed and taken into consideration before the agency proceeds with an action. Information should be sent to the following address:

Division of Child Development and Early Education
Attention: Licensing Enforcement Unit
2201 Mail Service Center
Raleigh, NC 27699-2200

If you have questions or need assistance, you may contact Melissa Loehr, Southeastern Investigations Team Supervisor, at 919-819-9374.

Sincerely,

A handwritten signature in cursive script that reads "Tamara Barnes".

Tamara Barnes, Assistant Director
Regulatory Services Section

TB/ML/dh

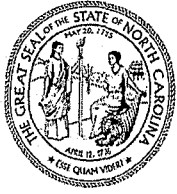
Enclosures

cc: Nancy Stratford, Child Care Consultant
Stacey Eaton, Investigations Consultant
Melissa Loehr, Southeastern Investigations Team Supervisor
Jackie Kennedy, South Central Investigations Program Manager
Andrea Lewis, Regulatory Services Section Senior Manager
Morgan Mickens, Administrator, The Children's Courtyard

NC DEPARTMENT OF HEALTH AND HUMAN SERVICES • DIVISION OF CHILD DEVELOPMENT AND EARLY EDUCATION

LOCATION: 333 E Six Forks Road • Raleigh, NC 27609
MAILING ADDRESS: 2201 Mail Service Center, Raleigh, NC 27699-2200
www.ncdhhs.gov • TEL: 919-814-6300 • Fax: 919-715-1013

AN EQUAL OPPORTUNITY / AFFIRMATIVE ACTION EMPLOYER



NC DEPARTMENT OF
**HEALTH AND
HUMAN SERVICES**
Division of Child Development and Early
Education

ROY COOPER • Governor
KODY H. KINSLEY • Secretary
ARIEL FORD • Director

May 15, 2024

NOTICE OF ADMINISTRATIVE ACTION

TYPE OF ACTION: REVOCATION OF LICENSE

ISSUED TO: The Children's Courtyard, Inc

**FACILITY: The Children's Courtyard
3330 South Peak Drive
Fayetteville, NC 28306
ID# 26002524**

The Division of Child Development and Early Education in the Department of Health and Human Services hereby **REVOKES** the Probationary License issued to **The Children's Courtyard, Inc**, operator of the above-named facility. Authority to take this action is provided by North Carolina General Statutes §§ 110-90(5), 110-98, 110-105.3 and 110-105.6 and Child Care Rules 10A-NCAC 09 .2201 and -.2209.

Immediately after receipt, this Notice of Administrative Action and this cover letter must be posted in a location visible to parents and visitors near the entrance of the child care facility, regardless of whether the Notice of Administrative Action is appealed.

NC DEPARTMENT OF HEALTH AND HUMAN SERVICES • DIVISION OF CHILD DEVELOPMENT AND EARLY EDUCATION

LOCATION: 333 East Six Forks Rd • Raleigh, NC 27609
MAILING ADDRESS: 2201 Mail Service Center, Raleigh, NC 27699-2200
www.ncdhs.gov • TEL: 919-814-6300 • Fax: 919-715-1013

AN EQUAL OPPORTUNITY / AFFIRMATIVE ACTION EMPLOYER

BASIS FOR ACTION

On October 13, 2023, an Investigations Consultant of the Division of Child Development and Early Education visited The Children's Courtyard regarding alleged violations of child care requirements. Based on information the Consultant obtained, the Division determined the following.

On September 27, 2023, a staff member placed a one-year-old child in time-out for twenty (20) minutes next to a half-door in the classroom. During that time, the child began playing with the half-door and it closed on the child's finger which resulted in an injury that required medical attention. On this occasion, the staff member failed to use age-appropriate discipline techniques and failed to provide adequate supervision for the child, violations of Child Care Rules 10A NCAC 09 .1803 and 10A NCAC 09 .1801(a)(1-5) regarding discipline and supervision. The staff member's failure to provide adequate supervision placed the child in an unsafe environment, a violation of Child Care Rule 10A NCAC 09 .0601(a) regarding safe environment.

Pursuant to its investigation, the Division has confirmed sufficient information to determine child maltreatment. Under North Carolina General Statute § 110-105.6, child maltreatment occurring in a child care facility is a violation of North Carolina licensure standards and licensure laws.

Pattern of Non-Compliance and Failure to Comply

The Children's Courtyard was issued a Temporary License on November 8, 2021, and subsequently issued a Five Star Center License on May 9, 2022. On August 12, 2022, the Division of Child Development and Early Education issued a Written Warning to The Children's Courtyard due to violations of child care requirements related to the care, treatment, and discipline of children. A Corrective Action Plan was issued with the Written Warning that required compliance with child care requirements at all times, training related to the supervision and discipline of children, the revision of the facility's discipline policy, a staff meeting to review the revised discipline policy, and the development of a plan for routine observations/evaluations for each staff member. The Children's Courtyard failed to comply with the Corrective Action Plan based on numerous violations of child care requirements cited after the issuance of the Written Warning and failure to submit required documentation in a timely manner.

On September 6, 2023, the Division of Child Development and Early Education issued a Revocation to The Children's Courtyard due to violations of child care requirements that were willful, continual, and hazardous to the health and safety of children as evidenced by a pattern of non-compliance and the failure of the operator to comply with the terms of a Corrective Action Plan. On October 23, 2023, the Division of Child Development and Early Education amended the Revocation to a Probationary License for twelve (12) months. A Corrective Action Plan was issued with the Probationary License which required compliance with child care requirements at all times, the surveillance system to be kept operational, a review of child care requirements, training and technical assistance related to the supervision of children, appropriate interactions and maintaining a healthy pro-social child care environment, plans for achieving and maintaining compliance with supervision, staff/child ratios, developmentally appropriate materials, equipment, and nutrition, a written plan for routine observations/evaluations for each staff member, a staff meeting to review revised and newly developed policies/plans/procedures, and a plan for observations/audits to be conducted by upper facility management. The Children's Courtyard failed to comply with the Corrective Action Plan based on numerous violations of child care requirements after the issuance of the Probationary License and failure to follow the facility's approved observation plan.

During the timeframe of October 23, 2023 to March 20, 2024, representatives from the Division have conducted thirteen (13) visits, one of which was attempted, to monitor child care requirements. During those visits, eleven

(11) violations of child care requirements were observed and documented regarding general safety, discipline, supervision, nutrition, CPR and First Aid training, and age-appropriate activities, including repeated violations of supervision. During five (5) of the twelve (12) visits conducted, technical assistance was provided on discipline, nutrition, safe environment, and supervision. In addition, on November 21, 2023, a review of child care requirements was conducted with the entire staff, a stipulation of the Corrective Action Plan issued with the Probationary License.

Violations of child care requirements have been willful, continual, and hazardous to the health and safety of children as evidenced by a pattern of non-compliance, and the operator has not made efforts to correct repeated violations or is unable to comply, the violations are hazardous to the health and safety of children, and the operator has failed to comply with the terms of a Corrective Action Plan issued with the Probationary License, which constitutes a revocation of the license as defined by Child Care Rule 10A NCAC 09 .2209(3)(a) and (4).

A complete list of violations of child care requirements, including repeated violations, is attached and incorporated by reference in this Notice.

Tamara Barnes

Tamara Barnes, Assistant Director
Regulatory Services Section

May 15, 2024

Date

PROPOSED ACTION

VIOLATIONS LISTING

Visit Date: February 8, 2022

Visit Type: Unannounced

| Requirement Not Met | Violation Text |
|---------------------|--|
| G.S. 110-91(10) | Each child was not attended to in a nurturing and appropriate manner, or in keeping with the child's developmental needs. A staff member failed to treat four-year-old children in a nurturing and appropriate manner when they yelled at children on multiple occasions. |
| .1803(a)(1) | Child was handled roughly. Two four-year-old children were handled roughly on two separate occasions by the same staff member. In one instance, the staff member grabbed the child by both arms and when the child pulled away, the staff member slammed the child on the floor. During the second incident, the staff member twisted the child's arms behind the back causing the child to fall on their knees, crying in pain. No injuries were found on either child. |
| .1803(a)(4-6) | Discipline was related to food, rest or toileting. A staff member withheld food from a four-year-old child as a form of discipline. |

Visit Date: February 8, 2022

Visit Type: Unannounced

| Requirement Not Met | Violation Text |
|----------------------------|---|
| G.S. 110-91(10) | Each child was not attended to in a nurturing and appropriate manner, or in keeping with the child's developmental needs. A staff member yelled and screamed at three-year-old children on multiple occasions, failing to attend to them in an appropriate manner. Repeated. |
| GS 110-91(10); .1803(a) | Corporal punishment was used. [Omit item 0903 for religious sponsored centers operating under GS 110-106 with an exemption on file with the Division.] A staff member picked up a three-year-old child by the arms, carried the child across the classroom and hit the child in the back/buttocks area. |

Visit Date: February 21, 2022

Visit Type: Unannounced

| Requirement Not Met | Violation Text |
|------------------------------------|---|
| 10A NCAC 09 .0304(b) | Center has not passed required sanitation inspection and received an approved or superior rating. The Center did not obtain a required annual sanitation inspection by an Environmental Health Specialist. The last sanitation inspection on file was completed February 2, 2021. |
| G.S. 110-90.2(b) & .2703(n)&(o) | Prior to the expiration date of the qualification letter, the child care provider did not complete and submit required forms to complete a criminal background check (a |

| | |
|-----------------------------------|--|
| | qualification letter is valid for a maximum of three years for the date of issuance). Prior to the expiration date of the qualification letter (January 29, 2022), Linda McCall Bethea (DOB 2/19/65) did not complete and submit required forms to complete a criminal background check. |
| .1102(c) | All staff did not successfully complete certification in First Aid appropriate to the age of children in care. Verification of staff completion of First Aid training from an approved training organization was not in the staff file. Three staff members, identified on the staff and training worksheets, did not successfully complete certification in First Aid appropriate to the age of children in care. |
| .1102(d) | All staff did not successfully complete certification in CPR training appropriate to the age of the children in care. Verification of staff completion of the CPR course from an approved training organization was not in the staff file. Three staff members, identified on the staff and training worksheets, did not successfully complete certification in CPR training appropriate to the age of the children in care. |
| G.S. 110-90.2(b) & (d) & .2703(e) | A valid qualification letter was not on file and available to review at the facility. A valid qualification letter for Linda McCall Bethea (DOB 2/19/65) was not on file and available for review at the facility. |

Visit Date: May 24, 2022

Visit Type: Unannounced

| Requirement Not Met | Violation Text |
|---------------------|---|
| .1801(a)(1-5) | Children were not adequately supervised at all times. On May 19, 2022, a four-year-old child was left alone (Unsupervised) on the playground for one minute and thirty seconds. |

Visit Date: September 1, 2022

Visit Type: Unannounced

| Requirement Not Met | Violation Text |
|---------------------|--|
| .1801(a)(1-5) | Children were not adequately supervised at all times. On August 29, 2022, staff members failed to provide adequate supervision for two-year-old children. Specifically, staff members failed to notice and/or intervene when children were playing roughly with each other or when a child climbed into the bottom of the diaper changing table. Repeated |
| GS 110-91(12) | Activities and allotted times reflected in the schedule were not developmentally appropriate for the children in care. On August 29, 2022, staff members failed to ensure that two-year-old children were cared for in a developmentally appropriate way. Specifically, staff members required two-year-old children to sit for long periods of time, up to thirty-five minutes, without any activities. |
| .0511(b)(1) | Caregiver did not respond at the earliest opportunity to an infant or toddler's physical and emotional needs. On August 29, 2022, staff members failed to respond to crying toddlers on multiple occasions. During one such incident, a two-year-old child walked |

| | |
|-----------------------------|--|
| | around the classroom crying for hours and staff members failed to attempt to comfort the child. |
| 15A NCAC 18A .2818(b) & (d) | Running water, soap and individual sanitary towels, or other approved hand-drying devices were not supplied at each lavatory. On August 29, 2022, a two-year-old child threw away the roll of paper towels located next to the sink in the classroom for two-year-old children. Children washed their hands without paper towels available until the staff member noticed that the paper towels were missing and replaced them. |
| 15A NCAC 18A .2803(b) | Children did not wash their hands upon arrival at the center, after each visit to the toilet, before eating, before and after water activity play, after outside play, and after handling animals or animal cages. On August 29, 2022, staff members failed to ensure all children washed their hands before eating and after outside play. |
| 15A NCAC 18A .2803(a) | Staff did not wash their hands thoroughly before beginning work, before/after handling food, before bottle feeding or serving to other children, after toileting or handling body fluids, after diaper changing and after handling soiled items. On August 29, 2022, a staff member failed to wash their hands after handling bodily fluids. |
| 10A NCAC 09 .0601(a) | A safe indoor and outdoor environment was not provided for the children. On August 29, 2022, staff members failed to ensure a safe environment for two-year-old children. Specifically, staff members allowed children to use lacing strings for manipulatives in a way not intended, allowing them to wrap the strings around their necks. In addition, staff members failed to intervene when children played with the cord of the phone, wrapping it around their necks. Staff members also allowed children to stand on the diaper changing table and turned their backs to the children and intentionally dropped a cot near a two-year-old child, nearly hitting the child. These incidents placed the children at risk of injury. |
| G.S. 110-91(10) | Each child was not attended to in a nurturing and appropriate manner, or in keeping with the child's developmental needs. On August 29, 2022, staff members failed to treat multiple two-year-old children in a nurturing or appropriate manner. Specifically, a staff member used their feet to kick toys towards/at children and took food from a child and threw it away prior to the child finishing their meal. Repeated |
| .1803(a)(1) | Child was handled roughly. On August 29, 2022, staff members roughly handled multiple two-year-old children. Specifically, staff members grabbed children roughly by the arms, pushed and pulled the children away from them/towards them, sat the children down roughly in chairs and pushed the chairs roughly into a table, roughly removed toys from the hands of children, roughly placed children on cots, nudged a child with their foot, roughly pulled children to the floor, and lifted children in the air by one arm. Repeated |
| .1803(b) | Discipline was not appropriate for the child's age and development. On August 29, 2022, staff members failed to provide appropriate discipline for two-year-old children. Specifically, staff members placed children in time-out for a period of time that was not developmentally appropriate. |
| 10A NCAC 09 .2818 | Enhanced staff/child ratios and group sizes were not met. On August 29, 2022, the staff/child ratio and group size in the classroom for two-year-old children was out of compliance. One staff member supervised sixteen children for approximately thirty |

| | |
|--|--|
| | minutes. In addition, there were twenty-three two-year-old children grouped together for approximately thirty minutes. |
|--|--|

Visit Date: September 19, 2022

Visit Type: Unannounced

| Requirement Not Met | Violation Text |
|----------------------|--|
| 10A NCAC 09 .0601(a) | A safe indoor and outdoor environment was not provided for the children. The outdoor area used for children in Space #7, contained sharp edges on the lid covering for the sand table. Repeated |
| .0606(b) | The center's safe sleep policy was not posted in a prominent place in the infant room where parents and caregivers were able to view daily. In Space #10, the safe sleep policy was not posted in the classroom. |

Visit Date: November 29, 2022

Visit Type: Unannounced

| Requirement Not Met | Violation Text |
|---------------------|---|
| .1803(a)(1) | Child was handled roughly. On November 22, 2022, a staff member grabbed an eighteen-month-old child roughly by the left arm and aggressively pulled the child backwards, throwing the child to the floor. Repeated |

Visit Date: April 14, 2023

Visit Type: Unannounced

| Requirement Not Met | Violation Text |
|---------------------|--|
| G.S. 110-91(9) | All staff records, except financial records, were not made available for review. Eleven of the staff personnel file's did not contain documented dates of completed trainings and orientation. |

Visit Date: June 6, 2023

Visit Type: Unannounced

| Requirement Not Met | Violation Text |
|----------------------------|--|
| 10A NCAC 09 .0901(a) | Number and size of servings were not appropriate for ages and developmental levels of children in care. In Space #3, there was one child that did not receive the required serving of vegetables during lunch. The staff member helped one of the children with the serving and only served one half of the required servings. |
| 10A NCAC 09 .2508(c)(1-13) | Program operating for more than 3 hours per day did not make 4 activities available daily. In Space #5, 10 (ten) school age children were present. The materials available for the children was coloring. |

| | |
|-------------------|--|
| 10A NCAC 09 .2818 | Enhanced staff/child ratios and group sizes were not met. In Space #5, due to staff shortages, staff reported there are times early morning and late afternoon when they are unable to follow enhanced staff/child ratios. Repeated |
|-------------------|--|

Visit Date: August 3, 2023

Visit Type: Unannounced

| Requirement Not Met | Violation Text |
|--------------------------|---|
| .1801(a)(1-5) | Children were not adequately supervised at all times. On July 28, 2023, a child was left unattended outside on the playground for eight minutes. Repeated |
| 15A NCAC 18A .2803(c)(2) | A child's hands were not washed after each diaper change. In Space #7, a child's hands were not washed after each diaper change. After requesting for the child's hands to be washed, the caregiver washed the child's hands. |

Visit Date: September 14, 2023

Visit Type: Unannounced

| Requirement Not Met | Violation Text |
|--------------------------|---|
| G.S. 110-91(6); .0601(b) | All equipment and furnishings were not in good repair. The playhouse contained nails sticking out on three of the four sides. In addition, there was one green structure that contained two loose screws. |
| .0605(k)(1-4) | The depth of the loose surfacing was not based on critical height of the equipment. There is one large climbing structure with a slide, that did not have the required loose surfacing requirement. |

Visit Date: October 13, 2023

Visit Type: Unannounced

| Requirement Not Met | Violation Text |
|----------------------|--|
| .1801(a)(1-5) | Children were not adequately supervised at all times. On September 27, 2023 a staff member failed to provide adequate supervision for a one-year-old child when the child, unbeknownst to the staff member, closed their finger in the hinge of a door. As a result, the child received an injury that required medical attention. Repeated |
| 10A NCAC 09 .0601(a) | A safe indoor and outdoor environment was not provided for the children. On September 27, 2023 a staff member failed to provide a safe environment for children as a result of inadequate supervision. A one-year-old child closed their finger in a door and received an injury that required medical attention. Repeated |
| .0802(g)(1-6) | Incident logs were not completed and maintained as required. An incident report completed on September 27, 2023 regarding a one-year-old child being injured and receiving medical attention was not documented on the facility's incident log. |

| | |
|-----------------|--|
| .1803 | Appropriate discipline practices were not followed. On September 27, 2023 a staff member used discipline practices that were not age and developmentally appropriate when they placed a one-year-old child in time-out for twenty minutes. |
| GS 110-105.6(a) | There was a substantiation of child maltreatment. Pursuant to its investigation, the Division of Child Development and Early Education substantiated child maltreatment. |

Visit Date: November 1, 2023

Visit Type: Unannounced

| Requirement Not Met | Violation Text |
|---------------------|---|
| 0.0903 | Children were not provided a meal or snack a minimum of every four hours. A two-year old child receiving care in Space #7 was not served lunch. Staff reported the child was instructed to clean up books and blocks while other children were served lunch. The child received cleaning assistance from a management team member and was then placed on the cot for rest by a classroom teacher. |
| .1803(a)(4-6) | Discipline was related to food, rest or toileting. After failing to pick-up toys and materials in the books and blocks area, a two-year old child was directed to the cot for rest time and not directed to the table to receive lunch. |

Visit Date: December 5, 2023

Visit Type: Unannounced

| Requirement Not Met | Violation Text |
|---------------------|---|
| G.S. 110-91(10) | Each child was not attended to in a nurturing and appropriate manner, or in keeping with the child's developmental needs. Two staff members engaged in a verbal altercation with the use of profanity in the presence of children during today's visit. |
| .1102(c) | All staff did not successfully complete certification in First Aid appropriate to the age of children in care. Verification of staff completion of First Aid training from an approved training organization was not in the staff file. First Aid certification for one staff member was not available. |
| .1102(d) | All staff did not successfully complete certification in CPR training appropriate to the age of the children in care. Verification of staff completion of the CPR course from an approved training organization was not in the staff file. CPR certification for one staff member was not available. |

Visit Date: February 22, 2024

Visit Type: Unannounced

| Requirement Not Met | Violation Text |
|---------------------|---|
| .0508(c) | For children 2 years of age and older, a minimum of 60 minutes of outdoor time throughout the day was not provided. Children ages 0-12 in care for less than five hours per day was not provided at least 30 minutes of outdoor time throughout the day. In Space #4, it was confirmed during interviews that children are not provided a minimum of 60 minutes of outdoor time throughout the day. |

Visit Date: March 6, 2024

Visit Type: Unannounced

| Requirement Not Met | Violation Text |
|---------------------|--|
| .1801(a)(1-5) | Children were not adequately supervised at all times. It was confirmed during interviews, that a child was left unsupervised on the playground. This was corrected because a staff member went outdoors and took the child inside and notified the administrator of the incident. The child was then taken to their classroom. Repeated |

Visit Date: March 14, 2024

Visit Type: Unannounced

| Requirement Not Met | Violation Text |
|-------------------------|--|
| .1801(a)(1-5) | Children were not adequately supervised at all times. On March 7, 2024, facility staff failed to provide adequate supervision of a five-year-old child. The child was brought to the lobby because the child was exhibiting challenging behaviors. Though the child had attempted to leave the building previously that day, staff members failed to guard the exit door and the child ran out of the door. Staff members followed the child while the child ran beyond facility grounds, across a field, and into a local business parking lot. Staff members were able to return the child to the facility in approximately six minutes. Repeated |
| 10A NCAC 09 .0601(a) | A safe indoor and outdoor environment was not provided for the children. On March 7, 2024, staff members failed to provide a safe environment for a five-year-old child. The child was brought to the lobby due to exhibiting challenging behaviors. Staff members failed to intervene when the child removed items from shelves and threw them, ripped items off the wall, climbed on top of furniture, and attempted to pull a tv off the wall. Staff members failed to provide adequate supervision which created an unsafe environment when the child ran out the exit door of the facility and left the facility grounds. Repeated |

STATE OF NORTH CAROLINA
DEPARTMENT OF HEALTH AND HUMAN SERVICES
Division of Child Development and Early Education
2201 Mail Service Center
Raleigh, NC 27699-2200

Tricia Sheldon
The Children's Courtyard, Inc
PO Box 8647
Carol Stream, IL 60197



0000388244 MAY 17 2024

7020 3160 0000 1850 9606

6019738847-3084



Partnership for Children of Cumberland County, Inc. - NC PRE-KINDERGARTEN GRANT

Fiscal Year 2023 / 2024

| | |
|--------|-----------------------------------|
| LEGEND | |
| | |
| | Internal Budget Adjustments |
| | Budget Increases per Amendment #1 |

| FY 23/24 Revenues per Contract | |
|--------------------------------|---|
| \$ 9,155,320 | NC Pre-k Grant Payments to Providers [Fund 206, Fund 210, Fund 319] |
| \$ 328,170 | NC Pre-k GEER Payments to Providers [Fund 336] |
| \$ 174,963 | 2% CCDF Quality/Admin Funds [Fund 328] |
| \$ 216,016 | 2% CCDF ARPA Admin Funds [Fund 314] |
| \$ 524,553 | 6% Administrative Funds [Fund 211] |
| \$ 10,399,022 | Total NC Pre-k Grant |

| | |
|----------------|----|
| as of May 2024 | |
| SHOULD BE | |
| 92% | 8% |

| | | FY 23/24 Budget | | | | | | | Remaining | % of | % of |
|----------|----------|---|-----------------|---------------|--------------|--------------|-----------------|-----------------|-----------------|------|------|
| Activity | | 5/1/2024 | March | April | May | Y-T-D | Budget | Budget Expended | Available Funds | | |
| 211 | 3323-999 | Administrative Operations | \$ 148,000.00 | \$ 10,254.66 | \$ 25,893.13 | \$ 16,109.89 | \$ 141,745.88 | \$ 6,254.12 | 96% | 4% | |
| | 3323-001 | CCR&R - Core | \$ 123,888.00 | \$ (1,142.18) | \$ 14,313.02 | \$ 13,398.30 | \$ 115,630.14 | \$ 8,257.86 | 93% | 7% | |
| | 3323-017 | NC Pre-k Coordination (In-Direct) | \$ 252,665.00 | \$ 149.36 | \$ 28,906.67 | \$ 38,786.36 | \$ 239,321.65 | \$ 13,343.35 | 95% | 5% | |
| | | Fund 211 Sub-Total | \$ 524,553.00 | \$ 9,261.84 | \$ 69,112.82 | \$ 68,294.55 | \$ 496,697.67 | \$ 27,855.33 | 95% | 5% | |
| 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 | \$ 3,615,813.00 | \$ 675,922.00 | \$ - | \$ - | \$ 3,615,813.00 | \$ - | 100% | 0% | |
| | 2348-015 | NC Pre-K Non-TANF/CCDF - State Funds | \$ 964,234.00 | \$ 188,245.00 | \$ - | \$ - | \$ 964,234.00 | \$ - | 100% | 0% | |
| | | Fund 210 Sub-Total | \$ 4,580,047.00 | \$ 864,167.00 | \$ - | \$ - | \$ 4,580,047.00 | \$ - | 100% | 0% | |
| 314 | 3323-017 | NC Pre-K CCDF-ARPA Funding-ADMIN - Federal Funds [\$26,000 budgeted for outreach; \$114,275 budgeted for personnel] | \$ 120,000.00 | \$ 4,750.00 | \$ 33,766.63 | \$ - | \$ 120,000.00 | \$ - | 100% | 0% | |
| | 3323-999 | NC Pre-K CCDF-ARPA Funding-ADMIN - Federal Funds | \$ 96,016.00 | \$ 16,000.00 | \$ 4,596.38 | \$ 6,894.57 | \$ 89,578.46 | \$ 6,437.54 | 93% | 7% | |
| | | Fund 314 Sub-Total | \$ 216,016.00 | \$ 20,750.00 | \$ 38,363.01 | \$ 6,894.57 | \$ 209,578.46 | \$ 6,437.54 | 97% | 3% | |

Partnership for Children of Cumberland County, Inc. - NC PRE-KINDERGARTEN GRANT

Fiscal Year 2023 / 2024

| | |
|---------------|-----------------------------------|
| LEGEND | |
| | |
| | Internal Budget Adjustments |
| | Budget Increases per Amendment #1 |

| | |
|---------------------------------------|---|
| FY 23/24 Revenues per Contract | |
| \$ 9,155,320 | NC Pre-k Grant Payments to Providers [Fund 206, Fund 210, Fund 319] |
| \$ 328,170 | NC Pre-k GEER Payments to Providers [Fund 336] |
| \$ 174,963 | 2% CCDF Quality/Admin Funds [Fund 328] |
| \$ 216,016 | 2% CCDF ARPA Admin Funds [Fund 314] |
| \$ 524,553 | 6% Administrative Funds [Fund 211] |
| \$ 10,399,022 | Total NC Pre-k Grant |

| | |
|-----------------------|-----------|
| as of May 2024 | |
| SHOULD BE | |
| 92% | 8% |

| | | FY 23/24 Budget | | | | | | Remaining | % of | % of |
|----------|--|------------------------|-----------------------|----------------------|------------------------|------------------------|------------------------|-----------------|-----------------|------|
| Activity | | 5/1/2024 | March | April | May | Y-T-D | Budget | Budget Expended | Available Funds | |
| 319 | 2342-015 NC Pre-k Subsidy TANF (Direct - Child Reimbursement) - Federal Funds | \$ 2,729,000.00 | \$ 23,706.00 | \$ 697,979.00 | \$ 762,257.00 | \$ 1,483,942.00 | \$ 1,245,058.00 | 54% | 46% | |
| | 2348-015 NC Pre-K Non-TANF/CCDF - Federal Funds | \$ 679,422.00 | \$ 420.00 | \$ 189,161.00 | \$ 240,171.00 | \$ 429,752.00 | \$ 249,670.00 | 63% | 37% | |
| | Fund 319 Sub-Total | \$ 3,408,422.00 | \$ 24,126.00 | \$ 887,140.00 | \$ 1,002,428.00 | \$ 1,913,694.00 | \$ 1,494,728.00 | 56% | 44% | |
| 328 | 3323-017 NC Pre-K CCDF Quality Funds-ADMIN - Federal Funds | \$ 174,963.00 | \$ (15,483.22) | \$ (3,033.06) | \$ 22,877.66 | \$ 144,567.18 | \$ 30,395.82 | 83% | 17% | |
| | Fund 328 Sub-Total | \$ 174,963.00 | \$ (15,483.22) | \$ (3,033.06) | \$ 22,877.66 | \$ 144,567.18 | \$ 30,395.82 | 83% | 17% | |
| 336 | 3322-017 NC Pre-K GEER (Governor's Emergency Education Relief) Funds - Federal Funds | \$ 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% | |

Total Budget Remaining \$ 1,563,278.69

| | |
|--------------------------------------|---|
| Total NC Pre-K Grant | |
| Total NC Pre-k Grant Expended | \$ 902,821.62 \$ 991,582.77 \$ 1,100,494.78 \$ 8,835,743.31 |
| Total State Funds | \$ 6,271,451.00 |
| Total Federal Funds | \$ 4,127,571.00 |
| Total NC Pre-K Grant | \$ 10,399,022.00 |