

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

Quorum is 10 = 50% + 1 (Total Board Members = 19)

Thursday, October 31, 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	Co-Chairs: Haja Jallow-Konrat / Dr. Marvin Connelly, Jr. / Maria Ford
II.	Action*	
	A. Minutes – Thursday, August 22, 2024	Maria Ford – Co-Chair
III.	Updates^Δ	
	A. Fiscal Update 1. FY 24 Year-End- June 2024 Financial Reports 2. FY 25 September 2024 Financial Reports B. FY 2024-2025 Reporting Program Progress 1. Application/Placement 2. Recruitment Efforts 3. Strengths and Barriers to Service Delivery	Carole Mangum Ar-Nita Davis
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



Partnership for Children of Cumberland County, Inc.
Hybrid North Carolina Pre-Kindergarten Planning Committee Meeting Minutes
August 22, 2024 (12:12 pm to 12:30 pm)
Be the Driving Force



MEMBERS PRESENT: Lonnie Ballard*, Shona Bannister (D), Lisa Childers, Dr. Patricia Fecher*, Maria Ford (D)*, Van Gunter*, Haja Jallow-Konrat, Katie Lada, Dr. Nicole Lucas, Taylor Mobley, Dr. Ayanna Richard, Heather Skeens, Betty Smith* and Darlisha Warren and Ebone Williams
MEMBERS ABSENT: Terrasine Gardner, Amanda Klinck, Mary Mathis and Tre'vone McNeill
NON-VOTING MEMBERS PRESENT: None
NON-VOTING MEMBERS ABSENT: Dr. Marvin Connelly, Jr. and Brenda Jackson
NON-VOTING ATTENDEES: Michelle Downey*, Pamela Federline, Belinda Gainey*, Julanda Jett*, Jeremy Julch*, Marie Lilly*, Karen Staab* and Mary Sonnenberg*
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 hybrid meeting of the North Carolina Pre-Kindergarten (NC Pre-K) Planning Committee was held on August 22, 2024, beginning at 12:12 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, June 27, 2024 B. SFY 2024-2025 1. Adoption of Conflict of Interest Policy & Signatures 2. Review the Assurances and Requirements detailed in Section I of the County/Region Plan 3. Review the Contract, including revisions based on changes to NC Pre-K due to legislation 4. Adoption of any updates/changes to the NC Pre-K Program Requirements. *2024-2025 NC Pre-K Program Requirements and Guidance (August 2024)	A. The minutes of the June 27, 2024 meeting were previously distributed and reviewed by the Committee. Dr. Patricia Fecher moved to approve North Carolina Pre-Kindergarten (NC Pre-K) Planning Committee Minutes from June 27, 2024 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. Maria Ford stated that is recommended for the approval of the adoption of the current Conflict of Interest Policy for SFY 2024-2025. The Conflict of Interest Policy must be signed annually. Van Gunter moved to approve the Conflict of Interest Policy for SFY 2024-2025 as presented. Haja Jallow-Konrat 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.2. The NC Pre-K Plan with the Assurances and Requirements of Section 1 of the County/Region Plan was sent to each NC Pre-K Planning Committee member via DocuSign for signature. Approval is recommended to accept the Plan with Section 1 as presented for SFY 2024-2025. Haja Jallow-Konrat moved to approve Section 1 of the County Plan for SFY 2024-2025 as presented. Dr. Patricia Fecher seconded the motion. Hearing no further discussion, the Chair put	Motion Carried	None
		Motion Carried	None
		Motion Carried	None



Partnership for Children of Cumberland County, Inc.
Hybrid North Carolina Pre-Kindergarten Planning Committee Meeting Minutes
August 22, 2024 (12:12 pm to 12:30 pm)
Be the Driving Force



	<p>the motion to a vote. All votes were unanimous. There were no abstentions. The motion carried.</p> <p>B.3. Mary Sonnenberg provided an overview of the NC Pre-K Contract stating that DCDEE has approved to award PFC with Federal funding totaling \$3,583,385.00, effective July 1 2024-June 30, 2025. The biggest change from last year’s contract is that the ARPA, CCDF money has expired. The most recent guidance change is that we must have fiscal and programmatic monitoring by NC Pre-K and they require an electronic survey to be completed by November 15, 2024 instead of January. Marie Lilly stated that the total contract is \$9,854.106. This amount consists of \$1,690,674 in State funds, \$0 in Local funds, \$4,580,047 in Other funds and \$3,583,385 in Federal funds. Approval is needed to accept this contract.</p> <p>Dr. Patricia Fecher moved to approve the NC Pre-K contract 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.</p> <p>B.4. Julanda Jett reported that on the changes that have been made regarding the NC Pre-K program requirements. The changes consist of:</p> <p>Section 4: The NC Pre-K Site – B: Official NC Pre-K Day and Year</p> <p>This requirement was revised to allow increased flexibility for sites to implement instructional calendars that best meet the needs of their program while still maintaining minimum expectations for the amount of services provided to children. Updates have been made throughout the NC Pre-K Program Requirements and Guidance where necessary to reflect the change.</p> <p>Section 4: The NC Pre-K Site – C: Program Attendance Policy</p> <p>This requirement was updated to remove the use of partial payments due to low attendance and make it easier for sites to receive full reimbursement for enrolled children. Updates have been made throughout the NC Pre-K Program Requirements and Guidance where necessary to reflect the change.</p> <p>NC Pre-K sites will still have the option to request attendance exceptions for children with less than 25% attendance in accordance with the criteria outlined in the NC Pre-K Program Requirements and Guidance.</p> <p>Section 5: The NC Pre-K Classroom – E: Staff-to-Child Ratio and Class Size</p> <p>This requirement has been updated to reflect recent legislation that increased the staff-to-child ratio and class size allowance for NC Pre-K classrooms. Updates have been made throughout the NC Pre-K Program Requirements and Guidance where necessary to reflect this change.</p> <p>As a reminder: Local NC Pre-K Committees do not have the authority to restrict NC Pre-K sites to maintain the 1:9 ratio. However, committees may vote to use a 1:9 ratio and maximum classroom size of 18 as an additional locally determined indicator during Site Selection.</p> <p>Section 7: Evaluation and Monitoring – C: Program and Fiscal Monitoring of Local NC Pre-K Programs</p> <p>This requirement has been updated to reflect changes to the timeline for the Programmatic and Fiscal Monitoring process for NC Pre-K Contracting Agencies. Updates have been made throughout the NC Pre-K Program Requirements and Guidance where necessary to reflect this change.</p>	<p>Motion Carried</p>	<p>None</p> <p style="text-align: right;">3</p>
--	---	-----------------------	---



Partnership for Children of Cumberland County, Inc.
Hybrid North Carolina Pre-Kindergarten Planning Committee Meeting Minutes
August 22, 2024 (12:12 pm to 12:30 pm)
Be the Driving Force



	<p>NOTE: The timeline for local NC Pre-K Site Monitoring has not changed. The NC Pre-K Fiscal & Programmatic Worksheet will be revised to remove questions related to the site monitoring process.</p> <p>Betty Smith moved to adopt the updates of the NC Pre-K Program requirements for SFY 2024-2025, as presented. Haja Jallow-Konrat 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.</p>	Motion Carried	None
<p>III. Updates ^Δ</p> <p>A. Fiscal Update</p> <ol style="list-style-type: none"> 1. SFY 2024-2025 Budget Allocation Changes <p>B. Programmatic Updates</p> <ol style="list-style-type: none"> 1. SFY 2024-2025 Application/Placement 2. SFY 2024-2025 Recruitment/Outreach 3. SFY 2024-2025 Review information from regional meetings 4. No Programs Requested any transportation and/or meal fees 5. 2024-2025 Pre-K Conference- August 14-15, 2024 	<p>A.1. Mary Sonnenberg reported that the biggest change to the allocation was not to include the CCDF/ARPA funds. The total NC Pre-K budget is \$9,854.106. No payments to providers have been made for July 2024. PFC has requested an advance so one month of funding is received. Most NC Pre-K classrooms are full. Once in contract, attendance will be done for August 2024. Marie reported that the NC Pre-K financial report is short by \$216,000 due to the Admin funds that were cut from the budget. PFC will need to strategize to make due without these funds. Some staff have been moved to different funding streams.</p> <p>B.1. Julanda reported that 2,373 NC Pre-K applications have been received for SFY 2024-2025, 2,127 applications have been processed and 1,290 children have been placed in the NC Pre-K program. There are 258 children on the waiting list who are waiting to be placed in the program. There are 469 inactive applications; these children are not eligible for the program. There are seven child care facilities that are not yet filled; there are a total of 1447 slots available.</p> <p>B.2. Recruitment is still taking place. The committee was asked to share this information as well.</p> <p>B.3. There are no regional updates to provide.</p> <p>B.4. No NC Pre-K programs requested any transportation and/or meal fees.</p> <p>B.5. A total of 79 teachers were enrolled to attend the 2024-2025 NC Pre-K Conference held on August 14-15, 2024. Nine classes were provided within those two days. Great feedback was received.</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>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>	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.

Committee Chair

Date

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 June 2024	
SHOULD BE	
100%	0%

		FY 23/24 Budget						Remaining	% of	% of
Activity		6/30/2024	April	May	June	Y-T-D	Budget	Budget Expended	Available Funds	
211	3323-999 Administrative Operations	\$ 162,000.00	\$ 25,893.13	\$ 16,109.89	\$ 20,254.12	\$ 162,000.00	\$ -	100%	0%	
	3323-001 CCR&R - Core	\$ 109,888.00	\$ 14,313.02	\$ 13,398.30	\$ (5,742.14)	\$ 109,888.00	\$ -	100%	0%	
	3323-017 NC Pre-k Coordination (In-Direct)	\$ 252,665.00	\$ 28,906.67	\$ 38,786.36	\$ 13,343.35	\$ 252,665.00	\$ -	100%	0%	
	Fund 211 Sub-Total	\$ 524,553.00	\$ 69,112.82	\$ 68,294.55	\$ 27,855.33	\$ 524,553.00	\$ -	100%	0%	
206	2342-015 NC Pre-k Subsidy (Direct - Child Reimbursement) - State Funds	\$ 910,064.00	\$ -	\$ -	\$ (441,428.00)	\$ 468,636.00	\$ 441,428.00	51%	49%	
	2348-015 NC Pre-K Non-TANF/CCDF - State Funds	\$ 256,787.00	\$ -	\$ -	\$ (163,983.00)	\$ 92,804.00	\$ 163,983.00	36%	64%	
	Fund 206 Sub-Total	\$ 1,166,851.00	\$ -	\$ -	\$ (605,411.00)	\$ 561,440.00	\$ 605,411.00	48%	52%	
210	2342-015 NC Pre-k Subsidy (Direct - Child Reimbursement) - State Funds	\$ 3,615,813.00	\$ -	\$ -	\$ -	\$ 3,615,813.00	\$ -	100%	0%	
	2348-015 NC Pre-K Non-TANF/CCDF - State Funds	\$ 964,234.00	\$ -	\$ -	\$ -	\$ 964,234.00	\$ -	100%	0%	
	Fund 210 Sub-Total	\$ 4,580,047.00	\$ -	\$ -	\$ -	\$ 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]	\$ 119,666.73	\$ 33,766.63	\$ -	\$ (333.27)	\$ 119,666.73	\$ -	100%	0%	
	3323-999 NC Pre-K CCDF-ARPA Funding-ADMIN - Federal Funds	\$ 96,349.27	\$ 4,596.38	\$ 6,894.57	\$ 6,770.81	\$ 96,349.27	\$ -	100%	0%	
	Fund 314 Sub-Total	\$ 216,016.00	\$ 38,363.01	\$ 6,894.57	\$ (333.27)	\$ 216,016.00	\$ -	100%	0%	

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 June 2024
		SHOULD BE
		100% 0%

		FY 23/24 Budget						Remaining	% of	% of
Activity		6/30/2024	April	May	June	Y-T-D	Budget	Budget Expended	Available Funds	
319	2342-015 NC Pre-k Subsidy TANF (Direct - Child Reimbursement) - Federal Funds	\$ 2,624,508.00	\$ 697,979.00	\$ 762,257.00	\$ 1,140,566.00	\$ 2,624,508.00	\$ -	100%	0%	
	2348-015 NC Pre-K Non-TANF/CCDF - Federal Funds	\$ 783,914.00	\$ 189,161.00	\$ 240,171.00	\$ 354,162.00	\$ 783,914.00	\$ -	100%	0%	
	Fund 319 Sub-Total	\$ 3,408,422.00	\$ 887,140.00	\$ 1,002,428.00	\$ 1,494,728.00	\$ 3,408,422.00	\$ -	100%	0%	
328	3323-017 NC Pre-K CCDF Quality Funds-ADMIN - Federal Funds	\$ 174,963.00	\$ (3,033.06)	\$ 22,877.66	\$ 30,395.82	\$ 174,963.00	\$ -	100%	0%	
	Fund 328 Sub-Total	\$ 174,963.00	\$ (3,033.06)	\$ 22,877.66	\$ 30,395.82	\$ 174,963.00	\$ -	100%	0%	
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							\$ 609,273.00
Total NC Pre-K Grant							
Total NC Pre-k Grant Expended		\$ 991,582.77	\$ 1,100,494.78	\$ 947,234.88	\$ 9,789,749.00		
Total State Funds		\$ 6,271,451.00					
Total Federal Funds		\$ 4,127,571.00					
Total NC Pre-K Grant		\$ 10,399,022.00					

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

Fiscal Year 2024 / 2025

LEGEND	
	Internal Budget Adjustments
	Budget Increases per Amendment #1

FY 24/25 Revenues per Contract	
\$ 9,154,590	NC Pre-k Grant Payments to Providers [Fund 206, Fund 210, Fund 319]
\$ -	NC Pre-k GEER Payments to Providers [Fund 336]
\$ 174,963	2% CCDF Quality/Admin Funds [Fund 328]
\$ -	2% CCDF ARPA Admin Funds [Fund 314]
\$ 524,553	6% Administrative Funds [Fund 211]
\$ 9,854,106	Total NC Pre-k Grant

as of SEPTEMBER 2024	
SHOULD BE	
25%	75%

			FY 24/25 Budget					Remaining	% of	% of
Activity			7/1/2024	July	August	September	Y-T-D	Budget	Budget Expended	Available Funds
211	3323-999	Administrative Operations	\$99,880	\$ 11,279.22	\$ 11,573.86	\$ 11,184.44	\$ 34,037.52	\$ 65,842.48	34%	66%
	3323-001	CCR&R - Core	\$108,180	\$ 8,060.21	\$ 5,710.47	\$ 7,203.59	\$ 20,974.27	\$ 87,205.73	19%	81%
	3323-017	NC Pre-k Coordination (In-Direct)	\$316,493	\$ 24,540.09	\$ 22,654.93	\$ 25,580.13	\$ 72,775.15	\$ 243,717.85	23%	77%
		Fund 211 Sub-Total	\$ 524,553.00	\$ 43,879.52	\$ 39,939.26	\$ 43,968.16	\$ 127,786.94	\$ 396,766.06	24%	76%
206	2342-015	NC Pre-k Subsidy (Direct - Child Reimbursement) - State Funds	\$932,897	\$ -	\$ -	\$ -	\$ -	\$ 932,897.00	0%	100%
	2348-015	NC Pre-K Non-TANF/CCDF - State Funds	\$233,224	\$ -	\$ -	\$ -	\$ -	\$ 233,224.00	0%	100%
		Fund 206 Sub-Total	\$ 1,166,121.00	\$ -	\$ -	\$ -	\$ -	\$ 1,166,121.00	0%	100%
210	2342-015	NC Pre-k Subsidy (Direct - Child Reimbursement) - State Funds	\$3,664,038	\$ -	\$ -	\$ -	\$ -	\$ 3,664,038.00	0%	100%
	2348-015	NC Pre-K Non-TANF/CCDF - State Funds	\$916,009	\$ -	\$ -	\$ -	\$ -	\$ 916,009.00	0%	100%
		Fund 210 Sub-Total	\$ 4,580,047.00	\$ -	\$ -	\$ -	\$ -	\$ 4,580,047.00	0%	100%
319	2342-015	NC Pre-k Subsidy TANF (Direct - Child Reimbursement) - Federal Funds	\$2,726,738	\$ -	\$ -	\$ -	\$ -	\$ 2,726,738.00	0%	100%
	2348-015	NC Pre-K Non-TANF/CCDF - Federal Funds	\$681,684	\$ -	\$ -	\$ -	\$ -	\$ 681,684.00	0%	100%
		Fund 319 Sub-Total	\$ 3,408,422.00	\$ -	\$ -	\$ -	\$ -	\$ 3,408,422.00	0%	100%
328	3323-017	NC Pre-K CCDF Quality Funds-ADMIN-Federal Funds	\$169,729	\$ 19,801.46	\$ 14,786.82	\$ 13,368.10	\$47,956.38	\$121,772.62	28%	72%
328	3323-999	NC Pre-K CCDF Quality Funds-Administrative Operations	\$5,234	\$ -	\$ -	\$ 5,234.00	\$ 5,234.00	\$ -	100%	0%
		Fund 328 Sub-Total	\$ 174,963.00	\$ 19,801.46	\$ 14,786.82	\$ 18,602.10	\$ 53,190.38	\$ 121,772.62	30%	70%

Total Budget Remaining	\$ 9,673,128.68
------------------------	-----------------

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

Fiscal Year 2024 / 2025

LEGEND	
	Internal Budget Adjustments
	Budget Increases per Amendment #1

FY 24/25 Revenues per Contract		
\$ 9,154,590	NC Pre-k Grant Payments to Providers [Fund 206, Fund 210, Fund 319]	
\$ -	NC Pre-k GEER Payments to Providers [Fund 336]	
\$ 174,963	2% CCDF Quality/Admin Funds [Fund 328]	
\$ -	2% CCDF ARPA Admin Funds [Fund 314]	
\$ 524,553	6% Administrative Funds [Fund 211]	
\$ 9,854,106	Total NC Pre-k Grant	

as of SEPTEMBER 2024	
SHOULD BE	
25%	75%

Activity	FY 24/25 Budget					Y-T-D	Remaining Budget	% of Budget Expended	% of Available Funds
	7/1/2024	July	August	September	September				

Unallocated NC Pre-k Revenues	\$ -				
Total NC Pre-k Grant Expended	\$ 63,680.98	\$ 54,726.08	\$ 62,570.26	\$ 180,977.32	
Total State Funds	\$ 6,270,721.00				
Total Federal Funds	\$ 3,583,385.00				
Total NC Pre-K Grant	\$ 9,854,106.00				