

NC Pre-K Site Administrator Meeting

Thursday, August 20, 2025

Charles Morris Conference Room

12:00 p.m. – 2:00 p.m.

**"The mediocre teacher tells. The good teacher explains. The superior teacher demonstrates.
But, the great teacher inspires." -William Arthur Ward**

- I. Welcome and Introduction - Ar-Nita Davis, Program Manager**
 - A. Please sign-in and introductions*
 - B. Farewell And Best Wishes! Angela Williams

- II. President's Report – Mary Sonnenberg, PFC President**
 - A. President's July Report*
 - B. Building Blocks Bottom Lines: THE FINANCIAL REALITIES OF OPERATING A CHILD CARE BUSINESS IN NORTH CAROLINA** <https://ccpfc.org/wp-content/uploads/2025/08/Building-Blocks-and-Bottom-Lines-1.pdf>

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

- IV. NC Pre-K Financial Updates – Carole Mangum, PFC Grants Manager (No Report)**

- V. PFC Programs Update -Julanda Jett, PFC Programs Vice President**

- VI. Special Guest: Shirley Simeon “Ready to Read Affirmation Sight Words Journal”**

- VII. NC Pre-K Program Updates-Ar-Nita Davis**
 - A. Start of the Year Report!
 1. Child placement
 2. Recruitment efforts
 3. Must contact the family within 48 business hours
 - B. 2025-26 NC Pre-K Site Administrators Meeting Monthly
 - C. 2025-26 NC Pre-K Programs Requirements and Guidance: No changes were made to the document *except* for the income tables in section 3. Issue Date: July 2025
 - D. 2025-26 NC Pre-K Site Allocation Request Form: Opportunity to increase allocation
 - E. 2025-26 NC Pre-K Sites Tracking Education/LETRS (Report Quarterly)
 - F. 2025-26 NC Pre-K APP system: Placed/Waitlisted
 - G. 2025-26 Long Term Sub Extension Requirements/Form with Documentation (October 16, 2025)

- VIII. NC Pre-K Program and Systems: Ming Drogos**
 - A. 2025-26 NC Pre-K County Plan Updates
 - B. 2025-26 NC Pre-K Forms
 - C. 2025-26 NC Pre-K Attendance Schedule and Concerns
 1. No pictures submitted
 2. Must report children absentees
 3. Must report when children e

IX. NC Pre-K Program: Valerie Miller, Program Coach

- A. EES UNIT INFORMATION SESSION SIGN UP! (Email sent today)
- B. Need Technical Assistance – Download, complete and submit
<https://ccpfc.org/document/technical-assistance-application/>
- C. DCDEE Cohorts and Preparation Year ERS Assessments
- D. Smart Teach/Teaching Strategies GOLD® /Ready Rosie/Ongoing Assessments/Checkpoints
- E. Ages and Stages Required within 90 days
- F. CLASS Assessments Information
- G. 2025-26 school year, the Early Educator Support Unit will be holding an information session
- H. NC Pre-K Site Monitoring Tool: submit the original by October 31, 2025

X. Opportunities to Share/Open Discussion

XI. Adjourn (2:00pm)

XII. NC Pre-K Workgroups Brief Meeting

NC Pre-K Team:

1. Valerie Miller: vmiller@ccpfc.org
2. Casandra Smith (Eligibility Caseworker): csmith@ccpfc.org
3. Ming Drogos (Lead Program Special): mdrogos@ccpfc.org
4. Ar-Nita Davis (Program Manager): adavis@ccpfc.org

Save the Dates:

1. **NC Pre-K Administrator's Meetings**
 - a) **In Person Meetings**- November 20, 2025; February 19, 2026, **May 21, 2026**, June 18, 2026
 - b) **Zoom meetings:** September 18, 2025, October 16, 2025, December 18, 2025, January 15, 2026, March 19, 2026, April 16, 2026
2. Trainings/Virtual Learning Events – www.ccpfc.org/training
3. Virtual Information Session - 1st Quarter-Thursday, August 21st at 6:30pm. Join Zoom Meeting
<https://us02web.zoom.us/j/86141825972?pwd=1ql7YPTiBC7NcdCI3q6gEwgvhfr0Wr.1>

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.teachnc.org/early-learning-challenge)
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/QkFoYkIxc0hhUVF3dUhvRE1Hd3JCK3J0aEdJPS0tYmM0Y2VhZGYyMmNmNmM1NDUyNGNjNjlyNWNkNDkwYzYzNjAINTk5OA.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 \(padlet.com\)](#)