

Carteret County NC Pre-K Advisory Committee
Meeting Minutes
August 11, 2022 @ 10:00 AM
Via Zoom

The Carteret County's NC Pre-K Committee Meeting was called to order at 10:02am by Dr. Anna Brooks, NC Pre-K Committee Co-Chair.

Members Present: Dr. Anna Brooks, Kay Huffman, Misty Vargas, Kimberly Hughes, Amy Parker, Justina Grady-Coker, Ginger Hill, Juliet Rogers, Cynthia Jackson, Stephanie Stevenson

Members Absent: Maria Ward, Wanda Fowler, Megan Hughes

Staff/Guests Attending: Kristi Farrell

Welcome and Introductions:

Anna Brooks welcomed everyone to the meeting and Committee members introduced themselves and provided information for their title/agency.

Agenda Overview and Approval of Minutes:

The agenda was emailed to all members prior to the meeting and reviewed by members. *Kay Huffman made a motion to approve the minutes as is. Justina Grady-Coker seconded the motion. There was no discussion. All voted in favor.*

New Committee Members:

Amy Parker has volunteered to be the new parent representative for the committees. *Kay Huffman made a motion to approve her as a new member of the committee. Stephanie Stevenson seconded the motion. No Discussion. All in favor.*

Review Contract:

Discussed contract requirements including contracted slot numbers.

- 271 Total Slots (54 can be high income)
- 18 slots at Head Start/BCDC (old 6 on roster as of today)
- 90 slots at Excel (52 on roster as of today)
- 163 slots with Carteret County Public Schools
 - WOES- 32 slots-full with 2 on waiting list
 - BSES-16 slots-full with 5 on waiting list
 - MCPS- 16 slots-full with 2 on waiting list
 - BES- 16 slots-full with 2 on waiting list
 - SES- 16 slots-full with 2 on waiting list

AES- 14 slots - 9 total with only one teacher
CPC - 12 NC Pre K slots full
18 blended slots full with 6 on waiting list
23 EC/DD - 11 slots full now. Will fill up throughout the year as students are screened

Kristi Farrell reviewed the current reimbursement rates for each child.

School site lead teacher = \$473

Head Start lead teacher = \$309

Private site lead teacher with BK license= \$663

Private site lead teacher working on BK license = \$613

Private long term sub lead teacher = \$550

Board must approve by vote the contract and budget allocations for the new school year. *Cynthia Jackson makes a motion to approve the contract and budget allocations as is for the school year. Kay Huffman seconds the motion. No discussion. All in favor.*

Adopt a Conflict of Interest Policy:

Kristi Farrell sent out the current Conflict of Interest Policy to board members along with other documents prior to the meeting. Anna Brooks requested that everyone review the policy. *Justina Grady-Coker made a motion to approve the policy as it. Juliet Rogers seconds the motion. No discussion. All in favor.* Committee members must sign the Conflict of Interest Policy annually. Requested that it be signed and sent back to Kristi Farrell as soon as possible.

Set a meeting schedule:

Kimberly Hughes explained that the board will meet two times a year (August and February) instead of three times as in the past. Kimberly suggested that the next meeting be on February 9th at 10 am via Zoom. *Justina Grady-Coker made a motion to approve the meeting date. Cynthia Jackson seconds the motion. No discussion. All in favor.*

Review Assurances and Requirements in Section I of the Plan:

Kimberly Hughes explained the Plan to the committee. The signatures on the plan validate that each member has read and agreed to the Assurances and Requirements. Kristi Farrell sent the Plan out to the members prior to the meeting and requested that signatures be sent back by September 15, 2022.

Review and approve written plans:

The written plans were sent out to the committee members prior to the meeting for review. Kimberly read and reviewed each plan. The only plan with any changes from the previous year is the Transition plan. There were some slight changes due to recent COVID restrictions lifted. Also discussed how teachers would now use the TS Gold

transition sheet instead of what was used in the past. Teachers have been very happy with that change. *Virginia Hill made a motion to approve the written plans as they are. Amy Parker seconds the motion. No discussion. All in favor.*

Reallocation of Slots:

Kimberly explained to the committee that there might be a need to reallocate the Pre-K slots if something were to happen like a site were to shut down or lack of staffing.

Virginia Hill made a motion to grant authority to the contracting agency (Kimberly Hughes) to reallocate slots across NC Pre-K sites without NC Pre-K committee approval if needed. Amy Parker seconds the motion. No discussion. All in favor.

Update/changes to the NC Pre-K Program Requirements:

Attendance will no longer be per classroom slot allocation. It will go back to per student. LETRS for Early Childhood Educators Training will be held on 4 of the 5 NC Pre K workdays. Childcare rule .3013 requires teacher assistants to have more education or a Childcare Development Associate (CDA) credential. Teaching Strategies Gold is offering the CDA for free for any current teacher assistants. Carteret Community College is offering all of their classes for free this semester due to a grant. Kimberly will keep the TA's up to date on any changes to this rule. Site monitoring is now due on October 31st. The Fiscal and Programmatic Monitoring is now due on January 15th.

Regional Meeting Information:

Most of the information shared in the regional meeting has already been discussed. Kimberly shared some additional information from the FAQ that was not discussed.

Other:

Misty Vargus informed the committee that Excel will now be able to do some transportation and should be able to do a Highway 24 pick up for any children in the western part of the county.

Anna Brooks asked if there was any other business to be discussed. With there being no other Committee business Justina Grady-Coker made a motion to adjourn the meeting. Virginia Hill seconds the motion. No discussion. All in favor. The meeting was adjourned at 10:56am.