

**PITT COUNTY NC PRE- K COMMITTEE MEETING MINUTES**

Co-Chair: Dr. Steve Lassiter, Jr. Date: 10/19/2022

Co-Chair: Dwain Cooper Time: 9:00 am – 10:00 am

Location: Sadie Saulter Meeting Room 214

Attending: Dr. Steve Lassiter Jr. (Assistant Superintedent), Dwain Cooper (Martin/ Pitt Partnership for Children), Catina Lakhram (Director & NCPK Contract Administrator, PCS), Alva Jones-Hopkins (Child Care Subsidy Supervisor, Pitt DSS), Lisa Lewis (Administrator for Possessing the Keys), Ashley Norris (Nancy Darden Child Development Center Director), William C Walton, Toni Walton, Blake Walton (Children’s World Learning Center), Floydesha Teel (Parent Representative), Latonjia Columbus (Contract Manager, NCPK Specialist/ Instructional Coach, PCS), Lorena Hernandez (Bilingual Specialist, PCS), Dulce Azamar (Bilingual Specialist, PCS), Tabettye Holloman (Payroll Secretary), Tracy Chamberlain (Director of Childlinks Child Care Resource and Referral Agency), Dawn Hester (Exceptional Children’s Director), Lavette Ford (Title 1 Director), Teneisha McGhee (East Carolina Kiddie College)

Member Absentees: Linda Crane Mitchell (Associate Professor, ECU), Stephon McGhee (East Carolina Kiddie College), Zantra Best (ECIC Pitt County Head Start), Shaunika Holmes (School Nurse)

**Welcome and Introductions**

Catina Lakhram opened the meeting at 9:00am. She introduced herself and asked the committee members and other attendees to introduce themselves. Mrs. Catina Lakhram asked all members to read over the roles and responsibilities of the committee and the site selection committee. The group reviewed the desired outcomes.

**Site Selection**

Mrs. Lakhram reviewed the positions that serve on the site selection committee decided in 2019:

* + DSS
	+ Pitt Martin Partnership for Children
	+ Childlinks
	+ William Walton stated that the representatives should remain the same due to not being bias

Mrs. Lakhram reviewed the following sites were pre-approved during the last site selection

* + Kids and Company, Winterville location
	+ Kindercare, Statonsburg location
	+ New Beginnings, Grifton
	+ Follow the Sun, Greenville

Proposed timeline for site selection shared

* December 1, 2022- application sent to all eligible 4 and 5 star daycares
* March 1, 2023- application packets are due
* Sub Committee application review and rubric scoring:
	+ Week of March 20-24
	+ Week of April 10-13
* May 3, 2023- Notify full committee of eligible applicants at scheduled yearly meeting
* May 5, 2023- Notify eligible sites

Tracy Chamberlain will get the list of four and five star daycares to Mrs. Lakhram.

Tracy Chamberlain asked do we take in consideration daycares with provisional licenses.

Additonal Discussions

Dwain Cooper asked if he could appoint someone to take his role.

* It was shared that Mrs. Columbus will send a designee form and conflict of interest policy

Nancy Darden requested one year contract and to drop from five slots to four.

* Descicion was made to give the extra slot to Possessing the Keys

**Action Items**

 Do current sites need to reapply?

*A motion was made by Lavette Ford that current sites do not need to reapply. Tracy Chamberlain seconded the motion. All members voted to approve the motion.*

Will we keep the same representatives for site selection sub-committee?

*A motion was made by Lavette Ford to keep the same representatives for site selection sub-committee.. William C. Walton seconded the motion. All members voted to approve the motion.*

Is the proposed site selection timeline approved?

*A motion was made by William C. Walton to accept the proposed site selection timeline. Tracey Chamberlain seconded the motion. All members voted to approve the motion.*

**Additional Action Items**

Nancy Darden made a request to contract for one year with a drop from five slots to four slots. They are concerned that their tuition is $900 per child and NC Pre-K allocates $707.

*A motion was made by William C Walton to grant Nancy Darden a one-year contract with a drop in slots for five to four. Lavette Ford seconded the motion. All members voted to approve the motion.*

**Comments/ Questions**

No further comments or questions. The meeting adjourned.