

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

Co-Chair: Dr. Steve Lassiter, Jr. Date: 5/4/2022

Co-Chair: Jason Semple Time: 9:00 am – 10:00 am

Location: Sadie Saulter Meeting Room 214

Attending: Jason Semple (Martin/ Pitt Partnership for Children), Zantra Best (ECIC Pitt County Head Start Director), Catina Lakhram (Director & NCPK Contract Administrator, PCS), Alva Jones-Hopkins (Child Care Subsidy Supervisor, Pitt DSS), Lisa Lewis (Administrator for Possessing the Keys), Kailah Ellison (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)

Member Absentees: Dr. Steve Lassiter Jr. (Assistant Superintendent, PCS), Lavette Ford (PCS Title 1 Director), Virginia Gaynor (Exceptional Children’s Director, Linda Crane Mitchell (Associate Professor, ECU), Stephon McGhee (East Carolina Kiddie College)

**Welcome and Introductions**

Catina Lakhram opened the meeting at 9:10am. She introduced herself and asked the committee members and other attendees to introduce themselves. Mrs. Catina Lakhram read the purpose of the program and the role of the committee. She asked members to sign the Conflict of Interest Statements that were within the packets.

**Program Updates**

Mrs. Columbus reviewed CCDF Budget:

* CCDF Budget
	+ The amount of $58, 944
	+ Reviewed the line Item Budget
	+ The use of CCDF funds to prepare for ECERS this upcoming school year
	+ Staff Development will be LETRS
		- Early release days built into calendar for staff to participate in LETRS training

Mrs. Lakhram reviewed direct services

* Direct Services Breakdown
	+ Public teachers rate 375 child slots at $497
	+ Private teachers rate 165 child slots at $707
	+ Total of 540 slots at $3,030,300
* Legislative Rate Increase for Private Sites
	+ Columbus shared the increase can only be used for salaries in the upcoming school year.
	+ Private sites can expect $2,510 per classroom over 10 months.
	+ Salary increase is for teacher and teacher assistants
	+ Rate increase will be monitored. Each site will need to show proof of salary increase.
	+ Questions
		- Walton “Are they going to retro the money this year from the start of the school year?”
		- McGhee “Asked about the amount.” Mrs. Columbus stated this is the only information we received but will share when she receives more information.
		- Walton “Bous, does it have to be equally divided between teacher and assistant?” Columbus answered “the percent is the same.”
		- Walton “Is the one time payment $2510 per class?” Columbus answered “yes.”
* Screenings for 21-22 Placements
	+ 305 applications received; 164 qualify based on income; 46 do not qualify based on income (waiting list); 95 need to be screened; 15 incomplete

**Action Items**

 Approval of contracting agency

*A motion was made by Blake Walton to approve PCS as the continuing contracting agency for the NC Pre-K Program. The motion was seconded by Alva Jones-Hopkins. All members voted to approve the motion.*

Approval of contract and budget allocations

*A motion was made by Alva Jones-Hopkins to accept the contract and budget allocations. The motion was seconded by Blake Walton. All members voted to approve the motion.*

Approval of 22-23 Meeting Schedule

*A motion was made by Alva Jones-Hopkinsto accept the meeting date schedule of the first Wednesday in May each year, with the next meeting held on May 3, 2023. The motion was seconded by Linda Mitchell. All members voted to approve the motion.*

 Approval of written plans

*A motion was made by Tracy Chamberlain to accept the written plans (Transportation)The motion was seconded by Alva Jones-Hopkins. All members voted to approve the motion.*

*A motion was made by Blake Walton to accept the written plans (Transitions)The motion was seconded by Tracy Chamberlain. All members voted to approve the motion.*

*A motion was made by Tracy Chamberlain to accept the written plans (Family Engagement)The motion was seconded by Alva Jones-Hopkins. All members voted to approve the motion.*

*A motion was made by Linda Mitchell to accept the written plans (Families with Limited English Proficiency)The motion was seconded by Lisa Lewis. All members voted to approve the motion*

*A motion was made by Tracy Chamberlain to accept the written plans (Prevention of Suspension/ Expulsion of Children With Challenging Behaviors)The motion was seconded by Lisa Lewis. All members voted to approve the motion*

A copy of the Assurances & Requirements was provided for everyone to review.

*Committee members were asked to sign Section I: County/Region Committee form validating that each member has read and agreed to the Assurances & Requirements.*

**Comments/ Questions**

No further comments or questions. The meeting adjourned.