



# *NC Pre-K Update*



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## Agenda

- DCDEE Updates
- NC Pre-K Program
  - Contracts
  - 2016-2017 Monitoring







# NC Pre-K Update



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Division of Child Development and Early Education

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## NC Pre-K North Carolina Prekindergarten Program

### What is NC Pre-K?

The NC Pre-K Program is designed to provide high-quality educational experiences to enhance school readiness for eligible four-year-old children. The [NC Pre-K Program Requirements](#) are built on the National Education Goals Panel's premise that to be successful academically in school, children need to be prepared in all five of the developmental domains that are critical to children's overall well-being and success in reading and math as they enter school:

- Approaches to play and learning
- Emotional and social development
- Health and Physical Development
- Language development and communication
- Cognitive development

The [NC Pre-K Program Requirements](#) are designed to ensure that a high-quality pre-kindergarten classroom experience is provided for eligible four-year-old children in each local NC Pre-K Program and that, to the extent possible, uniformity exists across the state. Programs are also required to meet the [NC Child Care Rules](#). North Carolina is one of four states with a Pre-K program that meets all 10 [National Institute of Early Education Research Benchmarks \(NIEER\)](#). Benchmarks include comprehensive [Early Learning Standards](#); staff meet education/licensure requirements, professional development; 1:9 staff/child ratio; developmental screens and referral; evidence-based curriculum and formative assessments; monitoring and nutritional requirements.



# *DCDEE Updates*

- Legislative Studies
- CCDF Activities
- NC Child Care Commission
- EESLPD Unit
- WORKS



## **2016 Short Session resulted in legislation that directly affect DCDEE**

- **HB 1014 NC Pre-K Conforming Change/Taylor's Law (Advisory Council on Rare Diseases)**
- **SB 898 2016 Appointments Bill**
  - [http://ncchildcare.dhhs.state.nc.us/parents/pr\\_sn2\\_cc.asp](http://ncchildcare.dhhs.state.nc.us/parents/pr_sn2_cc.asp) - List of NC Child Care Commission Members
- **HB 1030 2016 Appropriations Act**



# *Legislative/Budget Update*

Budget requires 4 study topics from DCDEE:

- **Study Subsidy Rate Setting**
- **Study Costs and Effectiveness Associated with NC Pre-K Slots**
- **Report on Statewide Vision for State Agency Collaboration on Early Childhood Ed/Transition to Kindergarten** (Interim and Follow-up Report)
- **Report on Kindergarten Transition** (Interim & Follow-up reports)

Also allowed that private child care facilities and public schools operating prekindergarten classrooms can choose to meet the public school prekindergarten building standards.



# *CCDF Plan Update*

## Child Care Development Plan (CCDF) Information

### ➤ New CCDF Requirements

- Health and Safety Training
- Developmental Monitoring and Screening Policy and Practices
- Early Childhood Suspension and Expulsion Policy
- Support Children and Families Experiencing Homelessness

### ➤ Blueprint for Professional Development contract with UNC-FPG Early Learning Network) – due February 2017





# *NC Child Care Commission*

## ➤ Commission Meeting Dates

- December 12 – quarterly meeting, Raleigh
- December 13 – Special Rules meeting, Raleigh
- 2017 meeting dates will be posted on the website under this [link](#)

## ➤ NC Child Care Rules Review continues

- Rule .3000 – NC Pre-Kindergarten Services

## ➤ Curricula and Formative Assessment

- Review Committee
- Process
- Recommendations to NC Child Care Commission





# *NC Pre-K Program Update*

## ➤ NC Pre-K Program Requirements – Update Section 6, page 6-3

“Complete 3 renewal credits (3 CEUs or 30 contact hours) in birth-through-kindergarten content that aligns to Standard 3 of the NC Birth-through-kindergarten Teacher Education Standards.  
[http://ncchildcare.nc.gov/pdf\\_forms/NCPre-K\\_NC\\_BK\\_Speciality\\_Standards.pdf](http://ncchildcare.nc.gov/pdf_forms/NCPre-K_NC_BK_Speciality_Standards.pdf)”



# *EESLPD Unit Updates*

## What is the EESLPD?

- EESLPD (Early Educator Support, Licensure and Professional Development Unit) - statewide education agency supporting NC Pre-K Lead Teachers employed in **nonpublic schools** who must hold and maintain a BK License to remain employed in NC Pre-K.
- Educator licensure consultation and facilitation of licensure documents (State Office Services)
  - BTSP – Beginning Teacher Support, Lateral Entry Teacher Support Services
  - Support effective instructional practices in the Pre-K classroom through mentoring, evaluation and professional development services for all levels of BK licensure (Initial, Continuing, Lateral Entry, Provisional and Renewal)

NOTE: NC Pre-K teachers employed by public schools work through their personnel/human resource offices to complete and maintain licensure.



# *EESLPD Updates: BK Licensure Dates to Remember*

## BK Licensure Renewals, June 30, 2017 – Educators must send

- Annual PD Log ([click here](#)): January 16 and April 28
- College/University Official Transcripts
- Due Date: February 1, 2017
- Auto Renewal in NCDPI Online Licensure System: March 2017

## BK Licensure Expirations, June 30, 2017 – Lateral Entry & Provisional Add-On

- Expiring June 30, 2017
- College/University Official Transcripts to EESLPD Unit
- Lateral Entry BK – work through College/University or NCDPI Regional Alternative Licensure Center (RALC)
- Provisional BK Add-On – renewed for additional year or clear through College/University or EESLPD and RALC

NC Educator Licensure fees will increase, effective January 1, 2017.  
Teachers will be notified of these increases by December 31, 2016.



# *Professional Development Updates*

## *Nonpublic Schools (Child Care, Head Start)*



- *NC Foundations for Early Learning and Development* is required for all NC Pre-K teachers – guidance is located on the DCDEE website under the EESLPD Unit tab, Professional Development and Training section –

<http://ncchildcare.dhhs.state.nc.us/general/home.asp>

- NC Teacher Evaluation Process is required for all BK licensed NC Pre-K teachers and their Site Administrators
  - Online modules
  - Part 2 – face-to-face session





# *EESLPD Unit Staff*

NC Pre-K lead teachers may contact an EESLPD Unit BK Licensure Specialist for assistance in the NCDPI Online Licensure System and respond to BK licensure questions, as needed.

## EESLPD State Office Personnel – BK Licensure Specialists

- Breania Best – West
- Fay Lewis – East
- Contact Information – [website](#)

## EESLPD Hubs – East & West (field-based mentors/evaluators)

- For more information and contacts for your region under this [link](#)

## Professional Development & Training (DCDEE EESLPD Tab)

- Navigating NC DPI's Online Licensure System
  - Educator Access to the NC DPI Online Licensure System
  - Instructions for Registration in the New Online Licensure System & Affiliation with a School System and/or RALC



# ***WORKS – Workforce Online Reporting and Knowledge System***

## **Workforce Online Reporting and Knowledge System**

- Web-based single portal of entry for workforce education and professional development
- Release date – 4<sup>th</sup> quarter of 2016
- Instructional information posted on DCDEE website under the WORKS Tab
- Users: All positions located in public/private DCDEE regulated programs must use WORKS



## ***WORKS – Workforce Online Reporting and Knowledge System***

- NC Pre-K Lead Teachers notified via email in October
- **WORKS** registration applies to all NC Pre-K teachers in public schools and private programs (DCDEE star-rated system)
- **NCDPI Online Licensure System** (released fall 2015) applies to all NC Pre-K teachers/BK licensure in public schools and private programs
- NC Pre-K lead teachers/BK licensure must use both systems



# *NC Pre-K Contracts*





# *NC Pre-K Contracts*

## ESTIMATED OTHER RESOURCES

**DUE DATE: DECEMBER 15, 2016**

The estimated budget for estimated other resources is reported DCDEE in the **on-line NC Pre-K Plan only.**



### What are Estimated Other Resources?

Estimated Other Resources are cash and non-cash (in-kind) resources. The amounts are listed by funding source and represent the best estimate of other resources that will be used to support the NC Pre-K Program for the state fiscal year (12 months).

Contractors should examine the estimated other resources budget semi-annually (December 15 and May 15) and update the on-line Plan budget amounts based on actual expenditures of other resources.



# NC Pre-K Contracts



## CERTIFIED OTHER RESOURCES

**DUE DATE: JANUARY 15, 2017**

The certified budget for other resources is reported to DCDEE via L Mail: DCDEE, Attn: Sharon R. Johnson, 820 S. Boylan Ave., Raleigh NC 27603



### What are Certified Other Resources?

The certified other resources is reported to DCDEE annually and should represent up to 5 months of actual expenditures. These expenditures, listed by funding source, represent the amount of cash (not in-kind) that has been spent July 1 through November 30 from other sources to support the NC Pre-K Program. The Contractor must submit an **Other Resources Certification Statement** to DCDEE no later than January 15th and is required to have full documentation (as prescribed in NC Pre-K Fiscal & Contracts Manual, [http://ncchildcare.nc.gov/pdf\\_forms/NCPre-K\\_BudgetFinancialContractManual.pdf](http://ncchildcare.nc.gov/pdf_forms/NCPre-K_BudgetFinancialContractManual.pdf)) on file to support the amounts listed.



# *NC Pre-K Contracts*

**CONTRACT DOCUMENTS**  
**DUE DATE: FEBRUARY 2017**



**Private Non-Profit** Contractors must submit annually the following document:

- Authorization to Sign Contracts
- Authorization to Sign Financial Status Report (FSR)
- State Certification
- Conflict of Interest Verification
- No Overdue Tax
- 501(c)(3) Status Verification



# *NC Pre-K Contracts*

## CONTRACT DOCUMENTS DUE DATE: **FEBRUARY 2017**



**Public** Contractors must submit annually the following document:

- Authorization to Sign Contracts
- Authorization to Sign Financial Status Report (FSR)
- State Certification





# *NC Pre-K Monitoring*



# *What is Monitored and Why*

## ➤ What is monitored?

- Regulatory Section – Law & Rule
- Monitoring and Compliance Unit – Fiscal Policy
- NC Pre-K Program Unit – Program Policy



# *NC Pre-K Contract Monitoring Tool(s)*

The 2016-2017 monitoring process will be the same as 2015 - 2016

- NC Pre-K Fiscal Monitoring Worksheet
- NC Pre-K Contractor Policy Monitoring Tool



# *NC Pre-K Fiscal Monitoring Process*

- All 91 NC Pre-K Contractors will complete the NC Pre-K Fiscal Monitoring Worksheet.
- The DCDEE Administration Section will focus on all fiscal components and details of the Fiscal Worksheet.
- An email with the survey link to NC Pre-K Fiscal Monitoring Worksheet will be sent out on December 15, 2016.
- Due date for completing the Fiscal Worksheet will be January 15, 2017.





# NC Pre-K Fiscal Monitoring Process

## 2016-2017 NC Pre-K Fiscal Monitoring Worksheet

Contracting Agency: \_\_\_\_\_

County/Region \_\_\_\_\_

Contract# \_\_\_\_\_

Purpose: This form is used to provide DCDEE with information to supplement fiscal monitoring. Worksheet will be due to DCDEE by January 15, 2017.

NC Pre-K Child Enrollment Eligibility		Explain Compliance Details
<input type="checkbox"/> Yes <input type="checkbox"/> No	Uses state's current NC Pre-K Scorecard and Income Eligibility tables for eligibility determination?	
<input type="checkbox"/> Yes <input type="checkbox"/> No	Used NC Pre-K Program Eligibility Form for all applications?	
<input type="checkbox"/> Yes <input type="checkbox"/> No	For each applicant there is documentation that NC Pre-K eligibility has been met and income/family size has been verified?	
<input type="checkbox"/> Yes <input type="checkbox"/> No	Contractor has a child application or other documentation with parent signature?	
<input type="checkbox"/> Yes <input type="checkbox"/> No	Contractor has process/procedure for determining child eligibility, including verifying eligibility if initially determined by subcontractors	
<input type="checkbox"/> Yes <input type="checkbox"/> No	Contractor has internal control (dual) procedures to ensure all eligibility applications are correctly approved	
Subcontracts		Explain Compliance Details
<input type="checkbox"/> Yes <input type="checkbox"/> No	Are subcontracts applicable?	
<input type="checkbox"/> Yes <input type="checkbox"/> No	Uses the NC Pre-K Subcontract templates found on the DCDEE website as your subcontract template?	
<input type="checkbox"/> Yes <input type="checkbox"/> No	Do you add additional clauses to the subcontract template? If yes, send a copy of your contract to DCDEE Administration Section.	



# *NC Pre-K Fiscal Monitoring Process*

- DCDEE staff will conduct 30 onsite visits each year (over a 3-year period) or as deemed necessary.
- Selected contractors will receive phone calls/ emails to schedule a date and time for DCDEE to conduct fiscal compliance monitoring.
- February 2017 through April 2017 will be our planned fiscal monitoring schedule.



# *NC Pre-K Contractor Policy Monitoring*

- All 91 NC Pre-K Contractors will also complete the NC Pre-K Contractor Policy Monitoring Tool.
- The NC Pre-K Program Unit will focus on the program and policy requirements as detailed in the Contractor Policy Monitoring Tool.
- An email with the survey link to NC Pre-K Contractor Policy Monitoring Tool will be sent out on December 15, 2016.
- Due date for completing the Contractor Policy Monitoring Tool will be February 15, 2017.



# NC Pre-K Contractor Policy Monitoring



## NC Pre-K Contractor Policy Monitoring Tool for State Fiscal Year (SFY) 2015-16

The NC Pre-K Contractor Policy Monitoring Tool is based on the [NC Pre-Kindergarten Program Requirements and Guidance](#) (issue date August 2015). The Contractor Tool is designed to include local monitoring results from each NC Pre-K Program site, as reported by each local NC Pre-K site administrator/principal using the [NC Pre-K Site Monitoring Tool](#). The NC Pre-Kindergarten Program Requirements and Guidance, the NC Pre-K Contractor Policy Monitoring Tool and the accompanying NC Pre-K Site Monitoring Tool ensures uniformity and high-quality services are implemented and maintained across programs throughout the state. Compliance areas include all NC Pre-K Program components, with the exception of those requirements addressed in the NC Child Care Rules, including Rule .3000, NC Pre-Kindergarten Services.

### Instructions

1. **By November 15<sup>th</sup>** the Contractor receives an **original** NC Pre-K Site Monitoring Tool from each NC Pre-K site. Results from the NC Pre-K Site Monitoring Tool should be used to complete the **NC Pre-K Contractor Policy Monitoring Tool**.
2. **By January 31<sup>st</sup>** the Contractor should make at least one annual site visit to each NC Pre-K program site/classroom. During the visit, the NC Pre-K Site Monitoring Tool should be discussed and validated by the local Contractor.
3. **By February 15<sup>th</sup>** the electronic **NC Pre-K Contractor Policy Monitoring Tool** is due to DCDEE. The tool and supporting documentation will be reviewed by the NC Pre-K Program Policy Consultants during scheduled technical assistance visits or calls between **February and April**.
4. **By May 31<sup>st</sup>** the Contractor reports monitoring results to the local NC Pre-K Committee to be considered in planning for the upcoming program year.



# *NC Pre-K Contractor Policy Monitoring*

## NC Pre-K Contractor Policy Monitoring Tool Includes

- NC Pre-K Committee Structure and Meetings
- NC Pre-K Committee Authority
- Site Selection Process
- Program and Policy Monitoring of Local NC Pre-K Programs (site monitoring)



# *NC Pre-K Contractor Policy Monitoring*



- NC Pre-K Program Policy Consultants will use the electronically submitted Contractor Policy Monitoring Tools to provide continued support to NC Pre-K Contractors on policy requirements through a formative ongoing approach.
- NC Pre-K Program Policy Consultants will also complete technical assistance visits to 1/3 of the NC Pre-K programs that are selected for fiscal monitoring by the DCDEE Administration Section.





# *NC Pre-K Contractor Policy Monitoring*

- The Assurance Statement and Contract Administrator signature is completed electronically via the survey.
- All supporting documentation is to be kept on file with the NC Pre-K Contracting Agency for review by the NC Pre-K Program Policy Consultants.

**➤ REMINDER**  
**NO CHANGES to the Site Monitoring Process**



## NC GRANTS REPORTING REQUIREMENTS

The NC State Office of State Budget and Management (OSBM) has incorporated new rules required by G.S. 143C-6-23(d) for the oversight of State awards to non-state entities. The following change is significant for DCDEE contractors:

- “Recipients (contractors) will no longer report in the NCGrants system beginning August 1, 2016. Reports will be filed directly with the awarding agency (DHHS) in a format specified by the agency.”

DHHS has published the following guidance for grant reporting which is effective immediately:

- Grantees should submit their required annual reports to DHHS Risk Mitigation and Monitoring(RMAM). A service email account is available for the receipt of grantee reports and correspondence.
- The service email account will be [NCGrantsReporting@dhhs.nc.gov](mailto:NCGrantsReporting@dhhs.nc.gov). Lisa Pratt is RMAM's primary contact for grantee reporting. Lisa can be reached via email at [lisa.pratt@dhhs.nc.gov](mailto:lisa.pratt@dhhs.nc.gov) or by phone at 919-527-6856.
- Grantees should continue to use any forms required from the NC Grants website.



# *NC Pre-K Monitoring Timeline*



October 15, 2016 – Fiscal & Policy Monitoring documents posted to website to use as self-assessment/reference

December 15, 2016 – Fiscal and Policy Monitoring Tools/E-survey go out to Contract Administrators

January 15, 2017 – Fiscal Monitoring Worksheet/E-survey due

February 15, 2017 – Policy Monitoring Tool/E-survey due

February-April, 2017 – Fiscal and Contractor Policy Monitoring on-site visits

May 31, 2017 – End of monitoring (close out letters only to those contractors who received on-site monitoring)



# Thank you!

**DIVISION of CHILD DEVELOPMENT and EARLY EDUCATION**  
**Early Education Branch**  
**NC Pre-K Program Unit**  
**Regional Map**

