



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

Co-Chair: Dr. Steve Lassiter, Jr.

Date: 5/1/2024

Co-Chair: Sharon Cooper

Time: 9:02 am – 9:37 am

Location: Sadie Saulter Meeting Room 214

Attending: Catina Lakhram (Director & NCPK Contract Administrator, PCS), Alva Jones-Hopkins (Child Care Subsidy Supervisor, Pitt DSS), Shonda Bowden (Parent Representative), Latonja Columbus (Contract Manager, NCPK Specialist, PCS), Ricardo Herrera (Bilingual Specialist, PCS), Tabettye Holloman (Payroll Secretary), Emily Walker (Program Coach, PCS), Tracy Chamberlain (Director of Childlinks Child Care Resource and Referral Agency), Kamara Roach (Interim Assistant Superintendent PCS), Dawn Hester (Exceptional Children's Director, PCS), Dr. Shannon Cecil (Title 1 Director, PCS), Andrea Whitfield (Licensed Childcare Center Director Koinonia Kaleidoscope), Lateisha Whitney-Byrd (ECIC Pitt County Hea Start), Shaunika Holmes (School Nurse, PCS) Teneisha McGhee (East Carolina Kiddie College), Lisa Lewis (Administrator for Possessing the Keys), Toni Walton, Blake Walton (Children's World Learning Center), April Denney (EC Pre-K Coordinator, PCS)

Member Absentees: Dr. Steve Lassiter, Jr. (Assistant Superintendent), Sharon Cooper (Martin/ Pitt Partnership for Children)

### **Welcome and Introductions**

Catina Lakhram opened the meeting at 9:02 am. She introduced herself and asked the committee members and other attendees to introduce themselves. Mrs. Lakhram gave brief explanation of the purpose of the meeting. A folder with copies of the PowerPoint, agenda, and handout items were located at the sign in table. She read the purpose of the program and the role of the committee.

### **Program Updates**

- Direct Services. Mrs. Lakhram shared the breakdown of direct services. Rates have not changed, public school rate will continue to be \$497 with 380 allocated slots and private site rates will continue to be \$719 with 162 allocated slots. The current contractors were reviewed; Children's World Learning Center, Inc., East Carolina Kiddie College, and Possessing the Keys to the Kingdom.
- Screenings for the 24-25 placements. There have currently been 438 applications received. There are 305 students who qualify based on income, 48 who do not but would be placed on the waiting list for the 20% that can exceed income. Three hundred fifty three applicants need to be screened and there are 55 incomplete applications. The incomplete applications are showing larger number due to the online platform that families are using to submit applications. Mass screenings will take place June 5<sup>th</sup>-7<sup>th</sup>. All teachers will participate. Ricardo will screen Spanish-speaking applicants early. Applicants that attend the Exceptional Children's program this school year will be screened early if they apply.
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- Kindergarten transition reports. Mrs. Columbus discussed the kindergarten transition reports using the Teaching Strategies Gold online platform. Public schools will need to complete with no need to print. Private sites will complete, print, place in cumulative folder, and send to Sadie Saulter for the student's home school to receive. It is important that all students' names be spelled correctly.
- The written plans were reviewed by Mrs. Columbus and voted on by the committee. The Plans have not changed. The Crisis Prevention and Management Plan will be reviewed over the summer and any needed changes will be share and reviewed in August.
- Blake Walton wants the budget and direct services reviewed in August. Mrs. Lakhram shared that a memo sent on April 23<sup>rd</sup> discussed possible changes due to COVID money being finished. She does not anticipate a reduction in funding or individual allocations but nothing is set in stone. Walton asked to discuss the increase of ration to 1:10 and Lakhram shared there were no provisions offered for the increase. The consultant would need to be called to increase your ratio. The number of allocations do not change. Walton shared that he believes that we could make shifts from public to private to help alleviate the stress of the funding shortages to support the private centers. Lakhram reviewed again the breakdown of allocations. It was agreed to discuss again in August.
- Tracey Chamberlain asked the status of South Greenville School. Lakhram shared that facility services were not able to get it done but it is still on the radar.
- Next meeting is August 14, 2024.

### **Action Items**

#### Approval of Transportation Plan

*A motion was made by Dawn Hester to approve the Transportation Plan. The motion was seconded by Kamara Roach. All members voted to approve the motion.*

#### Approval of Transition Plan

*A motion was made by Alva Jones-Hopkins to approve the Transition Plan. The motion was seconded by Tracey Chamberlain. All members voted to approve the motion.*

#### Approval of Family Engagement Plan

*A motion was made by Tracey Chamberlain to approve the Family Engagement Plan. The motion was seconded by Lateisha Whitney-Byrd. All members voted to approve the motion.*

#### Approval of ELL Plan

*A motion was made by Shannon Cecil to approve the ELL Plan. The motion was seconded by Tracey Chamberlain. All members voted to approve the motion.*

#### Approval of Crisis Prevention and Management Plan

*A motion was made by Alva Jones-Hopkins to approve the Crisis Prevention and Management Plan. The motion was seconded by Kamara Roach. All members voted to approve the motion.*

### **Comments/ Questions**

No further comments or questions. The meeting adjourned.