

## Durham PreK Governance Committee Meeting NOTES

September 19, 2024 (9:30am-11:30am)

**In Attendance, listed in random order:**

**Voting Members:** Cathy Collie-Robinson, Wykeshia Glass, Brittany Gregory, Dr. Deborah Pitman, Michelle Lyn, Brenda Carter, Xavier Cason, Joy Spencer, Jason Rutherford, June Shillito

**Non-voting Members:** Dr. Linda Chappel, Joy Turner, Tammorah Mathis, Monnie Griggs, Meytal Barak, Dr. Kristi Snuggs, Jameka Wells; **Guests:** Katherine Brandt, Michelle Hearon, Mary Martin, Karen Thompson, Tabitha Williams, Tosh Adams, Adrienne Stephens, Maggie West, Nita McAdoo, Frederique Yova

WHAT	NOTES
<b>Welcome and Introductions</b>	<ul style="list-style-type: none"> <li>• Welcome and Introductions                             <ul style="list-style-type: none"> <li>○ A recording of the meeting can be found on our <a href="#">DPK YouTube channel</a></li> <li>○ Cathy Collie-Robinson and Dr. Linda Chappel welcomed Governance Members</li> <li>○ Attendance reviewed and meeting quorum verified</li> <li>○ Reviewed virtual meeting protocol</li> </ul> </li> </ul>
<b>Meeting Objectives</b>	<ul style="list-style-type: none"> <li>• Approve June 2024 Meeting Notes*</li> <li>• Receive a Program Update</li> <li>• Review an Administrative Action at a DPK Site</li> <li>• Receive a Report on the Parent Satisfaction Surveys Conducted in May 2024</li> <li>• Consider Approval for a Fund-Raising Initiative on Giving Tuesday</li> <li>• Confirm Meeting Schedule for SY 24 – 25 and Consider an Extended Meeting in January 2025</li> </ul>
<b>*Action Item</b>	<p><b>Governance unanimously approved Governance Committee meeting notes from June 2024</b>                      Motioned by Jason Rutherford, Seconded by [unknown], all voted in favor.</p>
<b>DPK Program Updates*</b>	<p><b>Program Updates</b></p> <ul style="list-style-type: none"> <li>• Tammorah Mathis, Director of Durham PreK shared that the opening of school went well and sites were prepared and excited to welcome children. New sites including Murray-Massenburg Elementary School and Kids ‘R’ Kids RTP prepped their new classrooms and received Durham PreK children for the first time. A back-to-school video was shown to highlight the program sites and the joyful children and families.</li> </ul>

	<p><b>Outreach</b></p> <ul style="list-style-type: none"> <li>• The outreach team shared that they participated in 5 back-to-school events and that they are continuing to work with the Durham Housing Authority to connect with families.</li> </ul> <p><b>Technical Assistance</b></p> <ul style="list-style-type: none"> <li>• Nita McAdoo, DPK Technical Assistance (TA) Manager, reported on the quality improvement and support activities that are provided for DPK sites. The DPK team provides leadership development for early education program directors, and provides other supports as identified by the coach and the individual center and classroom. Support is provided for the directors using an evidence-informed tool, the PAS (Program Administration Scale). Classroom teachers benefit from an evidence-based tool, the CLASS (Classroom Assessment Scoring System). Nita also shared that there are six sites enrolled in the new school year in capacity building TA – signed up with the desire to join the DPK network in the future. These sites are building their readiness for future services.</li> </ul> <p><b>Apprenticeship</b></p> <ul style="list-style-type: none"> <li>• Currently we have: <ul style="list-style-type: none"> <li>○ 25 returning apprentices; apprentices who signed up last year and continue this year to earn their associate degree with on the job learning at an early childhood program.</li> <li>○ 16 newly enrolling apprentices</li> <li>○ 20 mentoring teachers</li> <li>○ 19 partnering employers with 22 locations in Durham County</li> </ul> </li> <li>• We hosted our 1st Kickoff for apprentices as the fall semester started at Durham Tech</li> <li>• Registered a NEW Apprenticeship Program, designed as entry-level 1-year program towards ECE Certificate (stackable w/ current program). This will allow us to have a companion tract focused on an early childhood certificate, achievable earlier than a degree</li> <li>• Members were reminded that apprentices receive a 100% scholarship or their tuition through the TEACH Early Childhood Scholarship and are paid for their work at their sponsor employer.</li> </ul>
	<p><b>Review of the Program Components of DPK</b></p> <ul style="list-style-type: none"> <li>• Durham PreK is an umbrella term referring to all of the public preschool programs in Durham. We have a long-term universal goal to serve 75% of Durham’s four-year-old census.</li> <li>• The program’s goals are to provide the highest quality early education and to expand access by developing new seats and having open eligibility to Durham residents.</li> <li>• Durham provides resources for quality improvement technical assistance in our mixed delivery model.</li> </ul>

	<ul style="list-style-type: none"> <li>• DPK invests in teachers and requires all teachers to be paid on the Durham Public Schools salary scale.</li> <li>• In DPK Governance we most often report on seats that are paid with local funding. It is our goal to maximize resources and to locate seats in the best fit locations for families.</li> <li>• Governance members received and discussed information about preliminary enrollment with a clear intention to update members on enrollment when it stabilizes—typically in November, sometimes in January. Presently enrollment across all funded seats is hovering at 84%.</li> </ul>
	<p><b>Administrative Action at Program Site</b></p> <ul style="list-style-type: none"> <li>• Durham Public Schools shared that the Whitted Early Education site received a suspended license due to fire safety violations. Durham PreK sites are required to maintain a 5-Star license and parents must be informed of compliance issues. Dr. Pitman shared that the NC Division of Child Development and Early Education has shared that the license will be restored in the next week. Governance members will receive an update at the November meeting.</li> <li>• Dr. Pitman also shared that Murray Massenburg is in the final stages of receiving their temporary license. All new child care facilities receive a temporary license for six months upon opening while pursuing their star-rated license..</li> </ul>
<b>End of Year Survey of Families</b>	<ul style="list-style-type: none"> <li>• Governance members received a report and review of parent survey results, including focus group input about the 2023 – 2024 school term.</li> </ul>
<b>Governance Membership</b>	<ul style="list-style-type: none"> <li>• DPK Governance will add up to three new members who will join the meeting in January 2025. A current DPK provider, an early childhood expert , and community member will replace resigning members.</li> </ul>
<b>Day of Giving Initiative</b>	<ul style="list-style-type: none"> <li>• On December 3, the Tuesday after Thanksgiving, Durham PreK will seek donations to enhance the programs’ hands-on science activities. The Day of Giving initiative is a nationwide activity that uses social media to highlight activities and services. All funds raised will be used to purchase science kits for DPK classroom teachers who are participating in science-based professional development.</li> </ul>
<b>Summary and Adjournments</b>	<ul style="list-style-type: none"> <li>• In school year 2024 – 2025, we meet the third Thursday of every month. Remaining meeting dates are 11/21/24, 1/16/25, 3/20/25, 5/15/25</li> <li>• The meeting on January 16, 2025, will focus on planning for the long term of Durham PreK. The time will be extended to meet from 9:30 am – 1:00 pm, include lunch and have a facilitator from the Dispute Settlement Center.</li> </ul> <p>Meeting adjourned at 11:30am</p>

*\* Agenda items with handouts*