

**Notes**  
**Durham PreK Governance Committee**  
**Quality Subcommittee**  
**April 16, 2019**  
**2:00 pm – 3:30 pm**

What	Time	Notes
<ul style="list-style-type: none"> <li>▪ Welcome               <ul style="list-style-type: none"> <li>○ Agenda Review</li> <li>○ Introductions</li> </ul> </li> </ul>	5 min	<p>Members introduced themselves.</p> <p>The Quality Subcommittee of the Durham PreK Governance Committee will create recommendations for policies that affect program quality to the Governance Committee. Today’s agenda focuses on setting an initial plan for this subcommittee work and on developing an appropriate membership recruitment plan.</p> <p>Reviewed the history of the Universal Pre-K Task Force</p> <ul style="list-style-type: none"> <li>▪ 2 years ago this month finished the Durham Community Early Education/ Preschool (CEEP) Task Force report. The task force met for 8 months at the charge of the Durham County Commissioners, Durham Public School Board, and Durham City Council as an all-volunteer group – it wasn’t a funded initiative and had few resources; however, over 50 people contributed their time across the Task Force and four subcommittees</li> <li>▪ The initial charge of the CEEP Task Force was to start reviewing opportunities and resources for 3- and 4-year olds, but the members of the Task Force narrowed the focus to begin with 4-year olds since a short term Task Force focused on 3- and 4- year olds was too broad               <ul style="list-style-type: none"> <li>○ Believed looming problem of access to public preschool services for 4 year olds was the most important</li> <li>○ NC Pre-K program does not have enough spaces to serve all four-year-olds in Durham and not all children in the community qualify for existing services– access to programs restricted by income and other qualifying limits</li> </ul> </li> <li>▪ Task Force created subcommittees – Quality, Outreach, Finance, and Evaluation</li> </ul>

		<ul style="list-style-type: none"> <li>○ High Quality Subcommittee of the Task Force will give us guidance for membership and work plan</li> </ul> <p>Reviewed Supply and Demand Study</p> <ul style="list-style-type: none"> <li>▪ Surveyed over 2,200 parents in Durham <ul style="list-style-type: none"> <li>○ Priorities are investment in quality, robust curriculum and really good teaching and learning and honoring need for play</li> </ul> </li> </ul> <p>Durham PreK Governance Committee</p> <ul style="list-style-type: none"> <li>▪ PreK expansion in Durham will have universal approach, not income restricted</li> </ul> <p>Quality Subcommittee</p> <ul style="list-style-type: none"> <li>▪ This subcommittee is the next step in guiding the Governance Committee on policy development. This subcommittee will work from basis of the Task Force report to further develop policy guidelines and make recommendations to Durham PreK’s Governance Committee</li> <li>▪ Governance will have several subcommittees, Quality is critical since we want the program to be the most impactful as possible</li> <li>▪ NC Pre-K brings many standards to the table and we will also use those as a starting point</li> </ul>
<ul style="list-style-type: none"> <li>▪ Quality Subcommittee Membership <ul style="list-style-type: none"> <li>○ Discuss additional Quality Subcommittee members to be invited</li> <li>○ Identify members</li> </ul> </li> </ul>	10 min	<ul style="list-style-type: none"> <li>▪ Discussion about which other members should be part of Durham PreK’s Quality Subcommittee</li> <li>▪ Started by reviewing High Quality Subcommittee membership from Task Force <ul style="list-style-type: none"> <li>○ Selected names from list of members that would still be relevant to invite</li> </ul> </li> <li>▪ Discussed other members that should be included and agreed on the following types of members: <ul style="list-style-type: none"> <li>○ Kindergarten and Pre-K teachers</li> <li>○ Parents of young children, preferably with children enrolled in NC Pre-K, Head Start or DPS pre-k</li> </ul> </li> </ul>

		<ul style="list-style-type: none"> <li>○ Pediatric community</li> <li>○ City Council</li> <li>○ Duke or the Durham Chamber of Commerce or private sector</li> <li>○ Member(s) that bring cultural and equity sensitivity lens</li> </ul> <p><u>Next Steps:</u></p> <ul style="list-style-type: none"> <li>▪ CCSA will draft a general Quality Subcommittee job description to invite members</li> <li>▪ Beth Messersmith will reach out to two Latinx parents that are currently involved at the state level in early childhood education</li> <li>▪ Laura Benson will ask a Duke Pediatrician for a recommendation; Beth Messersmith can also reach out to pediatric community</li> <li>▪ Olive Joyner will work on identifying parents in public housing</li> <li>▪ Danielle will ask Terry David about his interest and potential Head Start parents that could participate</li> </ul>
<ul style="list-style-type: none"> <li>● Meeting Calendar <ul style="list-style-type: none"> <li>○ Discuss the frequency of Quality Subcommittee meetings</li> <li>○ Identify dates</li> </ul> </li> </ul>	10 min	<ul style="list-style-type: none"> <li>▪ Discussed potential meeting schedule</li> <li>▪ Recommendation made to meet monthly through July/August and then meet bi-monthly or quarterly</li> <li>▪ At first seemed overwhelming to meeting monthly, but after talking about the work plan and the priorities, group seemed open to meeting monthly through August</li> <li>▪ Considered timing of meetings <ul style="list-style-type: none"> <li>○ Should meetings be scheduled from 3 to 5 pm so it is easier for teachers? However, would that be challenging for parents without after care?</li> <li>○ Or should we schedule it from 1 to 3 so parents can attend more easily and teachers may be able to get coverage since it is nap time or can call into meetings?</li> </ul> </li> <li>▪ Next meeting planned for May 20 and time currently held in conference room from 1 to 5 pm to allow for flexibility of meeting time</li> </ul>
<ul style="list-style-type: none"> <li>● Quality Subcommittee work plan</li> </ul>	55 min	<p>Task Force Report:</p> <p><a href="https://www.childcareservices.org/wp-content/uploads/2018/10/UniversalPreKDurhamReportf.pdf">https://www.childcareservices.org/wp-content/uploads/2018/10/UniversalPreKDurhamReportf.pdf</a></p> <ul style="list-style-type: none"> <li>▪ Role of Quality Subcommittee and guidelines moving forward</li> </ul>

<ul style="list-style-type: none"> <li>○ Discuss subcommittee priorities</li> <li>○ Identify work plan</li> </ul>		<ul style="list-style-type: none"> <li>○ Start from Task Force report</li> <li>○ Create recommendations for Governance to review</li> <li>○ Create a clear framework for Durham PreK so when programs request resources from the county to support Durham PreK, there can be a clear connection how the funding supports the framework</li> <li>○ When there is no decision from Governance, we must follow NC Pre-K rules and standards</li> </ul> <ul style="list-style-type: none"> <li>▪ Identified priorities for Quality Subcommittee <ul style="list-style-type: none"> <li>○ Family Engagement – what does it look like for a program?</li> <li>○ How are we going to address the social-emotional needs of children?</li> <li>○ What support and guidelines will Durham PreK have for working with children with unique needs?</li> <li>○ How are we dealing with trauma and ACEs?</li> <li>○ Cultural responsiveness in programs and classrooms (including working with Dual Language Learners and their families)</li> </ul> </li> </ul> <p><u>Next Steps:</u></p> <ul style="list-style-type: none"> <li>▪ Our first area of focus will be family engagement</li> <li>▪ May meeting will be 2 hours</li> <li>▪ Danielle will present NC Pre-K’s family engagement standards as well as models for culturally responsive family engagement</li> <li>▪ Alex will present Durham PreK TA Pipeline teacher survey results on family engagement and family engagement data collected through application process</li> <li>▪ Will share NAEYC’s family engagement principles</li> </ul>
<ul style="list-style-type: none"> <li>• Summary and Adjournment <ul style="list-style-type: none"> <li>○ Next Meeting Date</li> </ul> </li> </ul>	5 min	Next meeting date set for May 20; still deciding on the time of meeting to best meet the needs of teacher and parents