

Durham PreK Governance Committee Meeting NOTES

Jim and Carolyn Hunt Early Childhood Resource Center

May 21, 2020 (9:30am – 11:30am)

In Attendance:

Voting Members: Leigh Bordley, Deric Boston, Drew Cummings (Designated by Wendell Davis,) Cathy Collie-Robinson, Andrea Daye, Dr. Anna Gassman-Pines, Dr. Wykeshia Glass, Dr. Iheoma Iruka, Michelle Lynn, Beth Messersmith, June Shillito, Darnella Warthen

Non-voting Members: Marsha Basloe, Dr. Linda Chappel, Cate Elander, Brittany Gregory, Danielle Johnson, Dr. Alex Livas-Dlott, Melinda Rodriguez, Ben Rose

Absent: Peggy Ball, Wendell Davis, Dr. Nakia Hardy, Tammy Jacobs

WHAT	NOTES
Welcome and Introductions	<ul style="list-style-type: none"> • Welcome and Introductions. • Drew Introduced Cate Elander, the new Early Childhood Systems Coordinator for Durham County. • Committee members reviewed the meeting notes for March 4, 2020.
Action Taken	<ul style="list-style-type: none"> • Governance committee approved meeting notes for March 4, 2020.
Durham PreK Update*	<ul style="list-style-type: none"> • Provider Payments during COVID-19 closures <ul style="list-style-type: none"> ○ In alignment with NCDCEE guidance for NCPRE-K programs, DPK sites have been receiving reimbursement based upon March attendance numbers (even though closed for in-person services). ○ Teacher Compensation Support continues during in-person closures. ○ In alignment with NCDCEE Child Care Subsidy pandemic guidelines, the Durham PreK administration is paying the parent fees for families during the closures. • Durham PreK Remote Learning Guidelines and Monitoring <ul style="list-style-type: none"> ○ One whole-group circle time - virtual meeting or recording per day ○ Daily learning activity sent via TS Gold or class communication tool ○ Weekly differentiated learning activity ○ Weekly individual communication with families ○ Weekly director/teacher planning meetings

- Committee Members Q&A
 - How much teacher-child time per week, on average?
 - Times vary depending upon the program site and the needs of the family. Some programs are using recordings so the family can work around their schedule and comfort level with virtual learning. We are working with sites individually to better standardize the time available to families.
 - How many Durham PreK families have reliable internet access? And do they have a reliable way to access it? Computer? Phone?
 - We are assessing the needs of families through the Parent Satisfaction Survey. Presently we are challenged to get this information and do not have robust data.
 - Each program is reaching out to families to assess their needs and access to virtual learning platforms. There are families using their cell phones to participate via learning platform links and links to resources and activities.
 - There are programs providing materials and giving access to school supplies. All of this is specific to each program.
 - Durham PreK and NC Pre-K are tracking attendance and participation to inform future activities.
 - NC Pre-K completed a survey on remote learning.
 - Weekly report on circle time. How many children, etc.?
 - Durham PreK's key priority is communicating with families and assessing their needs and finding out what is working and not working in this new virtual environment.
 - What are the meeting times/schedule for directors and teacher's planning time?
 - There isn't a specific time/schedule for directors' and teachers' planning time.
 - The needs differ from program to program so we are asking for meetings to be documented and submitted as part of monitoring.
- Durham PreK Remote Technical Assistance
 - Technical Assistance continues with Durham PreK active sites and Pipeline sites virtually.
 - TA continues virtually with weekly meetings.
 - Making the Most of Classroom Interactions (MMCI) virtually via ZOOM.
 - CCSA worked with myTeachstone to get authorization for a virtual MMCI. Successful participation reported.
 - Virtual celebration of NAEYC's Week of the Young Child.
- Home Learning Resources
 - Special edition of Community Connections Newsletter with home learning resources.

	<ul style="list-style-type: none"> ○ Home Learning Resources web page on Durham PreK website https://durhamprek.org/home-learning-resources/ has been added and is updated regularly. ○ Learning at Home with Durham PreK <ul style="list-style-type: none"> ▪ Online learning initiative for Durham PreK families ▪ Posting home learning videos 3X per week on social media through the end of the school year. Videos posted in English and Spanish. ● Helpful suggestions/ discussion: <ul style="list-style-type: none"> ○ Spectrum is offering free internet to families ○ How-to-videos for every literacy level for families. ○ Finding out from families if they have access to technology and any other needs of the family. ○ Huge need for provider council – connect to resources and leaders ● Durham PreK 2019-2020 Parent Satisfaction Survey <ul style="list-style-type: none"> ○ 480 Durham PreK Families total ○ 422 families invited to complete the survey via email (88%) ○ As of May 14, 2020, 63 surveys had been received with a response rate of 13%. ○ We are using Survey Monkey and the survey collection is still ongoing. Weekly email reminders for families to complete the survey electronically and we are assessing whether we can administer phone surveys to families. ○ We will report the finding of our survey during the next Governance committee meeting in the fall. ● 2020 – 2021 Family Applications Update <ul style="list-style-type: none"> ○ The 2020-2021 Universal PreK application became available on December 19, 2019. ○ In-person application appointments began in January 2020 ○ Virtual application appointments began the week of March 16th. ○ The 2020-2021 Online application links released in English on April 17th and in Spanish April 24th. ○ As of May 14, 2020, we have 847 unduplicated applications. Of the 847 applications 492 completed applications and 355 pending completion (missing documents). ● NC Pre-K is hosting a webinar this evening at 6:00pm for families to go over the application process and required documentation. ● Durham PreK completed a-how-to video on the virtual application. ● Linda filmed a video with the County on the Durham PreK application process.
Durham PreK Budget Plan	<ul style="list-style-type: none"> ● Our mantra is Durham County money, local money, gets spent last. Our goal is to braid our funding with other dollars to serve the maximum number of children. ● There are competing needs for resources in the community. In our last meeting, we discussed the budget and were looking to expand Durham PreK. The current economic situation will impact the Durham PreK budget.

- The County Manager has made a recommendation to move forward with *Flat Funding for Durham PreK*. This will mean a cut to the budget since in year 2 of the program we had some carry forward dollars available from year 1 start-up.
 - If the budget passes as recommended, we will need to cut 5-6 seats, possibly more.
 - Things are uncertain right now.
- If the budget passes, there will be a \$40,000.00 gap in the budget for the upcoming school year.
 - Right now the budget is only recommended, it is not approved by the County yet.
- Committee Members Q&A
 - **Are there any other options than cutting slots to make up the \$40,000 difference? Maybe small increase of parent fees and/or a small decrease of teacher supplement payments?**
 - Our priority is not to cut seats. It is a moving target based on the braided funding and we will assess what happens.
 - There is much uncertainty. We just don't know how many families will actually enroll in the fall.
 - **How can we save seats without instructors taking the financial hit?**
 - We are uncertain how to do that without additional funding.
 - **How realistic is this budget? State and local revenues are going to be way down. We'll be fighting hard at the State level for funding, but I think we have to also be aware of that. What happens if we have more of a budget shortfall than projected?**
 - The bottom line is there isn't a budget yet. The budget is only in the recommendation phase. The reality is there are a lot of uncertainties because of the pandemic.
 - It is a tough time right now with many competing needs in the community right now. It may be unrealistic to plan for increased funding.
 - Best practice is to stay in a holding pattern right now while the budget is being considered.
 - **When will the budget be finalized?**
 - The County budget gets adopted in June. State budget may take longer, into the summer.
- Recommendation: Should begin thinking about priority areas if the budget is lower than expected.
- Enrollment concerns, uncertainty about fall enrollment.
 - Temperature check during enrollment.
 - During enrollment find out how families are feeling about COVID-19 and how it may impact their fall enrollment.
 - Seeing nervousness among families about returning to group care especially if they have babies in their home. Some families are looking into other options, such as licensed family child care homes, nannies, etc. This would impact fall enrollment.
- Reimbursement rates

	<ul style="list-style-type: none"> ○ The reimbursement rate is currently, \$1,250.00 per child per month. This does not include the teacher supplement, the cost of TA, and the cost of their professional development. ○ DPS and Head Start has more funding streams than private sites. It was proposed to reconsider the reimbursement rates to DPS and Head Start. ○ Right now to be clear we are not making any recommendations. If the budget passes as-is, we will need to consider cuts. ○ The next scheduled Governance meeting is in September. If we are to consider a rate change we will need to have an interim meeting. <ul style="list-style-type: none"> ● There are some initiatives beyond Durham PreK for provider needs. ● Durham’s Partnership has secured private funding to support PPE and sanitation supplies for childcare programs; DCDEE is providing grants to licensed programs and is ordering PPE for direct delivery to programs; CCSA has a COVID relief fund that is providing grants and there are small business grants and loans that may be accessed.
Action Taken	<ul style="list-style-type: none"> ● Smaller working group before the next meeting in September to discuss budget, especially if there will be additional cuts. ● Committee members interested in participating in the working group: Iheoma, Darnella, Danielle, June and Andrea.
RFA Applicants	<ul style="list-style-type: none"> ● Joint process with NC Pre-K for the 20-21 School Year ● 44 Applications Received. 80 Classrooms requested. 1,293 spaces requested. ● Applications reviewed by the same committee as NC Pre-K. ● Due to COVID-19 school closures, unable to perform CLASS assessments. ● Provider applicants to receive notifications by the end of May. <ul style="list-style-type: none"> ○ We cannot officially designate seats until the budget is finalized sometime in June.
Future Meeting Dates	<ul style="list-style-type: none"> ● Option A: 3rd Thursday every other month from 9:30 – 11:30 <ul style="list-style-type: none"> ○ Sept. 17, 2020, Nov. 19, 2020, Jan. 21, 2021 and March 18, 2021, May 20, 2021 ● Option B: 2nd Thursday every other month from 9:30 – 11:30 <ul style="list-style-type: none"> ○ Sept. 10, 2020, Nov. 12, 2020, Jan. 14, 2021 and March 11, 2021 ● Separate meeting to report out the smaller working group’s recommendation on the budget.
Action Taken	<ul style="list-style-type: none"> ● Option A meetings chosen; Sept. 17, 2020 (extend by one hour), Nov. 19, 2020, Jan. 21, 2021, March 18, 2021, May 20, 2021
Summary and Adjournments	<ul style="list-style-type: none"> ● Continue monitoring budget and consider need for July work group

*** Agenda items with handouts**