

September Agenda

- 1) Introductions
- 2) Establish rules of engagement
- 3) Establish purpose and expected outcomes
- 4) Set meeting dates and times

September Meeting Minutes:

Purpose: What is best for kids is our focus. The committee will communicate the facts in an accurate manner.

Rules of engagement: Transparency is important. Mike will work with the new technology person to get a link on the website where all information gathered and minutes will be shared. It will be read only - not a blog.

No Facebook - reactions. Facebook comments made by the community will be read only with no one from the committee engaging with the dialog. If a response seems necessary, the response will be made by the Superintendent.

Information to be explored: Schedules of both preschool sites; budgets for both sites clear definition of Universal Preschool and an understanding of how it is funded; enrollment trends; an understanding of the rules and regulations that govern preschool programs provided by the public school versus a Community Based Organization; and CEP regulations.

Our next meeting is Oct. 4th at 6:00 in the Early Childhood Developmental Center. Colleen will contact Dee Dwyer to see if she might be available for a phone conference to answer questions of the committee. If you are unable to attend the meeting, please provide Colleen with any questions you may have for her.

October Agenda

- 1) Review the capital project needs of the elementary building - with Pre-K being housed there and without.
- 2) Review the current programs within each Pre-K classroom - full day versus half day
- 3) Project at least 3 years out with respect to enrollment given we are at least 2-3 years out with capital project updates
- 4) Repurpose ideas of empty classrooms - regardless of the building
- 5) Should Bolivar Richburg explore a 3 year old program?

October Meeting Minutes

Pre-K budgets reviewed - full day and half day; capital project needs for both buildings were discussed; (use of basement with proper egress/elevator need was added to the discussion as options to consider) the Community Eligibility Program for breakfast and lunch was reviewed; SED Mealtime Guidelines Memo was distributed along with a matrix comparing needs at the elementary building versus the Early Childhood Development Building; teacher schedules were examined to ensure comparable programming for all students; responses to memo questions posed to the SED representative were read and discussed; and enrollment trends were reviewed

Action Steps to prepare for the next meeting:

- 1) Colleen will develop a summary of materials presented and reviewed
- 2) Jen will ask the architects for an estimate for an additional egress from the basement of the Developmental Center
- 3) Jen will provide an estimate cost of preparing meals on site at the Early Childhood Development Center versus transporting meals from the high school
- 4) Mike will have information posted on the website

November Agenda

- 1) Review the capital project needs of the elementary building - with Pre-K being housed there.
 - 2) Review the current programs within each Pre-K classroom - full day versus half day
 - 3) Project at least 3 years out with respect to enrollment given we are at least 2-3 years out with capital project updates
 - 4) Repurpose ideas of empty classrooms - regardless of the building
 - 5) Should Bolivar Richburg explore a 3 year old program?
- Jen will provide us with updated classroom schedules as we look to review programming.

November Meeting Minutes

Meeting was rescheduled to December due to inclement weather

December Meeting Minutes

The committee met at the elementary school to review all documents previously provided to the committee; reviewed the most current schedules for the preschool classrooms and discussed the need to look at current special area teacher staffing schedules to determine if current staff could support programming at the Developmental Center and at the Elementary School – Andrea will review special

area teacher schedules and report back at our next meeting; the committee determined the need to put a full packet of information together to review prior to the Board presentation of our findings.

Our next meeting is scheduled for January 24th at 6:00 in the Elementary Building Conference Room.

January Agenda

- 1) Review materials provided and discuss appropriateness and purpose of each document
- 2) Input from Andrea regarding special area teacher schedules
- 3) Determine date to present findings to the Board of Education