

Instructions for Using the NC Pre-K Site Selection Rubric

Purpose and Use of the NC Pre-K Site Selection Rubric

The NC Pre-K Site Selection Rubric (Rubric) is designed to be used by the NC Pre-K Site Selection Sub-Committee as a comparative tool to help standardize the site selection process in each county or region across the state. These standards and indicators are designed to guide the Site Selection Sub-Committee’s decisions in selecting sites for participation in the NC Pre-K program.

The Site Selection Sub-Committee is required to complete a Rubric for each site applicant, using information from the **NC Pre-K Site Application** completed by potential NC Pre-K Site applicants. The Rubric is divided into five sections with points assigned to four of the sections. The fifth section, **Additional Locally Determined Indicators**, is optional and may be used by the Site Selection Sub-Committee to list other indicators and assign up to eight (8) points. There are 100 possible points, including the eight (8) optional points for Additional Locally Determined Indicators. All sites within a county must be compared using the same **Additional Locally Determined Indicators** to ensure fairness across the site selection process.

Once a NC Pre-K Site Selection Rubric has been completed for each potential NC Pre-K Site applicant, the Site Selection Sub-Committee will use the **NC Pre-K Site Selection Process Decision Tree** for next steps.

Overview of the NC Pre-K Site Selection Rubric Sections

The rubric is divided into five main sections:

1. Program Standards
2. Education Standards
3. Geographic, Accessibility & Affordability Indicators
4. Classroom & Family Support Indicators
5. Additional Locally Determined Indicators - Optional

Section Name and Details	Points Assigned
<p>1. Program Standards</p> <ul style="list-style-type: none"> • In this section enter the most recent Environment Rating Scale (ERS) score(s) for the 3- and 4-year-old and/or Pre-K classroom(s). Higher scores indicate higher quality. (Note: NC Pre-K classrooms are required to score a 5.0 or higher on each ERS completed.) • In the Complaints and Administrative Actions topic area, more points received would indicate higher quality. 	<p>Total Points Available 15</p>
<p>2. Education Standards</p> <ul style="list-style-type: none"> • In this section the education level of the Administrator, Lead Teacher(s) and Teacher Assistant(s) is broken into three subsections. The minimum education requirement for each position is listed at the top of each section with the desired education level for each position listed at the bottom of each section. • If education standards are not fully met at the time of the application, no points would be awarded in this section. For new sites who may not have fully qualified staff during the site selection process, the sub-committee may consider adding an indicator(s) under the final section “Additional Locally Determined Indicators,” and award corresponding points up to 8. • The sub-committee may also consider adding “Additional Locally Determined Indicators,” and award corresponding points up to 8 for teacher assistants 	<p>Total Points Available 15</p>

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<p>holding a BA/BS Degree or higher in a related field or Lead teachers holding a graduate degree or higher and NC Continuing Birth-Kindergarten Standard Professional II licensure.</p> <ul style="list-style-type: none"> The points for this section will be calculated using the Teacher Education Worksheet and then transferred to the Rubric. 	
<ul style="list-style-type: none"> Geographic, Accessibility & Affordability Indicators This section is divided into 6 subsections (Screenings, Extended Care, Nutrition, Transportation, Wrap-around Care and Location,). (Note: For the Screenings and Extended Care subsections, the more checks received would indicate higher quality.) Under the Location subsection on the Rubric, the sub-committee must determine the context for what criteria constitutes a high, mid, and low level area of need. Below are examples for determining high, mid and low level areas of need. <ol style="list-style-type: none"> The level of poverty by zip codes The location by zip code of current year’s applications for families earning less than 75% SMI Review the current year’s applications and rank sites by family choice. 	Total Points Available 35
<p>3. Classroom and Family Support Indicators</p> <ul style="list-style-type: none"> This section is divided into 4 subsections (Curriculum and Instructional Assessment, Plans, Family Engagement, Staff Compensation and Professional Development). Under Curriculum and Instructional Assessment, the more checks received would indicate higher quality. Under Plans, the more checks received would indicate higher quality. Under Family Engagement the bottom 2 indicators reflect the most desirable/accommodating response for that subsection. Under Staff Compensation and Professional Development, the top four indicators reflect the recommended compensation policies for Pre-K classroom instructional staff employed in nonpublic schools, while the bottom indicator addresses public school salary schedules. 	Total Points Available 27
<p>4. Additional Locally Determined Indicators - <u>Optional</u></p> <ul style="list-style-type: none"> This section allows the site selection sub-committee to insert additional indicators that are relevant to your county/region. <u>Each Sub-Committee must select indicators that are applicable to the conditions of the county/region. Indicators listed below are only examples and may/may not apply.</u> <ol style="list-style-type: none"> New Site – Child Care, Head Start - Staff will be hired to meet the education requirements: BA/BS ECE with Birth-Kindergarten licensure or Plan of Study on File to show progress towards licensure Other resources that are utilized by each individual site (TEACH, WAGES, other compensation: Retirement Plan, Cafeteria Benefits) Additional Trainings that individual staff members have completed Partner with the EESLPD Office to provide evaluation and/or mentoring support for Birth-Kindergarten Licensed teachers Teacher and/or Teacher Assistant education exceeds the maximum level and points on the Teacher Education Worksheet 	Total Points Available 8
<p>5. Subtotals from each section</p> <ul style="list-style-type: none"> Enter the points for each subsection to determine the grand total. 	