MECK Pre-K Site Selection Process Decision Tree

Purpose: *The Decision Tree is a guide for the process of recommending sites to the MECK Pre-K Office*

Step 1: Does the site currently have one of the following?

- **5** ★ **star** rated license
- **4** ★ **star** rated license
- **Temporary license**

Step: 2 Can the site operate a MECK Pre-K classroom for 6.5 hours, M-F for 10 months for a minimum of 177 school days **and** is the classroom licensed for a min. of 16 children?

YES

NO

STOP

Does the Site Administrator meet one of the following?

1. Site Administrator has **Principal's License**
2. **Level III** NC Early Childhood Administrator Credential
3. Hold a **Bachelor's Degree in any field *with***
   - 18 semester hours in early childhood education and child development, ***and***
   - complete **6 semester hours** in Child Care Administration ***or***
   - **9 semester hours** in Business Administration ***or***
   - a combination of Child Care Administration and Business Administration.
4. ***Working towards Level I, II or III Admin Credential*** (not applicable for current MECK Pre-K sites operating for 4 years or more)

YES

MECK Pre-K Site Selection Sub Committee scores MECK Pre-K Rubric using the information from the site selection application

Site Selection Sub-Committee submits written recommendations to MECK Pre-K Office

Smart Start Office and Mecklenburg County votes on recommendations

MECK Pre-K Office notifies all site applicants of status *(approved/denied)*

Site Selection Sub-Committee conducts on-site observation for all applicants

(optional to verify the information on the application)

Additional Considerations in Site Selection

- Geographic need for child placements
- Local community resources are available to support this site
- Other sources of revenue are available to this site
- Other local criteria should be considered
- High scoring new site vs. low scoring existing site
- Staff qualifications, classroom materials and staff compensation packages

MECK Pre-K maintains a site priority list of approved sites marked ***"Consider for Future Expansion or Changes"***