



## Leadership Meeting Notes

Date: 2/25/2021

### St. Martin Parish Vision/Mission/Goals

- **TIKES Wellness Wednesday**

- Webinar Date: Feb 24
- Time: 12 pm
- Contact Michelle with any questions at [michelle.demeulenaere@la.gov](mailto:michelle.demeulenaere@la.gov)

- **CLASS**

- In response to the increased CPVID 19 positivity rate the in person observations are paused
  - As of Feb. 24th. SMP in “moderate” risk category
- At the Dec. BESE meeting, BESE approved a 1 time emergency rule that allow any classroom that received a FALL score of 4.5 or higher to be exempt from a local Spring observation but still may receive a 3rd party observation
- BESE approved a 1 time waiver of the shadow scoring requirements

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for Spring

- **February 1 Child Count**

- All program partners have submitted
  - Feb. 12th was deadline to submit
  - Lead Agency will submit SMP Child Count to LDOE by Feb. 26th

- **Open Seats**

- Program partners should fill out referral system documentation second Wed. of every month
- Use numbers from previous month
- Open seats form will be emailed to all program partners shortly after the second Wednesday of each month
  - Purpose is to inform parents of any available seats in Network in the event a center is full.

- **Coordinated Enrollment Plan**

- Completed plan was emailed to program partners on Tuesday, Feb. 23
- Deadline to submit to LDOE is Friday, Feb. 26
- Signatures
  - Option 1: Send program partners a brief survey that asks them to input their name and responses to a question stating they participated in planning process for coordinated enrollment

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- Option 2: Send an email to program partners requesting an email response stating participation in the planning process for coordinated enrollment.
    - SMP Lead Agency opted in Option 1 and an email was sent to each program partner with a google survey to be completed by Feb. 24th.

- **Open Enrollment**

- A survey was sent to all program partners asking what kind of enrollment should be held
  - Results: Flyers only during the week of March 8- March 12.
- Beginning Feb. 15, advertisement for Open Enrollment:
  - A different flyer will be sent to the Teche News each week for 3 weeks prior to OE
  - Remind messages will be sent to all St. martin Parish parents
  - The St. Martin Parish EC FB page will post a different flyer for 3 weeks prior to OE and continue posting
  - Coca Cola banners will be displayed throughout the parish

- **Coordinated Enrollment Procedures**

- Refer to Coordinated Enrollment Procedures Manual 2021-2022

- **Next Virtual Leadership Meeting**

- April 15, 2021