



## Leadership Meeting Notes

Date: 08/19/2021

### Updates for COVID-19:

- The LDOE will be hosting monthly webinars for early childhood providers. These webinars will include important updates related to COVID-19 and reminders for all provider types.
- A link to the next webinar (September 1) was presented
- If you have yet to subscribe to the LDOE Early Childhood Newsletter, please do so

### Referral Documentation Form:

- All Program Partners will fill out the Referral System Documentation form on the second Wednesday of every month
- A Reminder email will be sent out at the beginning of each month with the link attached
- Use the numbers from the 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 which Program Partners may or may not have availability in certain age groups that parents are inquiring about

### October 1 Child Count:

- The October 1 Child Count template will be sent out to all Program Partners in September
- Due to Lead Agency by Friday, October 8th

---

## CLASS:

- Observations for the 21/22 school year will be conducted
- Fall 2021 Local Observation Protocol Guidance from the LDOE will be released by August 27, 2021
- Fall 2021 Local Observation Protocol for St Martin parish will be released soon and will be emailed to all directors/observers
- St Martin Parish Network Local Observer Protocol and Guidance will be released soon to all directors/observers
- Third Party observations
  - Will begin in September (virtual and in-person)
- St Martin Parish Fall 2021 Observations
  - Will take place between Monday, September 13th and Friday, December 3rd
  - Observation schedule due by Friday, September 10th (template will be sent out on Friday, August 20)
- Shadow Observations
  - 10% of classes must be shadow observed (at least one shadow observation in each age group) for each observation period (Fall and Spring)
- Calibration Exercises
  - Each observer must complete one calibration exercise in the Fall and one in the Spring

## Data Certification:

- Is a critical process that allows each site to ensure that self-reported informational metrics are accurately captured and reflected in their Performance Profiles
- Through data certification, programs/sites must verify the following for each classroom in the site:
  - Ages served by the site
  - Number of children assessed in each classroom using GOLD

- 
- PreK or Infant/Toddler curriculum used in each classroom
  - Highest degree earned for one lead teacher for each classroom
  - Louisiana Certification for one lead teacher for each classroom (including ECAC)
  - Data Certification spreadsheets were sent to all program partners in July to make any corrections and all updated information was submitted to the LDOE on Friday, August 6th

### Performance Profiles:

- Provide information about the quality of publicly-funded sites to families to inform choice and to communities to guide improvement
- Are published on the Louisiana School and Center Finder website
- As a result of the challenges presented by COVID-19 to observational coverage across Louisiana, the Board of Elementary and Secondary Education approved a set of emergency rules for 2020-2021 Performance Profiles

### Ready Start Network:

- Ready Start Networks were created to help Maximize resources for early childhood, Streamline enrollment processes for families, and support teachers across diverse settings
- Purpose is to solve two major concerns in early childhood across the state: access and quality
- During St Martin's last RSN meeting, we recruited members and built a coalition. We reviewed the St Martin Parish Early Childhood data and set a goal to spread the word about what St Martin Parish has to offer for families with children ages birth to five. We will be presenting at various community organization and group meetings to help spread awareness.
- St Martin parish RSN has met the Network's #4 goal (All early childhood classrooms in the network will be using Tier 1 curriculum materials by the end of the 2021-2022 school year) We will look at developing a new goal to replace this one during our October meeting. An email will go out on Aug 20, 2021, asking for ideas and suggestions for our new goal regarding curriculum and learning outcomes.

---

## **GUEST SPEAKERS:**

- Hannah Redden and Lisa LaRochelle (The Family Tree)
- Mary Hockless (First Steps Referral and Consulting)
- Fran Bonin and Liz Bakies (VOA)

## **21/22 Leadership Meeting Dates:**

- 3rd Thursday of every other month from 12:30-1:30
  - October 21
  - December 16
  - February 17
  - April 14 (2nd Thursday due to Easter Holiday)
- We will remain virtual and reconsider face-to-face for December meeting