



## Leadership Meeting Notes

Date: 08/18/2022

### Guest Speakers:

- Adrienne Huval with the SMPSB Health Centers and School Nurse Program (provided handout; contact information is 337-909-3040)
- Tabatha Dore with SMPSB Homeless Liaison (contact information is 337-909-2809))
- Wendy Breath with SMPSB Pupil Appraisal/Child Search (provided handout; contact information is 337-909-2889)
- Lisa LaRochelle with The Family Tree (contact information is 337-451-2869)
- Monica Dowden with Early Steps (provided handout; contact information is 337-359-8748)
- Fran Bonin with VOA (contact information is 337-704-2838)
- Melanie Taylor with SMPSB Migrant/ELL program (contact information is 337-909-2842)

### 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

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## 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 7th

## CLASS:

- Observations for the 22/23 school year will be conducted
- 2022-2023 Local Observation Protocol Guidance from the LDOE will be released by August 31, 2022
- 2022-2023 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
- St Martin Parish Fall 2022 Observations
  - Will take place between Monday, September 12th and Friday, December 2nd
  - Observation schedule due by Friday, September 9th (template will be sent out on Tuesday, August 23)
- 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

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## 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 5th

## Family Child Care Providers:

- LDOE made revisions to Bulletins 139 and 140 that allow Child Care Assistance Program (CCAP)-certified family child care providers to apply for Academic Approval, starting in the 2022-2023 academic year
  - Benefits include school readiness tax credits, Support from Child Care Resource & Referral, Support from Tulane TIKES Mental Health Consultants and eligible for high-quality curriculum and supports (Curriculum Initiative)
  - Requirements include CCAP certification, Participation in the community network, including child count and coordinated enrollment, participation in CLASS observations, Early Childhood Ancillary Certificate within 24 months of receiving Academic Approval, and assess all publicly-funded children using TSGold assessment
    - i. Our parish has three Family Child Care Providers that are participating: Shereka Plummer in the Breaux Bridge area, Lisa George in the St Martinville area and Marie Tolliver in the Cecilia area

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## Ready Start Network:

- For Goal 4 on our Blueprint, it states that all early childhood classrooms would complete 12 hours of professional development for effective implementation of the Tier 1 curriculum by July 1, 2022.
  - We are at 80% for meeting that goal
  - We will need to replace this goal. Please click on the google survey link below so we can gather ideas.
    - i. <https://forms.gle/LZjcG337cnanVvo69>
- Little Free Libraries
  - We are in communication with our partners in getting these built for us so they can be placed in our community
- Site Tours
  - Once teachers have submitted their schedules, we will begin more strategic planning. You will be notified as things progress and planning meetings are scheduled
- August meeting
  - Types of play and the importance of play in an early childhood setting were discussed

## 22/23 Leadership Meeting Dates:

- 3rd Thursday of every other month from 12:30-1:30
  - October 20, 2022
  - December 15, 2022
  - February 16, 2023
  - April 20, 2023
- Face to Face is highly recommended but google meet will be offered