

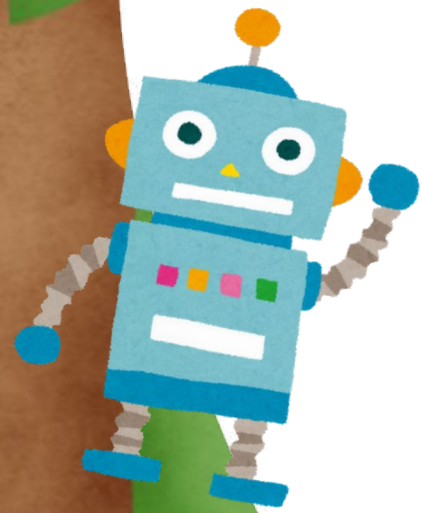


St Martin Parish Early Childhood Leadership Meeting

October 16, 2025

Agenda

- Information from LDOE
- Performance Profiles
- Referral Documentation Form
- October 1 Child Count
- CLASS
- Upcoming Events/Deadlines





SIGN

IN

LDOE information

- CLASS 2nd Edition Infant-Toddler Update

Infant/Toddler 2nd Edition Trainings

Per [Teachstone](#), the original Infant and Toddler CLASS® tools served programs for more than 15 years. However, learning settings — and educators — have evolved.

- The new, 2nd Edition Infant-Toddler product suite reflects current research, field feedback, and the need for greater cohesion across early childhood age groups.
- This version combines Infant and Toddler frameworks into one streamlined tool — with one certification process — making it easier to implement at scale and sustain continuous quality improvement.

In August 2025, Teachstone released the CLASS® 2nd Edition Infant-Toddler tool.

- To assist Community Network Lead Agencies (CNLAs) with the transition to 2nd Edition, the Department and Teachstone will offer a series of trainings from October 2025 through May 2026.

CLASS® 2nd Edition Infant-Toddler

Please contact sonia.fields-gutierrez@la.gov with questions.



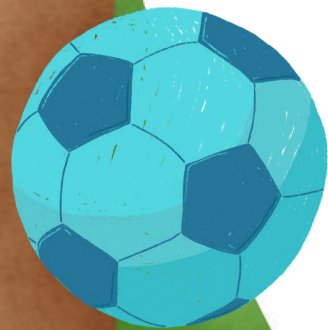
LDOE information

Monthly Provider Update Webinar

- These webinars include important updates and reminders for all provider types

Providers can access the next provider webinar using the information below:

- Webinar Date/Time: Thursday, November 6, 2025 at 1 p.m.
- Webinar Link: <https://ldoe.zoom.us/j/93597745872>
- Phone Number: 1 470 250 9358
- Meeting ID: 935 9774 5872
- Passcode: 641464



LDOE information

The Louisiana Policy Institute for Children, in partnership with the Louisiana Department of Education, is administering its annual survey to help understand the child care needs of Louisiana families with children under the age of 5. Questions range from asking about child care arrangements, ease of finding child care, personal child care expenses, family work schedules, and more.

This year's parent survey opens on **October 15, 2025**. Any parents, guardians, or caregivers with children under the age of 5, no matter their child care arrangement, are encouraged to participate, and we would appreciate your help in getting the word out to your networks!

Please share this [link](#) with your families so they can complete the 2025 Louisiana Child Care Parent Poll.

[Survey flyer in English](#)

[Survey flyer in Spanish](#)

[Survey flyer in Vietnamese](#)

Parents may complete the 2025 Parent Poll online in English, Spanish, or Vietnamese. **Survey responses are requested by October 29th**. For any questions, please contact info@policyinstitutela.org.

LDOE information

2024-2025 Performance Profiles

Performance Profiles for the 2024-2025 academic year will be released in alignment with K-12 school performance scores.

- The release is anticipated for November 2025.
- Preliminary results from last year can be calculated using the [Performance Rating calculator](#) and the Community Network calculator roster from the EC CLASS® portal.

Early Childhood Community Network Updates

Please contact robert.jones4@la.gov with questions.



A stylized illustration of a blue helicopter with orange skis, flying over a green field. The helicopter has a large yellow cockpit and a blue tail rotor. The background is a simple green field with a white path.

LDOE information

2026 Teacher Leader Summit



- **Save the Date:** The 2026 Teacher Leader Summit will be held May 26-28 at the New Orleans Ernest N. Morial Convention Center.
 - Early bird registration opens **February 16, 2026.**
- Teacher Leader Summit is an annual professional learning conference that brings together Louisiana birth to grade 12 educators and content experts. Educators participating in the event will share their knowledge, learn new skills, and prepare for the 2026-2027 academic year.
- The “call for presentations” opens October 15 and closes December 5. Educators interested in presenting should attend the [webinar](#) on October 15 at 1 p.m. or 4:00 p.m. Submission guidelines will be available on the [website](#) soon.

Upcoming Events and Deadlines

Please contact ldoeevents@la.gov with questions.





Referral Documentation Form

- Email with the link will be emailed on the first Wednesday of each month
- Deadline to submit answers is due by the second Wednesday of each month
- Use numbers from previous month (ex. when filling form out in September, use August's numbers/enrollment)
- Open Seats form will be emailed shortly after the second Wednesday of each month



Referral Documentation Form



St. Martin Parish Early Childhood Network

Numbers are based on data submitted by program partners on the Referral System Documentation Log.

Month of : December

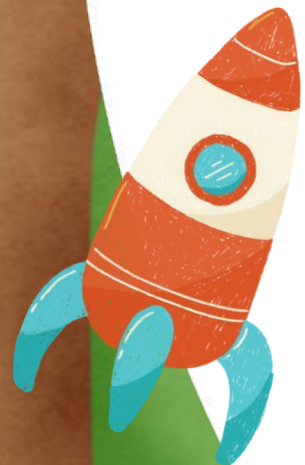
	Number of Open Seats				
	Infants	One-year-olds	Two-year-olds	Three-year-olds	Four-year-olds
Boyer's Preschool and Childcare	0	0	0	0	0
Little Blessings of Breaux Bridge	1	0	0	2	1
Owens Developmental Center	5	0	10	13	13
St. Martin Sunshine Playschool	3	0	0	4	1
Breaux Bridge Primary	N/A	N/A	N/A	N/A	9
Cecilia Primary	N/A	N/A	N/A	N/A	0
Early Learning Center	N/A	N/A	N/A	N/A	22
Parks Primary	N/A	N/A	N/A	N/A	9
Stephensville Elementary	N/A	N/A	N/A	N/A	9
Cecilia Head Start Academy	0	0	0	10	N/A
Breaux Bridge Head Start Academy	0	0	0	0	N/A
St. Martinville Early Head Start Academy	0	0	0	N/A	N/A
St. Martinville Head Start Academy	N/A	N/A	N/A	5	N/A
Marie Tolliver	0	0	0	0	0
Steps in 2 Tomorrow	2	1	1	1	0

Provide site contact information to parents who are interested in applying.



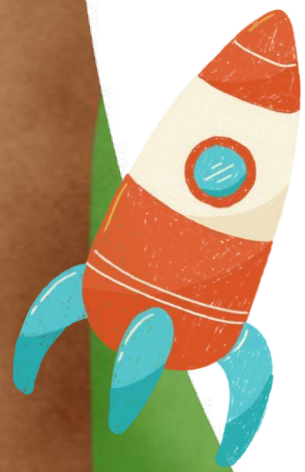
October 1 Child Count

- October 1 Count template was emailed to Program Partners on Monday, September 29th
 - Publicly funded (LA4, TI, 8g, CCAP, CCAP/B3, EHS, HS) enrolled children as of October 1, 2025
- Deadline for Program Partners to submit October 1 child count to Lead Agency was Friday, October 10th
 - Lead Agency has received all October 1 child count data from program partners
 - Due to LDOE by October 31st
- Lead Agency is reviewing all data received and will submit prior to October 31st
 - St Martin's October 1 child count
 - 628 Publicly funded enrolled children
 - Include PreK (LA4, TI, 8g), EHS, HS, Type III Child Care Centers (CCAP/CCAP B3) and Family Child Care Providers (CCAP/CCAP B3)
 - St Martin's October 1 child count for 24/25 school year was 813 publicly funded



October 1 Child Count

Community Network-level October Child Count (as of 10/14/2025)

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CLASS

Celebration Time

Fall 25-26 Third Party Observation classes that scored 6.00 or above

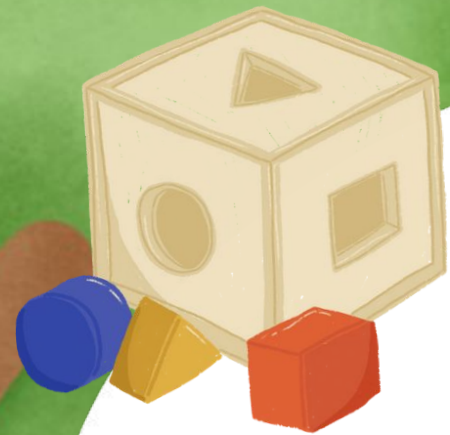
Josephine Owens
Infant
Owens Developmental
Learning Center
6.19



Kerry Melancon
PreK
Cecilia Primary
6.72

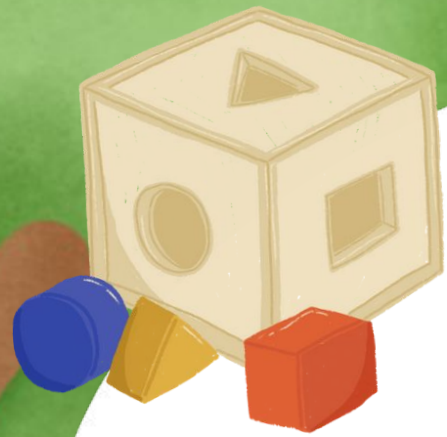


GREAT JOB MISS JOSEPHINE AND MISS KERRY



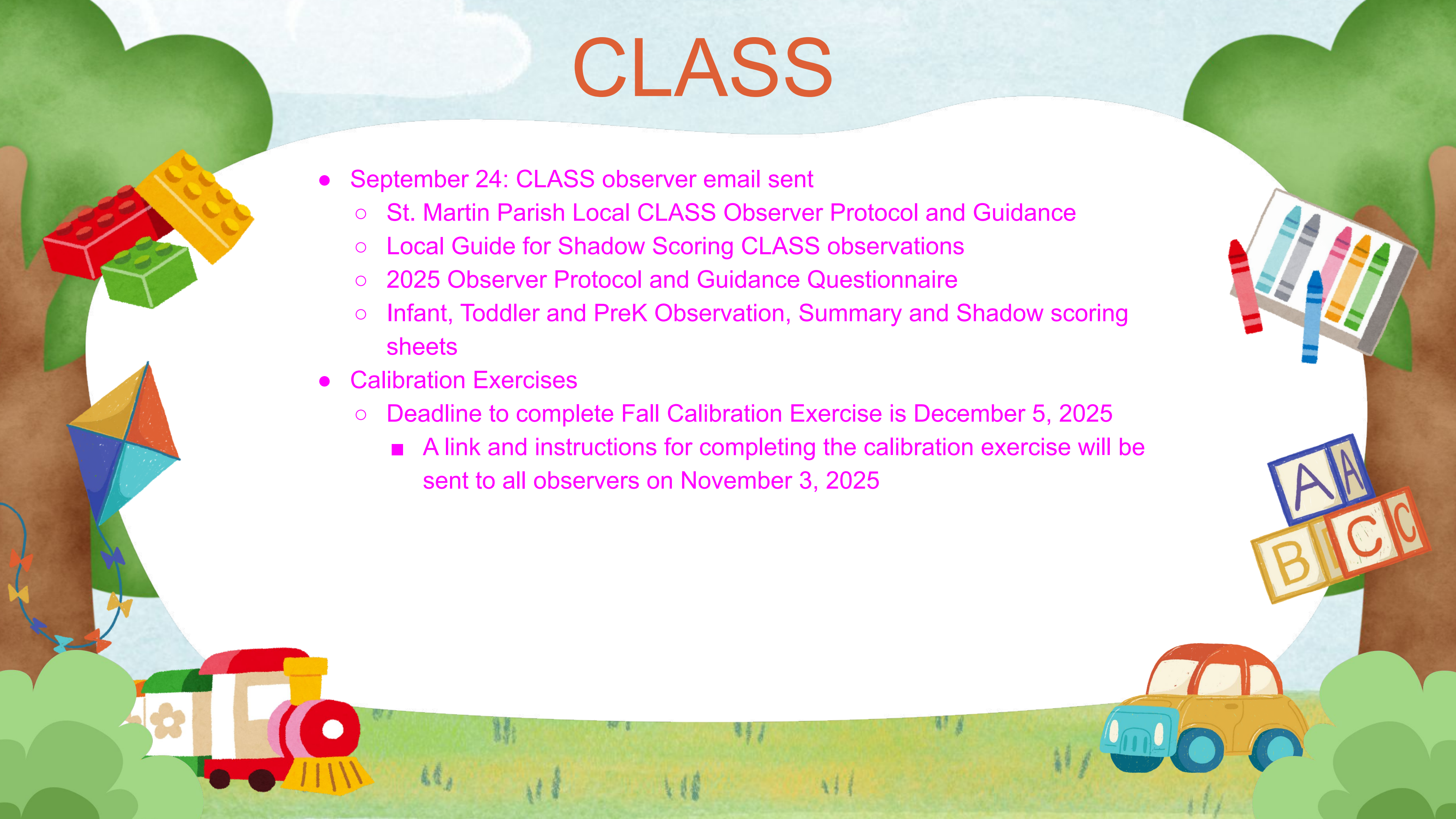
CLASS

- CLASS observations
 - Observation schedules were submitted, by observers/center directors, to the Lead Agency in September
 - All classes and observation schedules are in EC Portal
 - Third Party and local observations have begun
 - 10% of classes must be shadow scored each observation period which makes it 7 classes for St Martin Parish
 - 66 classes in St Martin Parish
 - 9 Infant classes (CDI Early Head Start, Type III Child Care)
 - 25 Toddler classes (Type III Child Care Center, Early Head Start, Family Child Care Provider)
 - 32 PreK classes (Type III Child Care Center, Head Start, Public PreK)



CLASS

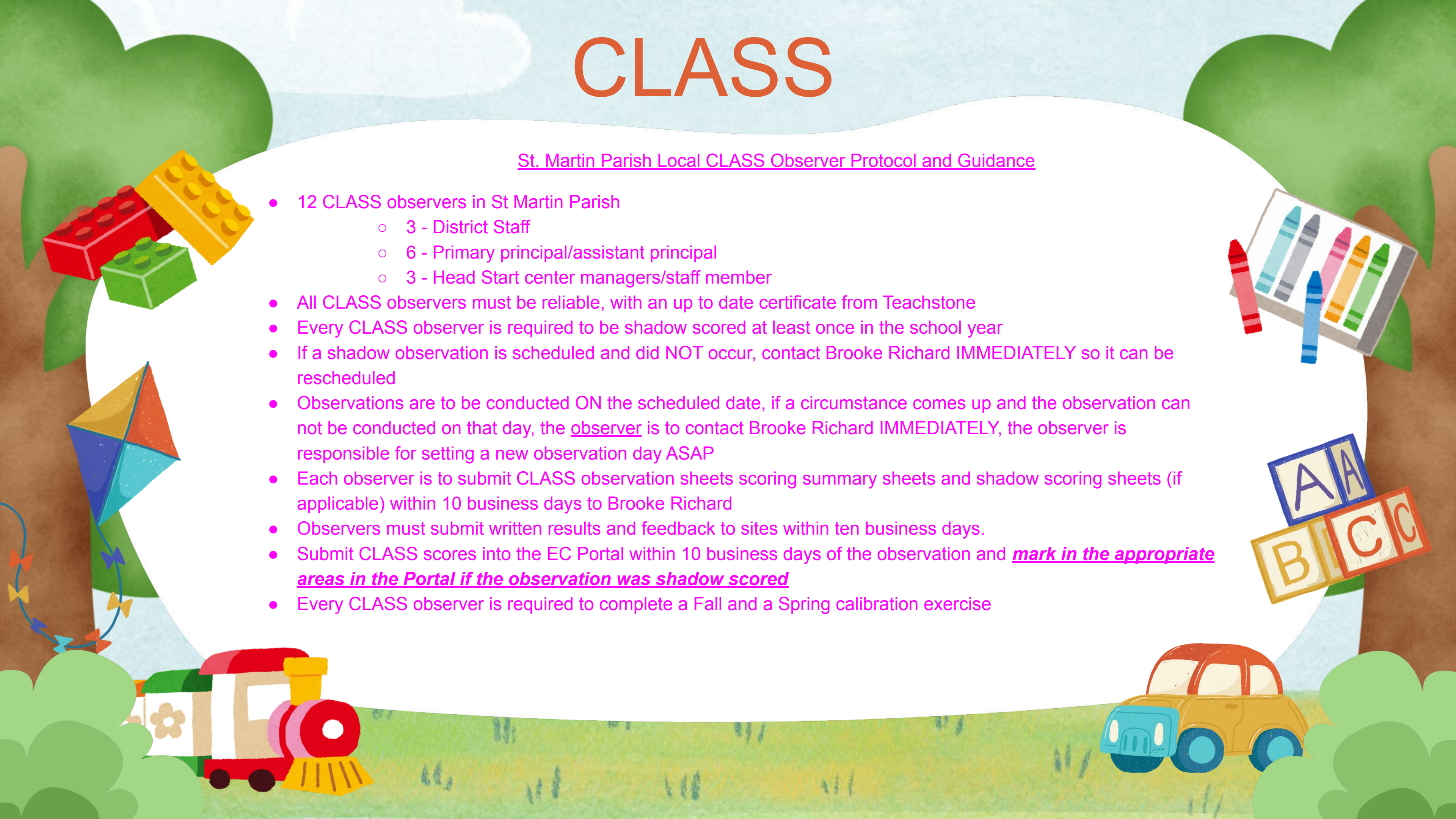
- September 24: CLASS observer email sent
 - St. Martin Parish Local CLASS Observer Protocol and Guidance
 - Local Guide for Shadow Scoring CLASS observations
 - 2025 Observer Protocol and Guidance Questionnaire
 - Infant, Toddler and PreK Observation, Summary and Shadow scoring sheets
- Calibration Exercises
 - Deadline to complete Fall Calibration Exercise is December 5, 2025
 - A link and instructions for completing the calibration exercise will be sent to all observers on November 3, 2025



CLASS

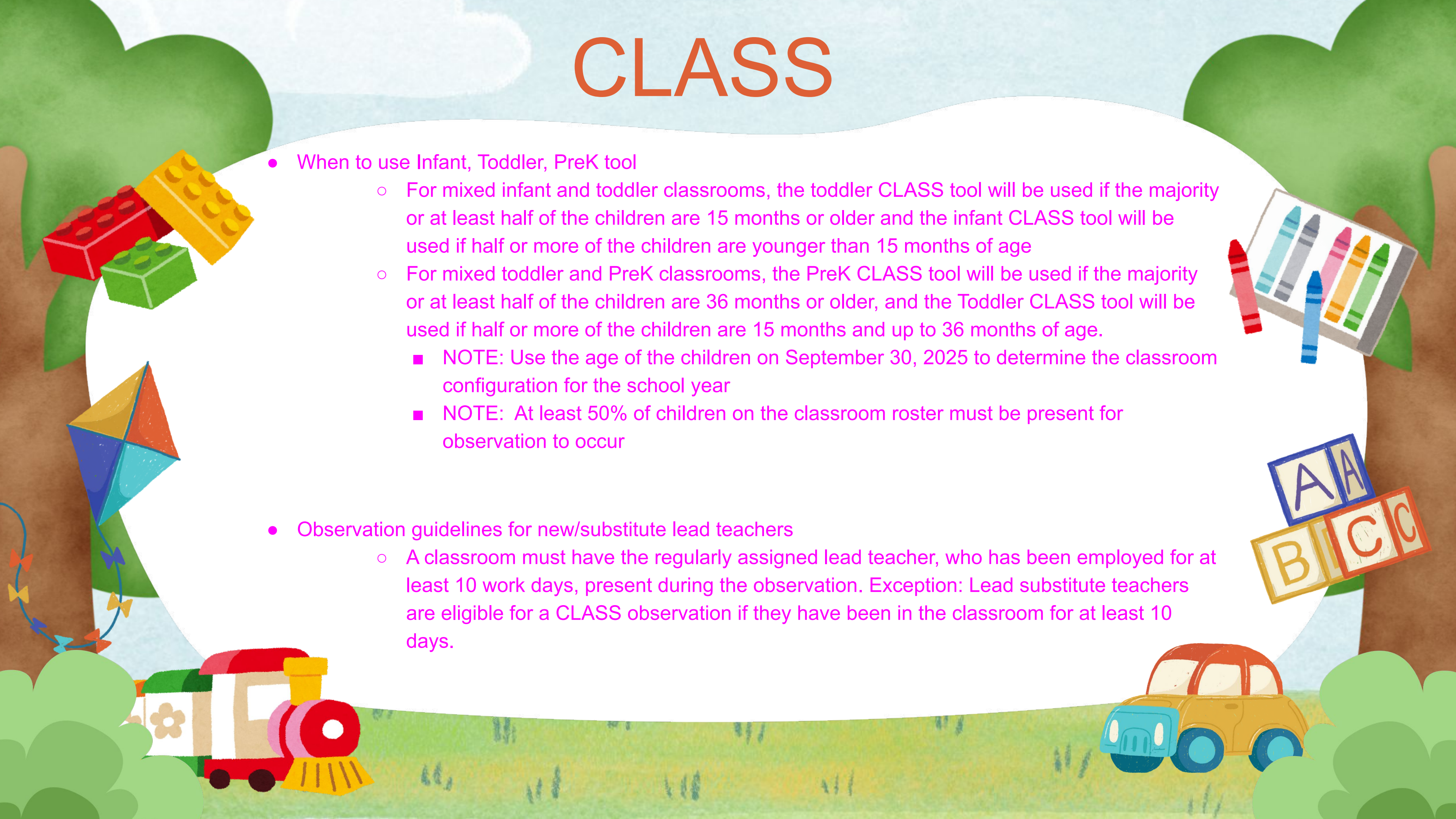
St. Martin Parish Local CLASS Observer Protocol and Guidance

- 12 CLASS observers in St Martin Parish
 - 3 - District Staff
 - 6 - Primary principal/assistant principal
 - 3 - Head Start center managers/staff member
- All CLASS observers must be reliable, with an up to date certificate from Teachstone
- Every CLASS observer is required to be shadow scored at least once in the school year
- If a shadow observation is scheduled and did NOT occur, contact Brooke Richard IMMEDIATELY so it can be rescheduled
- Observations are to be conducted ON the scheduled date, if a circumstance comes up and the observation can not be conducted on that day, the observer is to contact Brooke Richard IMMEDIATELY, the observer is responsible for setting a new observation day ASAP
- Each observer is to submit CLASS observation sheets scoring summary sheets and shadow scoring sheets (if applicable) within 10 business days to Brooke Richard
- Observers must submit written results and feedback to sites within ten business days.
- Submit CLASS scores into the EC Portal within 10 business days of the observation and **mark in the appropriate areas in the Portal if the observation was shadow scored**
- Every CLASS observer is required to complete a Fall and a Spring calibration exercise



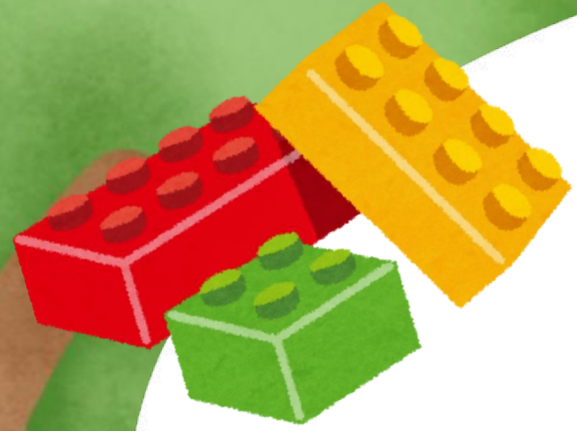
CLASS

- When to use Infant, Toddler, PreK tool
 - For mixed infant and toddler classrooms, the toddler CLASS tool will be used if the majority or at least half of the children are 15 months or older and the infant CLASS tool will be used if half or more of the children are younger than 15 months of age
 - For mixed toddler and PreK classrooms, the PreK CLASS tool will be used if the majority or at least half of the children are 36 months or older, and the Toddler CLASS tool will be used if half or more of the children are 15 months and up to 36 months of age.
 - NOTE: Use the age of the children on September 30, 2025 to determine the classroom configuration for the school year
 - NOTE: At least 50% of children on the classroom roster must be present for observation to occur
- Observation guidelines for new/substitute lead teachers
 - A classroom must have the regularly assigned lead teacher, who has been employed for at least 10 work days, present during the observation. Exception: Lead substitute teachers are eligible for a CLASS observation if they have been in the classroom for at least 10 days.



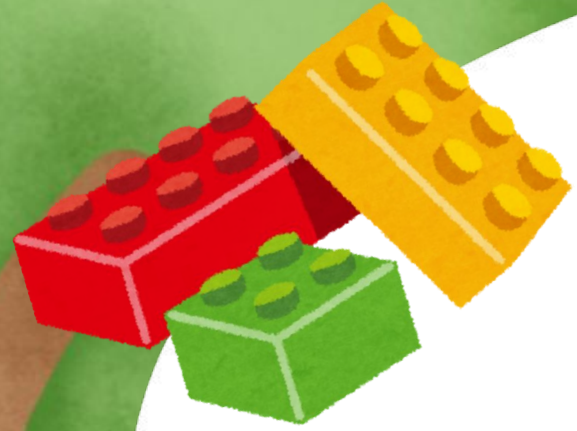
CLASS

- Scoring Cycles
 - For PreK and Toddler, the observation will consist of four 20-minute observation cycles each followed by 10-minute scoring cycles (average 120 minutes total time)
 - For Infant, the observation will consist of four 15-minute observation cycles followed by 10-minute scoring cycles (average 100 minutes total time).
- Situations that can and can not be observed
 - If extra-curricular pull-out teachers and/or special visiting teachers are conducting the following sessions, they will NOT be observed:
 - Physical Education
 - Music
 - Computer
 - Library
 - Art
 - Cafeteria-based meals and PreK toileting will NOT be observed
 - Diapering infant and toddler classrooms IS an observable time



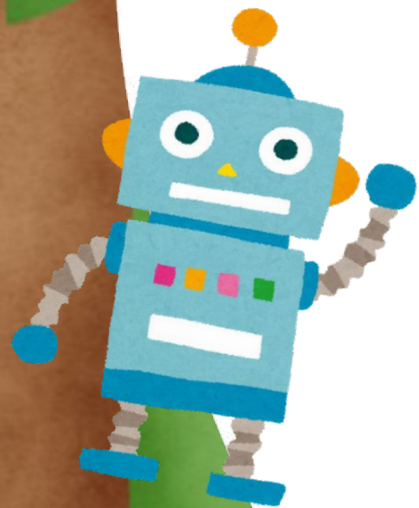
CLASS

- Situations that can and can not be observed cont.
 - Outdoor recess is NOT included in PreK observations (unless the teacher is leading an instruction during this time)
 - Outdoor recess IS included in Toddler and Infant observations
- Conflict of Interest
 - No observer shall conduct an observation in which the observer is an immediate family member of a teacher in the classroom being observed or an immediate family member of an individual who supervises or provides training or technical assistance to a teacher in the classroom being observed or has a direct financial interest in the site where the classroom is being observed
 - Immediate family members refers to children, the spouses of children, brothers and their spouses, sisters and their spouses, parents, spouse, and the parents of spouse



Upcoming Events/Deadlines

- **October 17th** - Powerpoint slides from today's meeting will be sent to EC Leadership Team
- **October 31st** - Deadline for St. Martin Parish Lead Agency to submit October 1 Child Count to LDOE
- **November 3rd** - Calibration Exercise email to all observers
- **November 12th** - Deadline for Program Partners to submit Monthly Referral Documentation data
- **December 5th** - Deadline for CLASS observers to submit completed Fall Calibration Exercise
- **December 5th** - Last day for FALL CLASS observations to occur
- **December 10th** - Deadline for Program Partners to submit Monthly Referral Documentation data
- **December 18th** - St Martin Parish Early Childhood Network Leadership Meeting



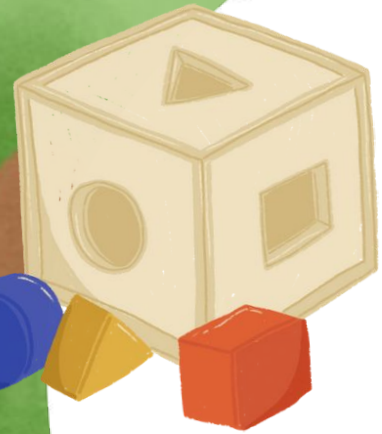
EC Team

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Questions

