

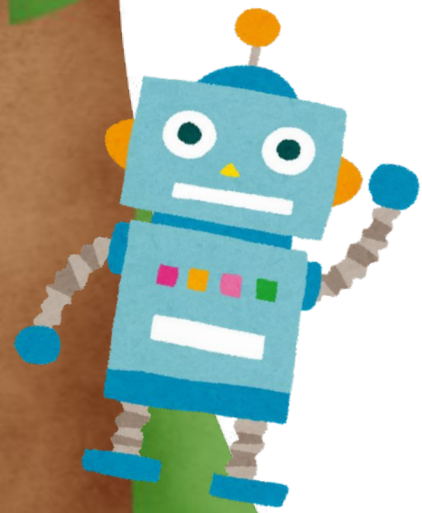


St Martin Parish Early Childhood Leadership Meeting

February 19, 2026

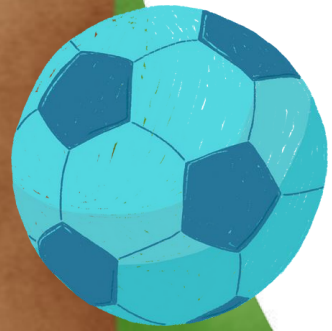
Agenda

- Ready Start
- Developmental Screening Data
- Information from LDOE
- February 1 child count
- Open Seats
- CLASS
- 2026/2027 Coordinated Enrollment Campaign
- Upcoming Events/Deadlines
- Coordinated Enrollment Procedures training





Ready Start Network



Developmental Screening Data

Timeline= 2021: Implementation of the universal screening initiative through phases

2025 goal: reduction in % of sped services after 3rd; increase in inclusive settings for birth to 5

Developmental Screening PreK 4 (School System) 2025

Results from January 6, 2026

Total Screened: 420

Total At Risk: 137 (fell below initial cut off score)

Total Referred: 57 (fell below cut off score 3x)

Total IEP: 42 (identified)



LDOE information

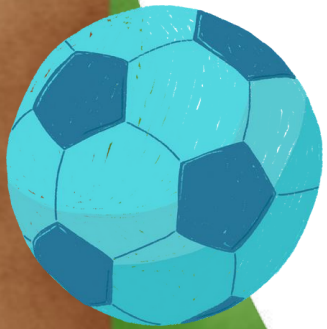
REMINDER: Child Care Assistance Program (CCAP) Family Central Portal

In 2026, the LDOE will launch the new [FamilyCentral](#) application portal for families. The new application portal will allow families to apply for child care assistance more efficiently. Families can use Family Central to:

- Apply for child care assistance
- Renew existing child care assistance (i.e., Redetermination)
- Update household information and upload requested verifications
- Update provider information
- Communicate with their case worker through Family Messages

[EdLinkInfo.com](#) includes a [Family Central Overview Video](#) and step-by-step guides and information on using Family Central.

For additional assistance, contact the Provider Help Desk at 225-250-7635 or 225-614-5917.



LDOE information

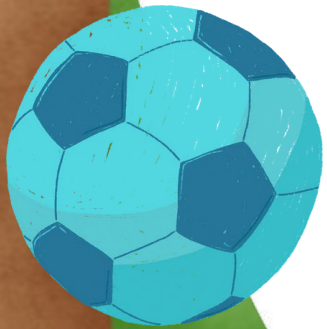
NEW: Early Childhood Provider Update Webinar

The LDOE hosts monthly webinars for early childhood providers. These webinars include essential reminders and updates for all provider types.

Providers can access the upcoming March Provider Update Webinar using the information below:

- Webinar Date/Time: March 5 at 1 p.m.
- Webinar Link: <https://ldoe.zoom.us/j/93597745872>
- Meeting ID: 935 9774 5872
- Passcode: 641464

For more information, please contact earlychildhood@la.gov.



LDOE information

Early Childhood Curriculum Initiative

The LDOE Instructional Materials Review (IMR) team is currently conducting new curriculum reviews:

- These reviews are designed to evaluate the alignment of instructional materials with the revised [2024 Early Learning and Development Standards \(ELDS\)](#) and ensure that the materials used in classrooms support high-quality teaching and learning.
- Beginning in February, a new Tier I Curriculum List for ECE will be published as IMR reviews are completed.
 - This updated list will be released by mid-February and populated as reviews are complete. The list will only include instructional materials that are aligned with the 2024 ELDS and meet the criteria of the 2025-2026 IMR rubric.
 - Currently-posted Tier I materials were reviewed using previous standards and do not fully align with the newly updated ELDS. As a result, these materials will be archived and will no longer appear on the active Tier I list. (Note: The use of an archived curriculum will not count against site Performance Profiles.)

Teaching and Learning Reminders & Updates

Please contact caitlyn.robinson@la.gov with questions.



LDOE information

Instructional Materials Review Curriculum Updates

The LDOE is committed to supporting providers and school systems through this transition.

- As new Tier I curricula are rated and approved, that information will be made available via the EC newsletter, emails, and informational webinars.
- The LDOE is allocating 4.7 million dollars for infant, toddler, and pre-k curriculum.
- Funds were available through eGMS beginning February 1, 2026.

Early Childhood Updates

Please contact LouisianaCurriculumReview@la.gov with questions.



LDOE information

Early Childhood Literacy Initiative Allocation

The LDOE Early Childhood Literacy Initiative allocation was approved during the January 2026 BESE meeting. This funding opportunity is from February 1, 2026 - June 30, 2026.

- **Curriculum Allocation (Available to CNLAs and CCR&Rs):** The curriculum allocation will be used to purchase newly-rated high-quality instructional materials (rated as Tier I) that align to the updated [Early Learning and Development Standards](#) and LDOE IMR review processes. The list of newly-rated curriculum will be available from the Department by mid-February and continue to be populated as reviews are completed.
 - CNLAs should work with schools to purchase newly-rated Tier I curriculum and curriculum-aligned professional development requested by school-based publicly funded pre-K classrooms.
 - CCR&Rs should work with child care sites to purchase newly-rated Tier I curriculum and curriculum-aligned professional development requested for infant, toddler, and preschool classrooms by Type III child care and FCC sites who have opted into Academic Approval.

Upcoming Events and Deadlines
Please contact caitlyn.robinson@la.gov with questions.



LDOE information

Early Childhood Literacy Initiative: Heggerty

To provide targeted support to improve literacy and language outcomes in Pre-K child early learning classrooms, the LDOE is purchasing Heggerty Pre-Kindergarten and Early Pre-Kindergarten Curriculum manuals along with professional development.

- The LDOE is not requiring the use of Heggerty curriculum manuals. However, programs that are using Heggerty materials are seeing improved child outcomes in phonological awareness and phonemic awareness skills and improved Kindergarten readiness.
- The Early Pre-K curriculum book focuses on phonological awareness skills while the Pre-K curriculum book focuses on phonemic awareness skills.
 - Both books include 35 weeks of explicit and systematic instructional lessons that provide teacher modeling and support.
 - It would be best to purchase one manual per classroom since they are spiral books that can easily be utilized during transition or other times throughout the day.

Teaching and Learning Reminders & Updates
Please contact caitlyn.robinson@la.gov with questions.



LDOE information

Early Childhood Literacy Initiative: Heggerty

- There is not an expected date for recipients to begin using the materials. However, it would be best if educators wait to use the materials until after they have been trained to use them correctly in April or May.
- CCR&Rs will be collecting from child care early learning sites, by no later than February 20, how many manuals each site is requesting.
 - All materials will be shipped directly to the CCR&R and distributed as announced by your CCR&R.

Teaching and Learning Reminders & Updates
Please contact caitlyn.robinson@la.gov with questions.



LDOE information

Early Childhood Literacy Initiative: Heggerty

Heggerty will also provide a series of 10 virtual administrator professional development opportunities to those who will be utilizing the manuals.

- These sessions will focus on supporting child care educators to implement Heggerty Curriculum lessons to improve child outcomes in language and literacy objectives.
- Educators needing professional development will sign up for 1 of 10 virtual sessions to be offered in April and May 2026.
 - More information concerning training dates and registration will be provided in the March Provider Webinar.

Teaching and Learning Reminders & Updates
Please contact caitlyn.robinson@la.gov with questions.



LDOE information

Early Childhood Connection Newsletter

All child care providers are encouraged to subscribe to the Early Childhood Connection Newsletter for the latest Louisiana Department of Education updates and reminders.

Providers may subscribe to the newsletter by accessing this [form](#). Providers will have the option to choose additional subscriptions. Other LDOE subscriptions include the following:

- Counselor Connect
- Educator Certification News and Update
- LDOE Weekly Newsletter
- Louisiana Tutoring Initiative
- Preparation Provider
- Teacher Leader Newsletter
- Teacher Leader Newsletter
- LA GATOR - Education Savings Accounts
- LEADS Educator Newsletter
- News Releases
- Principal's Newsletter

Announcements & Upcoming Events

For questions, contact LDECCAP@la.gov

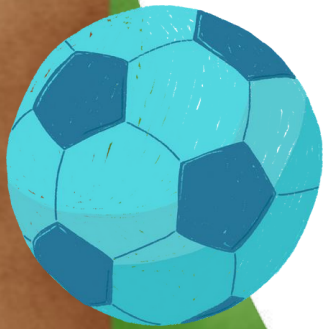


57

EC Connection Newsletter [form](#)

Coordinated Enrollment Campaign

- Will run from March 16- March 20
- Advertisement for Coordinated Enrollment
 - Flyers were published on SMPSB website on February 2nd.
 - A different flyer will be sent to the Teche News each week for 4 weeks prior to Open Enrollment
 - First week beginning week of February 16th
 - Weekly Remind messages will be sent to all St. Martin Parish parents of enrolled students
 - The St Martin Parish Early Childhood FB page will post a different flyer 4 weeks prior to Open Enrollment and continue posting weekly, alternating flyers
 - Coordinated Enrollment flyers are posted on FB Community pages (St Martinville, Breaux Bridge, Cecilia, Butte La Rose, Parks)
 - Flyers were sent to Program Partners for them to display



Coordinated Enrollment Campaign



St. Martin Parish Early Childhood Open Enrollment for the 26/27 school year
March 16 - March 20

Type III Child Care/Family Child Care Providers (CCAP)

Boyer's Preschool & Child Care

Phone: 337-332-6116
Open House: March 18
(3:30-5:30pm)

Owen's Developmental Learning Center

Phone: 337-394-3377
Open House: March 16-March 19
(5:00pm-6:00pm)
Enrollment fees will be waived during the week of
March 16-March 20

Family Child Care Providers

Marie Tolliver
337-501-5215

Little Blessings of Breaux Bridge

Phone: 337-332-4539

St. Martin Sunshine Playschool

Phone: 337-394-9615
Enrollment fees will be waived during
the week of March 16-March 20

Shereka Plummer-Willis

225-455-9000
Enrollment fees will be waived during
the week of March 16-March 20

Head Start/Early Head Start

(6 weeks - 3yrs. old)

Contact Information

337-279-2250

CDI Cecilia Head Start

CDI St Martinville Early Head Start

CDI St Martinville Head Start

Required Documents

- Child's Birth Certificate
- Child's Social Security Card
- Child's Immunization Record
- Parent/Legal Guardian ID
- Insurance/Medical Card
- W-2, 1040A/1040, SSI Award Letter
- Head Start Application
- Proof of Address
 - = Current lease/Rental agreement, mortgage statement, Property Tax Bill, OR Notarized Residency Affidavit (if you live with someone and bills are not under your name)
 - = AND CURRENT Cable, Electric, Water, Gas, OR Garbage Bill



St. Martin Parish Public Pre-K

(Must be 4 by September 30, 2026)

Schools

Breaux Bridge Primary
Cecilia Primary
St. Martin Early STEAM
Academy
Parks Primary
Stephensville Elementary

For more information about St. Martin
Early STEAM Academy, email
magnat@stmartinschools.org or
visit: stmartinmagnet.org

Required Documents

- Child's Birth Certificate
- Child's Social Security Card
- Child's Immunization Record
- Parent/Legal Guardian ID
- Proof of Income
- Proof of Address
 - = Current lease/Rental agreement, mortgage statement, 2025 Property Tax Bill, OR Notarized Residency Affidavit (if you live with someone and bills are not under your name)
 - = AND CURRENT/UP-TO-DATE Cable, Electric, Water, Gas, OR Garage Bill



For more information, visit our Early Childhood Network page at www.stmartinschools.org, or call Brooks Richard at 337-2815.
For performance ratings, visit www.louisianaschools.com. Special consideration and priority given to foster care and children with disabilities.

Coordinated Enrollment Campaign



Online Enrollment Begins March 16th

St. Martin Parish Early Childhood Network
Connecting the pieces one child at a time

St. Martin Parish Early Childhood Open Enrollment

To register for Pre-K at the schools listed below, visit the Early Childhood Network page at www.saintmartinschools.org.

Head Start/Early Head Start
For more information, contact the centers below.

St. Martin Parish Public Pre-K

Breaux Bridge Primary
Cecilia Primary
St. Martin Early STEAM Academy (open to eligible M to M students)
Parks Primary
Stephensville Elementary

For more information about St. Martin Early STEAM Academy, email magnet@saintmartinschools.org or visit stmartinmagnet.org.

Type III Child Care Centers
For more information, contact the centers below.

Boyer's Preschool & Child Care
337-332-6116

Little Blessings of Breaux Bridge
337-332-4539

Owen's Developmental Learning Center
337-394-3377

St. Martin Sunshine Playschool
337-394-9615

Family Child Care Providers (CCAP Funding)

Marie Tolliver
337-501-5215

Shereka Plummer-Willis
225-455-9000

St. Martin Parish Early Childhood Community Network Program Partners	Infants	Toddlers	Pre-K 3	Pre-K 4	Transportation Provided	CCAP Accepted	CCAP/333 South Accepted	Free Meal Provided	Before & After Care Available	Marble Provider	Children with Special Needs Included
Boyer's Preschool & Child Care Inc.	*	*	*	*	*	*	*	*	*	*	*
Little Blessings of Breaux Bridge	*	*	*	*	*	*	*	*	*	*	*
Owen's Developmental Learning Center	*	*	*	*	*	*	*	*	*	*	*
St. Martin Sunshine Playschool	*	*	*	*	*	*	*	*	*	*	*
Cecilia Head Start Academy	*	*	*	*	*	*	*	*	*	*	*
St. Martinville Early Head Start Academy	*	*	*	*	*	*	*	*	*	*	*
St. Martinville Head Start Academy	*	*	*	*	*	*	*	*	*	*	*
Breaux Bridge Primary	*	*	*	*	*	*	*	*	*	*	*
Cecilia Primary	*	*	*	*	*	*	*	*	*	*	*
St. Martin Early STEAM Academy	*	*	*	*	*	*	*	*	*	*	*
Parks Primary	*	*	*	*	*	*	*	*	*	*	*
Stephensville Elementary	*	*	*	*	*	*	*	*	*	*	*
Marie Tolliver	*	*	*	*	*	*	*	*	*	*	*
Shereka Plummer-Willis	*	*	*	*	*	*	*	*	*	*	*

For more information, visit our Early Childhood Network page at www.saintmartinschools.org, or call Brooke Richard at 909-2815. For performance ratings, visit www.louisianaschools.com. Special consideration and priority given to foster care and children with disabilities.



Online Enrollment Begins March 16th

St. Martin Parish Early Childhood Network
Connecting the pieces one child at a time

St. Martin Parish Early Childhood Open Enrollment

Early Childhood Performance Profiles

Each publicly funded child care, Early Head Start/Head Start, and school based program serving children from birth to age five in Louisiana receives a performance profile that includes a rating (1-7 point scale) based on rigorous classroom observations. It details how well the program is preparing children for Kindergarten.

Center Name	Performance Score	Performance Rating
Breaux Bridge Primary	5.57	High Proficient
Cecilia Primary	6.33	Excellent
Parks Primary	6.38	Excellent
St. Martin Early STEAM Academy	5.88	High Proficient
Stephensville Elementary	6.43	Excellent
St. Martin Sunshine Playschool	6.33	Excellent
Boyer's Preschool and Child Care	5.65	High Proficient
Owen's Developmental Learning Center	6.08	Excellent
Little Blessings of Breaux Bridge	4.70	Proficient
CDI Cecilia Head Start	5.80	High Proficient
CDI St. Martinville Early Head Start	5.89	High Proficient
CDI St. Martinville Head Start	6.02	Excellent
Shereka Plummer-Willis	5.16	Proficient
Marie Tolliver	4.89	Proficient

To register for Pre-K at the schools listed below, visit the Early Childhood Network page at www.saintmartinschools.org.

Head Start/Early Head Start
For more information, contact the centers below.

St. Martin Parish Public Pre-K

Breaux Bridge Primary
Cecilia Primary
St. Martin Early STEAM Academy (open to eligible M to M students)
Parks Primary
Stephensville Elementary

For more information about St. Martin Early STEAM Academy, email magnet@saintmartinschools.org or visit stmartinmagnet.org.

Type III Child Care Centers
For more information, contact the centers below.

Boyer's Preschool & Child Care
337-332-6116

Little Blessings of Breaux Bridge
337-332-4539

Owen's Developmental Learning Center
337-394-3377

St. Martin Sunshine Playschool
337-394-9615

Family Child Care Providers (CCAP Funding)

Marie Tolliver
337-501-5215

Shereka Plummer-Willis
225-455-9000

For more information, visit our Early Childhood Network page at www.saintmartinschools.org, or call Brooke Richard at 909-2815. For performance ratings, visit www.louisianaschools.com. Special consideration and priority given to foster care and children with disabilities.



Coordinated Enrollment Campaign

St. Martin Parish Early Childhood Network

Putting the puzzle pieces together one child at a time.

Registration for 2026-2027 School Year

Registration begins
March 16, 2026!!!!

ONLINE REGISTRATION ONLY

To register for Pre-K visit the
[Early Childhood Network](http://www.saintmartinschools.org) page at
www.saintmartinschools.org

MUST BE 4 BY SEPTEMBER 30, 2026
(DOB: between 10/1/21-9/30/22)

Parks Primary
Breaux Bridge Primary
Cecilia Primary
St Martin Early STEAM Academy
(open to eligible M to M students)
Stephensville Elementary

For any questions or more information about Pre-K contact
the Early Childhood Department at 337-909-2815 or by email
brooke_richard@saintmartinschools.org

For more information about St Martin Early STEAM
Academy, email magnet@saintmartinschools.org or
visit stmartinmagnet.org



For more information, visit our Early Childhood Network page at
www.saintmartinschools.org, or call Brooke Richard at
337-909-2815.

For performance ratings, visit www.louisianaschools.com.

Documents Needed for Registration:

- ♥ Birth Certificate (child)
- ♥ Social Security Card (child)
- ♥ Immunization Record (child)
- ♥ Parent/Legal Guardian ID
- ♥ Current Lease/Rental Agreement, Mortgage statement, 2025 Property Tax Bill, OR Notarized Residency Affidavit (if you live with someone and bills are not under your name.)
- ♥ Current AND Up-To-Date Cable, Electric, Water, Gas, or Garbage Bill
- ♥ Two recent consecutive check stubs (for each working parent)



Referral Documentation Form

- Program Partner designees are asked to fill out Referral System Documentation and submit data on the second Wednesday of every month
 - March 4th - email with link will go out
 - March 11th - data/answers are due (use February's enrollment numbers)
- Use numbers from previous month (ex. When filling out form in March, use February numbers)
- Open Seats completed form will be emailed to all program partners shortly after second Wednesday of every month
 - Purpose is to inform parents of any available seats in our Network in the event a center/school is full or they do not have that age group at their school/center and can refer parents to those centers/schools that may
 - Data is used when submitting Coordinated Enrollment Application to LDOE



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.



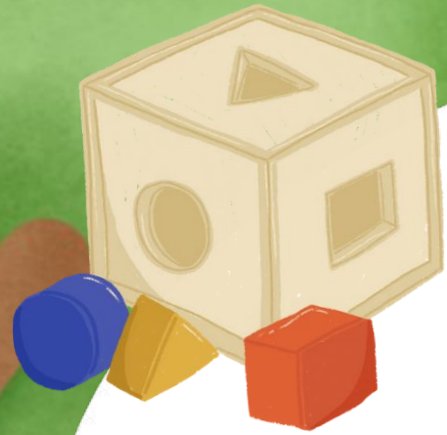
CLASS

- Spring CLASS observations

- 10 Infant classes
- 24 Toddler classes
- 32 PreK classes
- Total - 66 observations
 - 10% (7) must be shadow observed and we are scheduled to have 7 shadow observations for the Spring
- The deadline for St Martin Parish CLASS observers to conduct Spring CLASS observations is May 1st

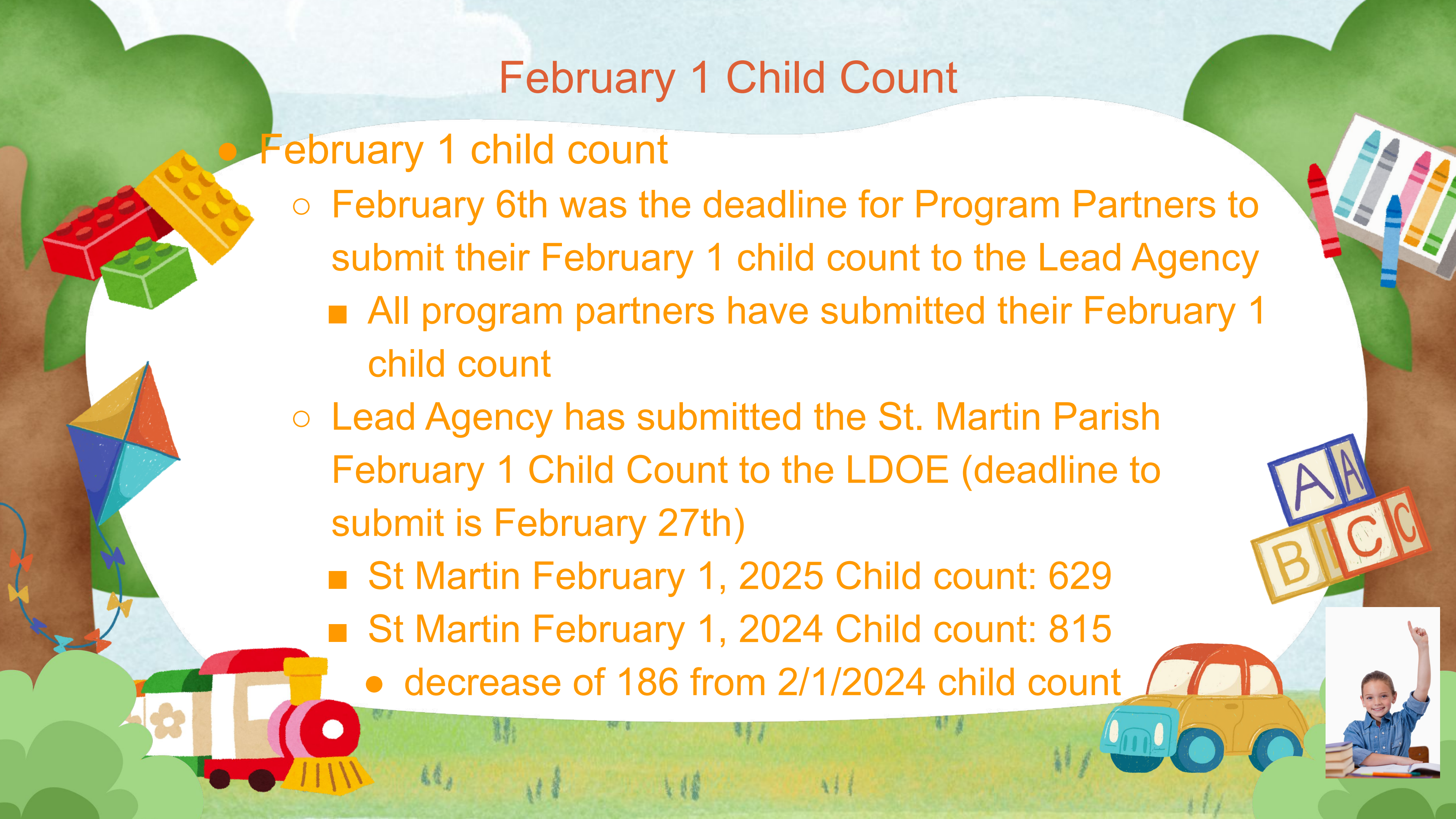
- Calibration Exercise

- An email will go out next month to those that will be conducting Spring observations
 - Deadline to submit calibration exercise is Friday, May 1st



February 1 Child Count

- February 1 child count
 - February 6th was the deadline for Program Partners to submit their February 1 child count to the Lead Agency
 - All program partners have submitted their February 1 child count
 - Lead Agency has submitted the St. Martin Parish February 1 Child Count to the LDOE (deadline to submit is February 27th)
 - St Martin February 1, 2025 Child count: 629
 - St Martin February 1, 2024 Child count: 815
 - decrease of 186 from 2/1/2024 child count



February 1 Child Count

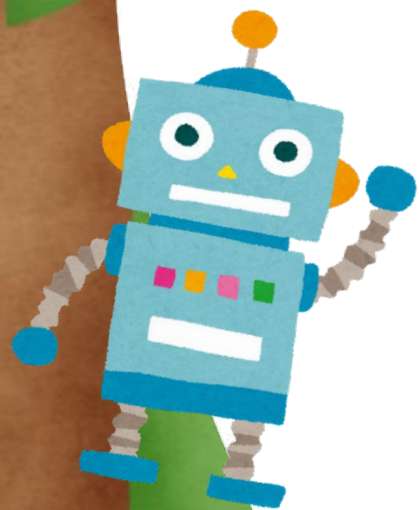
2024-2025							
Site Information			Summary Publicly-Funded Counts by Age				
Site Type	Site Code	Site Name	Infants Total	Ones Total	Twos Total	Threes Total	Fours Total
TOTALS (do not enter data in this row)			42	65	114	208	386
chool	50003	Breaux Bridge Primary School	0	0	0	0	102
chool	50007	Cecilia Primary School	0	0	0	0	135
chool	50010	Parks Primary School	0	0	0	0	32
chool	50012	Early Learning Center	0	0	0	0	94
chool	50018	Stephensville Elementary School	0	0	0	0	10
hild Care	K9Z001	St. Martin Sunshine Playschool Inc.	6	5	7	7	1
hild Care	V35001	Boyers Preschool And Child Care Inc	7	14	16	18	12
hild Care	V36001	Owens Developmental Learning Center	5	7	11	5	0
hild Care	YAT001	Little Blessings Childcare and Preschool of Breaux	3	8	7	4	0
ead Start/Early Head Start	YBV001	Breaux Bridge Head Start Academy	4	9	28	58	0
ead Start/Early Head Start	YBX001	Cecilia Head Start Academy	3	7	13	58	0
ead Start/Early Head Start	YCA001	St. Martinville Early Head Start Academy	11	12	23	0	0
ead Start/Early Head Start	YCC001	St. Martinville Head Start Academy	0	0	6	54	0
hild Care	YV1001	Shereka Plummer	1	2	0	2	0
hild Care	YYS001	Marie Tolliver	1	1	0	1	0
hild Care	K7H001	Quentella Matthews-Jones	1	0	3	1	0
hild Care	ZHC001	LaRae Cox	0	0	0	0	0
2025-2026							
Site Information			Summary Publicly-Funded Counts by Age				
Site Type	Site Code	Site Name	Infants Total	Ones Total	Twos Total	Threes Total	Fours Total
hild Care	V35001	Boyers Preschool And Child Care Inc	3	6	9	14	8
chool	050003	Breaux Bridge Primary School	0	0	0	0	101
arly/Head Start	YBV001	CDI Head Start St. Martin Parish-Breaux Bridge Hea	0	0	0	0	0
arly/Head Start	YBX001	CDI Head Start St. Martin Parish-Cecilia Early Hea	0	0	0	0	0
arly/Head Start	YCC001	CDI Head Start St. Martin Parish-St. Martinville	0	0	0	51	0
arly/Head Start	YCA001	CDI Head Start St. Martin Parish-St.Martinville Ea	0	12	23	3	0
chool	050007	Cecilia Primary School	0	0	0	0	152
hild Care	ZHC001	LaRae Cox	0	0	0	0	0
hild Care	YAT001	Little Blessings of Breaux Bridge	3	8	6	6	3
hild Care	YYS001	Marie Tolliver	0	1	0	1	0
hild Care	V36001	Owens Developmental Learning Center	4	9	8	6	3
chool	050010	Parks Primary School	0	0	0	0	34
hild Care	K7H001	Quentella Matthews-Jones	0	0	0	0	0
hild Care	YV1001	Shereka Plummer	0	0	1	0	0
chool	050012	St. Martin Early STEAM Academy	0	0	0	0	114
hild Care	K9Z001	St. Martin Sunshine Playschool Inc.	0	5	13	6	3
chool	050018	Stephensville Elementary School	0	0	0	0	13

	24/25	25/26	Differenc
Infants	42	10	-32
Ones	65	41	-24
Twos	114	60	-54
Threes	208	87	-121
Fours	386	431	+45
Total	815	629	-186



Upcoming Events/Deadlines

- March 11 - Program Partners: deadline to submit Monthly Referral Documentation data
- March 16-20 - Coordinated Enrollment Campaign week
- March 23 - Spring Calibration Exercise will be emailed to CLASS observers
- April 8 - Program Partners: deadline to submit Monthly Referral Documentation data
- April 16 - Next St Martin Parish Leadership Meeting (last one for 25/26 school year)



EC Team

Nicole Angelle, Early Childhood Supervisor
nicole_angelle@saintmartinschools.org
337-909-2841

Brooke Richard, Early Childhood Facilitator
brooke_richard@saintmartinschools.org
337-909-2815

Meghan Richard, Early Childhood Education
Manager
meghan_richard@saintmartinschools.org
337-909-2824

Trisheena Celestine, Family Engagement
Facilitator
trisheena_celestine@saintmartinschools.org
337-205-3062



Questions



Coordinated Enrollment Procedure Training

- Child Care Center directors
- FCC Providers
- HS directors/managers
- School system enrollment personnel





St. Martin Parish Early Childhood Network
Coordinated Enrollment Procedures Manual
Updated December 2025



Coordinated Enrollment Procedures Manual 2026-2027





Contents



- **Bulletin 140 Requirements**
- **Policies and Procedures Statement**
- **Application Process Procedures**
- **Referral Process Procedures**
- **Application & Referral System Procedures Flow Chart**
- **Coordinated Enrollment Campaign Samples**
- **Forms**
 - Eligibility Notification and Referral
 - Waiver Letter
 - Seats Available (Monthly Report)
- **Resources**
 - Income Eligibility Charts
 - CCAP Application Process
 - How to Determine Age Chart





Bulletin 140 Requirements

Bulletin 140 mandates that Louisiana have a locally-managed enrollment system that includes:

1. **Coordinated Information-** Families know of all available seats
 - a. Inform families about the availability of publicly-funded programs
 - b. Work together to inform families about early childhood programs in the community
 - i. Flyers
 - ii. Brochures
 - iii. Websites
 - iv. Social Media
 - v. Common Timelines
2. **Coordinated Eligibility-** Families easily know what programs they qualify for
 - a. Ensure families are referred to available publicly-funded programs
 - b. Understand program and funding eligibility requirements
 - c. Determine preliminary eligibility with one eligibility application
 - d. Develop referral system
 - e. Use common timelines
 - f. Build community wide knowledge of early learning options
3. **Coordinated Application-** Families apply to all programs through one application
 - a. Collect family preferences regarding enrollment choices
 - b. Guide families through options based on eligibility
 - c. Families designate choices on one application during open enrollment period
 - d. Collaborate on waitlist management
4. **Match Based on Preference-** Families enroll their child in the highest ranked preference available
 - a. Networks and programs admit families according to preference and capacity
 - b. Provide ongoing enrollment options throughout the year
 - c. Collaborate on waitlist



Policies and Procedures **Statement**



The St. Martin Parish Early Childhood Network will follow the policies and procedures for Coordinated Enrollment as outlined in Bulletin 140. Application, Eligibility Notification and Referral procedures are listed in this manual. Each network program partner will ensure that each publicly funded family fills out the coordinated enrollment application, will fill out the online Referral System Documentation Log monthly, and will submit any referral forms and/or waiver letters to the Lead Agency by the end of each month.





Application Process Procedures



Step 1: Family is informed of "Publicly Funded Seats"

- Family Declines - Complete Waiver Form ****ONLY APPLICABLE TO CHILD CARE CENTERS**
- Family Accepts - Continue to Step 2

Step 2: Family completes online application (either by laptop/chromebook/iphone/android)

- Coordinated Enrollment Application which includes Matching Based on Preference and Eligibility Determination
 - ◆ Link to the Online Enrollment Application can be found on the Early Childhood Page in each Program Partner's page

Step 3: Program Partner determines "eligibility"

- Based on income provided by parent
- Priority given to approved Homeless families (verified by SMPSB Homeless Liaison)
- Special Consideration and priority given to Foster care and children with disabilities

Step 4: Program Partner informs family of "Matches Based of Preference"

- Inform family of programs/sites they are eligible for (Coordinated Application)
- Inform family if site selected as 1st choice matches eligibility determination

Step 5: Program Partner informs family of "Next Steps" for registering

- Register family if you are 1st choice selected
- Complete Eligibility Notification and Referral form if you are at capacity or parent has selected another program partner as 1st choice.
- Provide family with informational guides for registration at other sites
 - ◆ Refer to [Site Registration Process Chart](#)





Referral Process Procedures

Step 1: Complete Eligibility Notification and Referral Form

→ Refer to Step by Step Guide for Eligibility Notification and Referral Form

Step 2: Provide Parent with brochure and copy of Eligibility Notification and Referral Form

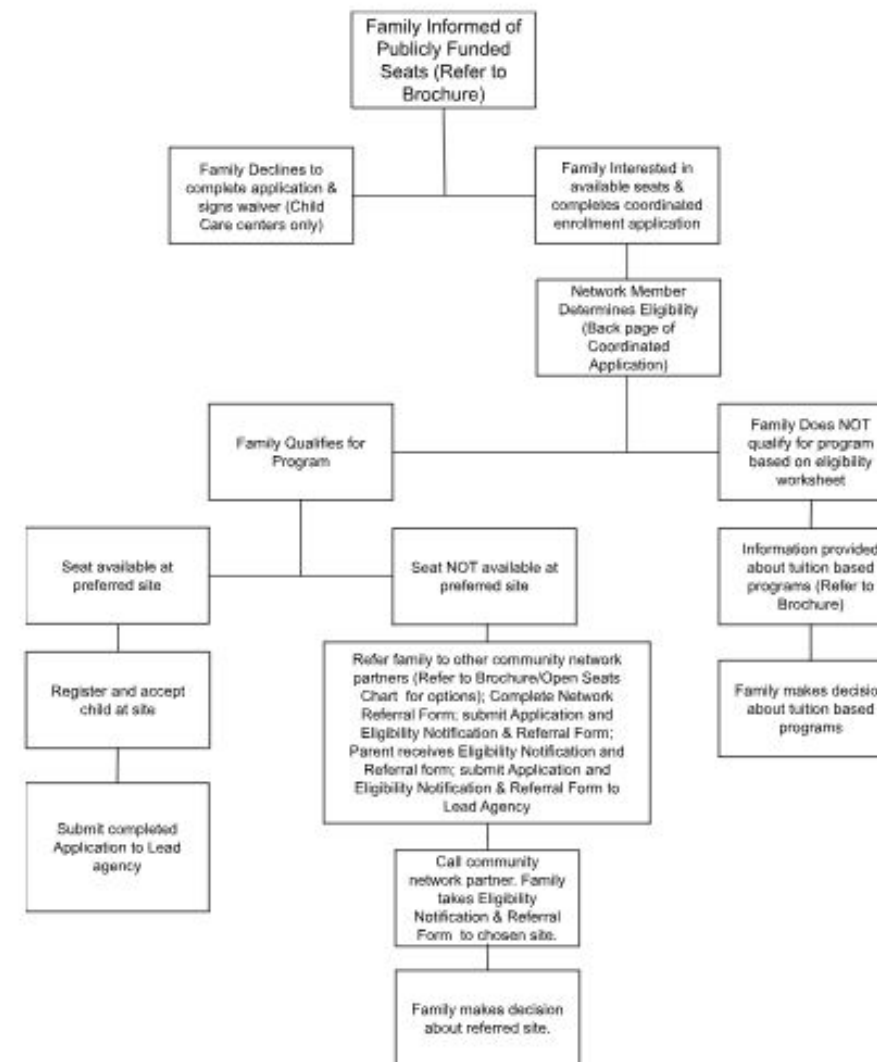
Step 3: Turn in required documents to lead agency monthly

- Waiver forms
- Coordinated Applications
- Eligibility Notification and Referral Forms





Application & Referral System Procedures Flow Chart





St. Martin Parish Early Childhood Open Enrollment for the 26/27 school year
March 16 - March 20



Type III Child Care/Family Child Care Providers (CCAP)

Boyer's Preschool & Child Care

Phone: 337-332-6116
Open House: March 18
(3:30-5:30pm)

Owen's Developmental Learning Center

Phone: 337-394-3377
Open House: March 16-March 19
(5:00pm-6:00pm)
Enrollment fees will be waived during the week of
March 16-March 20

Family Child Care Providers

Marie Tolliver
337-501-5215

Little Blessings of Breaux Bridge

Phone: 337-332-4539

St. Martin Sunshine Playschool

Phone: 337-394-9615
Enrollment fees will be waived during
the week of March 16-March 20

Shereka Plummer-Willis

225-455-9000
Enrollment fees will be waived during
the week of March 16-March 20

Head Start/Early Head Start

(6 weeks - 3yrs. old)

Contact Information

337-279-2250

CDI Cecilia Head Start

CDI St Martinville Early Head Start

CDI St Martinville Head Start

Required Documents

- Child's Birth Certificate
- Child's Social Security Card
- Child's Immunization Record
- Parent/Legal Guardian ID
- Insurance/Medical Card
- W-2, 1040A/1040, SSI Award Letter
- Head Start Application

- Proof of Address
 - = Current lease/Rental agreement, mortgage statement, Property Tax Bill, OR Notarized Residency Affidavit (if you live with someone and bills are not under your name)
 - = AND CURRENT Cable, Electric, Water, Gas, OR Garbage Bill



St. Martin Parish Public Pre-K

(Must be 4 by September 30, 2026)

Schools

Breaux Bridge Primary
Cecilia Primary
St. Martin Early STEAM
Academy
Parks Primary
Stephensville Elementary

For more information about St. Martin
Early STEAM Academy, email
magnet@stmartinschools.org or
visit: stmartinmagnet.org

Required Documents

- Child's Birth Certificate
- Child's Social Security Card
- Child's Immunization Record
- Parent/Legal Guardian ID
- Proof of Income
- Proof of Address
 - = Current lease/Rental agreement, mortgage statement, 2025 Property Tax Bill, OR Notarized Residency Affidavit (if you live with someone and bills are not under your name)
 - = AND CURRENT/UP-TO-DATE Cable, Electric, Water, Gas, OR Garage Bill



For more information, visit our Early Childhood Network page at: www.stmartinschools.org, or call Brooke Richard at 909-2815.
For performance ratings, visit www.louisianaschools.com. Special consideration and priority given to foster care and children with disabilities.





St. Martin Parish Early Childhood Open Enrollment



To register for Pre-K at the schools listed below, visit the Early Childhood Network page at www.saintmartinschools.org.

Head Start/Early Head Start
For more information, contact the centers below.

St. Martin Parish Public Pre-K

337-279-2250

- Breaux Bridge Primary
- Cecilia Primary
- St. Martin Early STEAM Academy (open to eligible M to M students)
- Parks Primary
- Stephensville Elementary

- CDI Cecilia Head Start
- CDI St. Martinville Early Head Start
- CDI St. Martinville Head Start

For more information about St. Martin Early STEAM Academy, email smagnet@stmartinschools.org or visit stmartinmagnet.org.

Type III Child Care Centers

For more information, contact the centers below.

Family Child Care Providers (CCAP Funding)

- Boyer's Preschool & Child Care
337-332-6116
- Little Blessings of Breaux Bridge
337-332-4539
- Owen's Developmental Learning Center
337-394-3377
- St. Martin Sunshine Playschool
337-394-9615

- Marie Tolliver
337-501-5215
- Shereka Plummer-Willis
225-455-9000

St. Martin Parish Early Childhood Community Network Program Partners	Infants	Toddlers	Preschool	Pre-K 4	Transportation Provided	CCAP Accepted	CCAP/PSD South Accepted	Free Meal Required	Before & After Care Services May Be Provided	Children with Special Needs Included
Boyer's Preschool & Child Care Inc.	x	x	x	x		x	x	x		x
Little Blessings of Breaux Bridge	x	x	x	x		x		x		x
Owen's Developmental Learning Center	x	x	x	x		x			x	x
St. Martin Sunshine Playschool	x	x	x	x		x	x	x	x	x
Cecilia Head Start Academy	x	x	x							x
St. Martinville Early Head Start Academy	x	x								x
St. Martinville Head Start Academy			x							x
Breaux Bridge Primary			x	x						x
Cecilia Primary			x	x					x	x
St. Martin Early STEAM Academy			x	x						x
Parks Primary			x	x					x	x
Stephensville Elementary			x	x						x
Marie Tolliver	x	x	x	x		x			x	x
Shereka Plummer-Willis	x	x	x	x		x	x		x	x

For more information, visit our Early Childhood Network page at www.saintmartinschools.org, or call Brooke Richard at 800-2835. For performance ratings, visit www.greatschools.org. Special consideration and priority given to foster care and children with disabilities.







Community Network Supporting Partners



The Family Tree
333 N. Canal St.
Baton Rouge, LA 70802
504-388-1700



EarlySteps
181 E. Main St.
Baton Rouge, LA 70802
225-388-8888



Volunteers of America
1414 Poydras St.
Baton Rouge, LA 70801
504-388-1700



St. Martin Parish Library
227 Poydras St.
Baton Rouge, LA 70802
225-388-1700

Visit Louisiana School Finder to view the school performance scores and early childhood performance ratings to see how well schools and centers in our network are preparing students for the next grade-level.

www.louisianaschools.com

All childcare facilities in the Early Childhood Network utilize the Louisiana Birth to Five Standards. Staff members are all trained to assess students using Teaching Strategies Gold. We also utilize the CLASS observation tool to ensure effective student and teacher interaction. Representatives from all Early Childhood Network facilities meet regularly to collaborate on ways to continue to improve Early Childhood education in St. Martin Parish.

Special consideration and priority given to foster care and children with disabilities.



ARIZONA PROVISIONS

LA 4 Title I
CCAP/CCAP-B-3 Head Start
8g
22P
Special Education
Early Head Start

For more information contact the St. Martin Parish Early Childhood Network:

Nicole Angilly
Early Childhood Coordinator
800-2451
nicole_angilly@stmartinparish.org

Maghee Richard
Early Childhood Education Manager
800-2282
maghee_richard@stmartinparish.org

Bruce Richard
Early Childhood Coordinator
800-2451
bruce_richard@stmartinparish.org

Trishawna Calverline
Family Engagement Coordinator
225-3382
trishawna_calverline@stmartinparish.org

For additional information about these services, contact:

Wagner and D.L.
800-762
wagner_wagner@stmartinparish.org
Hannah
800-762
hannah_hannah@stmartinparish.org
Spencer Child Services
800-762
spencer_spencer@stmartinparish.org



Child Care • EarlySteps • Public Pre-K

St. Martin Parish Early Childhood Network
Putting the pieces together
One child at a time

The goal of St. Martin Parish is to provide all families with quality child care and learning experiences for children from infant to five years old so they can be prepared to enter Kindergarten. St. Martin Parish School Board, Head Start, Early Head Start, and Type III child care centers are working together to increase the quality of all programs so that families have several choices for their child.



St. Martin Parish Public Schools

Breaux Bridge Primary Pre K - 2nd Grade 1020 E. Bridge St. Breaux Bridge, LA 70517 332-1821
Cecilia Primary Pre K - 2nd Grade 1021 Alcide Bonin Rd. Cecilia, LA 70521 667-6700
St. Martin Early STEAM Academy Pre K - 1st Grade 1120 Martin Luther King Dr. St. Martinville, LA 70582 909-3300
Parks Primary Pre K - 4th Grade 1034 Main St. Parks, LA 70582 845-4663
Stephenville Elementary Pre K - 8th Grade 3243 Hwy 70 Morgan City, LA 70380 985-385-1366



Type III Child Care Centers/Family Child Care Providers (CCAP funding)

Boyer's Preschool & Child Care Inc. Infant - 5 years old 1026 Garry Dr. Breaux Bridge, LA 70517 332-6116 7:00AM - 5:00PM Monday - Friday
Little Sleepings Childcare & Preschool of Breaux Bridge Infant - 5 years old 237 Evangeline Trail Breaux Bridge, LA 70517 332-4039 6:30AM - 6:00PM Monday - Friday
Chavez Developmental Learning Center Infant - 4 years old 2022 Main Hwy St. Martinville, LA 70582 394-3377 6:00AM - 6:00PM Monday - Friday
St. Martin Southside Playhouse Infant - 4 years old 113 Reservoir Hwy St. Martinville, LA 70582 394-4652 6:00AM - 5:00PM Monday - Friday
Marie Tolliver Infant - 4 years old 3016 Coteau Rodaine Hwy. Arnaudville, LA 70502 225-425-0875 6:30AM - 5:00PM Monday - Friday
Shawna Plummer-Wick Infant - 4 years old 2402 Armandine Lane Breaux Bridge, LA 70517 225-465-4000 6:30AM - 5:00PM Monday - Friday



St. Martin Head Start / Early Head Start

CLX Cecilia Head Start Infant - 4 years old 1720 Coteau Rodaine Hwy. Arnaudville, LA 70512 279-2250 6:30AM - 5:00PM Monday - Friday
CLX St. Martinville Early Head Start Infant - 4 years old 501 S. Martin Luther King Dr. St. Martinville, LA 70582 279-2250 6:30AM - 5:00PM Monday - Friday
CLX St. Martinville Head Start 3 - 4 years old 310 S. Theater St. St. Martinville, LA 70582 279-2250 6:30AM - 5:00PM Monday - Friday

Early Childhood Network



Registration for the 2025-2026 school year is OPEN !!!!!
Registration for PREK, Early Head Start, Head Start, Type III Child Care Centers and Family Child Care Providers is ONLINE only!!
Please visit the pages below to begin the registration process!!!



Click [HERE](#) to find out about our St. Martin Parish Type III Child Care Centers and Family Child Care Providers listed below

- Boyer's Preschool and Child Care, Inc.
- Little Bridges of Breau Bridge
- Diverse's Developmental Learning Center
- St. Martin Sunshine Playhouse
- Marie Teller
- Shanelle Plummer-Wills



Click [HERE](#) to fill out a coordinated enrollment application

337-279-2250

- CCI/Castilla Head Start
- CCI St. Martinville Early Head Start
- CCI St. Martinville Head Start



CLICK [HERE](#) TO REGISTER FOR ST. MARTIN PARISH PREK Programs for the 25/26 school year

- Breau Bridge Primary
- Castilla Primary
- St. Martin Early STEAM Academy
- Rouse Primary
- Stephanie's Elementary

ST. MARTIN PARISH EARLY CHILDHOOD LEADERSHIP MEETINGS

Upcoming meetings
[August 21, 2025](#)
[October 16, 2025](#)
[December 17, 2025](#)
February 19, 2026
April 16, 2026

[St. Martin Parish Early Childhood Network Blueprint](#)

Please click the above link to see the vision/mission for our Early Childhood Network

St. Martin Parish Early Childhood Resources

- Click [HERE](#) for the Early Childhood Program Family Eligibility
- Click [HERE](#) for St. Martin Parish Developmental Milestones brochure
- Click [HERE](#) to view the Performance Profiles for each school/center in our parish
- Click [HERE](#) for the St. Martin Parish Child Search brochure



Forms and Resources



Questions

