New Orleans Early Education Network

Steering Committee Meeting

September 26, 2018

Coordinated Enrollment Process Review Fall 2018

Policy Review Discussions

Purpose:
To discuss opportunities for improvement in the coordinated enrollment process and brainstorm potential solutions.

Details:
- Session 1:
  August 31st, 9 AM – 11 AM @ Agenda for Children
- Session 2:
  September 7, 11:30 AM – 12:30 PM @ Total Community Action

Proposed Agenda Items:
- Registration Deadline
- Head Start Summer Closures
- Verification Events
- Accept/Decline Feature
- Update: Technical Issues

The agenda was the same for both sessions.

Attendees

August 31st meeting attendants:
Jen Roberts (NOEEN), Jonika Julian (TCA), Cristina Sanchez (LFNO), Raynell Washington (LSU), Diedre Harris (St. Alphonsus)

September 7 meeting attendants:
Jen Roberts (NOEEN), Catherine Robin (TCA), Meredith Pleasant (ReNew), JoAnn Jackson (Kingsley House), Brian Broussard (CCANO)

Providers from most funding sources in OneApp attended these meetings; providers from NOEEN and PEG sites were invited but did not attend.

Recommendation: Earlier Registration Deadline

Problem statement: The July 27th registration deadline came too late for early childhood providers to fill a significant number of openings before the first day of school.

Recommendation:
Group recommends to move the deadline up to the first Friday in June. This leaves 3 weeks until the Open Enrollment deadline for EC programs to recruit and fill remaining seats. June is a critical time for filling EC seats and 3 weeks is needed to complete all of that leg work to get more seats filled.

Group participants also feel a lot is gained by having more deadlines in common with K-12. The K-12 advisory group will also meet to discuss moving up the registration deadline in the coming months.

Next Steps: Re-convene when K-12 advisory committee has a recommendation for a revised deadline and consider adopting the same deadline.

Timeline: Spring 2019, after K-12 Advisory Committee Meetings

Recommendation: Consider July Closures

Problem statement: Most Head Start centers close for all, or most, of July in order to complete professional development and allow for staff vacations. The EHS/HS centers that do not close then bear the burden of serving all families requiring verification, stressing their staff capacity to do so. This July, many families were turned away, unable to complete verification because centers could not keep up with the volume.

Recommendation:
Identify the number of sites and staff needed to serve families expected to attempt verification in July 2019.

Next Steps: EnrollNOLA will offer an estimate, based on EC eligibility records created in July and through conversations with HS sites that were open, of the number of families who completed or attempted verification in July 2018.

Head Start grantees will work together to determine if the staffing and space needed can be supplied for July 2019.

Timeline: Decision for open spaces in July should be made by late January 2019.

Recommendation: Manage Sign Ups for Events

Problem Statement: Verification events led approximately 200 families verified last year, however, the volume is unpredictable and has at times been unmanageable due to the time consuming nature of verification and unpredictable Head Start staff levels.

Recommendation: Participants see the value of Main Round and Open Enrollment events and want to keep holding these events in the future but want to change how people are invited/notified about these events. Limited invites may also allow for adequate staffing.

Next Steps: Explore options to allow families to choose a date and time to complete verification within the application (potentially choose location also). Or allow families to sign up for verification using an outside tool like EventBrite. Having a specified date and time may increase the verification rate and should allow for more manageable crowd control and adequate staffing at events.

Timeline: Define suitable approach and test before Main Round launch.

Follow up: Do you have other ideas for utilizing signups at events?
Ideas for securing adequate volunteer staff?

Recommendation: Earlier EC Transfer date

Problem Statement: This year Early Childhood Transfer process went into effect Thursday after Labor Day. This date should be moved up to help stabilize rosters earlier in the school year.

Recommendation:
Move Early Childhood Transfer Process up to the K-12 Fall Transfer deadline, the third Monday in August. Moving the deadline up requires families to think longer before accepting a waitlist offer because they must complete the EC transfer form with their current provider before the transfer is granted.

On this date all students assigned to a seat would also be removed from all waitlists except their top choice.

Next steps: Add as policy change to Fall 2018 Coordinated Enrollment Framework be in effect for Late Enrollment 2019.

Timeline: Steering Committee review for approval at November meeting.

Recommendation: Create New Infant Grade

Problem Statement: The Infant grade designation is currently 6 weeks to 12 months. Children 6 weeks to 6 months require a crib whereas older infants may not. The one year grade span means operators may not know how many cribs are needed.

Recommendation:
Participants requested breaking the infant grade group into 2 grades:

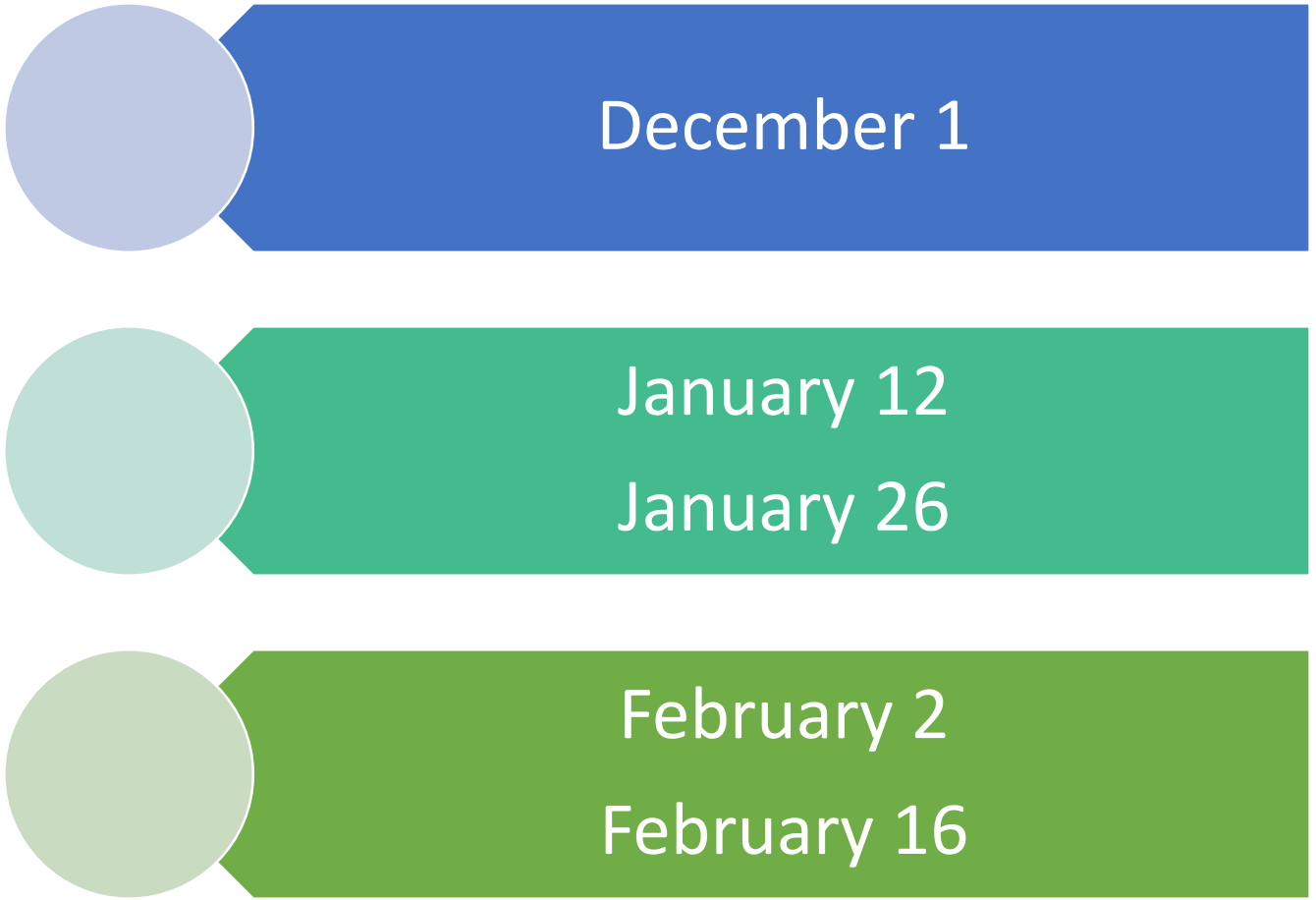
- 6 weeks to 6 months
  and
- 7 months to 12 months

This may ensure it is easier to plan for the right number of cribs required for a room.

Timeline: This can be explored for Main Round 20-21 but will likely cost a significant amount. The change impacts logic in the application and there is not enough time or money to make this change for this year's Main Round.

Follow up: Is this change needed? Will this change solve the problem? What funding sources can be pursued to fund this change?

Proposed Saturday Verification Dates*



Ideas for venues? Contact Kristen @ killarmo@opsb.us with suggestions!

*Requires improved processes to implement.

Next Steps for Recommendations

November Steering Committee meeting:

- Steering Committee to vote on moving Early Childhood Transfer date up to 3rd week in August at November SC meeting
- Receive update on recommended approach for securing staff and managing signups for verification events

Spring Steering Committee meetings

- Receive update on new recommended registration deadline
- Receive update on recommendation for July Head Start closures
- Receive update on request to split infant grade

NOEEN Coordinated Funding Request Process
September 26, 2018

Coordinated Funding Request Approach

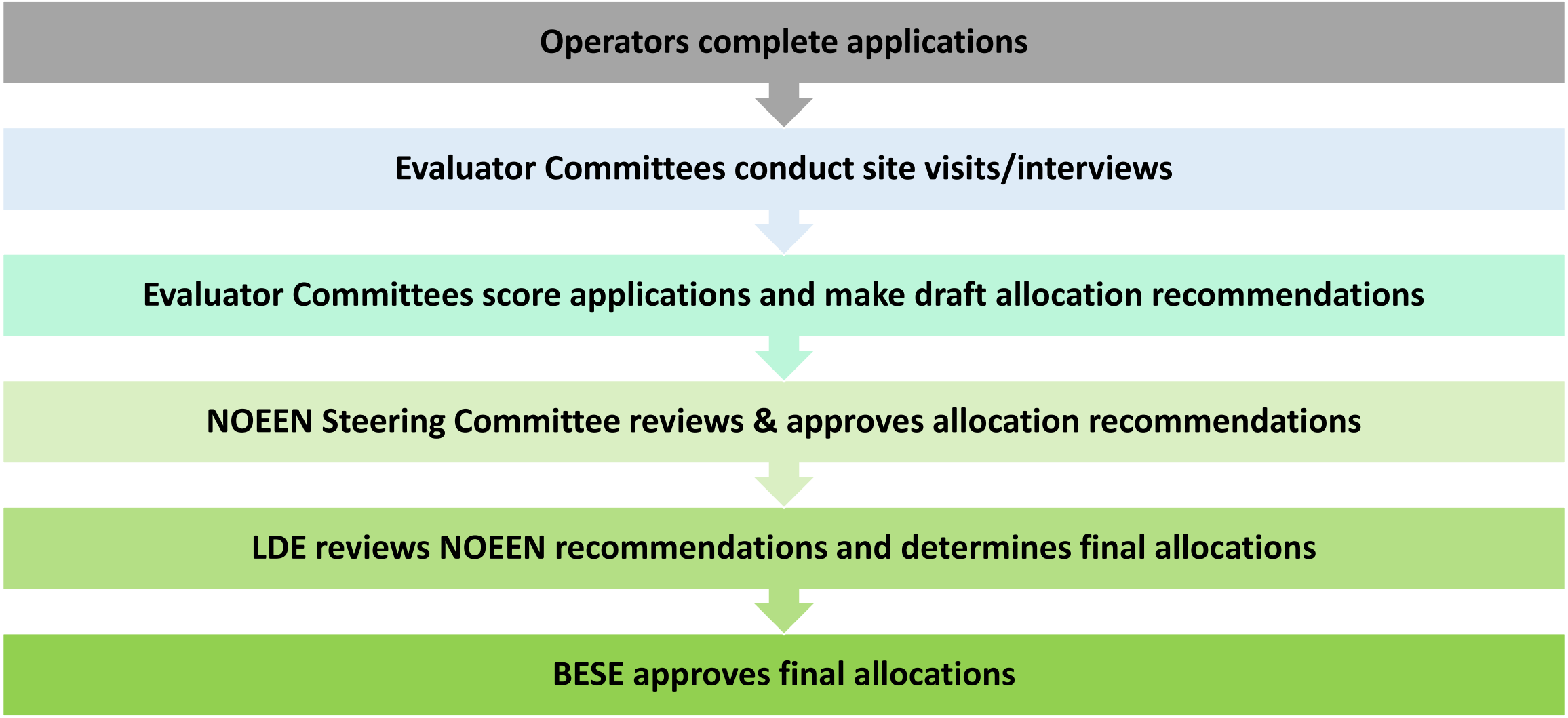
The goal of NOEEN's 2018-19 Coordinated Funding Request (CFR) is to ensure that the limited number of publicly-funded early childhood seats are allocated to those programs that are:

Meeting Families' Needs

High Quality

In High Demand By Parents

CFR Process Overview



2018-19 CFR Timeline

Date	Action
Sept. 26	NOEEN Steering Committee considers approval of CFR process
Sept. 28	NOEEN releases CFR application
Oct. 2	NOEEN conducts CFR process webinar for operators
Oct. 26	CFR applications due
Oct. 29-Nov. 9	Evaluators score CFR applications and conduct site visits/interviews
Nov. 12-16	Evaluator Committees deliberate to make draft CFR allocation recommendations
Nov. 19	NOEEN publicly posts draft CFR allocation recommendations
Nov. 28	NOEEN Steering Committee considers approval of Evaluator Committees preliminary CFR allocation recommendations
Dec. 1	Agenda submits NOEEN-approved CFR allocation recommendations to LDE
Jan. 23	BESE considers approval of final LDE CFR allocations

Today's Action Item

NEW Special Considerations Process

Due to the closures and transformations process, there is a delay in notifying families of operator changes. In order to accommodate this process, we recommend a special consideration process to ensure transparent decisions are made.

Date	Action
January 30, 2019	NOEEN Steering Committee informed of OPSB portfolio changes and Special Consideration Requests released
Mid Feb.	Special Considerations application due and evaluations completed
March 12	NOEEN Steering Committee reviews Special Consideration Requests
March 13	LDE informed of revised changes

Only schools/sites that have experienced a change in location, charter, or other major circumstance will be considered during this process and brought to the NOEEN Steering Committee for approval.

Additional *Preliminary* Information to Consider

EnrollNOLA & Family Items	
Early Nov.	Main Round Launch
Late Feb.	Main Round Closes & Final Eligibility Determinations
Mid- March	Last day for PK4 Placements
Early April	Notifications to Families
End April	Early Childhood Open Enrollment

	OPSB Portfolio Considerations	
Preliminary	TBD (Oct/Nov.)	SPS Scores Released
	Mid Nov.	OPSB receives scores and new school/ transformation recommendations
	Mid Dec.	OPSB Action for renewals/closures
	Mid Jan	OPSB can overturn recommendations

Application Elements

Contact Information

- Organization Name
- Emergency Contact Information
- Center Point of Contact

Citywide Needs

- Recruitment
- Continuity
- Partnerships
- Physical Space
- Before/After Care

School Quality

- Teacher recruitment, hiring, training, and support
- Development of all children in inclusive environments
- Services for students with exceptionalities
- Leadership experience
- Parent Engagement

Parent Demand

- Analyzed by EnrollNOLA
- If no previous data, a site visit will be conducted

Scoring & Evaluation

All applications will be scored based on rubrics included in the application materials. How scores will be weighted depends on the type of program.

LA4 & NSECD		
Quality **50%**	Parent Demand* **50%**	Meeting Families' Needs **Bonus Points**

**Based on EnrollNOLA data. For applicants that do not have EnrollNOLA data, a site visit will be conducted.*

Scoring & site visits will be conducted by Evaluator Committees comprised of staff with expertise in each of the following:

Evaluator Committees		
Public School Applications	**Nonpublic School Applications**	**Center Applications**
1 NOEEN/Agenda staff, 1 OPSB staff	2 La. Dept. of Ed. Staff	2 NOEEN/Agenda staff

Parent Demand Data

This year, NOEEN has **three years of objective quantitative parent demand data** on all LA 4 and NSECD.

This data allows NOEEN to understand how many seats are needed citywide, and which programs are in higher demand based on data such as:

- # of eligible families applying for seats citywide
- # of families that ranked a program in Main Round or Round 2, and how high they ranked each program
- # of children on each program's waitlist at various points in the process
- # of children enrolled through Late Enrollment
- How quickly or slowly different programs were able to fully enroll classrooms

All programs requesting LA 4 or NSECD seats for 2018-19 will have to submit a CFR application and will be evaluated using parent demand data. Centers or schools that do not have EnrollNOLA data because they have never participated in coordinated enrollment will receive a site visit instead.

Quality Data

NOEEN will be continue to incorporate CLASS data as a measurement of quality.

This data allows NOEEN to understand the quality of adult and children interactions in publicly-funded four-year-old classrooms like never before.

In addition to CLASS data, the existing quality data will also be examined:

- Letter Grade (for public schools only)
- Extension and renewal standards for charter schools in the final year of their charter contract
- Scholarship Cohort Index (for nonpublic schools participating in the Scholarship Program)

Coordinated Observations

- 2018-2019 Observations Protocol and Update
- Upcoming Professional Development Opportunities
- Update on 2017-2018 Scores

Agenda for CHILDREN

...a voice for Louisiana's children and families

NOEEN MANAGEMENT UPDATE

- Enrollment Self-Assessment Survey Results
- State DOE Request for Applications (Lead Agency Pilot)
- Update on NOEEN City Seats Project
- Update on NOEEN Strategic Plan / Staffing / Communications
- Field Updates – OPSB Working Group + Ready Start Commission
- NOEEN Network Meeting Dates

NOEEN Network Meeting Dates

- December 2018 NOEEN Quarterly Meeting:
  - **Tuesday, December 4, Location TBD, HOLD 9:00 am to 12:00**
- February 2019 NOEEN Quarterly Meeting:
  - **Tuesday, February 19, Location TBD, HOLD 9:00 am to 12:00**
- May 2019 NOEEN Quarterly Meeting:
  - **Tuesday, May 14 , Location TBD, HOLD 9:00 am to 12:00**

After the Meeting…

EDUCATION RESEARCH ALLIANCE BROWN BAG PRESENTATION

Can Personalized Text Messages Help Parents Complete the Early Childhood OneApp Process?

Presenters: Lindsay Weixler and Alica Gerry, Education Research Alliance for New Orleans

Research Team: Daphna Bassok and Justin Doromal, University of Virginia; Jon Valant, Brookings Institution