New Orleans Early Education Network (NOEEN) Steering Committee
8300 Earhart Blvd. New Orleans, LA 70118
Meeting Minutes for March 16th, 2022

Committee Members in Attendance: Derrick Toups, Kristi Givens, Rebecca Latham, Thelma French, Joy Mitchell, Kate Mehok, Keith Liederman (Chair)

Committee Members Absent: Rhonda Taylor, Emily Wolff, Maria Blanco

Community Members in Attendance: Jen Roberts, Emily Madeira, Lindsay Weixler, Sissy Raque, Ariel Test, Caitlin Boley, Natalie Reich

I. **CALL TO ORDER**
   a. At 11:39 AM Jen Roberts called the meeting to order.

II. **COORDINATED FUNDING**
   a. Emily Madeira from NOEEN and Agenda for Children provided an overview and updates on the 2022-2023 City Seats and B-3 Coordinated Funding Requests.
      i. For the 2022-2023 City Seats and B-3 CFR allocations, continuity of care for existing families and children is NOEEN's main priority.
      ii. NOEEN has received $3 million in City funding to offer City Seats next school year.
         1. This funding will serve 400 seats, the same amount that was served this school year.
      iii. For the first year in City Seats history, the program is projecting the same number of allocations from the spring to the fall.
      iv. For the B-3 program, NOEEN has received a preliminary distribution of 261 seats for next school year, 111 less than this school year.
         1. This is currently under review by LDE and may be adjusted again before April BESE meeting vote.
         2. Although the 2022-2023 allocation is expected to be fewer seats due to low enrollment and new RSNs across the state, B-3 attendance has gone from 60% in September to 88% in March.
            a. The increase in attendance rates is due to moving waitlists, Hurricane Ida recovery, and changing COVID-19 restrictions.
         3. Any B-3 seats that are not filled in April will be taken from NOEEN. Enrollment of new children is paused right now to focus on continuity of care.
      v. The CFR Rubrics are now posted online, with a newly added historic metric for historic program compliance.
         1. Otherwise, eligibility factors remain the same as previous years.

b. For both programs, NOEEN will vote on protocol used to distribute seats, not individual seat allocations as funding may need to change in fall due to potential millage or additional private funds.
    i. Jen Roberts requested a motion to approve the proposed seat allocations.
    ii. Thelma French requested that the Committee discuss considering access for new providers in the near future.
        1. The waitlist requirement can be concerning when there are areas of the city that do not have access to quality early childhood care.
        2. The Committee will make sure to seriously consider broadening the array of potential partners before the next City Seats CFR.
    iii. For the B-3 program, the Committee voted to approve the proposed approach to allocating funding to eligible applicants. BESE and LDE will vote on final allocation in April 2022.
c. For LA4/NSECD, NOEEN requested 1,922 Pre-k4 seats for next school year.
    i. NOEEN received a preliminary award of 1,871 publicly-funded Pre-K 4 seats.
    ii. To-date, allocations have been enough to cover citywide family demand.
    iii. NOEEN will adjust allocations based on priorities voted on in January.
    iv. Any seat change requests will be processed on a first-come, first-served basis.
    v. For LA4, 31 requested seats were not allocated, and for NSECD, 31 requested seats were not allocated.
    vi. NOLA-PS anticipates they will have some extra seats after all allocations are granted.
        1. OneApp data match results will help determine seat numbers.
d. There is expected to be an overall net increase in the number of seats provided; funding will just not be from the normal sources.
    i. NOEEN is managing about 2500 publicly-funded seats, which is about $18 million in investments.

III. COORDINATED ENROLLMENT AND INFORMATION CAMPAIGN

a. Rebecca Latham from NOLA-PS provided a coordinated enrollment update.
    i. NOLA-PS is currently working to finalize data so they can run main round match results.
        1. In late March, applicants will be notified of their child's placement results by the NOLA-PS team via email. Results will also be posted online in the parent application portal.
        2. Schools are expected to reach out to all newly assigned families with instructions on how to complete registration within a week of placement letters being sent to families.

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ii. NOEEN and NOLA-PS submitted their coordinated enrollment plan to LDE during the Mardi Gras break.
    1. The plan is linked on the NOEEN website. Please review and send any feedback to Jestin Moorehead at jmoorehead@nolapulicschools.com.
iii. Agenda for Children & NOLA-PS are partnering on an RFP.
    1. We are looking for vendors to help make updates to the Salesforce platform to fully integrate family needs, and plan for possible future expansion to early childhood enrollment city wide.
        a. Enhanced development will allow enrollment data systems to better serve as the foundation for enrollment, and it will improve family and center experiences.
    2. Applications are due March 17 and we are looking for Steering Committee members to join the review committee.
        a. Proposal presentations are scheduled for March 22 and 23.
        b. Email noeen@agendaforchildren to be included in the selection process.
iv. NOEEN is reenacting the Enrollment Subcommittee and seeking members to join
    1. The Enrollment Subcommittee will help with specifics of redesign of the NCAP system.
    2. The group will also work with NOLA-PS on Self-Service Enrollment features to help more easily provide families with Waitlist offers.
    3. To join this subcommittee, please complete the short sign up form.
v. NOLA-PS held its first ECE Enrollment Point of Contact Monthly Call on March 16.
    1. The purpose of this call is to provide important EC updates, upcoming deadlines and review enrollment feedback from centers.
        a. The calls are geared towards folks who deal with the early childhood enrollment system.
    2. The next call is scheduled for Wednesday, April 13, 2022.
        a. These calls will be held on the second Wednesday of every month.

3. NOLA-PS is coordinating an open enrollment campaign to fill any currently open seats and open seats after the main round match results are released.
    a. They are currently seeking partners to help with social media graphics, promotional videos, getting the word out, etc.

IV. COORDINATED OBSERVATIONS & SUPPORT

a. Natalie Reich from NOEEN provided an update on coordinated observations.
    i. In accordance with the BESE emergency waiver, 354 classrooms were eligible for the spring waiver, or 64% of classrooms from the fall
    ii. To-date, 25% of spring observations are complete. NOEEN anticipates reaching 100% by May 5.
    iii. NOEEN provided an overview of its new NOEEN CLASS Scheduler Website: a scheduling system that reschedules observations according to specific restrictions, sends automatic scheduling notices, and tracks progress/data in various ways.

V. READY START NETWORK UPDATE

a. Caitlin Boley from NOEEN provided a review of the updated Steering Committee Bylaws.
    i. Updates include a designation between member types to have static members and rotating members. Rotating members can serve up to three terms of three years each.
        1. Kate Mehok suggested staggering rotating out rotating members (CCAP representative, LA4 representative, etc.)
        2. Kristi Givens requested that members receive a notification of how many term limits they have served and how many they have left.
        3. NOEEN is adding an official member for a state-funded infant/toddler program (a program director).
        4. Members who complete the maximum term of service will be eligible to rejoin after 1 year off the committee.
        5. If someone represents one funding stream but pivots to fill a vacancy for a different funding stream, their term limits reset.
    ii. NOEEN is including a Past Char position to help establish strong leadership and serve as guidance for one year maximum.
    iii. The Vice Chair position must serve at least one year before becoming Chair.
        1. The Committee will conduct elections before next year to find a Vice Chair.
    iv. The Bylaws updates include provisions for virtual meetings.

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v. Working groups should meet twice annually at minimum.
    1. The nomination subcommittee will create a DEI plan of action, which will then be adopted by the committee at large.
vi. Any member who has a conflict of interest (direct or indirect financial interest, representative of agency that benefits) should recuse themselves from voting.

b. Jen Roberts from Agenda for Children and NOEEN provided initiative updates.
i. The committee will revisit Parent Engagement Strategies in May 2022.
ii. NOEEN has been awarded the Ready Start Transform Grant!
    1. One million dollars has been awarded for the first year beginning in July.
        a. NOEEN originally requested $2.5 million over a 30 month period.
    2. The Ready Start Transform funding will integrate directly into NOLA C.A.R.E.S. opportunities.
    3. NOEEN is hoping to fund a new childcare center incubator.
iii. The ECE mileage will be going to City Council next week to be formally included on the ballot in April.
    1. The bulk of funding will go towards seats to ensure that at least 1,000 children are receiving care.
    2. Some other funding priorities are an annual fund source for enrollment, supporting FCCs, expansion/facility grants, and workforce grants.

c. Upcoming News & Next Steps

d. None

VI. OTHER ANNOUNCEMENTS

a. None

VII. ADJOURNMENT: The meeting adjourned at 12:52 pm.

Action Items

- **Action Item No. 1**: On the motion of Kate Mehok, seconded by Joy Mitchell, the Committee approved the March 2022 Agenda,
- **Action Item No. 2:** On the motion Kristi Givens, seconded by Rebecca Latham, the Committee approved the minutes from January 2022.
- **Action Item No. 3:** On the motion of Kate Mehok, seconded by Thelma French, the Committee approved the 2022-2023 City Seats CFR recommendations. Joy Mitchell, Kristi Givens, and Derrick Toups abstained.
- **Action Item No. 2:** On the motion of Kate Mehok, seconded by Thelma French, the Committee approved the 2022-2023 B-3 CFR recommendations. Joy Mitchell, Kristi Givens, and Derrick Toups abstained.