New Orleans Early Education Network (NOEEN) Steering Committee
NOLA-PS Board Room, 2401 Westbend Parkway, Suite 1050
Meeting Minutes for September 15th, 2022

Committee Members in Attendance: Keith Leiderman, Maria Blanco, Rebecca Latham, Derrick Toups, Joy Mitchell, Emily Wolff, Kristi Givens, Jen Roberts

Committee Members Absent: Rhonda Taylor, Thelma French, Kate Mehok

Community Members Providing Public Comment: Kiara Oyola, Jestin Moorhead, Tara Zapp

I. **CALL TO ORDER**
   a. At 11:35am Keith Liederman called the meeting to order.

II. **STAFFING UPDATES**
   a. Derrick Toups on behalf of NOEEN and Agenda For Children, and Rebecca Latham on behalf of NOLA-PS provided updates on staffing for each of their respective organizations. Both organizations are increasing staffing in preparation of the millage.

III. **UPDATED BYLAWS & STEERING COMMITTEE COMPOSITION**
   a. Derrick Toups provided a summary of proposed revisions to the NOEEN bylaws.
      i. Steering Committee would expand from 13 to 20 members in order to provide formal representation for currently unrepresented community members and funding streams.
      ii. Adjustments to Steering Committee subcommittees were proposed.
      iii. Jen Roberts proposed adding the language “or designee” after “Lead Agency ex officio member” in the description of the Coordinated Enrollment & Coordinated Funding Request Subcommittee in Article II, Section 9, as there may be multiple Steering Committee members who would be eligible to serve in that role.
      iv. On the substitute motion of Jen Roberts, seconded by Maria Blanco, the Committee approved revisions to the bylaws, inclusive of the addition of “or designee” to the line “The Coordinated Enrollment and Coordinated Funding Request Subcommittee shall be composed of the Lead Agency ex officio member or designee, and at least three (3) other Steering Committee members.” in Article II, Section 9. Rebecca Latham abstained.
   b. Given the adoption of new bylaws, Derrick Toups presented updates to Steering Committee officers, as well as current officer expectations, and roles.
      i. Nominations for the Vice Chair, which will become Chair on January 1st, 2023, were taken.

1. Jen Roberts nominated Emily Wolff with the second of Kristi Givens.
2. Kristi Givens was nominated Joy Mitchell.
3. Kristi Givens was nominated by Keith Leiderman.

ii. Vice Chair recommendations will be deliberated upon by the Executive Subcommittee who will present a formal nomination at the October Steering Committee meeting. Those unable to attend today's meeting will also be solicited for their nominations.

iii. On the motion of Derrick Toups, seconded by Keith Leiderman, the Steering Committee moved to approve informal nominations for vacant seat from current Steering Committee members via email after the 9/12/2022 Steering Committee meeting.

c. Derrick Toups presented on the process for adding new steering committee members, given the new vacancies due to the newly adopted bylaws.

i. The Executive Subcommittee will call for nominations for new Steering Committee members by emailing current Steering Committee members and posting publicly and will propose formal nominations for new committee members in October.

ii. Emily Wolff made a recommendation to have the slide deck printed at the next committee meeting.

iii. Derrick Toups moved that nominations for Steering Committee vacancies be voted on through email in an effort to save time.

iv. Jen Roberts asked for a clarification on the existing working groups and inclusion of students with disabilities.

IV. COORDINATED OBSERVATIONS UPDATE

a. Kiara Oyola gave an update on Fall 2022 CLASS Observations.

i. CLASS observations started on September 12th.

1. Jen Roberts asked how many classrooms in the network will be observed. The answer is 554 classrooms, thus far.
2. Tara Zapp asked a question about class observation starting three weeks later than normal. Kiara Oyola informed the Steering Committee that observers have been added to the observer corpsin order to help make up for observations, but that there has been no additional time given for the completion of Fall observations by the LDE.

V. NOLA-PS COORDINATED ENROLLMENT UPDATE

a. Jestin Moorehead provided updates on the coordinated funding request process and enrollment process.

i. Keith Leiderman asked for additional details regarding current Head Start/Early Head Start vacancies. Rebecca Latham will provide

information after the meeting to clarify the reason behind vacancies listed in the slide deck.

ii. Rebecca Latham clarified that Head Start and Early Head Start 10/1 Salesforce targets are set by the programs themselves.
iii. Keith Leiderman and Rebecca Latham provided further clarification that many vacancies are due to the current teacher shortage.
iv. Emily Wolff requested information to help further understand the plan to intervene and close the vacancy gap.
v. Kristi Givens asked for additional clarification to demonstrate the demand. Rebecca Latham clarified that the coordinated funding request is currently being workshopped by a working group and it will aim to further evaluate demand data, so that future vacancies are decreased and allocated more accurately based on demand.
vi. Jen Roberts noted that 4 year old program vacancies have been an ongoing issue due to excess capacity, and that providers who fail to demonstrate demand should be evaluated further to determine appropriate amount of awarded seats for the next academic year.
vii. Maria Blanco, who has spoken with other Head Start and Early Head Start partners, that 4:1 ratios prevent seats from being filled due to teacher shortage issues, despite there being a demand for seats.
viii. Rebeca Latham commented that tuition based LA4 seats are currently being converted to publicly funded LA4 seats in an effort to make conversions in order to maximize public funds.
ix. Keith Leiderman commented that the federal government is considering allowing Head Start grantees to reduce the number of seats allocated r to increase teacher salaries.
x. Maria Blanco stated that an unintended consequence of this is creating an inequity of certain teachers making salaries that result in imparity amongst head start and non-head start teachers.
xi. Emily Wolff requested that we establish a reporting mechanism for Head Start/Early Head Start waitlist data in order to reach a better understanding of demand.
    1. Rebecca Latham stated that Salesforce data can be pulled for grantees and request that the grantees confirm the waitlist data.
xii. Keith Leiderman emphasized that salaries for teachers will need to be paid what they are worth in order to make any impact on this issue.
xiii. Rebecca Latham stated that 60 LA4 seats were taken offline as a result of teacher shortages.
xiv. Kristi Givens asserted that taking an in-depth look at center budgets will also help ensure success at centers and determine how many seats are

necessary at each site to make sites profitable enough to increase wages.

xv. Maria Blanco noted that the increases to the CCAP rate (currently provided for by stimulus money) means that City Seats rate should likely be increased since it has not been adjusted since inception. Derrick Toups noted is a discussion topic on the Workforce Task Force.

xvi. Maria Blanco and Keith Leiderman noted that it is the responsibility of the grantee to market Head Start seats. It was emphasized that 4 and 5 year old Head Start seats are more difficult to fill, but it is not a point of concern. 0-3 year old seats are filled almost as soon as enrollment is open.

b. Jestin Moorehead presented on the Coordinated Funding Request (CFR), and the 22-23 CFR goals.
   i. The CFR will be launched for all programs at one time. This year's application will be on one timeline, and all programs will be able to apply through one application, regardless of desired funding source.
   ii. The calendar for the 22-23 CFR was presented.
      1. Jen Roberts confirmed that there will be a subsequent CFR round, given that some BESE determinations for B-3 fall outside of the CFR timeline.
      2. Maria Blanco clarified that the LDE is applying for additional PDG funds. Jen Roberts started that it appears the LDE is only eligible for $4 million for PDG this year and that she would follow up to see the viability of the future B3 programming.

VI. READY START NETWORK UPDATE

a. Derrick Toups presented on the current status of the strategic planning working group.
   i. The Steering Committee members present confirmed December 7, 2022 as the date for the strategic planning retreat.

b. Jen Roberts presented on the millage update, re: capacity building and transition priorities.
   i. The workforce task force is seeking to recruit, prepare and retain up to 800 early educators.
   ii. Jen Roberts clarified that the JP Morgan Chase grant used to support facility expansion workis $250,000 and will issue an RFA by the end of September.
   iii. Jen Roberts requested suggestions for which community partners can assist Agenda's team in helping define and select which wrap-around services are necessary for public programming.

1. Krisit Givens offered the For Providers By Providers as a potential support system, as well as Hamilton Simons-Jones to help determine potential partners.

iv. NOEEN is increasing staffing, revising governance/corporate structures, implementing communications strategy, and also seeking additional funding streams in order to support the millage's transition work.

c. Derrick Toups presented on Open Meetings Law, stating that there is no longer a virtual option for Steering Committee members for future meeting dates.

VII. ADJOURNMENT: The meeting adjourned at 1:16pm**.**

Action Items

- **Action Item No. 1**: On the substitute motion of Jen Roberts, seconded by Maria Blanco, the Committee approved the minutes from 8/24/2022 with corrections.
- **Action Item No. 2:** On the motion Jen Roberts, seconded by Maria Blanco, the Committee approved the consent agenda for 9/15/2022.
- **Action Item No. 3:** On the substitute motion of Jen Roberts, seconded by Maria Blanco, the Committee approved revisions to the bylaws, inclusive of the addition of "or designee" to the line "The Coordinated Enrollment and Coordinated Funding Request Subcommittee shall be composed of the Lead Agency ex officio member or designee, and at least three (3) other Steering Committee members." in Article II, Section 9. Rebecca Latham abstained.
- **Action Item No. 4:** On the motion of Derrick Toups, seconded by Keith Leiderman, the Steering Committee moved to approve informal nominations for vacant seat from current Steering Committee members via email after the 9/12/2022 Steering Committee meeting.