

NOEEN STEERING COMMITTEE MEETING

September 15, 2022

NOEEN

NEW ORLEANS EARLY
EDUCATION NETWORK



GENERAL ASSEMBLY

- Call to Order & Roll Call
- **Action Item:** Adoption of Agenda
- **Action Item:** Adoption of Previous Minutes



AGENDA

- **Information:** Staffing Update
- **Action Item:** Revisions to Bylaws
- **Discussion:** Officers, Membership, Subcommittees, Working Groups
- **Information:** Coordinated Observations Update
- **Information:** Coordinated Enrollment Update
- **Information:** 23-24 CFR Update
- **Information:** Strategic Planning Working Group Update
- **Information:** Millage Update



STAFFING UPDATE

- Agenda for Children
 - **Allison Cohen:** Manager, New Orleans Network
 - **Melissa Wetzel:** Coordinator, Birth to Three Enrollment & Administration
 - **Luz Kief:** Manager, Program Quality & Improvement
- NOLA-PS
 - **Wesley Taylor:** Director of Early Childhood Initiatives

REVISIONS TO BYLAWS

- Revisions to bylaws first shared with Steering Committee on 8/22.
- Initial presentation of bylaws revisions at 8/24 meeting.
- Invitation to office hours and asynchronous feedback extended on 9/1.
- Feedback captured and revisions shared with Steering Committee on 9/7 with invitation for further feedback.
- Vote on revisions at 9/15 meeting (today).

REVISIONS TO BYLAWS

- Increases clarity and organization.
- Introduces definitions and clarifies term limits for entities represented.
- Expands Steering Committee from 13 to 20 to represent more community players and funding streams not previously captured.
- Clarifies roles of officers, introduces past chair.
- Reorganizes and clarifies subcommittees.



CURRENT COMPOSITION

-
-
City of New Orleans Mayor's Office
NOLA Public Schools (NOLA-PS)
Orleans Parish Child Care Resource and Referral Contractor
Lead Agency
-
City of New Orleans Health Department (Early Steps or designee)
-
Child Care Assistance Program (CCAP)
LA4
Nonpublic School Early Childhood Development Program (NSECD)
Early Head Start
Head Start
-
-
At-Large (Community)
At-Large (Parent)
-
At-Large (Licensed provider)

PROPOSED COMPOSITION

NOEEN Board of Directors
New Orleans City Council
City of New Orleans Mayor's Office
NOLA Public Schools (NOLA-PS)
Orleans Parish Child Care Resource & Referral Agency
Orleans Parish Lead Agency
Orleans Parish Ready Start Network
Louisiana Department of Health Early Steps System Point of Entry
NOLA Public Schools (NOLA-PS) Exceptional Children Services (Child Find)
Child Care Assistance Program (CCAP)
Cecil J. Picard LA 4 Early Childhood Program (LA4)
Nonpublic School Early Childhood Development Program (NSECD)
Early Head Start
Head Start
City Seats
B-3
Early Care & Education Community (At Large)
Early Care & Education Parent/Caregiver (At Large)
Early Care & Education Parent/Caregiver (At Large)
Family Child Care Providers (At Large)

Color Key

Addition Update

SUBCOMMITTEES

CURRENT	PROPOSED
Governance	Executive
Nomination & Membership	
Coordinated Funding	Coordinated Enrollment & Coordinated Funding Request
Coordinated Enrollment	
Coordinated Observation/Quality	-
-	Family Engagement



REVISIONS TO BYLAWS

- Public Comment
- Discussion
- Vote

STEERING COMMITTEE OFFICERS

- Chair
 - Given term limits, Keith Liederman to serve as Chair through December 31, 2022.
 - With new bylaws, Liederman would then serve as Past Chair for one year.
- Vice Chair
 - Currently vacant.
 - Vice Chair would become Chair on January 1, 2023.
 - **Action:** Call for nominations. Executive Subcommittee will present formal nomination at 10/12 meeting.



STEERING COMMITTEE OFFICER EXPECTATIONS

- Chair
 - The Chair shall preside at all meetings of the Steering Committee and perform such duties as may be required, including working with the Lead Agency and Ready Start Network to prepare meeting agendas.
 - Additionally, the Chair shall participate in Subcommittees and Working Groups.
- Vice Chair
 - The Vice Chair shall, at the request of the Chair and/or in the Chair's absence, perform the duties of the Chair.
 - Additionally, the Vice Chair shall participate in Subcommittees and Working Groups.
- Term Limits
 - Both the Chair and Vice Chair shall serve a term of one (1) year, which can be renewed a maximum of two (2) times at the recommendation of the Executive Subcommittee and a majority vote of the Steering Committee at a meeting with quorum.

EXECUTIVE COMMITTEE

- Article II, Section 9 (Bylaws)
 - “The Executive Subcommittee shall be composed of the **Chair, Vice Chair, Past Chair, NOEEN Board of Directors** representative, and the **Lead Agency and Ready Start Network** ex officio members.”
 - “The Executive Subcommittee will **identify and recommend qualified candidates for appointment to the Steering Committee**. In fulfillment of this role, the Executive Subcommittee shall **publicly advertise** open Steering Committee positions and coordinate with partnering organizations to identify qualified candidates. It shall also create a plan of action to **promote diversity, equity, and inclusion** among Steering Committee nominees and members.”
 - “At least once each year, the Executive Subcommittee shall **review the performance of all current Steering Committee members** and make recommendations to the Steering Committee for renewal or conclusion of each Steering Committee member’s appointment.”

EXECUTIVE COMMITTEE

- Article II, Section 9 (Bylaws)
 - “In the event that there are vacancies for one or multiple officer positions, either the Lead Agency or Ready Start Network ex officio members shall lead the Executive Subcommittee with support as needed from additional Steering Committee members.”
 - Interim Executive Committee
 - **Chair** = Keith Liederman
 - **Vice Chair** = TBD
 - **Past Chair** = TBD
 - **NOEEN Board of Directors** = Jen Roberts (NOEEN Board of Directors)
 - **Lead Agency** = Rebecca Latham (NOLA-PS)
 - **Ready Start Network** = Derrick Toups (Agenda for Children)



ADDING NEW STEERING COMMITTEE MEMBERS

- Article II, Section 2 of Bylaws
 - “Steering Committee members may be appointed throughout the year upon the **recommendation of the Executive Subcommittee** and **approval by a majority vote of Steering Committee members** present at a meeting with quorum. In making recommendations for Steering Committee membership, the Executive Subcommittee shall work to ensure diversity, equity, and inclusion and to sustain racial, gender, geographic, and age diversity among Steering Committee members.”



ADDING NEW STEERING COMMITTEE MEMBERS

- Recommended Process
 - **Identify**
 - Public Advertisement of Vacancies
 - Informal Steering Committee Nominations
 - **Engage**
 - Ensure candidates meet definitions of entity outlined in bylaws.
 - Ensure candidates are able to commit and are aware of expectations.
 - **Recommend**
 - Executive Subcommittee to propose candidates at 10/12 meeting.
 - Steering Committee votes on proposed candidates at 10/12 meeting.
 - **Install**
 - New Steering Committee members installed at 11/9 meeting.



ADDING NEW STEERING COMMITTEE MEMBERS

- Considerations
 - Executive Subcommittee to engage current members to identify represented entity, taking into account term limits.
 - This applies, in particular, to providers representing funding streams (not currently representing one entity) and to employees of Agenda for Children and NOLA-PS (may represent Lead Agency, Ready Start Network, Child Care Resource & Referral Agency as ex officio members).
- Informal Nominations
 - Given new entities, who are initial recommendations for the Executive Subcommittee to consider?



REVISED STEERING COMMITTEE COMPOSITION

NOEEN Board of Directors	Cecil J. Picard LA 4 Early Childhood Program (LA4)
New Orleans City Council	Nonpublic School Early Childhood Development Program (NSECD)
City of New Orleans Mayor's Office	Early Head Start
NOLA Public Schools (NOLA-PS)	Head Start
Orleans Parish Child Care Resource & Referral Agency	City Seats
Orleans Parish Lead Agency	B-3
Orleans Parish Ready Start Network	Early Care & Education Community (At Large)
Louisiana Department of Health Early Steps System Point of Entry	Early Care & Education Parent/Caregiver (At Large)
NOLA-PS Exceptional Children Services (Child Find)	Early Care & Education Parent/Caregiver (At Large)
Child Care Assistance Program (CCAP)	Family Child Care Providers (At Large)



STEERING COMMITTEE SUBCOMMITTEES & WORKING GROUPS

- Article II, Section 9 of Bylaws
 - “Each Subcommittee of the Steering Committee shall meet at a minimum twice annually, once in the fall and once in the spring. **Each Steering Committee member must serve on at least one subcommittee.**”
- Article II, Section 10 of Bylaws
 - “Each Working Group shall be constituted for a **predetermined length of time**, to be defined at its establishment. Each Working Group shall have a **clearly defined set of objectives** and **shall make regular reports** on the progress made against the objectives at Steering Committee meetings that occur during the working group’s tenure. When external expertise is required, the Working Group may solicit the support of external experts and contractors.”
- Executive Subcommittee to re-engage current members and future members.



STEERING COMMITTEE SUBCOMMITTEES

- Executive Subcommittee
 - Chair, Vice Chair, Past Chair, NOEEN Board of Directors, Lead Agency, Ready Start Network
- Coordinated Enrollment & Coordinated Funding Request Subcommittee
 - Lead Agency, 3 Additional Members
- Family Engagement
 - City of New Orleans Mayor's Office, 2 Early Care & Education Parent/Caregiver, Each Funding Stream Entity



STEERING COMMITTEE WORKING GROUPS

- Current Groups
 - Advocacy
 - Strategic Planning
- Future Groups
 - Wraparound Services & Support
 - Workforce Development

COORDINATED OBSERVATIONS UPDATE

- LDOE Released Protocol & Plan Template on 8/31
 - NOEEN-revised protocol completed
 - Plan in progress
 - Will present overview at October Meeting
- Soft launch date 9/12
- Full launch date 9/19



ENROLLMENT UPDATES

Salesforce enrollment data by funding source as of 9/12/2022.

Funding Source	Total Seats Per 10/1 Salesforce Targets	Total Active Student Count in Salesforce	Available Seats based on 10/1 Targets	Pending Waitlist Offers	Available Seats in Salesforce with no waitlist
LA4	1412	1261	151	19	132
NSECD	379	280	99	11	88
B3	348	294	54	41	13*
NOEEN City Seats	400	383	17	17	0
Head Start	2,211	1,569	642	-	-

*82 additional B3 seats were released for families last week.

Programs were notified following NOEEN's vote at the Committee's August meeting.



23-24 COORDINATED FUNDING REQUEST (CFR) PROCESS

- What is the CFR?
 - Every year, each early childhood care and education network in the state, including NOEEN, submits a Coordinated Funding Request (CFR) to the Louisiana Department of Education (LDE).
 - Sites who wish to receive LA4, NSECD, B-3, and City Seats funding must submit an application to be evaluated through the CFR process.
 - Requests by providers are then evaluated and voted on by NOEEN. NOEEN recommendations for seat allocations to specific childcare operators for LA4, NSECD, and B-3 seats for the upcoming school year are then submitted via the SuperApp.
 - BESE is the final determinant of allocations for LA4, NSECD, and B-3. The NOEEN Steering Committee is the final determinant of City Seats allocations.

23-24 CFR GOALS

The goal of NOEEN's 2023-24 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

Announce Process

Programs complete applications + interview (returning) or site visit (new)

Subcommittee scores applications and proposes allocation recommendations

NOEEN Steering Committee reviews & approves allocation recommendations (LA4, NSECD, B-3);
NOEEN Steering Committee approves final allocations for City Seats

LDOE reviews NOEEN recommendations and determines final allocations (LA4, NSECD, B-3)

BESE approves final allocations (LA4, NSECD, B-3)

23-24 CFR PROCESS UPDATES

- Updates to 23-24 CFR
 - Engaging Stakeholders
 - Creation of internal working group
 - Will re-engage NOEEN Subcommittee to participate in evaluation process
 - Updating Materials
 - Unified application for all funding sources
 - Updated rubric aligned to the unified application and funding source requirements
 - Standardized basic MOU with NOEEN for providers
 - Notifications + feedback for CFR applicants
 - Standardized Timeline for release of CFR application, evaluation, and allocation recommendations



23-24 CFR PROCESS TIMELINE

- July-August
 - Internal Lead Agency Working Group (Need to Re-Engage Subcommittee)
- September
 - 09/21 = Initial Communication to NOEEN Programs Outlining Process & Requirements
- October
 - 10/03 = Unified CFR Application Launch
 - 10/11 = Unified CFR Application Office Hours
 - 10/28 = Unified CFR Application Close
- November + December
 - Application Review, Interviews, Site Visits
- January
 - Recommendations Proposed to Steering Committee



STRATEGIC PLANNING WORKING GROUP

- Strategic Planning Working Group
 - **Steering Committee Members:** Derrick Toups (Chair), Jen Roberts, Joy Mitchell, Dr. Keith Liederman, Kristi Givens, Maria Blanco, Rebecca Latham
 - **Community Members:** Hamilton Simons-Jones (ResourceFull Consulting), Mary Garton (NOLA-PS), Dr. Fateama Fulmore (NOLA-PS)
- Strategic Planning Retreat
 - All Steering Committee Members
 - In-Person, Location TBD
 - 8:30 a.m. to 4 p.m.
 - Thursday, December 1
 - Monday, December 5
 - Wednesday, December 7



MILLAGE UPDATE: CAPACITY BUILDING + TRANSITION PRIORITIES

1. Educator Workforce Pipeline and Support

Rapidly recruit, prepare, and retain an additional up to **800** early educators for year one. Develop pipelines, pathways, and retention strategies to ensure a stable workforce for future years.

- Workforce Task Force + Playbook (underway to be completed by 12/2022)
- Pinpoint + Expand Preparation Pathways for Communities of Interest
 - High School Students, Adjacent Careers, New and Returning teachers
- Estimated up to \$8M for use in first 18 months
 - Implement strategies and Subgrants for Retention + Recruitment
- Solicit Public Funding for Long-Term Strategies
 - City of New Orleans request (Campaign for Grade Level Reading)

MILLAGE UPDATE: CAPACITY BUILDING + TRANSITION PRIORITIES

2. Program Expansion

Identify and resource new and existing high-quality early childhood programs, including new leaders, to serve up to 2,000 City Seats children beginning in July 2023.

- Map Geographic Priority - awaiting final report from The Data Center (any day)
- Facilities Consultant (Kristyna Jones) has drafted final report; Agenda will disseminate
 - Priority 1: Establish RfA for NOLA Cares (rubrics/application by 9/30, fund dissemination by end of year)
 - Priority 2: CFR/RfA for potential facilities grants (target date: March 2023)
- Integrate with Unified CFR Process and new enrollment system
- Launched Incubators (Propeller, Agenda/AnLar, 4PxP)
 - Workforce taskforce strategies TBD

MILLAGE UPDATE: CAPACITY BUILDING + TRANSITION PRIORITIES

3. Enrollment and Family Support

Comprehensively inform and support the families of up to 14,000 children to select, apply, and enroll in early childhood education programs.

- Contracts with Avela and Attain Partners have been established to update NOLA-PS Common Application Process & Salesforce Enrollment System
- Family + Provider Engagement Sessions underway (NOLA-PS)
 - Head Start Providers
 - Type III providers to be scheduled
 - Families
- Collaborative for Early Childhood Research (CECR) Enrollment Policy Briefs (summer 2022) highlights parents' experiences' with system
- Coordinated Enrollment Media Campaign Targeted to ECE Families (Early Winter/Spring)

MILLAGE UPDATE: CAPACITY BUILDING + TRANSITION PRIORITIES

4. Wrap-Around Services

Scale community-wide “wrap-around” services to ensure new students’ and families’ success in early childhood education programming.

- **Seeking a partner to:**
 - Conduct Wrap-Around Services Census
 - If funding available, design and implement planning Subgrants for Potential + Current Partners

MILLAGE UPDATE: CAPACITY BUILDING + TRANSITION PRIORITIES

5. System Accountability and Communications

Immediately build Agenda for Children and NOEEN Steering Committee's capacities to meet the demands of the CEA, programming, and community, including transparently communicating on the millage's planning and impact.

- Revise governance/corporate structures for Agenda for Children, NOEEN, NOEEN Steering Committee, including bylaws and membership (underway)
- Restructured City Seats team and will hire for two new positions (posted this week)
- NOLA-PS hir(ing) / restructured team (full time ED for ECE)
- Educate NOEEN Stakeholders on Communications, Bylaws, Open Meeting Laws (underway)
- Hire Additional Staff for Key Functions, including City Seats (underway)
- Implement a Millage Communication Strategy + Plan (underway)
- Create a process for Annual Spending Plan + Oversight and Monitoring with NOEEN SC
- **Ongoing fund development efforts for planning and transition efforts - underway**
 - **Funds needed for: Staff time, partner subgrants, pilot demonstration projects, consulting support, and stipends**

HOUSEKEEPING AND NEXT STEPS

Our next meeting is October 12, 2022. This meeting will be held at the Orleans Parish School Board Building. **An option for virtual attendance will no longer be available in order to abide by Open Meetings Law.**

- ~~August 24, 2022~~
- ~~September 15, 2022~~
- **October 12, 2022**
- November 9, 2022
- January 18, 2023
- March 8, 2023
- May 10, 2023

No meetings:

December

February

April

Recess:

June - August

