

**New Orleans Early Education Network (NOEEN)  
Executive Subcommittee Meeting Minutes for May 10th, 2023  
NOLA-PS Central Office Board Room (Suite 1050), 2401 Westbend Parkway**

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**Subcommittee Members in Attendance:** Jen Roberts, Rebecca Latham, Derrick Toups, Dr. Keith Liederman, Thelma French (Jonika Julian - Proxy)

**Subcommittee Members Absent:** Rochelle Wilcox

**GENERAL ASSEMBLY**

- I. Call to Order - D. Toups**
  - Meeting called to order at 10 a.m.
- II. Roll Call - D. Toups**
- III. 2023-24 Meeting Schedule - D. Toups**
  - D. Toups presented an overview of historic NOEEN meeting dates. Subcommittee recommends setting one meeting date per month, with expectation of canceling as necessary, in order to provide flexibility for necessary meetings. Additionally, Subcommittee recommends hosting two meetings per year in the evenings at early learning centers to increase accessibility for the public.
- IV. Amendments to Bylaws - D. Toups**
  - D. Toups provided an overview of proposed amendments and opened discussion for proposals:
    - Elimination of B-3 Seat due to B-3 going away on June 30, 2023 and creation of Early Childhood Education Fund Seat
    - Simplification of name of “Coordinated Enrollment and Coordinated Funding Request Subcommittee” to “Coordinated Enrollment Subcommittee”
    - Shift from complying with Open Meetings Law to simply holding Steering Committee meetings in public
      - J. Roberts suggested outlining expectations including explicit definitions to maintain transparency and equity
      - K. Liederman suggested use of consent agenda
    - Proxies to count toward quorum (but not vote), unoccupied seats to not count toward quorum
      - Consider avoiding penalization for an empty seat due to extenuating circumstances (i.e. unfilled seat at the state level)
      - J. Roberts suggested considering terms or conditions around how quickly to fill a seat in addition to limitations on the amount of times a proxy can be sent
- V. Steering Committee Membership - D. Toups**
  - Provided update on EarlySteps seat (regional coordinator position is currently unfilled).
  - Recommended shifting R. Wilcox from B-3 representative to City Seats representative given K. Givens’ resignation and elimination of B-3 seat.
- VI. Adjournment - D. Toups**
  - Meeting adjourned at 10:30 a.m.