Coordinated Enrollment Subcommittee Meeting
NOLA-PS Collaboration Room, Room 5000 (5th Floor), 2401 Westbend Parkway
September 13, 2023 | 9 -10 a.m.

Subcommittee Members in Attendance: Rebecca Latham (Chair), Kate Mehok, Joy Mitchell, Melanie Richardson, Derrick Toups

Subcommittee Members with Proxy: Thelma French (proxy Jonika Julian), Rochelle Wilcox (proxy Sonjia Joseph)

Subcommittee Members Absent: Dr. Fateama Fulmore

I. **Call to Order**
   - Meeting was called to order at 9:07 a.m.

II. **Roll Call**

III. **Seat Allocation Priorities** - R. Latham
   - R. Latham provided updates on current placement modeling in Avela for enrollment, including current priorities for seat allocation:
     1. Sibling Priority
        a) How are siblings defined, i.e. legal siblings verified by the same parent on birth certificate or could it be family members (i.e. cousins) living in the same household?
        b) What would sibling unification or family link look like, i.e. twins or siblings being placed at the same site? How can we ensure this if this is what is preferred by families?
     2. Early Childhood Teachers
        a) Would all sites prefer to have teachers enroll their children at their place of work or elsewhere? Should we consider a choice?
        b) Do we expand the definition of early childhood teachers to early childhood staff, to include other staff members working in centers, i.e. cooks, admin?
     3. Geography
        a) Does this mean distance from physical location or zip code?
        b) Does geography exclude any groups of kids?
        c) If a child moves, are they still covered under continuity?
     4. Other
        a) How do we apply priorities post-match when children are on the waitlist?
        b) How do we ensure continuity of care across funding sources?

IV. **Foundant Demonstration**
   - R. Latham provided a demonstration of Foundant, the new platform to be used by sites for their Coordinated Funding Request applications.

V. **Adjournment**
   - Meeting adjourned at 10:06 a.m.