NOEEN | NEW ORLEANS EARLY EDUCATION NETWORK

MEMORANDUM

To: NOEEN Steering Committee

From: Caitlin Boley, Director of Early Childhood Systems & Supports

Date: September 16, 2025

Re: Community Network Lead Agency Updates

This memo contains updates regarding the Community Network Lead Agency recent and planned activities.

Updates

- *Coordinated Observations (CLASS):*
    - According to Louisiana Bulletin 140, lead agencies are required to coordinate and conduct local CLASS observations for all early childhood classrooms with publicly-funded seats within their networks.
    - The CLASS team has implemented the following strategies to support observations since August 20, 2025:
        - Reviewed annual observer notices from the LDOE regarding NOEEN score replacements to identify opportunities for observer development to support scoring accuracy
        - Held first monthly new in-person office hours for observers to get real-time support from the NOEEN team
        - Conducted 99 of 652 required observations; the projected completion date for the Fall 2025 semester is now December 2
        - Completed 32 double coded observations in compliance with LDOE requirements
            - The LDOE mandates that at least 10% of observations are double coded (two observers scoring simultaneously and comparing scores) to ensure reliability. NOEEN aims to conduct double-codes for 15% of their observations. Double codes are prioritized for newly contracted observers, new self-observers, and selected observations. Double codes are led by both consistently reliable contracted observers and the Manager of Program Observations and Accountability Content.

        - Completed 12 calibrations and 13 advanced calibrations to support accurate scoring
            - The LDOE mandates that all contracted observers and self-observers complete at least one Teachstone calibration each semester. In addition, NOEEN requires all contracted observers to complete a more detailed advanced calibration each fall. Once the calibration is completed, a Teachstone Expert Coder reviews the justifications and provides individualized feedback to the observers.
            - This process is offered prior to the start of Fall observations to address any potential coding drift and to ensure that high-quality observations are being conducted.
            - Self-observers must also complete individualized calibration..
        - Feedback and reports from double-coded observations and calibrations reviewed and meetings held between observers and the Manager of Program Observations and Accountability Content to identify opportunities for support to promote reliability.

- *Performance Profiles:*
    - The NOEEN team has implemented the following strategies to support the completion of performance profiles since August 20, 2025:
        - Collected initial performance profile metrics alongside CLASSroom configurations for the 2025 - 2026 academic year. These metrics will be confirmed on October 1, 2025 to align with the LDOE's snapshot date for the academic year

- *SmartTeach Assessments*
    - In accordance with Bulletin 140, all NOEEN providers must complete assessments with SmartTeach of publicly-funded children enrolled at their site, to be completed by mandated checkpoint dates. The first SmartTeach assessment checkpoint of 2025 - 2026 will be held on October 31, 2025.
    - The NOEEN team has implemented the following strategies to support assessments since August 20, 2025:
        - Sent individualized notices to providers with reminders of historic compliance, resources, necessary data maintenance for the beginning of the academic year, upcoming checkpoint dates, and designated site license administrators

        - 103 of 103 SmartTeach transfer requests completed to support accurate site rosters within the license
        - Developed support opportunities for the Fall checkpoint, including troubleshooting office hours and helpful resources

- *Events:*
    - Since August 20, 2025, the NOEEN team has held our first in-person provider drop-in office hours, a new site orientation for new sites and directors, and the NOEEN Fall Convening. Over 130 providers attended the Convening to receive updates for the programmatic year and a professional development session on Language and Literacy.
    - The next NOEEN Provider Monthly Webinar will be held on Oct 2, 2025 at 11:30am. Providers will receive information on confirming October 1 performance profile data, the October 1 Child Count, and the CFR application process.