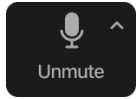
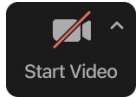


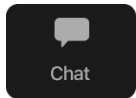
Zoom Meeting Preparation



- Please make sure your phone or computer is muted to minimize background noise.
 - To do this, hover over the bottom left-hand side of your screen and click “Mute.”



- Please make sure you have turned off your camera to save bandwidth and prevent any connectivity issues.
 - To do this, hover over the bottom left-hand side of your screen and click “Stop Video.”



- Please submit questions during the presentation in the “Chat” function located on the bottom of your screen.

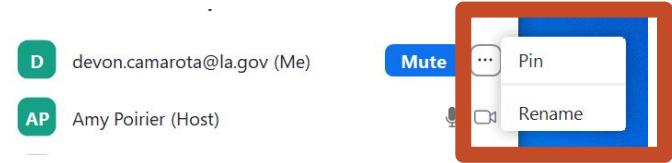
If you require an interpreter or have other accessibility needs for future LDOE meetings, please contact LDOEcommunications@la.gov.



Zoom Meeting Protocol

Participant Naming Conventions

Please change your Zoom name to reflect your actual name and the Community Network you represent.

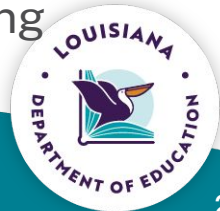


Questions

During the presentation, please add any questions to the chat. Questions will be answered at the end of the webinar. If you enter a question in the chat, please include your e-mail address, in case our team needs to follow up with you further.

Notice of AI Recording on Zoom

Please be advised that the LDOE does not permit artificial intelligence (AI) meeting recorders to join online meetings and does not consent to having this meeting recorded or transcribed.



Community Network Lead Agency Office Hours



February 11, 2025

Webinar Purpose and Objectives



Webinar Purpose and Objectives

Purpose: The Community Network Lead Agency (CNLA) Office Hours webinar provides CNLA administrators with information, updates, and reminders related to current LDOE Early Childhood Care and Education initiatives and events.

Objectives:

Community Network Lead Agencies will

- Receive new information and updates
- Receive information on today's featured topics:
Bulletin 130 and Early Childhood Accountability
- Review reminders about upcoming deadlines



Agenda

- I. Early Childhood Community Network Updates
- II. Featured Topic:
Bulletin 130 and
Early Childhood Accountability
- III. Early Childhood Reminders
- IV. Upcoming Events and Deadlines



Early Childhood Community Network Updates



Early Childhood Coordinated Enrollment Survey

The Tulane University Early Childhood Policy Research Lab is conducting a brief survey focused on early childhood enrollment practices in Louisiana. Participation in this survey will contribute to an important project in collaboration with the Department, aimed at understanding the challenges networks face regarding access to and enrollment in early childhood programs.

Survey Due Date: Friday, February 28

Survey Link: https://tulane.co1.qualtrics.com/jfe/form/SV_0DLjWZaAw3xfGey

The survey takes only 10 minutes to complete.
Thank you for supporting this vital initiative!

Early Childhood Community Network Updates

Please contact earlychildhood@la.gov with questions.



Featured Topic:

Bulletin 130 and Early Childhood Accountability



Bulletin 140 Overview

The Louisiana [Early Childhood Education Act \(Act 3\)](#) of the 2012 Regular Legislative session requires that the State Board of Elementary and Secondary Education (BESE) establishes and carries out a statewide accountability system used to measure the quality of all publicly funded early childhood programs.

- Per bulletin, all publicly funded classrooms must be observed twice per year: once in the fall and once in the spring semesters.



EC CLASS[®] Portal Requirements

CNLAs are required to submit local observations once per observation period.

- Should more than one observation be entered, the LDOE EC Accountability team follows up with CNLAs individually to determine why this occurred.
- This does not include circumstances in which an error correction was completed to remove an observation; rather, this is for scenarios such as the following:
 - an observer and his/her shadow scorer each enter their own observations in the portal (the correct procedure is for the main observer to enter scores after completing the shadow score protocol);
 - a classroom is observed again due to issues with the first local observation;
 - a local appeal is granted and an error correction is not completed;
 - and other scenarios not included here.

Educator Evaluation



Bulletin 130

[Bulletin 130](#) – *Regulations for the Evaluation and Assessment of School Personnel*, provides the framework and policy for evaluating school employees.

Evaluations shall include, at minimum, the following elements:

- Job Description
- Professional Growth Planning Process
- Observation, Data Collection, and Conferencing Process
- Professional Learning and Support
- Student Learning Targets
- Grievance Process

Bulletin 130 Observation Requirements

LEADS will provide for differentiated support for teachers depending on teachers' years of experience and individual needs:

- During the first three years of teaching, three observations shall be conducted annually.
- For teachers with three years of experience and beyond, one unannounced observation shall be conducted annually.
 - If the first observation score is below 3.5 or if the evaluatee requests it, a second observation shall be conducted and shall be announced.
 - If the average of the first two observations is less than 2.5, a third observation shall be conducted and shall be unannounced.

Designated Observers

Local systems may designate additional **observers** to help inform the evaluator of teacher performance. Designated observers may include the following types of staff members:

- Instructional coaches
- Content leaders
- Master teachers
- Mentor teachers

Designated observers must attend training and pass the certification assessment prior to observing.

All ratings must be entered into the data system by **evaluators**.

Early Childhood Teacher Requirements

Early Childhood teachers will be observed with the CLASS[®] tool in place of the Louisiana Educator Rubric.

- The CLASS[®] scoring will be converted to a [5-point scale](#).

All other components/processes outlined in *Bulletin 130* do apply.

For the 2024-2025 school year, the overall observation score on CLASS[®] will be added to the data system by the evaluator or designee, following conversion by the evaluator or designee, as is the current process.

- During a later phase of development, the Louisiana Educator Portal will allow evaluators/designees to enter all indicator scores and will conduct the conversion.
 - The ability to self-assess will be added at that time as well.

CLASS® to LEADS Conversion

To assist Community Network Lead Agencies with converting CLASS® scores for entry into the [Louisiana Educator Portal \(LEP\)](#), the Department has created a [CLASS to LEADS Conversion Calculator](#).

In order to use the [CLASS to LEADS Conversion Calculator](#), you must make a copy of the file and add the copy to your personal Google Drive.

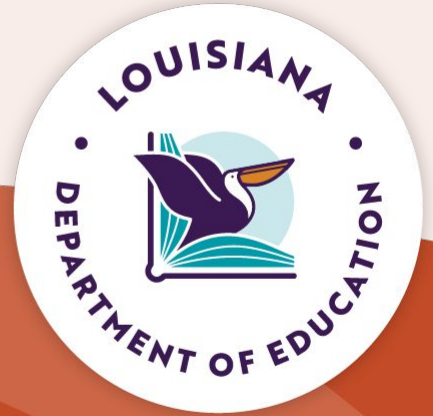
- Do not download as an Excel file, as the calculator uses Google Sheets-specific formulas, and downloading to another file format will result in broken formulas.

CLASS[®] to LEADS Conversion

Observers may enter the CLASS[®] scores in two ways—either

1. the dimension-level averages for an entire observation or
 2. the cycle-by-cycle scores for all four cycles
- To use the cycle-level scores, enter the scores in the gray cells from C2 to F10 on the Scores worksheet. You will see a dimension average on row 11 once all scores are entered.
 - To use the dimension-level averages, enter the scores in the gray cells from C14 to C22 on the Scores worksheet. You will see a dimension average on row 23 once all scores are entered.

Entering Observations in the EC CLASS[®] Portal for the 2024-2025 Learning Year



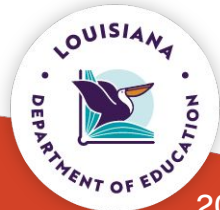
EC CLASS[®] Portal



Per *Bulletin 140*, CNLAs are required to enter two observations in the EC CLASS[®] Portal for the 2024-2025 academic year.

- One observation in the fall
- One observation in the spring

Entering Observations in the EC CLASS[®] Portal for the
2024-2025 Learning Year



Support for CNLAs

For assistance with the following information and processes, please contact the following staff members:

Sites Codes, EC Portal Access, Child Count	Bulletin 140 Requirements, CLASS[®], Scheduling
Please contact Alicia Franklin at alicia.franklin@la.gov .	Please contact Robert Jones at robert.jones4@la.gov .

Early Childhood Reminders



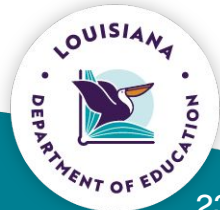
February 1 Child Count

Per [Bulletin 140](#), Community Network Lead Agencies are required to count all publicly funded children served at each publicly funded site as of February 1 and submit that count to the LDOE by February 28 via the the process below.

- The Department will capture February 1 Child Count utilizing data templates.
 - Data templates became available to CNLAs via the [FTP site](#) by January 31, 2025.
 - Completed templates should be submitted by CNLAs via the [FTP site](#) by February 28, 2025.
- Data templates will have the following naming conventions:
 - CNLA_February 2025_LDOE Child Count
 - Program Partners_February 2025_LDOE Child Count

Early Childhood Reminder

Please contact alicia.franklin@la.gov with questions.



Spring 2025 CLASS® Observations

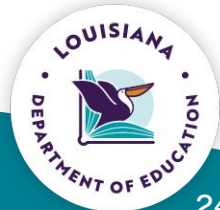
The [EC CLASS® Portal](#) has been updated for Spring 2025. CNLAs are required to do the following:

- Update classroom information for all sites that were open on October 1, 2024, including adding new opened classrooms;
- Ensure that informational metrics are correct as of February 1, 2025, for each classroom's Spring portal setup; and
- Schedule all Spring observations by February 1, 2025.

Per [Bulletin 140](#), any site that was open on October 1 must have observations scheduled for all classrooms open on February 1.

Early Childhood Reminders

Please contact earlychildhood@la.gov with questions.



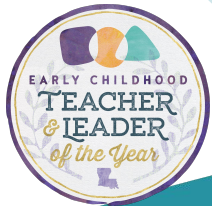
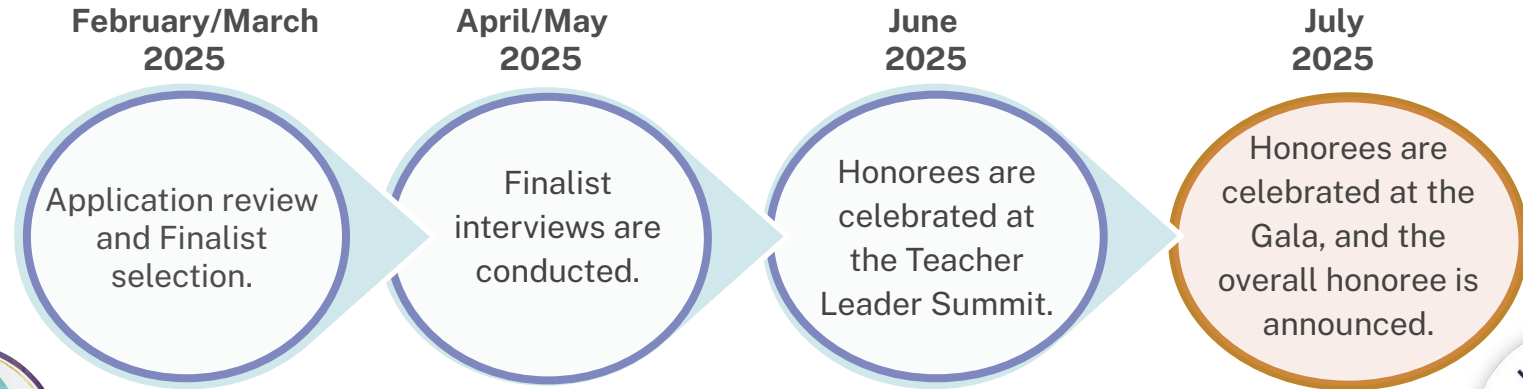
Upcoming Events and Deadlines



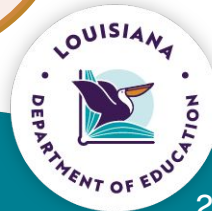
Early Childhood Teacher and Leader of the Year Award Program

The Louisiana Department of Education, in partnership with [Dream Teachers](#), is excited to recognize and celebrate some of the state's most exceptional educators through the Early Childhood Teacher and Leader of the Year programs.

The application period **closed** as of **January 15, 2025**. If your network's teachers or leaders applied, please note the important timeline of next steps below:



Upcoming Events and Deadlines
Please contact shallan.iones@la.gov with questions.



SmartTeach™ Winter Checkpoint

The Winter SmartTeach™ checkpoint is February 28, 2025.

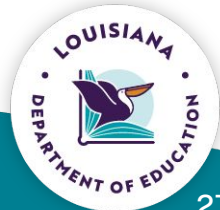
- The Department has set program expectations of completion for each checkpoint: Networks should monitor completion rates at the site and classroom levels.
- This assessment is mandated through program assurances and included within *Bulletin 140*:

Sites ensure all required information for classrooms containing children from birth to five years is entered in the GOLD® online system. Additionally, all child assessment results for publicly-funded infants, toddlers, and pre-K children must be entered and checkpoints finalized by October 31, February 28, and May 31.

Fall 2024 (October 31)	Winter 2025 (February 28)	Spring 2025 (May 31)
80%	85%	90%

Upcoming Events and Deadlines

Please contact ECAssessment@la.gov with questions.



Monthly Provider Update Webinar

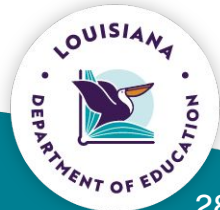
CNLAs are encouraged to attend the monthly webinars for early childhood providers. These webinars include important updates and reminders for all provider types.

Providers can access the next provider webinar using the information below:

- **Webinar Date/Time:** Thursday, March 6, 2025 at 1 p.m.
- **Webinar Link:** <https://ldoe.zoom.us/j/91532982014>
- **Phone Number:** 1 470 250 9358
- **Meeting ID:** 915 3298 2014
- **Passcode:** 519100

Upcoming Events and Deadlines

Please contact earlychildhood@la.gov with questions.



Monthly Office Hours for New Directors

CNLAs are asked to share this information with new child care directors–

The LDOE team conducts webinars on various topics related to early childhood quality and improving child care sites' administrative and operational functions. Through engaging sessions and monthly guest speakers, the office hours are designed to support directors seeking training, to facilitate effective ECE leadership development.

This month's topic is "The School Readiness Tax Credits." Participants will learn the types of credits and the benefits.

Attendees can access the webinar using the information below:

- **Date:** February 28 at 12:00 p.m.
- **Webinar Link:** <https://ldoe.zoom.us/j/93015014527>
- **Phone Number:** 1-346-248-7799
- **Meeting ID:** 930 1501 4527
- **Passcode:** 012444

Upcoming Events and Deadlines

Please contact earlychildhood@la.gov with questions.



Events and Deadlines

February 28:

Teaching Strategies GOLD® Winter Checkpoint

February 28:

February 1 Child Count due via the [FTP site](#)

February 28:

[New Director Office Hours](#)

February 28:

[Early Childhood Coordinated Enrollment Survey](#) due

March 6:

[Monthly Provider Webinar](#)

March 10:

LA4/NSECD/CCAP B-3 Attendance Due

Please contact earlychildhood@la.gov with questions.



Questions





Thank You!

The Early Childhood Strategy Leadership Team

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