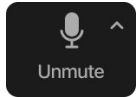


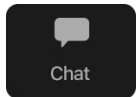
Zoom Meeting Preparation



- 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.

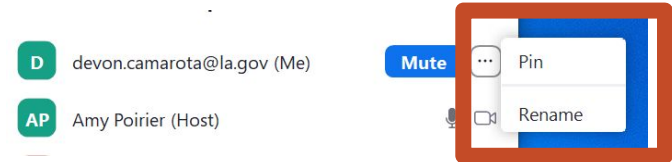
If you require an interpreter or have other accessibility needs for future LDOE meetings, please contact LDOEcommunications@la.gov.



Zoom Meeting Protocol

Participant Naming Conventions

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

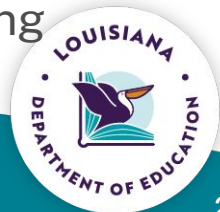


Questions

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 email.

Notice of AI Recording on Zoom

Please be advised that 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



January 14, 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: SmartTeach™ Winter Checkpoint and OSEP Monitoring
- Review reminders about upcoming deadlines



Agenda

- I. Early Childhood Community Network Updates
- II. Featured Topic: SmartTeach™ Winter Checkpoint and OSEP Monitoring
- III. Early Childhood Reminders
- IV. Upcoming Events and Deadlines



Early Childhood Updates



October 1 Child Count Audit

The Department is in the process of completing the October 1 Child Count Audit. Upon completion, audit results will be provided via the [FTP site](#).



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 to the LDOE by February 28 via the the process below.

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



Periodic Expense Reports in eGMS

Periodic Expense Reports (PERs) are open at the end of each quarter. CNLAs should ensure that internal team members responsible for interacting with eGMS are aware of and responsive to these dates.

- December 31 - PER due by January 15
- March 31 - PER due by April 15
- June 30 - PER due by July 15
- September 30 - PER due by October 15

PERs require all documentation to support the reimbursements submitted in that period. Even if no purchases were made, the PER is still required.



Spring 2025 CLASS® Observations

The [EC CLASS® Portal](#) is updated for Spring 2025. CNLAs are required to:

- update classroom information for all sites that were open on Oct. 1, 2024, including adding new opened classrooms;
- ensure informational metrics are correct as of Feb. 1, 2025 for each classroom's spring portal setup; and
- schedule all spring observations by Feb. 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 Education Fund

All CNLAs that submitted applications for the ECE Fund **must** submit their documentation of raised funds by 5 p.m. on January 30, 2025 to earlychildhood@la.gov.

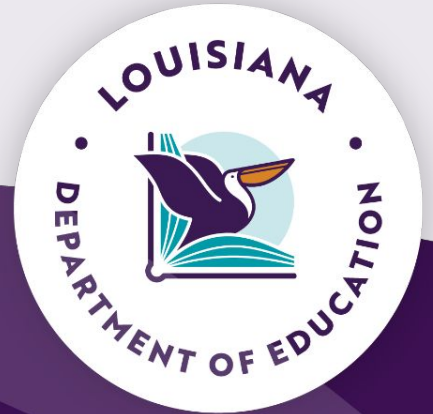
The Department will review submitted documents, and follow up with CNLAs for clarification as needed.

The Department will reach out to CNLAs with next steps for the ECE Fund in early Spring.



Featured Topic

SmartTeach™ Winter Checkpoint and OSEP Monitoring



SmartTeach™ Winter Checkpoint

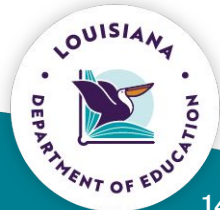
The Winter SmartTeach™ checkpoint is February 28, 2025. The Department has set program expectations of completion for each checkpoint. Networks should monitor completion rates at the site and classroom levels. This assessment is mandated through program assurances and included within *Bulletin 140*:

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%

Featured Topic

Please contact ECAssessment@la.gov with questions.



SmartTeach™ OSEP Monitoring

Program OSEP administrators should monitor sites, classrooms, and users to ensure checkpoint completion.

For each checkpoint, OSEP Administrators should:

- ensure that all children have an entry date reported;
- ensure that all current students that have an IEP are marked “yes” as having an IEP. OSEP administrators are encouraged to cross-check eSER each month for children with new IEPs to ensure data for all children is accurately reported;
- ensure that all children with an IEP have objectives 1c1, 1c2, 1c3, and 1c4. When the child’s profile is marked “yes” for IEP, the system adds these objectives to the child’s report that are mandatory for OSEP reporting purposes. These objectives cannot be finalized unless the objectives are leveled.

Featured Topic

Please contact ECAssessment@la.gov with questions.



SmartTeach™ OSEP Monitoring

For each checkpoint, OSEP Administrators should ensure that children with an IEP:

- do not have any objectives leveled with “Not Observed.” “Not Observed” is a null value. These children must be leveled as “Not Yet” or leveled accordingly; and
- are being reported to OSEP must have at least two completed checkpoints by the end of the academic year, or they will not be in the OSEP Mandatory Report.

Featured Topic

Please contact ECAssessment@la.gov with questions.



Early Childhood Reminders



2025-2026 Super App

EC Strategy Information

As part of Super App, LEAs are required to provide the following information:

- Strategies the LEA will use to maximize access for birth through three-year-old children within the community network
- Steps the LEA will take to identify early and accurately children ages three to five who have disabilities?
- The screener the LEA uses to screen children ages three to five (if applicable).
- How the LEA will work with the Early Childhood Lead Agency and community partners to screen children ages birth through two for disabilities.



2025-2026 Super App

The ECCE Team utilizes Super App for the following purposes:

- To obtain information from LEAs about EC strategies
- For Coordinated Funding Request (CFR) submission from those Early Childhood Community Networks that are also LEAs*
- For Network Blueprint submissions from those Early Childhood Community Networks that are also LEAs*

**Networks who are not LEAs are required to submit these items via email to earlychildhood@la.gov.*



2025-2026 Super App

Coordinated Funding Request

Each Early Childhood Community Network Lead Agency is required to submit to the Department a Coordinated Funding Request (CFR) annually. The CFR provides CNLAs an opportunity to request funding for LA4, NSECD, and CCAP B-3 seats.

- CNLAs are required to provide opportunities for each publicly-funded program in the network to participate in the development of, and comment on, the proposed CFR.
- CNLAs shall partner with publicly-funded provided so they may provide input and share their interest in LA4, NSECD, and/or CCAP B-3 seats.



2025-2026 Super App

Early Childhood Community/Ready Start Network Blueprint

As part of Super App, LEAs are required to upload a copy of the network's [blueprint](#) with an analysis of current state, including

- Updated data points used to facilitate network decision-making
- Vision statement
- Mission statement
- Goals, with accompanying strategies, resources, and performance outcomes

A network blueprint analysis provides support in making informed decisions about the local early care and education landscape by recognizing progress made, sharing feedback with stakeholders, and identifying opportunities for growth.

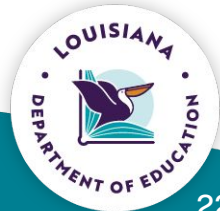




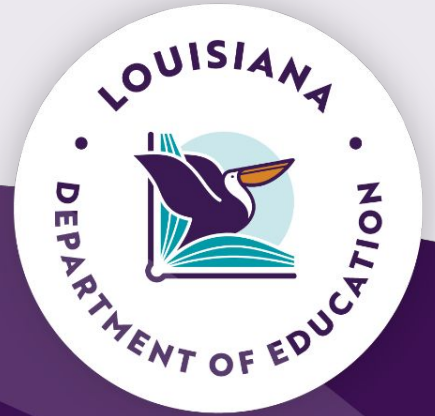
2025-2026 Super App

Questions?

Email earlychildhood@la.gov



Upcoming Events and Deadlines



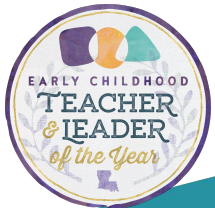
Early Childhood Teacher and Leader of the Year Award Program

The Louisiana Department of Education, in partnership with [Dream Teachers](#), recognizes and celebrates some of the state's most exceptional educators through the Early Childhood Teacher and Leader of the Year programs:

- These programs provide an opportunity to acknowledge those teachers and leaders who are making exceptional gains with Louisiana's youngest learners.

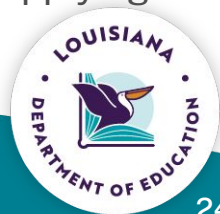
The [application portal](#) for the Early Childhood Teacher and Leader of the Year Award Program for the 2026 award year has opened and will close **tomorrow, January 15, 2025**:

- Please review the [Awards Programs](#) page for more information.
- All Teachers and Leaders from Type III, CCAP-certified FCCs, and Early Head Start/Head Start programs are invited to apply.
 - Even if you were not nominated for this award program, you are invited to apply!
 - Past finalists are invited to re-apply. Only overall honorees are excluded from re-applying.



Reminders & Updates

Please contact shallan.jones@la.gov with questions.



2025-2026 Coordinated Enrollment Plan Submission

November marked the start of the Coordinated Enrollment Plan planning and submission window.

The [2025-2026 Coordinated Enrollment Jotform](#) opened on December 10. Coordinated Enrollment Plans are due via Jotform on or before **January 27, 2025**. As the deadline for Coordinated Enrollment approaches, Community Network Lead Agencies (CNLAs) are reminded that:

- Community Network Lead Agencies (CNLAs) began the process of completing their Coordinated Enrollment Plan for the 2025-2026 academic year in December 2024.
- Networks should work with program partners (providers, community stakeholders, and families) to complete the Coordinated Enrollment Plan in full, so that the LDOE may understand and evaluate the effectiveness of child enrollment across Louisiana and ensure all program partners provide signatures.
- The 2025-2026 Coordinated Enrollment Plan Template was emailed to all CNLAs on November 14 via DOE Early Childhood earlychildhood@la.gov. The template was provided as a planning document.

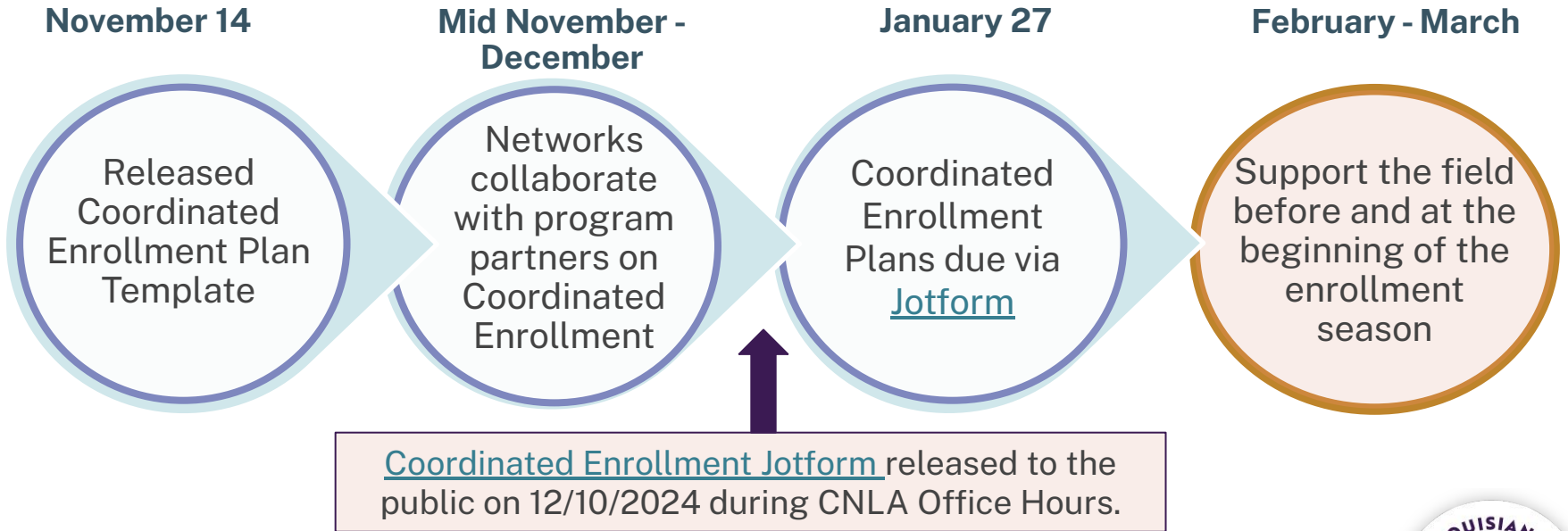
Coordinated Enrollment

Please contact jenny.moran2@la.gov with questions.



Coordinated Enrollment Timeline

Coordinated Enrollment Plans Due: January 27, 2025 via [Jotform](#)



Coordinated Enrollment

Please contact jenny.moran2@la.gov with questions.



Monthly Provider Update Webinar

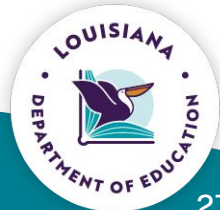
CNLAs are encouraged to attend the monthly webinars for early childhood providers. These webinars will include important updates and reminders for all provider types.

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

Date:	February 6 at 1 p.m.
Webinar Link:	https://ldoe.zoom.us/j/91532982014?
Phone Number:	1-312-626-6799
Meeting ID:	915 3298 2014
Passcode:	519100

Upcoming Events

Please contact earlychildhood@la.gov with questions.



Monthly Office Hours for New Directors

CNLAs are asked to share this information with new directors. The LDOE team holds New Director webinars that focus on topics related to early childhood quality or operations while also helping to expand new directors' network of peers.

This month's topic is "Active Supervision." Participants will gain an understanding of best practices related to the safety and well-being of children in group care while fostering a positive and engaging learning environment.

Attendees can access the webinar using the information below:

Date:	January 31, 2025 at 12:00 p.m.
Webinar Link:	https://ldoe.zoom.us/j/93015014527?pwd=WfJgicO9gVqJFtYDs3lI9traYaMqv3.1
Phone Number:	1-346-248-7799
Meeting ID:	930 1501 4527
Passcode:	012444

Upcoming Events

Please contact tella.henderson@la.gov with questions.



Events and Deadlines

January 15: Early Childhood Teacher and Leader of the Year [application](#) due

January 23: 2025-2026 Super App Due

January 27: Coordinated Enrollment Plans due via [JotForm](#)

February 1: Deadline to schedule spring CLASS® observations in the [EC CLASS® Portal](#)

February 6: [Monthly Provider Webinar](#)

February 10: LA4/NSECD/CCAP B-3 attendance due

February 28: Teaching Strategies GOLD® Winter Checkpoint Due

February 28: February 1 Child Count due via the [FTP site](#)



Please contact earlychildhood@la.gov with questions.



Questions





Thank You!

The Early Childhood Strategy Leadership Team

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