

Zoom Meeting Protocol

Participant Naming Conventions

Please change your Zoom name to reflect your actual name and the Community Network you represent. Hover your mouse over your name in the participants list, then click the ellipsis (three dots) and select "Rename."

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



October 14, 2025

Agenda



Agenda

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.

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



Early Childhood Community Network Updates



Community Network Lead Agency Office Hours Schedule Update

- The LDOE will not host CNLA Office Hours on November 11, 2025, in observance of Veterans Day.
- CNLA Office Hours will resume on December 9, 2025.



2024-2025 Performance Profiles

Performance Profiles for the 2024-2025 academic year will be released in alignment with K-12 school performance scores.

- The release is anticipated for November 2025.
- Preliminary results from last year can be calculated using the [Performance Rating calculator](#) and the Community Network calculator roster from the EC CLASS® portal.

Early Childhood Community Network Updates

Please contact robert.jones4@la.gov with questions.



CLASS®-Only Evaluators and LEADS

Completing evaluator training and passing an annual assessment is required for all evaluators and designated observers prior to conducting LEADS evaluations each year:

- This training has been specifically designed to provide information on the process of evaluation for evaluators who will only observe and score lessons with the CLASS® rubric.
- As a reminder, all other evaluation components, as stated in policy, including PGP/coaching plans, self-assessments, and student learning targets (SLTs) must still be followed.

The training and assessment module is housed in the LDOE Professional Learning Platform. To access, individuals must have an EdLink Security account and “Learner” permissions.

Early Childhood Community Network Updates

Please contact LEADS@la.gov with questions.



2025-2026 AAR: Louisiana Educator Evaluation Training and Certification

This training is designed for individuals who evaluate teachers and other educators:

- It will cover the core components of the LEADS educator evaluation process.
- CLASS®-only evaluators can use this online training.

To access the training and assessment, log into EdLink Security:

- Select LDOE Professional Learning Platform
- “I am Here to Learn” and
- “Join Course”

The course code is **448436U7**.

Early Childhood Community Network Updates

Please contact LEADS@la.gov with questions.



Featured Topic



Teaching Strategies SmartTeach™ Checkpoint Completion



SmartTeach™ Checkpoint Completion

The Fall Teaching Strategies SmartTeach™ checkpoint is October 31, 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 SmartTeach™ 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 2025 (October 31)	Winter 2026 (February 28)	Spring 2026 (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 children who have an IEP are marked “yes” as having an IEP
 - OSEP administrators are encouraged to cross-check SER each month for children with new IEPs to ensure data for all children is accurately reported
- Ensure that all children with an IEP have the 4 extra objectives
 - These objectives include 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, and they are mandatory for OSEP reporting purposes.
 - These objectives cannot be finalized unless they are leveled.

Featured Topic

Please contact ECAssessment@la.gov with questions.



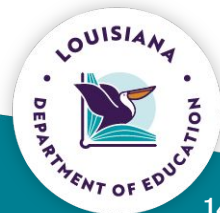
SmartTeach™ OSEP Monitoring

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

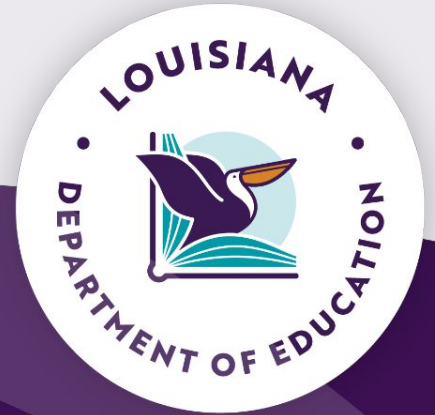
- Do not have any objectives leveled with “Not Observed”
 - “Not Observed” is a null value
 - These children must be leveled as “Not Yet” or leveled accordingly and
- Are being reported to OSEP and must have at least two completed checkpoints by the end of the academic year or they will not be in the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

Featured Topic

Please contact ECAssessment@la.gov with questions.



Early Childhood Reminders



The 2027 Early Childhood Teacher and Leader of the Year Nominations Portal is Now Open!

The search is now on for next year's Early Childhood Teacher and Leader of the Year honorees:

- Part of the selection process includes recommendations from teachers, directors, district employees, parents, colleagues, and community members. If you know an outstanding early childhood teacher or leader who works in a Type III early learning center or a Family Child Care, please submit a nomination and/or self-nominations.
- **CNLAs are encouraged to submit parish-level nominations.**

The [nominations portal](#) is open through **October 17, 2025**. Multiple nominations are accepted as well as self-nominations. At the end of the nominations process, the LDOE will review nominees and the nominees will be encouraged to apply for the award.

To learn more about the current and previous Early Childhood Teacher and Leader of the Year honorees, visit the [Awards Resources](#) library.



Early Childhood Reminders

For more information, please contact earlychildhood@la.gov.



Child Count Reminders

October 1: Child Count Snapshot Day

October 31: [Child Count Portal](#) closes at 11:59 p.m. After this date, networks will no longer be able to access the Child Count Portal.

If a site needs to be added or removed from the Child Count Portal, e-mail alicia.franklin@la.gov.

CNLAs are encouraged to download a copy of their submissions prior to the system closing on October 31, 2025.



Early Childhood Reminders

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



Infant/Toddler 2nd Edition Trainings

All available 2025-2026 Louisiana training dates for the 2nd Edition Infant-Toddler Observer Certification Training hosted by the Department and Teachstone will be on the [Louisiana-specific training website](#).

- These trainings are the only training dates that CNLAs can register for using the registration code that was distributed on September 5, 2025.
- Please register your observers as soon as possible to ensure your observer is able to attend their desired training dates and does not miss out on this free training opportunity.
- If your network will not use all the seats that were allotted, please let us know via e-mail, as soon as possible, so those seats may be reallocated to another network.

Early Childhood Reminders

Please contact sonia.fields-gutierrez@la.gov with questions.



Third-Party Observation Appeals

To ensure [appeals](#) are submitted within the semester in which the observation occurred, the following timeline will be implemented:

- **Fall Appeals** must be submitted between August 1 and 11:59 p.m. on January 15 of the academic year in which the observation occurred.
- **Spring Appeals** must be submitted between January 1 and 11:59 p.m. on June 15 of the academic year in which the observation occurred.
 - CNLAs are strongly encouraged to submit appeals within 30 days of the contested observation to allow for a thorough review of the appeal.

Please review the [Early Childhood CLASS® Observation Error Correction and Appeal Guidelines](#) to assist in determining whether an observation should be appealed.

Early Childhood Reminders

Please contact EarlyChildhoodAppeals@la.gov with questions.



CNLA Office Hours: Network Spotlight

We want to hear from you! The Office of Early Childhood Care and Education invites Community Network Lead Agencies to participate in a “Network Spotlight” during Monthly CNLA Office Hours Webinars.

- This is an opportunity to share your work around [quality processes](#) within early childhood key endeavors. Present your innovative projects, data-driven insights, and best practices to colleagues statewide.
- To present during the December 9 CNLA Office Hours or future CNLA Office Hours, please submit a request to jenny.moran2@la.gov. Include a two-to three-slide presentation highlighting your work and the quality process that this work aligns with. Presentations are limited to 10 minutes.

We look forward to your submissions and continued collaboration!

Early Childhood Reminders

Please contact earlychildhood@la.gov with questions.



Upcoming Events and Deadlines



Fall CNLA Collaborations

Save the date for Fall CNLA Collaborative!

During this collaboration CNLAs will check-in on work focusing on the 3 quality processes as well as:

- Deepen learning and streamline processes related to Coordinated Enrollment and Developmental Screening (keep those S.M.A.R.T. Goals handy!)
- Collaborate with CCR&Rs
- Receive information and updates relevant to the all-important work of the CNLA

Date: Tuesday, October 28

Place: Claiborne Building, Thomas Jefferson Room

Time: 10:00 a.m. to 2:00 p.m.



Upcoming Events and Deadlines

Please contact earlychildhood@la.gov with questions.



2026 Teacher Leader Summit



- **Save the Date:** The 2026 Teacher Leader Summit will be held May 26-28 at the New Orleans Ernest N. Morial Convention Center.
 - Early bird registration opens **February 16, 2026.**
- Teacher Leader Summit is an annual professional learning conference that brings together Louisiana birth to grade 12 educators and content experts. Educators participating in the event will share their knowledge, learn new skills, and prepare for the 2026-2027 academic year.
- The “call for presentations” opens October 15 and closes December 5. Educators interested in presenting should attend the [webinar](#) on October 15 at 1 p.m. or 4:00 p.m. Submission guidelines will be available on the [website](#) soon.

Upcoming Events and Deadlines

Please contact ldoeevents@la.gov with questions.



Monthly Office Hours for New 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 "Developmental Screening, Referral, and Supports for Young Children with Disabilities." Participants will learn about developmental screening and the benefits of identifying young children with disabilities early and accurately. Participants will also be provided guidance on implementing developmental screenings, coordinating identification, and communicating with families.

Attendees can access the webinar using the information below:

- **Webinar Date/Time:** Friday, October 31, 2025 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.



Monthly Provider Update Webinar

CNLAs are encouraged to attend the Department's 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, November 6, 2025 at 1 p.m.
- **Webinar Link:** <https://ldoe.zoom.us/j/93597745872>
- **Phone Number:** 1 470 250 9358
- **Meeting ID:** 935 9774 5872
- **Passcode:** 641464

Upcoming Events and Deadlines

Please contact earlychildhood@la.gov with questions.



Monthly Young Children with Disabilities Community of Practice

The early childhood strategy team conducts a monthly Community of Practice on various topics related to young children with disabilities. This month's session will focus on CLASS® observations for classrooms with Young Children with Disabilities.

Attendees can access the webinar using the information below:

- **Webinar Date/Time:** Tuesday, October 28, 2025 at 3 p.m.
- **Webinar Link:** <https://ldoe.zoom.us/j/91561982271>
- **Phone Number:** 1-312-626-6799
- **Meeting ID:** 915 6198 2271
- **Passcode:** 787411

Upcoming Events and Deadlines

Please contact Caitlyn.Robinson@la.gov with questions.



Monthly CNLA Office Hours Webinar

CNLAs are encouraged to attend the monthly CNLA Office Hour webinars. These webinars include important updates and reminders for Community Network Lead Agencies.

Attendees can access the next CNLA Office Hours webinar using the information below:

- **Webinar Date/Time:** Tuesday, December 9, 2025 at 3 p.m.
- **Webinar Link:** <https://ldoe.zoom.us/j/97220084131>
- **Phone Number:** 1 312 626 6799
- **Meeting ID:** 972 2008 4131
- **Passcode:** 051391

Upcoming Events and Deadlines

Please contact earlychildhood@la.gov with questions.





Events and Deadlines

October 15: [Teacher Leader Summit Presenter Information Webinar](#) at 1 or 4 p.m.

October 17: 2027 Early Childhood Teacher and Leader of the Year [nominations portal](#) closes at 11:59 p.m.

October 28: [Young Children with Disabilities Community of Practice Webinar](#)

October 31: [New Director Office Hours](#)

October 31: [Child Count Portal](#) Closes at 11:59 p.m.

October 31: SmartTeach™ Fall Checkpoint Completion

November 6: [Monthly Provider Webinar](#)

November 10: LA 4/NSECD/ECE Fund attendance due

December 9: [CNLA Office Hours Webinar](#)

Please contact earlychildhood@la.gov with questions.



Questions?

