NOEEN | NEW ORLEANS EARLY EDUCATION NETWORK

MEMORANDUM

To: NOEEN Steering Committee

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

Date: November 11, 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 sites within their network.
    - There are 169 sites to be observed within the network.
    - The CLASS team has conducted 422 of 649 required observations. These observations must be complete, with all scores to the Louisiana Department of Education (LDOE) by December 15, 2025. The projected completion date for Fall 2025 observations is currently December 8, 2025.
    - The CLASS team has implemented the following strategies to support observations since October 15, 2025:
        - Held monthly in-person office hours for observers to get real-time support from the NOEEN team.
        - Facilitated three observer community of practice sessions to support reliability:
            - CLASS 2E Pre-K-3rd COP (focus on Concept Development)
            - Effective Notetaking and Debriefing Feedback COP
            - CLASS Infant COP (focus on Facilitation of Learning and Development)
        - Hired and onboarded one observer to support network capacity; completed calibration exercise and double-coding with observer as required by LDOE.

- Reviewed feedback and reports from double-coded observations and calibrations and held meetings between observers and the Manager of Program Observations and Accountability to identify opportunities for support to promote reliability.
- Processed 1 of 1 local observation appeals received.
- Completed an update of the EC Portal based on October 1 CLASSroom data confirmation to support accuracy of data.

- *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 Fall 2025 SmartTeach checkpoint was held on October 31st.
  - The network-level benchmark for "satisfactory" site-level checkpoint completion is 80%.
    - Over 82% of sites with publicly-funded children met this benchmark, comparable to 82% in Fall of 2024.
    - Over 70% of sites completed the checkpoint with 100% completion, up from 64% in Fall of 2024.
    - Roughly 9% of sites did not participate in the checkpoint, up from 7% in Fall of 2024.
  - The NOEEN team has implemented the following strategies to support the completion of SmartTeach assessments since October 15, 2025:
    - Sent individualized notices to providers with reminders of the upcoming checkpoint, including recommended checkpoint progress.
    - 41 of 41 requested SmartTeach transfers were completed to support accurate site rosters in the platform.

- *Child Count:*
  - In accordance with Bulletin 140, all NOEEN providers must submit a count of all children enrolled by age, funding source, and demographics (racial background, housing status, etc.) on October 1 and February 1 every year.
  - On October 31st, NOEEN submitted this completed report to the LDOE as required.