

# LDOE Weekly Newsletter



January 12, 2016

## Superintendent's Message

Dear Colleagues,

Perhaps the most important and fundamental factor in school quality is the academic leadership of the school and the central office that supports the school. We must elevate the importance of school and district leaders as academic leaders in everything we do.

This is why the state's framework for evaluation of educators empowers principals to [set firm goals](#) for school improvement while [trusting principals](#) to evaluate the teachers in their charge. While principals are squarely responsible for gains in student achievement, they are given latitude to use multiple measures in arriving at conclusions as to teacher effectiveness, rather than relying on a computer in Baton Rouge or a rote formula determined by the state. You can find more information on how principals arrive at performance ratings for themselves and their teachers [here](#).

Of course, strong leadership and management must be informed with good information. Over the course of the next month, you and your principals will receive four detailed reports on school performance that should inform planning for next school year:

- Superintendent's reports, internal reports to be released Wednesday, will detail the achievements of schools, educators, and students.
- Principal's reports, internal reports to be released the week of January 25, will detail the achievement of educators and students in every individual school in the state.
- The Compass Annual Report, to be released publicly in February, will report on principals' expectations for teaching excellence.
- The Educator Workforce Report, an internal report to be released [through network teams in early March](#), will provide superintendents a detailed overview of decisions they are charged with making regarding the educators and education leaders in their districts.

This is the time of year when we start to turn our attention toward next year and laying the groundwork for improvement. The decisions involved are among the most important the education leaders in our state will make, and we must trust them to do so. At the same time, plans for next year and for all years should be informed by past results. We must make all relevant information available to leaders at all levels, and leaders should use that information methodically and thoughtfully. That's a timeless approach proven to work. I'm looking forward to moving ahead.

As always, thank you for all you do for our children,

**John**

John White  
Louisiana Department of Education

Twitter @LouisianaSupe

## In This Issue:

[Superintendent's Message](#)

[Update on Potential River Flooding](#)

[District Support](#)

[Assessment and Accountability](#)

[High School Opportunities](#)

[Data](#)

[Policy](#)

[Student Programs](#)

[Education in the News](#)



CLICK HERE TO VIEW  
THE MOST CURRENT  
LEA CALENDAR EVENTS

To view the current District Support Calendar, please click [here](#).

## Update on Potential River Flooding

The Governor's Office of Homeland Security and Emergency Preparedness (GOHSEP), in coordination with other state and federal agencies, has been closely monitoring flood states of the Mississippi and Atchafalaya Rivers due to heavy rainfall amounts throughout the over the past 30 days. There is a concern about flooding along these waterways, as the rivers are expected to crest at flood stages at several locations over the next two weeks. Please remain in contact with your [parish Office of Emergency Preparedness](#) and pay close attention to local advisories. Any needs or concerns should first be communicated to local emergency response officials; however, we ask that you please keep your network leader advised of any developments so that we may assist you in any way possible.

## District Support

### Monthly District Planning Call

This district planning call for January is scheduled for **January 13 from 1:00 p.m. - 2:00 p.m.** Click [here](#) to view the

presentation.

The following district supervisors should be in attendance:

- Assessment and Accountability
- Curriculum and Instruction
- Early Childhood
- High School
- Principal and Teacher Leader

**Webinar Login Information:** (*\*No pre-registration required*)

- Meeting Name: **January District Planning Call**
- Click [here](#) to join the meeting or go to <https://louisianaschools.adobeconnect.com/dpc/>
- Enter meeting room as a guest and provide your name
- Call-In Information: (800) 832-0736; meeting room #3423625

Email [districtsupport@la.gov](mailto:districtsupport@la.gov) with questions.

## **Superintendent's Conference Call**

Superintendents are invited to participate in the Superintendents' Conference Call hosted by State Superintendent John White on **Thursday, January 14, at 10:30 a.m.** You may begin dialing into the call 15 minutes in advance.

To join the Superintendents' Conference Call on January 14, please see the webinar information below:

**Webinar Login Information** (*\*No pre-registration required*)

- Click here to join the meeting or go to <https://louisianaschools.adobeconnect.com/suptscall/>
- Dial into the Phone Bridge: **(866) 206-5917**
- When prompted, please give the Meeting ID # **1667498**
- You will need to identify yourself in order to be placed into the meeting

## **Register for the January Collaboration Events**

The January Supervisor and Teacher Leader Collaboration Events will take place in the following locations:

- Baton Rouge (1/20)
- Thibodaux (1/25)
  
- Natchitoches (1/27)
- Lafayette (1/28)

### *Supervisor Collaborations*

Registration is now open for the January Supervisor Collaboration Event. Click [here](#) for more information about this event, including a list of sessions and recommended district-level attendees. Each location has a limited number of spots, which will be filled on a first come, first served basis. Please contact your Network support team for information on how to register for

filled on a first come, first served basis. **Please contact your Network support team for information on how to register for this event.** Participants must register by **Monday, January 18.**

### *Teacher Leader Collaborations*

Registration is now open for the January Teacher Leader Collaboration Event. **Click [here](#) for more information about this event**, including a list of sessions and how to register. Each location has a limited number of spots, which will be filled on a first come, first served basis. Please encourage teachers in your district to register for this event **by Monday, January 18.**

## **Register for February/March MDC Trainings**

The Math Design Collaborative (MDC) provides quality trainings for middle and high school math teachers. Sessions are led by Louisiana educators and focus on integrating high quality tasks into the curriculum, fostering rich math conversations among students, and analyzing student work.

[Register](#) for sessions in **Bossier on February 24 and Lafayette on March 10 (new date)**. Contact [LouisianaTeacherLeaders@la.gov](mailto:LouisianaTeacherLeaders@la.gov) with questions or to find out more information. Registration is free for all participants.

## **Literacy Design Collaborative Training**

Teachers and leaders can register [here](#) for the November [Literacy Design Collaborative](#) (LDC) sessions being held in:

- West Monroe on January 20
- Lafayette on January 21
- Chalmette on January 22

These sessions support ELA, science, and social studies teachers in grades 3-12 in creating unit plans and daily instructional plans for students using resources in the [Teacher Support Toolbox](#).

Click [here](#) for participant expectations, training dates, and overview of the framework.

Contact [jill.slack@la.gov](mailto:jill.slack@la.gov) for assistance.

## **Textbooks and Instructional Materials Review**

Instructional materials play a critical role in clarifying for educators what they should teach and how. Therefore, it is imperative that textbooks and other materials fully align to state standards and are high quality, meaning they promote teaching that leads students to be college and career ready.

Districts must make decisions about what materials to adopt based on these criteria. They can adopt [materials reviewed by the state](#) or engage in a local review process. To support districts in updating their process and policy, the Department:

1. Will provide a session at the [January Supervisors Collaboration](#). **District textbook supervisors should attend and bring a copy of their local textbook policy.**
2. Has released [district guidance](#) to support districts in conducting local reviews as required by the passage of [Act 389](#) and updated [Bulletin 741, §1703](#).

## **Reminder - Updated CTTIE New Instructor Workshop Guidelines Effective January 1, 2016**

The Department has released updated [Career and Technical Trade and Industrial Education New Instructor Workshop Approval Guidelines](#) for school districts or preparation providers interested in developing proposals to offer the required workshop to career and technical education teachers. The new workshop guidelines went into effect beginning January 1, 2016. Current and

and technical education teachers. The new workshop guidelines went into effect beginning January 1, 2016. Current and prospective workshop providers must submit an application for approval based on the new expectations in order to offer workshops after January 1, 2016. *Workshops must be approved by the Department before being offered to teachers in order for attendees to be eligible for CTTIE teacher certification.*

Please contact [BelieveAndPrepare@la.gov](mailto:BelieveAndPrepare@la.gov) with any questions or for additional information regarding proposal submission.

## Assessment and Accountability

### Weekly Assessment and Technology Readiness Update

**Assessment Administration Preparation:** The [LEAP Practice eDIRECT](#) is now available with user guides for eDIRECT and INSIGHT. District test coordinators should have received individual emails to access the site and can now set up other users at the school- and district-level. NOTE: Districts are encouraged to set up staff and school test coordinators by January 14<sup>th</sup>, as all district staff and school test coordinators set up prior to January 14 will be automatically uploaded to the operational assessment site.

The [Operational eDIRECT](#) is also now available and includes manuals for LAA 1 and ELDA assessments.

**Technology Readiness:** In preparation for the spring 2016 LEAP assessments, user guides are now available in the [LEAP Practice eDIRECT](#). Installable software, including the Test Site Manager (TSM) and INSIGHT testing client will be available for download beginning Thursday, January 14 and are essential in measuring technology readiness and preparing for online testing.

**Assessment Office Hours** are available **each Thursday at 11:00 am** to answer teachers' and principals' questions regarding 2016 spring assessments through March. Test coordinators, technology coordinators, and other stakeholders can access the office hours online, post their questions, and have an answer returned to them on the call or immediately afterward.

**Office Hours Login Information:** (\*No pre-registration required)

- Click here to join the meeting or go to [/https://louisianaschools.adobeconnect.com/dtc](https://louisianaschools.adobeconnect.com/dtc)
- Enter the meeting room as a guest and provide your name.
- Select the "listen only mode" if joining the meeting via computer or smartphone or access audio via phone bridge: (800) 832-0736 / room number: 3423602

Please also contact [assessment@la.gov](mailto:assessment@la.gov) with questions.

### Superintendent Profile Reports

#### **Attention District Test Coordinators**

The Superintendent profile reports will be released Wednesday, January 13 via the FTP as a single PDF file named, "LEA Code\_LEAName\_14-15 District Report Card." This file will expire from the FTP on February 15.

These reports, formerly known as Principal Report Cards, provide districts with an in-depth look at student achievement and include performance score components and subgroup data for current and prior years. This data is for internal purposes only, and will be used by Network teams to facilitate conversations with districts on planning for 2016-2017.

Principal profile reports will be released via the FTP the week of January 25.

Please email [assessment@la.gov](mailto:assessment@la.gov) with any questions or concerns.

### **2014-2015 State Testing Scores Labels**

The 2014-2015 labels for student cumulative folders will be released on Tuesday, January 12. PDF files with individual student labels by site code will be placed in LEAs'/Charter Sites' Data Management FTPs as a single zipped subfolder with the name, "LEA Code\_LEAName\_Cumulative Folder Labels." This file will expire from the FTP on February 12, 2016.

Please provide this file to your District Test Coordinator so that all districts and charter schools download, print, and place the labels on student cumulative folders. AVERY 8163 or comparable labels should be used when printing.

Please email [assessment@la.gov](mailto:assessment@la.gov) with questions.

### **DIBELS Next Winter Administration**

Share with District Test Coordinators and Early Childhood Coordinators:

The DIBELS *Next* Winter Administration window will begin one week after students return from winter break and will remain open for 15 days. DIBELS *Next* must be administered to students in Kindergarten, first, second, and third grade. Students' DIBELS *Next* data must be entered into the [DIBELS Data System \(DDS\)](#) no later than two weeks after the administration period ends. Winter administration reporting must be completed by February 19. The complete DIBELS *Next* assessment schedule is provided in the [DIBELS Next Administration Guide](#), located in the [DIBELS Next Library](#).

Please email [assessment@la.gov](mailto:assessment@la.gov) with questions.

### **Spring 2015 PARCC Subgroup Report**

An excel file that includes district and school level summary results by gender, race/ethnicity, LEP status, etc., for the spring 2015 PARCC tests will be provided through the FTP on January 15, 2016. If you have any questions, please contact [assessment@la.gov](mailto:assessment@la.gov).

### **Distribution of Preliminary Subgroup AYP Reports**

Preliminary 2014-15 Subgroup AYP Reports were distributed via the FTP on Tuesday, January 5, 2016. The reports provide essential data elements regarding the academic progress of student subgroups toward annual measurable objectives, as well as when and how schools failed subgroup AYP. The Department will release a more complete Subgroup Component Report for schools and districts later in the spring. The [Subgroup AYP Report Fact Sheet](#) can be found in the assessment library.

Please email [assessment@la.gov](mailto:assessment@la.gov) with questions.

## **High School Opportunities**

### **Advanced Coursework and CLEP**

The College-Level Examination Program® (CLEP) helps students receive college credit for completion of advanced coursework.

District test coordinators, administrators, professional school counselors, and lead teachers are invited to participate in one of the following CLEP Webinar presentations scheduled for:

- **Thursday, January 14 from 3:00 p.m. - 4:00 p.m.**
- **Monday, January 25 from 3:00 p.m. - 4:00 p.m.**

### Webinar Login Information

- **Meeting Name:** Louisiana High School and CLEP
- Click [here](#) or go to <https://collegeboardtraining.webex.com/mw3000/mywebex/default.do?siteurl=collegeboardtraining&service=6> to register and join the meeting

For more information on CLEP opportunities, please contact [CollegeReadiness@la.gov](mailto:CollegeReadiness@la.gov).

### **Spring 2016 Individual Student Planning**

The department released a [guidance document](#) to assist professional middle and high school counselors in the annual development and review of the Individual Graduation Plan (IGP). After April 1, 2016, Louisiana Connect will no longer host IGPs. Beginning in Spring 2016 and thereafter, districts/charters must choose from a variety of platforms for hosting IGPs:

- District/charter-identified career planning system
- District/charter cumulative folder, or
- LOSFA's [Louisiana Award System](#)

This spring, professional school counselors will work with the 2018 cohort to guide the selection of a diploma pathway aligned with academic and career interests and upload the diploma pathway selection into the Student Transcript System.

The department will host two webinars to support professional school counselors with the IGP and diploma pathway selection process.

- **Thursday, January 21 - 2:00 p.m. - 2:30 p.m.**
- **Wednesday, January 27 - 2:00 p.m. - 2:30 p.m.**

#### **Webinar Login Information** (*\*no pre-registration required*)

- **Meeting Name:** Individual Graduation Plan and Diploma Pathway Selection
- To join the meeting, click [here](#) or go to <https://louisianaschools.adobeconnect.com/igp2016>
- Enter meeting room as a **guest** and provide your **name**

For further assistance, please contact [Martha.moore@la.gov](mailto:Martha.moore@la.gov).

### **Third Quarter Professional School Counselor Collaborative**

In order to support Professional School Counselors with the [Individual Graduation Planning \(IGP\)](#) process for students this spring in the selection of pathways to life after high school the Department is increasing the amount of hands-on support provided to professional middle and high school counselors. LDOE [Network Teams](#) are starting 3rd Quarter counselor collaborative sessions to provide counselors with the tools and information needed to ensure appropriate courses, and pathway selections for all students. Specific dates can be found in the [2015-2016 District Support Calendar](#).

Please email [JumpStart@la.gov](mailto:JumpStart@la.gov) with questions.

## Data

### **Files and Reports Available via FTP**

**Please provide the following file to your district's financial manager:**

**The *Economically Disadvantaged data file* for each LEA and Charter Site will be released on Tuesday, January 12.** The file will be placed in LEA's/Charter Sites' Data Management FTP as a single excel file named, "LEA Code\_LEAName\_Oct 2015 Economically Disadvantaged." This file will expire from the FTP on February 12.

**Please provide the following files to your district's District Test Coordinator (DTC):**

**The *2014-15 student cumulative folder labels* will be available via the Data Management FTP Tuesday, January 12.** The labels will be provided as a single zipped subfolder with the name, "LEA Code\_LEA Name\_Cumulative Folder Labels." These files will expire from the FTP February 12.

**The *PARCC Subgroup report* for each LEA and Charter Site will be released Friday, January 15.** The file will be placed in LEA's/Charter Sites' Data Management FTP as a single excel file named, "LEA Code\_LEAName\_Spring 2015 ELA and Math Subgroup Reports." This file will expire from the FTP on February 15.

**Please provide the following file to your Superintendent:**

**The *Superintendent profile report* will be released Wednesday, January 13.**

The file will be placed in LEA's/Charter Sites' Data Management FTP as a single PDF file named, "LEA Code\_LEAName\_14-15 District Report Card." This file will expire from the FTP on February 15.

Please email [ldedata@la.gov](mailto:ldedata@la.gov) with questions regarding the FTP.

## Policy

### **New Civics Content Policy**

Beginning with the 2016-17 school year, [Act 469](#) requires high school Civics teachers or teachers of a course which substitutes for Civics to teach a unit of study that includes civics-related subject matter that a naturalized citizen is required to demonstrate knowledge. Teachers must also administer a test based upon the civics portion of the naturalization test.

The Department has provided [guidance](#) to help districts and teachers comply with the law. This guidance is located on the [Social Studies Resources page](#).

If you have any questions, please contact [classroomsupporttoolbox@la.gov](mailto:classroomsupporttoolbox@la.gov).

## Student Programs

### **Homeless Education Webinars**

The National Center for Homeless Education (NCHE) will continue to host several webinars during the second semester in order to support local Homeless Liaisons. Every Homeless Liaison is encouraged to review the listed webinars. Upon completion of each webinar, please email your Certificate of Completion to your POC. Liaisons must send certificates within two (2) weeks upon completion of the webinar.

[Register for Homeless Webinars](#)

We appreciate your incredible work to enhance the achievement of all your students. If you have any concerns, feel free to reach out to your [Point of Contact \(POC\)](#).

**NOTE:** ALL second semester webinars are re-broadcasts from last semester and are provided in case you missed them.

## Education in the News

[Boost in child care aid for 15,000 takes effect](#)

[Student of the Year nominees](#)

### LDOE Contacts

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