

LDOE Weekly Newsletter



April 5, 2016

Superintendent's Message

Dear Colleagues,

In the academic calendar, spring is a time of celebration. We reflect on the year gone by and all that students have achieved. We honor graduates and issue awards to students whose efforts most call for commendation.

In recent years, more schools than ever before have also been participating in the Teacher of the Year and Principal of the Year processes. Each award honors those educators who have gone above and beyond and who have achieved remarkable progress with students. Perhaps most important, each award highlights the best of what the education profession aspires to be. We lift up our profession when we honor the best among us.

This year, 75 Local Education Agencies nominated 187 teachers and 83 principals for statewide awards. Committees of educators from across the state have reviewed each nominee's application. Now many months into the process, the committees have created an impressive list of [semifinalist teachers](#) and [semifinalist principals](#). I hope you'll take a minute to review the names of schools and educators on this list. What's more, I hope you'll be in Baton Rouge on July 15 for the annual Teacher and Principal of the Year Gala, hosted by [Dream Teachers](#).

But most of all, I hope that you will continue to participate vigorously in this process. The quality of the ultimate winner is important and says a great deal about education in Louisiana. Just as important, however, is the act of celebrating people in our communities who do such extraordinary work each day, whether they win or not. Nominating educators in your town and parish for a statewide award is a profound way of demonstrating appreciation for the dedication of teachers and principals. That message of gratitude is badly needed, and I thank those of you who made nominations for once again going the extra mile to participate in this collective act of celebration.

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

John

John White
Louisiana Department of Education

Twitter @LouisianaSupe

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CLICK HERE TO VIEW
THE MOST CURRENT
LEA CALENDAR EVENTS

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

District Support

Superintendent's Conference Call

Superintendents are invited to participate in the Superintendents' Conference Call hosted by State Superintendent John White on **Thursday, April 7, at 10:30 a.m.** You may begin dialing into the call 15 minutes in advance.

To join the Superintendents' Conference Call on April 7, 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) 814-8476**
- When prompted, please give the Meeting ID # **1670789**
- You will need to identify yourself in order to be placed into the meeting

Monthly District Planning Call

This district planning call for April is scheduled for **Wednesday, April 6, from 1:00 p.m.-2:00 p.m.** Click [here](#) for a copy of the

presentation.

The following district supervisors should attend:

- Curriculum and Instruction
- Assessment and Accountability
- Data
- Early Childhood
- High School
- Principal and Teacher Leader
- Special Education
- Finance

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

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

Email districtsupport@la.gov with questions.

Registration for 2016 Teacher Leader Summit

The [2016 Louisiana Teacher Leader Summit](#) will bring together more than 4,000 educators and content experts from across the state to share their knowledge, learn new skills, and prepare for the upcoming 2016-17 school year.

Over 200 sessions will cover a variety of topics such as setting goals, planning for and delivering high-quality instruction, assessing, and reflecting on results to foster student and teacher improvement.

[Registration](#) will open on Wednesday, April 6 in Coursewhere and will close on Wednesday, May 11. Each school system has been assigned a certain number of seats and an LEA-specific password. Anyone who is interested in attending the 2016 Teacher Leader Summit should contact the Teacher Leader point of contact for his or her LEA to find out the process for registering.

Please contact your district's Teacher Leader coordinator or louisianateacherleaders@la.gov with questions about the Teacher Leader Summit.

2016-2017 Academic Planning Resources Released

This spring, school systems will make specific planning decisions, as outlined in the [2016-2017 District Planning Guide](#), around academics including:

- Selecting a standards-aligned curriculum
- Choosing and reducing assessments for early childhood through grade 12
- Choosing professional development opportunities aligned to standards
- Establishing principal support structures

To support these decisions, the Department has and will release a series of tools and resources to support the transition to the new Louisiana Student Standards, curriculum, assessments, training and school leadership.

New Louisiana Student Standards:

- Standards [crosswalk documents](#) (updates coming later this month)

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Curriculum:

- [English Language Arts Guidebook 2.0](#): classroom-ready daily lessons made by teachers for teachers to ensure all students can read, understand, and express their understanding of complex, grade-level text. Click [here](#) for a full list of the units that will be released throughout the 2016-2107 school year.
- [2016-2017 Social Studies Guidance](#): provides recommendations for district next steps in selecting social studies curriculum, assessments, and professional development.

Assessments:

- [District Assessment Guide](#): guides districts to conduct an assessment audit and make strategic assessment decisions including criterion, resources, and tools for next school year.
- [K-3 Literacy Assessment Guide](#): features high-quality K-3 published reading assessments that have been piloted in Louisiana schools and field-tested to ensure validity and reliability

Training:

- [2016-2017 District Support Calendar](#): includes in-person trainings, virtual support, tools and resources, and communication streams designed to support districts and educators as they continue to raise the bar for Louisiana's students.
- [Professional Development Vendor Course Catalog \(updates coming later this month\)](#): supports districts in identifying and partnering with high-quality providers of professional development for the 2016-2017 school year

Additional resources will be released in May and June to further support academic planning for 2016-2017 and the transition to the new Louisiana Student Standards including:

- Self-led trainings on new standards
- Updated ELA guidebook
- Updated math remediation guides
- Math standards addendum, as proposed by the math subcommittee
- EAGLE updates
- Updated curriculum vendor materials and PD trainings
- Parent communication tools
- Instructional material reviews

Contact classroomsupporttoolbox@la.gov with questions.

Compass Updates and Next Steps

Attention: District Data Coordinators and Compass Contacts

The Compass tool supports teachers and principals in defining expectations for student learning and monitoring progress against those goals throughout the year.

2015-2016 Roster Verification:

Roster verification ensures that teachers are assigned to the correct courses and classroom rosters of students for the purposes of transitional student growth data. This process takes place in the CVR system in two phases to ensure enough time is available to verify records.

- **March 24-April 22, 2016: *Open for View-only***
 - During this time, users can view and check the roster data for accuracy but **cannot** make changes in the system. The CVR Help Desk will be able to assist with any issues that the LDOE must correct.

- **April 25-May 20, 2016 (4 weeks): CVR Open for Roster Verification**

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- This process is required and allows teachers and principals the ability to verify and correct records for specific courses and students. Data managers use the system to track verification completion at the district and school level.

An updated user guide for CVR and CIS is available [here](#). Email ldoecvr@la.gov with questions.

Compass End-of-Year Support:

Mark your calendars for the [Compass End-of-Year webinar](#) on **April 14, 2016, at 2:00 p.m.** Participants will receive details related to the above processes and end-of-year Compass principal and teacher evaluations.

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

- Meeting Name: **Compass Planning**
- Click [here](#) to join the meeting or go to: <https://louisianaschools.adobeconnect.com/compass/>
- Enter the meeting room as a guest and provide your name.
- Access audio via phone bridge: (800) 832-0736 / room number: 1184454
- Select the "listen only mode" if joining the meeting via computer or smartphone.

Email compass@la.gov with questions.

Updates to Local Textbook and Instructional Materials Review Policy

Revisions were made to Louisiana's textbook law during the 2015 legislative session, resulting in changes to the process for reviewing and adopting textbooks by the Department and local school systems.

To support school systems in making these changes to local policy and textbook-adoption procedures, the Department hosted training at the January Supervisor Collaborations, and has posted the [Instructional Materials Review and Adoption](#) webinar online. The Department has also released the [Guidance for Instructional Material Reviews](#) to further support school systems in selecting high-quality, aligned curricula.

Please contact louisianacurriculumreview@la.gov or Jackie.Bobbett@la.gov with any questions.

Teacher Preparation

Department Names the 2017 Teacher and Principal of the Year Semi-Finalists

The Louisiana Department of Education recognizes that great teachers and school leaders are critical to student success. Annually, the Department honors the state's most exceptional educators through the Teacher and Principal of the Year award programs. This year, 75 Local Education Agencies submitted nominations for Teacher and Principal of the Year. The Department is proud to announce this year's [Teacher and Principal of the Year semi-finalists](#).

All Teacher and Principal of the Year honorees will be celebrated at the 10th Annual Cecil J. Picard Educator Excellence Symposium and Celebration on Friday, July 15, 2016, at the Crowne Plaza Executive Center in Baton Rouge. Congratulations to these outstanding educators!

For questions regarding the Teacher and Principal of the Year programs, email ExcellentEducators@la.gov.

Assessment Preparation

Assessment Administration Update

Across the state, educators are preparing for the administration of the Spring 2016 assessments. This section will provide LEAs with a weekly update on all information related to assessment preparation.

TEST ADMINISTRATION FOR DISTRICT TEST COORDINATORS:

- **LEAP Assessments:** From April 1 to May 30, districts should complete the following:
 - **NEW** Utilize the LEAP Test Coordinator Manuals and Test Administrator Manuals available in [eDIRECT](#).
 - **NEW** Utilize the Social Studies Online Tools Training (OTT) for grades 3 through 8 now available in the INSIGHT testing platform. Students and teachers should use the OTT to become familiar with INSIGHT and the online testing tools (e.g., highlighter, magnification) prior to the field test
 - **NEW** Refer to the [Spring Assessments Resource for Teachers](#) and updated [LEAP FAQ](#).
- **EOC**
 - **April 11:** EOC registration window opens. School test coordinators should register testers in the [EOC System](#) by **April 22**.

TECHNOLOGY READINESS:

Technology coordinators should complete final preparation for computer-based testing, including the following:

- Evaluating devices for any needed updates and/or repairs
- Installing the Operational TSM
- Updating the configuration file for INSIGHT on testing devices
- Using the practice tests to test network configurations

ADDITIONAL TOOLS AND RESOURCES:

- **NEW [Parent Guide to the 2016 LEAP Tests](#):** Basic facts about the LEAP tests, and links to helpful resources to support parents' understanding of what students will experience on the tests. Please share this resource with principals, teachers, and parents
- **[Social Studies Sample Task Sets](#):** Sample task sets illustrating how content and claims will be assessed on the grades 3 through 8 field tests.
- **Office Hours:** The Louisiana Department of Education hosts weekly office hours every Thursday from 11 a.m. to 12 p.m. to answer any questions that teachers, supervisors, test coordinators, and test administrators may have regarding statewide assessments.
 - Click [here](#) to join the meeting or go to: <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 contact assessment@la.gov with any questions.

Birth To Grade 3 Assessment Decisions

Please share with District Test Coordinators and Early Childhood/K-3 ELA/Reading Supervisors.

The Department released the following information to school systems to support birth to grade 3 assessment decisions for the 2016-2017 school year.

K-3

- Beginning in the 2016-2017 school year, school systems will have the flexibility to only administer and report results of K-

3 literacy screening assessments once a year in the fall. Click [here](#) for additional guidance.

- Districts must continue to administer the Developmental Skills Checklist (DSC) to kindergarten students in the fall. For efficiency, districts may choose to administer the DSC and the one-minute literacy screener to kindergarten students in one sitting.

Early Childhood

- Early childhood sites must continue to administer the **GOLD®** assessment or an approved alternate.

The Department is asking school systems to communicate their assessment choices in the following ways:

- All districts should **complete [the K-3 literacy assessment survey](#) by April 12**, identifying the literacy screener that they will administer in 2016-2017.
- Districts that would like to administer an alternate K-3 literacy screener **must apply for a [waiver](#) by April 19**.
- Early childhood sites that would like to administer an alternate early childhood assessment (for birth to preschool) must also apply for a [waiver](#) by April 19.

Please email assessment@la.gov with questions.

Third Year EOC Assessment Cohort Rosters

In Louisiana, all high school students must take the Algebra I and English II EOC tests by their third year of high school, unless one of the following conditions is true:

- Student participates in LAA 1 testing
- Student earned Algebra I and/or English II credit at an out of state or nonpublic school
- Student will have taken Geometry or English III by May 20, 2016

To assure that all students who need to test are registered accordingly in the EOC online test administration system, the department is releasing *2016 Third Year Assessment Cohort Rosters* by April 8 via secure ftp with file name **LEA Code_LEA Name_2015-16_EOC_Third Year_Cohort Roster**. Students on this list must be registered in the EOC online system, and they should either be tested or have an accountability code applied to their record. Accountability codes are available within the EOC system.

Please email assessment@la.gov with questions.

High School Opportunities

Jobs for America's Graduates-Louisiana (JAG-LA) Intent to Continue Grant

The Jobs for America's Graduates (JAG-LA) 2016-2017 Intent to Continue Grant Application was emailed to the JAG-LA Supervisors on Tuesday, March 15, 2016. Applications are due to the Office of Student Opportunities by Friday, April 29, 2016. Grant continuation will be contingent on 2015-2016 JAG-LA Grant requirements being met.

If you have any questions, please contact Dianna Keller at dianna.keller@la.gov.

Student Planning Guidebook Webinar Series

The High School Student Planning Guidebook is a series of short documents showing administrators, counselors, and teachers how to use key policies, programs, and resources to help both students and schools achieve their goals.

Weekly Guidebook webinars will be held from 3:00 p.m. - 4:00 p.m. on the dates outlined below:

April 21, 2016: Guide Overview & **PLANNING FOR STRUGGLING STUDENTS**

April 28, 2016: Guide Overview & **9th AND 10th GRADE STUDENTS/NEW JUMP START OPPORTUNITIES**

May 5, 2016: Guide Overview & **DEVELOPING ADVANCED AND BASIC COLLEGE AND WORKPLACE SKILLS**

May 12, 2016: Guide Overview & **COUNSELING, SUPPORTS, REWARDS, JUMP START WEB PORTAL, ALTERNATE JUMP START PATHWAYS**

Webinar information below: (*No pre-registration required)

- Click <https://louisianachalkedshconnect.com/studentplanningguide/>

- Click <https://louisianaschools.adobeconnect.com/studentplanningguide/>
- Enter meeting room as a **guest** and provide your **name**
- Audio access: **(800) 832-0736** / room number: **2834406**

For additional information, please contact CollegeReadiness@la.gov.

2016 Jump Start Super Summer Institute

The 2016 Jump Start Super Summer Institute (SSI) is July 18 - 22, 2016 at South Louisiana Community College in Lafayette, LA. The Institute, co-hosted by the Louisiana Department of Education, South Louisiana Community College, and the Louisiana Community and Technical College System, will provide teacher certification training for Industry-Based Certifications aligned with [Jump Start Statewide Pathways](#) and the [Louisiana Industry-Based Certification \(IBC\) State Focus List](#).

Registration is open and will close April 19, 2016. Registration REQUIRES use of a Purchase Order #, which should be provided to instructors by the Career and Technical Education Supervisor. To register, click [here](#). For a list of Lafayette Jump Start SSI discounted hotels, click [here](#).

The Department will pay training costs and provide lunch for secondary instructors attending SSI. Districts/Charters are responsible for all travel expenses and a nominal registration fee (\$150.00 / instructor) for which Career Development Funds (CDF) or 2015-2016 Carl Perkins funds may be used. Each district / charter will be invoiced for total registration fees due and will submit payment no later than June 17, 2016 to the following address:

Louisiana Department of Education
Appropriation Control
ATTN: Michelle S. Hill
P. O. Box 94064
Baton Rouge, LA 70804-9064

Instructional resources (books, etc.) will be mailed to CTE supervisors, by June 15, 2016, for distribution to registered instructors. Please direct all questions about Super Summer Institute to JumpStart@la.gov.

2016 Advanced Placement® Exam Administration

AP Exams start the week of May 2. The complete exam schedule can be found [here](#). April 8 is the deadline to order pre-administration materials. All orders placed after April 8 will incur a \$55 late fee. Please visit and review your school's online AP coordinator account to ensure that your orders have been properly placed and processed [here](#).

As an additional resource, please take a moment to review the [AP Coordinator Planning Calendar](#) for important dates and deadlines.

For more information contact the College Board at 877-274-6474 or email apexams@info.collegeboard.org.

The cohort graduation index recognizes a score of 3 or higher on at least one AP[®] exam as one of the highest levels of achievement earned by a cohort graduate. Each student with at least one AP[®] score of 3 or higher will earn the maximum 150 points toward the graduation index. Students who take an AP course and associated exam and earn a 1 or 2 on an AP[®] exam will receive 110 points toward the graduation index.

Data

Monthly Data Coordinator Webinar

The Department will hold its monthly webinar for LEA managers of SPS, SPC, CUR, SIS, PEP, STS, SER, and AFR on **Thursday, April 7, at 2:00 p.m.** Topics will include upcoming deadlines, updates, enhancements, and best practices.

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

- Meeting Name: **System Data Coordinator Webinar**
- Click [here](#) or go to <https://louisianaschools.adobeconnect.com/dcw/>
- Enter the meeting room as a guest and provide your name.
- *Select the "listen only mode."*

The presentation will be posted on the INSIGHT Coordinator's Portal under [Monthly DC Webinars](#) by Wednesday, April 6.

Please email systemsupport@la.gov with questions.

Assessment History Warehouse Updated

LEAs can now access complete student test histories for ASA, EOC, GEE, iLEAP, ITBS, ITED, LAA 1, LAA 2, LEAP, and PARCC tests via the [LEADS Inquiry System \(LIQ\)](#). Within the system, users should click *Search* (top, right of screen), then *Assessments* and then search by a specific student to pull up their testing history.

Test histories for ELDA assessments will be added to the warehouse by the end of the week.

Please contact assessment@la.gov with any questions.

Third-Year EOC Roster File Released

The Department will provide the data file *2016 Third Year Assessment Cohort Rosters* for each LEA and charter site via Data Management FTP by April 8. Files named **LEA Code_LEA Name_2015-16_EOC_Third Year_Cohort Roster** will be available on the FTP through May 8, 2016.

For FTP issues, contact SystemSupport@la.gov. For questions about the files, contact Assessment@la.gov.

Policy

Survey on Pending Legislation About Automated External Defibrillators

House Bill 123, which has been introduced by Representative Vincent Pierre, would require all high schools to have an

Automated External Defibrillator (AED) on the school premises. Representative Pierre has requested a survey local school districts to determine which high schools already have an AED. Please complete this brief [survey](#) by **Monday, April 11**. Thank you for your assistance.

Other

33rd Annual Louisiana Governor's Conference on Juvenile Justice

Each year the Juvenile Justice and Delinquency Prevention Advisory Board hosts a conference that delivers information regarding the current state juvenile justice and delinquency prevention in Louisiana. National and state experts will once again present powerful and timely messages about the current state of the system and offering innovative solutions to problems facing our juvenile justice professionals. The 33rd Annual Louisiana Governor's Conference on Juvenile Justice will be held in Baton Rouge from April 27 through April 29, 2016. Registration fee is only \$75. Please click [here](#) to register and get additional information about the conference.

2016 Inclusive Art Show Contest

To increase awareness of the importance of inclusion in today's society, the Governor's Office of Disability Affairs (GODA) encourages citizens of Louisiana to participate in the Inclusive Art Show Competition. GODA will accept entries that illustrate or describe impression related to this year's contest theme: "Inclusion Matters: A Better World For All." Award Medals and special recognition from Governor John Bel Edwards will be presented to the winners. All entries must be received by May 17, 2016. Please contact Jamar Ennis at (225) 219-9866 or email jamar.ennis@la.gov for more information. The contest form is attached [here](#).

LDOE Contacts

[John White](#)

State Superintendent of Education

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