

# LDOE Weekly Newsletter



August 23, 2016

## Superintendent's Message

Dear Colleagues,

As waters recede, our recovery continues. In some places, it will be a long road ahead. Each school, each school system, and each community will have different needs on varying timelines. But the recovery process impacts and involves all of us. Below, please find detailed guidance on particular issues related to the recovery and state support.

- The Department has issued [a memorandum](#) outlining particular policies and systems that will be modified during this time in order to allow school systems to accept displaced students and to restore full operations. The [document](#) will be updated regularly, as policies will be modified according to changing needs. The latest version can be accessed at [www.LouisianaBelieves.com](http://www.LouisianaBelieves.com) under "Hot Topics" with the most recent date of publication.
- In impacted areas, [FEMA](#) is working to expedite Public Assistance for facilities recovery and Individual Assistance for school personnel in need of temporary housing and support. Every school system should have assigned a point person to communicate with GOHSEP on these issues. If you are in need of assistance coordinating with GOHSEP, please email [Erin Bendily](#).
- All schools and school systems should accept displaced students into their schools. The [policy memorandum](#) is updated today with instructions on coding these students in SIS. Once the state has an understanding of the scope and scale of student displacement, the Department will engage policymakers and school leaders in discussions of appropriate finance policy given the flooding.
- For any other flood-related concerns or issues, please contact your network leader.

Our state is resilient, and our schools will lead the way to recovery.

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

**John**

John White  
Louisiana Department of Education  
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CLICK HERE TO VIEW  
THE MOST CURRENT  
LEA CALENDAR EVENTS

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

## Flood Recovery Actions

The following statewide meetings or presentations have been cancelled:

- Superintendents' monthly call (originally scheduled for **Wednesday, August 17**)
- School Food Service Training (originally scheduled for **Wednesday, August 17**)
- Compass Training: Baton Rouge (originally scheduled for **Friday, August 19**) and Acadia (originally scheduled for **August 25**): Reschedule TBD
- Accountability Commission Meeting (originally scheduled for **Monday, August 22**): Reschedule TBD

The following statewide meetings or presentations have been rescheduled:

- New LEA Leader Meeting (originally scheduled for August 26): rescheduled for **Friday, September 9 from 10:00 a.m.- 4:00 p.m., at the Claiborne Building in Baton Rouge**
- Science Standards Review: Baton Rouge (originally scheduled for Wednesday, August 17, and Thursday, August 18): Rescheduled for **Wednesday, August 31 and Thursday, September 1, at Pineville High School, Pineville, La.**
- Jobs for America's Graduates 1st Quarterly Meeting moved to **Tuesday, September 20 and Wednesday, September 21**

The following data submission and grant deadlines have been extended:

- Teacher exit survey: extended to **August 26**
- Compass final evaluations entered into CIS: extended to **August 31**
- PEP Closure: extended to **August 31**
- School Improvement Grants: extended to **September 1** for applicants in flood impacted areas
- Early Childhood and assessment data certification: extended to **September 9**
- SCA enrollment reporting extended to **September 26** (will work with affected districts individually if needed)
- Pupil Progression Plan submissions: extended to **October 28**

## McKinney-Vento Homeless Program

The McKinney-Vento Homeless Assistance Act is the primary piece of federal legislation dealing with the education of children and youth in homeless situations. Its key themes are school access and stability, support for educational success, and child-centered

decision-making. In light of the recent natural disaster, LEAs need to take the actions below to comply with federal guidance and identify and provide services to students and families who are experiencing homelessness. Students qualify for homeless status if they are sharing housing with other persons, including doubled-up with family members, or are living in motels, hotels, trailer parks, or camping grounds due to the lack of adequate accommodations.

- Use and share the Homeless Hotline for inquiries and referrals - **Homeless Hotline: 844-533-4187**

- Use and share the Homeless Hotline for Inquiries and Referrals - Homeless Hotline: 844-555-4167.
- Ensure parents or guardians complete the [Residency Questionnaire](#) for current students, whose residential status has changed, and newly-enrolled/displaced students to identify homeless children and youth.
- Complete the [Title X, Part C McKinney-Vento Referral Form](#) for eligible students and provide a copy to the LEA homeless liaison.
- Code students experiencing Homelessness due to recent floods in the Student Information System (SIS) to code **02-Flooding**.
- Coordinate wrap-around services within the LEA, such as the National School Lunch Program.
- Coordinate and provide transportation services for displaced students to schools of origin, as applicable.
- Update Homeless Tracking System (HTS) to reflect services provided and support federal data reporting.

LEAs should remember to adhere to FERPA, Act 837, and Act 677 when sharing personally identifiable information to protect student privacy.

## District Support

### K-2 ELA Guidebooks 1.0 Update

The Department has made several updates to the ELA Guidebooks 1.0 for grades K-2 to make them more user friendly for K-2 teachers and deepen student understanding of complex texts. The K-2 ELA Guidebooks 1.0 can be found within the [ELA Planning Resources library](#) or the [Teacher Resources by Grade library](#) and include the following updates:

- Updated content to align to the [Louisiana Student Standards](#)
- [Handouts and rubrics](#) for teachers to use with the guidebooks
- [Unit readers](#) of text excerpts, poems, etc.

Classroom bundles of purchased books and independent reading sets are also available through the [text portal](#) for the ELA Guidebooks in grades K-2.

For more information, please contact us at [classroomsupporttoolbox@la.gov](mailto:classroomsupporttoolbox@la.gov).

### Updated Eureka Math Website and Tools

**Please share the following information with Curriculum Supervisors, principals and teachers.**

The following updated tools and resources have been released by Eureka Math to support math instruction.

- [New Great Minds website](#): Great Minds launched a new website this summer. To explore the changes, visit the "[What's Changed](#)" webpage or take a tour from "My Dashboard."
- [Great Minds Video Gallery](#): View the new, fully redesigned video gallery with over 1,000 searchable videos, including Teach Eureka series to find great resources to support math instruction. To get the most out of the video gallery, subscribe to the [Eureka Digital Suite](#).
- [Eureka PK-12 curriculum modules](#): The Eureka modules are sequenced lessons, formative assessments, and fully integrated professional development for Grades PK-12. All modules can be accessed for free on the [Eureka Math Basic Curriculum](#) page by simply creating an account.
  - For each module, three (3) important documents are available for anyone to download and print:
    - Teacher Edition (same as print copy)
    - Student Classwork, Homework, and Templates (formerly labeled as Student File A - same as student workbook print copy)
    - Sprint and Fluency, Exit Ticket, and Assessment Materials (formerly labeled as Student File B - same as print packets)
- New Eureka Spanish Student Workbooks and Teacher Editions: These Spanish versions are now available. For more information, [contact Great Minds](#).

### New Back-to-School Resources Released

**Please share these resources with principals and teachers.**

The Department has updated the [2016-2017 Back-to-School package](#) to include newly released resources such as:

- [Teacher Guide to LEAP Results](#): guidance for teachers on how to interpret the 2016 LEAP student reports, and available resources to support adjustments to instruction.
- [Parent Conversation Guide to 2016 LEAP Results](#): quick guide to support teachers in preparing for parent conferences regarding the 2016 LEAP results.
- [2016-2017 Month-by-Month Assessment Checklist](#): identifies key dates, action steps, and resource for the 2016-2017 assessment administrations.
- [Digital Literacy Guide](#): guide for teachers in supporting students' use of technology in the classroom

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

# Assessment & Accountability

## District Test Coordinator Reminders

This entry provides DTCs with reminders and updates related to testing.

### **Workkeys Training:**

- DTCs should attend the online [WorkKeys Test Groups and Batch Loading Training](#) presented by ACT on **August 24**. This training is designed for staff who use or are interested in using "Groups" and/or "Batch Loading" as part of their ACT WorkKeys online test administration process. Interested participants should [register](#) here.

### **K-3 Assessments:**

Districts are required to administer screening assessments at the beginning of the school year. Below are the key deadlines for this process. For more information, view the [K-3 Literacy Assessment Guide](#).

- **Kindergarten-readiness:** Within 30 days of the first day of school, LEAs must administer a kindergarten readiness screener to every child entering kindergarten for the first time. Most LEAs will administer the Developmental Skills Checklist (DSC). LEAs selected to participate in the LDOE pilot will administer a Department-approved alternate assessment.
- **K-3 Literacy Assessment:** LEAs are required to administer a Department-approved literacy screening assessment in K-3. The administration window for the literacy assessment begins one week after the first day of school, and continues for 15 school days.
- **Reporting:** LEAs must report K-3 assessments data by **September 30**. LEAs administering the DSC will enter K-readiness results in the [DSC web application](#). For K-3 literacy assessment reporting, LEAs will use the [K-3 Literacy Assessment Reporting Form](#), located in the [Assessment Library](#).

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

## High School Opportunities

### Jobs for America's Graduates-Louisiana (JAG-LA) 1st Quarterly Meeting

The JAG-LA 1st Quarterly Meeting will be Tuesday and Wednesday, September 20-21, at the Claiborne Building. Sign-in will be Tuesday from 9:30 - 10 a.m. with the meeting beginning promptly at 10 a.m. and concluding no later than 4 p.m. On Wednesday, the meeting will begin promptly at 9 a.m. and conclude no later than 4 p.m. This is a required meeting for all JAG-LA Specialist per the JAG-LA Grant. Participants are asked to register on [Solutionwhere](#). For questions regarding registration, please email [Renee Montgomery](#).

### College Board 2016 Fall Counselor Workshops

To encourage and enrich growth of AP<sup>®</sup> programs statewide, the Louisiana Department of Education is inviting school counselors to participate in an exciting professional development opportunity. The 2016 Fall Counselor Workshops will include:

- Updates on the SAT, the PSAT/NMSQT, and AP<sup>®</sup> Programs
- A briefing on the ways the College Board delivers opportunity
- Spotlight on critical websites for counselors
- An in-depth presentation on financial aid
- Counseling tips from seasoned counseling practitioners

In addition, practical resources and tools will be dispensed to assist counselors in their daily work.

Workshops begin in early August and seating is limited. Registration as well as start dates and times can be found on the [College Board website](#).

For additional information, please contact [CollegeReadiness@la.gov](mailto:CollegeReadiness@la.gov).

## Data

### Data Sharing Agreements and Addenda Updates

Pursuant to R.S. 17:3914, LEAs and charters must have a contract or data sharing agreement in place with private vendors that deliver services in order to share personally identifiable student data. Many LEAs and charters have already submitted addenda to become party to our existing data sharing agreements during the 2015-2016 school year. **In preparation for the 2016-2017 school year, the Department has prepared [guidance and next steps](#) regarding previously established MOUs and addenda.**

To verify which agreements LEAs and charters have already opted into, please review the [tracking chart](#). The tracking chart is updated weekly as additional addenda are submitted to the Department.

**UPDATE: The contract with Pacific Metrics** for the purpose of providing services related to the online formative assessment system, EAGLE, has ended; therefore, the Department **has terminated** the corresponding data-sharing agreement with Pacific Metrics. This announcement is notification to LEAs who opted into the agreement of this termination.

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

## Finance

### **Audit Assurances FY2015-2016**

The Audit Assurances packet is now available on the [INSIGHT Portal](#) under Announcements. This packet contains information used to facilitate improvement in the data collection and reporting procedures during LEAs annual financial audit. LEAs should download the packet and provide to the appropriate audit staff.

In order to better assist LEAs in this process, the Department has added documentation/reports for various audit assurance schedules which are available through December 2, 2016. The filename is "**LEACode\_LEAName\_2015\_Assurance Schedules.zip**." Contact information for each schedule is included in the packet.

## Policy

### **August BESE Meeting Summary**

The Board of Elementary and Secondary Education (BESE) met on August 10 and approved a number of bulletin revisions and recommendations. A summary of the approvals that directly impact the activities of local education agencies may be accessed [here](#).

## Educator Licensure

### **Educator Licensure Update**

The Baton Rouge office was closed from August 12 through August 19 due to the severe flooding. The Educator Licensure Team is working as quickly as possible to evaluate and process requests for licensure. Requests are being processed in the order in which they were received.

Please reach out to [Sara Strickland](#) regarding any pending educator licensure requests that must be processed before an educator can start their position.

Thank you in advance for your patience and understanding.

## Special Education

### **Scholarships for Teachers Pursuing Certification in Blind/Visually Impaired**

Through a federal grant from the Louisiana Department of Education, Louisiana Tech University will be offering financial support for individuals who wish to complete coursework and training to become certified in the state as a teacher of the Blind/Visually Impaired. Most coursework can be completed online. Classes begin September 7. To be considered, the application process can be found in the Professional Development and Research Institute on Blindness [informational document](#).

For more information, please email [Dr. Edward Bell](#) or call 318-257-4554.

## **Special Education Advisory Panel Vacancy Announcement**

The Special Education Advisory Panel (SEAP) is accepting applications for three panel vacancies in roles of a parent of a child with a disability, a teacher, and a representative from the State juvenile and adult correction agencies. [Applications](#) for each position should be emailed to [specialeducation@la.gov](mailto:specialeducation@la.gov) by **September 1, 2016**. Qualified applicants will be scheduled for phone interviews between **9 a.m. -12 p.m. on September 6, 2016** and those selected for the positions will be asked to attend the panel retreat on from **9 a.m. -12 p.m. on September 13, 2016**. Please email [specialeducation@la.gov](mailto:specialeducation@la.gov) with any additional questions.

## **Other**

### **Application for the 2017 U.S. Department of Education Green Ribbon Schools Awards**

The Louisiana Environmental Education Commission, in partnership with the Louisiana Department of Wildlife and Fisheries and the Louisiana Department of Education, announces [applications for the 2017 Green Ribbon Schools Awards](#) are now open.

The U.S. Department of Education's Green Ribbon Schools Award recognizes schools and school districts that have made significant strides toward sustainability by reducing resource consumption, improving student health, and increasing environmental literacy. For more information about the award, and to download an application packet visit the Louisiana Department of Wildlife and Fisheries [Green Ribbon Schools webpage](#).

Pre-K-12 schools, school systems and postsecondary institutions that are interested in applying for the award are encouraged to attend a webinar on **August 30 at 2:00 p.m.** or **September 1 at 3:30 p.m.** to learn more.

For questions about the award or help with your schools green initiatives, contact [Brian Gautreau](#).

### **2017 U.S. Senate Youth Program Application**

**Please share with principals.**

The Louisiana Department of Education and the William Randolph Hearst Foundation are pleased to announce the launch of the 2017 United States Senate Youth Program. Two outstanding students from Louisiana will be selected to spend a week in Washington, D.C. in March of 2017 and will each receive a \$10,000 scholarship from the Hearst Foundation.

The Department encourages principals to distribute [national program brochure](#) and the [logistics memo](#) which includes the application and selection procedures to juniors or seniors who hold elected or appointed offices in school or community groups. View the [Hearst Foundation news release](#) for more information.

**The names of the students selected and their application portfolios must be submitted to [Marian Johnson](#) no later October 7, 2017.** Finalists will be notified by October 24.

Please contact [Marian Johnson](#), Program Coordinator, with questions.

### **LDOE Contacts**

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