

Office Hours FAQ

How do I access a copy of the Office Hours FAQ?

The FAQ is available using the link in the newsletter as shown below. This FAQ will be available with the release of the newsletter later today.

Important Dates for School Systems

Office Hours	
Office Hours Title	Zoom Link
EdLink 360 Office Hours	October 1 at 2 p.m.
Career and College Readiness Office Hours	October 1 at 3 p.m.
Assessment and Accountability Office Hours	October 6 at 3:45 p.m.

LEAP 360 Interim Assessments

When will LEAP 360 interim assessments be available for administration in DRC INSIGHT?

The LEAP 360 interim assessments will be available in DRC INSIGHT and remotely beginning October 15. A number of resources have been updated and are now available in the assessment library:

- [LEAP 360 Interim Assessment Quick Start Guide](#)
- [A Teacher's Guide to LEAP 360](#)
- [A School System's Guide to LEAP 360](#)
- [Remote Access and Administration of the LEAP 360 Diagnostic and Interim Assessments](#)

LEAP 2025 High School Fall Assessment Key Dates

When will DRC INSIGHT be open for LEAP fall high school test setup and when will testing manuals become available?

On October 26, test setup will open and testing manuals will become available online. Testing manuals will be delivered to sites on November 9.

Enrollment Verification and High School Window Selection

Where do I go in DRC INSIGHT to verify enrollment and select our preference for online or paper testing for grades 3-4?

Directions for access the grades 3-4 enrollment are provided on pages 49-50 in the **DRC User Guide for Common Portal Tasks and Functions** and below.

Materials Menu

Enrollments

The Enrollments option of the Materials menu allows users to indicate whether Grade 3 and Grade 4 testing for the LEAP 2025 administration will be completed online or using paper and pencil.

! Important: Schools that do not meet the enrollment window deadline will default to online testing.

If necessary, you can save and continue entering enrollment information at a later date. To do so, click the **Save** button at the bottom of the Enrollment window. When the information is complete, click the **Complete** button.

The image shows a screenshot of the DRC INSIGHT web application. At the top, the navigation bar includes 'DRC INSIGHT LOUISIANA MATERIALS'. Below this is a menu with tabs: 'Materials', 'Accountability Form', 'Additional Materials', 'Enrollments', and 'Receipt Notice'. A callout box labeled '1.' points to the 'Enrollments' tab, stating: '1. Click **Materials** then the **Enrollments** tab. The Enrollment page displays.' Below the menu, another callout box labeled '2.' points to the 'Enrollment' page, stating: '2. To enter enrollment information, select the LEAP 2025 administration and then select a district.' The 'Enrollment' page shows a form with fields for 'Administration' (set to 'LEAP 2025 Gr. 3 & 4 Spring 2018') and 'School' (set to 'SAC 202 2018 - 2019'). There are also buttons for 'Enter Enrollments', 'Summary', and 'Status Report'. Below these are two questions: 'How will Grade 3 students at your school be tested?' and 'How will Grade 4 students at your school be tested?', each with a dropdown menu.

Where do I go in DRC INSIGHT to select our preferred fall high school testing window?

The high school fall window selection is closed. Any school that did not make a selection will be placed in the January testing window.

Identifying Comprehensive Intervention Required (CIR) Schools and Urgent Intervention Required Schools

How were CIR and UIR schools determined for 2020-2021?

To comply with direction from the USDE regarding our federal assessment and accountability waivers for 2020, all schools identified for CIR and/or UIR in 2019 will continue to remain in CIR and/or UIR in 2020-2021. A list of schools in each category has been posted to the ftp. Schools that closed at the end of 2020 have been removed.

Advanced Placement

Where can we find a copy of the state results for Advanced Placement exams?

Advanced Placement exam files have been placed on ftp for schools and systems. Results at the state level have been posted along with prior year results at this link: [High School Performance Data: Advanced Placement](#)

KEA and K-3 Recommendations for Gifted Screening

How will school systems report the number of students who were referred for gifted screening, using as at least one indicator, student performance on the 2020-2021 K-3 Literacy screening per Act 688?

School systems are required to report the number of students referred for gifted screening based on their performance of the literacy screener, with the literacy screener being at least one indicator used in consideration for gifted screening. DTCs and Special Education Coordinators should work together to submit only one [Act 688 Gifted Screening Survey](#) per district no later than November 20. These data will be reported to BESE. Please send all questions to assessment@la.gov.

With the delay in opening of the KEA/K-3 literacy screening now scheduled for October 19th, has the deadline for submitting data from the screenings been changed?

Since the collection opening for reporting KEA and K-3 literacy screening data has been delayed to October 19, the deadline for submission has been changed to November 7, 2020.

ACT/WorkKeys

How do the ACT Class of 2020 results released on October 14 differ from the department's summaries of ACT scores?

Each year ACT releases a graduating class report. The ACT Class of 2020 report includes the most recent scores earned by students who are identified as grade 12 and can include students from other grades who self-report as graduates of 2020.

The Louisiana Department of Education summaries use the highest score earned by students who were enrolled in grade 12 in 2019-2020. The use of highest score is consistent with the score typically used in the ACT index

and the score that is used by colleges and universities. The department is providing summary ACT files to school systems this week via secure ftp. Both report types include scores earned in June and July of 2020 from state-sponsored administrations and national test site administrations.

Why have my orders for October 20 materials been cancelled?

The materials requested for October 20 are not being permanently cancelled. ACT's system is running and creating orders which will include all requested materials. The orders that were cancelled were for 'kits', but when the new order appears it will have all the materials listed that are in that kit. That new order will also have the tracking information.

Can school systems use answer documents from the spring 2020 administration?

School systems cannot use spring answer documents for the upcoming ACT October 6 or October 20 administrations.

When will the Louisiana WorkKeys testing realms open?

The Louisiana WorkKeys testing realms will be open from October 6 through April 30 as shown on the 2020-2021 Assessment Calendar.

- School systems are required to allow for 30 days between administrations in order to provide meaningful remediation for students prior to retesting.
- No certificates earned under non-proctored WorkKeys administrations will be used for accountability purposes
- Students who are provided accommodations as part of online testing are not required to be tested within the WorkKeys accommodated window. The only students who must use the accommodated window are students who need large print or braille, and some other unique accommodation that is not suited for online testing.