Louisiana Believes

School System Planning Call
October 4, 2017
Agenda

I. School System Planning
II. Early Childhood
III. Educator Workforce
IV. Graduation Pathways
V. Teaching & Learning
VI. Measuring Results
VII. Call Summary

Suggested participants for this call include
- district test coordinators
- accountability contacts
- data coordinators
- curriculum supervisors
- Teacher Leader and mentor teacher supervisors
- high school and career and technical supervisors
- special education directors and supervisors
School System Planning
To create a strong plan for the upcoming school year, school systems engage in the following planning process.

1. **ANALYZE RESULTS + PRIORITIZE NEEDS**
2. **PLAN FOR STRUGGLING SCHOOLS**
3. **APPLY FOR FUNDS + ALIGN BUDGET**
School System Planning and ESSA

The school system planning process is bolstered by the federal Every Student Succeeds Act (ESSA).

ESSA requires the Department to

- Identify persistently struggling schools: systems and schools with struggling subgroups
- Award school improvement dollars to school systems that have strong evidence-based plans for improving struggling schools
- Intervene in schools that do not improve over time

ESSA requires school systems to

- Develop an evidence-based school improvement plan for each struggling school within their school system
- Engage local stakeholders in the development of the plan
Over the next two years, the Department is committed to streamlining and supporting this process in the following ways.

- Fully integrating the components into one cohesive district planning process
- Providing improved resources and tools to support school systems as they create and implement their plans
- Focusing support and resources to help persistently struggling schools and subgroups of students
School systems’ plans should be tailored to their specific needs and context. As part of a thorough needs assessment, schools systems:

- **Analyze** student achievement and growth data, discipline and truancy data, workforce data, graduate data, postsecondary data, state report cards, and early childhood performance profiles;
- **Prioritize areas of greatest need** and the reasons these needs exist with an explicit focus on struggling schools;
- **Set district-level improvement goals** for the areas of greatest need across all data sets and interim goals that indicate progress.
This year, the Department will release two new dynamic reporting systems to help families and educators analyze school performance and plan for the upcoming school year: School Finder and the secure superintendent and principal reporting system.

These systems will include information about

- **Academic performance**: CLASS™/Early Childhood performance, LEAP 2025, EOC, ACT, AP
- **Discipline and attendance**: suspensions, expulsions, chronic absenteeism
- **Workforce**: teacher effectiveness, retention, promotion, and certification status
- **Course Access**: Critical courses “not otherwise available” that are required for TOPS University or a Jump Start Career Diploma
### Review Results

<table>
<thead>
<tr>
<th>System</th>
<th>Audience</th>
<th>Details</th>
<th>Available</th>
</tr>
</thead>
<tbody>
<tr>
<td>School Finder</td>
<td>Families, educators</td>
<td>Includes data traditionally found in Louisiana’s school report cards, plus additional information on school academic offerings, extracurricular activities, teacher workforce, discipline, and attendance.</td>
<td>fall 2017</td>
</tr>
</tbody>
</table>
| Superintendent and Principal Profiles | School system supervisors and principals | Replaces superintendent and principal profiles. Includes  
- Important data across systems (early education, K-12, postsecondary, and talent) accessible in one easy-to-use system  
- Key questions to guide planning and decision-making  
- Visualizations and insight statements to help users interpret data  
- An “export” function, including student rosters, to allow for deeper data exploration | winter 2017                         |
## Review Results: Timeline

<table>
<thead>
<tr>
<th>Data</th>
<th>Date</th>
<th>Location</th>
</tr>
</thead>
<tbody>
<tr>
<td>3-8 LEAP 2025 Assessments</td>
<td>Released</td>
<td>eDIRECT</td>
</tr>
<tr>
<td>High School Assessments (EOC, ACT, AP)</td>
<td>Released</td>
<td>FTP</td>
</tr>
<tr>
<td>LEAP 2025 social studies assessment results</td>
<td>Released</td>
<td>eDIRECT</td>
</tr>
<tr>
<td>TOPS and Jump Start Aligned School Course Offerings</td>
<td>Late Fall</td>
<td>FTP</td>
</tr>
<tr>
<td>Principal and Superintendent Profiles</td>
<td>Early Winter</td>
<td>Secure Reporting System</td>
</tr>
<tr>
<td>2016-2017 Transitional Student Growth Data</td>
<td>Winter</td>
<td>CIS</td>
</tr>
<tr>
<td>Workforce Data</td>
<td>Winter</td>
<td>Secure Reporting System</td>
</tr>
</tbody>
</table>
Build a Plan: Persistently Struggling Schools

School systems are required, per ESSA, to submit a plan for persistently struggling schools.

Strong plans

- Align to school systems’ needs assessment,
- Leverage evidence-based strategies and interventions that have been proven to significantly improve outcomes for students, and
- Make strategic use of all funds to finance those interventions.

Persistently struggling schools meet one or more of the following criteria:
1. Consistently low overall performance → comprehensive intervention
2. Consistently low subgroup performance* → urgent intervention
3. Chronic issues with student behavior → urgent intervention

* A subgroup is defined as a minimum of ten students in any of the following groups: major racial and ethnic groups, economically disadvantaged, students with disabilities, and English learners.
Plan for Struggling Schools: Urgent Intervention

Schools earn the label **Urgent Intervention** if they have low subgroup performance and/or chronic issues with student behavior.

**Urgent Intervention Needed**
- Performance of one or more subgroups is equivalent to D or F

**Urgent Intervention Required**
- Performance of one or more subgroups is F equivalent for two consecutive years
- Out of school suspension rate more than 2 times national average for three consecutive years (>5.2% for elem/middle, >20.2% for combo/HS)

Urgent Intervention labels will appear on schools’ report cards in November 2017.
Schools will earn the label **Comprehensive Intervention Required** if they meet any of the following criteria:

- **Low School Performance Score:** Earned a D, F, or T-rating (where the “T” SPS score was equivalent to a D or F SPS score) for each of the past three consecutive school years

- **Low School Performance Score - New Schools:** New schools that earned a D, F or T-rating (where the “T” SPS score was equivalent to a D or F SPS score) for each of their first two years of operation

- **Low Graduation Rate:** Earned a graduation rate less than 67 percent in the most recent school year

- **Low Performing Subgroup(s):** Labeled Urgent Intervention Required for the same subgroup for three consecutive years
Apply for Funds and Align Budget

School systems should make strategic use of all funding sources to support development and implementation of their plans.

- **State and local funds**
- **Federal grants including ESSA and IDEA consolidated funds**
- **Other funds to support Comprehensive and Urgent Intervention schools**
  - **Planning grant** to help districts partner with vendors who can help them conduct a needs assessment and create a strong plan
  - **Title I School Redesign Grant** to fund additional support for schools requiring comprehensive and urgent intervention
  - **Title I Direct Student Services funds awarded to all LEAs**
# Timeline and Support

<table>
<thead>
<tr>
<th>Action</th>
<th>Resources &amp; Support</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>November Supervisor Collaborations</strong></td>
<td>- Kick off school system planning process</td>
</tr>
</tbody>
</table>
| | - School System Planning Guide  
- Round 2 School Redesign Grant Application and Rubric |
| **Late Fall 2017** | - K-12 School Performance Scores and Letter Grades, Including Intervention Labels  
- Early Childhood Performance Profiles  
- School Course Offerings |
| **Winter 2017** | - Principal and Superintendent Profiles  
- Value Added Measure (VAM)  
- Workforce Data  
- Discipline and Attendance Data  
- January Supervisor Collaboration |
| **Spring 2018** | - School systems submit plans |
| **Summer 2018** | - BESE awards competitive grants to school systems with strong plans  
- Competitive School Redesign Grant Funds |

Contact [districtsupport@la.gov](mailto:districtsupport@la.gov).
Early Childhood
Key Updates for Early Childhood Community Networks
Planned Roll Out of Performance Profiles

Performance Profiles will be shared through Louisiana School Finder this fall.

Lead agencies must have a plan to engage program partners through each phase of delivery to ensure the Performance Profile release is successful in their community.

<table>
<thead>
<tr>
<th>Date</th>
<th>Action Item</th>
</tr>
</thead>
<tbody>
<tr>
<td>8/25/17</td>
<td>● Final CLASS™ scores were placed in FTP folders</td>
</tr>
<tr>
<td>9/8/17</td>
<td>● Data certification and final CLASS™ appeals completed</td>
</tr>
<tr>
<td>Fall 2017</td>
<td>● Embargoed 2016-2017 Performance Profiles will be provided to lead agencies and sites via the School Finder staging site and FTP folders</td>
</tr>
<tr>
<td></td>
<td>● The Department will conduct calls with each lead agency and superintendent in early October</td>
</tr>
<tr>
<td></td>
<td>● In coordination with K-12, 2016-2017 Performance Profiles will be made available publicly via the School Finder roll out</td>
</tr>
<tr>
<td></td>
<td>● Star Ratings for 2018 will be available publicly via School Finder</td>
</tr>
</tbody>
</table>

Lead Agencies can reach out to Kaye Eichler with questions.
Preparation for Coordinated Enrollment: Completing the October 1 Child Count

As part of their coordinated enrollment responsibilities, lead agencies must work with their partners to count and report to the Department all birth-to-age five publicly-funded children served in their community.

<table>
<thead>
<tr>
<th>Date</th>
<th>Action Item</th>
</tr>
</thead>
<tbody>
<tr>
<td>9/25/17</td>
<td>Lead agencies received the child count reporting template and instructions to begin preparing sites for reporting their data.</td>
</tr>
<tr>
<td>10/4/17</td>
<td>The Department conducted the annual Child Count Webinar for lead agencies at 12:00 p.m. Lead agencies will receive the deck and the webinar recording.</td>
</tr>
<tr>
<td>10/6/17</td>
<td>Lead agencies will receive the child count reporting template populated with the sites in their community network as of 10/1.</td>
</tr>
<tr>
<td>10/31/17</td>
<td>All lead agencies submit their 10/1 child count to the FTP folder for their community on the Department’s secure website.</td>
</tr>
</tbody>
</table>

Lead Agencies can reach out to Kaye Eichler with questions.
Educator Workforce
This summer, the Department surveyed educators statewide to explore teacher workforce strengths and challenges in rural school systems and identify potential supports for rural school systems.

More than 1,300 Louisiana educators responded to the survey.

After analyzing the survey results and additional educator workforce data, the Department released the Access to Full Preparation For Teachers in Rural Communities report on September 26, 2017. The report highlights the unique challenges of preparing teachers to teach in rural communities.
Among key findings, the report states:

- **Rural school systems have limited access to undergraduate teacher candidates, including those who are prepared through yearlong residencies under the mentorship of veteran educators.** In 2016-2017, only 9 percent of rural districts in the state hosted undergraduate teacher residents, compared to 39 percent of urban or suburban school systems.

- **Teachers in economically disadvantaged rural communities are less likely to have completed preparation programs that fully prepare them for the specific classrooms in which they teach.** In urban or suburban communities 13 percent of classes are taught by uncertified or out-of-field teachers, while in poor, rural communities, 21 percent of classes are taught by uncertified or out-of-field teachers.

- **Teachers in less affluent rural communities are less likely to feel prepared to meet the demands of the classroom than their counterparts in urban or suburban school systems.** 61 percent of teachers in economically disadvantaged rural communities indicated that they did not feel prepared in their first year of teaching, as compared to 51 percent in urban or suburban systems.
These survey results and educator workforce data highlighted in the report underscore the need for greater access to high-quality educator preparation pathways, including yearlong residencies, in rural communities.

Moving forward, the Department is committed to working with school systems and preparation leaders as we continue to identify supports for rural school systems.

Through discussion and study of exemplars, the Department will identify models to explore and potentially pilot.

Please contact believeandprepare@la.gov with questions.
All districts are encouraged to select up to three Teacher and Principal of the Year honorees, one per division (elementary, middle, and high), to be recognized as state-level excellent educators. All district-level honorees will be listed on the Department’s Awards Program website and are encouraged to submit a state-level Teacher or Principal of the Year application.

Please be sure your district identifies at least one teacher and one principal as your district-level honorees.

The 2019 application process will open on Tuesday, October 10, 2017. At this time, all application materials will be

- Posted to the [Department’s Awards Program website](#)
- Included in the LDOE Weekly Newsletter
- Emailed to all Teacher/Principal of the year coordinators

Please contact [excellent.educators@la.gov](mailto:excellent.educators@la.gov) with questions.
Beginning this fall, the Department will provide statewide mentor training that will prepare expert teachers to effectively mentor new and developing teachers.

Thank you for submitting your mentor teacher training nominations. Districts will be notified in early October if all nominees will have a seat at this year’s Mentor Teacher training.

Please encourage your Mentor Teachers to attend the kickoff webinar on October 19, 2017, from 3:30 until 4:30 p.m.

To join the webinar
• Go to https://louisianaschools.adobeconnect.com/ldeoeprofdev/.
• Dial into the phone bridge: 1-855-240-2575.
• Use participant code: 89147656.

Training will begin in late November. Exact dates and locations are being finalized now. There will be several cohorts that will each have their own training dates.

For additional questions, contact believeandprepare@la.gov.
In October 2016, BESE approved a three-year transitional funding package to support the transition to new teacher preparation guidelines, which includes a yearlong residency.

Funding includes a **$2,000 stipend for undergraduate residents** participating in a yearlong residency and a **$1,000 stipend for mentors of undergraduate residents**.

On October 17, 2017, BESE will consider allocations for undergraduate resident and mentor stipends, which are based on **mentor and resident data collected from school systems** to ensure that the funds for these stipends are allocated correctly.

BESE will allocate these funds to school systems where residents are completing their residencies.

Please contact believeandprepare@la.gov with questions.
How should a district determine which funding sources should be used when paying stipends?
Funding for stipends includes three funding sources—Title I 1003a, IDEA, and 8(g). The Department used candidates’ school placements, certification areas, and students served to determine how much of each funding source would be allocated to each district. Department staff will send detailed information about funding source distribution for 2017-18 allocations to each school district through the FTP in late October.

Does the stipend amount include benefits?
To cover the cost of benefits, districts should deduct the cost of benefits from the stipend amount.

When should the stipends be paid?
School districts can determine when to pay stipends to mentors and residents. Most districts pay half of the stipend in December and the other half in May.

*TIF districts receive additional funds for stipends.
Graduation Pathways
On October 2, 2017, the Department released a report by the Louisiana Financial Aid Working Group detailing the state of financial aid planning in Louisiana.

The report outlines
- Louisiana’s vision and policies for financial aid planning;
- the working group’s recommendations for increasing awareness for the need for financial aid planning; and
- Louisiana’s progress to-date on providing graduates with funded postsecondary opportunities.

Email ldefinancialaid@la.gov with questions.
The 2018-2019 FAFSA opened on October 1. Students and/or parents should fill out the application as early as possible to be eligible for all opportunities and to meet graduation requirements.

FAFSA submission data from the USDOE will be shared with districts via the network teams weekly beginning October 27, 2017.

• Students who fill out a FAFSA will be automatically populated in STS. Schools will only have to go in and indicate if a student declares a hardship or submits a waiver.
• Districts can get student FAFSA information by having an agreement with LOFSA. Contact robyn.lively@la.gov.

Financial Aid Resources
Visit the [Financial Aid Homepage](#) for more information or email ldefinancialaid@la.gov with questions or for assistance with locating programs that can assist at the school level with FAFSA completion.
The Fall 2017 Counselor Collaborations focus on financial aid access for all students and implementing appropriate student graduation pathways. High school and middle school counselors are encouraged to attend a collaboration in their area; however, they may attend one outside their area if necessary.

<table>
<thead>
<tr>
<th>Date</th>
<th>Time</th>
<th>Network</th>
<th>Location</th>
</tr>
</thead>
<tbody>
<tr>
<td>10/3/17</td>
<td>9:00 a.m.–11:00 a.m.</td>
<td>A</td>
<td>Bossier Instructional Center, Bossier</td>
</tr>
<tr>
<td>10/3/17</td>
<td>1:00 p.m.–3:00 p.m.</td>
<td>A</td>
<td>Sabine Parish School Board Office, Many</td>
</tr>
<tr>
<td>10/10/17</td>
<td>10:00 a.m.–12:00 p.m.</td>
<td>A</td>
<td>Ouachita Parish Student Support Services, West Monroe</td>
</tr>
<tr>
<td>10/10/17</td>
<td>9:00 a.m.–12:30 p.m.</td>
<td>C</td>
<td>Treen Technology Center, Mandeville</td>
</tr>
<tr>
<td>10/11/17</td>
<td>1:00 p.m.–3:00 p.m.</td>
<td>A</td>
<td>Avoyelles Parish Media Center, Marksville</td>
</tr>
<tr>
<td>10/12/17</td>
<td>9:00 a.m.–12:30 p.m.</td>
<td>C</td>
<td>LSDVI, Baton Rouge</td>
</tr>
<tr>
<td>10/17/17</td>
<td>9:00 a.m.–12:00 p.m.</td>
<td>B</td>
<td>Acadia Parish Educational Center</td>
</tr>
<tr>
<td>10/19/17</td>
<td>9:00 a.m.–12:00 p.m.</td>
<td>B</td>
<td>St. Charles Schools Professional Learning Center</td>
</tr>
</tbody>
</table>

Please contact jumpstart@la.gov with any questions.
New in 2017, the Louisiana CTE Leadership Academy is designed to help current and aspiring career and technical education (CTE) leaders master essential policy and best practices.

CTE leaders have three options for participating in the Leadership Academy:

1) Attend leadership training sessions at regional meetings (in November and March) and the annual Jump Start Convention or via on-demand online training modules;

2) Earn five different levels of CTE Leadership Academy Badges that confirm your understanding of Jump Start policy and best practices; and

3) Apply to attend an elite, nine-day CTE Leadership Academy training program (three, three-day sessions over thirteen months) to earn full leadership certification.

Register now to receive your package about the CTE Leadership Academy.

Please contact jumpstart@la.gov with any questions.
## CTE Leadership Academy Statewide Introductory Tour

<table>
<thead>
<tr>
<th>Date</th>
<th>9:00 a.m.</th>
<th>1:00 p.m.</th>
<th>4:30 p.m.</th>
</tr>
</thead>
<tbody>
<tr>
<td>Monday, November 6</td>
<td>Monroe, LA&lt;br&gt;venue TBD</td>
<td>Bossier Parish School for Technology and Innovation&lt;br&gt;1841 Swan Lake Road&lt;br&gt;Bossier City, LA 71111</td>
<td>Natchitoches Media Center&lt;br&gt;310 Royal Street&lt;br&gt;Natchitoches, LA 71457</td>
</tr>
<tr>
<td>Tuesday, November 7</td>
<td>Rapides Parish School Board&lt;br&gt;619 6th Street&lt;br&gt;Alexandria, LA 71301</td>
<td>Calcasieu Parish School Board&lt;br&gt;Board Meeting Room&lt;br&gt;3310 Broad Street&lt;br&gt;Lake Charles, LA 70601</td>
<td>WD &amp; Mary Baker Smith&lt;br&gt;Career Center: Culinary Cafe&lt;br&gt;2000 18th Street&lt;br&gt;Lafayette, LA 70501</td>
</tr>
<tr>
<td>Wednesday, November 8</td>
<td>Claiborne Building&lt;br&gt;Thomas Jefferson Room&lt;br&gt;1201 N Third Street&lt;br&gt;Baton Rouge, LA 70802</td>
<td>North Branch Library&lt;br&gt;4130 West Park Avenue&lt;br&gt;Gray, LA 70359</td>
<td>New Orleans Charter Science and Mathematics School&lt;br&gt;5625 Loyola Avenue&lt;br&gt;New Orleans, LA 70115</td>
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</tbody>
</table>
Teaching and Learning
Save the Date: November Supervisor and Principal Collaborations

Please save the date for the November Supervisor and Principal Collaborations. Registration opens on Monday, October 16 in Wisdomwhere; overview documents will be posted on Friday, October 13.

<table>
<thead>
<tr>
<th>Date</th>
<th>Location</th>
<th>Location</th>
</tr>
</thead>
<tbody>
<tr>
<td>Thursday, November 9</td>
<td>Bossier School for Technology &amp; Innovation</td>
<td>Bossier</td>
</tr>
<tr>
<td>Monday, November 13</td>
<td>Claiborne Building</td>
<td>Baton Rouge</td>
</tr>
<tr>
<td>Wednesday, November 15</td>
<td>Bayou Church</td>
<td>Lafayette</td>
</tr>
<tr>
<td>Thursday, November 16</td>
<td>Jefferson Parish Public School Board</td>
<td>Harvey</td>
</tr>
</tbody>
</table>

**Supervisor Collaborations** 8:00 a.m.-12:00 p.m.; **Principals Collaborations** 12:00-4:00 p.m.

Please contact LouisianaTeacherLeaders@la.gov with questions related to this event.
Instructional Material Reviews

The Department conducts ongoing reviews of curricular materials to support school systems in adopting Tier 1 curricula in all core subjects.

Find the latest Tier 1 curricula below and on the Annotated Reviews webpage.

<table>
<thead>
<tr>
<th>Publisher</th>
<th>Title</th>
<th>Core Subject</th>
<th>Tiered Rating</th>
</tr>
</thead>
<tbody>
<tr>
<td>KinderCare, LLC</td>
<td>KinderCare-Infant-Toddler</td>
<td>ECE</td>
<td>1</td>
</tr>
<tr>
<td>Open Up Resources</td>
<td>EL Education-Language Arts Curriculum K-2</td>
<td>ELA</td>
<td>1</td>
</tr>
</tbody>
</table>

**District Action Steps:** Please share this information with textbook adoption supervisors, curriculum directors, and educational technology staff and encourage publishers to submit their materials or contact louisianacurriculumreview@la.gov for more information.

**Reminder:** Staff, parents, and partners can participate in the review process through the Department’s Instructional Materials Review webpage.
Teachers and administrators have upcoming opportunities for professional development.

<table>
<thead>
<tr>
<th></th>
<th>Date</th>
<th>City</th>
<th>Registration Link</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Eureka Principal Institute</strong></td>
<td>October 11</td>
<td>Baton Rouge</td>
<td>FULL</td>
</tr>
<tr>
<td><strong>Eureka Teacher Institute</strong></td>
<td>October 25</td>
<td>Bossier</td>
<td>Register <a href="#">here</a></td>
</tr>
<tr>
<td></td>
<td>October 27</td>
<td>Ruston</td>
<td></td>
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<tr>
<td></td>
<td>November 1</td>
<td>Baton Rouge</td>
<td></td>
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<tr>
<td><strong>Eureka Principal Institute</strong></td>
<td>November 3</td>
<td>Baton Rouge</td>
<td>Register <a href="#">here</a></td>
</tr>
</tbody>
</table>

**Eureka Principal Institute:** Principals explore strategic lesson planning that leverages a Tier 1 curriculum to change the way teachers plan. Principals understand the key look-fors in a math classroom, plan pre- and post-observation conversations, and explore ongoing professional development strategies. The day is grounded in the Department’s Curriculum Implementation Scale.

**Eureka Teacher Institute:** The Eureka Teacher Institute allows teachers to dive deeply into the things that matter most in today’s math classroom. Learning spotlights the shifts in the mathematics standards, strategic lesson planning, yearlong planning, and leveraging the Eureka curriculum for remediation. The Curriculum Implementation Scale is used throughout the day to discuss concrete ways teachers can improve Eureka implementation in their classrooms.

Contact [louisianastandards@la.gov](mailto:louisianastandards@la.gov) with questions.
The Department continues to update the ELA Guidebooks units for grades 3–12 based on feedback received from the field. Our focus for the 2017-18 school year is supporting diverse learners. These are students who learn at a different pace and in a different way than their peers.

Find the supports for diverse learners below.

<table>
<thead>
<tr>
<th>Available Now</th>
<th>Coming in Fall 2018</th>
</tr>
</thead>
<tbody>
<tr>
<td>Diverse Learners Guide</td>
<td>Updated units for grades 3 - 8</td>
</tr>
<tr>
<td>Supports Flow Chart</td>
<td>Additional Supports for Diverse Learners</td>
</tr>
</tbody>
</table>

**District Action Step:** To ensure the supports are effective and appropriate, the Department will conduct a pilot of the supports in Spring 2018. If your district uses the ELA Guidebooks in grades 6-8 and is interested in piloting these supports in Spring 2018, please email classroomsupporttoolbox@la.gov.
The Department, in partnership with The Writing Revolution, Inc., a national nonprofit organization, has developed Language Links for ELA teachers for struggling writers in grades 6 through 8.

The Hochman Method strategies are embedded in content and taught in a sequence starting with sentences and building to paragraphs and compositions. This method provides the foundation students need to write with clarity and fluency.

### Phase I Language Links Available

<table>
<thead>
<tr>
<th>Grade Level</th>
<th>ELA Guidebooks 2.0 Unit Alignment</th>
</tr>
</thead>
<tbody>
<tr>
<td>Grade 6</td>
<td>Hatchet</td>
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<tr>
<td></td>
<td>Steve Jobs</td>
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<tr>
<td>Grade 7</td>
<td>The Giver</td>
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<tr>
<td></td>
<td>Written in Bone</td>
</tr>
<tr>
<td>Grade 8</td>
<td>Call of the Wild</td>
</tr>
<tr>
<td></td>
<td>Flowers for Algernon</td>
</tr>
</tbody>
</table>

Language Links for each ELA Guidebooks 2.0 unit in grades 6, 7, and 8 will be available December 2017.

Email classroomsupporttoolbox@la.gov with questions.
Striving Readers Comprehensive Literacy (SRCL) Grant

• The USDOE recently awarded Louisiana a new Striving Readers grant valued at $55.5 million over three years ($18.5 million/year).

• The purpose of the grant is to advance the literacy skills of disadvantaged youth from birth through grade 12.

• School systems may apply for a three-year subgrant in one or more of the following age bands to benefit the schools/sites with the greatest percentage of disadvantaged youth:
  – Birth to grade 5 (30 subgrants ~ $351,000.00/year)
  – Grades 6-8 (25 subgrants ~ $120,500/year)
  – Grades 9-12 (25 subgrants ~ $160,700/year)

• The subgrant application will be released October 10 in the weekly newsletter. Applications will be due November 10. Awards will be announced in December.
Measuring Results: Assessment and Accountability Results
## 2016-2017 Reporting

<table>
<thead>
<tr>
<th>2016-2017 Key Milestones</th>
<th>Date</th>
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<tbody>
<tr>
<td>If needed, School Systems make Sponsor Site corrections to information that will display in the School Finder</td>
<td>October 8-11</td>
</tr>
<tr>
<td>Department hosts calls with Lead Agencies to preview early childhood performance data</td>
<td>Mid-October</td>
</tr>
<tr>
<td>Department release progress points to school systems in the FTP</td>
<td>Mid to Late October</td>
</tr>
<tr>
<td>Department hosts calls with Superintendents to preview school performance data and embargoed overall state data</td>
<td>Late October</td>
</tr>
<tr>
<td>Public preview of School Finder</td>
<td>Early November</td>
</tr>
<tr>
<td>School Finder, including 2017 report cards and early childhood performance profiles, released</td>
<td>Early November</td>
</tr>
<tr>
<td>Schools hold parent nights to discuss school results</td>
<td>November-January</td>
</tr>
<tr>
<td>Secure Principal and Superintendent Profile preview at fall collaborations for principal and school system leaders</td>
<td>November 9, 13, 15 and 16</td>
</tr>
<tr>
<td>Profile system launch</td>
<td>Winter</td>
</tr>
<tr>
<td>Principals and school system leaders use profile data to guide 2018-2019 academic planning</td>
<td>January-February</td>
</tr>
</tbody>
</table>
School Finder Overview

ABOUT OUR SCHOOL

OVERVIEW

GRADES SERVED
Grade 9-Grade 12

DISTRICT/PARISH
East Baton Rouge Parish

SCHOOL TYPE
Magnet school
Traditional public school

PRINCIPAL
Louis N McCann

EARLIEST DROP-OFF
Information Coming Soon!

LATEST PICK-UP
Information Coming Soon!

STUDENT POPULATION

TOTAL STUDENT ENROLLMENT
1498 Students

TECHNOLOGY
Student to Device Ratio: 2

ACADEMIC OFFERINGS

ACADEMIC OFFERINGS

Advanced Placement Details
Dual enrollment (college credit)
Foreign Language Details

MUSIC/ART

Music
Dance
Band Details
Theatre
Art

AFTER-SCHOOL OPPORTUNITIES & CLUBS

Drama, Theater and Dance
Visual Arts

SPORTS

Volleyball
Cross-Country

Louisiana Believes
This information may be updated in Sponsor Site through October 11 for inclusion in the fall release.
In order for principals to review school information in Sponsor Site, the local LEA security coordinator must set up each principal with both Leads Portal (PTL) and Sponsor Site Inquiry Only access in the Totally Automated System (TAS).

Any incorrect data noted by the principal should be provided to the LEA data manager to revise.

Note: Your LEA-level Sponsor Site manager must have Sponsor Site LEAS with update access in the Totally Automated System (TAS) in order to update any incomplete/incorrect data identified by the principals, so please also check those permissions.

For assistance, please contact your security coordinator.
## Common Data Issues

<table>
<thead>
<tr>
<th>Issue</th>
<th>How to Fix It</th>
</tr>
</thead>
<tbody>
<tr>
<td>Grades offered include toddler for schools that do not enroll toddler students</td>
<td>Submit Sponsor Site correction form</td>
</tr>
<tr>
<td>Invalid Facebook and Twitter links (must be a valid URL beginning with <a href="http://www.facebook.com/">www.facebook.com/</a> or <a href="http://www.twitter.com/">www.twitter.com/</a> to work in School Finder)</td>
<td>Edit directly in Sponsor Site</td>
</tr>
<tr>
<td>Principal name not submitted</td>
<td>Edit directly in Sponsor Site</td>
</tr>
<tr>
<td>Earliest pick-up and latest drop-off formatting is invalid (must be a time of day, e.g. 7:30 a.m., 6:00 p.m.)</td>
<td>Edit directly in Sponsor Site</td>
</tr>
</tbody>
</table>
All Sponsor Site changes must be submitted by 5:00 p.m. on **Wednesday, October 11, 2017**, in order to be included in the Fall release of the Louisiana School Finder.

To edit information including website, Facebook, Twitter, earliest pick-up, latest drop-off, clubs and sports, and principal name, the LEA Sponsor Site administrator should make changes directly in Sponsor Site.

Some changes require the LEA Sponsor Site administrator to submit a **change request form**:
- School name
- Address
- Phone number
- Grade structure change

The form must be typed and should be submitted via email to [kaylie.loupe@la.gov](mailto:kaylie.loupe@la.gov).
Preparing for Release of K-12 School Performance Scores

School systems and schools should begin preparing for the fall release of school performance scores. The Department has released a presentation to help prepare principals for the release and to answer the following questions:

• What positive impact will these new report cards have on family and community understanding of school performance and quality?

• How are these new report cards more helpful to you in communicating school performance? In what ways are they more challenging?

• What support will you need in order to have meaningful conversations about this year’s results?

• How can the Department help schools prepare for this release and hold conversations with families on school performance?

Email assessment@la.gov with questions.
Early Childhood Performance Profile Rollout

Lead agencies and community network leaders should begin preparing for the fall release of Performance Profiles via the new School and Center Finder system.

As part of the first-ever public rollout of Performance Profiles, lead agencies and community networks should develop a plan that considers the following questions.

• How will lead agencies prepare sites in the community network for the first real Performance Profiles?
• What local stakeholders need to be engaged prior to and just after the Performance Profile release?
• How will the rollout of Performance Profiles differ from last year for the sites in your community? For families? For the community?
• How will Performance Profiles and School and Center Finder be incorporated into the Coordinated Information Campaign?

Lead Agencies can reach out to Kaye Eichler with questions.
The Department will release the following resources later this month to further support schools and schools systems in having conversations with families about the new Louisiana School Finder and report cards, and what upcoming changes are happening in the way schools are rated in our state.

- **Animated school performance score videos**: videos that will explain each metric in the Louisiana School Finder related to K-12 school and Early Childhood performance

- **Parent Night Presentation**: presentation that will explain the new Louisiana School Finder system, its purpose, the data included in it, and what information will be provided in the future through this system as it relates to school quality

- **Printable School Report Card**: report cards from the Louisiana School Finder system that schools will be able to print and send home to families or share at parent nights
2017-2018 Teacher Roster Verification for VAM & TSGD

The Curriculum Verification and Results (CVR) Reporting Portal roster verification ensures that teachers are assigned to the correct courses and classroom rosters of students for the purposes of value-added (VAM) and transitional student growth data (TSGD) analyses. This process takes place in the CVR system during two time periods to ensure enough time is available to verify records.

- **November 1-December 14, 2017: CVR Open for View-only**
  - Users can view and check the roster data for accuracy
  - This view-only period, new for 2017-2018, has been created to coincide with data submissions to the source data systems: CUR, PEP, and SIS CLASS collections.
  - Aligning CVR view-only with data submissions to the source data systems will hopefully reduce the amount of work for CVR data managers during the April view-only as only changes from December to April will need to be made later.

- **April 9-April 20, 2018: CVR Open for View-only**
  - Users can view and check the roster data for accuracy but cannot make changes in the system

- **May 7-May 18, 2018: CVR Open for Roster Verification**
  - 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

Contact the CVR help desk, Idoecvr@la.gov, with questions regarding roster verification.
Measuring Results:
LEAP 360
LEAP 360 supports schools and systems in reducing local assessment minutes while improving the quality of their tools.

<table>
<thead>
<tr>
<th>Resource</th>
<th>Purpose</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>LEAP 360 Webpage</strong></td>
<td>Houses LEAP 360 resources including links to quick start guides, assessment guides, webinars, and more.</td>
</tr>
<tr>
<td><strong>Diagnostic and Interim Quick Start Guides</strong></td>
<td>Provides links to resources including assessment guides, test setup guides, educator scoring instructions, and reports and assessments access directions.</td>
</tr>
<tr>
<td><strong>Diagnostic and Interim Teacher Access Links</strong></td>
<td>Allows educators to view diagnostic and interim assessments in a non-scoring environment.</td>
</tr>
<tr>
<td><strong>A Teacher’s Guide to LEAP 360</strong></td>
<td>Provides as overview of the LEAP 360 system, suggestions for student-centered goal-setting practices, how to connect results to instructional planning, how to interpret reports, and the design specifications of each unique assessment.</td>
</tr>
</tbody>
</table>
# LEAP 360 Availability Timeline

<table>
<thead>
<tr>
<th>Resource</th>
<th>Available</th>
<th>Purpose</th>
</tr>
</thead>
<tbody>
<tr>
<td>K-2 Formative Tasks</td>
<td>currently available in eDIRECT</td>
<td>Include six ELA tasks and six math tasks in both kindergarten and first grade with four ELA tasks and four math tasks available for grade two</td>
</tr>
<tr>
<td>Diagnostics</td>
<td>currently available in eDIRECT</td>
<td>Help educators identify prerequisite skills students need for success in the current grade level (grades 3-8 ELA and math, English I, English II, Algebra I, and Geometry)</td>
</tr>
<tr>
<td>Interims</td>
<td>Form 1 currently available in eDIRECT&lt;br&gt;Form 2 (3-8) coming Fall 2017&lt;br&gt;Form 2 (HS) currently available in eDIRECT&lt;br&gt;Form 3 (HS) coming Fall 2017</td>
<td>Help educators identify students’ misconceptions and learning patterns to adjust instruction and target support (grades 3-8 ELA and math, English I, English II, Algebra I, and Geometry)</td>
</tr>
<tr>
<td>Practice Tests</td>
<td>teacher access currently available&lt;br&gt;(with update to grades 3-8 ELA coming Fall 2017)&lt;br&gt;Student use coming Fall 2017</td>
<td>Grade- or course-level, paper-based (grades 3 and 4 ELA, math, social studies) and computer-based (grades 3-8 ELA, math, social studies; English I, English II, Algebra I, Geometry, US History) help prepare students for the spring assessments; accessed through INSIGHT</td>
</tr>
</tbody>
</table>
Usage
Many school systems have been administering LEAP 360 diagnostic assessments over the past month as they began setting goals for the 2017-2018 year. These assessments should replace previous assessment systems and not used in addition to them.

- As of September 26, statewide, 639,974 Diagnostic assessments have been taken.
- 63% of students have completed diagnostics.

Feedback
Feedback on the LEAP 360 system is currently being collected through site visits, focus groups, and email.

School system leaders, school leaders, and teachers should email assessment@la.gov if they would like to provide feedback on LEAP 360.
New Reports Available
• Diagnostic Student Summary Reports
• Interim 1 Student Summary Reports
• Interim 2 Student Summary Reports

November Collaborations
• Integrating Results: Using LEAP 360 Reports in ELA
• Integrating Results: Using LEAP 360 Reports in Math
• LEAP 360 in Action

Updated Resources
• A Teacher’s Guide to LEAP 360
• Interim Assessment Quick Start Guide
Measuring Results:
2017-2018 LEAP 2025 Assessment Administration
October Assessment Checklist

Communication and Support

• **Oct 10:** Monthly Assessment and Accountability Call

Accountability and Assessment Preparation

• **Oct:** DTCs deliver online test security and LEAP 2025 administration training to School Test Coordinators (STCs) and other applicable school and district personnel for fall HS LEAP 2025
• **Oct:** Review retirement/split IDs and make updates to applicable systems (LASID Audit #2)
• **Oct:** Ensure accommodations are updated in SIS (504) and SER (IEP) to populate the precoded assessment files
• **Oct 1:** NAEP deadline for selected schools to register school via MyNAEP
• **Oct 10:** Manage user accounts in eDIRECT for fall high school LEAP 2025 assessments
• **Oct 28:** LEAP 2025 Fall 2017 deadline to finalize IEP, IAP, and LEP accommodations prior to fall high school LEAP 2025 administration

Assessment Administration and Reporting

• **Oct 3-17:** ACT WorkKeys accommodations and testing window
• **Oct 18:** Return all ACT WorkKeys accommodations and supports test materials via the prescheduled pickup
• **Oct 27:** Deadline for ACT to receive ACT WorkKeys answer documents from schools
• **Oct 3-April 13:** ACT WorkKeys online testing window
November Assessment Checklist

Communication and Support

- **Nov 7:** [Monthly Assessment and Accountability Call](#)

Accountability and Assessment Preparation

- **Early–Mid Nov:** Create test sessions within eDIRECT in preparation for fall high school LEAP 2025 and print student test tickets
- **Nov:** Test coordinators ensure that TAs, proctors, and monitors are assigned to testing groups for fall high school LEAP 2025 tests
- **Nov:** School test coordinators (STCs) deliver online test security and administration training for fall high school LEAP 2025
- **Nov:** ACT window for schools to agree to terms and conditions in PANext and order accommodations
- **Nov:** Utilize scheduling guidance to determine final fall high school LEAP 2025 test schedules prior to setting up sessions in eDIRECT
November Assessment Checklist, Continued

Accountability and Assessment Preparation

- **Nov**: DTCs receive preliminary ACT Match/No Match list
- **Nov**: Deadline for schools to return the AP Participation Form and Participation Survey to the College Board
- **Nov 29**: Enter fall high school LEAP 2025 test ticket invalidation into eDIRECT at the end of each week of testing
- **Nov 30**: Schools receive ACT WorkKeys individual score reports, summary for examinee, and examinee roster report
- **Nov–Feb**: Submit ACT approved accommodations in the TAA System

Assessment Administration and Reporting

- **Nov 29–Dec 15**: High School LEAP 2025 Fall 2017 test administration window
- **Oct 3–April 13**: ACT WorkKeys online testing window
The number of times the OTT and High School Practice Test Teacher Access links have been accessed is listed below.

- 14,636 OTT logins
- 2,394 Practice Test Teacher Access logins

The Online Tools Training (OTT) should be utilized in order to become familiar with the online testing tools (e.g., highlighter, magnification, etc.) used for the operational test. Additionally the OTT:

- may be reviewed as many times as desired;
- is not to be considered representative of an actual test;
- is available once Insight is installed or by link using Google Chrome browser;
- is now available for grades 3-8 and will be available for EOCs next week.

The Practice Test Quick Start Guide provides links to the following resources.

- Purpose and Structure of the Practice Tests
- Practice Test Guidance
- Online Test Administration
- Scoring
- Online Reporting
The Technology Specifications for 2017 has been updated to include:

- TSM Requirements
- ELPT device specifications
- ELPT headset specifications and discounted pricing information
The Department will host a set of webinars on the LEAP 2025 high school practice tests. The webinars will be recorded and posted to the practice test page later this month.

October 5, 2017
• Supervisors: 9:00–10:00 a.m.
• Teachers: 3:30–4:30 p.m.

October 6, 2017
• Teachers: 9:00–10:00 a.m.
• Supervisors: 3:30–4:30 p.m.

To join the LEAP 2025 High School Practice Test Webinars
• Go to https://louisianaschools.adobeconnect.com/assessment-accountability/
• Dial access number 1-855-240-2575
• Provide meeting room number 89147656

Please email assessment@la.gov for more information.
LEAP 2025 Science Field Test Guides

Students in grades 3-8 will take a science field test.

Students enrolled in a high school Biology course will continue to take the EOC test. In Spring 2018, the EOC Biology test will include embedded field test items.

Field tested items may be used to build new LEAP 2025 test forms.

The Science Field Test Overview document is available now.

In early Winter 2017, the Department will post science field test guides with specific information on

• test design and structure
• item types and sample items
• available resources
## Kindergarten Entry Assessment and K–3 Literacy Screening Reporting

### Kindergarten Entry Assessment

<table>
<thead>
<tr>
<th>Who</th>
<th>Options</th>
<th>Reporting System</th>
<th>Reporting Deadline</th>
<th>Resources</th>
</tr>
</thead>
</table>
| First-time Kindergarten students | ● GOLD  
● DRDP  
● DSC | ● GOLD Data System  
● LDOE-provided spreadsheet/FTP  
● LDOE-provided spreadsheet/FTP | ● October 6  
● September 29  
● September 29 | FAQs |

### K-3 Literacy Screening Assessments

<table>
<thead>
<tr>
<th>Who</th>
<th>Options</th>
<th>Reporting System</th>
<th>Reporting Deadline</th>
<th>Resources</th>
</tr>
</thead>
<tbody>
<tr>
<td>All K-3 students</td>
<td>Approved Assessments</td>
<td>● LDOE-provided spreadsheet/FTP</td>
<td>September 29</td>
<td>Guidance Table 3</td>
</tr>
</tbody>
</table>

Email [assessment@la.gov](mailto:assessment@la.gov) with questions.
Measuring Results:
2017-2018 Assessments for English Learners and Students with Significant Disabilities
The English Language Proficiency Test (ELPT) will be aligned to the Louisiana Connectors for English Learners. Specifically, the new assessment will

- be administered in the Spring of 2018
- assess speaking, listening, reading, and writing on six grade bands (K, 1, 2-3, 4-5, 6-8, 9-12)
- report on five performance levels in each domain and three overall proficiency determinations (proficient, progressing, or emerging)
- be administered in an online platform

Administration guidance and assessment guides will be released this fall. The Department will continue to hosting trainings at the November Collaborations to review this test in-depth.

Email assessment@la.gov with questions.
The new LEAP Connect will be aligned to the Louisiana Connectors for Students with Significant Disabilities. Details include

- Currently in development; to be administered in the Spring of 2018
- Math and ELA (reading and writing) assessments for grades 3-8 and 11
- About 30-40 items for each subject, mostly selected response, with scripted directions for test administration
- Direct student interaction with online testing program with or without test administrator support
- Items developed at varying degrees of complexity that measure the same academic skill

Administration guidance and assessment guides will be released this fall. The Department will continue to hosting trainings at the November Collaborations to review this test in-depth. The LAA1 Science assessment will still be administered in grades 4, 8, and 11.

Email assessment@la.gov with questions.
LEAP Connect Transition

Louisiana is transitioning the assessment for students with significant disabilities to align with the ELA and Math Louisiana Connector Standards. That means the following for each grade level:

- **Grades 3-8 ELA and math**: Assessed with LEAP Connect assessment
- **Grades 4, 8, and 11 science**: Assessed with current LAA 1 science assessment
- **High school ELA and math**: The grade 10 assessment will transition to grade 11 in the 2018-2019 school year. *As a result, this is a transition year for high school.*
  - **Students in grade 10 last year (2016-2017)** who took the LAA 1 ELA and math assessments and met the graduation requirement will **not** take the ELA or mathematics LEAP Connect assessments in grade 11 (current year).
  - **Current grade 10 students** will not take LAA 1 exam and will instead take LEAP Connect in 2018-2019 (grade 11).
  - Students who are part of the third year assessment cohort or who need to participate in LAA 1 ELA and math to meet specific requirements will take the LAA 1 ELA and math assessment.
The assessments required for students with significant disabilities is outlined in the table below.

<table>
<thead>
<tr>
<th></th>
<th>2016-2017</th>
<th>2017-2018</th>
<th>2019 and beyond</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>LAA1 Science</strong></td>
<td>Grades 4, 8, 11</td>
<td>Grades 4, 8, 11</td>
<td>TBD</td>
</tr>
<tr>
<td><strong>LAA1 ELA/Math (old)</strong></td>
<td>Grades 3-8, 10</td>
<td>Students needing to take ELA/Math by 3rd year of high school</td>
<td>n/a</td>
</tr>
<tr>
<td><strong>LEAP Connect ELA/Math (new)</strong></td>
<td>n/a</td>
<td>Grades 3-8</td>
<td>Grades 3-8, 11</td>
</tr>
</tbody>
</table>
ESSA made changes to alternate assessment participation.

- ESSA limits the total number of students with the most significant cognitive disabilities who are assessed statewide with an alternate assessment to 1 percent of the total number of students in the state who are assessed in that subject.

<table>
<thead>
<tr>
<th>Previous Law</th>
<th>New Law</th>
</tr>
</thead>
<tbody>
<tr>
<td>1% cap on the percentage of the total tested student population that could count as <strong>proficient</strong> on the alternate assessment.</td>
<td>1% cap on the percentage of the total tested student population that can <strong>participate</strong> on the alternate assessment.</td>
</tr>
</tbody>
</table>

- ESSA establishes a **state** cap, not an LEA cap. A state cannot prohibit an individual LEA from assessing more than 1 percent of its students with an alternate assessment. However, LEAs that exceed the 1 percent cap must engage in certain activities.
ESSA provides the opportunity for states to request a waiver from the 1 percent alternate assessment participation cap. LDOE anticipates that the state will exceed the 1 percent participation cap in English language arts and math in the 2017-2018 school year and plans to submit a waiver request. To do this, both the state and LEAs must take certain actions.

Requirements for LEAs that the state anticipates will exceed the 1 percent alternate assessment participation cap. Submit a justification to LDOE that

- Provides assurance that the LEA followed the state’s guidelines for participation in the alternate assessment
- Provides assurance that the LEA will address any disproportionality in the percentage of students in any subgroup taking the alternate assessment

Requirements for states that exceed the 1 percent alternate assessment participation cap

- Submit a waiver to the U.S. Department of Education
- Make all justifications publicly available (without revealing personally identifiable information)
- Provide oversight to each LEA that the state anticipates will exceed the 1 percent cap. The LDOE will review each LEA that exceeded the participation threshold and will conduct targeted monitoring during fall and winter 2017 to ensure participation decisions met state criteria.
ESSA requires states to submit a waiver request 90 days prior to the alternate assessment testing window. LDOE is planning to submit a waiver request in early November.

Key Activities

<table>
<thead>
<tr>
<th>Target Date</th>
<th>Activity</th>
</tr>
</thead>
<tbody>
<tr>
<td>September 27th</td>
<td>LDOE posted notice of intent to submit a waiver for public comment</td>
</tr>
<tr>
<td>October 5th</td>
<td>LDOE hosts monthly Special Education Leaders webinar</td>
</tr>
<tr>
<td>Week of October 6th</td>
<td>LEAs receive 1% cap package</td>
</tr>
<tr>
<td>October 10th</td>
<td>LDOE conducts webinar for LEAs who must submit a justification</td>
</tr>
<tr>
<td>Week of October 20th</td>
<td>LEAs submit justification letters to LDOE</td>
</tr>
<tr>
<td>October 21st</td>
<td>Public comment on notice of intent closes</td>
</tr>
<tr>
<td>Week of November 6th</td>
<td>LDOE submits waiver to U.S. Department of Education</td>
</tr>
<tr>
<td>Fall/Winter 2018</td>
<td>LDOE conducts reviews of any LEA who exceeded the 1% cap</td>
</tr>
</tbody>
</table>
Call Summary
## Call Summary

<table>
<thead>
<tr>
<th>Month</th>
<th>Key Deadlines</th>
<th>Support and Resources</th>
</tr>
</thead>
</table>
| **October** | ● **Oct 3:** ACT/WorkKeys testing window opens  
● **Oct:** October reporting (MFP, IDEA, and Budgeted)  
● **Oct 31:** Lead agencies submit their 10/1 child count of birth-to-age five publicly-funded children served in their community | ● **Oct 3-19:** [Counselor Collaborations](#)  
● **Oct 10:** Monthly Assessment and Accountability Call  
● **Ongoing:** Personnel Director office hours every Tues-Thurs  
● **Oct 19:** Kickoff webinar for mentor teachers on [LDOE INSIGHT Coordinator Portal](#)  
● Financial Aid homepage |
| **November** | ● **Nov:** ACT window for schools to agree to terms and conditions and order accommodations  
● **Nov 29:** High School LEAP 2025 Fall 2017 test administration window opens  
● **Nov:** Deadline for schools to return the AP Participation Form and Participation Survey to the College Board | ● **Nov 7:** Monthly Assessment and Accountability Call  
● 2016-2017 K-12 school performance scores and letter grades  
● Early childhood performance profiles  
● **Nov 9, 13, 15, 16:** Supervisor Collaborations  
● School System Planning Guide  
● Round 2 School Redesign grant application and rubric  
● Statewide mentor training |