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**Lead Agency  
Back to School Webinar  
August 11, 2020**

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# 2020 Calendar At-a-Glance

# 2020

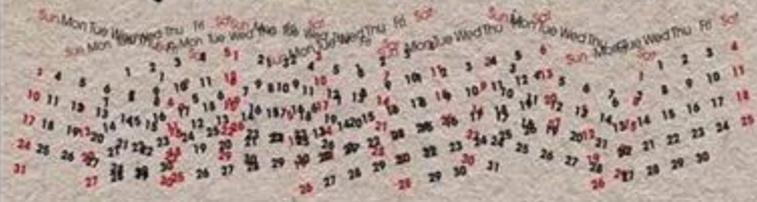
## JANUARY

Sun	Mon	Tue	Wed	Thu	Fri	Sat
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5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

## FEBRUARY

Sun	Mon	Tue	Wed	Thu	Fri	Sat
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16	17	18	19	20	21	22
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## Q U A R A N T I N E



## DECEMBER

Sun	Mon	Tue	Wed	Thu	Fri	Sat
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
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25	26	27	28	29	30	31

# Agenda

*The objective of this session is to provide a roadmap of the the 2020-2021 school year by ensuring lead agencies have the necessary operational updates and calendar of milestones.*

- Updates on Pre-K
- TeachingStrategies *GOLD*®
- Fall 2020 CLASS® Observations
- Strong Start
- Year at a Glance
- Support

# Updates on Pre-K

# Updates on Pre-K Sustaining LA 4 Programs

*In response to concerns from lead agencies about the sustainability of LA 4 programs, the Department is working with DCFS and our grants management team to identify potential solutions.*

- The Department is exploring alternative reimbursement approaches that may make LA 4 programs more sustainable when facing low enrollment numbers at the beginning of the school year for 2020-2021.
- It will be essential for LA 4 providers to offer and market virtual program options, so that families who choose to keep their four-year-olds at home can continue to benefit from supports from certified LA 4 teachers until they decide to have their children attend face-to-face school.
- The Department has developed a virtual pre-K toolkit to aid schools in planning to deliver pre-K in a virtual setting.

Please contact [Lindsey.Bradford@la.gov](mailto:Lindsey.Bradford@la.gov) with any questions.

# Updates on Pre-K LA 4 Update

*In order to ensure timely payment of your LA 4 funds, it is imperative that LA 4 recipients submit the required items listed below.*

Payment is contingent on receipt of these items:

- [Program Partner Assurances](#)
- [Pre-K Program Assurances](#)
- [Program Information Survey](#)
- [Staffing Information Form](#)
- Attendance Reporting Staff Identified - the name and email address of this person should be sent to [lindsey.bradford@la.gov](mailto:lindsey.bradford@la.gov)

# Updates on Pre-K Engaging Families

*LA 4 programs should continue to engage families and strive to enroll at full program capacity, which may require that lead agencies use novel enrollment and information campaign strategies.*

## **Continue enrollment strategies in community**

- Diversify pre-K delivery models (considering offering virtual)
- All enrollment processes should continue
- Utilize DirectMatch for a contact-free method of eligibility determination.

## **Information campaigning**

- Offer families various options for parent information meetings (virtual, staggered in-person meeting times, etc.) to learn about diverse models for delivery of instruction.
- Communicate the importance of enrolling children in a program that continues to foster development and kindergarten readiness regardless of the method of delivery.
- Provide families with specific information about what virtual learning looks like, including teacher/child interactions, materials, communications, schedules, and the parent/teacher partnership.

# Updates on Pre-K

## Virtual Pre-K Toolkit

*The Department developed a [toolkit](#) to provide guidance for how to design and implement a virtual pre-K program in the 2020-2021 school year.*

The [toolkit](#) provides both requirements and recommendations for quality implementation.

- Requirements for virtual settings
- Synchronous and asynchronous definitions
- Sample schedules for teachers and families
- Guidance for completing assessments virtually
- Ideas for providing materials at home
- Tips for publicizing a virtual option

Questions about virtual pre-K can be directed to [meredith.eckard@la.gov](mailto:meredith.eckard@la.gov)

*TeachingStrategies GOLD®*

# Teaching Strategies GOLD<sup>®</sup>

## Resources

Required item sets for [completing GOLD<sup>®</sup>](#) vary for learning environments including traditional, hybrid, virtual).

Learning Environment	Assessment Guidelines
Traditional Learning: Face-to-face	<b>Assessment Required</b> The Default Item Set in <a href="#">Table 1</a> should be used to collect documentation. Programs and sites have the option of adding additional items to this set.
Virtual Learning: 100% virtual model (entire semester)	<b>Assessment Required</b> The Required Item Set for Virtual Learning in <a href="#">Table 1</a> should be used to collect documentation. Programs and sites have the option of adding additional items to this set.
Hybrid Learning: Combination of face-to-face and virtual	<b>Assessment Required</b> If children are in-person at least two days/week, follow the guidelines above for traditional learning. If children are in person fewer than two days/week, follow the guidelines above for virtual learning.

# Teaching Strategies GOLD®

## Teaching Strategies GOLD® Resources

Administrators will be able to continue using their login credentials from last year and use recent guidance for [completing GOLD®](#) in various learning environments (traditional, hybrid, virtual).

### Resources:

- [TeachingStrategies GOLD® Overview 2020-2021](#)
- [TeachingStrategies GOLD® for OSEP FAQ](#)
- [TeachingStrategies GOLD® Guide for Principals and Directors](#)
- [Guidance for Setting Up Sites and Classes in GOLD®](#)
- [Guidance for Deleting User Accounts in GOLD®](#)
- [Guidance for Transferring Children in GOLD®](#)
- [TeachingStrategies GOLD® Administrator Guide](#)
- [TeachingStrategies GOLD® Teacher Guide](#)

### Checkpoint Deadlines:

October 31

February 28

May 31

Questions regarding GOLD® can be directed to [meredith.eckard@la.gov](mailto:meredith.eckard@la.gov)

# Conducting CLASS<sup>®</sup> Observations in Fall 2020

# Fall 2020 CLASS<sup>®</sup> Observations

## Overview of CLASS<sup>®</sup> in 2020-2021

*The Department will work closely with communities to support CLASS<sup>®</sup> observations to be responsive to community challenges, while also continuing to provide meaningful insight into classroom quality.*

- Each semester in Louisiana, CLASS<sup>®</sup> observations provide directors, coaches, lead agencies, CCR&Rs, and other support staff with **helpful insight into the quality of adult-child interactions**, and this insight/data **enables real-time improvement** efforts.
- Existing local observation protocols will be expanded to include guidance from the following during for Fall 2020:
  - COVID-19 health and safety protocols from the Louisiana Department of Health
  - Guidance from Teachstone<sup>®</sup> for conducting CLASS<sup>®</sup> observations during COVID-19
  - Information from Teachstone<sup>®</sup> about COVID-19 impacts on CLASS<sup>®</sup> indicators
- **LDOE will continue to discuss with stakeholders** the impact of COVID-19 on classroom quality and what that means for accountability in 2020-2021.

# Fall 2020 CLASS® Observations

## Planning Observation Visits

*CLASS® observations enable lead agencies to understand the quality of interactions and support educators in their professional development during the pandemic.*

Lead agencies should begin planning for onsite observations of in-person instruction during the Fall 2020 observation period while considering the impact of COVID-19 on their community.

- These plans should be sensitive to community needs and consistent with the Department's guidance and maintain a focus on ensuring CLASS® provides opportunities for growth for teachers and site directors for improving quality interactions.

The Department is continuing to finalize plans for third party observation and will communicate plans as they become available.

# Fall 2020 CLASS® Observations

## Planning Observation Visits

*The Department understands the challenges fall 2020 observation cycle presents and has developed decision-making guidelines to assist lead agencies as they plan CLASS® observations.*

Is the site open and currently providing in-person instruction?



Yes - Work with the site to schedule an observation visit



No - Re-evaluate observation viability within 2 weeks

Can onsite observations be conducted by an outside observer?



Yes - Work with the site to schedule an observation



No - Consider an onsite observer

Can onsite observations be conducted by an onsite observer?



Yes - Work with the site to coordinate an observation



No - Explore options for Teleconference observations or reschedule

# Fall 2020 CLASS® Observations Protocol Timeline

*The Department is currently finalizing CLASS® observation supports for Fall 2020.*

Fall 2020 Local Observation Protocol Guidance for Early Childhood Community Networks will be released by August 17. The Department will also provide the following resources:

- Observation planning template
- Health and safety checklist
- Teleconference/video observation guidance

The deadline for Coordinated Observation Plan submission is September 30.

Fall 2020 observation will be an ongoing topic within the weekly Lead Agency Office Hours.

Contact [amy.poirier@la.gov](mailto:amy.poirier@la.gov) if you have questions about CLASS® protocols for Fall 2020.

# Fall 2020 CLASS® Observations

## Updates to Local Observation Protocols

*The Department is committed to ensuring that CLASS® observations remain useful to classroom teachers and site leaders, while also ensuring that CLASS® observations can be conducted safely and responsively.*

- Ensuring that this tool remains useful and that observations are conducted safely and responsively during Phases 1-3 of COVID-19 Reopening requires updating CLASS® observation protocols to reflect:
  - **Health and safety concerns** - Protocols must ensure that CLASS® observations present minimal, if any, risk of exacerbating community spread of COVID-19.
  - **Shifts in student experiences** - Protocols must accommodate for changes that may occur in response to COVID (such as adjusted schedules and masked teachers).
  - **Enrollment and staffing realities** - Protocols must be responsive to student and staff attendance realities in the wake of COVID-19 fluctuations.

# Fall 2020 CLASS<sup>®</sup> Observations

## Updates to Protocols - Before the Observation

*For Fall 2020, lead agencies' Coordinated Observation Plans should be sensitive to the impacts of COVID-19 and include protocols for conducting observations following OPH and LDOE guidelines.*

Protocol updates include that lead agencies develop processes to:

- ensure that observers are aware of and follow COVID-19 health and safety protocols and procedures;
- ensure observer schedules reflect up-to-date information for each observation site;
- confirm visits 24 hours in advance;
- require sites to contact the lead agency or the observer with any COVID-19 related events that would preclude an observation as they occur; and
- address the rescheduling of visits due to unforeseen closures or COVID-19 exposure.

# Fall 2020 CLASS® Observations

## Updates to Protocols - During the Observation

*Observers should follow all required COVID-19 health and safety procedures during all observation visits.*

Protocol updates include guidance to ensure the health & safety of all students, site staff, and observers.

- Observers will maintain appropriate social distancing and a static presence in the classroom throughout the observation.
- Observation cycles will remain the same, however, observers should stay in the classroom when scoring. This applies to all CLASS® observation types (infant, toddler, and pre-K).

# Fall 2020 CLASS® Observations

## Updates to Protocols - During the Observation

*Louisiana will incorporate guidance and updates to protocol based on Teachstone's® "[Guidance for Conducting CLASS® Observations of In-Person Teaching During COVID-19.](#)"*

Protocol updates include guidance about how the CLASS® observation tool should accommodate changes in classroom experience.

- Observers should take time to prepare mentally for how observations during COVID-19 may be different from those in conducted in the past. Additional information about observing during COVID-19 can be found in Teachstone's® [Blog](#) and will be included in LDOE guidance.
- Observers should follow Teachstone's® [guidance](#) related to how teacher-child interactions may be changed and in what ways due to the restrictions for health and safety during COVID-19.

# Fall 2020 CLASS® Observations

## Updates to Protocols - After the Observation

*Lead agencies should consider how to document, collect and share CLASS® observation results.*

Protocol updates include guidance about how lead agencies should handle CLASS® observation documentation and feedback.

- Lead agencies should establish and implement a protocol to ensure that written results and feedback from each local observation are reported to sites within ten business days while considering all COVID-19 health and safety protocols and procedures.
- Lead agencies should establish protocols for observers to submit their score sheets in a timely manner while considering all COVID-19 health and safety protocols and procedures.
- Lead agencies should document attempted observation visits that were postponed due to COVID-19.

# Fall 2020 CLASS<sup>®</sup> Observations

## Protocol for Teleconference Observations

*Lead agencies may include innovative observation techniques that are aligned with existing Louisiana policy and Teachstone<sup>®</sup> guidance in their Coordinated Observation Plans.*

As lead agencies explore innovative observation techniques such as teleconference observations, these plans should be sensitive to policies and guidance such as:

- Louisiana children's privacy laws require that schools and centers obtain parental consent before capturing footage from classrooms that may include children's images or audio. The Department will provide a sample opt-out release form sites may use.
- Individual sites' teleconferencing policies and capacity.
- Best practices for ensuring video quality, audio quality, and minimally invasive capturing techniques.

Email [LeadAgencySupport@la.gov](mailto:LeadAgencySupport@la.gov) for additional information or feedback on such plans.

# Fall 2020 CLASS® Observations

## CLASS® Portal

*The 2020-2021 school year will be bringing some changes to the CLASS® Portal that will help to consolidate data collection for lead agencies.*

### **2020-2021 School Year**

- Portal will be reset to the 2020-2021 school year on August 14
- Classrooms should be set up by October 1
- Beginning August 28, there will be a new classroom indicator for classroom format (virtual, in-person, hybrid)
- Informational metrics will now be collected in the CLASS® Portal, beginning in September
  - Current teacher name
  - Teacher name as of October 1
  - Curriculum
  - October 1 adult-to-child ratio
  - October 1 teacher degree and teacher certification

For more information, review the updated [CLASS® Portal User Guide](#) or email [sydney.anderson@la.gov](mailto:sydney.anderson@la.gov).

# Fall 2020 CLASS<sup>®</sup> Observations Timeline

Deadline	Action	Descriptions
October 1	CLASS <sup>®</sup> Portal Update	Network coordinators must ensure all sites within the community network have been added, and site coordinators must enter/update information for classrooms within their site(s).
October 1	CLASS <sup>®</sup> Coordinated Observation Plan	Lead agencies should submit plans for conducting CLASS <sup>®</sup> observations in accordance with updated COVID-19 protocol requirements.
December 15	Fall Observation Deadline	Lead agencies should ensure that all CLASS <sup>®</sup> observations have been completed and submitted in the CLASS <sup>®</sup> portal by the deadline, or have communicated with the Department to request an extension.
February 1	CLASS <sup>®</sup> Portal Update	If classroom updates are needed for the Spring, Site Coordinators must complete this work by the deadline.
May 15	Spring Observation Deadline	Lead agencies should ensure that all CLASS <sup>®</sup> observations have been completed and submitted in the CLASS <sup>®</sup> portal by the deadline

# Fall 2020 CLASS® Observations

## CLASS® System Resources

### CLASS® System Resources

<a href="#">Early Childhood CLASS® Portal</a>	All CLASS® observations are reported to the Department in the CLASS® Portal.
<a href="#">CLASS® Observation System User Guide</a>	Provides detailed information for setting up the CLASS® Portal, scheduling observations, and entering observation data.
CLASS® Portal Training Webinars	On-demand, self-paced webinars are provided for for <a href="#">Observers</a> , <a href="#">Site Coordinators</a> , and <a href="#">Lead Agencies</a> .
<a href="#">CLASS® Video Library</a>	The Department has updated the online library of high-quality examples of CLASS® dimensions in practice to include Infant CLASS® dimensions.
<a href="#">CLASS® Appeal Form</a>	Download and use to appeal local scores, third-party scores, or a replacement score where a local observation was not conducted. Use these <a href="#">guidelines</a> to assist you in determining if an observation should be appealed. Submit appeals to <a href="mailto:EarlyChildhoodAppeals@LA.gov">EarlyChildhoodAppeals@LA.gov</a> .
<a href="#">CLASS® Portal Error Correction Form</a>	Download this form and use throughout the year to correct errors in the CLASS® Observation System. Submit to <a href="mailto:EarlyChildhood@LA.gov">EarlyChildhood@LA.gov</a> .
<a href="#">CLASS®/Compass Guidance</a>	Use this guidance document to provide districts information about using CLASS® to evaluate professional practice.
<a href="#">CLASS® Third-Party Observation Guide</a>	Information about the third-party observation process used to audit local CLASS® observation systems will be forthcoming.
<a href="#">Performance Rating Calculator</a>	Calculator is updated with option to include infant scores. The CLASS® Portal also now includes a “CLASS Calculator Roster” report to use with the calculator. Details can be found in this <a href="#">webinar</a> .

# Fall 2020 CLASS<sup>®</sup> Observations

## LDOE Supports

*The Department recognizes the burdens placed on lead agencies, school systems, and child care providers, and is committed to providing support, guidance, and flexibility during this time.*

- The Department recognizes that conducting CLASS<sup>®</sup> observations will be especially challenging this semester and is committed to providing flexibility:
  - While lead agencies will be encouraged to conduct observations in 100% of their classrooms this fall, the Department will provide a waiver process for lead agencies who are not able to reach 100% of classrooms for various reasons.
  - Prior to making any final determinations about 2020-2021 Performance Profiles, the Department will engage lead agencies, directors, and other stakeholders.
- The Department is exploring allocating additional funding to lead agencies to address the increased costs associated with conducting observations during COVID-19.
- The Department will continue to host weekly webinars, during which lead agencies can discuss challenges they are facing in conducting observations.

# Strong Start 2020

# 2020 Strong Start Overview

*The Strong Start Guidance was designed to support early childhood communities as they plan for a strong start to the 2020-2021 year, while being responsive to the health and safety of families and children.*

Early Childhood Strong Start was developed to support school systems and communities to prepare for reopening. Recently, a Strong Start Toolkit for Teaching and Learning was released to help school systems and communities make decisions that work best in their local context.

Four categories for early childhood:

- Health, Safety, and Operations
- Sustaining and Expanding Early Childhood Access
- Classroom Quality and Continuous Learning
- Families Engagement and Support

*Lead agencies should continue to complete their budgets in eGMS for the Community Recovery Grant, and any questions should be sent to [devon.camarota@la.gov](mailto:devon.camarota@la.gov).*

# Year at a Glance

# Year at a Glance

## Fall 2020-2021 at a Glance

Fall 2020 Lead Agency Milestones and Expectations	Date
The first required (fall) community network meeting has been conducted, virtually as necessary.	9/30
Local CLASS® Coordinated Observation Plan has been submitted to the FTP folder.	10/1
All classrooms have been set up in the CLASS® online system and informational metrics added.	10/1
All fall observations have been scheduled in the CLASS® online system.	10/1
Classroom-level informational metrics have been confirmed or updated in the CLASS® online system	10/31
Child Count as of 10/1 has been submitted to the FTP folder.	10/31
All classrooms have been set up in the <i>GOLD</i> ® online system.	10/31
Super App, the Coordinated Funding Request, and supporting guidance will be released.	November
100% of fall CLASS® observations have been completed and results entered in the CLASS® online system.	12/15
The fall community network calibration exercise has been completed.	12/15
The second required (winter) community network meeting has been conducted, virtually as necessary.	12/31

# Year at a Glance

## Spring 2020-2021 at a Glance

Spring 2021 Lead Agency Milestones and Expectations	Date
All classrooms have been set up in the CLASS® online system.	2/1
All spring observations have been scheduled in the CLASS® online system and/or “real time” sites have been submitted to the FTP folder.	2/1
Super App and the Coordinated Funding Request are submitted.	February
The community network’s Child Count as of 2/1 and Coordinated Enrollment Plan (for upcoming year) has been submitted to the FTP folder.	2/28
The third required (spring) community network meeting has been conducted.	3/31
100% of spring CLASS® observations have been completed and results entered in the CLASS® online system.	5/15
The spring community network calibration exercise has been completed.	5/15
The fourth required (summer) community network meeting has been conducted.	6/30

# Support

# Support Lead Agencies

*The Department provides ongoing support to guide and assist lead agencies to ensure children and families have access to high-quality early care and education.*

## Support for Lead Agencies

Office Hours Weekly Webinar for Lead Agencies	Weekly every Tuesdays at 3:00 p.m. The meeting invitation can be added to your calendar and contains
Other Webinars for Lead Agencies	The Department will host ongoing webinars to support lead agencies in specific areas, such as coordinated enrollment, during the course of the year. These webinars will typically be offered from 12-1pm on Wednesdays.
Technical Assistance	Reach out to any Early Childhood Team member to schedule technical assistance.

# Support

## Early Childhood Team Contact Information

LDOE Staff	Contact this person if you have questions about:	Email
Sydney Anderson	CLASS® Portal	sydney.anderson@la.gov
Lindsey Bradford	Pre-K programs, eligibility determination, DirectMatch, eGMS, Super App, and Coordinated Funding Request	lindsey.bradford@la.gov
Devon Camarota	PDG seats and EC Guides Pilot	devon.camarota@la.gov
Amanda Colon	Coordinated Enrollment and Family Engagement	amanda.colon@la.gov
Lizzie Cosse	Ready Start Networks	lizzie.cosse@la.gov
Michelle Demeulenaere	ECAC requirements, Child Care Resource and Referral Agencies	michelle.demeulenaere@la.gov
Maya McLaughlin	EC academics and curriculum	maya.mclaughlin@la.gov
Michael Bock	Performance Profiles	michael.bock@la.gov
Meredith Eckard	<i>TeachingStrategiesGOLD</i> ® and EC Communications	meredith.eckard@la.gov
Emmy O'Dwyer	Louisiana Early Leaders Academy, shared services, director support, improvement	emmy.odwyer@la.gov
Amy Poirier	Lead Agency support and Ready Start Networks	amy.poirier@la.gov
Demita Walker	School Readiness Tax Credits (SRTC)	demita.walker@la.gov

# Questions