

# LDOE Weekly Newsletter



February 23, 2016

## Superintendent's Message

Dear Colleagues,

I enjoyed seeing you last week, and I appreciated the time you dedicated to the important academic issues we discussed. In this letter, I'll recap those issues and will discuss next steps we can take together in anticipation of the 2016-2017 school year.

### Louisiana Student Standards

At the Superintendents Advisory Council, the committee and subcommittee chairs overseeing the development of Louisiana Student Standards in [English](#) and [mathematics](#) presented work of the last eight months. Their efforts have been tireless and selfless, and I look forward to their presentation at next week's BESE meetings.

[State law](#) requires that by March 2016 BESE adopt new standards that will be used in classrooms and on state tests. Following BESE's vote next week will be a process of deliberation that will conclude this summer, when the Governor has the option to veto the new standards. Only in the event of a veto would the new Louisiana Student Standards not be adopted. Were a veto to occur, the Common Core State Standards would remain in place.

### Support for New Standards

At last week's [all-superintendent meeting](#) we discussed several strategies that will support schools and districts this spring in incorporating the new standards into classroom teaching, provided the standards are not vetoed.

As noted in the [materials reviewed](#) at the meeting, for example, the Department will immediately re-review all curricula and will adjust professional development.

The Department must also procure a long-term contract for English and math content development services -whether or not the standards are vetoed - and will instruct its vendor to keep state testing to no more than two percent of school days and to reduce high school testing.

Though "option B" appeared to be the consensus favorite testing window for spring 2017, I look forward to any suggestions otherwise from superintendents.

### Accountability Decisions for Further Discussion

Finally, also at the all-superintendent meeting, we discussed decisions superintendents and the Department should make together, by the start of the next school year, regarding accountability in future years. I hope that you will be able to join me for an all-superintendent meeting March 17 in Baton Rouge, 30 minutes after the conclusion of the Superintendents Advisory Council, to continue our dialogue on these issues.

The new Every Student Succeeds Act (ESSA) requires that the elements of No Child Left Behind (NCLB) that remain in ESSA, such as annual testing and accountability systems that evaluate school performance, be continued in 2016-2017 (you can find a fact sheet on ESSA accountability [here](#) and an in-depth presentation on the transition [here](#)). I look forward to discussing again with you how to achieve this accountability requirement in the fairest way for 2016-2017.

Similarly, BESE's educator evaluation policies trust principals to review teacher performance using test score analysis as one among several measures, and to arrive at a judgment themselves as to educator performance (you can find an explanation of this principal judgment system [here](#)). I look forward to discussing how best to implement this system of principal judgment next year as well, especially given the timing of test results on assessments that incorporate significant writing.

Finally, while 8th-to-9th grade promotion decisions will remain at the discretion of local educators, I look forward to our discussion of how to address struggling students in 4th grade and all other grades.

State and federal laws guide our path forward. BESE must adopt new standards next week, and, absent a veto, those will be our state's academic expectations (a veto maintains the Common Core State Standards). Similarly, ESSA requires that states maintain testing and accountability systems in 2016-2017, just as it provides states greater latitude over how those systems are implemented in future years.

These are legal mandates. But how we achieve these requirements is a matter best discussed and determined among administrators at the state and local level. Above all else, we should continue our dialogue. I look forward to doing that March 17.

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

**John**

John White  
Louisiana Department of Education  
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To view the current District Support Calendar, please click [here](#).

## District Support

### **Register for the March Supervisors Collaboration Event**

**Registration for the [March Supervisors Collaboration Event](#) is now open.** Sessions will cover important information for district supervisors, including but not limited to successful administration of the upcoming Spring 2016 assessments and planning for the 2016-2017 school year. Click [here](#) for more information about topics that will be discussed at the following events.

- March 10: Baton Rouge
- March 11: Bossier
- March 14: Jefferson

Network teams will help districts identify and register participants for these events. **Please contact your network point of contact immediately if you are interested in attending the March Supervisors Collaboration Event.**

Note: There are no Teacher Leader Collaborations in March.

Please contact your network point of contact with questions about these events or email [districtsupport@la.gov](mailto:districtsupport@la.gov).

### **English Language Arts Guidebooks 2.0 Release**

The Department is pleased to announce the upcoming release of the [English Language Arts Guidebooks 2.0](#) to help students read, understand, and express understanding of texts.

These units will support ELA classroom teachers by providing:

- daily lessons,
- handouts,
- teaching notes,
- assessments, and
- student writing exemplars.

By the end of the 2016-2017 school year, a minimum of four units will be available for grades 3-10. District personnel, school administrators, and teachers can access a list and schedule of released units [here](#). The Department will release the first round of units in the summer of 2016 and the remaining units in early 2017.

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

## Assessment and Accountability

### **March Assessment & Accountability Monthly Call and Webinar**

The March Assessment and Accountability Monthly Call and Webinar is scheduled for **Tuesday, March 1, 2015, at 9:00 a.m.**

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

- Meeting Name: District Test Coordinator Monthly Meetings
- Click [here](#) to join the meeting or go to: <https://louisianaschools.adobeconnect.com/dtc/>
- Enter the meeting room as a guest and provide your name.
- Access audio via phone bridge: 1-800-832-0736 / room number: 3423602
- Select the "listen only mode" if joining the meeting via computer or smartphone.

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

### **Release of ACT Match/No Match Reports**

For the 2015-2016 school year, the LDOE requires all students enrolled in grade 12, except for students participating in LAA 1, to have an ACT score on record as part of the school performance score for high schools. The LDOE uses the highest score earned by April 9, 2016, to determine how many points students are awarded in the index. To assist districts and schools with ACT testing for students currently enrolled in grade 12, the LDOE is updating and uploading two files to the secure FTP site on Tuesday, February 23.

1. **ACT Match List:** This list includes students in grade 12 with an ACT test score on file with the LDOE and who can only participate in the state spring testing administration at the expense of the district or school.
2. **ACT No Match List:** This list includes students in grade 12 with **no** ACT test score on file and for whom the LDOE will assume the cost for participating in spring testing.\*

*\*If these students fail to test and have no ACT score for inclusion in the school performance score, they will be assigned a score of zero (except for students participating in LAA 1).*

If a student's ACT score is missing, or if the match list does not reflect a student's higher ACT score, districts should submit corrections for this data during the early fall ACT data certification period; no corrections are needed at this time.

Please send any questions about the file to [assessment@la.gov](mailto:assessment@la.gov)

# Assessment Preparation

## Assessment Administration Update

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

### TEST ADMINISTRATION:

- **ACT Assessment:**

- **February 22-25, 2016:** Districts receive secure shipment(s) for initial ACT testing. **Note:** *Schools on break will receive their shipment during the prior week.*

- **LEAP Assessments:** From February 1 to April 1, districts should:

- Access and use [practice test](#) resources
- Access the Online Tools Training and online practice tests in INSIGHT
- Complete the survey for online vs. paper and social studies field test by Feb 24
- Review the [LEAP Accessibility and Accommodation Manual](#)

### TECHNOLOGY READINESS:

This spring, students in grades 3 through 8 may test online. The following tools and resources have been released to support LEAs in preparing for online assessments.

- **Online Practice Test and Online Tools Training (OTT):** Both of these tools are currently available within INSIGHT and

provide teachers and students the opportunity to become familiar with the INSIGHT testing portal and the online testing tools prior to engaging in the operational assessments. The [Guide to Administering and Scoring the Online Practice Tests](#) provides additional guidance for schools and districts as they prepare for and administer the online practice tests.

- **Testing Site Manager (TSM):** Districts should install the Testing Site Manager (TSM) and perform all initial tests using

the tools provided in the online [Practice eDirect](#) site. Setup of the TSM and installation of INSIGHT on client devices are required for accessing the practice tests and Online Testing Tools

required for accessing the practice tests and Online Testing Tools.

- **Online vs. Paper Assessment Survey:** Districts must indicate whether they will administer tests to grades 3 through 8 online or on paper through a survey within the Assessment Reporting System in [LDOE LEADS](#). It will also allow districts to sign up to participate in the social studies field test. **District responses are due by TOMORROW FEBRUARY 24, 2016.**

#### **ADDITIONAL TOOLS AND RESOURCES:**

- **NEW Practice Test Guidance:** LEAP ELA and math practice test guidance documents are posted on the [Practice Test](#) page. The documents guide teachers of grades 3-8 toward better use the 2016 practice tests to support their instructional goals.
- **NEW Assessment and Accountability Monthly Call and Webinar:** The March Assessment and Accountability Monthly Call and Webinar is scheduled for **Tuesday, March 1, 2015, at 9:00 a.m.**

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

- **Meeting Name:** District Test Coordinator Monthly Meetings
- Click [here](#) to join the meeting or go to: <https://louisianaschools.adobeconnect.com/dtc/>
- Enter the meeting room as a guest and provide your name.
- Access audio via phone bridge: 1-800-832-0736 / room number: 3423602
- Select the "listen only mode" if joining the meeting via computer or smartphone.
- **Accessibility and Accommodation Manual:** The [Grades 3-8 Accessibility and Accommodation Manual](#) is currently available within eDIRECT and offers guidance to districts and decision-making teams to ensure that assessments provide valid results for all participating students.
- **Office Hours:** The Louisiana Department of Education hosts weekly **office hours every Thursday from 11 a.m. to 12 p.m.** to answer any questions that teachers, supervisors, test coordinators, and test administrators may have regarding statewide assessments.
- Click [here](#) to join the meeting or go to: <https://louisianaschools.adobeconnect.com/dtc/>
- Enter the meeting room as a guest and provide your name.
- Select the "listen only mode" if joining the meeting via computer or smartphone, or access audio via phone bridge: 1-800-

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

## High School Opportunities

### **2016 High School Diploma Orders**

**Attention: District Superintendents, Diploma and Transcript Coordinator, Principals, and Counselors.**

Please use the [Diploma Order Form](#) to submit an order for 2016 graduates and reissued high school diplomas. We suggest you order enough to cover midterm and summer graduates, and printing errors. Thus, we recommend at least a 10 percent overage. The Department will cover the costs for the initial order and distribution. Districts will be billed directly by State Printing for orders made after the **March 11 deadline** and throughout the school year.

Beginning with 2016 graduates, submission of the "*Documentation For A Certificate of Achievement*" form is not required due to Louisiana's student privacy law (R.S. 17:3914) that provides for limitations and prohibitions on the collection and sharing of student information. LEAs will continue ensuring that students exiting with a Certification of Achievement are indicated in the Special Education Reporting (SER) System and Student Information System (SIS).

Only one order form should be submitted for each public school district. Lab schools, Type 2 Charter schools, special schools and nonpublic schools that administer the state's assessments should also submit an order form.

Please email completed order forms **by March 11** and questions to [zoa.bain@la.gov](mailto:zoa.bain@la.gov).

### **Jobs for America's Graduates-Louisiana (JAG-LA) Supervisor/Principal Webinar**

Per the JAG-LA Grant Assurances, the district/agency JAG-LA Supervisor and Principal are to attend a mandatory JAG-LA Supervisor/Principal meeting provided by LDOE. The meeting will be via webinar at 9:00 a.m. on **Thursday, March 10, 2016**. The webinar will provide in-depth information regarding the JAG-LA Program(s) under your supervision. If you are unable to attend the webinar at the time provided, please contact Dianna Keller at [dianna.keller@la.gov](mailto:dianna.keller@la.gov) for updated information or questions.

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

- Meeting Name: JAG-LA Supervisors/Principal Webinar
- Click [here](#) or go to <https://louisianaschools.adobeconnect.com/r28ilrr6s14/>
- Enter meeting room as a guest and provide your name
- *Select Listen only mode*

### **Jobs for America's Graduates-Louisiana (JAG-LA) Conference**

The Office of Student Opportunities will host the Jobs for America's Graduates-Louisiana (JAG-LA) Virtual Career Development Conference and the Student Development Conference. Participants will include high school and middle school JAG-LA students and JAG-LA Out-of-School Youth.

This year's theme is "JAG-LA: Many Hands, Many Minds, One Goal." Students will participate in virtual competitions categories relating to this theme, which include writing, public speaking, photo contest, community service Power Points, and numerous others. The competitions provide opportunity for JAG-LA students to demonstrate talents and skills learned through the

competencies taught by dedicated JAG Specialists.

Entries from the participants of both conferences must be submitted electronically by **Friday, March 11, 2016**. JAG-LA sites will be notified of winners via Webinar on Wednesday, April 20, 2016. Conference manuals have been forwarded to JAG-LA Specialists identifying the competitions and protocol for submittals.

For questions or additional information, contact Dianna Keller at [dianna.keller@la.gov](mailto:dianna.keller@la.gov).

## **2016 Jump Start Super Summer Institute**

### **SAVE THE DATE!**

The Department will co-host the 2016 Jump Start Super Summer Institute (SSI) **July 18-22, 2016, at South Louisiana Community College in Lafayette**. SSI will provide teacher certification training for [Jump Start Statewide Industry Based Certifications](#). Registration will open in mid-March and will be published in the LDE newsletter and placed on the *All Things Jump Start* webpage.

The Department will pay training costs as well as provide lunch for secondary instructors attending SSI. Districts are responsible for all travel expenses and a nominal registration fee (\$150.00/instructor) for which districts may use their Career Development Funds (CDF) or 2015-2016 Carl Perkins Funds.

Please direct all questions about Super Summer Institute to [JumpStart@la.gov](mailto:JumpStart@la.gov).

## **College-Ready Writing Workshop at Northwestern University**

**Please share with Chief Academic Officers and Curriculum Supervisors.**

Northwestern University is hosting a workshop on Tuesday, March 15, to share best practices on developing structures for teaching college-ready writing. The event will share the results of the College-Ready Writers Program National Study, a two-year study in partnership with Grant, Red River, Avoyelles and Jackson Parish schools to determine how to build college-ready writing skills in students.

[Registration](#) for the event is on a first come, first served basis and the cost is \$25 per participant.

Please contact NSU at 318-357-5339 or email [nsuwp@nsula.edu](mailto:nsuwp@nsula.edu) with questions.

## **Data**

### **Monthly Data Coordinator Webinar**

The Department will hold its monthly webinar for LEA managers of SPS, SPC, CUR, SIS, PEP, STS, SER, and AFR on **Thursday, March 3, at 2:00 p.m.** Topics will include upcoming deadlines, updates, enhancements, and best practices.

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

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

The presentation will be posted on the INSIGHT Coordinator's Portal under [Monthly DC Webinars](#) by Wednesday, March 2.

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

## **ACT Match/No Match Rosters Available on FTP**

In preparation for upcoming ACT testing, the Department will provide final ACT Match/No Match rosters via FTP on Tuesday, February 23. Files named "LEACode\_LEAName\_2016\_ACT\_Match\_NoMatch Update" will be available on the Data Management FTP site (with usernames ending in @datamgmt) until Wednesday, March 23. Please supply this data to your district test coordinator (DTC).

Email [idedata@la.gov](mailto:idedata@la.gov) with questions regarding FTP access.

Email [assessment@la.gov](mailto:assessment@la.gov) with questions regarding the content of the reports.

## **Finance**

### **Career Development Funds (CDF)**

#### **Attention: Business Managers**

Please forward to business managers and financial officials of public school districts, charter schools and special schools.

Funding of Career Development Funds (CDF) is provided in the Minimum Foundation Program (MFP) for FY2015-2016. The allocation schedule is provide [here](#) and payments will be made by February 29.

Contact [Dave.Lefkowitz@la.gov](mailto:Dave.Lefkowitz@la.gov) if you have any questions or need additional information.

## **Grants Management**

### **Perkins Allocations**

#### **Attention: Federal Program Directors and Business Managers.**

The [2015-2016 final allocation supplement](#) and 2014-2015 reallocation available under the Carl D. Perkins Career and Technical Education Act have been updated in eGMS. The amount available for budgeting may be accessed by creating an amendment in the 2015-2016 Carl Perkins Application in eGMS.

Updated GANs are not yet available in eGMS. We will send out a notification with instructions when the GANs are available for download.

Should you have questions regarding this information, please contact Sheila Guidry at [Sheila.Guidry@la.gov](mailto:Sheila.Guidry@la.gov).

## **Student Programs**

### **Health, Physical Education and Vending Survey**

In response to Revised Statute 17:17.4 of the Louisiana Legislature, the Healthy Communities Section is requesting your assistance in completing the annual health and physical education survey.

The Department of Education is required to monitor and evaluate health and physical education, vending machine policies and

The Department of Education is required to monitor and evaluate health and physical education, vending machine policies and School Health Advisory Council activities and provide an annual report to the Legislature. Your participation in this survey is critical in providing quality, accurate data to the Senate and House Committees on Health and Welfare. It is important to note that data is analyzed and disseminated collectively and not by individual district.

The survey can be found [here](#). Please have only one person complete the survey by February 29, 2016.

## Special Education

### **Special Education Processes and Procedural Safeguards Handbook Update**

The [Louisiana Special Education Processes and Procedural Safeguards Handbook](#) has been updated as of February 2016 to reflect the recent changes to the BESE Board. The only change to this document is the removal of the 2013 BESE Membership list. Districts may continue to use the translated versions of the 2013 document until further notified.

## Talent

### **Believe & Prepare Policy Meeting: Registration Information**

#### **Attention: Chief Academic Officers, Human Resource Directors, and District-Level Supervisors**

Through the Believe and Prepare program, school systems and preparation providers have partnered to ensure that aspiring teachers learn how to teach in classrooms alongside Louisiana's most effective teachers. These partnerships' most promising practices have formed the basis for proposed changes to teacher preparation and licensure policies.

The Department of Education will host a series of regional meetings across the state to discuss these proposed changes with school district supervisors and preparation provider leaders in early March.

These meetings will be held in New Orleans, Lafayette, Alexandria, Baton Rouge, Bossier City, and Harvey. District leaders such as chief academic officers, district supervisors, human resource directors, and special education directors are encouraged to attend to review proposed changes and provide feedback. While superintendents are welcome to attend these meetings, separate briefings will be scheduled for superintendents through network teams.

**Please register to attend [here](#) by Friday, March 4.**

Contact [BelieveAndPrepare@la.gov](mailto:BelieveAndPrepare@la.gov) with any questions or for additional information.

## Education Technology

### **E-Rate Training**

Across the state, LEAs are preparing to file their 2016-2017 E-Rate applications. This section will provide LEAs with a weekly update on all information related to their E-Rate application preparation. All LEAs, whether they have a consultant assisting them with filing, should attend.

#### **FACE-TO-FACE TRAININGS:**

Topics will cover:

Topics will cover:

- District Discount Validation - State Validated File
- New EPIC filing Portal
- Changes and updates in the program for FY16-17

**Locations:**

- FARMERVILLE (UNION PARISH)  
February 25: 8:30 a.m. - 12:00 p.m.  
Union Parish Central Office, 1206 Marion Hwy, Farmerville, LA 71241
- **NEW:** BATON ROUGE  
March 3: 8:30 a.m. - Noon  
Claiborne Building, 1201 N. Third Street, Baton Rouge, LA 70802

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

## Other

### **Outstanding School Support Employee Awards Program Accepting Applications**

The Outstanding School Support Employee Awards Program (OSSE) is accepting applications through April 9, 2016. If you have any questions, contact [Dana.Dauzat@la.gov](mailto:Dana.Dauzat@la.gov). For more information on the OSSE, please click [here](#).

### **Music Education Survey**

The 2016 Louisiana Teacher of the Year is Kelly Stomps, a music teacher in the St. Tammany Parish School System. Kelly's goal this year is to enhance music education in the state. To assist her, we are collecting information about music education in elementary and middle schools (K-8). Please have one person complete this short [survey](#) by Friday, February 26. Thank you for your assistance.

### **Congratulations to the 2015 Green Ribbon School Nominees**

The Louisiana Environmental Education Commission, in partnership with the Louisiana Wildlife and Fisheries and the Louisiana Department of Education, announces the 2015 Green Ribbon School nominees.

The U.S. Department of Education's Green Ribbon School Award recognizes schools and school districts that have made significant strides toward sustainability by reducing resource consumption, improving student health, and increasing environmental literacy. This is Louisiana's first year to have schools nominated for the award.

This year's nominees are:

- Baton Rouge High School
- Ben Franklin High School
- Hammond Junior High Magnet School
- Westdale Heights Academic Magnet
- The University of Louisiana at Lafayette

Louisiana Green Schools will be highlighting each of the nominees on their [Facebook page](#) in the coming weeks.

For more information about the Green Ribbon School Award, and to help make your school more sustainable, please visit <http://www.wlf.louisiana.gov/green-schools>, or contact Brian Gautreau at [bgautreau@wlf.la.gov](mailto:bgautreau@wlf.la.gov).

## Education in the News

[Louisiana education superintendent defends vouchers](#)

[LA Education Department revokes licenses of 2 NWLA child care centers](#)

[Investigation into potential cheating shows charter schools are working](#)

[Middle schoolers solve problems with robots](#)

### LDOE Contacts

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