



# Important News for NONPUBLIC SCHOOLS



**May 13, 2021**

Dear Colleagues,

Our leadership team places a premium on spending time in schools with educators. There's a lot we can learn from calls, virtual roundtables and data. But just like in the case of face-to-face instruction, there's no substitute for being in the classroom with those we serve.

We visited schools across the state for Teacher Appreciation Week. Whether it was for a learning walk, faculty meeting or a quick visit to drop off some donuts and say thank you, our team left impressed with the continued dedication of our teachers to educate through this pandemic.

We are entering the final stretch of a school year unlike anything we've seen before — and hopefully will ever experience again. I know most school systems have created enriching summer learning programs and that plans are well underway for next school year. Before we get there, though, let's maintain the focus on safely educating children that has made our state a national leader. Thank you for giving your best to our children.

Dr. Cade Brumley  
State Superintendent of Education

## In This Issue

- [Operations](#)
- [Career and College Readiness](#)
- [Teaching and Learning](#)
  - [Assessments, Accountability, and Analytics](#)
  - [Literacy](#)
- [Reminders](#)

## Important Dates for School Systems

Office Hours	
Office Hours Title	Zoom Link
K-2 CLASS® Pilot Office Hours	<a href="#"><u>May 18 at 12 p.m.</u></a>
Early Childhood Lead Agencies Office Hours	<a href="#"><u>May 18 at 3 p.m.</u></a>
<a href="#"><u>Assessment and Accountability Office Hours</u></a>	<a href="#"><u>May 25 at 3:45 p.m.</u></a>

Monthly Calls*	
Monthly Call Title	Zoom Link
Legislative and Policy Support Monthly Call	<a href="#">May 17 at 10 a.m.</a>
Assessment and Accountability Monthly Call	<a href="#">May 18 at 3:45 p.m.</a>
Nonpublic Monthly Call	<a href="#">May 19 at 2 p.m.</a>
Student Well-Being Monthly Call	<a href="#">May 19 at 3:30 p.m.</a>
Federal Support and Grantee Relations Monthly Call	<a href="#">May 20 at 10 a.m.</a>
Career and College Readiness Monthly Call	<a href="#">May 20 at 3 p.m.</a>
System Leaders Roundtable	<a href="#">May 21 at 9 a.m.</a>
Education Technology Monthly Call	<a href="#">May 27 at 9 a.m.</a>
Literacy Monthly Call	<a href="#">June 3 at 10 a.m.</a>
Nutrition Support Monthly Call	<a href="#">June 3 at 1 p.m.</a>
Data Coordinator Monthly Call	<a href="#">June 10 at 1 p.m.</a>
System Leaders Monthly Call	<a href="#">August 6 at 9 a.m.</a>
Academic Content and Educator Development Monthly Call	<a href="#">August 25 at 1 p.m.</a>
*Monthly call presentations are available in the <a href="#">School Improvement Library</a> . View the <a href="#">School System Support Calendar</a> to access a complete schedule of events.	
Upcoming Events	
Event Title	Zoom Link
Emergency Assistance to Non-Public Schools (EANS) Program Follow Up Budget Application Webinar	<a href="#">May 17 at 10 a.m.</a>
Important Deadlines	
2020 IDEA MOE Confirmation (Compliance)	May 14
<a href="#">SPED Fellow Academy Application</a>	May 14

<a href="#">Strategic Budget Planning Support Form</a>	May 14
FY2020-21 Projected Local Revenue Data	May 21
<a href="#">Strong Start Spring Survey</a>	May 24
<a href="#">Advanced Placement Contacts Added to Contact Form</a>	May 31
2021-2022 Super App Application	June 1
Emergency Assistance to Non-Public Schools (EANS) Program Budget Application Deadline	June 1 @ 11:59 pm

## Operations

### **Strong Start Spring Survey**

The Department is releasing the [Strong Start Spring survey](#) in two phases:

**Phase 1:** Completed by school leaders, teachers, students, and families

- Survey link open as of May 10
- The deadline for survey responses to be submitted is May 24.
- The Department is asking for school system support with reaching these various stakeholders by disseminating the survey link via websites, newsletters, and social media.

**Phase 2:** Completed by school systems

- Survey released in July

The Department will develop a report of the data collected from the survey and utilize the data to determine support provided to school systems for the 2021-2022 school year.

Please contact [kathryn.perry@la.gov](mailto:kathryn.perry@la.gov) with questions.

## Career and College Readiness

### **Advanced Placement Coordinator Contact**

School systems are encouraged to update the [Louisiana School Contact Form](#) with the name and contact information of their Advanced Placement Coordinator(s). Please submit this information by **May 31**.

Please contact [meredith.mcGovern@la.gov](mailto:meredith.mcGovern@la.gov) with questions.

### **2021 Jump Start Super Summer Institute Catalogue**

**Please share with CTE supervisors.**

The dynamic [2021 Jump Start Super Summer Institute Catalogue](#) provides a list of professional development and training opportunities available this summer. This list is not comprehensive and will

continue to be updated as additional training options are confirmed. School systems can submit training opportunities and/or training requests to [jumpstart@la.gov](mailto:jumpstart@la.gov) for review.

Recently added training opportunities include: Adobe, CIW, Project Lead the Way, Xavier, LSU, NCCER online test training and Meat Processing.

Registration costs for the summer sessions are paid directly to the provider. Carl Perkins and Career Development Funds are eligible funding sources for registration.

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

## Teaching and Learning

### Update: Staffing and Scheduling Initiative

- Presentation Posted: The Staffing and Scheduling Best Practices [presentation](#) held on May 5 has now been posted along with the [recording](#) to the the [School System Support Toolbox](#).
- Upcoming Webinars: The remaining supports available at no cost this spring are below. System leaders and school leaders that oversee academics, human resources, diverse learners, principal support, and counseling should attend these upcoming sessions. Participants must register using the link provided.

Date and Time	Session and Registration Link
May 12 at 11 a.m.	<a href="#">Job Alike Session: Counselors and Counselor Leadership</a>
May 12 at 1 p.m.	<a href="#">Spring Job Alike Session: School Leadership</a>
June 16 at 1 p.m.	<a href="#">Staffing Q&amp;A Session</a>
June 30 at 1 p.m.	<a href="#">Scheduling Q&amp;A Session</a>

- **DEADLINE EXTENDED and DATE ADDED:** The deadline to register for the regional training series has been extended to **June 18**.

LDOE is offering this series to systems at a reduced cost of \$2500 for a system team of 8. This series consists of three, half-day sessions and individual coaching calls to support systems in understanding and design effective staffing and scheduling models that address diverse learners, unfinished learning, acceleration, social-emotional learning, and other best practices to increase student achievement. This is a critical strategy every system should be implementing especially in response to COVID. Systems can use ESSER funding to support this work.

Systems should [register](#) for May sessions prior to the session date. A makeup date has been added in June for systems unable to attend the first training in May.

### Session 1

May 19 from 1-4 p.m.	Spring Regional Technical Support Series: New Orleans (Virtual)
May 18 from 1-4 p.m.	Spring Regional Technical Support Series: Baton Rouge (Virtual)
May 19 from 1-4 p.m.	Spring Regional Technical Support Series: Northern LA (Virtual)
<b>NEW:</b> June 29 from 1-4 p.m.	Makeup Session: All regions (Virtual)
<b>Session 2</b>	
July 26 from 8 a.m.-12 p.m.	Summer Regional Technical Support Series: New Orleans (in person)
July 27 from 8 a.m.-12 p.m.	Summer Regional Technical Support Series: Baton Rouge (in person)
July 28 from 8 a.m.-12 p.m.	Summer Regional Technical Support Series: Northern LA (in person)
<b>Session 3</b>	
September 20 from 8 a.m.-12 p.m.	Fall Regional Technical Support Series: New Orleans (in person)
September 21 from 8 a.m.-12 p.m.	Fall Regional Technical Support Series: Baton Rouge (in person)
September 22 from 8 a.m.-12 p.m.	Fall Regional Technical Support Series: Northern LA (in person)

Please contact [em.cooper@la.gov](mailto:em.cooper@la.gov) with questions.

### **Accelerate Summer Webinar**

The summer resources for [Accelerate](#) will be released May 14, and a webinar will be held May 20 to provide an overview of the resources. Webinar details are below.

- **Webinar Date and Time:** May 20 at 1 p.m.
- **Webinar Link:** <https://ldoe.zoom.us/j/97380664401>
- **Webinar Phone Number:** 312-626-6799
- **Meeting ID#:** 973 8066 4401
- **Passcode:**567230

Please contact [em.cooper@la.gov](mailto:em.cooper@la.gov) with questions.

## Assessments, Accountability, and Analytics

### **Interests & Opportunities 2020-2021 Survey Results**

The 2020-2021 Interests & Opportunities survey results have been posted to school system FTPs. These reports show the average responses of schools within a school system on certain survey questions.

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

### **For District Testing Coordinators and Accountability Contacts**

#### **Test Results Reporting**

- Late May: ELPT all grades
- Late July: LEAP grades 3-8 all subjects
- Late August: LEAP Connect all grades

#### **LEAP 2025**

- May 21: Last day of high school testing window. Please make sure all students who took a high school assessment eligible course for the first time also took the high school assessment, which must be used as part of the final grade for the course.
- May 26: Last day of the grades 3-8 online testing window. Students who were quarantined for all or part of the paper administration should be tested online.
- All voids and testing irregularities due no later than the last day of the appropriate testing window.

#### **Third Year Assessment Cohort Roster**

- Third-year assessment cohort rosters have been posted to school system FTPs. These students must participate in English I and Algebra I testing, regardless of course enrollment, unless there is an appropriate accountability code to apply to their record.
- These students have been preloaded to DRC INSIGHT. They should not be removed. The students should either be tested or coded out.

#### **Data Certification**

- Data certification is now closed for new submissions. All current submissions will continue to be reviewed and accepted, rejected, or under review for additional information.
- Additional information may be needed for data certification submissions. Accountability contacts should check regularly for messages from Department reviewers.
- Audits will be conducted on students who exited as out-of-state transfers, nonpublic school transfers, and BESE-approved home study transfers. FAFSA parental opt-outs will also be audited. Failure to provide documentation for all students audited will result in a change to non-graduate.

#### **ACT**

- All school systems that participated in ACT NOW voucher program should have their planning template submitted.

#### **Birth-Pre-K Assessment Guidance**

- **Due May 31:** TS GOLD Spring Checkpoint for all publicly-funded children attending public and nonpublic pre-K, Head Start, and child care centers. Visit the [GOLD Overview](#) and [Early Childhood \(pre-K\) Assessment Guidance for Various Learning Environments](#) and for additional information.

#### **NAEP 2021**

- **Additional Monthly Survey**
  - By Executive Order, a NAEP 2021 Monthly School Survey will be collected from approximately 90 schools in Louisiana to understand the impact of COVID-19, including the status of in-person learning.

- Nationally, the survey will collect data from approximately 3,500 schools that enroll fourth-graders and an equal number of schools that enroll eighth-graders.
- The submission windows have been extended again to add days to each window (April 14-27, May 19-June 2, and June 16-29).
- The status of in-person learning will be disaggregated by student demographics, including race/ethnicity, disability, English Learner status, and an economic disadvantage indicator.
- The public will have access to data about school reopenings for in-person instruction and how students are learning.
- For questions or additional information, please email [jennifer.baird@la.gov](mailto:jennifer.baird@la.gov) or [rebecca.frederick@la.gov](mailto:rebecca.frederick@la.gov).

### **Assessment Administration Support and Training Office Hours**

The next Assessment and Accountability monthly call will be on **May 18 at 3:45 p.m.** A password will now be required for office hours. Webinar details are listed below.

- **Webinar Date and Time:** May 18 at 3:45 p.m.
- **Webinar Link:** <https://ldoe.zoom.us/j/202189164>
- **Webinar Phone Number:** 646-876-9923
- **Meeting ID#:** 202 189 164
- **Passcode:** 2020202!

## **Literacy**

### **New Resources Added to Literacy Library**

Visit the [Literacy Library](#) to access newly added resources. In an ongoing effort to expand family literacy engagement support for school leaders, teachers, and families, the Literacy Division is releasing Grab & Go one-pagers built out from the Family Literacy Engagement Strategic Plan featuring simple, step-by-step activities that schools and families can use. There are five activities currently available and more will be developed. Leaders and teachers are encouraged to utilize these resources and share them with families and communities to promote communication and collaboration around literacy development.

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

## Reminders

- **Operations Reminders**
  - **Federal Support and Grantee Relations Reminders**
- **Career and College Readiness Reminders**
- **Equity, Inclusion, and Opportunities Reminders**
  - **Diverse Learner Supports Reminders**
- **Teaching and Learning Reminders**
  - **Academic Content Reminders**

## Operations Reminders

### *Federal Support and Grantee Relations Reminders*

#### **2021-2022 Super App**

Competitive funding for the 2021-2022 Super App is now available in eGMS. School systems will need to create an amendment and budget the additional funding. In addition, the 2021-2022 Indirect Cost rates have been loaded in eGMS. This may require some adjustment to the amounts currently budgeted to indirect cost. To receive approval for all allocations in Super App by July 1, LEAs should submit the 2021-2022 Super App application by **June 1**.

Please contact [LDOE.grantshelpdesk@la.gov](mailto:LDOE.grantshelpdesk@la.gov) with questions.

#### **Strategic Budget Planning Support**

LEAs will be provided three opportunities to attend strategic budget planning support sessions:

1. Workshop
  - a. One-time engagement for school systems leaders led by national experts
2. Comprehensive strategic budgeting support
  - a. Partner with experts in a multi-session cohort over the summer
3. Targeted budget planning support
  - a. School systems participate in a cohort opportunity to receive professional development from experts on fiscal management. Members of the cohort will receive a one-of-a-kind Certificate in Education Finance (CEF) which equips participants with the practical skills they need in strategic fiscal management, finance policy analysis, and financial leadership to deploy resources in ways that do the most for students. Cohort participants will commit to two days of in-person professional development as well as additional coaching consultation sessions.

Interested LEAs are encouraged to complete the [Strategic Budget Planning Support form](#) by **this Friday, May 14**.

Please contact [LDOE.grantshelpdesk@la.gov](mailto:LDOE.grantshelpdesk@la.gov) with questions.



## **Maintenance of Effort (MOE) Fiscal Requirements**

**Please share with business managers and financial officials.**

Meeting yearly Maintenance of Effort (MOE) requirements are part of the business process to confirm compliance and determine eligibility of federal grant funds for ESSA and IDEA grants. The USDOE requires an annual review that determines if each LEA: 1) has not decreased spending of general fund dollars, and 2) is budgeting expenditures to meet the MOE standards.

### **Now Available:**

1. 2022 ESSA MOE Verification – Deadline for submission is June 30, 2021
2. 2022 IDEA MOE Verification (Eligibility Review) – Deadline for submission is June 30, 2021

### **Previously Available:**

1. 2020 IDEA MOE Confirmation (Compliance review) – Deadline for submission was May 14, 2021

### **Helpful documents for completing MOE requirements:**

- The [MOE Quick Reference Guide](#) is available to assist with submitting all three MOE applications.
- Description of [Allowable Exceptions](#) to IDEA MOE
- Calculator - [Local Only Revenue Spreadsheet](#)

If you have questions regarding the MOE review process, contact [nakia.jason@la.gov](mailto:nakia.jason@la.gov). For technical inquiries or support, contact [jason.berard@la.gov](mailto:jason.berard@la.gov).

## **Emergency Assistance to Non-Public Schools (EANS) Program: Phase 2 Budget Application**

The Emergency Assistance for Non-Public School (EANS) Program has opened the Phase 2 Budget Application and will be holding an additional webinar.

All schools that were deemed eligible for the EANS Program during the Phase 1 Eligibility Application process should fill out and submit a Phase 2 Budget Application.

Informational materials including examples of allowable expenses are available in the [Federal Support and Grantee Relations Library](#) and can be identified by the 'Phase 2' designation in the naming convention. Please review these resources before filling out the Budget Application.

The Budget Application deadline is Tuesday, June 1 at 11:59 p.m. Please note this is the day after Memorial Day.

**An additional information webinar will take place via Zoom on Monday, May 17 at 10 am. All eligible schools are encouraged to attend.**

### Webinar Information

- **Webinar Date and Time:** May 17, 2021 10:00 AM Central Time (US and Canada)
- **Webinar Link:** <https://ldoe.zoom.us/j/9198036620>
- **Webinar Phone Number:** 312 626 6799
- **Meeting ID #:** 919 803 6620

Please call 1-833-575-1727 or email [info@LDOE-EANS.com](mailto:info@LDOE-EANS.com) with questions.

## **Education Excellence Fund (EEF): Periodic Expenditure Report (PER)**

The eGMS system is open to begin submitting 6/30 PERs. For schools or agencies that received a payment from the 2020-2021 Education Excellence Fund (EEF), the deadline to **obligate EEF funds is June 30**. Additionally, the deadline to **submit Final 6/30 PERs is July 15**.

Final PERs submitted after July 15 could possibly delay access to EEF funds for 2021-2022. An important reminder, Final PERs are used to calculate EEF allocations for the subsequent year.

**Special Note:** When completing the PER, the first tab labeled--Expenditure Obligation Summary—check the box at the bottom of the page to mark as Final Expenditure. An unchecked box will not be reported as Final 6/30 PER and returned.

For assistance in preparing your EEF Final 6/30 PER, access the Training Section, Tips & Reminders: Preparing the Periodic Expense Report (PER), on the [eGMS Logon page](#).

Please contact [ldoe.grantshelpdesk@la.gov](mailto:ldoe.grantshelpdesk@la.gov) with questions.

## ***Career and College Readiness Reminders***

### **Advanced Placement Summer Institute Virtual Guide**

**Please share with curriculum coordinators, high school counselors, AP coordinators, and administrators.**

The Department has released a guide to [Advanced Placement Virtual Summer Institutes for 2021](#). This guide includes details on dates, partner institutions, and registration links for school systems to use to plan for professional development for Advanced Placement teachers.

Please [meredith.mcgovern@la.gov](mailto:meredith.mcgovern@la.gov) with questions.

### **Updated Graduation Ceremony Guidance**

**Please share with superintendents and high school administrators.**

The Office of State Fire Marshal released [guidance for graduation ceremonies](#) on April 27. This guidance includes the following general revisions.

The capacity for any graduation ceremony shall be subject to the following per [79-JBE-2021](#):

- 75% capacity of the fixed spectator seating as well as 75% of the net occupiable floor areas of the venue as defined by one person per every 20 square feet when all attendees and participants are NOT required to wear face coverings for the entirety of the ceremony.

\*OR\*

- 100% capacity, with no social distancing, when all attendees and participants are required to wear face coverings for the entirety of the ceremony.

Please contact [LDOECOVID19support@la.gov](mailto:LDOECOVID19support@la.gov) with questions.

## ***Equity, Inclusion, and Opportunities Reminders***

### ***Diverse Learner Supports Reminders***

#### **2021 Partnerships for Success School System Evaluation**

In order to continually improve the Partnerships for Success Guide to drive outcomes for students with disabilities and ensure alignment of services, the Department will conduct annual evaluations of its vendors. The annual evaluation is conducted by a cross-disciplinary team against a rigorous set of criteria. School systems play a critical role in this evaluation process by providing essential information regarding the implementation of vendor services in schools. School systems that have contracted with vendors in the Partnerships for Success Guide are encouraged to complete a [2021 Partnerships for Success School System Evaluation](#). School systems should have personnel most familiar with the vendor partnership, complete the evaluation by **June 18**.

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

#### **2021-2022 SPED Fellow Academy**

[SPED Fellow Academy](#) is a year-long, comprehensive development program for novice special education leaders (administrators) across Louisiana. The program will provide in-person training, coaching, and a community of practice that will instill the knowledge and skills the next generation of leaders needs to lead and sustain change to improve outcomes for students with disabilities. Learning will cover topics such as strategic budgeting, stakeholder engagement, laws and policies, leveraging data, leadership development including managing teams and sustaining change. In addition to a robust curriculum, the program will support fellows in examining a systems level problem of practice, developing a theory of action to address the problem of practice, and developing an action plan to lead systems level change. The Department encourages full-time administrators who are managing across these areas to [apply](#) by **May 14**.

Please contact [rachel.brown@la.gov](mailto:rachel.brown@la.gov) with questions.

## ***Teaching and Learning Reminders***

### ***Academic Content Reminders***

#### **Learning Management System (LMS) Vendor Guide**

**Please share with school system leadership, curriculum, and technology teams.**

Many school systems are choosing to enhance their students' learning experience through the use of a Learning Management System (LMS). The Office of Teaching and Learning has published an [LMS](#)

[Vendor Guide](#) to assist school systems that are considering purchasing an LMS. The [LMS Vendor Guide](#) provides a summary of the major features of some of the most popular LMSs along with the PD and tech support options available.

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