

# LDOE Weekly Newsletter



**March 6, 2018**

Dear Colleagues,

“An investment in knowledge pays the best interest.” – Benjamin Franklin

In recent weeks, the subject of money has consumed Baton Rouge, where there remains a wide hole in the state budget. Students who have earned TOPS scholarships are stuck again with an [uncertain fate](#). [Child care cuts](#) from years past have not been restored. Louisiana’s teachers are struggling with [stagnant wages](#). But there remain serious [disagreements](#) as to how all of this is going to get solved.

It seems we are struggling to remember Ben Franklin’s guidance. Whatever one’s politics, money is central to our work to improve Louisiana’s schools, and, like it or not, our mission necessitates that there be ample resources and that they be used well.

Next week, BESE will vote on the MFP formula. The formula will then be sent to the Legislature, where it will be factored into a larger debate over the 2019 budget. Legislators can accept the formula, reject the formula, or send it back to BESE during the session with suggested changes. You will receive a copy by email of the formula BESE will consider this Friday, along with initial financial projections for next school year.

In the coming months, you will also see improvements in the manner in which our state administers federal education dollars. Many of these changes are part of the implementation of ESSA, which will come into full effect in the 2018-19 school year. Other improvements will more closely align applications for federal funding with district plans and school improvement initiatives. All of these improvements intend to provide districts with better opportunities to integrate federal resources into a districtwide vision of achievement and support for all students.

This is a [snapshot](#) of some of the more significant changes and the points at which we will be engaging with members of your teams to ensure they understand these changes and provide resources and assistance. In addition, I will be speaking about these shifts with your federal programs directors at the spring conference of the Louisiana Association of School Administrators of Federally Assisted Programs (LASAFAP).

While there is much work ahead, this is also an exciting moment for the ESSA plan we collectively created as a state, and I look forward to working in partnership with you as our plan comes to fruition.

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

John

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## Important Dates for School Systems

### Upcoming Events

- [March School System Planning Call](#): March 7 at 1:00 p.m.
- [Determining McKinney-Vento Eligibility under ESSA](#): March 8 at 1:00 p.m.
- [Content Leader & Mentor Teacher Nomination Webinar](#): March 8 at 1:00 p.m.
- [Special Education Leader Monthly Webinar](#): March 8 at 2:00 p.m.
- [ESSA: Supplement Not Supplant Provisions, Schoolwide Accountability, and Using Flexibility Webinar](#): March 13 at 12:00 p.m.
- [Ruston Supervisor Collaborations](#): March 13 at 8:00 a.m.
- [Assessment and Accountability Monthly Call](#): March 13 at 1:00 p.m.
- [Baton Rouge Supervisor Collaborations](#): March 14 at 8:00 a.m.
- [McKinney-Vento School Selection Rights under ESSA Webinar](#): March 21 at 1:00 p.m.
- [Baton Rouge Supervisor Collaborations](#): March 23 at 8:00 a.m.
- [NCHE Coffee Break: Understanding Doubled-Up Webinar](#): March 23 at 1:00 p.m.
- [McKinney-Vento 101: Understanding the Rights of Students Experiencing Homelessness Webinar](#): March 27 at 1:00 p.m.

### Important Deadlines

- [2017-2018 Certificate of Achievement Orders](#) due: March 9
- [Updating Secure Portal Users File](#) due: March 15
- [Mentor Teacher and Content Leader Nomination Template](#) due: March 26
- [Seed to Plate Nutrition Education Award Grants Application](#) due: March 30
- [Teacher Leader Summit Session Application](#) due: April 2
- [Outstanding School Support Employee Awards Program Accepting Applications](#) due: April 9

## School System Support

### **New: Apply to Lead a Session at the 2018 Teacher Leader Summit**

Please share with principals and teachers.

The Department is looking for knowledgeable educators to share resources and best practices with others around the state by designing and facilitating sessions at the [2018 Teacher Leader Summit](#). This is a great way for educators to expand their impact and showcase the work they are doing in their classrooms, schools, and districts.

All types of Louisiana educators are welcome to apply to lead sessions at the Summit. Interested parties must submit their [application](#) online on or before April 2.

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

### **New: Registration Open for Eureka Institutes**

The **Great Minds Professional Development Institute** schedule is now available on the Great Minds [website](#). The New Orleans Institute is scheduled for **June 26-29**. The Eureka Math team crafted a multiyear sequence of professional development. Sessions include foundational topics for year one, including critical coursework for teachers implementing Eureka Math for the first time. Seasoned practitioners who have completed foundational courses can register for advanced coursework to strengthen implementation.

Please contact [jaimc.courtright@greatminds.org](mailto:jaimc.courtright@greatminds.org) with questions or guidance to register a group of educators.

### **New: Louisiana Governor's Conference on Juvenile Justice**

Please share with principals and counselors.

The 38th Annual Louisiana Governor's Conference on Juvenile Justice will provide training on new trends in Juvenile Justice. National and state experts will present on the current state of the system and offering innovative solutions to problems facing our juvenile justice professionals. **The 38th Annual Louisiana Governor's Conference on Juvenile Justice will be held in Baton Rouge from April 18 through April 20.**

Additional information regarding the conference and registration can be found on their [website](#). Please contact [Dana Menard](#) with questions.

### **Reminder: March School System Planning Call**

The [March School System Planning Call](#) will take place on **March 7 at 1:00 p.m.** The following school system supervisors should participate:

- Early childhood supervisors
- District test coordinators and accountability contacts
- Curriculum supervisors
- Special Education Supervisors

- Teacher Leader and mentor teacher supervisors
- High school and career and technical supervisors

To join the webinar:

- go to <https://louisianaschools.adobeconnect.com/dpc> and
- enter the meeting room as a guest and provide your name; or
- dial 1-855-240-2575 and enter PIN # 89147656.

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

## **Reminder: Statewide Teacher Recruitment Campaign Launches**

**Please share with principals, counselors and teachers.**

On February 21, the Department [launched](#) a statewide teacher recruitment campaign, [Be A Teacher LA](#), designed to elevate the teaching profession and increase the number of high school graduates and college students who enroll in undergraduate teacher preparation programs.

The campaign, targets towards high school juniors and seniors and college freshmen and sophomores, and is being promoted across the state through:

- radio, television and social media advertisements,
- outdoor billboards, news releases,
- news stories, and
- public support through campaign champions like Governor John Bel Edwards, Louisiana Teacher of the Year Kim Eckert, and many other educators and education advocates.

The Department encourages all school systems to join in on the campaign and help elevate the teaching profession by sharing inspirational stories and messages on social media about teachers using the hashtag #BeATeacherLA.

Campaign materials such as videos, social graphics, media kit, and website button and banners are available in the Department's [newsroom](#).

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

## **Assessment and Accountability**

### **New: Parent Guidance for the Spring LEAP 2025 Tests**

The Department released today two new parent guides to help parents better understand what students should know and be able to do on the spring LEAP 2025 assessments.

- [Parent Guide to the LEAP 2025 Tests](#): guidance for parents on what tests their child will take, when and how they can support their preparation at home
- [Parent Guide to the LEAP 2025 Practice Tests](#): guidance for parents on how to access both online and paper practice tests

Both documents are available in the [Family Support Toolbox](#) and will be translated in Spanish, Arabic, and Vietnamese and available by next week.

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

## **New: Reminders for District Testing Coordinators**

### **General**

- All changes to DTC or accountability staff must be submitted to the Department using the [DTC and Accountability Contact Update](#) form found in the Assessment Library.

### **LEAP 2025**

- LEAP 2025 grades 3-8 online test schedules must be submitted to [assessment@la.gov](mailto:assessment@la.gov) by Friday, March 16.
- Manuals for grades 3-8 testing will be delivered on Friday, March 9 to the district office.
- Test setup for grades 3-8 testing opens March 19. Test coordinators can schedule test sessions, assign students to sessions, and verify accommodations. STCs can use the [eDIRECT User Guide](#) for step-by-step directions.

### **LEAP 360**

- March Supervisor Collaborations will include a session on improvements for the 2018-2019 school year. Supervisor Collaborations will be on March 13 in Ruston, March 14 in Baton Rouge, and March 23 in Baton Rouge.

### **ELPT**

- The ELPT assessment window is February 5 - March 16.
- The additional material window is open and orders can be placed through [TIDE](#).
- District and school test coordinators should enter non-participation codes into [TIDE](#) at the end of the testing window. Directions for entering non-participation codes can be found in the TIDE User Guide posted in the [ELPT Resources Portal](#).
- There is no pre-scheduled pickup day for ELPT materials. Follow the *Packing Materials for Return* document that arrived with your secure shipment to arrange materials pickup.  
**Materials must be returned no later than five business days after testing is complete.**

### **LEAP Connect/LAA1**

- The LEAP Connect and LAA1 assessment window is February 5 – March 16.
- The additional materials window is open and orders can be placed through [eDIRECT](#).
- District and school test coordinators should do accountability coding in [eDIRECT](#) at the end of the testing window. Directions for entering non-participation codes can be found in the eDIRECT User Guide posted in [eDIRECT](#).
- All test ticket voids must be completed by March 19.
- LEAP Connect/LAA1 materials will be picked up on March 19. Complete the Accountability Form and Return Verification form in [eDIRECT](#) as soon as UPS has picked up all test materials.

### **ACT**

- **Now - March 14**
  - Order additional materials for ACT initial testing and WorkKeys Accommodations materials
  - Add students and update student information in PearsonAccess<sup>next</sup>
- **March 13 – Deadline** to validate configuration and lock down devices for ACT online.
- **Now – March 16** – Request ACT-approved accommodations on the ACT for eligible examinees through TAA using the ACT-Approved Late Consideration Form.

- **Now – March 19** – Conduct sessions for examinees to complete non-test information on the answer document for paper ACT testing.
- **Now – March 29** – Create test sessions and assign students to test sessions for ACT online.

### **Assessment Administration Support and Training**

[The Assessment and Accountability Monthly Call](#) will be held on **March 13 at 1:00 p.m.**

To join the webinar:

- go to <https://louisianaschools.adobeconnect.com/assessment-accountability/> and
- enter the meeting room as a guest and provide your name; or
- call 1-646-307-1380 and enter participant PIN # 89147656.

## **High School Pathways**

### **New: SAME/Army Engineering and Construction Camp**

The Society of American Military Engineers (SAME) is accepting applications from qualified high school sophomores and juniors interested in attending the SAME/Army Engineering and Construction Camp, June 10-16, in Vicksburg, MS.

Forty students from across the nation will be competitively selected to attend the camp. The students will engage in hands-on engineering and construction activities under the mentorship and supervision of SAME professionals and others from the local engineering community. The program includes interaction with representatives of architecture/ engineering firms, construction companies, Military leaders, and Corps of Engineers' employees. The camp fee is \$100 for selected campers, and the deadline for applications is **April 1**.

Students can apply online at <http://www.same.org/STEMCAMPS>.

### **New: JAG National Training Seminar**

**Please share with District Supervisors, School Administrators and JAG-LA Specialists.**

The JAG-LA team, Jobs for America's Graduates-Louisiana, will host the JAG National Training Seminar in New Orleans. The Pre-NTS Professional Development workshops are day long sessions for JAG leaders to learn more about program implementation at an advanced state level. Those workshops will take place from July 9-11.

JAG-LA Specialists should attend the National Training Seminar from July 11-13 where a plethora of sessions will be held concerning best practices and techniques specific to the JAG classroom, effective follow-up strategies for JAG seniors, JAG leadership accountability, and other topics to help specialists grow and learn as leaders in the JAG program.

You can [register now on the JAG website](#) through June 1.

For more information, please contact [dianna.keller@la.gov](mailto:dianna.keller@la.gov).

## **Reminder: Career Development Fund Update**

**Please share with CTE supervisors and business managers.**

Career Development Fund (CDF) payments were sent to school systems with their February MFP remittances. Now available for planning purposes: a) the list of [2018-2019 CDF-qualifying courses](#); and b) [an updated memo outlining the new way that CDF allocations](#) to be paid next year, providing the majority of CDF allocations at the start of the school year to maximize student opportunities for the coming school year.

Before the end of the 2017-2018 fiscal year school systems need to submit a CDF Year-End Report indicating how they have spent their CDF funds, including all carryover funds from prior years. A spreadsheet indicating the CDF funds all school systems have received to-date is available upon request. All requests for this information should be sent to [jumpstart@la.gov](mailto:jumpstart@la.gov).

Please go to the [Policy & Program Implementation section](#) of the All Things JumpStart web portal for a recording of the CDF Technical Review Webinar, and to download all CDF-related resources.

For more information, please contact [jumpstart@la.gov](mailto:jumpstart@la.gov).

## **Educator Preparation**

### **New: 2018-2019 Mentor Teacher and Content Leader Nomination Process**

This year, the Mentor Teacher and Content Leader nomination process will happen simultaneously. Don't miss the opportunity to nominate teachers for statewide Mentor Teacher and Content Leader training for 2018-2019.

School systems should complete the [Mentor Teacher and Content Leader nomination template](#) in order to submit nominees for both Mentor Teacher training and Content Leader training. Specific details regarding criteria for selecting teachers for these roles, as well as additional logistical details for each training are available in the template. LEAs will submit the template using the secure FTP process no later than **March 26**.

Please join us for a webinar on **March 8 at 1:00 p.m.** for more information about the nomination process. All district and school leaders are encouraged to attend. Pre-registration is not requested.

To join the webinar:

- go to <https://louisianaschools.adobeconnect.com/laoeprofdev/> and
- enter the meeting room as a guest and provide your name; or
- dial 1-855-240-2575 and enter PIN # 89147656.

Please contact [believeanddprepare@la.gov](mailto:believeanddprepare@la.gov) for questions about Mentor Teacher training and [teacherleaders@la.gov](mailto:teacherleaders@la.gov) for questions regarding Content Leader training.

## Special Education

### **New: High Cost Services Round 1 Allocations**

Allocations for Round 1 of the High Cost Services grant will be visible in eGMS this week. School systems that have been approved through the application process must now create budgets by creating an amendment in High Cost Services Rnd. 1 in eGMS. Amendment 1 must be created for each student for whom an allocation was received. Budget amendments will be reviewed for eligibility and allowability as they are submitted by school systems.

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

### **New: Special School District Seeks Athletes for Track and Field Games**

The Special School District (SSD) will host the First Annual SSD Track and Field Games on **April 16 at 9:00 a.m.** on the campus of The Louisiana School for the Deaf and Visually Impaired (LSDVI) in Baton Rouge. These SSD games are designed to give all Louisiana students with an Orthopedic Disability, Visual Impairment, or who are Deaf, or Hard of Hearing the opportunity to compete in athletic ventures and to demonstrate physical fitness and skill levels. To sign up athletes in your school system, please see registration information [here](#). **Registration ends April 2.**

For additional information, please contact the LSDVI Athletic Director, [Ben Cupit](#).

### **Reminder: Alternate Assessment Preliminary Results**

**Please share with directors and supervisors of special education.**

The Department has completed a preliminary review of school systems with more than 1.7 percent of students with disabilities participating in an alternate assessment during the 2016-2017 school term. A copy of these results are now available in the FTP folder titled Alternate Assessment.

For student specific questions, a designated point of contact has been included as part of the alternate assessment FTP file. For general questions, please contact [angela.randall@la.gov](mailto:angela.randall@la.gov).

### **Reminder: Join the Special Education Leader Monthly Webinar**

The Department will hold its monthly webinar for school system directors, supervisors, and coordinators of special education on **March 8 at 2:00 p.m.** Topics will include upcoming deadlines, updates, guidance, and training opportunities.

To join the webinar:

- go to: <https://louisianaschools.adobeconnect.com/specialedmar18/> and
- enter the meeting room as a guest and provide your name; or
- dial: 1-855-240-2575 and enter PIN # 30160130.

For more information, please contact [specialeducation@la.gov](mailto:specialeducation@la.gov).

## **Reminder: Special Education Parent Surveys to Be Distributed to School Systems**

Each year, the Department samples a group of school systems to participate in a parent survey, as required by the IDEA. The parent survey measures how school systems engage parents to improve services and results for students with disabilities. The Department notified school systems included in the 2017-2018 school year parent survey via email last week, and will mail survey packages during the last week of February. School systems should receive survey packages in early March, and should plan to distribute surveys to parents using their preferred method.

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

## **Data**

### **New: 2017-2018 Educator Workforce Data**

The 2017-2018 educator workforce data will be released on the secure site in March. This information will enable school and school system leaders to make critical decisions around the following areas:

- Recruiting and hiring
- Retention, promotion, and granting tenure
- Compensation
- Evaluating results

The data can be used to identify workforce needs in order to develop strategic partnerships with teacher preparation providers that meet these needs.

During the [March Supervisor Collaborations](#), the Department will offer sessions on how to use the secure site to access to understand educator workforce data and to inform partnerships with teacher preparation providers.

Please send questions to [believeandprepare@la.gov](mailto:believeandprepare@la.gov).

### **New: Updating/Adding Users to the Superintendent and Principal Secure Reporting System**

Districts have requested access rights for additional district and school staff within the secure reporting system. The Division of Administration Office of Technology Services (OTS) has not yet completed the work needed to allow school systems to assign permissions to different user groups within the secure reporting system. The Department has identified an interim solution to assist school systems with setting up the appropriate staff while OTS continues to build a permanent solution.

The Department has created a file of secure portal users for superintendent/security coordinator review that, once finalized, the Department will use to perform a mass update on behalf of the school system. This file for review has been placed on the data management FTP site and is named (LEA Code)\_(LEA Name)\_SecurePortalUserList.xlsx. Local data management FTP coordinators should

retrieve the file and provide to superintendents and security coordinators. Directions on how to complete the work are included in the file.

Please finalize all file revisions by **March 15** to be included in the update and kindly direct any questions to [systemsupport@la.gov](mailto:systemsupport@la.gov).

### **New: February 2018 Data File of Economically Disadvantaged Students**

The Department will release the February 2018 data file of economically disadvantaged students for each school system the week of March 12. The single Excel file, LEACode\_LEA Name\_Feb 2018 Economically Disadvantaged.xlsx, will be available through June 30, on the Data Management FTP site. FTP coordinators should locate their individual school system file and share it with their federal program and finance staff.

The data include students eligible for SNAP, TANF, Medicaid, and those who are limited English proficient (LEP), homeless, migrant, foster care, incarcerated, or receive reduced priced lunch (for non-CEP LEAs only). These data will be used by the Department to inform grants, federal funding, and subgroup determinations.

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

## **Federal Programs**

### **Reminder: Public Notice of Waiver Request**

**Please share with federal program directors, business managers, and financial officials of public school districts.**

The Department is requesting an extension of the period of availability for FY 2015 21st Century Community Learning Centers (21st CCLC) program.

In order to extend the period of availability beyond September 30, 2017, the Department is requesting a waiver under Section 8401 of ESEA to extend the period of availability of FY 2015 21st Century Community Learning Centers (21st CCLC) for school systems to September 30, 2020.

Relevant personnel should review this waiver request and contact [john.hanley@la.gov](mailto:john.hanley@la.gov) by March 9 with questions.

### **Reminder: Supplement Not Supplant Provisions, Schoolwide Accountability, and Using Flexibility Webinar**

The Every Student Succeed Act (ESSA): Supplement Not Supplant Provisions, Schoolwide Accountability, and Using Flexibility Webinar will be held on **March 13 at 12:00 p.m.** This webinar is designed specifically for the Louisiana Department of Education and will cover a variety topics regarding ESSA, including:

- Technical requirements related to Title I supplement not supplant, as well as examples. LEAs with multiple school sites must have supplement not supplant methodology in place for the 2018-2019 school year.

- ESSA flexibility with respect to how districts rank and serve schools, the spending of administrative funds, and requirements for transferring funds
- Recent findings by the U.S. Department of Education Office of Inspector General related to accountability and documentation for schoolwide funds

All attendees must [register](#). Registration is limited to 200 participants, so districts should make arrangements for staff to participate from the same computer where possible.

## Statewide Monitoring

### **New: Consolidated Monitoring Schedule for SY 2017-2018**

The Department conducts annual monitoring of school systems to ensure compliance with federal and state requirements. To assist school systems in thoughtful planning and preparation for a scheduled monitoring event, the Department is releasing the [consolidated monitoring schedule for the 2017-2018 school year](#). The schedule is tentative and the agency reserves the right to make adjustments as necessary.

Quarterly updates will continue to follow this newsletter announcement. Additionally, the assigned Statewide Monitoring Team Leader will send a more detailed monitoring notification reminder, along with any necessary planning documents or instructions, directly to superintendents and federal program directors of each school system appearing on the monitoring schedule. The [third quarter monitoring schedule](#) is also available.

If you have any questions about the monitoring schedule or program monitoring related to the Every Student Succeeds Act (ESSA), please contact [tasha.anthony@la.gov](mailto:tasha.anthony@la.gov) or [chauncey.mcelwee@la.gov](mailto:chauncey.mcelwee@la.gov) for monitoring related to the Individuals with Disabilities Education Act (IDEA).

## Safe and Healthy Schools

### **Reminder: Grant Opportunity: Seed to Plate Nutrition Education Award**

Recipe for Success Foundation in partnership with United Health Care Foundation has announced a grant opportunity to support the implementation of a school-based nutrition education program in Louisiana. The Seed to Plate Nutrition Education Award grants will provide training, curriculum and select supplies for three years.

One campus will be selected in each of the following Louisiana communities: Baton Rouge, Lafayette, Monroe, New Orleans, and the Northshore. Elementary schools in these five communities may apply by submitting an [online application](#) by March 30.

Please contact [andi@recipe4success.org](mailto:andi@recipe4success.org) with questions.

**Reminder: Outstanding School Support Employee Awards Program**  
**Accepting Applications**

The Outstanding School Support Employee Awards Program (OSSE) is accepting [applications](#) through April 9.

Please contact [dana.dauzat@la.gov](mailto:dana.dauzat@la.gov) with questions. For more information on the OSSE, please [click here](#).