

**March 14, 2023**

Dear Colleagues,

Student safety is our foremost responsibility as educators. Limiting how visitors gain access to our campuses is one of the most foundational steps we can take. This Thursday at 3 p.m., [we are hosting a webinar](#) to announce a grant opportunity to help school systems provide a secure and safe environment through the creation of a single point of entry.

The Louisiana Department of Education is directing \$21 million to LEAs through the Stronger Connections Grant program. We intend to use these one-time funds to harden the perimeters of our schools. Eligible LEAs can apply for competitive subgrants through April 3.

Projects may include surveillance cameras, metal detectors, or other physical security equipment or construction renovations to enhance security at a single point of entry. We're also encouraging school systems to solicit feedback from educators, parents, and the community on school safety.

Access control is a school safety best practice broadly supported among experts. I encourage interested school systems to [join our informational webinar](#) Thursday, March 16 at 3 p.m. If you have questions, please contact [LDOE.grantshelpdesk@la.gov](mailto:LDOE.grantshelpdesk@la.gov).

Dr. Cade Brumley

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## Important Dates for School Systems

### **Office Hours and Monthly Calls**

- [Well-Being Monthly Call: March 15 at 9:30 a.m.](#)
- Nonpublic Monthly Call: [March 15 at 2 p.m.](#)
- Federal Support and Grantee Relations (FSGR) Monthly Call: [March 16 at 10 a.m.](#)
- [School Based Medicaid Monthly Call: March 21 at 2:30 p.m.](#)
- Assessment and Accountability Office Hours: [March 21 at 3:45 p.m.](#)
- Teaching and Learning Monthly Call: [March 22 at 1 p.m.](#)
- Career and College Readiness Monthly Call: [March 23 at 3 p.m.](#)
- Division of Diverse Learners Office Hours: [March 28 at 3 p.m.](#)
- School System Financial Services Business Manager Monthly Call: [March 29 at 2 p.m.](#)
- Nutrition Support Monthly Call: [April 4 at 1 p.m.](#)
- CWA & Louisiana Attendance Alliance Monthly Call: [April 5 at 8 a.m.](#)
- Alternative Education Monthly Call: [April 5 at 10 a.m.](#)
- Educational Technology Monthly Call: [April 13 at 9 a.m.](#)

## **Upcoming Events and Deadlines**

- Stronger Connections Grant Webinar: [March 16 at 3 p.m.](#)
- Sight Word Recognition – Beyond the Eye and into the Brain: [March 16 at 3:30 p.m.](#)
- [Bayou Bridges Printing Interest Survey](#) closes: March 17
- Outstanding School Support Award local-level honoree deadline: March 17
- April Dunn Act Training: Self-Assessment Guide Section One: [March 20 - 22 at 4:30 p.m.](#)
- Principal's [Newsletter](#) release: March 23
- Legislative Youth Advisory Council 2023-2024 application deadline: [March 24](#)
- April Dunn Act Training: Self-Assessment Guide Section Two: [March 27 - 29 at 4:30 p.m.](#)
- Reading Prescription - Conferencing with Parents: [March 28 at 3:30 p.m.](#)
- IDEA Plan of Correction deadline: March 31

## **Operations**

### **Consolidated Monitoring Schedule for SY 2022-2023 SY Third Quarter**

**Please share with superintendents, federal program directors, and special education supervisors.**

To ensure compliance with federal and state requirements, the Department released a [consolidated monitoring schedule](#) to assist school systems in thoughtful planning and preparation for a scheduled monitoring event. This schedule is tentative, and the agency reserves the right to make adjustments as necessary. **The [3rd quarter monitoring schedule](#) is available at this time.**

The assigned statewide monitoring team leader will send a detailed monitoring notification reminder with any necessary planning documents or instructions directly to superintendents, federal program directors, and special education directors of each school system appearing on the monitoring schedule. Please contact [LDOE-program.monitoring@la.gov](mailto:LDOE-program.monitoring@la.gov) with questions about the monitoring schedule or the identified programs. **Systems severely impacted by a disaster and listed on the schedule are asked to contact [LDOE-program.monitoring@la.gov](mailto:LDOE-program.monitoring@la.gov).**

## **Assessment, Accountability and Analytics**

### **Cohort Graduation Data Certification**

**Please share with accountability contacts.**

Cohort graduation data certification will close to new submissions this Friday, March 17. All submissions must be assigned to "Pending Review" to be viewed by state reviewers. All submissions displayed as a draft cannot be reviewed. Please contact [assessment@la.gov](mailto:assessment@la.gov) for more information.

### **LEAP 2025 Assessment Administration**

**Please share with testing coordinators.**

LEAP spring testing schedules are due to [assessment@la.gov](mailto:assessment@la.gov) by March 20 on the same day that test setup opens in DRC INSIGHT. Please contact [assessment@la.gov](mailto:assessment@la.gov) with questions.

## **LEAP 2025 Accommodations/Unique Accommodation Requests**

**Please share with testing coordinators.**

All unique accommodation requests must be submitted to the Department by the dates below. All state testing accommodations must be finalized on IEPs, IAPs, and EL checklists by these same dates.

- March 18: LEAP High School
- March 25: LEAP grades 3-8

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

## **Recruitment for Innovative Assessment Program (IAP) Committees**

**Please share with educators familiar with the Grades 3 and 4 ELA Guidebooks units.**

As part of the expansion of the Innovative Assessment Program (IAP), assessments for the Grades 3 and 4 ELA Guidebooks units (2022) are currently being developed. That process depends on gathering valuable input from educators.

The LDOE Assessment Content team is currently seeking applicants for the upcoming Grades 3 and 4 Item Review. We are looking for six to eight Louisiana educators to review potential test items for the Grade 3 and Grade 4 ELA Guidebooks units. The review will be virtual and asynchronous, with participants providing feedback on potential test items for one unit at grade 3 or grade 4 on their own time from April 14 through April 17. A stipend will be provided upon completion.

Educators who are interested in participating should complete the [application survey](#) by this Friday, March 17. Please contact [barbara.holland@la.gov](mailto:barbara.holland@la.gov) or [krisie.bardsley@la.gov](mailto:krisie.bardsley@la.gov) with questions.

## **Assessment Development Educator Review Committees**

**Please share this announcement with school system leaders, school leaders, and teachers.**

The Division of Assessment Content will convene assessment committees for the LEAP and Innovative Assessment Program (IAP) in June and July to

1. review newly developed items for alignment, content-related criteria, and bias or sensitivity concerns (all content areas);
2. review leased ELA and math items for alignment to the Louisiana Student Standards;
3. develop expectations for the scoring of field-tested LEAP constructed-response items, extended-response tasks, and IAP writing tasks; and
4. review data from LEAP and IAP field-tested items.

Interested educators should access the [Assessment Development Educator Review Committees document](#) for information on exact dates, meeting details, and links and deadlines to apply to participate on specific committees. Please contact [assessment@la.gov](mailto:assessment@la.gov) with questions.

## **K-3 Literacy Screening**

**Please share with testing coordinators and K-3 supervisors.**

The [K-3 Literacy Screener Guidance 2022-2023](#) and [K-3 Assessment Scores Guidance 2022-2203](#) are now updated and posted to the library. Please contact [assessment@la.gov](mailto:assessment@la.gov) with questions.

## Career and College Readiness

### **Psychological First Aid (PFA): Train the Trainer**

**Please share with school counselors, CWAs and school safety staff.**

This FEMA funded course is offered through a collaboration between the Louisiana Department of Children and Family Services (DCFS) and the Louisiana Department of Health, Office of Behavioral Health (LOBH). The two-day PFA in-person training is an evidence-informed modular approach to assist children, adolescents, adults, and families in the immediate aftermath of a disaster. PFA is based on the understanding that survivors and others affected by disasters will experience a broad range of reactions, and support from compassionate and caring disaster responders may help their recovery.

Applications must be reviewed by the contractor to ensure applicants meet the minimum standards including completion of the online course prior to the in-person session. The deadline to submit applications is **March 24**. Please follow the instructions on the [application](#) for submittal. Please contact [mbrymer@mednet.ucla.edu](mailto:mbrymer@mednet.ucla.edu) for more information.

### **Open Enrollment Resources (OER) Cohort: Summer Professional Development Applications**

**Please share with school system leaders, school administrators, counselors, librarians, and dual enrollment teachers.**

[LOUIS: The Louisiana Network](#), a program of the Board of Regents, is accepting [applications](#) for a cohort of up to 20 school librarians and dual enrollment teachers from Louisiana public secondary schools. Selected participants will engage in 11-15 hours of professional development and will be equipped with the tools to understand the benefits and challenges of using/integrating high quality Open Enrollment Resources (OER) in courses.

Successful applicants will receive \$1500 for their participation and completion of activities. The summer 2023 professional development will be virtual and largely asynchronous with opportunities to gain fluency in OER. **The deadline for applications is April 10 at 11:59 p.m.** Please contact [charmaine.cureton@la.gov](mailto:charmaine.cureton@la.gov) with questions.

### **School Emergency Management Training**

**Please share with school system leaders, school principals and school safety staff.**

LSU NCBRT/ACE and the Louisiana Department of Education is offering free virtual training to K-12 schools in Louisiana through the [Grants to States for School Emergency Management \(GSEM\) Program](#).

- [Developing and Enhancing School Emergency Operations Plans](#): March 27, 8 a.m. - noon
- [Risk Assessment for K-12 Schools: Building a School Profile](#): March 28, 8 a.m. - noon.
- [Emergency Operations Functional Planning for Schools](#): March 29, 8 a.m. - noon

Please contact [adubuy@ncbrt.lsu.edu](mailto:adubuy@ncbrt.lsu.edu) with questions.

## School System Financial Services

### **LDOE Audit Report Online Portal**

**Please share with business managers, financial officials, and audit firms.**

A new [Single Audit Report Submission Portal](#) is available for business managers and school financial officials to assist with timely submittals of annual single audits. A Quick Link to the portal is also available on [louisianabelieves.com](http://louisianabelieves.com).

Please contact [dudley.garidel@la.gov](mailto:dudley.garidel@la.gov) for more information.

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

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

Meeting yearly Maintenance of Effort (MOE) requirements is 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. There are three MOE measurements submitted in the eGMS system.

- 2022 IDEA MOE Confirmation (Compliance) now available; deadline for submission is June 1.
- 2024 ESSA MOE Verification will be available in the near future.
- 2024 IDEA MOE Verification (Eligibility) will be available in the near future.

### **MOE Assistance**

[The MOE Quick Reference Guide](#) is available to assist with those new to the MOE submission process. A [Local Only Funds Calculator](#) is available to assist in completing the Local Only Funds section of the IDEA MOEs.

Please contact [nakia.jason@la.gov](mailto:nakia.jason@la.gov) with questions about the MOE review process; contact [jason.berard@la.gov](mailto:jason.berard@la.gov) with technical inquiries or for support.

## **Teaching and Learning**

Academic Content

### **Bayou Bridges: A K-8 Social Studies Curriculum Printing Interest**

**Please share with social studies content supervisors and administrators.**

Please indicate interest in ordering printed materials for the first available Bayou Bridges units (grades 4 and 5) by completing the [Bayou Bridges Printing Interest Survey](#). The survey will close this **Friday, March 17**. See the [Bayou Bridges FAQ](#) for information about Bayou Bridges materials or implementation. Please contact [classroomsupporttoolbox@la.gov](mailto:classroomsupporttoolbox@la.gov) with questions.

## Diverse Learners

### **Getting and Keeping Your First Job**

**Please share with special educators and related service providers.**

Families Helping Families is hosting [Getting and Keeping Your First Job](#), a free webinar that discusses how getting and keeping a job for an individual with a disability can be difficult. Information in this webinar will include the importance of work for those with disabilities, challenges for youth with disabilities, accommodation practicalities, and more. The webinar will be held this [Thursday, March 16, from 1 - 2 p.m.](#) Please contact [diverselearnersupport@la.gov](mailto:diverselearnersupport@la.gov) for more information.

### **Spring Into AAC**

**Please share with special educators, paraprofessionals, and related service providers.**

Louisiana Accessible Educational Materials (LA-AEM) is hosting [Spring Into AAC](#), a full day of free professional development focused on Augmentative and Alternative Communication. The [event](#) will be held on March 31 from 8:30 - 4:30 p.m. at 2888 Brightside Lane, Baton Rouge, LA. Please contact [diverselearnersupport@la.gov](mailto:diverselearnersupport@la.gov) with questions.

### **New Statewide Registry for Interpreters**

**Please share with special education directors and educational interpreters.**

The Louisiana Commission for the Deaf (LCD) announced a Statewide American Sign Language Interpreter Registry to provide an easily accessible, centralized platform to identify and locate interpreters across Louisiana. Please encourage educational interpreters to join this growing [roster](#) and to join a community of interpreters for support across the state. Please contact [LCDinterpreterregistry@la.gov](mailto:LCDinterpreterregistry@la.gov) with any questions.

## Literacy

### **Literacy Instruction Best Practices Tools**

**Please share with school leaders and teachers.**

A series of literacy instruction best practices tools designed to help administrators and literacy coaches determine specific areas of need or growth, develop coaching and feedback cycles, provide targeted support to teachers, structure effective teacher planning time, and identify next steps and follow-up support have been added to the [Literacy Instruction, Intervention, and Extension Library](#). Tools are available for each grade band (Pre K, K-2, 3-5, 6-8, 9-12). Please contact [louisianaliteracy@la.gov](mailto:louisianaliteracy@la.gov) with questions.

## Educator Development

### **New Teacher Experience Summer Kick Off: Save the Date**

**Please share with school leaders and system leaders.**

The Louisiana Department of Education will host a Summer Kick-off for the [New Teacher Experience](#) on **July 26** from 8:30 a.m. to 4 p.m. in Baton Rouge for 500 first year teachers. The goals of the event are to

- welcome new teachers to the profession;
- understand the components of Louisiana's New Teacher Experience;
- engage in professional learning around topics relevant to new teachers; and
- provide statewide networking opportunities for new teachers.

Registration details will be provided in the coming months. Please contact [laurie.carlton@la.gov](mailto:laurie.carlton@la.gov) with questions.

## **Principal's Newsletter Appreciation**

**Please share with principals and principal supervisors.**

Complete the [Principal Appreciation Form](#) by this **Friday, March 17**, to recognize school leaders in the March Principal's Newsletter. The Department's monthly [Principal's Newsletter](#) is designed to celebrate and inform building-level leaders around pertinent topics in school leadership. The March Principal's Newsletter will be released on **March 23**. Please contact [louisianaleaders@la.gov](mailto:louisianaleaders@la.gov) with questions.

## **Teacher Leader Summit Registration**

**Please share with teachers, school leaders, and system leaders.**

Early Bird registration has closed, but that doesn't mean you're too late! [Register](#) today to secure your spot at the 2023 Teacher Leader [Summit](#). Availability is limited. Please contact [events@emergentmethod.com](mailto:events@emergentmethod.com) with questions.

## **Compass Information System (CIS) Reminders**

**Please share with system leaders, school leaders, human resource directors, and data managers.**

Please use the [CIS 2022-2023 Timeline](#) to assist in [monitoring](#) data entry in the [Compass Information System \(CIS\)](#). The following tasks should be completed in CIS at this time:

- School site rosters should be updated. All teachers of record and school leaders should receive an evaluation with scores entered into CIS, including uncertified teachers, TAT certificated teachers, and those hired later in the year. Long-term and hired substitutes can also be evaluated to aid in their certification efforts.
- Evaluators should be assigned for all teachers, counselors, librarians, and school leaders. Teachers should have a teacher evaluation type, and school leaders should have a leader evaluation type, even if a waiver has been obtained for an alternate observation rubric.
- Teachers, counselors, librarians, and leaders should have at least two Student Learning Targets (SLTs) entered and accepted in CIS at this time. Bulletin 130 now requires all SLTs to be discussed in a meeting between the evaluator and the evaluatee.
- Observations should be entered into CIS as they are completed. Educators who score "Highly Effective" or "Effective: Proficient" on the first observation do not require a second observation. The evaluatee may request a second observation. Those scoring "Ineffective" or "Effective: Emerging" will require a second observation. The first observation score is entered twice in CIS for those who qualify for the waiver.

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