

LDOE Weekly Newsletter



July 31, 2018

Dear Colleagues,

In 2012, the Legislature created [Act 3](#), a visionary step toward unifying the state's fragmented early childhood system. For the last six years, you have worked side-by-side with Head Start providers, child care centers, and nonpublic schools to implement standards of excellence, a shared observation system, and cooperative enrollment systems for families. As a result, more parents have enrolled in early education programs, and programs are seeing significant improvement in the quality of classroom care and teaching.

There remain large gaps in the system, however. As is often noted, slots are available to too few parents. Equally important, options performing at a high level are even less available. Parents of infants and toddlers have particularly low levels of access to high-performing centers.

[Act 639](#) of this year's regular legislative session builds on Act 3 in two ways. First, it creates a statewide task force, set to meet for the first time [tomorrow](#), which will study the state's early education progress, making recommendations for further growth this winter. Next, it creates pilots that provide opportunities for local entities to lead local networks not just in implementing CLASS or running enrollment processes, but also in supporting centers to improve. These pilots could serve as evidence that local leaders are well positioned to lead a quality agenda in their communities. When the request for applications for local pilots is released, I hope your parish or community will consider applying. I also hope you will monitor the task force and its recommendations.

Fortunately, the federal government recently made one-time funds available for child care access. Consequently, later this week, the Department will announce a radical reduction in the waitlist. This is great news.

But it is a one-time occurrence, and the reality underneath this ray of hope is that we still cannot provide an assurance to low-income families that a high-quality option will always be available to them. I'm looking forward to all the good that can come of Act 639, in the hopes of even better news to come for the state's youngest children and their parents.

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

John

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Important Dates for School Systems

Upcoming Events

- [English Language Proficiency Screener](#) window opens: August 1
- [Act 639 Commission meeting](#): August 1 at 1:00 p.m.
- [School System Planning call](#): August 1 at 1:00 p.m.
- [2018-2019 SCA/Course Choice webinar](#): August 1 at 2:00 p.m.
- [eScholar Training](#): August 2 at 1:00 p.m.
- [Monthly Special Education Leader Call](#): August 2 at 2:00 p.m.
- [New Web-Based Program Monitoring Webinar](#): August 7 at 10:00 a.m.
- [Superintendents Call](#): August 8 at 10:30 a.m.
- [2018-2019 SCA/Course Choice webinar](#): August 8 at 2:00 p.m.
- [Data Coordinator Monthly call](#): August 9 at 1:00 p.m.

Important Deadlines

- [Nominations](#) for Test Irregularity Review Committee due: Today, July 31
- Return [EOY Statement of Affirmation Form](#): by August 3
- [Nominations](#) for ELA Assessment Committee due: August 10

School System Support

New: August Superintendents Call

Superintendents are invited to participate in the August Superintendents Call hosted by Superintendent John White on August 8, 10:30 a.m. Superintendents are encouraged to log on to the webinar at least 10-15 minutes in advanced if this is their first time using Zoom.

To join the August 8 meeting:

- Go to <https://ldoe.zoom.us/j/462965483>
- Dial 1-844-264-8015
- When prompted, please give the Meeting ID #7186038
- You will need to identify yourself in order to be placed into the meeting.

View the [Instructions for Joining a Zoom Webinar](#) for more information on how to access this call.

Reminder: August School System Planning Call

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

- Early childhood supervisors
- Curriculum and instruction supervisors
- Data coordinators
- District test coordinators and accountability contacts
- High school and career and technical supervisors
- Personnel directors
- Talent (Mentors, Content Leaders, Teacher Leaders) supervisors

To join the webinar:

- Logon to: <https://ldoe.zoom.us/>
- Enter Meeting ID: 398875849

Email districtsupport@la.gov with questions, or view the [Instructions for Joining a Zoom Webinar](#) for more information on how to access this call.

Reminder: Back-to-School Materials Released

Please share these resources with principals and teachers.

The Department is committed to providing all educators—teachers, principals, and school system leaders—with the supports and resources they need to continue raising the bar for students in Louisiana.

Here are resources developed by the Department to support the start of the 2018-2019 school year.

- [2018-2019 Educator Resource Guide](#) highlighting instructional priorities and resources to support educators with the start of the 2018-2019 school year. The guide is located in the [School System](#), [Principal](#) and [Teacher](#) Toolboxes and will be updated each month.
- [Updated 2018-2019 School System Support Calendar](#): Schedule of in-person trainings, virtual support, tools and resources, and communication streams designed to support educators
- [Back-to-School Night Presentation](#): Customizable presentation that school leaders and teachers can use to provide parents with information on 2018-2019 academic goals, standards, and assessments which help to meet ESSA parent engagement requirements
- [Parent Back-to-School Guides](#): provide families with information and resources to support learning at home for the 2018-2019 school year.
 - Guides are currently available for parents of 3-12 students, English learners, and students with disabilities.
 - Translated versions of all guides are available in the [Family Support Toolbox library](#).

Email ldoecommunications@la.gov with questions.

Reminder: Early Childhood Care and Education Commission Meeting

Please share with early childhood supervisors and center directors.

The Early Childhood Care and Education Commission, established through [Act 639](#) of the 2018 Legislative Session, is charged with creating a vision and framework for the future of early childhood care and education in Louisiana.

The Commission will host its inaugural meeting on August 1 from 1:00 p.m. - 4:00 p.m. in the Thomas Jefferson room of the Claiborne Building, located at 1201 N Third Street in Baton Rouge. This meeting is open to the public, or can be viewed [live](#).

For additional information about the Early Childhood Care and Education Commission, please email earlychildhood@la.gov.

Family Engagement

New: Family Engagement Coordinator Meeting

The Department hosted a back-to-school meeting for Family Engagement Coordinators on July 25. Below are the materials shared during this meeting.

- [Family Engagement Coordinator Meeting presentation](#)
- [2018-2019 Educator Resource Guide](#) highlighting instructional priorities and resources to support educators with the start of the 2018-2019 school year.
- [Back-to-School Night Presentation](#): Customizable presentation that school leaders and teachers can use to provide parents with information on 2018-2019 academic goals, standards, and assessments which help to meet ESSA parent engagement requirements
- [Parent Back-to-School Guides](#): provide families with information and resources to support learning at home for the 2018-2019 school year.

The 2018 Family-Focused Legislation Guide will be available in the newsletter on August 7.

Please email annie.morrison@la.gov with questions.

Assessment and Accountability

New: Release of 2017-2018 Advanced Placement Results

The Department will release 2018 school system-level AP results in the data management FTP on Wednesday, August 8. School system leaders and accountability contacts will receive an email from Assistant Superintendent Ken Bradford on Wednesday evening notifying them once the files are available.

State and school system-level results will be made public on Thursday, August 9 and will be available in the High School Results library.

Please email assessment@la.gov with questions.

New: Assessment Resources

Please share with principals and teachers.

The following assessment resources are available now or will be available soon.

Grades 3-8	ELA	Math	Science	Social Studies
Available Now	<ul style="list-style-type: none"> • ELA Guidebooks 	<ul style="list-style-type: none"> • Louisiana Guides to Implementing 	<ul style="list-style-type: none"> • Science Scope & Sequence Documents 	<ul style="list-style-type: none"> • Social Studies Scope & Sequence and

	<ul style="list-style-type: none"> Assessment Guides Rubrics Practice Tests 	<ul style="list-style-type: none"> Tier I Math Curriculum Assessment Guides Practice Tests Equation Builder Guides 	<ul style="list-style-type: none"> Assessment Guides LEAP 2025 Science Assessments Overview 	<ul style="list-style-type: none"> Companion Documents Assessment Guides Sample item sets and task sets Practice Tests
Coming Soon			<ul style="list-style-type: none"> Practice Tests 	

	English I & II	Algebra I & Geometry	Biology	U.S. History
Available Now	<ul style="list-style-type: none"> Assessment Guides Practice Tests Rubrics 	<ul style="list-style-type: none"> Assessment Guides Practice Tests Equation Builder Guide Desmos links 	<ul style="list-style-type: none"> Assessment Guides Practice Test LEAP 2025 Science Assessments Overview 	<ul style="list-style-type: none"> Assessment Guides Practice Test Sample Test Item Set and Task Set US History Achievement Level Descriptors

Email assessment@la.gov with questions.

New: Reminders for District Testing Coordinators

General

- Data certification for ACT and DCAI will begin in early August. It is very important that all changes to district test coordinators (DTCs) or accountability contacts be submitted to the Department using the [DTC and Accountability Contact Update](#) form found in the Assessment Library.
- The State Placement Test Administrator Manual is posted in [eDIRECT](#). Test setup and the additional materials window opens this Friday, August 3.
- Spanish, Arabic, and Vietnamese versions of the English Learner Checklist have been posted to the [Assessment Library](#).

K-3

- School systems should prepare to administer the kindergarten-readiness screener and a K-3 literacy screener within the first 30 days of school, and will submit the data with the SIS October 1 MFP Collection.
- The [2018-2019 Guidance on the Kindergarten Entry Assessment and K-3 Literacy Screening Assessment](#) has been released.

LEAP 360

- LEAP 360 Diagnostic Teacher Study Guides are now available in [eDIRECT](#), including answer keys, scoring guides, and copies of the assessments. Teacher Study Guides can be found in General Information under Documents; select the Diagnostic/Interim 18-19 administration and the Teacher Study Guides document type.
- Student data and accommodations will be managed via eScholar and SIS/SER. Updates to eScholar and SIS/SER will be refreshed nightly in [eDIRECT](#). Student data can be viewed/edited through the Student Management tab in [eDIRECT](#).

- Through the Student Groups tab in [eDIRECT](#), student groups can be created to associate students and teachers. Through this association, teachers can quickly access their students' information, testing status, and reports.

LEAP 2025 and LEAP Connect

- DTCs can now manage users for LEAP 2025 and LEAP Connect for the 2018-2019 school year in [eDIRECT](#).

ELPT and ELPS

- ELPS administration will open on August 1. Reference the ELPS Test Administrator Overview and Training [webinar](#) or [presentation](#) for an overview of the screener design, setup, and administration.
- TIDE opened yesterday for user and student management for ELPS. Refer to the [TIDE User Guide](#) for detailed directions on adding users and students.
- ORS will close in the first weeks of August. School systems should download any ELPT data that will be needed during these times.
- The [Louisiana ELPT Portal](#) has been updated to include ELPS materials. The [ELPS Training Modules](#), [ELPS Step Two Speaking Scoring Document](#), [TIDE User Guide](#), [TA User Guide](#), [ELPS Test Administration Manual](#), and [ELPS/ELPT Accessibility and Accommodations Manual](#) are now posted for review.
- The [AIR Secure Browser](#) must be installed on all devices that will be used for ELPS Administration. Reference the [Secure Browser Installation Manual](#) for detailed directions.

ACT and WorkKeys

- All emails from ACT will now come from statetesting@operations.act.org. To continue receiving email from ACT, make sure your email system's list of allowed addresses (whitelist) includes all of the following: statetesting@operations.act.org, statetesting@act.org, @operations.act.org, or @act.org.
- [Bulletin 118](#) has been updated and effective beginning in SY 2018-19 as follows:
 - Students shall be subject to a 30-day wait period before retesting on WorkKeys assessments, during which time school systems shall provide remediation.
- DTCs can now manage participation and shipping dates in PearsonAccess^{next} and place orders for initial test materials for accommodated WorkKeys.

Assessment Administration Support and Training

The Assessment and Accountability Monthly Call will be held on August 7 at 1:00 p.m. See webinar details below.

- Webinar Link: www.ldoe.zoom.us
- Webinar Phone Number: 1 (669) 900-6833
- Meeting ID#: 393 463 942

The [2017-2018 Assessment and Accountability Monthly Calls](#) are now located in one reference document in the [Assessment Library](#).

Reminder: Assessment Development Educator Review Committees

Please share with principals and teachers.

The Department is now recruiting for [ELA Item Content and Bias Review Committees](#).

- Committees for ELA grades 3 and 4 will convene the week of September 22
- Committees for ELA grades 5-8 and English I and II will convene the week of October 22
- Selected participants will review newly developed ELA test items

Committee participants have the opportunity to develop understanding of state assessments and ensure that tests are aligned to the standards, appropriate for the grade or course, and appropriate for Louisiana students. Additionally, the educators that do this work learn how to better use assessments in their classrooms or school systems.

To apply to be a participant, any interested educator needs to complete an interest survey themselves, and may complete surveys for more than one committee. Everyone who completes the interest survey is considered for selection but is not guaranteed a seat on the committee. **Surveys close August 10.**

Interest Survey Links:

- [ELA grades 3 and 4](#)
- [ELA grades 5-8, English I and English II](#)

Email michelle.mcadams@la.gov or kathleen.judy@la.gov with questions.

High School Pathways

New: Distribution of 2018-2019 CDF Funds Distributed in July

Please share with finance personnel

Based on requests from school systems, 75 percent of Career Development Funds (CDF) were distributed in the July 2018 MFP remittance. CDF was distributed based on whichever of the following allocations was greater:

- a) the minimum CDF allocation (\$25,000 for districts, \$10,000 for charter schools); or
- b) 75 percent of a school system's prior year's CDF allocation.

This early distribution of CDF enables school systems and schools to invest these funds immediately, maximizing student opportunities in the 2018-2019 school year. The balance of CDF will be distributed in February 2019 based on actual student enrollments.

For more information, please email jumpstart@la.gov.

Reminder: Louisiana STEM Advisory Council Statewide Summit

Please share with STEM Coordinators

The inaugural LaSTEM Statewide summit will be held on September 7 at Pennington Biomedical Research Center in Baton Rouge. The Summit will:

- showcase some of the most effective, resourceful, and impactful STEM activities and programs in Louisiana, as well as some federal STEM agencies, through interactive exhibits and demonstrations;
- provide a venue for STEM teacher professional development programs to host up to a full day of training for K-12 STEM educators;
- host informative and engaging breakout sessions for educators, administrators, legislators and leaders from PK-Postsecondary education about STEM policy trends, school and industry partnerships, the creation and development of Regional STEM Hubs in Louisiana, and success stories of existing STEM ecosystems in Louisiana and throughout the country; and
- function as a fundraiser for the support of LaSTEM initiatives and LaSTEM-endorsed programs.

There is no cost to attend the event, but interested participants must [register](#) using their school system email address. Lunch will be provided.

For additional information please contact lastem@regents.la.gov.

Reminder: Upcoming JAG-LA Meetings

Please share with JAG-LA Supervisors.

Below is information regarding JAG-LA meetings happening in August:

- **JAG-LA New Specialist Training:** JAG-LA New Specialist Training will take place **August 6-8** at the Claiborne Building in room 1-150, located at 1201 N. Third Street in Baton Rouge.
 - Registration will begin at 12:30 p.m. on August 6 with the meeting beginning promptly at 1:00 p.m. and concluding no later than 4:30 p.m.
 - If you have a specialist in need of training, please email lisa.thomas2@la.gov prior to July 31, to confirm registration.
- **JAG-LA 1st Quarterly Meeting:** The JAG-LA 1st Quarterly Meeting, required for all JAG-LA Specialist, will be held **August 27-29** at the Paragon Convention Center in Marksville. [Registration](#) is now open and will close on August 20.
- **JAG-LA Supervisor Meeting:** The JAG-LA Supervisor Meeting will also take place at the Paragon Convention Center in Marksville on **August 28**. [Registration](#) is now open and will close on August 20.

For more information, please email dianna.keller@la.gov.

Reminder: College Board 2018 Fall Counselor Workshops

Please share with principals and school counselors.

To encourage growth and sustainability of AP® programs statewide, the Department is inviting school counselors to participate in the 2018 Fall College Board Counselor Workshops which will include;

- updates on the SAT, the PSAT/NMSQT, and AP Programs;
- an in-depth presentation on financial aid;
- counseling tips from seasoned counseling practitioners; and
- practical resources and tools to assist counselors in their daily work.

Upcoming On-Site Counselor Workshops:

- September 19: Millsaps College - Jackson, MS
- September 25: University of New Orleans

Registration and start times can be found on the [College Board website](#). For additional information, please contact highschoolacademics@la.gov.

Special Education

Reminder: August Special Education Leader Monthly Webinar

The Department will hold its **monthly webinar for school system directors, supervisors, and coordinators of special education**. Topics will include upcoming deadlines, updates, guidance, and training opportunities. Pre-registration is not required.

- **Meeting Date & Time:** Thursday, August 2 at 2:00 p.m
- **Webinar Link:** <https://ldoe.zoom.us/j/670515231>
- **Phone:** 1-408-638-0968
- **Meeting ID:** 670515231

For more information, please email specialeducation@la.gov.

Reminder: High Cost Services State Plan for the 2018-2019 School Year

The Department has established a High Cost Services (HCS) grant to support school systems and schools who serve students with the most intensive needs. The 2018-2019 school year HCS [State Plan](#) is now available. School systems should use this plan to guide development of their upcoming HCS applications.

If you have questions, please contact ldoe.grantshelpdesk@la.gov.

Educator Preparation

New: Department Names 2019 Teacher and Principal of the Year State-Level Winners

Congratulations to Spencer Kiper of Bossier Parish for being named the 2019 Louisiana Teacher of the Year, and Dr. Eric Davis of City of Monroe Schools for being named the 2019 Principal of the Year. Both winners, along with the [statewide divisional winners](#) were announced last Friday, July 27, at the [12th Annual Cecil. J. Picard Educator Excellence Awards Gala](#) in Baton Rouge, cosponsored by [Dream Teachers](#).

Please contact excellenteducators@la.gov for more information.

Finance

New: FY2017-2018 Annual Financial Report (AFR) Collection Timelines

Please share with all business managers and financial officials.

Louisiana R.S. 17:92 requires that local school systems and schools provide financial data to the Department no later than September 30 each year. Since September 30 is on a Sunday this year, AFRs are due Monday, October 1. The financial data is submitted via the LEADS portal, which will be open for submissions on August 13. Please review the [AFR documents](#) for assistance in the submission of your data.

If you have any questions concerning the preparation of financial information or account classification, contact satoiya.jones@la.gov.

For questions regarding technical issues such as the electronic submission or online update process, contact yaxin.lu@la.gov.

Data

New: Monthly Data Coordinator Webinar

The Department will hold its monthly webinar for data coordinators and data managers of eScholar, SPS, SPC, SIS, SER, PEP and STS. Topics will include 2018-2019 startup information for data submissions, upcoming deadlines, system enhancements, other updates and best practices.

- **Meeting Date & Time:** August 9 at 1:00 pm.
- **Webinar Link:** <https://ldoe.zoom.us/j/976397929>
- **Phone:** 1-408-638-0968
- **Meeting ID:** 976 397 929

Please email systemsupport@la.gov with questions.

Reminder: eScholar Training

Please share with eScholar data managers.

The Department will hold systems training for eScholar Uniq-ID and DirectMatch data managers.

- **Meeting Date & Time:** August 2 and August 21 (repeat session) at 1:00 pm.
- **Webinar Link:** <https://ldoe.zoom.us/j/807129966>
- **Phone:** 1-408-638-0968
- **Meeting ID:** 807 129 966

Please email systemsupport@la.gov with questions.

Statewide Monitoring

New: 2018-2019 New Web-Based Program Monitoring Webinar

The Department will hold a webinar for local Federal Program Directors on the 2018-2019 web-based program monitoring. The new web-based program monitoring will serve as a data collection tool for all self-assessments, desk reviews, and on-site monitoring beginning October 2018.

- **Meeting Date & Time:** August 7 at 10:00 a.m.
- **Webinar Link:** <https://ldoe.zoom.us/j/656421540>
- **Phone:** 1-408-638-0968
- **Meeting ID:** 656-421-540

If additional information is required, please contact tasha.anthony@la.gov.