

LDOE Weekly Newsletter



September 1, 2020

Dear Colleagues,

The best way to start this week's message is with prayers for everyone impacted by Hurricane Laura. Most of us know someone whose life was changed by the storm. We've been in touch with leaders from many of the systems in Laura's path and will continue to serve and guide them throughout the rebuilding process. The road to recovery will be long. We must be there to support our fellow Louisianans. I've been impressed with everyone's continued resiliency against all odds.

While much of our state recovers from Hurricane Laura, we're still in a global pandemic. Our openings have gone very well as you have followed our safety protocols. Systems will soon receive information from the Louisiana Department of Health on an early warning system for COVID-19 cases. This system will require an extra time commitment, but it is a benefit for our schools and for public health officials. It will streamline much of the information you are already sharing with your health officials, and create a process for gathering additional details when positive cases occur. It's important we collaborate with the medical community. This system will allow them to provide you with an efficient and thorough response to potential COVID-19 related concerns in your schools. Data drives the decisions we make as educators, and the same applies true here as well.

Hang in there — we will get through this.

Dr. Cade Brumley
State Superintendent of Education

In This Issue

- [Recovery](#)
- [School System Support](#)
- [Career and College Readiness](#)
- [Equity, Inclusion and Opportunity](#)
 - [Special Education](#)
- [Operations](#)
 - [Statewide Monitoring](#)
- [Policy and Governmental Affairs](#)
 - [Healthy Communities](#)
- [Teaching and Learning](#)
 - [Assessment and Accountability](#)
- [Reminders](#)

Important Dates for School Systems

Office Hours	
Office Hours Title	Zoom Link
EdLink 360 Office Hours	September 3 at 2 p.m.
Strong Start 2020 Reopening Operations and Resources Office Hours	September 3 at 3 p.m.
Assessment and Accountability Office Hours	September 8 at 3:45 p.m.
Career and College Readiness Office Hours	September 10 at 3 p.m.
Monthly Calls*	
Monthly Call Title	Zoom Link
System Leaders Monthly Call	September 4 at 9 a.m.
Charter Authorizers Monthly Call	September 9 at 11 a.m.
BESE Authorized Charter School Monthly Call	September 9 at 3 p.m.
Data Coordinator Monthly Call	September 10 at 2 p.m.
SPED Leader Monthly Call	September 10 at 2 p.m.
Assessment and Accountability Monthly Call	September 15 at 3:45 p.m.
Nonpublic Monthly Call	September 16 at 2 p.m.
Student Engagement and Success Monthly Call	September 16 at 3:30 p.m.
Federal Programs and Grants Management Monthly Call	September 17 at 10 a.m.
Career and College Readiness Monthly Call	September 17 at 3 p.m.
Reopening Roundtable for System Leaders	September 18 at 9 a.m.
Policy and Governmental Affairs Monthly Call	September 21 at 10 a.m.
Academic Content and Educator Development Monthly Call	September 23 at 1 p.m.
Education Technology Monthly Call	September 24 at 11 a.m.
<i>*Monthly call presentations are available in the School Improvement Library.</i>	

Upcoming Events	
Event Title	Zoom Link
Early Literacy Commission Meeting	September 14 at 12 p.m.
Quest for Success Webinar	September 14 at 4 p.m.
Children's Hospital Town Hall Meeting	September 15 at 3 p.m.
Important Deadlines	
Document Link	Deadline
Alternate Assessment Review Files Due in FTP	September 2
FY2019-2020 Annual Financial Report (AFR) Collection	September 30
2020-2021 Pupil Progression Plan	October 16

Recovery

Rescheduled: Data Coordinator Webinar

Please share with data managers.

The Department has rescheduled its monthly webinar for data coordinators and data managers to **September 10 at 2 p.m.** (immediately following the EdLink 360 extract reviews). Topics will include a review of open collections, submission deadline updates and EdLink 360 Data Warehouse updates.

- **Webinar Date and Time:** September 10 at 2 p.m.
- **Webinar Link:** <https://ldoe.zoom/j/976397929>
- **Webinar Phone Number:** 408-638-0968
- **Meeting ID#:** 976 397 929

Please contact systemsupport@la.gov with questions.

Rescheduled: Quest for Success Webinar

Please share with career and technical education leaders and Quest for Success instructors.

A [Quest for Success Curriculum crosswalk](#) has been created to help facilitate virtual and hybrid learning. The guide includes alternate face-to-face activities that may be challenging to complete in a virtual environment or while maintaining social distancing. The tips included provide suggestions for both synchronous and asynchronous learning and alternative activities for virtual environments.

A webinar is scheduled to provide an overview of the Quest for Success Unit 2 resources and answer questions pertaining to these resources. This webinar *has been rescheduled* from August 31 and **will now occur on September 14 at 4 p.m.**

- **Webinar Date and Time:** September 14 at 4 p.m.
- **Webinar Link:** <https://ldoe.zoom.us/j/98206897192>
- **Webinar Passcode:** quest1
- **Webinar Phone Number:** 646-876-9923
- **Webinar Phone Passcode:** 714594
- **Meeting ID#:** 982 0689 7192

Please contact ted.holmes@la.gov with questions.

Deadline Extended: Pupil Progression Plans Due October 16

Please share with school system supervisors, administrators and counselors.

The 2020-2021 Pupil Progression Plan (PPP) template is in the [School Policy Library](#). New to the template are sections related to BESE approved credit recovery policy and non-traditional coursework accepted by the NCAA.

The approved PPP should be submitted to PPP@la.gov by **October 16**.

Please contact PPP@la.gov with questions.

Deadline Extended: 2020-2021 Course Choice/SCA Portal

Please share with CTE supervisors, counselors, and system leaders.

Course Choice provides students and schools with access to a broad variety of course offerings from online, face-to-face, industry training and dual enrollment course providers. The [SCA Portal](#) is now open for 2020-2021 reporting.

The 2020-2021 [Course Choice Provider Directory](#) is now available. Schools register students directly with the course provider college and/or university. Please refer to the [Course Choice Registration Procedures](#) for details on this process. Once students are registered, schools should document enrollments in the Course Choice Reporting System.

The [SCA Portal](#) has been rescheduled to close at 5 p.m. on September 25 for Private Provider Fall and Full Year enrollments. Higher Education enrollments must be reported by 5 p.m. on October 9. The portal will reopen for Spring enrollments on November 23.

Please contact sca@la.gov with questions

School System Support

System Leaders Monthly Call

Superintendents and charter leaders are invited to participate in a **System Leaders Monthly Call hosted by Dr. Brumley this Friday, September 4 at 9 a.m.** Information needed to join this call is included below.

- **Webinar Date and Time:** September 4 at 9 a.m.
- **Webinar Link:** <https://ldoe.zoom.us/j/97982207566>
- **Webinar Passcode:** @Ax4Q3
- **Webinar Phone Number:** 312-626-6799
- **Meeting ID#:** 979 8220 7566
- **Dial-in Passcode:** 744001

System leaders are asked to enter their full name and school system name when logging in.

Reopening Roundtable Series

Superintendents and charter leaders are invited to participate in a Reopening Roundtable virtual series hosted by Dr. Brumley to be held on **September 18 at 9 a.m.** During this call, a panel of superintendents and school leaders will share their experiences reopening and operating schools during the health crisis. It's important that the Department is a support agency during these uncertain times, and this series will help facilitate discussions of best practices. Information needed to join this call is included below.

- **Webinar Date and Time:** September 18 at 9 a.m.
- **Webinar Link:** <https://ldoe.zoom.us/j/99887442568>
- **Webinar Passcode:** #0*a2n
- **Webinar Phone Number:** 312 626 6799
- **Meeting ID#:** 998 8744 2568
- **Dial-in Passcode:** 752932

System leaders are asked to enter their full name and school system name when logging in.

2019-2020 P-EBT Benefits

Louisiana is reopening the Pandemic Electronic Benefit Transfer (P-EBT) program for families who did not apply in May and June. Families of children who receive free or reduced-price school meals are eligible to receive financial benefits for meals missed in 2019-2020 when schools closed due to the pandemic. This includes all students attending a Community Eligibility Provision (CEP) school.

This new application window is only for eligible families who did not apply in May and June. To receive these benefits, families must complete an application. Without the requested information, the Department of Children and Family Services cannot issue the Electronic Benefit Transfer (EBT) card and provide benefits.

The [application portal will be open](#) from September 8 at 8 a.m. to September 29 at 5 p.m. A link to P-EBT information and the application portal is available on the [Department's COVID-19 webpage](#). The Department will publicize the eligibility of these benefits, and in an effort to ensure families receive these benefits, school systems will receive communications to share with eligible families in next week's newsletter. Schools can use this toolkit for sample messages to share with families.

Please contact LDOECOVID19support@la.gov with questions.

Career and College Readiness

Career and College Readiness Office Hours

Please share with school system supervisors, administrators and counselors.

The Office of Career and College Readiness will hold weekly office hours each **Thursday at 3 p.m.** beginning September 10. The same zoom link will be utilized each week. Details are included below.

- **Webinar Date and Time:** Thursdays at 3 p.m.
- **Webinar Link:** <https://ldoe.zoom.us/j/91419461028>
- **Webinar Phone Number:** 301-715-8592
- **Meeting ID#:** 914 1946 1028
- **Meeting Passcode:** 408891

Please contact highschooladacemics@la.gov with questions.

Equity, Inclusion and Opportunity

EL Supervisor Community of Practice Virtual Series

The **EL Supervisor Community of Practice** virtual series provides targeted professional development and technical assistance for improving outcomes for English Learners (EL). EL supervisors will be assigned to one of three cohorts based on characteristics of the EL community in their school system. The series begins the week of September 21.

EL supervisors who would like to participate and are not already part of the series should contact alice.garcia@la.gov by **September 11**.

Special Education

Alternate Assessment Review Files Deadline and Outcomes

Under the Every Student Succeeds Act (ESSA), any school system with more than 1.0 percent of students participating in the ELA, math or science alternate assessment must take certain actions. The Department provided all school systems with an alternate assessment package via FTP in early August. For those school systems with more than 1.0 percent participation in any subject area, files are **due to the Department on the FTP tomorrow, September 2**. The Department will review the submitted documents and provide feedback and outcomes to school systems at the end of September.

Please contact specialeducation@la.gov with questions.

September SPED Leader Webinar

The Department will hold its monthly webinar for school system directors, supervisors and coordinators of special education **Thursday, September 10 at 2 p.m.** Topics will include upcoming deadlines, guidance and training opportunities. Pre-registration is not required.

- **Webinar Date and Time:** September 10 at 2 p.m.
- **Webinar Link:** <https://ldoe.zoom.us/j/92135951551>
- **Webinar Phone Number:** 646-876-9923 (for dial-in only)
- **Meeting ID#:** 921 3595 1551

Please contact specialeducation@la.gov with questions.

Operations

Statewide Monitoring

Title I, Part A - Annual Comparability Reports

The Department will release the SY 2020-2021 Title I Comparability Report section in eGMS on **September 14**.

Title I Comparability requires school systems* to demonstrate that services provided with state and local funds are comparable between both Title I schools and non-Title I schools, or are substantially comparable for school systems with all Title I schools.

School systems should use October 2019 staffing and salary data to complete this report. Please access [Comparability Instructions](#) for further details on how to complete the report. The completed report should be submitted via eGMS no later than **November 16**.

For assistance with completing this report, access the [Comparability FAQ](#) document or contact Madeline Swift at madeline.swift@la.gov.

**School systems with one school per grade span, and Type 2, 5 and 3B charters, are exempt from this submission.*

Policy and Governmental Affairs

Healthy Communities

Vaccination Update

The Louisiana Department of Health annually updates fact sheets to inform students and their families of the danger of [influenza](#) (Flu) and [Human Papillomavirus](#) (HPV). Vaccinated students protect themselves, their families, schools, communities and healthcare workers.

Flu vaccination is more important than ever during the COVID-19 pandemic. Vaccination is the best way to prevent the flu and its potential [danger to students](#).

Please share these fact sheets with students and parents.

Please contact stacy.hall@la.gov with questions.

Teaching and Learning

Assessment and Accountability

For District Testing Coordinators and Accountability Contacts

New: ACT Important Update

- The deadline for making requests for reconsideration of accommodations and/or supports in TAA for ACT is **September 4**. Please check the [ACT State Testing](#) site for an updated [Schedule of Events](#).
- **ACT Webinar Opportunities**
 - All school systems that tested students in June 2020 and/or who plan to test students during the October 2020 makeup for 2019-2020 juniors must sign the ACT MOU Addendum that is posted in the [Assessment Library](#).
- **ACT State Administration**
 - October 6 and October 20 paper-based administration only for students who were juniors in 2019-2020 and were unable to test in March or June. The Department will cover the cost for one administration per applicable student.

Fall LEAP 2025 High School Assessment Administration

- Fall LEAP 2025 High School Assessments administration is currently scheduled for December 1-18. In response to delayed school openings, a second window has been scheduled for January 6-26. School systems will be asked to submit their choice of window to the Department in October through DRC INSIGHT.
- Additional dates and reminders are forthcoming.

Data Certification for DCAI, Partial Assessment and Alternative School Indices

- Data certification for DCAI, ELPT, LEAP Connect and alternative school indices is open until **September 23**. Accountability contacts received individual emails with login credentials and resources.

Updates to District Test Coordinator and/or Accountability Contacts

- In order to access Louisiana Data Review and many testing vendor platforms, it is important that school systems record changes to the district test coordinator and/or accountability contact in the [Louisiana School System Contact Form](#). To expedite changes needed for assessments, please contact assessment@la.gov.

Screening for English Learners

- School systems must continue to determine if students entering kindergarten through grade 12 for the first time are English Learners (ELs) who require supplementary support services to continue developing language proficiency in English. Guidance is provided to facilitate the identification of ELs and to determine if EL services are needed when it is not possible to administer the ELPS in the [Guidance for the Provisional Identification of English Learners](#) document.

Assessment Administration Support and Training Office Hours

The next Assessment and Accountability Office Hours will be on **September 8 at 3:45 p.m.** A password will now be required for Office Hours. Webinar details are listed below.

- **Webinar Date and Time:** September 8 at 3:45 p.m.
- **Webinar Link:** <https://ldoe.zoom.us/j/202189164>
- **Webinar Phone Number:** 646-876-9923
- **Meeting ID#:** 202 189 164
- **Password:** 2020202!

Reminders

- **[School System Support Reminders](#)**
- **[Equity, Inclusion and Opportunity Reminders](#)**
 - **[Special Education Reminders](#)**
- **[State Finance and Policy Reminders](#)**
- **[Teaching and Learning Reminders](#)**
 - **[Educator Development Reminders](#)**

School System Support Reminders

School System Support Calendar

The [2020-2021 School System Support Calendar](#) has been updated to include weekly office hours and monthly calls. Changes are highlighted yellow within the calendar.

Please contact ldoecommunications@la.gov with questions.

Children's Hospital Town Hall Meetings Extended

The Department and Children's Hospital New Orleans (CHNOLA) are excited to announce that our partnership has been extended. Children's Hospital will continue to provide town hall meetings throughout the month of September. These meetings provide opportunities for school systems to ask questions of CHNOLA regarding COVID-19 and school reopening.

The first September meeting was held earlier today at 3 p.m. Additional Town Hall meetings will be held on September 15 and September 29. Webinar details are below.

- **Webinar Date and Time:** September 15 and September 29 at 3 p.m.
- **Webinar link:** <https://zoom.us/j/92567891261>
- **Webinar Phone Number:** 312-626-6799
- **Meeting ID#:** 9256 789 1261
- **Passcode:** 912020#

Please contact LDOECOVID19support@la.gov with questions.

Learning Environment and Connectivity Tool for Systems

The Department has developed a tool for systems and schools to easily track student learning environments as well as device and connectivity data. This tool will also help the Department and systems identify where additional student connectivity supports are needed. System leaders will receive an email from LDOE this week with system specific access information needed to complete a brief survey.

School systems are encouraged to add current data as soon as possible. This will help ensure access to the system well before initial data is pulled for BESE on September 18.

Data submitted to this survey will automatically populate dashboards for systems, charter schools and non-public schools. Links to these dashboards will be added to the “School Reopening Resources” section of the [Strong Start](#) page on August 31. LDOE will pull data on **September 18 at 5 p.m.** to create an initial report for BESE and other stakeholders. Systems should update their dashboard throughout the school year as new information becomes available. The most current data will appear on the dashboard as soon as it is submitted through the survey.

Please contact kim.nesmith@la.gov with questions.

Equity, Inclusion and Opportunity Reminders

Special Education Reminders

Strong Start 2020: Timelines and Documentation for Students with Disabilities Guidance

The Department released [Strong Start 2020: Timelines and Documentation for Students with Disabilities](#) guidance to help school systems maintain IDEA compliance and provide continuity of services to students with disabilities across operating scenarios. This guidance includes key considerations for school systems in planning and providing services across learning environments, including IEP and evaluation timelines and documentation via amendments and/or contingency plans.

Please contact specialeducation@la.gov with questions.

State Finance and Policy Reminders

LaGov Payment System Change

Please share with business managers.

Recently, the Louisiana Department of Education underwent a change to the payment system. The ISIS payment system has migrated to the LaGov payment system, and payments will look different as a result of this change. Continue to use the [DOA Vendor Payments](#) website and select “LaGov” to look for information on payments received beginning July 1. Reference the available [help document](#) for assistance with using the LaGov payment system and how to locate information on payments.

Please contact natoria.ingram2@la.gov with questions.

Accountability for Weighted Student Funds in the MFP

Please share with business managers.

Louisiana R.S. 17:7(2)(f)(i) provides for the accountability of weighted student funds included in the MFP. Funds generated in the MFP formula by applying the weighted factors for low income and English Learner (also known as Economically Disadvantaged) students, career and technical education course units, special education students (other than gifted and talented) and gifted and talented students are considered weighted student funds. School systems or schools are required to expend the weighted student funds on personnel, professional services, instructional materials, equipment and supplies that serve the unique needs of students who generate such funds.

Please reference the [FY2020-2021 Weighted Student Funding AFR Reporting Details and Calculation](#) for additional information.

Please contact ldoemfphelpdesk@la.gov with questions.

USDA Required School Lunch Match

Please share with business managers and financial officials.

The United States Department of Agriculture (USDA) requires a match of state funds for the school lunch program. The match must be evidenced through the Minimum Foundation Program (MFP) funds in each school system's Annual Financial Report (AFR).

A memorandum that contains the required match amount for each school system and school in FY2020-2021 is available in the [MFP Library](#) under the USDA Required School Lunch Match section.

Please contact ldoemfphelpdesk@la.gov with questions.

FY2019-2020 Annual Financial Report (AFR) Collection Timelines

Please share with 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. The LEADS Portal is now open for submission of financial data. The AFR documents needed to assist with the submission of data can be found on the [Annual Financial Report \(AFR\) System](#) page.

Please contact satoiya.jones@la.gov with questions concerning the preparation of the financial information or account classification. For questions regarding the electronic submission or online update process, please contact systemsupport@la.gov.

FY2019-2020 General Fund Budget Approval List

Please share with business managers and financial officials of city/parish school systems.

The FY2019-2020 General Fund Budget Approval (R.S. 17:88) list for city/parish school systems is now available for reference in the Department's [Budgets Library](#).

The Department encourages school systems and schools not included in the approved list to check their email for information regarding the status of their budgets.

Please contact schoolfinancehelpdesk@la.gov with questions.

Teaching and Learning Reminders

Educator Development Reminders

Mentor Credential Waiver

On August 12, the Board of Elementary and Secondary Education (BESE) approved a waiver of policy*, on a case-by-case basis, regarding the requirement that all undergraduate residents and post-baccalaureate candidates are mentored by a Mentor who holds the Ancillary Mentor Teacher certificate, the Ancillary Provisional Mentor Teacher certificate or the Supervisor of Student Teaching certificate. This waiver is for the 2020-2021 school year only. Any Mentor who does not hold one of the credentials listed above, and who will mentor an undergraduate or post-baccalaureate resident during this school year, must be granted an individual waiver. Waivers will be granted to Mentors who are highly recommended by their principal or their principal's designee.

Preparation providers will be responsible for submitting the mentor credential waiver application. School principals and school system personnel directors will need to sign off on these waiver applications. Please contact preparation provider partners to make sure they have all required information/signatures for the application submission.

Please contact believeandprepare@la.gov with questions.