

# LDOE Weekly Newsletter



October 16, 2018

Dear Colleagues,

Tomorrow, the MFP Task Force, annually convened by BESE, will meet for the first time this year. Per usual, the task force will review investments that state and local taxpayers make in elementary and secondary schools. The first meeting will largely comprise a review of the last year and the last decade.

As has unfortunately become customary, the agenda will show very modest increases to public education funding over the last decade, even as retirement obligations increase. However, in a break with recent years, this year's task force will be conducted in an environment in which increased investment appears to be top of mind for policy makers around the state. Already the Governor and legislative leaders have, for example, voiced their support for increased compensation for teachers and other employees.

It seems reasonable to expect that the task force will ultimately advocate for increased investment in the MFP. At the same time, there will undoubtedly be discussion – perhaps even debate – as to the mechanics of how that increase should be implemented. What should be the relationship, for example, between a funding increase and employee compensation? What should the relationship be between locally funded pay increases and state funded pay increases? Are there factors other than the cost of personnel that should be factored into a new formula? These questions and others will surely arise as the task force proceeds with its charge.

Over the course of the time between now and March, when BESE considers a new MFP formula, these issues and others will be considered in great detail. The legislative session will present further opportunity for deliberation. The Department will keep you updated on that dialogue as it unfolds, and I hope that you are able to participate actively, at the task force, at the Superintendents Advisory Council, and at BESE. I hope as well that the education community will rally around a unified proposal that benefits teachers, students, and our great state alike.

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

John

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## Important Dates for School Systems

### Upcoming Events

- [ACT National Release](#): October 17
- [Louisiana Teacher and Principal of the Year Informational Webinar](#): October 17 at 3:00 p.m.
- [Louisiana Teacher and Principal of the Year Informational Webinar](#): October 18 at 9:00 a.m.
- [October Superintendents Call](#): October 18 at 10:30 a.m.
- [ACT WorkKeys Groups and Batch Load Training](#): October 18 at 10:30 a.m.
- [Education Technology Monthly Webinar](#): October 18 at 11:30 a.m.
- [ACT WorkKeys Online Administration Training](#): October 23 at 10:00 a.m.
- [Assessment and Accountability Office Hours](#): October 23 at 1:00 p.m.
- [Compass Information System \(CIS\) Webinar](#): October 25 at 10:00 a.m.

### Important Deadlines

- [Request for Information on Legal Services](#) deadline: October 19
- [MFP and IDEA Data Collections](#) deadline: October 19
- [High Cost Services Round 1 Application](#) deadline: October 23

## School System Support

### Reminder: October Superintendents Call

Superintendents are invited to participate in the **Superintendents' Conference Call hosted by Superintendent John White on October 18 at 10:30 a.m.** Please follow the instructions below:

- **Webinar Link:** <https://ldoe.zoom.us/j/841562744>  
(Please enter your full name, and school system name when logging in.)
- **Phone #:** 877-475-0109
- **Meeting ID#:** 1545218
- Please identify yourself in order to be placed into the meeting

### Reminder: Science Pilot and Professional Development Opportunities

The Department is helping educators transition to the [Louisiana Student Standards for Science](#) (LSSS) in the 2018-2019 school year by offering a series of pilots and professional development opportunities.

#### **Great Minds: Grades 3-5**

Great Minds is the first science curriculum to be rated Tier 1 in the Louisiana IMR process. While only grade 4 has been completed and reviewed, grades 3 and 5 units will be released throughout the school year. Great Minds is hosting one-day trainings for grade 3 through 5 educators in October. School systems can also review the [PD Vendor Guide](#) for additional professional development information.

**Registration is now open.**

Date	Location	Registration Information
October 18 or 19	Kenner, LA	<a href="#">Registration Link</a>
November 1 or 2	Ruston, LA	<a href="#">Registration Link</a>

**OpenSciEd: Middle School**

Middle School Science teachers have the opportunity to receive training on and pilot high quality units by OpenSciEd, a project that is building out a full middle school curriculum. Middle school educators can register for the pilot and four-day professional development using the links below. **Registration is now open.**

Date	Vendor	Location	Registration Information
October 26-27	LSU Cain Center	Baton Rouge	<a href="#">Registration Link</a>
November 3-4 and 10-11	Louisiana Tech	Ruston	<a href="#">Registration Link</a>

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

### **Reminder: Inquiry Hub High School Biology**

High school biology teachers have the opportunity to receive training on and pilot high quality units by Inquiry Hub, an open source biology resource. Inquiry Hub released several units, which are linked in the [Biology Sample Scope and Sequence](#). The units are anchored in phenomena and aligned to Louisiana Student Standards for Science.

In order to support implementation, Inquiry Hub is hosting a two-day training on November 15-16 in Baton Rouge. **Registration is now open.**

Email [stem@la.gov](mailto:stem@la.gov) with questions.

### **Reminder: Request for Nominations for the 2019 U.S. Presidential Scholars Program**

The nomination process for the U.S. Presidential Scholars Program is now open. Each state can nominate up to 25 students for one of the following [categories](#):

- **General:** outstanding academic performance on the ACT or SAT
- **Career and Technical Education (CTE):** outstanding performance in CTE (new this year)

The Department invites school systems to submit nominations for up to three outstanding students. The nominations must include a male and female student for the general category, and at least one nomination should be for a student who has been successful in career and technical education. Students must be high school seniors scheduled to graduate or receive a diploma between January-June of 2019. Additional program requirements are available on the U.S. Department of Education's [website](#).

Nominations should be submitted through a single nomination letter for all nominees (not to exceed three pages total), signed by the local superintendent or charter school leader, and emailed to [leslie.hill@la.gov](mailto:leslie.hill@la.gov) no later than **November 2 at 4:30 p.m.** with "Presidential Scholars" in the subject line. In the letter, please include the following information for each nominee:

- the student's name, home mailing address, gender, and email address; and
- high school name, mailing address, and (College Entrance Examination Board) CEEB code.

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

## Assessment and Accountability

### **New: Release of 2018 ACT Data**

Tomorrow, October 17, ACT will release its 2018 “The Condition of College and Career Readiness” report outlining national trends in the 2018 administration of the ACT. In preparation for this release, school system leaders have received an individual, unsuppressed school system and school-level summary file, named “LEA code\_LEA Name\_2018\_ACT 12 Grade Best Score Results,” via the FTP. Suppressed statewide, school system, and school-level results will be posted to the website tomorrow, October 17.

In addition to the 2018 data, ACT has also posted updated District Profile Reports in PANext for students in grade 11 who tested in the spring of 2018.

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

### **New: Release of School and Center Performance Communications Toolkits**

**Please share with family engagement coordinators, principals and early childhood directors.**

Today, the Department released a [toolkit](#) to help school systems, schools, and early childhood centers communicate the release of their 2018 performance scores in the [Louisiana School Finder](#). The toolkit includes resources such as:

- School Finder flyer, poster, website button, and social media graphics
- Sample early childhood and K-12 news releases
- Animated videos to help explain early childhood performance profiles (*coming week of Oct. 22*)
- Early childhood and K-12 customizable parent night presentations (*coming week of Oct. 22*)

All resources are available in the [principal support library](#). All videos are available on the Department's [YouTube channel](#) on the “School Finder” playlist.

Email [ideocommunications@la.gov](mailto:ideocommunications@la.gov) with questions.

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

#### **General**

- All changes to district test coordinators (DTCs) or accountability contacts must be submitted to the Department using the [DTC and Accountability Contact Update form](#) found in the [Assessment Library](#).
- Assessment windows for Program for International Assessment (PISA) and the International Early Learning Study (IELS) are listed below. These assessments are administered to selected schools by Westat.
  - PISA: Now - November 30
  - IELS: Now - December 7

#### **K-3**

- The KEA and K-3 data is submitted as part of the regular SIS Oct 1 MFP collection. The deadline for submission is October 19. Beginning October 10, validation reports are shared via the [data management FTP](#).

#### **LEAP 360**

- The new Interactive Reporting tool is now available for teacher use to view student item responses and data in [eDIRECT](#). To gain access to the tool, DRC IRS permissions must be assigned to school system, school, and teacher/test administrator users through the User Management tab in [eDIRECT](#).

- Student access for all grades Interim Form 1, high school Forms 2-3, and grades 6-8 mathematics Form 2 will be available on October 23. Teacher access is available now through the [Interim Quick Start Guide](#).

#### LEAP 2025

- School systems can now indicate the delivery mode, online or paper, in eDIRECT for grades 3 and 4 LEAP 2025 testing. In addition, school systems will verify or adjust the number of test booklets needed for the following conditions:

- Grades 3 and 4 Regular Books (Paper Testers Only)
- Grades 3 and 4 Accommodated Books (Paper Testers Only)
- Grades 3 and 4 Large Print Books (Paper Testers Only)
- Grades 3 and 4 Spanish Mathematics Books (Paper Tests Only)
- Grades 3-8 Braille Kits
- Grades 3-8 Communication Assistance Scripts

Directions are [available](#) in eDIRECT. The window for selecting test delivery mode and verifying student counts will close on October 31.

- New: Social Studies Test Reduction Webinar
  - Social studies teachers and instructional supervisors/coaches should join the Social Studies Test Reduction Webinar to learn about how the reduction affects instruction and test administration.
    - **Webinar Date and Time:** November 1 at 3:30 p.m.
    - **Webinar Link:** <https://ldoe.zoom.us/j/391641404>
    - **Webinar Phone Number:** 669-900-6833
    - **Meeting ID#:** 391641404
- New: Deconstructing Mathematics Constructed-Response Items Webinar
  - Mathematics teachers and instructional supervisors/coaches should join the Deconstructing Mathematics Constructed-Response Items Webinar to learn about the components necessary to effectively assess reasoning and modeling using constructed-response items.
    - **Webinar Date and Time:** November 8 at 3:30 p.m.
    - **Webinar Link:** <https://ldoe.zoom.us/j/991846723>
    - **Webinar Phone Number:** 669-900-6833
    - **Meeting ID#:** 991846723

#### ELPT and ELPS

- The AIR Secure Browser and DEI now have a new look for login screens including: updated look and feel across all platforms, shorter login process, and key information highlighted to better prevent incorrect login attempts.

#### LEAP Connect

- New: LEAP Connect Sample ELA Constructed-Response Items Webinars
  - Teachers of students with significant disabilities should join the LEAP Connect Sample ELA Constructed-Response Webinars to learn about new LEAP Connect sample ELA constructed-response items (available in November). There will be two webinars – one for grades 3-5 and one for grades 6-8 and 11.
    - **Topic:** LEAP Connect Sample ELA Constructed-Response Items for Grades 3-5
      - **Webinar Date and Time:** November 13 at 3:00 p.m.
      - **Webinar Link:** <https://ldoe.zoom.us/j/990649066>
      - **Webinar Phone Number:** 669-900-6833
      - **Meeting ID#:** 990649066
    - **Topic:** LEAP Connect Sample ELA Constructed-Response Items for Grades 6-8 and 11
      - **Webinar Date and Time:** November 14 at 3:30 p.m.
      - **Webinar Link:** <https://ldoe.zoom.us/j/620633169>
      - **Webinar Phone Number:** 669-900-6833
      - **Meeting ID#:** 620633169

#### ACT and WorkKeys

- ACT provides [practice test material](#) for students to prepare for the WorkKeys assessments.
- **WorkKeys: Non-LDOE Realms ONLY**

- ACT has provided guidance to assist schools when ordering materials for the administration of the WorkKeys assessment on non-LDOE realms.
- The instructions are ONLY to be followed by non-LDOE realms users. A [video illustrating the ordering process](#) is also available through ACT.
- All matters concerning WorkKeys administration on non-LDOE realms can be addressed by calling 800-967-5539 (800-WorkKey) or emailing [actcareercurriculum@act.org](mailto:actcareercurriculum@act.org).
- If orders for paper materials for a non-LDOE realm were placed in PearsonAccess<sup>next</sup>, please email [assessment@la.gov](mailto:assessment@la.gov) for instructions on how to proceed.
- [PANext](#) is ONLY used for materials orders for students testing on LDOE realms.
- **Every Tuesday at 10:00 a.m.:** Register for [ACT WorkKeys Online Administration Training](#) offered weekly. The link lists all current available dates and times.
- **Every Thursday at 10:30 a.m.:** Register for [ACT WorkKeys Groups and Batch Load Training](#) offered weekly. The link lists all current available dates and times.

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

The **next** Assessment and Accountability Office Hours is October 23.

- **Webinar Date and Time:** October 23 at 1:00 p.m.
- **Webinar Link:** <https://ldoe.zoom.us/>
- **Webinar Phone Number:** 669-900-6833
- **Meeting ID#:** 393463942

The [Office Hours Questions and Answers](#) document is posted in the [Assessment Library](#).

## **High School Pathways**

### **New: 2019 College & Career Readiness Champion Applications**

**Please share with school counselors and school administrators.**

Applications for the [ACT College and Career Readiness Champion Awards](#) are now open. This award program recognizes individuals' exemplary efforts in advancing college and career readiness in four categories:

- Student Champion (student in the graduating class of 2019)
- K-12 Champion
- Postsecondary Champion
- Workforce Champion

[Applications](#) are now available. The submission deadline is October 31. One Champion per category will be selected in each state. All Champions receive individual certificates and recognition by the Louisiana ACT Council. Additionally, Student Champions receive a \$500 non-renewable scholarship.

View the selection criteria and learn more about the process at [www.act.org/readinesschampions](http://www.act.org/readinesschampions). State Champions will be notified on or before January 31, 2019.

Questions may be directed to [ccrc@act.org](mailto:ccrc@act.org).

### **New: AP® Update Webinar**

To support Advanced Placement (AP®) programs statewide, the Department will host a webinar providing AP® teachers and administrators with tips related to completing and preparing for the AP® Course Audit. Topics include current and future developments related to important dates, resources, and training

requirements. New and experienced AP® teachers, coordinators, and administrators are encouraged to participate. The webinar will be held on November 1 at 3:30 p.m. and again on December 4 at 3:30 p.m.

- **Topic:** Advanced Placement Program Updates
- **Webinar Date and Time:** November 1 at 3:30 p.m.
- **Webinar Link:** <https://ldoe.zoom.us/j/188879112>
- **Webinar Phone Number:** 408-638-0968
- **Meeting ID:** 188879112

For more information, please email [raphael.curtis@la.gov](mailto:raphael.curtis@la.gov).

## **Reminder: Fall Counselor Collaborations**

**Please share with the counselors.**

Each year, the Department hosts biannual Counselor Collaborations in order to give middle and high school counselors an opportunity to meet with representatives from the Department and to network with other school counselors in their region. Topics to be discussed in the fall collaboration include reminders for school testing coordinators, individual graduation plans, and policy updates. School counselors are encouraged to register in [Wisdomwhere](#) for one of the collaboration events listed below.

- [October 17 at St. Charles Professional Learning Center](#), 9:00 a.m.-12:00 p.m.
- [October 18 at Acadia Parish Educational Center](#), 9:00 a.m.-12:00 p.m.
- [October 29 at Bossier Instructional Center](#), 8:00 a.m.-11:00 a.m.
- [October 29 at Monroe City School Board](#), 1:00 p.m.-4:00 p.m.
- [October 30 at Avoyelles Parish Media Center](#), 9:00 a.m.-12:00 p.m.

Please email [lesliegilliland@la.gov](mailto:lesliegilliland@la.gov) with questions.

## **Educator Preparation**

### **New: Louisiana's Teacher and Principal of the Year Application Now Open**

**Please share with the Teacher and Principal of the Year coordinators.**

The Teacher and Principal of the Year application process for the 2018-2019 school year is now open. All applications, materials, and timelines are now available on the [Awards](#) page on the [Department's website](#).

All school systems are encouraged to select up to three teachers and three principals, one per division (elementary, middle, and high) as their local-level honorees and submit these selections to the state process. Schools without a formal selection process in place may elect to send their candidates directly to the state-level process.

State-level applications are due by **January 23, 2019**, and must be submitted via an online application portal which will open in late 2018.

An informational webinar will be offered this week to provide Teacher and Principal of the Year coordinators with information regarding this year's process. Please join one webinar following the instructions below.

#### **Option #1:**

- **Webinar Date and Time:** October 17 at 3:00 p.m.
- **Webinar Link:** <https://ldoe.zoom.us/j/123687480>
- **Meeting ID#.** 123687480

- **Webinar Phone Number:** 408-638-0968; 123687480# (dial in only)

**Option #2:**

- **Webinar Date and Time:** October 18 at 9:00 a.m.
- **Webinar Link:** <https://ldoe.zoom.us/j/429158501>
- **Meeting ID#:** 429158501
- **Webinar Phone Number:** 408-638-0968; 429158501# (dial in only)

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

## **New: Compass Training Resources and Webinar**

**Please share with Compass administrators.**

To support new and returning Compass administrators in navigating the Compass Information System (CIS), two presentations have been uploaded to the [Compass Library](#). These presentations provide information on how to update rosters, assign evaluators, and transfer staff in CIS.

- [CIS LEA Admin Presentation](#)
- [CIS LEA Admin-Adding, Transferring, and Evaluator Assignments](#)

The Department will also hold a **webinar for Compass administrators on October 25**, from 10:00 a.m. - 11:00 a.m. to review these resources. Pre-registration is not required.

- **Webinar Date and Time:** October 25 at 10:00 a.m.
- **Webinar Link:** <https://ldoe.zoom.us/j/663724085>
- **Meeting ID#:** 663724085
- **Webinar Phone Number:** 408-638-0968; 663724085# (dial in only)

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

## **Reminder: BESE Tuition Program for Teachers Spring 2019 Application Released**

The [application](#) for spring 2019 funding through the BESE Tuition Program for Teachers **is now available**. This program provides tuition funding for selected classroom teachers to enroll in courses at regionally accredited colleges or universities in Louisiana. Applicants interested in taking college courses to earn STEM-related certifications will be prioritized and, if selected, identified as STEM Fellows.

The application deadline for spring 2019 is **November 9**. Applicants will be notified in early December regarding acceptance. [Learn more about the program](#) or contact [stem@la.gov](mailto:stem@la.gov) with questions.

## **Special Education**

### **New: 2017-2018 Seclusion and Restraint Draft Data Available**

The Department is required to collect and annually report the use of seclusion and restraint data for students with disabilities. The 2017-2018 seclusion and restraint draft report is now available to provide school systems the opportunity to verify their data before the final report is published. Please contact your school system's FTP coordinator to retrieve the file with filename: LEACode\_LEAName\_2017-18\_Seclusion and Restraint Report\_DRAFT.

School systems must make all updates in SER, if needed, and submit new or revised seclusion and restraint policies to [specialeducation@la.gov](mailto:specialeducation@la.gov) by **November 7** to be reflected in the final report.

## 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, CUR and STS on November 1 at 1:00 p.m. Topics will include 2018-2019 data submissions, upcoming deadlines, system enhancements, other updates and best practices.

- **Webinar Date and Time:** November 1 at 1:00 p.m.
- **Webinar Link:** <https://ldoe.zoom.us/j/976397929>

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

### **New: MFP and IDEA Data Collections**

Data managers are reminded to finalize their data submissions for the Student Information System (SIS) and the Special Education Reporting System (SER). This collection is important for funding. For reviewing current data submissions, validation reports were dropped to the [Data Management FTP](#) (Data Validation folder) for download, review, and for making any needed corrections in the data systems. Another set of reports will be available this week. The reporting deadline is **this Friday, October 19**.

For assistance with data submissions, please email [tara.baylot@la.gov](mailto:tara.baylot@la.gov) (SIS) and [bernetta.sims@la.gov](mailto:bernetta.sims@la.gov) (SER).

## Finance

### **New: Accountability for Weighted Student Funds in the MFP**

**Please share with business managers.**

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 at-risk 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 following for assistance:

- [FY2018-19 Weighted Calculations – City-Parish LEAs](#)
- [FY2018-19 Weighted Calculations – Other Public School Systems and Schools](#)
- [AFR Reporting Details \(Contains clarification for each weight as it pertains to the AFR.\)](#)

Contact [ldoemphelpdesk@la.gov](mailto:ldoemphelpdesk@la.gov) with questions.

## Policy

### **Reminder: Request for Information on Legal Services**

The Department has received a legislative request to obtain the following information from each school system for the most recent fiscal year (FY2017-2018):

- Provide a listing of all legal services expenditures, including the amount paid, to whom payment was made, and for what purpose.
- Respond to the question, is the school system's legal counsel a full-time or part-time employee of the school system?
- If the answer to that question is yes, provide the legal counsel's annual salary and benefits.

Please submit this information by **Friday, October 19** to [leslie.hill@la.gov](mailto:leslie.hill@la.gov).

## Federal Programs

### **New: Data Collection of Annual Counts for Title I, Part D**

The Department must report SY 2018-2019 Annual Counts for Title I, Part D in order to determine funding for its neglected and delinquent facilities under the Every Student Succeeds Act (ESSA). Title I Directors/security coordinators can enter the data for the 2018-2019 school year (October count) in the [LEADSPortal](#). The LEADSPortal (TID - Annual Counts Table only) will be open from November 9 through December 7 for entering data. **This request is only for state agencies/school systems that receive Title I, Part D funds.**

Please contact [edeltress.brown@la.gov](mailto:edeltress.brown@la.gov) for assistance.

### **Reminder: Education Excellence Fund (EEF) Application Released**

The FY 2018-2019 Education Excellence Fund (EEF) application is currently available in the electronic grants management system ([eGMS](#)). The submission deadline is October 31. New to the application this year are revised Education Improvement Codes (EIC) that bring budgeted items in closer alignment with state regulations.

For further information about the Education Excellence Fund (EEF) application submission, please contact [ldoe.grantshelpdesk@la.gov](mailto:ldoe.grantshelpdesk@la.gov).

## Statewide Monitoring

### **New: IDEA Annual Performance Report (APR) Monitoring Outreach for School Systems**

**Please share with IDEA Directors.**

Annually, the Department is required to analyze special education data and conduct outreach regarding outcomes for particular indicators as part of the IDEA Part B State Performance Plan, and report these in the special education annual performance report (APR).

Results will be provided to school systems via **APR outreach packets which will be available in the FTP on October 26**. Any school system identified as needing improvement in one or more targeted indicators, will be required to submit a plan of correction to the Department by November 30.

Additional details on this process, including the timeline, will be provided in the APR outreach packets. Please contact [iris.jones@la.gov](mailto:iris.jones@la.gov) with additional questions.

## Safe and Healthy Schools

### **New: Healthy Schools Collaborative**

**Please share with school leaders.**

The Department, in partnership with [Well-Ahead Louisiana](#), is hosting a [Healthy Schools Collaborative](#) on November 7 from 10:00 a.m. to 4:00 p.m. at the Smoothie King Center in New Orleans for school leaders.

School leaders must [register](#) by November 1, as space is limited.

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