

LDOE Weekly Newsletter



October 23, 2018

Dear Colleagues,

On November 8, the state will publicly release school performance scores and ratings for early childhood centers and schools around the state. These ratings, as you know, come from the accountability system operated by the state for nearly two decades.

The notion of accountability implies a look backward at what happened and why. However, it is a mistake to let accountability only be a look backward. It must also have implications for what happens next. This is the difficult work of implementation and change. It means little to take responsibility for the past without ambitions of improvement in the future.

This year's accountability release takes important steps in the direction of planning for the future. First, schools will be identified not just for overall challenges, but for challenges with specific sub groups of students. Second, the state will provide specific guidance and support related to plans for comprehensive improvement and for subgroup improvement. Third, and not to be overlooked, is the state's plan for making all federal dollars available to support future plans for improvement. Too often, the multitude of different grants originating with the federal government yields a multitude of different priorities and different plans. Schools end up hearing from central offices and from the state that there are dozens of priorities, a message that leads to incoherence and ultimately to inaction.

This can no longer be the case if we take the forward-looking aspect of accountability seriously. School systems must be able to have one plan for improvement, speaking to their schools with one voice about what matters. To support that endeavor, the state will launch Super App, a unified application that asks school systems to build one plan for school improvement and budget federal formula and competitive dollars in service of this plan. Super App will not change the amount of money within each grant, nor will it change the accounting rules for how funds are spent. But it will present to school system leaders one application for federal funds rather than dozens of applications for federal funds. This will cut down on red tape and will allow a more focused and coherent plan. No longer will staff who oversee specific grants have to submit plans in isolation of other grants and other plans. There can now be a discussion at the school system level about what is important, what challenges need to be addressed, and where funds are most badly needed.

This is an easy thing to say and a hard thing to do. But it is also the right thing to do. To support you in this effort, network teams will assist district leadership in the planning process. There will also be a suite of tools and information regarding Super App made available on Louisiana Believes on November 7. In the meantime, if you have questions or concerns about the process, please contact your network leader directly.

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

John

In This Issue

- [School System Support](#)
- [Assessment & Accountability](#)

- [High School Pathways](#)
- [Educator Preparation](#)
- [Special Education](#)
- [Data](#)
- [Finance](#)
- [Policy](#)
- [Federal Programs](#)
- [Statewide Monitoring](#)
- [Safe and Healthy Schools](#)

Important Dates for School Systems

Upcoming Events

- [Compass Information System \(CIS\) Webinar](#): October 25 at 10:00 a.m.
- [ACT WorkKeys Groups and Batch Load Training](#): October 25 at 10:30 a.m.
- [ACT WorkKeys Online Administration Training](#): October 30 at 10:00 a.m.
- [Assessment and Accountability Office Hours](#): October 30 at 1:00 p.m.
- [Monthly Data Coordinator Webinar](#): November 1 at 1:00 p.m..
- [Kindergarten CLASS Pilot Webinar](#): November 1 at 3:15 p.m.
- [Social Studies Test Reduction Webinar](#): November 1 at 3:30 p.m.
- [AP® Update Webinar](#): November 1 at 3:30 p.m.

Important Deadlines

- [High Cost Services Round 1 Application](#) deadline: October 23
- [Mentor Teacher and Content Leader Implementation Survey](#) deadline: October 24
- [2019 College & Career Readiness Champion Applications](#) deadline: October 31
- [Education Excellence Fund \(EEF\) Application](#) submission deadline: October 31
- [Support and Training Opportunity for School Emergency Operations Plans](#) submission deadline: October 31
- [Healthy Schools Collaborative Registration](#) deadline: November 1
- [OpenSciEd Middle School Registration](#) deadline: November 2
- [Request for Nominations for the 2019 U.S. Presidential Scholars Program](#) deadline: November 2

School System Support

New: Kindergarten CLASS Pilot Webinar

Thirty school systems are piloting CLASS in kindergarten. The Department is hosting a webinar on the new Kindergarten CLASS portal that will allow administrators to set up observations and enter scores more efficiently. Programs implementing Kindergarten CLASS should plan to join the hour long webinar on November 1 at 3:15 p.m.

- **Meeting Date and Time:** November 1 at 3:15 p.m.
- **Webinar Link:** <https://ldoe.zoom.us/j/169135272>
- **Webinar Phone Number:** 408-638-0968
- **Meeting ID#:** 169135272.

Please contact ivy.starns@la.gov with questions.

Reminder: Statewide Science Trainings for Teachers

Please share with middle and high school science teachers.

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 pilot and four-day professional development, which is occurring in Ruston. The deadline to [register](#) is **November 2**.

Inquiry Hub: High School Biology

Due to high demand, additional Inquiry Hub trainings are now open. High school Biology teachers have the opportunity to receive training on and pilot high quality units, which are linked in the Department's [Biology Sample Scope and Sequence](#) document. The units are anchored in phenomena and aligned to Louisiana Student Standards for Science.

Registration for the two-day trainings in Baton Rouge and West Monroe are now open. The cost of the trainings are \$100. Please note that if a minimum of 75 people do not register for the sessions, they will be canceled.

Date	Location	Registration Information
November 15 and 16	Baton Rouge, LA	Registration Link
December 13 and 14	West Monroe, LA	Registration Link

Email 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 **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 with questions.

Assessment and Accountability

New: Reporting Student Performance in School Finder

Please share with principals.

As part of the release of the 2018 school performance scores, the Department will report letter grade equivalents for student performance and progress in [School Finder](#). Based on feedback from school system leaders, high school report cards will include a letter grade equivalent for each of the five key student performance indices: Student Progress, State Assessments, ACT, Graduation Rate, and Strength of Diploma. Elementary/middle school report cards will include a letter grade equivalent for Student Progress and State Assessments.

The following resources reflect this change and should be shared with principals.

- [2018 School Performance Scores for Principals](#)
- [2018-2019 Policy Updates and School Report Card Review](#)

By November 5, the Department will also release a series of videos explaining the updates to School Finder. All resources are and will be available in the [Principal Support Toolbox library](#) under the "School Finder Toolkit" section.

Email assessment@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](#).

LEAP 360

- Students removed from a school in eDIRECT for non-summative assessments will show up on the student transfer report. School systems and schools should use this report to identify a student that has been incorrectly identified and moved by another school or school system. The student transfer report will be available weekly in the View Report tab in [eDIRECT](#).
- 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 district, school, and teacher/test administrator users through the User Management tab in [eDIRECT](#).
- Student access is available for all grades for Interim Form 1, high school Forms 2-3, and grades 6-8 mathematics Form 2.
 - Teacher access is available now through the [Interim Quick Start Guide](#).
 - Communication Assistance Scripts are posted in [eDIRECT](#) under General Information, Documents, Diagnostic/Interim 18-19, and then Communication Assistance Scripts.
 - Teacher Study Guides are posted in [eDIRECT](#) under General Information, Documents, Diagnostic/Interim 18-19, and then Teacher Study Guides.
 - Additional materials orders for braille test kits can be placed in [eDIRECT](#) under Materials and then Additional Materials.
 - Response map reports will be available within 24 hours of test completion. Summary reports will be available within 24 hours of educator scoring. District Data Files will refresh every 24 hours to update test completing and educator scoring.

LEAP 2025

- **By October 31:** School systems indicate the delivery mode, online or paper, in eDIRECT for grades 3 and 4 LEAP 2025 testing and verify or adjust the number of test booklets needed. Directions are [available](#) in eDIRECT.
- 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
- 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

- LEAP Connect Test Administration webinar for test coordinators and test administrators
 - **Webinar Date and Time:** November 7 at 3:30 p.m.
 - **Webinar Link:** <https://ldoe.zoom.us/j/447648371>
 - **Webinar Phone Number:** 1-646-876-9923
 - **Meeting ID#:** 447649371

ACT and WorkKeys

- ACT provides [practice test material](#) for student to prepare for the WorkKeys assessments.
- November 5- PearsonAccess^{next} (PANext) will open for managing participation for spring testing. No students will be in the system until later in November.
- Do not administer the WorkKeys assessments to teachers as a way of preparing the students for this assessment. This is a violation of test security policy found in [Bulletin 118 §5311](#).
- Students shall be subject to a 30-day (calendar) wait period before retesting on WorkKeys assessments, during which time LEAs shall provide remediation.
- School systems must provide student results for all WorkKeys tests taken by every student every year, as outlined by DOE, to ensure all results are considered (**applies only to school systems/schools not signing the [ACT \(other realms\) Addendum](#)**).
- **WorkKeys: Non-LDOE Realms ONLY**
 - Oct. 26- Answer documents received by ACT after this date will not be scored
 - All matters concerning WorkKeys administration on non-LDOE realms can be addressed by calling 800-967-5539 (800-WorkKey) or emailing actcareercurriculum@act.org. Please make it clear that your call is concerning your own realm or a sponsor's realm.
- **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 30.

- **Webinar Date and Time:** October 30 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](#).

Reminder: Release of School and Center Performance Communications Toolkits

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

Last week, 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
- Early childhood and K-12 customizable parent night presentations

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 with questions.

Reminder: Release of 2018 ACT Data

On October 17, ACT released its 2018 "The Condition of College and Career Readiness" report outlining national trends in the 2018 administration of the ACT. In preparation for the release, school system leaders 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 were posted to the website on 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 with questions.

High School Pathways

New: CTE Leadership Academy Regional Meeting

Please share with CTE leaders and industry partners.

The Career and Technical Education (CTE) Leadership Academy will be holding the first virtual regional meeting via a webinar at 4:00 p.m. on November 7. The purpose of Academy regional meetings is to help current and prospective CTE leaders form a community of practice with other CTE leaders and our industry allies.

The meeting will feature guest speakers Ashley Aleman of Nepris, and Laura Smith of Louisiana Council for Economic Education, who will share information on how schools can help students engage with workplace experts, and innovative best practices implemented by members of the CTE Leadership Academy.

- **Webinar Date and Time:** November 7 at 4:00 p.m.

- **Webinar Link:** <https://ldoe.zoom.us/j/855549452>
- **Webinar Phone Number:** 646-876-9923
- **Meeting ID:** 855549452

For more information, please contact dave.lefkowith@la.gov.

Reminder: 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. State Champions will be notified on or before January 31, 2019.

Questions may be directed to ccrc@act.org.

Reminder: 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.

Educator Preparation

New: Mentor Teacher and Content Leader Implementation Survey

Please share with 2017-2018 and 2018-2019 Mentor Teacher and Content Leader training participants, mentees, and principals.

The Department launched a Mentor Teacher and Content Leader Implementation survey on October 16. The deadline to complete the survey is **tomorrow, October 24**.

This survey has been sent to all teachers, who have participated in state Mentor Teacher Training or Content Leader Training, as well as their mentees and their principals. These surveys will provide information about the impact of the Mentor Teacher and Content Leader training, and solicit feedback on the structures and supports that Mentor Teachers or Content Leaders may need to effectively serve in these roles.

Please contact believeandprepare@la.gov for more information.

Reminder: 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.

Please contact excellenteducators@la.gov for more information.

Reminder: 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 Thursday, 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 with questions.

Special Education

New: Rescheduled Special Education Leader Monthly Webinar

The Department is rescheduling its **monthly webinar for school system directors, supervisors, and coordinators of special education from November 1 to November 15 at 2:00 p.m.** Webinar details will be provided soon.

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

Reminder: 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 by **November 7** to be reflected in the final report.

Data

Reminder: 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 with questions.

Finance

Reminder: 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 doemfphelpdesk@la.gov with questions.

Policy

New: August BESE Meeting Summary

The Board of Elementary and Secondary Education (BESE) met on October 17 and approved a number of bulletin revisions and recommendations. A [summary](#) of the approvals that directly impact the activities of school systems is now available.

Please email ryan.n.gremillion@la.gov for more information.

Federal Programs

New: Support and Training Opportunity for School Emergency Operations Plans

In September, the Department received \$3.6 million for the Grants to States for the School Emergency Management Program to assist schools statewide with developing and expanding their Emergency Operations Plans (EOPs), which are mandated by state law (La. R.S. 17:416.16). Schools are required to review these plans annually and to conduct drills and staff training on the execution of these EOPs. As part of the grant, the Department has partnered with LSU's National Center for Biomedical Research and Training/Academy of Counter Terrorist Education (LSU-NCBRT/ACE) to provide technical assistance and training to schools and local emergency officials. The first phase of this process will be for LSU-NCBRT/ACE to review existing EOPs and to train schools that have not yet developed EOPs.

Please review this [information](#) for more additional details. **The deadline to submit plans for expert reviews is October 31.** This service is available to all school system and charter LEAs as well as nonpublic schools.

Please contact schoolsafety@ncbrt.lsu.edu with questions.

New: Intent to Form 2019-2020 Title III Consortium

Under Section 3114(b) of the ESEA, as amended by the Every Student Succeeds Act, a state educational agency shall not award a Title III subgrant to a school system if the amount is less than \$10,000. However, school systems that do not meet the \$10,000 threshold may form a consortium to qualify for these funds. School systems must designate a member of the group to serve as the fiscal agent. Please reference the [2019-2020 Title III Consortium Guidelines](#) for additional information.

Any school system that wishes to either join an existing consortium or form a new one, please email melanie.mayeux@la.gov no later than November 1. Please include the names of all consortium members and the school system that will service as fiscal agent.

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.

Reminder: High Cost Services Round 1 Application Released

The FY 2018-2019 High Cost Services (HCS) Round 1 application is currently available in the electronic grants management system (eGMS). **The submission deadline is October 23.**

For further information about the High Cost Services (HCS) Round 1 application submission, please contact ldoe.grantshelpdesk@la.gov.

Reminder: 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 for assistance.

Statewide Monitoring

Reminder: 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 Friday, 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 with additional questions.

Safe and Healthy Schools

Reminder: 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 with questions.