

LDOE Weekly Newsletter



October 30, 2018

Dear Colleagues,

Too often the dialogue advocating more early childhood education is not matched by a conversation about the quality of what is provided.

To highlight quality services, later this week the Department will announce the list of early childhood education programs that have earned a spot on the state's "Honor Roll" as a result of high performance in the 2017-2018 school year. The announcement will precede the release of annual early childhood performance profiles and K-12 school report cards in the [Louisiana School and Center Finder](#).

The Honor Roll recognizes early childhood programs, including child care centers, Head Start programs, and pre-kindergartens, in three award categories:

- **Excellence:** Sites on this list achieved a rating of "Excellent," the highest possible rating, on the annual performance evaluation. The evaluation tool that informs the rating is used nationally and internationally, meaning the sites on this list are among the best in the world.
- **Birth to Three:** Sites on this list provided high quality instruction and care to the state's youngest learners. This is significant because Louisiana serves far fewer economically disadvantaged children ages birth through age three, and early childhood sites typically score lower in performance categories related to these age groups.
- **Top Gains:** Sites on this list significantly improved their performance from one year to the next.

The early childhood programs listed on the Honor Roll will receive a special badge on their performance profiles in the Louisiana School and Center Finder to signify the accomplishment, as well as a state certificate to display on-site.

Please join me later this week in celebrating the work of early childhood centers who set the bar for quality in our state and around the country.

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

John

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Important Dates for School Systems

Upcoming Events

- [ACT WorkKeys Groups and Batch Load Training](#): November 1 at 10:30 a.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.
- [ACT WorkKeys Online Administration Training](#): November 6 at 10:00 a.m.
- [November School System Planning Call](#): November 7 at 1:00 p.m.
- [LEAP Connect Test Administration Webinar](#): November 7 at 3:30 p.m.
- [CTE Leadership Academy Regional Meeting](#): November 7 at 4:00 p.m.
- [Fall High School LEAP 2025/EOC testing schedules](#) submission deadline: November 7
- [Bossier Supervisor Collaboration](#): November 8 at 8:00 a.m.
- [2018 School and Center Performance Scores](#) released: November 8 at 1:30 p.m.
- [Deconstructing Mathematics Constructed-Response Items Webinar](#): November 8 at 3:30 p.m.

Important Deadlines

- [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
- [November Supervisor Collaboration Registration](#) deadline: November 2
- [OpenSciEd Middle School Registration](#) deadline: November 2
- [Nominations for the 2019 U.S. Presidential Scholars Program](#) deadline: November 2
- [Update school rosters in Compass Information System \(CIS\)](#) deadline: November 2

School System Support

New: November School System Planning Call

The **November School System Planning Call** will take place on **November 7 at 1:00 p.m.** The following school system supervisors should participate:

- Curriculum and instruction supervisors
 - District test coordinators and accountability contacts
 - Early childhood supervisors
 - Federal Program supervisors
 - High school and career and technical supervisors
 - Personnel directors
 - Talent (Mentors, Content Leaders, Teacher Leaders) supervisors
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- **Webinar Date and Time:** November 7 at 1:00 p.m.
 - **Webinar Link:** <https://ldoe.zoom.us/>
 - **Meeting ID#:** 398875849
 - Please enter your full name, and school system name when logging in.

Email districtsupport@la.gov with questions.

New: November Supervisor Collaborations

The November Supervisor Collaborations will focus on providing resources and training for the new School System Planning Process for 2019-2020 and the launch of the Super App. This is an all-day event for Supervisors only. The originally scheduled Principal Collaborations will be held in January.

Attendees should include those who supervise: academic content, assessment, high schools, CTE, workforce development, ECE, diverse student populations (including SPED), federal grant programs, and budgeting and finance.

Date	Time	City	Address
November 8	8:00 a.m.-3:30 p.m.	Bossier	Bossier Parish School for Technology & Innovative Learning 1020 Innovation Drive Bossier City, LA 71111
November 13	8:00 a.m.-3:30 p.m.	Baton Rouge	Claiborne Building 1201 North Third St. Baton Rouge, LA 70802
November 14	8:00 a.m.-3:30 p.m.	Lake Charles	Calcasieu Parish Assessment Building 1618 Mill Street Lake Charles, LA 70601
November 15	7:30 a.m.-2:30 p.m.	Harvey	Jefferson Parish School Board Building 501 Manhattan Blvd. Harvey, LA 70058

[Registration](#) opened in WisdomWhere on October 15 and will close on November 2. All school systems need to send attendees to this very important Collaboration. Supervisors do not need a code to register.

Please contact districtsupport@la.gov with questions regarding these events.

Reminder: Kindergarten CLASS Pilot Webinar

The Department will host a webinar on November 1 on the new Kindergarten CLASS portal. The portal will allow administrators to set up observations and enter scores more efficiently. All school systems and schools participating in the Kindergarten CLASS pilot should make plans to attend the webinar.

- **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.

Family Engagement

New: School and Center Performance Score Communications Toolkit for Families

Please share with principals.

A [communications toolkit](#) is now available 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](#), and all videos are available on the Department's [YouTube channel](#) in the "School Finder" playlist.

Email ideocommunications@la.gov with questions.

Assessment and Accountability

New: Timeline for Release of 2017-2018 School and Center Performance Scores Please share with principals.

The 2017-2018 school and center performance scores will be released on November 8 in the [Louisiana School Finder](#). Below is a timeline for when school systems will receive data and resources related to this release:

- **October 28-30:** School system leaders received individual, unsuppressed school system and school-level performance scores from Network Leader.
- **October 29-31:** School system leaders participate in briefing calls with the Department on their results.
- **By Friday, November 2:** Principals receive an email with tools and resources to help prepare them for the release.
- **November 7:** School system leaders:
 - participate in briefing call with Superintendent John White on statewide results at 1:00 p.m.; and
 - receive statewide, school-system, and school-level suppressed results that evening.
- **November 8:** Superintendent White holds media briefing on statewide results and results made public in [School Finder](#) and the [website](#) that afternoon.

Please view the [communications toolkit](#) for helpful tools in communicating these results to families.

Email assessment@la.gov with questions.

New: K-3 Literacy Screening (Request for More Information)

Louisiana public schools must administer a [literacy screener](#) to students in grades K-3 within the first 30 days of school to **identify the number of students who read below, at, or above grade level and report these results to the Department by mid-October each school year**. Act 688, recently passed, adds that students who score above grade level on the screener shall be considered for gifted evaluation and that the school system shall report the number of children who were referred for gifted evaluation as a result of their screening results.

Please complete this brief [questionnaire](#) by November 27 to provide the Department with information on the number of students in grades 1 through 3 who were referred for gifted evaluation as a result of their literacy screening results.

Please contact ivy.starns@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](#).
- Selected schools are participating in IELS and PISA assessments.
 - PISA assessment window: October 8 - November 30
 - IELS assessment window: October 15 - December 7

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](#).
- 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](#).
- 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

- Fall High School LEAP 2025/EOC testing schedules must be submitted to assessment@la.gov by November 7.
- Fall high school LEAP 2025/EOC manuals are posted in [eDIRECT](#).
- Fall high school test setup opened yesterday, October 29 in [eDIRECT](#). STCs can create test sessions and Test Administrator numbers in eDIRECT in preparation for fall high school LEAP 2025 and print student test tickets using the [eDIRECT User Guide](#).
- DTCs should deliver test security and LEAP 2025 administration training to School Test Coordinators (STCs) and other applicable school and school system personnel for fall high school LEAP 2025. Resources can be found in the [Assessment Library](#).
- **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

ACT and WorkKeys

- ACT provides [practice test material](#) for student to prepare for the WorkKeys assessments.
- Nov. 3- Deadline to pull 2017-2018 district profile reports from [PearsonAccess^{next}](#) (PANext)

- Nov. 5- [PANext](#) will open for managing participation for spring testing. No students will be in the system until later in November. School must indicate participation in Spring ACT testing and choose material delivery dates. Please be mindful of school system holidays when choosing dates.
- Nov. 6- ACT Accommodation Q & A at 11:00 a.m. [Registration](#) is required.
- 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](#).

Assessment Administration Support and Training

- **There will not be Assessment and Accountability Office Hours on November 6.** The next Office Hours will be November 13.
 - **Webinar Date and Time:** November 13 at 1:00 p.m.
 - **Webinar Link:** <https://ldoe.zoom.us/>
 - **Webinar Phone Number:** 669-900-6833
 - **Meeting ID#:** 393463942
- Due to Election Day and the Supervisors Collaboration events, the Monthly Assessment and Accountability Call has been moved to November 27.

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

Reminder: 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.

High School Pathways

New: 2019 Behavioral Intervention Summit

Please share with school system administrators, school principals, counselors, and behavioral interventionists.

The 2019 Behavioral Intervention Summit will be held January 30, 2019 at the Raising Cane’s River Center in Baton Rouge. This summit will provide professional development on evidence based behavioral interventions, implementation of a Multi-Tier System of support, new behavioral intervention resources from the Department, and the new Alternative Education model and authorization process.

Registration will occur in early November. For more information, email katie.barras@la.gov.

Reminder: 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.

Educator Preparation

New: Workshop for New Principals

Please share with new (0-3 years of experience) principals.

The Louisiana Association of Principals, in partnership with the Department, will offer their New Principals Workshop on December 4 at the Circle J. Picard Center in Lafayette. Download the [available flyer](#) for more details about the event. The [registration](#) deadline is **November 12** and space is limited to the first 100 participants to sign up.

Please contact debra.schum@laprincipals.org with questions.

New: 2018-2019 Fall Compass Timeline

For the 2018-2019 Compass Information System (CIS) process, please note the following timeline for the fall.

Date	Action Item
November 2	<ul style="list-style-type: none">● All school rosters are up to date in CIS.
December 3	<ul style="list-style-type: none">● Student Learning Targets (SLTs) are reviewed and accepted.
December 21	<ul style="list-style-type: none">● 2017-2018 leader scores are entered into CIS.● Any alternative rubric waivers have been submitted to

	compass@la.gov
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For more information, please review the [2018-2019 CIS Timeline](#) located in the [Compass Library](#) in Louisiana Believes.

Please email compass@la.gov with questions.

New: Data Validation for 2018-2019 Educator Workforce Reporting

In preparation for the 2018-2019 educator workforce reporting in the [secure portal](#), as well as the 2017-2018 teacher attendance data reported in the [Louisiana School Finder](#), school systems will undergo a data validation process to review and validate teacher tenure status, teacher certification status, and teacher attendance data.

To support school systems during the data validation period in November, the Department will provide school systems with the following via their FTP:

- A teacher level file with **tenure status**, compass results, and employment information for 2018-2019 educators ([secure portal](#)).
- A preliminary appendix that shows classes taught by teachers and their **certification status** (appropriately certified, out-of-field, or uncertified) for 2018-2019 educators ([secure portal](#)).
- A preliminary **attendance** file with school and school system level attendance rates and attendance by categories of days missed for 2017-2018 educators ([secure portal](#) and [school finder](#)). Teacher attendance will be updated in Louisiana School Finder in spring 2019.

School systems should access and review these files closely to ensure information is entered correctly so that workforce data is reported accurately in the Secure Portal and School Finder.

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

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 16 at 2:00 p.m.** Webinar details will be provided in next week's newsletter.

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

Policy

Reminder: 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

Reminder: 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.

Reminder: 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.