

LDOE Weekly Newsletter



November 2, 2020

Dear Colleagues,

With many school systems and state offices closed tomorrow for Election Day, you're receiving this week's newsletter a day early. We want you to have the information you need from LDOE prior to a much earned day off.

I joined our partners at the Louisiana Department of Health for a system leaders webinar on important COVID-19 updates last week. The [webinar](#) and [slide deck](#) are available on our website. The main purpose of the webinar was to allow our public health officials to directly inform school system leaders about new rapid testing availability and updates to quarantine and contact tracing guidelines. These important developments will aid our efforts to mitigate the virus and lessen disruptions during the school day.

As has been the case in almost every call we've hosted with medical professionals, they continue to be encouraged by the return of in-person learning. They credit that success to the seriousness of educators implementing health and safety protocols. I know it's challenging. The demands on our teachers and leaders are great. But we are coming together and making this work for kids.

Dr. Cade Brumley
State Superintendent of Education

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Important Dates for School Systems

Office Hours	
Office Hours Title	Zoom Link
Education Technology Office Hours	November 5 at 10 a.m.
Career and College Readiness Office Hours	November 5 at 3 p.m.
Assessment and Accountability Office Hours	November 10 at 3:45 p.m.
Data Coordinator Office Hours	November 12 at 1 p.m.
Super App Office Hours	November 13 at 10 a.m.
Educator Development Office Hours	November 17 at 12 p.m.
K-2 CLASS Pilot Office Hours	November 17 at 12 p.m.
Monthly Calls*	
Monthly Call Title	Zoom Link
Charter Authorizers Monthly Call	November 4 at 11 a.m.
Academic Content and Educator Development Monthly Call	November 4 at 1 p.m.
BESE Authorized Charter School Monthly Call	November 4 at 3 p.m.
Data Coordinator Monthly Call	November 5 at 1 p.m.
System Leaders Monthly Call	November 6 at 9 a.m.
SPED Leader Monthly Call	November 12 at 2 p.m.
Legislative and Policy Support Monthly Call	November 16 at 10 a.m.
Assessment and Accountability Monthly Call	November 17 at 3:45 p.m.
Nonpublic Monthly Call	November 18 at 2 p.m.
Student Well-Being Monthly Call	November 18 at 3:30 p.m.
Education Technology Monthly Call	November 19 at 9 a.m.
Federal Programs and Grants Management Monthly Call	November 19 at 10 a.m.
Career and College Readiness Monthly Call	November 19 at 3 p.m.

Reopening Roundtable for System Leaders	November 20 at 9 a.m.
Upcoming Events	
Event Title	Zoom Link
Louisiana's Teacher and Principal of the Year Informational Webinar	November 4 at 3 p.m.
Louisiana's Teacher and Principal of the Year Informational Webinar	November 5 at 11 a.m.
2021-2022 Super App Launch	November 6 at 10 a.m.
Louisiana's Teacher and Principal of the Year Informational Webinar	November 9 at 11:30 a.m.
Real-time Early Access to Literacy (REAL) Program Webinar	November 9 at 1 p.m.
Accountability Commission Meeting	November 16 at 10 a.m.
Early Literacy Commission Meeting	November 17 at 12 p.m.
Important Deadlines	
Document Link	Deadline
Believe and Prepare ELA Collaborative Application	November 6
BINAX Test Kit Survey	November 6
2020-2021 School District Boundary Review	November 10
U. S. Presidential Scholar Program Nomination	November 13
AP Exam Orders	November 13
KEA and K-3 literacy screener data (with SIS K-3 Assessment Collection)	November 16
Act 688 Survey	November 20
SPED Leader Webinar Survey	November 20
School Plan Family Engagement Survey	December 1

Recovery

Rescheduled: October Academic Content and Educator Development Monthly Call

Due to Hurricane Zeta, the October Academic Content and Educator Development Monthly Call originally scheduled for October 28 has been **rescheduled and will now take place on November 4 at 1 p.m.**

Please contact classroomsupporttoolbox@la.gov with questions.

School System Support

Super App Office Hours

Super App Office Hours will be held on **November 13 at 10 a.m.** for planning team members to review actions school systems should be taking during the month of November and to ask questions. Webinar details are listed below.

- **Webinar Date and Time:** November 13 at 10 a.m.
- **Webinar Link:** <https://ldoe.zoom.us/j/96093863875>
- **Webinar Phone Number:** 312-626-6799
- **Meeting ID#:** 960 9386 3875

Please contact LDOE.grantshelpdesk@la.gov with questions.

BinaxNOW Rapid COVID Testing Kits

Please share with school system leaders.

The Louisiana Department of Health (LDH) has BinaxNOW Rapid Testing kits available upon request for school systems to access when a CLIA Waived Certificate Number or community health provider has been identified. In order to access these test kits, school systems will need a designated point of contact to complete a survey.

The survey will request the following information:

- Name of the delivery location
- Point of contact (Need name, email, phone number)
- Delivery address
- CLIA Waived Certificate Number or the community provider who will be testing so LDH can obtain all the same information on the number of BINAX tests requested (recommend estimating number based on 20 percent of school system's census)

School systems that would like to request BinaxNOW Rapid Testing kits are encouraged to [complete this survey](#) by **1 p.m. this Friday, November 6.**

Please contact LDOECOVID19support@la.gov with questions.

Career and College Readiness

Advanced Placement Toolkits

Please share with high school administrators, AP teachers, counselors, AP coordinators, and curriculum supervisors.

The Department has released a series of Toolkits for Advanced Placement. These toolkits include [general information on the AP program](#) and specific information for [administrators and AP coordinators](#), [educators](#), and [parents](#). The toolkits include information on deadlines and College Board processes and procedures related to Advanced Placement.

Please contact meredith.mcgovern@la.gov with questions.

Advanced Placement Exam Ordering Deadline

Please share with high school administrators, AP teachers, counselors, AP coordinators, and curriculum supervisors.

Advanced Placement exams will be [administered](#) May 3-7, 2021, and May 10-14, 2021. The deadline to order AP Exams is **November 13**. If students register for AP Exams this fall and do not take the exams in the spring, AP will waive the \$40 cancellation or unused exam fee.

Please contact meredith.mcgovern@la.gov with questions.

Equity, Inclusion, and Opportunities

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 have been assigned to one of three cohorts based on characteristics of the EL community in their school system. The next session of this series will be the week of December 1.

EL supervisors who would like to participate and are not already part of the series should contact alice.garcia@la.gov by **November 20**.

Special Education

November SPED Leader Webinar

The Department will hold its monthly webinar for school system directors, supervisors, and coordinators of special education on **November 12 at 2 p.m.** Topics will include upcoming deadlines, guidance, and training opportunities. Pre-registration is not required.

- **Webinar Date and Time:** November 12 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.

Legislative and Policy Support

Healthy Communities

Peer-To-Peer Learning Calls for School Nurses and School-Based Health Clinic Staff Begins November 5

Southwest Louisiana Area Health Education Center, in partnership with LDOE Healthy Communities and Well-Ahead Louisiana, will host peer-to-peer learning calls on supporting the management of students with chronic conditions while practicing social distancing measures. To learn more about the upcoming Peer-to-Peer Calls for School-Based Health Center Staff and School Nurses, access [the available informational document](#) or visit [Well-Ahead Louisiana's webpage](#) to register. View the [region map](#) to determine which call to join.

Schedule of Calls	Date	Time	LDH Region
Regional Peer-to-Peer Call for School-Based Health Center Staff	November 5	2 p.m.	1, 9
Regional Peer-to-Peer Call for School Nurses	November 5	3:30 p.m.	1, 9
Regional Peer-to-Peer Call for School-Based Health Center Staff	November 9	2 p.m.	4, 5
Regional Peer-to-Peer Call for School Nurses	November 9	3:30 p.m.	4, 5
Regional Peer-to-Peer Call for School-Based Health Center Staff	November 12	2 p.m.	6, 7, 8
Regional Peer-to-Peer Call for School Nurses	November 12	3:30 p.m.	6, 7, 8
Regional Peer-to-Peer Call for School-Based Health Center Staff	November 17	2 p.m.	2, 3
Regional Peer-to-Peer Call for School Nurses	November 17	3:30 p.m.	2, 3

Please contact stephen.guccione@la.gov with questions

Operations

Statewide Monitoring

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 **November 6**. 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 **December 4**.

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.

School System Financial Services

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.

Teaching and Learning

Academic Content

ELA Parent Resource: CommonLit's Parent Access

Please share with ELA supervisors, administrators, and ELA teachers for grades 3-12.

The Department has partnered with [CommonLit](#) to create [Knowledge Packs](#) for teachers and to provide opportunities for parents to utilize their free, online library to support students in grades 3-12. School leaders and teachers should encourage parents to set up a free account so that they can create online classes, assign lessons, and review their child's progress at home.

To support parents, CommonLit has created a [video](#) tutorial that includes step-by-step instructions for creating an account and utilizing accessibility features, such as text read aloud and translations, to support the unique needs of each child.

Please contact elaguidebooks@la.gov with questions.

ELA Guidebooks: High School Guidebooks (2020) Updates

Please share with ELA supervisors and ELA teachers for grades 9-12.

The ELA Guidebooks 9-12 (2020) [Curriculum Guide](#) has been updated on [Louisiana Curriculum Hub](#) to include new Section Diagnostic Data Collection Tools. Both a digital and paper-based version of these tools are available.

The new Section Diagnostic Data Collection Tools:

- allow teachers to collect data from student work in order to make instructional decisions grounded in observation and experience;
- provide a snapshot vision of how students are performing to determine high-level trends; and
- support teachers as they engage in step two of the lesson study protocol.

Additionally, the grade 10 [Life of Pi](#) unit has been released and updates have been made to the grade 9 [A Lesson Before Dying](#) unit based on educator feedback. Please be sure to download the updated version of the [teaching guide](#) to support instruction.

Please contact elaguidebooks@la.gov with questions.

Assessment and Accountability

For District Testing Coordinators and Accountability Contacts

ACT

- 2021 ACT MOUs and estimation worksheets are posted in the [Assessment Library](#).
- It is no longer necessary to mail MOUs to the Department. School systems should complete, sign, scan, and email the MOU and estimation worksheet to patricia.newman@la.gov or assessment@la.gov.

LEAP 2025 Fall High School Administration

- The DRC INSIGHT portal is open to complete test setup and assignment of TA numbers.
- Test manuals are available online.
- A new demographic field has been added to collect information regarding students' participation in virtual learning. If the field is not completed, the student will be considered in-person with no virtual learning. For questions about the new demographic field, contact jennifer.baird@la.gov or assessment@la.gov.

LEAP 2025 Assessment Development

- LDOE Assessment Development will convene LEAP 2025 Science Stimuli Review Committees in Lafayette for the following grades at the listed dates and times:
 - Grade 3: November 14 (9 a.m.-12:30 p.m.)
 - Grade 5: November 21 (9 a.m.-12:30 p.m.)
 - Grade 7: November 14 (1:30 p.m.-5 p.m.)
 - Grade 8: November 21 (1:30 p.m.-5 p.m.)

- The committees will review stimuli to ensure the materials that will be used to develop item and task sets on the LEAP 2025 Science tests are fair and appropriate for all students and will allow an opportunity for students to demonstrate their knowledge and skills in science. Participants may each earn a stipend and be reimbursed for mileage to and from the meeting.

NAEP 2021

- All schools selected for participation in the 2021 administration of NAEP have been notified by email from Rebecca Frederick. District test coordinators were copied on these email notifications.
- January 25 and March 19, 2021: Testing window has been extended 2 weeks to accommodate variation in school schedules.
- **Important:** For schools that have not already done so, complete the Provide School Information (PSI) process immediately.
- District test coordinators were copied on notifications and should help schools prepare for the assessment.
 - Review the *School Coordinator Responsibilities: A Guide to MyNAEP* that was emailed to all schools selected for NAEP.
 - Remind principals that they must designate a NAEP school coordinator to service as the liaison for all NAEP activities.
 - Encourage designated school coordinators to access the MyNAEP site (www.mynaep.com), and register with the ID number they received in the emailed notification.
- For questions or additional information, please contact Rebecca Frederick at 225-963-8197 or email rebecca.frederick@la.gov.

Birth-Grade 3 Assessment Guidance

- The Birth-Grade 3 Assessments has a [suite of resources](#) available to help school systems (and early learning centers) with assessment administration for the 2020-2021 school year.
- **New Dates - Due November 16:**
 - Deadline for data managers to submit the KEA and K-3 literacy screener data with the [SIS K-3 Assessment Collection](#).
 - The SIS K-3 Assessment Collection window will open on October 26 for data submission.
- **Due November 20:**
 - [Act 688 Survey](#): School systems are required to report the number of students referred for gifted screening based on their performance of the literacy screener, with the literacy screener being at least one indicator used in consideration for gifted screening. DTCs and Special Education Coordinators should work together to submit only one form per district. This data will be reported to BESE.
- The Department will work with those school systems that have been severely impacted by the recent hurricanes. The Department will review BESE policy to ensure alignment with state law and will consider flexibility in timelines for administration and reporting results during times of crisis or natural disaster. For questions, please contact assessment@la.gov.

Assessment Administration Support and Training Office Hours

There will be no office hours on November 3, as state offices are closed. The next Assessment and Accountability Office Hours will be on **November 10 at 3:45 p.m.** A password will now be required for office hours. Webinar details are listed below.

- **Webinar Date and Time:** November 10 at 3:45 p.m.
- **Webinar Link:** <https://ldoe.zoom.us/j/202189164>
- **Webinar Phone Number:** 646-876-9923
- **Meeting ID#:** 202 189 164
- **Passcode:** 2020202!

Educator Development

Teacher Leader Summit 2021 - Save the Date

The 2021 Teacher Leader Summit will take place May 25-27 at the Morial Convention Center in New Orleans. Both the Department and the Convention Center are taking measures to promote the health and safety of all participants and will have a reduced overall capacity. Due to social distancing parameters, school systems will receive a specific allotment of seats. The Department will notify each school system of their total number of allocated seats in early December.

[Registration](#) for the Summit will occur in three phases:

- Early bird registration (January 8 through March 1)
- Regular registration (March 2 through May 10)
- On-site registration for those who do not register by May 10

To help offset the cost of running a high-quality, multi-day event for thousands of Louisiana educators, the Department will charge a registration fee for the 2021 Teacher Leader Summit.

Description	1-Day Ticket	3-Day Ticket
Early Bird Registration (January 10-March 1)	\$55	\$108
Regular Registration (March 2-May 11)	\$71	\$140
Onsite Registration* (May 25-May 27)	\$87	N/A

**only if open seats remain unused from allocations after May 11*

This fee will cover:

- Admission to conference
- Conference sessions
- Lunch May 25 and May 26

Educators can receive a discount by registering early and registering for all three days at once. Educators can choose to not eat the lunch provided, but may not opt-out of the registration fee.

Prior to registration opening, the Department will provide more information on:

- Education tracks being offered
- Ed Talk speakers and topics
- Virtual learning opportunities

Hotel room block information will be released in December in an overview document posted to the [Teacher Leader Library](#).

Please contact LDOEvents@la.gov with questions.

Reminders

- [School System Support Reminders](#)
- [Career and College Readiness Reminders](#)
- [Legislative and Policy Support Reminders](#)
 - [Healthy Communities Reminders](#)
- [School System Financial Services Reminders](#)
- [School System Relations Reminders](#)
- [Teaching and Learning Reminders](#)
 - [Academic Content Reminders](#)
 - [Educator Development Reminders](#)

School System Support Reminders

Super App Launch

On Friday, November 6, the Department will launch the Super App via webinar. This webinar will support school system planning teams in reviewing Louisiana's Academic Plan, exploring accountability updates, discussing Schools in Need of Intervention and the rationale for the 2021-2022 CIR and UIR requirements, viewing the 2021-2022 New Optional Funding Opportunities, and unpacking the resources and support available to school systems.

To gain access to all Super App launch presentations on and after November 6, view the [2021-2022 Super App Launch Session List*](#), which includes virtual session descriptions as well as presentation and recording information.

Information needed to join the Super App Launch Kick-off Webinar is included below.

- **Webinar Date and Time:** November 6 at 10 a.m.
- **Webinar Link:** <https://ldoe.zoom.us/j/9198036620>
- **Webinar Phone Number:** 312-626-6799
- **Meeting ID#:** 919 803 6620

Please contact LDOE.grantshelpdesk@la.gov with questions.

**This list will not be available until November 6.*

School Reopening Dashboard 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 also helps the Department and systems identify where additional student connectivity supports are needed. System leaders received an email from LDOE in September with system-specific access information needed to update the dashboard.

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.

Data submitted to this survey will automatically populate dashboards for systems, charter schools, and nonpublic schools. A [link to the dashboard](#)* has been added to the “School Reopening Resources” section of the [Strong Start page](#).

Please contact edtech@la.gov with questions.

**This link can only be accessed via Chrome.*

Real-time Early Access to Literacy (REAL) Program

[Real-time Early Access to Literacy \(REAL\)](#) provides individualized support for students in pre-K through grade 3 to make progress in their literacy development, with a focus on support for virtual learning. REAL provides devices, connectivity, and tutoring services to eligible students in pre-K through grade 3. School systems receive funding to authorize families to establish microgrant accounts in the REAL Family Portal, where families can browse and select services.

Information needed to join the REAL Program Webinar is included below.

- **Webinar Date and Time:** November 9 at 1 p.m.
- **Webinar Link:** <https://ldoe.zoom.us/j/4418921159>
- **Webinar Phone Number:** 312-626-6799
- **Meeting ID#:** 441 892 1159

Please contact earlyliteracy@la.gov with questions.

Career and College Readiness Reminders

2021 Jump Start Virtual Convention

Please share with career and technical education leaders, school systems administrators and counselors.

[Registration](#) is open for the 2021 Jump Start Virtual Convention. The convention will be held the afternoons of **January 26-27, 2021 from 1 p.m. to 3:30 p.m.** each day. Prior to the event, convention registrants will receive communication to select the sessions they will attend each day.

Please contact jumpstart@la.gov with questions.

Legislative and Policy Support Reminders

Healthy Communities Reminders

Crisis Communication Planning and Implementation for School Leaders

LSU’s National Center for Biomedical Research and Training is hosting a virtual workshop on crisis communications for school leaders. This 4-hour workshop provides an overview of the role of communications in planning for, responding to, and recovering from emergencies in K-12 schools. Participants will discuss critical tasks for managing communications during all phases of an incident, outline a process for creating crisis communications plans, and identify communications and warning best practices.

Click on the links below to register:

- [Register](#) to attend the workshop scheduled for Monday, November 9 from 12-4 p.m.
- [Register](#) to attend the workshop scheduled for Tuesday, November 10 from 8 a.m.-12 p.m.

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

School System Financial Services Reminders

October 1 MFP Data Collection

Please share with superintendents, school system business managers, and data coordinators.

Due to challenges experienced by school systems in submitting and verifying their data, the **October 1 MFP data collection has been extended to November 13** from the original deadline of October 30. In order to verify data submissions and to ensure the data is both accurate and complete, several iterations of Validation Reports will be dropped on the [DM FTP](#).

Please contact systemsupport@la.gov questions regarding data submissions and LDOEMFPhelpdesk@la.gov with questions regarding use of the data within the MFP formula.

School System Relations Reminders

Virtual Instruction Training for Teachers and Leaders

The Louisiana Department of Education is partnering with NIET to help equip teachers and school leaders to plan for and strengthen virtual instruction. Starting this month, Louisiana educators will receive free access to three, 90-minute professional learning sessions that model effective virtual teaching and provide educators with tips, templates, and strategies to use immediately in their virtual classrooms. These sessions will be taught live (synchronously) and offered several times a week over the course of 2020-2021. Asynchronous trainings will be available later this year.

Educators will leave these sessions with an understanding of what effective teaching practices look like in an online classroom; ideas for how to plan, transform, and strengthen virtual lessons; and strategies to improve student engagement and increase student growth in a virtual learning environment. There will also be different options for teachers and principals to receive more tailored support based on their role. Sessions for principals and administrators will focus on remote observation and coaching practices, while teacher sessions will provide more content teachers can directly use in their virtual instruction.

Registration is now open, but seats are limited for each district or school system. Teachers should connect with their immediate supervisor to see if seats are available to attend. More details and registration information can be accessed via [NIET's website](#).

Please contact systemrelations@la.gov with questions.

Louisiana's Teacher and Principal of the Year Application Coming Soon

The [Teacher and Principal of the Year application process](#) for the 2020-2021 school year will open on **November 4**. At that time, all applications, materials, and timelines will be available in the [library](#) on the [Awards](#) page.

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. School systems 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 **February 4, 2021** and must be submitted via an online application portal which will open later this year.

An informational webinar will be offered to provide Teacher and Principal of the Year Coordinators with information regarding this year's process. Coordinators should join the one webinar that works best for them. School systems without a coordinator should select another team member to join.

- **Webinar Date and Time:** November 4 at 3 p.m.
- **Webinar Link:** <https://ldoe.zoom.us/j/93856784405>
- **Webinar Phone Number:** 312-626-6799
- **Meeting ID#:** 938 5678 4405

- **Webinar Date and Time:** November 5 at 11 a.m.
- **Webinar Link:** <https://ldoe.zoom.us/j/93678098193>
- **Webinar Phone Number:** 312-626-6799
- **Meeting ID#:** 936 7809 8193

- **Webinar Date and Time:** November 9 at 11:30 a.m.
- **Webinar Link:** <https://ldoe.zoom.us/j/96991352059>
- **Webinar Phone Number:** 312-626-6799
- **Meeting ID#:** 969 9135 2059

Please contact excellenteducators@la.gov for more information.

Teaching and Learning Reminders

Academic Content Reminders

Immersion Program Interest Meeting

Please share with administrators of schools considering adding a One-Way or Two-Way Immersion program.

Join the Department on **December 10 at 3 p.m.** to explore the benefits of immersion programs and receive guidance on staffing, scheduling, student recruitment, and resources among other related topics. [Register](#) to attend this virtual meeting.

Please contact language.acquisition@la.gov with questions.

Educator Development Reminders

ELA Collaborative Launch - Apply Now

The Department is excited to launch the Believe and Prepare ELA collaborative. This ELA Collaborative will bring together some of the best minds from both higher education and K-12 to design teaching methods syllabi for elementary and secondary literacy courses. These syllabi will, in turn, be available for public use. The goal of the collaborative is to ensure that teachers completing teacher preparation programs are well prepared to effectively implement standards-aligned instruction using high-quality curriculum materials grounded in complex text.

Strong K-12 educators who help support ELA (e.g., ELA curriculum coaches, current ELA content leaders, district ELA supervisors) should apply. Participants will be compensated a total of \$4,500 for participation in the collaborative. The [application](#) is due **November 6**.

Please email believeandprepare@la.gov with any questions.