

LDOE Weekly Newsletter



December 3, 2019

Dear Colleagues,

I hope you had a good and restful holiday. I'd like to first express my thanks for your patience as the state works through the ramifications of the recent cybersecurity incident. At this time, most state-operated information systems are again in full operation. If your team is having residual issues with state systems, please contact [Carol Mosley](#).

Louisiana school systems have made nationally-recognized strides in the direction of high-quality instructional materials for all students. In our state, high expectations are embodied by the real tasks, questions, assignments, and readings students are asked to complete every day.

As a high school English teacher, I know that deep learning and rich texts are the stuff of good high school classrooms. The joy of teaching high school English lies in students' engagements with great texts and works of art. Very often, however, it has been tradition in high schools for teachers to do much of the curriculum development themselves. Surveys of teachers across the country show that teachers of secondary English are the most likely of all teachers to shoulder the burden of creating their own curriculum, not only selecting texts but also creating assignments, rubrics, and classroom activities.

To better support high school English teachers, the Department is in the process of developing ELA Guidebooks 9–12 (2020) for the high school grades, a standards-aligned, low-cost curriculum that is an option for any high school and any English teacher in the state. The curriculum is designed to provide access to grade-level texts, challenging writing tasks, and rich classroom discussion, while also providing scaffolds teachers can use to address the needs of struggling students. It is also meant to save teachers precious time and resources they might otherwise spend searching online or drafting materials.

You can find more information on the new high school Guidebooks [here](#). I also hope that you, chief academic officers, and other academic directors will join Department staff at this winter's collaborative meetings, to be held February 4 in Ruston and February 6 and 7 in Baton Rouge, where Guidebook developers will conduct in-depth presentations on the curriculum and its features. As the years go forward, it is my hope that high schools will continue to evolve beyond self-created curriculum as standard operating procedure, instead adopting high-quality curriculum and a common language about academic excellence within English departments, across school systems, and throughout the state.

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

John

In This Issue

- [School System Support](#)
- [Assessment & Accountability](#)
- [High School Pathways](#)
- [Special Education](#)
- [Data](#)
- [Program Monitoring](#)

Important Dates for School Systems

Upcoming Events

- [Monthly Data Coordinator Webinar](#): December 5 at 1:00 p.m.
- [Assessment and Accountability Monthly Call](#): December 10 at 1:00 p.m.
- [Super App Office Hours](#): December 16 at 11:00 a.m.
- [Common Charter Application Webinar](#): December 16 at 2:00 p.m.
- [Transcript Reporting System Training for Nonpublic Schools](#) **changed to**: December 17 at 3:00 p.m.
- [Transcript Reporting System Training for Public Schools](#) **changed to**: December 19 at 3:00 p.m.

Important Deadlines

- [2020 Jump Start Convention Galleria Walk/School Exhibitions Application](#) deadline: December 6
- [2019 School Improvement Parent Meeting Survey](#) deadline: December 9

School System Support

New: LDOE Systems Status Update

The Department continues to work with the state Office of Technology Services to bring all systems back online following the attempted ransomware attack on Monday, November 18. The Department's website and email has been restored and is functioning properly.

Most systems have also been fully restored as noted in the [LDOE Guidance on Systems Status](#) document. The Department will continue to provide real-time updates to this document as the remaining systems are recovered.

Please contact Carol Mosley at edtech@la.gov with questions related to this incident or other issues of cybersecurity.

New: December School System Planning Call

The School System Planning Call scheduled for December 3 has been canceled. The December School System Planning Call Presentation will be shared in next week's newsletter and will be available in the [School Improvement Library](#).

Please contact districtsupport@la.gov with questions.

New: School System Planning

The [School System Planning Guide](#), [Super App Workbook](#), and [Super App Launch session presentations](#) can be found in the [School Improvement Library](#). Sign-in sheets for each launch are available in the [School Improvement Library](#) under 2019 Super App Launch. This month, school system planning teams should:

- Collect feedback from school leaders.
- Hold planning team meetings to select strategies.
- Conduct planning team meeting(s) to develop a funding proposal and complete the Super App Workbook.

Super App Office Hours will be held on **December 16 at 11:00 a.m.** for planning team members to review actions school systems should be taking during the month of December and to ask questions. Webinar details are listed below.

- **Webinar Date and Time:** December 16 at 11:00 a.m.
- **Webinar Link:** <https://ldoe.zoom.us/j/405281497>
- **Webinar Phone Number:** 646-876-9923
- **Webinar ID#:** 405 281 497

Presentations from past Super App Office Hours can be found in the [School Improvement Library](#).

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

New: February Collaborations

School system collaborations in February will target a limited, specific audience including chief academic officers, talent officers, and content directors for ELA, science, and PK-2. Sessions will focus on curriculum updates, the innovative assessment pilot, and the PD planning component of the 2020-2021 Super App. Session and registration information will be released in next week's newsletter.

Dates and Locations:

- February 4 in Ruston
- February 6 in Baton Rouge
- February 7 in Baton Rouge

Please contact classroomsupporttoolbox@la.gov with questions.

New: Early Literacy Commission

[Senate Resolution 182](#) and [House Resolution 222](#) established the Early Literacy Commission to study and make recommendations on developing and implementing an aligned system to provide effective evidence-based reading instruction for children from birth through third grade. In January of 2020, the Early Literacy Commission will make its final recommendations to BESE and the Legislature.

The final Early Literacy Commission open meeting will be held from 12:00 p.m. to 3:00 p.m. on [December 16](#) (Full Panel Meeting).

Meeting materials and recordings are available on the [State Advisory Council](#) page.

Please contact laurie.carlton@la.gov with questions.

New: Common Charter Application

At the December meeting, BESE approved the 2020 Common Charter Application and timeline. All school systems should review the [available information](#) regarding required steps to take by January 10 in order to run a new charter application process that is compliant with state law and policy.

School systems are invited to participate in a webinar that will (1) provide an overview of Louisiana charter schools, (2) review local school system legal requirements regarding the charter application process, (3) provide guidance on operating a charter application process, (4) review what has changed between 2019 and 2020 in the common charter application and timeline, and (5) provide resources for local school systems in operating a charter application process. School systems may review the [webinar deck](#) in advance.

The webinar will be offered on two dates: December 16 at 2:00 p.m. and January 6 at 3:00 p.m. Details on how to join are listed below.

- **Webinar Date and Time:** December 16 at 2:00 p.m. and January 6 at 3:00 p.m.
- **Webinar Link:** <https://ldoe.zoom.us/j/561449345>
- **Webinar Phone Number:** 646-876-9923
- **Meeting ID#:** 967 306 760

Please contact andrew.shachat@la.gov with questions.

New: 2019 School Improvement Parent Meeting Survey

In the 2019 regular session, the Legislature updated and clarified the requirements for school systems relative to parent involvement in school improvement plans. School systems were required to present the 2019-2020 approved school improvement plans to families within 60 days of the start of the school year.

Schools were required to report the date of their school improvement parent meetings via [this survey](#) no later than December 1. **This deadline has been extended one week and data should be reported no later than December 9.** This data is required to be reported to the legislature in the spring.

Please contact districtsupport@la.gov with questions.

Reminder: Teacher Leader Summit 2020 Save-the-Date

The 2020 Teacher Leader Summit will take place May 27–29 at the Morial Convention Center in New Orleans. [Registration](#) for the Summit will occur in three phases:

- Early bird registration (January 10 through March 1)
- Regular registration (March 2 through May 11)
- On-site registration for those who do not register by May 11

School systems will not receive a specific allotment of seats. Registration will be filled on a first come, first served basis.

To help offset the cost of running a high-quality, multi-day event for thousands of Louisiana educators, the Department will charge a small registration fee for the 2020 Teacher Leader Summit. This fee will cover:

- admission to conference,
- conference sessions, and
- lunch May 27 and May 28.

Description	1-Day Ticket	3-Day Ticket
Early Bird Registration (January 10–March 1)	\$35	\$80
Regular Registration (March 2–May 11)	\$45	\$100
On-site Registration (May 27–29)	\$60	N/A

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.

Please contact ldoeevents@la.gov with questions.

Assessment and Accountability

For District Testing Coordinators and Accountability Contacts

Important: English III EOC School System Administration Materials

- The English III EOC will no longer be available as a state-administered test. An English III test materials folder is now available on the secure FTP, which includes all materials needed to administer and score English III assessments provided three times yearly through a process determined by the school system. Included in the folder will be manuals that include specific directions.
- The [End-of-Course \(EOC\) English III School System-Administered Test FAQ](#) is now available in the DTC Resources area of the Assessment Library.
- Requests for braille forms of the test are provided as needed by the Department and should be addressed to assessment@la.gov.
- Please contact jennifer.baird@la.gov with questions.

Post-Data Certification Rosters

- Student-level rosters for all indices used in the calculation of school performance scores have been updated to include approved changes and voids and are now available on the secure FTP. As schools and school systems discuss the SPS with network leaders, the post-data certification rosters should be used to verify data. **Please note:** Corrections that should have been resolved during the data certification process cannot be used as grounds for an appeal or waiver of the SPS.

LEAP 2025

- Fall high school test setup is now open in the DRC INSIGHT portal. District and school test coordinators should create test administrator numbers, verify accommodations, and assign students to test sessions. **Please note:** Accountability codes should not be applied until the end of the window for initial testers. Accountability codes are not necessary for students who are retesters.
- Fall 2019 [Test Administration](#) and [Test Coordinator](#) manuals are now available in the DRC INSIGHT portal for printing and distribution to school test coordinators and test administrators.
- School systems must submit their fall LEAP 2025 high school test administration schedules for school to assessment@la.gov as soon as possible.

ACT and WorkKeys

- Now–January 31: Request accommodations and/or supports for eligible **ACT** examinees through the [Test Accessibility and Accommodations Systems](#) (TAA).
- The schedule of events for both ACT and WorkKeys spring 2020 are now posted on the [ACT State Testing](#) site. Please refer to these documents for all important dates and deadlines for both ACT and WorkKeys.
- The [ACT State Testing](#) site has an [Orientation](#) tutorial for ACT and [Configuration](#) tutorial for WorkKeys available.
- Resources can be found on the [ACT State Testing](#) site or by contacting the WorkKeys helpdesk at 800-967-5539 (800-WorkKey).

NAEP 2019-2020

- Thirty-one Louisiana schools are participating in the NAEP 2019-2020 Long-Term Trend Study. Each principal will designate a school coordinator (SC) to support the administration of the NAEP test. The SC will need to complete tasks during the pre-assessment period, collect student information, and enter it online. The deadlines for completing the Provide School Information (PSI) and E-filing are as follows:
 - **Completed:** Schools with age 13 students have completed the PSI and E-filing processes
 - **Completed:** Schools with age 9 students
 - **January 17:** Schools with age 17 students

Assessment Administration Support and Training Office Hours

The next **Assessment and Accountability Monthly Call** will be December 10 at 1:00 p.m.

- **Webinar Link:** <https://ldoe.zoom.us/j/202189164>
- **Webinar Phone Number:** 646-876-9923
- **Meeting ID#:** 202 189 164

Please email assessment@la.gov with questions.

High School Pathways

New: SCA/Course Choice Spring Registration

Please share with counselors.

Registration for SCA/Course Choice Spring 2020 opens on December 16 and closes on January 10 at 5:00 p.m. Schools will register students directly with the course providers and/or higher education institution. Please refer to the [Course Choice Registration Instructions](#) for details. Schools should document all enrollments with SCA private providers and post-secondary providers in the [Course Choice Reporting System](#) by **January 10**. This insures the school system will utilize their SCA allocation to fund tuition.

Course Choice provides students and schools with access to a broad variety of course offerings from online, face-to-face, industry training, and dual enrollment course providers. These course offerings will enable schools to provide courses not currently available to their students, including:

- career and technical preparation supporting the Jump Start program,
- academic work required to achieve TOPS,
- advanced coursework not available at the school due to limited resources,
- dual enrollment courses from colleges and universities, and
- intensive remediation for students struggling to stay on pace for graduation.

Please contact sca@la.gov with questions.

Special Education

New: December Special Education Leader Monthly Webinar Canceled

The Special Education Leader Webinar scheduled for December 5 has been canceled. The monthly webinar for school system directors, supervisors, and coordinators of special education will resume on January 9 at 2:00 p.m. Webinar and call in information will be provided two weeks in advance.

Please contact specialeducation@la.gov with questions.

Data

Reminder: Monthly Data Coordinator Webinar

Please share with data managers.

The Department will hold its monthly webinar for data coordinators and data managers on **December 5 at 1:00 p.m.** Topics will include a review of open collections, submission deadlines, and EdLink Data Warehouse updates.

- **Webinar Date and Time:** December 5 at 1:00 p.m.
- **Webinar Link:** <https://ldoe.zoom.us/j/976397929>
- **Webinar Phone Number:** 408-638-0968
- **Meeting ID#:** 976 397 929

Please contact systemsupport@la.gov with questions.

Reminder: Student Transcript System (STS) Training

Please share with data managers.

The Department will hold training for nonpublic and public school data managers, who submit transcript data to the Student Transcript System (STS). The webinar will include a review of the process for submitting transcript and IBC data to STS for the 2019-2020 school year.

Student Transcript System (STS) Training for Nonpublic Schools

- **Webinar Date and Time:** December 17 at 3:00 p.m.
- **Webinar Link:** <https://ldoe.zoom.us/j/482241313>
- **Webinar Phone Number:** 646-876-9923
- **Meeting ID#:** 482 241 313

Student Transcript System (STS) Training for Public Schools

- **Webinar Date and Time:** December 19 at 3:00 p.m.
- **Webinar Link:** <https://ldoe.zoom.us/j/482241313>
- **Webinar Phone Number:** 646-876-9923
- **Meeting ID#:** 482 241 313

Please contact barrett.adams@la.gov with questions.

Reminder: 2019-2020 Teacher Roster Verification for VAM

Please share with principals.

The [Curriculum Verification and Results \(CVR\) Reporting Portal](#) roster verification ensures that teachers are assigned to the correct courses and classroom rosters of students for the purposes of value-added (VAM) analyses. The data in CVR will be used to calculate a teacher's VAM score even if the teacher and/or principal do not verify the roster. Teachers instructing ELA, math, science, social studies (grades 4–8), and Algebra, Geometry, English I, and English II courses (all grades) should verify their rosters, as they are eligible to receive VAM scores.

November 1–December 13 (6 weeks): CVR Open for View-only

- Users can view and check the roster data for accuracy and make changes in the source data systems (SIS, CUR, PEP). The CVR Help Desk will be able to assist with any issues that a school system must correct in the source data systems.

An updated user guide for CVR is [now available](#).

Please contact ldoecvr@la.gov with questions regarding roster verification and compass@la.gov with general Compass related questions.

Program Monitoring

Reminder: SY 2019-2020 ESSA and IDEA Monitoring Rubrics Released

The Department will continue to implement a risk-based monitoring selection process for federal program monitoring. The ESSA monitoring rubric will be made available to every school system assigned a letter grade. Additionally, the IDEA monitoring rubric will be made available to every school system assigned an LEA Determination. In most circumstances, school systems will receive two monitoring rubrics, ESSA, and IDEA.

The monitoring rubrics, which are the equivalent to a monitoring report card, provide a detailed preview of compliance factors and performance data analyzed to determine the most appropriate monitoring experience for school systems. Monitoring rubrics are available for download via FTP and will be accessible until **January 10**. The Department reserves the right to make adjustments to monitoring rankings based on factors which may not be included on the rubric. For any school system selected to participate in program monitoring, a formal monitoring notification from an assigned Department monitoring team leader will follow.

Questions regarding ESSA monitoring rubrics should be directed to tasha.anthony@la.gov. Questions regarding IDEA monitoring rubrics should be directed to chauncey.carr-mcelwee@la.gov.