

CHARTER SCHOOLS



January 29, 2020

Superintendent's Message

Dear Colleagues,

Earlier this week, I had the privilege of gathering with 1,400 educators and business leaders at the [annual Jump Start Convention](#) in Baton Rouge. Louisiana launched Jump Start in 2014 with a simple document called the Jump Start Blueprint. Since then, our state has grown the number of IBCs awarded to more than 100,000 in 2018-2019, up from just 42,000 in 2015-2016. Prior to Jump Start, fewer than two percent of students graduated with a career diploma. Today, more than one in five students graduate with a career diploma and Jump Start industry credentials. This reflects a remarkable shift in the diversity and relevance of our high school curriculum, and it is a testament to the willingness of high schools, colleges, and employers to find paths to prosperity for all high school graduates.

One of my favorite aspects of Jump Start is how it has spawned innovation, taking local ideas and making them possible statewide. [Super Summer Institutes](#), for example, started with a conversation at a community meeting in Lafayette; they now prepare nearly 800 educators at eight sites every summer. [Jump Start Summers](#) started after a brainstorm at a superintendent meeting in Livingston. Today, because of that program, more than 1,900 students have paid summer jobs, earning industry credentials and on-the-job training along the way.

In order for Jump Start to remain on the cutting edge of industry, in order for Jump Start to attract students, and in order for Jump Start to truly jump start young careers, we must continue to innovate.

We must connect students with careers in the most advanced fields our economy has to offer them, integrating our math and science curricula with applied coursework in engineering and research. [STEM pathways](#), such as LSU pre-engineering, Xavier University pre-pharmacy, and NTEC cybersecurity are now available to any high school or college in Louisiana for use in their Jump Start programs.

We must assure students and families that earning a credential actually means earning a job. This is why educators and employers in Caddo, Calcasieu, and Orleans have created [extension academy pilots](#), fully funded grade 13 programs for students pursuing advanced credentials, workplace-based education, and college credits that set them on an upward career path.

And we must be assured that all constituents - students, parents, teachers, counselors, and employers - understand Jump Start and what it offers. We cannot market something that is too complicated to be comprehended. So this spring, BESE will consider a new package called Jump Start 2.0, which streamlines Jump Start into 11 pathways that are aligned to nationally recognized career clusters and that bring Jump Start into labor market alignment with the Carl Perkins Act and the Workforce Innovation and Opportunity Act (WIOA).

Jump Start creates a tremendous opportunity for lifelong impact. But we can never be satisfied with the Jump Start we have today. The workplace is too demanding, the economy too competitive. Our students need us to continue generating ideas that respond to this exciting and complicated world.

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

John

In This Issue:

[Action Items for Charter Schools](#)

[LEA Support](#)

Assessment and Accountability

High School Pathways

Educator Preparation

Federal Programs

Special Education

Data

Finance

Action Items for Charter Schools

Date	Action	Owner(s)
1/31/20	Complete the accounting systems survey	Financial officials
1/31/20	Submit backlogged evaluation scores from 2012-2018 to the Compass team	School leaders
1/31/20	Submit Second Quarter Financial Report for FY2019-20	Business managers and financial officials
1/31/20	Apply for the Education of Homeless Children and Youth grant	School leaders and counselors
2/3/20	Register for Quest for Success training	CTE educators
2/7/20	Complete SuperApp submissions	School leaders and grants managers
2/7/20	Submit designs for Teacher Leader Summit T-Shirt Contest	Teacher leaders
2/14/20	Complete STS data submissions	Data managers
2/14/20	Report Teacher Student Data Link System (TSDL) spring data	Data managers
2/14/20	Submit SIS data submissions	Data managers
2/28/20	Report SER data	Data managers
3/6/20	Order diplomas for 2019-20 graduates	School leaders, counselors and data managers
4/1/20	Submit nominations for the through the Principal Fellowship Cohort	School leaders and CEOs

LEA Support

New: February School System Planning Call

The February School System Planning Call will take place on February 5 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
- English learner supervisors
- Federal program supervisors
- High school and career and technical supervisors
- Personnel directors
- Talent (Mentors, Content Leaders, Teacher Leaders) supervisors

- **Webinar Date and Time:** February 5 at 1:00 p.m.
- **Webinar Link:** <https://ldoe.zoom.us/>
- **Meeting ID#:** 398 875 849

Please contact districtsupport@la.gov with questions.

New: School System Planning

February 7: Super App submissions are due in [eGMS](#).

As school systems begin to finalize their [Super App](#), leadership teams should be preparing for an approved and funded plan by:

- completing Contacts and Assurances in Central Data (eGMS); and
- entering data, including the Professional Development Plan and Early Childhood Coordinated Funding Request uploads, in Super App (eGMS).

Super App Office Hours will be held on **February 3 at 11:00 a.m.** for planning team members to review actions needed to complete plans and questions from teams. Webinar details are listed below.

- **Webinar Date and Time:** February 3 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 Superintendents' Conference Call

Superintendents and charter leaders are invited to participate in the Superintendents' Conference Call hosted by State Superintendent John White on February 12 at 10:30 a.m. Participants may begin dialing into the call 15 minutes in advance. Please follow the instructions below.

- **Webinar Date and Time:** February 12 at 10:30 a.m.
- **Webinar Link:** <https://ldoe.zoom.us/j/717584221>
- **Webinar Phone Number:** 877-475-0109
- **Meeting ID#:** 54 994 62

Participants will need to identify themselves in order to be placed into the meeting. Please enter your full name and school system name when logging in.

New: 2020 Teacher Leader Summit Overview Document

The 2020 Teacher Leader Summit will take place May 27-29 at the Morial Convention Center in New Orleans. The Department has published an [overview document](#) to address the most frequently asked questions.

The document also details hotel rooming blocks that are available to Summit participants. Some school systems elect to establish their own agreements with hotels so all educators from that school system are together. School systems are not obligated to use the hotels the Department has contracted with. Room blocks are currently booking at a rapid rate. Reserve a room today!

Please contact the Summit Logistics team at ldoevents@la.gov with questions.

Reminder: School System Support Institutes Day 3

Day 3 of the School Support Institutes will take place in February.

February 10	February 11	February 12	February 13
New Orleans Cohort	Baton Rouge Cohort	Lafayette Cohort	Northern Cohort
The NOPSI Hotel 317 Baronne St. New Orleans 70112	Hilton Baton Rouge Capitol Center 201 Lafayette St. Baton Rouge 70801	Cajun Dome 444 Cajundome Lafayette, LA 70506	Monroe Civic Center 401 Lea Joyner Memorial Expy Monroe, LA 71201

Participants who attended Days 1 and 2 of the School Support Institutes are already registered for Day 3 and are expected to attend the same pathway to continue the arc of learning. Those who registered should have received a follow-up email from SchoolKit. The Department encourages those who registered, but did not receive a reminder email, to please contact ssi@schoolkitgroup.com.

All resources from Days 1 and 2 of the School Support Institute are posted in the [School Improvement Library](#), including a recap of all pathways and next steps for school systems. Attendees are reminded to bring Application Task artifacts to the February Institute.

Reminder: National School Counseling Week

Please share with administrators and counselors.

Today's school counselors are an integral part of a school's education team. They support academic achievement, career development, and social/emotional development, ensuring students become productive, well-adjusted adults. National School Counseling Week (NSCW) is a time for school systems to highlight the tremendous impact school counselors have on students. Sponsored by the American School Counselor Association (ASCA), NSCW is always celebrated the first full week of February. NSCW 2020 is February 3-7.

Please visit the ASCA National School Counseling Week [website](#) for ideas and inspiration and download additional resources from the [Counselor Support Library](#).

Please contact leslie.gilliland@la.gov with questions.

Reminder: ELA Guidebooks 9-12 (2020)

An informational session dedicated to the new Louisiana ELA Guidebooks 9-12 (2020) will be offered at the [February Collaborations](#) for content directors.

At the [2020 Teacher Leader Summit](#), the Department will offer professional development specific to the new Louisiana ELA Guidebooks 9-12 (2020).

See the updated [Louisiana ELA Guidebooks 9-12 \(2020\) Overview](#) for the most up-to-date information related to:

- draft text lists for each unit,
- draft Culminating Tasks for each unit,
- Louisiana's open source platform launch,
- text access and purchasing, and
- professional development opportunities.

Please contact elaguidebooks@la.gov with questions.

Reminder: 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. [Session](#) and [registration](#) information is now available. ***The February 6 collaboration has been canceled due to low registration. Registrants for that day have received an email with instructions to register for a different day.***

Dates and Locations:

- February 4 in Ruston
- February 7 in Baton Rouge

Please contact classroomsupporttoolbox@la.gov with questions.

Reminder: 2020 Teacher Leader Summit T-Shirt Design Contest

Please share with teacher leaders.

The Department is seeking inspiration for the 2020 Teacher Leader Summit t-shirt design! Educators with an artistic flair are encouraged to submit their design for consideration by **February 7** to ldoecommunications@la.gov. The winning school will receive \$1 per shirt sold. Last year's school, Montegut Middle, was awarded \$968 from The Inkwell Press.

The winning design will be announced in the March edition of the Teacher Leader newsletter. Reference the [contest rules](#) for details or contact louisianateacherleaders@la.gov with questions.

Assessment and Accountability

New: Early Release of School Performance Scores

In response to requests from many education leaders, the Department plans to release official public school performance scores earlier in 2020. The timeline will affect the traditional data certification process. On February 4, the Department will share information about these changes immediately after the Office Hours call.

Assessment and Accountability Office Hours:

- **Webinar Date and Time:** February 4 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 contact jennifer.baird@la.gov with questions.

New: For District Testing Coordinators

Important: ELPT Exemptions

- The ELPT testing window is February 3-March 13. **All** students who are identified as English learners in SIS must test and be included in accountability calculations in 2020.
- Requests for exemptions from the ELPT listening and/or speaking domains are now due to the Department. Please send completed requests to assessment@la.gov.
- The additional materials window is now open. Reminder: There is no K-1 writing supplement used in ELPT this year.
- Please review the [ELPT Accessibility and Accommodations Manual](#) as plans are made for students with accommodations.
- Please contact jennifer.baird@la.gov with questions.

Important: English III EOC School System Administration Materials

- 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 are manuals that include specific directions.
- 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.

LEAP Connect

- The LEAP Connect testing window is February 3-March 13. All students who are eligible to take alternate assessment should now be identified with documentation in SER.

ACT and WorkKeys

- January 31: Deadline to complete site readiness, including mock administration, ProctorCache installation, and setup for ACT online testing.
- January 31: Deadline to submit students in PANext for barcode labels.
 - Verify enrollment and submit the enroll or unenroll student file if needed.
 - Review students' identifying information and correct if needed.
- Recordings of the ACT Test Administration Q&As [1](#) and [2](#) can be accessed using the links provided.

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 ideal school coordinator will be available 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 9 and age13 students have completed the PSI and E-filing processes
 - **January 31 (Extended):** Schools with age 17 students

Assessment Administration Support and Training Office Hours

The next **Assessment and Accountability Office Hours** will be on **February 4 at 1:00 p.m.** Webinar details are listed below.

- **Webinar Date and Time:** February 4 at 1:00 p.m.
- **Webinar Link:** <https://ldoe.zoom.us/j/202189164>
- **Webinar Phone Number:** 646-876-9923
- **Meeting ID#:** 202 189 164

High School Pathways

New: Quest for Success Training in the Southwest Region

Please share with career and technical education (CTE) supervisors and administrators.

Quest for Success is a high school-level career exploration course designed to prepare all Louisiana graduates for career and life success. Individuals who are seeking to teach the course for the first time should attend one of the upcoming two-day training events in [Lake Charles](#) on **February 10-11** or **February 12-13**. The training will occur from 8:00 a.m. to 4:00 p.m each day and lunch will be provided. The deadline for registration is **February 3 at 4:00 p.m.**

The training will take place at the Calcasieu Parish School Board, Curriculum and Instruction Building, 600 S. Shattuck St., Lake Charles, LA 70601.

Please contact bridgette.culpepper@cpsb.org with questions.

New: Board of Regents Dual Enrollment Policy Update

Please share with supervisors, administrators, and counselors.

The Louisiana Board of Regents recently approved new [minimum requirements](#) for dual enrollment coursework. The policy became effective on January 1.

An informational webinar will be held to provide additional information about the policy changes. There are two opportunities to attend. Information needed to join each webinar is listed below.

- **Webinar Date and Time:** February 4 at 10:00 a.m.
- **Webinar Link:** <https://ldoe.zoom.us/j/855540480>
- **Webinar Phone Number:** 646-876-9923
- **Meeting ID#:** 855 540 480

- **Webinar Date and Time:** February 4 at 4:00 p.m.
- **Webinar Link:** <https://ldoe.zoom.us/j/950936271>
- **Webinar Phone Number:** 646- 876-9923
- **Meeting ID#:** 950 936 271

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

New: Jump Start Summers 2020

Please share with CTE supervisors.

Jump Start Summers programs are available to launch summer training sessions for students to:

- earn Carnegie credit,
- earn statewide basic or advanced credentials,
- participate in work-based learning, and
- earn a stipend for participation.

The [2020 Jump Start Summers application](#) is now available. The priority deadline to apply is **February 28**. An informational webinar will be held to provide additional information and answer questions. There are two opportunities to attend. Information needed to join each webinar is listed below.

- **Webinar Date and Time:** January 31 at 1:00 p.m.
- **Webinar Link:** <https://ldoe.zoom.us/j/564751166>
- **Webinar Phone Number:** 646-876-9923
- **Meeting ID#:** 564 751 166

- **Webinar Date and Time:** February 3 at 9:00 a.m.
- **Webinar Link:** <https://ldoe.zoom.us/j/462174797>
- **Webinar Phone Number:** 646-876-9923
- **Meeting ID#:** 462 174 797

Previous years' programs were approved for a 3-year cycle. The Jump Start Summers team will be in contact with an alternate application.

Please contact jumpstart@la.gov with questions.

New: Jump Start Construction Scholars Program

Please share with counselors.

The [Jump Start Construction Connect Scholars Program](#) is now accepting applications for a \$1,000 scholarship. The scholarship is

The [Jump Start Construction Scholars Program](#) is now accepting applications for a \$1,000 scholarship. The scholarship is geared toward students who have earned the Jump Start Diploma, earned a National Center for Construction Education and Research credential, and enrolled in an LCTCS campus on a construction pathway or in an Associated Builders and Contractors training program.

This is the state's first and only scholarship dedicated exclusively to Jump Start graduates. This effort is a collaboration of the Louisiana Construction Education Foundation, Louisiana Community and Technical College System, and the Department.

Please contact jumpstart@la.gov with questions.

Reminder: 2019-2020 Graduate Diploma to Include New BESE President's Signature **Please share with principals, counselors, and data coordinators.**

Please use the [Diploma Order form](#) to submit an order for the 2019-2020 graduates. All diploma requests must be submitted through the [Diploma Order form](#) by **March 6**. Diplomas ordered will include the signature of the new BESE President. Diplomas ordered from previous years are no longer valid.

Please contact jumpstart@la.gov for more information.

Educator Preparation

Reminder: Updating 2012-2018 Evaluation Uploads for the Compass Information System (CIS)

The Department will offer a **one-time** opportunity to submit backlogged evaluation scores from 2012-2018 to the Compass team. Submissions will be accepted January 6-31 following these guidelines:

- All submitted scores must be received via password protecting the [2012-2018 Evaluation Score Report Spreadsheet](#) available under training materials in the [Compass Library](#) at compass@la.gov no later than **January 31**.
- CIS can only accept scores from the years **2012-2018**.
- Updating scores for prior years in CIS requires CIS to shut down the current 2019-2020 school year. **The 2019-2020 CIS system will be shut down for the month of February** to allow the Department to upload the submitted scores.
- For the upload to work, all certified personnel need to be at the site for the year being reported. If they are not listed, please add them to the spreadsheet and notate they should be added.

A [video](#) explaining the upload procedures can be found in the [Compass Library](#). Office hours will be held **January 21-31** from **9:00 a.m.-10:00 a.m.** To schedule a time, contact compass@la.gov.

Please contact compass@la.gov with questions.

Reminder: Nominations for 2020-2021 Principal Fellowship Cohort (NISL Cohort 6)

Nominations are now being accepted for 2020-2021 Principal Fellowship Cohort (NISL Cohort 6) through April 1. Please submit nominations through the [Principal Fellowship Nomination Form](#). Further information about the Louisiana Principal Fellowship can be found on the [Louisiana Principal Fellowship](#) webpage.

Please contact jennie.moctezuma@la.gov with questions.

Federal Programs

Reminder: Homeless Subgroup Population Performance Data Available

Last week, the Department provided school system and state level data for each LEA's homeless subgroup population on the datamgmt FTP site. Generally, this data is beneficial for any LEA that would like to review a comprehensive data analysis of their homeless subgroup population. More specifically, this data can be used to help competing LEAs complete the [Needs Assessment Guide](#) for the 2020-2023 Homeless Competitive Grant, which is due **January 31**.

Please note: This information only includes the performance data which are numbers 1, 2, and 3 in the guide. All other LEA specific information should be gathered at the LEA level.

For those LEAs that will be submitting the Request for Applications (RFA), please review data with your application committee and select high priority areas to design your McKinney Vento program. All data managers should access the word document entitled: *LEA Code_LEA Name_2019 Homeless Subgroup Data* on the datamgmt FTP site and share with their homeless liaisons.

Please contact antiqua.hunter@la.gov with questions.

Special Education

New: Special Education Leader Monthly Webinar

The Department will hold its monthly webinar for school system directors, supervisors, and coordinators of special education on February 6 at 2:00 p.m. Topics will include upcoming deadlines, updates, guidance, and training opportunities. Pre-registration is not required.

- **Webinar Date and Time:** February 6 at 2:00 p.m.
- **Webinar Link:** <https://ldoe.zoom.us/j/836904974>
- **Webinar Phone Number:** 646-876-9923 (for dial-in only)
- **Meeting ID#:** 836 904 974

Please contact specialeducation@la.gov with questions.

Data

New: Spring Data Collections and Reporting Deadlines

Several spring data collections are open with reporting deadlines in mid-February.

- The Feb 1 MFP collection is open for reporting student enrollment, free/reduced lunch status, homeless data, attendance, and discipline in the Student Information System (SIS) and special education data in the Special Education and Reporting System (SER). This data is important for MFP funding and economically disadvantaged calculations/funding. The SIS reporting deadline is **February 14**. The SER reporting deadline is **February 28**.
- The Teacher Student Data Link System (TSDL) spring collection is open for reporting class schedules for first time spring LEAP 2025 testers to the TSDL. This data is important for ensuring test sessions are correct in eDirect. The reporting deadline is **February 14**.
- The Student Transcript System (STS) is open for the collection of mid-year transcripts for all students in grades T9-12 for the February BOR extract. Public schools should certify senior mid-year graduates. This data is important for determining admission to post-secondary schools and for accountability. The reporting deadline is **February 14**.

Please refer to the [2019-2020 Benchmark Calendar](#) for other important information regarding data submissions.

Please contact systemsupport@la.gov with questions.

New: Monthly Data Coordinator Webinar

Please share with data managers.

The Department will hold its monthly webinar for data coordinators and data managers on **February 6** at 1:00 p.m. Topics will include a review of open collections, submission deadlines, and EdLink Data Warehouse updates. Webinar details are listed below.

- **Webinar Date and Time:** February 6 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.

Finance

Reminder: FY2019-2020 Second Quarter Financial Report

Please forward to Business Managers and Financial Officials of Type 2 and Type 5 Charter Schools.

The Second Quarter Financial Report for FY2019-20 is due **January 31, 2020**. The [quarterly report form](#), along with the [Statement of Affirmation](#), are included for your reference and should be submitted to CharterFinanceHelpdesk@la.gov.

- The MFP Resolution provides for a mid-year adjustment equal to the total per pupil amount times the number of students gained or lost from the February 1, 2019, student count to the October 1, 2019, student count.
- School Boards must revise their budget, as necessary, to maintain a balanced budget and accurately reflect the revenues

and expenditures based on the October 1, 2019, student count as reported in SIS. The Second Quarter Financial Report shall contain year to date actual data from July 1, 2019 through December 31, 2019 along with budgeted data for FY2019-20 (July 1, 2019 through June 30, 2020.) If your organization operates more than one charter school, you must submit the financial reports for each individual school.

If you have any questions or require further information, contact [Karen McCary](#) or call 225-342-3776.

Reminder: Business Manager Accounting Survey

Please share with financial officials of Type 2 and Type 5 charter schools.

The LDOE is in the planning phase of creating a new Annual Financial Report (AFR) system to be implemented in the future and would like to begin gathering information from business and financial officials on the current accounting systems and processes in place at the LEA level. The purpose of this survey is to focus on gathering information on the technical capabilities of LEA accounting systems. Please complete the [accounting systems survey](#) for your LEA by **this Friday, January 31st**.

If you have any questions or require further information, contact Reynaldo.Valldejuli@la.gov or call 225-342-3590.

Reminder: January 2020 MFP Payments

Please share with school system business managers.

The January 2020 MFP Payments have been adjusted to include the reconciliation of the FY2019-2020 Pay Raises based on the Profile of Educational Personnel (PEP) data as of October 1, 2019.

The adjusted January 2020 MFP Payments can be found in the [MFP Library](#) on the Department's website.

Please contact ldoemfhelpdesk@la.gov with questions.

LDOE Contacts

[John White](#)
State Superintendent of Education
(toll-free) 877.453.2721
Twitter [@LouisianaSupe](#)

LDOE Links

[LDOE Website](#)
[Contact Us](#)

STAY CONNECTED

