

CHARTER SCHOOLS



February 5, 2020

Superintendent's Message

Dear Colleagues,

In this first week of February, I'm reminded that Super App submissions are due this Friday. This deadline marks the conclusion of much intensive planning over the last several months, and it marks a transition to a process of giving feedback and, ultimately, approving applications. As with last year, the Department will make federal funding allocation proposals to BESE in April, earlier than ever before, so that LEAs can begin the implementation of priorities for 2020-2021.

I'm also reminded that this week is National School Counseling Week. As evidence of the critical role counselors play, note [an article from yesterday's Advocate](#) discussing the sea of change that Jump Start has created in Louisiana's high schools. Students are now, the article notes, offered dozens of career path options that provide them connections to education and employment options upon graduating. While fewer than two percent of students used to pursue such paths, today a full quarter of graduates earned a Jump Start industry-based credential in order to complete high school.

These changes are happening at a massive scale, across hundreds of schools and tens of thousands of students. Comprehending and explaining new opportunities and requirements to students, families, community members, and educators is the critical linkage between aspiration and objective. In many cases, it is professional school counselors forming that linkage.

Of course, postsecondary counseling is just one purpose counselors serve in our schools. They provide support with mental health needs, they facilitate transitions in and out of school, and they are a source of advice to adolescents as they make the difficult transition to young adulthood. But let us not forget that so many of the policies and initiatives we tout - [financial aid](#) is another that comes to mind - simply never would come to fruition were it not for the selfless professionalism of Louisiana's school counselors.

In this week in which we honor them, please remember not just their compassion and generosity, but also their skill and sophistication. They are critical public servants in this critical public service of education.

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

John

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Action Items for Charter Schools

Date	Action	Owner(s)
2/7/20	Complete SuperApp submissions in eGMS	School leaders and grants managers
2/7/20	Register for Quest for Success training	CTE educators
2/7/20	Submit designs for Teacher Leader Summit T-Shirt Contest	Teacher leaders
2/14/20	Email nominations for Testing Irregularity Review Committee representatives.	CEOs, school leaders and DTCs
2/14/20	Complete the Family Support Survey	Schools leaders and SPED coordinators
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
2/25/20	Complete 2019-2020 High Cost Services Grant Round 2 applications	Schools leaders and SPED coordinators
2/28/20	Report SER data	Data managers
3/3/20	Submit applications for alternative education school authorization	CEOs
3/6/20	Order diplomas for 2019-20 graduates	School leaders, counselors and data managers
3/13/20	Submit applications for Jump Start Construction Scholars Program	School leaders
4/1/20	Submit nominations for the through the Principal Fellowship Cohort	School leaders and CEOs

LEA Support

New: Super App Due Friday

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

All school systems should verify their information this week in eGMS and submit their [Super App by Friday](#). Once all information has been entered in the Super App, the planning lead verifies accuracy and receives approval from school system leadership. The planning lead ensures submission of the application by the due date. As a reminder, the [Professional Development Planning Template](#) and [Coordinated Funding Request Template](#) must be uploaded in Super App, if applicable.

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

New: National School Counseling Week

Please share with administrators and counselors.

This week is **National School Counseling Week (NSCW)**. Please join the Department in **promoting school counseling programs** throughout the state.

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. NSCW is a time for school systems to highlight the tremendous impact school counselors have on students.

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.

New: Updated School System Planning Calendar

The [2019-2020 School System Support Calendar](#) has been updated to include the following changes that are highlighted in yellow within the calendar.

- ECE Collaboration Meetings
- Webinar for Leadership Team Learning Series for CIR/UIR-A schools

Please note: The Accountability Commission Meeting previously scheduled for February 17 has been canceled.

Please email districtsupport@la.gov with questions.

New: 2020-2021 Alternative Education (AE) School and Program Authorization

Please share with administrators and alternative education site leaders.

The Department has released the 2020-2021 authorization [application](#) for alternative education schools and programs. The application should be completed by all school systems that are seeking new alternative schools and programs and/or desire to go through the new authorization process for existing school for the 2020-2021 academic year. School systems not planning to seek authorization using the new process will be required to [confirm existing alternative education sites](#). The deadline to submit the application is March 3.

The Department will host two (duplicate) webinars to review the authorization application and process and answer any questions from school systems.

- Webinar Date and Time: February 12 at 3:00 p.m.
- Webinar Link: <https://ldoe.zoom.us/j/3547510189>
- Webinar Phone Number: 646 876 9923
- Meeting ID#: 354 751 0189

- **Webinar Date and Time:** February 13 at 9:00 a.m.
- **Webinar Link:** <https://ldoe.zoom.us/j/3547510189>
- **Webinar Phone Number:** 646 876 9923
- **Meeting ID#:** 354 751 0189

Please email studentengagementandsuccess@la.gov with questions.

Reminder: 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.

Reminder: 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 ldoeevents@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	Hilton Baton Rouge Capitol Center 201 Lafayette St.	Cajun Dome 444 Cajundome Lafayette, LA	Monroe Civic Center 401 Lea Joyner Memorial Expy

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: 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: Nominations for TIRC District Test Coordinator Representative

The Testing Irregularity Review Committee is responsible for the review of appeals made by schools for test scores that were voided due to testing irregularities. The Department is seeking nominations from superintendents and charter CEOs for a district test coordinator representative to serve on this committee. Please send nominations with a copy of the nominee's resume to assessment@la.gov by February 14.

Please contact assessment@la.gov with questions.

New: For District Testing Coordinators **Updated Growth to Mastery Student-Level Rosters**

- The growth to mastery student-level rosters are being updated to route students to the site code reported for them during the October 1 SIS collection. Updated rosters will be available on the secure FTP on February 7.

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

- Recordings of the ACT Test Administration Q&As [1](#) and [2](#) can be accessed using the links provided.

Assessment Administration Support and Training Office Hours

The next **Assessment and Accountability Monthly Call** will be on **February 11 at 1:00 p.m.** Webinar details are listed below.

- **Webinar Date and Time:** February 11 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

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 2019-2020 graduates. Diploma requests should 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.

Reminder: 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.

Reminder: 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 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.

Educator Preparation

New: 2020 Principal Fellowship Nomination Form

The [nomination form](#) for the 2020 Louisiana Principal Fellowship facilitated by the National Institute of School Leadership (NISL) is now available and will remain open until **April 1**. This 12-month Executive Development Program will begin with an orientation in May and continue through the school year. Participants can include aspiring and current principals and school system leaders. Please complete the linked form to nominate a participant for the 2020-2021 school year.

For more information, please visit the [Louisiana Principal Fellowship](#) page or contact jennie.moctezuma@la.gov with questions.

Special Education

New: Family Support Survey

The Department is conducting a [Family Support Survey](#) to better understand the types of assistance families of students with disabilities need to support the educational experience of their child/children. The information gathered from this survey will inform the Department's understanding of how to best support families across the state.

Please share the survey with families of students with disabilities. Participants will have until February 14 to complete the survey.

Please contact specialeducation@la.gov with questions.

New: Special Education Leader Monthly Webinar

The Department will hold its monthly webinar for school system directors, supervisors, and coordinators of special education **this Thursday, 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

Reminder: 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.

Reminder: Monthly Data Coordinator Webinar

Please share with data managers.

The Department will hold its monthly webinar for data coordinators and data managers **this Thursday, 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

New: Instructional Material for Ag Courses

Please share with business managers

The Department has completed the [allocation](#) for instructional materials for agriculture related courses. School systems should look for payments to be received the week of February 10.

Please contact schoolfinancehelpdesk@la.gov with questions.

Grants Management

New: 2019-2020 High Cost Service Round 2 Application

The 2019-2020 High Cost Services Grant Round 2 was released January 31. The application will close on **February 25**.

High Cost Service Round 2 applications should only contain new students. Students that received an allocation in Round 1 cannot be included in the Round 2 application process.

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

LDOE Contacts

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LDOE Links

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