

# CHARTER SCHOOLS



April 18, 2018

## Superintendent's Message

Dear Colleagues,

Several years ago, several districts in Northeast Louisiana launched the Delta Work Ready pilot, providing students a wage to engage in workplace-based learning over the summer. The pilot was a success. Dozens of students in the state's poorest regions had a summer job, earned credits toward graduation, and gained exposure to working life in the 21<sup>st</sup> century.

In response, last year the state launched a [Jump Start Summers pilot](#), and other regions of the state joined in. Industry partners, school systems, and community colleges came together to form partnerships that replicated the principles of the Delta model. More than 200 students benefitted.

Earlier this week, the Department [announced](#) that 46 Jump Start Summers applications are up for approval at this week's BESE meetings. The partnerships will serve more than 2,000 high school students, all of whom will earn credits, credentials, and a summer wage. More than that, they'll be learning every day what it means to be on a path to prosperity.

Among the many compelling pieces of work within [Jump Start](#) and the state's [New Skills for Youth grant](#), I find Jump Start Summers particularly compelling for three reasons. First, it represents a creative solution to a vexing problem. Workplace-based learning is essential, but it's also time- and labor-intensive. It can take away from other activities. The solution to do it over the summer works well. Second, the solution came from educators doing the work every day. This never would have happened without superintendents, CTE directors, and community leaders making it happen. Finally, it's the kind of thing high schools were meant to do. The role of the American high school has always been to serve as a launching point into life, toward the American dream. The path will be different for different students, but the principle of progress is the same. Jump Start Summers serves this mission well by providing all students the opportunity to explore Louisiana's top industries, and I hope it will be expanded dramatically in years ahead.

Thank you to the pioneers who showed the way.

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

John  
Twitter [@LouisianaSupe](#)

## In This Issue:

[Action Items for Charter Schools](#)

[LEA Support](#)

[Family Engagement](#)

[Assessment and Accountability](#)

[High School Pathways](#)

[Educator Preparation](#)

## Special Education

## Data

## Grants Management

## Data

# Action Items for Charter Schools

Date	Action	Owner(s)
4/20/18	Add/Drop students in High Cost Services Round 1 and Round 2 applications	School leaders and SPED coordinators
4/27/18	Complete K-3 literacy assessment survey	District Test Coordinators and K-3 ELA/Reading Supervisors
4/27/18	Submit 2017 IDEA MOE Confirmation (Compliance review)	Federal Programs Coordinator
4/30/18	Submit Third Quarter Financial Report for FY2017-18	Business Managers and Financial Officials of Type 2, Type 3B and Type 5 Charter Schools
5/1/18	Register for Jump Start Summer Institute	CTE Supervisors, school leaders, and CTE instructors.
5/18/18	Complete teacher roster verification	Data coordinators
5/31/18	Submit 2019 ESSA MOE Verification and 2019 IDEA MOE Verification (Eligibility Review)	Federal Programs Coordinator
6/1/18	Register for <a href="#">JAG seminar</a>	District supervisors, school administrators and JAG-LA Specialists.

# LEA Support

## New: Statistical Reasoning Training

**Please share with principals and high school math teachers.**

In the coming months, teachers will have two opportunities to attend training on the high school math course, Statistical Reasoning. Training will be offered through:

- a summer institute which will consist of a three week deep dive into the content and course materials. This is recommended for first-time implementers. Scholarships to cover training fees are available. For this training, applications and detailed training information can be obtained by contacting [dnferr@lsu.edu](mailto:dnferr@lsu.edu); and
- a less intensive, two day institute that will be available at the Teacher Leader Summit.

Schools planning to offer this course must send teachers who will be implementing the course to one of these trainings. Please contact [louisianastandards@la.gov](mailto:louisianastandards@la.gov) with questions.

# Family Engagement

## Reminder: Parent Guides to the ELPT and LEAP Connect Student Reports

The Department recently released parent guides for the new English Language Proficiency Test (ELPT) and LEAP Connect student reports. These guides provides families with information on:

- student achievement level by content or domain;
- a comparison of the student's progress to others; and
- information to help parents understand how to use these results to guide discussions with their child's teacher.

**Schools should send the parent guides home to parents along with the student reports in May.**

Translated versions of these guides, and all other assessment resources, can be found in the [Family Support Toolbox](#).

## Assessment and Accountability

### **New: Action Items and Important Information for District Testing Coordinators**

#### General

- All changes to district test coordinators (DTCs) or accountability contacts must be submitted to the Department using the [DTC and Accountability Contact Update](#) form found in the Assessment Library.

#### LEAP 360

- LEAP 360 Interim assessment District Item Response Files, School Test Session Summary Reports, and Test Session Summary Reports were posted for all forms on March 23. The remaining scheduled postings will be April 23, May 7, May 21, June 4, and June 18.

#### LEAP 2025

- The grades 3-8 CBT TAM has been updated in eDIRECT to include minor edits for the Science directions on pages 39-40. These two pages have also been posted as a separate document.
- Test setup for grades 3-8 and high school are now open. Test coordinators can schedule test sessions, assign students to sessions, and verify accommodations. STCs can use the [eDIRECT User Guide](#) for step-by-step directions.
- Now - May 4: LEAP 2025 grades 3-8 computer-based testing window
- April 23 - May 18: LEAP 2025 high school computer-based testing window
- April 30 - May 4: LEAP 2025 grades 3-4 paper-based testing window
- DTCs should ensure schools are running the readiness check before testing each day. Schools should open INSIGHT, select the purple check mark in the bottom left corner, and type 7745. If the screen does not show all green check marks, the technology coordinator should be notified.
- DTCs needing the unsent response flags cleared can now contact the Department assessment hotline to have those flags removed. Please check and ensure all responses are cleared from the TSM prior to calling the Department.

#### ACT and WorkKeys

- April 16-20 - School systems receive ACT test materials for makeup testing
- April 18 - Deadline to order ACT accommodations materials for makeup testing by calling ACT Accommodations, 800-553-6244 ext.1788
- April 23 - Deadline to conduct sessions for examinees to complete the non-test information on the answer documents for paper testing
- April 24 - Deadline to add students and update student information in PearsonAccessnext for ACT makeup testing
- April 24 - ACT Makeup test date
- April 24-30 - Administer the ACT on paper with accommodations and/or supports during the makeup window for students who are testing due to an administrative error only
- April 26 - Pre-scheduled FedEx pickup for ACT test materials from the standard timemakeup test date (May 4 - deadline for ACT to receive materials. Late arriving materials will not be scored)
- May 2 - Pre-scheduled FedEx pickup for ACT test materials from the accommodations makeup test date. (May 10 - deadline for ACT to receive materials. Late arriving materials will not be scored)

### **Reminder: 2018-2019 Kindergarten Entry and K-3 Literacy Assessments**

**Please share with District Test Coordinators and K-3 ELA/Reading Supervisors.**

The [2018-2019 Guidance on the Kindergarten Entry Assessment and K-3 Literacy Screening Assessment](#) is now available. In order to provide better support and training to teachers, the Department is asking school systems to communicate their assessment choices by completing this short [survey](#) by April 27.

Please email [jill.slack@la.gov](mailto:jill.slack@la.gov) with questions.

## High School Pathways

### **New: FAFSA Completion Support**

**Please share with school leaders, professional school counselors, and staff responsible for student FAFSA submission.**

It is a requirement that every graduating senior complete the [FAFSA, TOPS application](#), have a parental [waiver](#), or hardship [waiver](#) on file. Students not having met this requirement will not be considered graduates.

### FAFSA Support from State Agencies:

To request a representative to assist students and parents with completing FAFSA at your financial aid planning events, please:

- email the Department at [ldefinancialaid@la.gov](mailto:ldefinancialaid@la.gov) to have a representative attend a FAFSA event;
- email [breanna.paul@la.gov](mailto:breanna.paul@la.gov) at the Louisiana Office of Student Financial Assistance (LOSFA) to have representatives attend a FAFSA event; or
- complete the Louisiana Education Loan Authority (LELA) [FAFSA Completion Event Request Form](#) to have a representative attend a live FAFSA event or do a virtual event via Nepris.

### FAFSA Support from Local Community Colleges and Universities:

The financial aid departments at your local colleges and universities will also assist with financial aid planning events. Contact your nearest post-secondary institution for more information.

For more information, please contact [ldefinancialaid@la.gov](mailto:ldefinancialaid@la.gov).

## **New: SCA Course Choice 2018-2019 Registration**

**Please share with professional school counselors and high school coordinators.**

**Registration for Course Choice 2018-2019 will open on July 9.** The 2018-2019 catalog of Course Choice Providers and course offerings are available for viewing via the [Course Choice Provider Directory](#). Schools will register students directly with the course provider, colleges, and/or universities. Please refer to the [Course Choice Registration Instructions](#) for details on this process. Once students are registered, schools should document enrollments in the [Course Choice Reporting System](#).

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.

For more information, please contact [sca@la.gov](mailto:sca@la.gov).

## **New: Jump Start Virtual Workplace Experience Webinar**

The new Virtual Workplace Experience II (VWE II) course will be available for the 2018-2019 school year. VWE II enables students to explore career opportunities in Louisiana's high-demand industry sectors - no matter where they live - while generating thousands of dollars in Career Development Funds for their school systems and schools. VWE II uses virtual mentor interactions via Nepris and project-based learning exercises to help students master key workplace behaviors and communication skills.

A [brief description of VWE II](#) and the [index of course instruction resources](#) are available in the All Things Jump Start Portal. A VWE II webinar will be held on **April 24 at 4:00 p.m.**

To join the webinar:

- go to <https://louisianaschools.adobeconnect.com/vwei2018/>.

For more information, please contact [jumpstart@la.gov](mailto:jumpstart@la.gov).

## **Reminder: Scholarship for JAG Completers**

The Department has executed and posted a [data sharing agreement](#) with Louisiana Community and Technical College System (LCTCS) on the Department's website for the purposes of providing scholarships to students completing Jobs for American Graduates program. School systems should download the addendum from the site, sign, scan, and email the signed copy to [ldedata@la.gov](mailto:ldedata@la.gov) in order to ensure that they will be able to share student information with LCTCS.

Please email [ldedata@la.gov](mailto:ldedata@la.gov) with questions.

# Educator Preparation

## **New: Teach Live: Teacher Certification Portal**

In response to feedback from school system leaders, the Department is excited to announce the launch of a new educator certification portal that is designed to improve customer service and that will enable digital submission of certification requests.

certification portal that is designed to improve customer service and that will enable digital submission of certification requests.

The portal will allow for:

- direct, interactive communication between the Department, personnel directors and their teams, and educators;
- electronic submission of fillable PDF certification applications; and
- online payment of fees for certification applications.

**The portal is currently being piloted in select school systems and will go live later this month.**

Please contact [certification@la.gov](mailto:certification@la.gov) with questions.

### **Reminder: Department Names the 2019 Teacher and Principal of the Year Semi-Finalists**

The Department is proud to announce the [2019 Teacher and Principal of the Year semi-finalists](#). From their commitment to their students to their breadth of teaching knowledge and skill, these educators exemplify Louisiana's education profession.

Finalists will be announced live at the opening of the Teacher Leader Summit on May 30 at the Morial Convention Center in New Orleans. All Teacher and Principal of the Year finalists and semi-finalists will be honored at the 12th Annual Cecil. J. Picard Educator Excellence Awards Gala, co-sponsored by [Dream Teachers](#), on July 27 at the Crowne Plaza Executive Center in Baton Rouge, Louisiana.

Congratulations to these outstanding educators!

Please contact [excellenteducators@la.gov](mailto:excellenteducators@la.gov) with questions.

## Special Education

### **Reminder: High Cost Services Round 2 Allocations**

Allocations for Round 2 of the High Cost Services grant will be visible in eGMS this week. School systems that have been approved through the application process must now create budgets by creating an amendment in High Cost Services Rnd. 2 in eGMS. Amendment 1 must be created for all students for whom an allocation was received. The Department will review budget amendments for eligibility and allowability as they are submitted by school systems.

For support, please contact [ldoe.grantshelpdesk@la.gov](mailto:ldoe.grantshelpdesk@la.gov).

### **Reminder: High Cost Services Add/Drop**

The deadline for school systems to add or drop students in High Cost Services Round 1 and Round 2 applications is April 20.

For support with this process, please contact [terri.byrd@la.gov](mailto:terri.byrd@la.gov).

### **Reminder: Weekly Support Calls for Special Education Planning**

**Please share with Special Education Directors, Federal Programs and IDEA managers, and Curriculum & Instruction supervisors.**

The Department will host a series of weekly calls designed to support school systems in completing the [strategy-based planning template](#) that was introduced at the March Supervisors Collaboratives and is intended to be a helpful tool for planning special education programs for the 2018-2019 school year. All calls will be on Wednesdays from 2:00-3:00 p.m. The schedule for the series is below:

- April 18: Specialized supports and related services (Strategy 3)
- April 25: Coordinate effective transitions (Strategy 4)
- May 2: Program administration and support
- May 9: Coordinated Early Intervening Services (CEIS)

To join the April 25 call:

- go to <https://louisianaschools.adobeconnect.com/strategy4/>; and
- dial 1-855-240-2575 and enter the Pin Code: 30160130

Please contact [specialeducation@la.gov](mailto:specialeducation@la.gov) with any questions

## Data

### **Reminder: 2018-2019 System Enhancements Review**

**Please share with data coordinators and data managers.**

At the March collaborations, the Department provided data managers with [proposed changes to data systems for next school year](#); these changes included updates to the Department systems, DRC assessment file layouts/workflow, and eScholar.

### **Reminder: Third Year Assessment Cohort Rosters**

**Please share with accountability staff.**

Federal law and BESE policy require that all high school students participate at least one time in both an English Language Arts and math assessment. In Louisiana, students are required to take the English II and Algebra I LEAP 2025 high school assessments by their third year of high school regardless of course enrollment or diploma pathway. Students who participated in LAA 1 do not need to take the English II and/or Algebra I assessment.

The Department has posted a file named LEA Code\_LEA Name\_EOC\_Third Year Assessment Cohort to the FTP, along with a Third Year Assessment Cohort FAQ that includes all students who are required to test or have an accountability code applied to their testing record. Please see the FAQ provided with the file for specific details on how to add students to test sessions. There are a limited number of students who are not required to participate based on one of the reasons listed below.

1. Accountability Codes 1-44, 97: Student is no longer enrolled in school.
2. Accountability Code 80: Student has a doctor's letter excusing the student from testing
3. Accountability Code 94: Student took a LAA 1 ELA and math assessment.
4. Accountability Code 96: Student earned an English II credit and/or Algebra I credit from an out of state or nonpublic school as evidenced by the official transcript.
5. Students who take the English III and/or Geometry tests in spring do not need to take the English II and/or Algebra I tests unless they are also enrolled in the courses.

Please contact [assessment@la.gov](mailto:assessment@la.gov) with questions.

## Grants Management

### **New: eGMS Application Releases**

The following applications have been released and are available to school systems in eGMS. Please notify other staff as appropriate.

- 2018/2019 Central Data
- 2018/2019 ESSA Maintenance of Effort (MOE) Verification
- 2018/2019 IDEA MOE Verification

For assistance, please contact [ldoe.grantshelpdesk@la.gov](mailto:ldoe.grantshelpdesk@la.gov). For further information about MOE Verification, see MOE Fiscal Requirements below.

## Finance

### **New: Maintenance of Effort (MOE) Fiscal Requirements**

**Please share with school system business managers and financial officials.**

Meeting yearly Maintenance of Effort (MOE) requirements are part of the business process to confirm compliance and determine eligibility of federal grant funds for ESSA (formerly NCLB) and IDEA grants. The US Department of Education requires an annual review that determines if each LEA: 1) has not decreased spending of general fund dollars, and 2) is budgeting expenditures to meet the MOE standards. There are three MOE measurements submitted in the eGMS system.

Now Available:

1. 2019 ESSA MOE Verification - Deadline for submission is May 31
2. 2019 IDEA MOE Verification (Eligibility Review) - Deadline for submission is May 31

Previously Available:

3. 2017 IDEA MOE Confirmation (Compliance review) - Deadline for submission is April 27

A [Quick Reference Guide](#) on submitting all three MOE applications is available as a reference.

If you have questions regarding the MOE review process, please contact [chakera.bell2@la.gov](mailto:chakera.bell2@la.gov). For technical inquiries or support, please contact [jason.berard@la.gov](mailto:jason.berard@la.gov).

## **Reminder: FY2017-18 Third Quarter Financial Report**

**Please forward to Business Managers and Financial Officials of Type 2, Type 3B and Type 5 Charter Schools**

The Third Quarter Financial Report for FY2017-18 is due April 30, 2018. The [quarterly report form](#) along with the [Statement of Affirmation](#), is linked for your reference and should be submitted via email to [Karen.McCarvy@la.gov](mailto:Karen.McCarvy@la.gov).

The Third Quarter Financial Report shall contain year-to-date actual data from July 1, 2017 through March 31, 2018 along with budgeted data for FY2017-2018 (July 1, 2017 through June 30, 2018). 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 McCarvy via phone at 225-342-3776, or via email at [Karen.McCarvy@la.gov](mailto:Karen.McCarvy@la.gov)

### LDOE Contacts

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

### LDOE Links

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

STAY CONNECTED

