

# CHARTER SCHOOLS



April 25, 2018

## Superintendent's Message

Dear Colleagues,

This week the Department will make two important announcements related to strengthening our state's educator workforce.

In response to feedback from personnel directors and teachers, this Thursday the Department will launch [Teach LA Live](#), a new online educator certification portal designed to improve customer service and bring teacher certification into the digital age. The portal will allow for easy communication among state and local staff, electronic submission of certification applications, and online payment of fees. This is a needed step forward. Many thanks go to those who participated in developing and piloting the system.

Also this week, the state [announced](#) that more than 700 teachers have been selected as [Content Leaders](#), leading implementation of curriculum within their schools. At the end of the training, participants will take a multi-part assessment to gauge their mastery of the skills needed to serve as a Content Leader. All those who qualify will earn a professional distinction as a Content Leader from the state, a path that exists alongside the [Mentor Leader](#) training track, another opportunity for teachers looking to broaden their impact while remaining in the classroom. Content leader training, which will include nine in-person sessions, will begin this summer and will continue through the 2018-2019 school year.

These are both common sense initiatives given life by innovators within Louisiana schools. Thanks to all who have helped make them happen.

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

John  
Twitter [@LouisianaSupe](#)

## In This Issue:

[Action Items for Charter Schools](#)

[LEA Support](#)

[Assessment and Accountability](#)

[High School Pathways](#)

[Educator Preparation](#)

[Special Education](#)

[Data](#)

[Grants Management](#)

[Finance](#)

# Action Items for Charter Schools

Date	Action	Owner(s)
4/27/18	Add/Drop Students in High Cost Services Round 1 and submit Round 2 applications	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
5/18/18	<a href="#">Register</a> for Teacher Leader Summit (registration date subject to change)	School leaders and teacher leaders
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
5/18/18	Complete Heroin and Opioid Prevention Education <a href="#">Survey</a>	Wellness/health teachers, coordinators, or supervisors
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: Registration for 2018 Teacher Leader Summit Now Open**

Please share with principals and Teacher Leaders.

The [2018 Teacher Leader Summit](#) will take place **Wednesday, May 30 through Friday, June 1 at the Morial Convention Center in New Orleans**. This event will bring together 6,500 educators and content experts from across the state to share their knowledge, and learn new skills to ensure meaningful growth for every child, every day in 2018-2019.

**Registration for the Summit is now open in [WisdomWhere](#) and is based on a first come, first served basis, with a small subset of sessions requiring pre-registration. Registration will close in mid-May.**

In Louisiana, we believe that all students, even those that struggle the most, should have access to the best education. At this year's Teacher Leader Summit, **educators will have the opportunity to choose from over [300 sessions](#) led by content experts, and should plan to attend all three days**. Approximately 70 percent of sessions will focus on topics relevant to classroom teachers, therefore school systems are encouraged to ensure approximately 70 percent of their attendees are current classroom teachers.

**This year's event will also include "Ed Talks," a series of nationally recognized speakers and accompanying session tracks** that will provide schools and schools systems with innovative strategies to best support struggling students and schools. Details will be provided in early May via the newsletters.

Contact your Teacher Leader coordinator for information about attending this year's Summit, or contact [louisianateacherleaders@la.gov](mailto:louisianateacherleaders@la.gov) with additional questions about the event.

### **Reminder: 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.

## 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 April 23. The remaining scheduled postings will be May 7, May 21, June 4, and June 18.
- EAGLE has been updated with additional math items. See below for the number of new math items that have been added this month:
  - Kindergarten: 30
  - Grade 1: 49
  - Grade 2: 50
  - Grade 3: 10
  - Grade 4: 20
  - Grade 7: 31
  - Geometry: 8

Additional items will continue to be added to EAGLE in the coming months.

#### 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 is 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
- **Now - 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

- **Now - April 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)

#### Assessment Administration Support and Training

The Assessment and Accountability Office Hours will be held on May 1 at 1:00 p.m.

To join the webinar:

- go to <https://louisianaschools.adobeconnect.com/assessment-accountability/> and enter the meeting room as a guest and provide your name; or
- dial 1-646-307-1380 and enter participant PIN # 89147656.

### New: Assessment Development Educator Review Committees

Assessment Development Educator Review Committees convene from May through September. Throughout this process, selected educators review potential assessment items or provide recommendations for scoring tasks for LEAP 2025 tests.

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The vendor will provide lodging, breakfast, lunch, and stipend, and reimburse for mileage and substitutes.

**Deadlines to complete many of the interest surveys have been extended.** Interest survey links, information about the different committees, and contact info for the assessment coordinators can be found in [Assessment Development Educator Review Committees](#) overview in the [Assessment Guidance](#) library.

The Assessment Development Team is in **most need of special education (low cognitive; learning disorder), English learner, and visually impaired, hard of hearing, or deaf teachers** to speak for our most vulnerable populations of students.

## High School Pathways

### **New: Financial Aid Planning Regional Events**

**Please share with professional school counselors and/or staff responsible for the implementation of financial aid planning policy in schools.**

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.**

There are regional events scheduled throughout the state for seniors who still need to submit the FAFSA to meet graduation requirements. Additional individual school events are scheduled and can be viewed at the [Regional Financial Aid Calendar](#).

#### **April 25**

- Jonesville FAFSA Event, Block High 4:00 p.m.- 6:00 p.m.

#### **April 26**

- Concordia Parish FAFSA Event, Concordia Parish Media Center 9:00 a.m. - 12:00 p.m.
- Avoyelles Parish FAFSA Event, LASAS 4:00 p.m. - 6:00 p.m.

#### **April 30**

- Terrebonne Parish FAFSA Event, Ellender High 4:30 p.m. - 7:00 p.m.

#### **May 1**

- Calcasieu Parish FAFSA Event, Westlake High 4:30 p.m. - 7:00 p.m.

#### **May 2**

- Iberia Parish FAFSA Event, Westgate High 4:30 p.m. - 7:00 p.m.

#### **May 3**

- Lafayette Parish FAFSA Event, Carencro High 4:30 p.m. - 7:00 p.m.

If assistance with a FAFSA event is needed, the Department can make an onsite visit. Please email [ldefinancialaid@la.gov](mailto:ldefinancialaid@la.gov) to set up a date/time or for additional information.

### **Reminder: 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.

## Educator Preparation

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

In response to feedback from school system leaders, **the Department is excited to announce the upcoming launch of Teach Live, a new educator 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.

**Teach Live will open this Thursday, April 26.**

For guidance on navigating the portal, please refer to the following user guides, which are posted in the [Educators Preparation Library](#).

- [Teach LA Live! User Guide for Educators](#)
- [Teach LA Live! User Guide for Preparation Providers](#)
- [Teach LA Live! User Guide for School System Personnel \(HR\)](#)

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

## Special Education

### **New: Join the Special Education Leader Monthly Webinar**

The Department will hold its **monthly webinar for school system directors, supervisors, and coordinators of special education on May 3 at 2:00 p.m.** Topics will include upcoming deadlines, updates, guidance, and training opportunities. Pre-registration is not required.

To join the webinar:

- go to <https://louisianaschools.adobeconnect.com/specialedmay18/> and enter the meeting room as a guest and provide your name; or
- dial: 1-855-240-2575 and enter participant PIN #: 30160130.

For more information, please email [specialeducation@la.gov](mailto:specialeducation@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 has been extended to April 27.

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

## Data

### **New: Monthly Data Coordinator Webinar**

## **New: Monthly Data Coordinator Webinar**

**Please forward to data coordinators.**

The Department will hold its monthly webinar for data coordinators and data managers of SPC, SIS, SER, PEP and STS on **May 3 at 1:00 p.m.** Topics will include upcoming deadlines, updates, enhancements, and best practices. No pre-registration is required.

To join the webinar:

- go to <https://louisianaschools.adobeconnect.com/dcw/>; and
- enter the meeting room as a guest and provide your name and select the "listen only mode."

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

## **Grants Management**

### **Reminder: 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: Career Development Funds (CDF)**

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

In FY2017-2018 CDF pays for 8<sup>th</sup> graders enrolled in Jobs for America's Graduates (JAG) courses. For school systems and schools that reported these courses, a [supplemental CDF](#) payment is being provided.

Please refer to this [spreadsheet](#) that shows the initial amount allocated to school systems and schools for their respective JAG courses and provides the amount of CDF funds that are allocated to JAG.

If you have questions regarding the CDF payments, please contact [ldoemfphelpdesk@la.gov](mailto:ldoemfphelpdesk@la.gov).

### **Reminder: 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).

## Safe and Healthy Schools

### **New: Heroin and Opioid Prevention Education Survey**

The Department is interested in learning about existing substance abuse and prevention programming in Louisiana school systems and schools and would appreciate input from the professional(s) with the most knowledge in substance abuse prevention within each school system. **Please have these individuals answer a brief [survey](#) no later than May 18; this may include wellness/health teachers, coordinators, or supervisors.**

Additionally, if an employee in your school system is interested in working with the Department to provide opioid-specific resources to schools across the state, please contact [michael.comeaux@la.gov](mailto:michael.comeaux@la.gov).

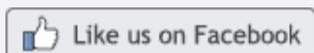
### LDOE Contacts

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