Superintendent's Message

Dear Colleagues,

Next week, I'll see many of you at the annual Teacher Leader Summit. I'm looking forward to the summit, greatly, as always. For details related to the event itself, view the Summit Overview. If you are attending, please download the app as soon as possible to review the program and register for sessions.

In the next two weeks, you will receive guidance from the Department related to funding increases passed during the recent legislative session. While the funding enhancements were the subject of much public discussion, the distribution and use of funds can be a technical matter. We will provide you with some procedural details that should make issues clear as you consider policies within school systems.

Finally, BESE will meet over the next two days in Baton Rouge. Among the more notable items on the agenda are the recommended approvals of a number of school systems who have sought approval as providers of alternative education services under the new requirements. As you know, these requirements aspire for all providers of alternative education to serve as a comprehensive system of support, combining strong academics, pathways to life after high school, and social and emotional support structures for participating students. Congratulations to the innovative providers first approved under this new system: Calcasieu, City of Monroe, East Baton Rouge, JCFA East, JCFA West, Office of Juvenile Justice, Orleans, and Red River.

In the meantime, my best to all of you for a great summer.

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

John

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### Action Items for Charter Schools

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### LEA Support

**New: 2020 Census Support**

The 2020 Census is fast approaching and the U.S. Census Bureau is **enlisting the help of schools and educators to make sure that every child is counted**. This nationwide count happens every 10 years. When the children are not counted, important decisions are affected, such as how much money to spend on services and programs that help children, including:

- special education
- teacher training
- Technology
- school lunch assistance
- Head Start
- after-school programs

Responses from the census provide the basis for distributing more than **$675 billion in federal funds** annually to communities across the country to support these vital programs and more.

Schools and educators can help get the word out about the importance of participating in the Census by sharing free resources from Statistics in Schools (SIS) to teach students about the value and everyday use of statistics. SIS is a U.S. Census Bureau program that uses census statistics to create classroom materials for grades pre-K through 12. Teachers and subject matter experts nationwide helped develop each SIS activity to make sure it is valuable and engaging. The SIS program includes more than **200 activities and resources that enhance learning** in a variety of subjects, available on the [Census Bureau website](https://www.census.gov/education-training/). 

**New: Complete the Type 2, 4, and 5 End-of-Year Charter Survey**

Earlier today, the Office of School Improvement emailed its annual End-of-Year Survey for Type 2, 4, and 5 charter schools. This email was sent to CEOs of charter networks and principals of single-site charter schools. The 2018-19 End-of-Year Survey is designed to help the Office of School Improvement better understand successes and identify the areas of improvement in our work with charter schools. The feedback gathered from this survey will help the Office of School Improvement ensure our tools and structures adequately support the work of teachers and schools. Please complete this survey by **July 3, 2019**.

Contact [charters@la.gov](mailto:charters@la.gov) for more information.

**Reminder: Summit Reminders**

Please forward to all Summit participants.

The Teacher Leader Summit is one week away! Here are a few reminders before the big event:

1. Use the Summit app to reserve seats in sessions and build your schedule. Details are available in the [app overview](#).
2. All tickets are non-transferrable. View the [event overview](#) for details on how to request a refund.
3. Plan your travel logistics. View the event overview for details on event parking and lodging.
4. T-shirt and tote bag orders must be placed by this Friday, June 14 to be received before the Summit. A limited number of t-shirts will also be available for purchase at the Summit, but these sell out quickly, so participants are encouraged to order online.

Email ldoeevents@la.gov with questions.

Reminder: 2019-2020 Pupil Progression Plan
Please share with superintendents and Pupil Progression Plan Coordinators.

Pupil Progression Plans are the policies and guidelines local school systems use to determine whether students will be promoted to the next grade, retained in the current grade, or advanced to higher grades. The plans also outline the criteria for high school graduation.

For 2019-2020, school systems will have the following options as it relates to the Pupil Progression Plan (PPP):

- Retain the locally approved Pupil Progression Plan for the 2019-2020 school year
- Submit a locally approved addendum outlining Pupil Progression Plan updates for the 2019-2020 school year no later than July 1
- Submit a new locally approved Pupil Progression Plan for the 2019-2020 school year no later than July 1

By July 1, school systems should either submit the selection form indicating they will retain the previously approved Pupil Progression Plan, submit an addendum, or submit a new plan. All submissions should be sent to ppp@la.gov.

Please contact ppp@la.gov for more information.

Assessment and Accountability

New: For District Testing Coordinators

General:

- The 2018-2019 Assessment Month-by-Month Checklist is located in the Assessment Library.
- All changes to secure shipping addresses, DTCs, or Accountability Contacts must be submitted to the Department using the DTC and Accountability Contact Update form found in the Assessment Library.
- The updated Central Office Testing Site Manager is now available for download in eDIRECT under the Downloads tab. Central Office will replace the TSM for the 2019-2020 school year and must be installed prior to August. TSM 9.2 will no longer work on June 30.

LEAP 2025

- June 17-21: Summer high school window

LEAP 360

- June 28: Deadline for school systems to submit the LEAP 360 Memorandum of Understanding (MOU) to assessment@la.gov.

ELPS

- Beginning August 1, ELPS will be Louisiana’s required standardized entrance screener. All guidance and trainings are available in the Assessment Library.
- ELPS will be unavailable from July 13-31.

Assessment Administration Support and Training Office Hours

The next Assessment and Accountability call will be July 16 at 1:00 p.m. There are not any Office Hours in June or July. Regularly scheduled Office Hours will resume in August.

- Webinar Link: https://ldoe.zoom.us/
- Webinar Phone Number: 669-900-6833
- Meeting ID#: 393463942

For more information, visit the Assessment Library.凡は、assessment@la.govに依頼してください。
**Educator Preparation**

**Reminder: Teacher Certification Renewal Process**

For many teaching certificates, it is time to renew. Most certificates are renewable for calendar years. However, the following certificates are issued for a school session:

- Practitioner Licenses (1, 2, and 3)
- Extended Endorsement Licenses
- Temporary Employment Permits
- Resident Teacher Certificates
- Out-of-Field Authority to Teach

These certificates are **not renewed** until **July 1** of each calendar year. For this reason, the Certification team will not begin processing issuance or renewal of these certificates until **July 1**.

Please note that any renewal applications for these certificate types submitted prior to July will be held until the July 1 date. Due to processing time, some certificates may show as lapsed or expired until they are processed by the Certification team. Once processed, they will show a retroactive start date of July 1 and no lapse of certification.

Practitioner License (PL) Renewals:

- The **program provider** applies for PL renewal only if the teacher is enrolled in the Practitioner Teacher Program (PTP) on a PL1.
- The **employer** applies for the PL renewal when the teacher candidate is enrolled in the Certification-Only Program (PL2) or the Master's Alternative Program (PL3).

As mentioned previously, these certificates are renewed after **July 1** each school year.

Please email certification@la.gov with certification questions, or submit a question in our online portal at TeachLALive!

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**Federal Programs**

**New: End-of-Year Data Collections**

Please share with data managers.

As previously announced, the **submission deadline for the School Calendar System (SPC) and Student Information System (SIS) End-of-Year collection is this Friday, June 21**. The end-of-year collection is the last opportunity for school systems to submit final school calendars and student data. Several iterations of Validation Reports have been dropped on the Data Management FTP site for data managers to download and review their data submissions.

As previously announced during the May and June Data Coordinator webinars, the Department initiated a final DirectMatch run for matching student enrollment against the May SNAP file for closing out the 2018-2019 school year. Public/charters should resolve any near matches, download their match results, and report this data to the Student Information System (SIS) by this **Friday, June 21**. No additional DirectMatch runs are required for the 2018-2019 school year.

Please email systemsupport@la.gov with questions.

**New: 2019-2020 Sponsor Site System (SPS)**

Please share with data managers.

Sponsor Site requests for the 2019-2020 school year are still being accepted. This includes closure of existing schools/sites, changes to existing schools/sites, and the addition of new schools/sites. Submit requests via the **Sponsor Site Information Form** by June 30 (for school closures) and July 15 (for new schools and changes to existing schools).

Please email systemsupport@la.gov with questions.

**New: Complete the Department Data Systems Customer Satisfaction Survey**

Please share with data managers.

A Department Data Systems Customer Satisfaction Survey is available for school system data managers involved in the
A Department Data Systems Customer Satisfaction Survey is available for school system data managers involved in the submission of data to the data systems (SIS, STS, PEP, SER, SPS, Unique ID Assignment, and eScholar Customer Support). Personnel who contact the Department or eScholar staff for preparing, submitting, or correcting data are encouraged to **complete this brief survey by June 28.**

Please contact systemsupport@la.gov with questions.

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**Finance**

**Reminder: Maintenance of Effort (MOE) Fiscal Requirements**  
Please share with 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 and IDEA grants. The United States Department of Education (USDOE) 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.

The Department's goal is to **complete all three MOE requirements before June 30 so that grant applications will not be affected by the MOE status.**

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**Grants Management**

**New: U.S. Department of Education Requests for Proposal (RFP): School Climate Transformation Grant Program Opportunity**

The U.S. Department of Education (USDOE) has released a [Request for Proposal](#) (RFP) for the School Climate Transformation Grant Program. The purpose of the RFP is to provide competitive grants to school systems to develop, enhance, or expand systems of support and technical assistance to schools implementing a multi-tiered system of support for improving school climate. The RFP prioritizes implementing a multi-tiered system of support (MTSS), which is the strategy and framework being developed by school systems identified as Urgent Intervention Required for Discipline (UIR-D). The grant program is an opportunity for school systems to bolster UIR-D plans for behavioral supports and services.

Interested school systems should apply directly to the USDOE. The grant funds are multi-year and can be renewed for five years. The funding range is $100,000 - $750,000 per year.

Proposals are due by July 22.

For more information on the grant, please email LEA_SCTG19@ed.gov.

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**Program Monitoring**

**Reminder: Consolidated Monitoring Schedule for 2018-2019 (4th Quarter)**

The Department conducts annual monitoring of school systems to ensure compliance with federal and state requirements. To assist school systems in thoughtful planning and preparation for a scheduled monitoring event, the Department is releasing the [consolidated monitoring schedule for the 2018-2019 school year](#). This schedule is tentative and the agency reserves the right to make adjustments as necessary.

The assigned program monitoring team leader will send a more detailed monitoring notification reminder, along with any necessary planning documents or instructions, directly to superintendents and federal program directors of each school system appearing on the monitoring schedule. The [fourth quarter monitoring schedule](#) is also available.

Please contact tasha.anthony@la.gov with questions about the monitoring schedule or program monitoring related to the Every Student Succeeds Act (ESSA), and chauncey.mcelwee@la.gov with questions related to the Individuals with Disabilities Education Act (IDEA).

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**Safe and Healthy Schools**

**Reminder: Deadline for 2019-2020 Child Nutrition Program Community Eligibility Provision Election**
Reminder: 2019-2020 Child Nutrition Program Community Eligibility Provision Election
Please share this information with child nutrition program supervisors.

Per program regulations, school systems that intend to elect Community Eligibility Provision (CEP) for the 2019-2020 school year must notify the Department, via the Child Nutrition Program website, by June 30. However, since June 30 falls on a Sunday, the election deadline is June 28.

Please email childnutritionprograms@la.gov for more information.

**Reminder: 2019 National School Lunch Program (NSLP) Equipment Assistance Grants**
Please share with child nutrition program supervisors.

USDA has awarded Louisiana $602,468, provided by the Consolidated Appropriations Act, 2019 (Public Law 116-6), to be distributed to School Food Authorities (SFAs) participating in the NSLP to purchase equipment to serve healthier meals, improve food safety, and expand access to school meals. Priority will be given to schools where 50 percent or more of the enrolled students are eligible for free or reduced price meals and have not received equipment grant funding in 2009, 2010, 2014, 2015, 2016, 2017, or 2018.

Grant related information is available. Online applications will be accessible this fall at the Child Nutrition Programs website.

Please note: A School Food Service Memo will be forthcoming to inform SFAs of dates for the open application period.

Please contact helen.folks@la.gov with questions.