

CHARTER SCHOOLS



June 24, 2020

Superintendent's Message

Dear Colleagues,

On Tuesday, I previewed our school reopening guidance with over 800 Louisiana school leaders. I was pleased to be joined by Dr. Frank Welch from the Louisiana Department of Health (LDH). We worked closely with LDH throughout this process, and I know it benefited our school leaders to hear directly from him.

These resources will be shared publicly soon. They will be [easily accessible on our website](#). In addition to the reopening guidelines, we will update our [Strong Start page](#) with additional resources and a dynamic frequently asked questions document. We will continually update this FAQ, as I know you all have questions about reopening.

Even with these guidelines and resources, there are many unknowns. This is uncharted territory for us in public education. I understand your concerns. Just a few weeks ago, I was a school system superintendent leading through the pandemic. Regardless of what things look like in August, we have to find a way to safely provide an education to our children.

It will take innovation and urgency like never before, but I know we can get there together.

Dr. Cade Brumley
State Superintendent of Education

In This Issue:

[Action Items for Charter Schools](#)

[LEA Support](#)

[Academics](#)

[Assessment and Accountability](#)

[High School Pathways](#)

[Special Education](#)

[Data](#)

[Finance](#)

[Federal Grants](#)

Action Items for Charter Schools

Date	Action	Owner(s)
6/26/20	Submit final school calendars in SPC and student data in SIS	Data managers
6/26/20	Submit summer testing schedules to assessment@la.gov	District testing coordinators
6/26/20	Upload updated professional development plan in eGMS	School leaders and federal program directors of CIR schools
6/26/20	Submit Updated LEAP360 MOU	District testing coordinators
6/28/20	Submit school closure requests	CEOs
7/1/20	Complete Charter School End-of-Year Survey	Type 2, 4, and 5 charter school CEOs and school leaders

7/15/20	Submit school change requests	CEOs
7/31/20	Complete and submit the FY 2019-2020 Career Development Fund (CDF) End of Year Report	Finance directors

LEA Support

New: 2020-2021 School Reopening Guidance

In concert with the Resilient Louisiana Commission, the Louisiana Department of Health and the Louisiana Department of Education will soon release guidance for opening school facilities to students in the 2020-2021 school year. School system leaders are invited to join a webinar on **June 30**. The webinar will provide an overview of the guidance and an opportunity for school systems to hear directly from health experts. All school systems should have a representative join the call. Webinar details are included below.

- **Webinar Date and Time:** June 30 at 1:30 p.m.
- **Webinar Link:** <https://ldoe.zoom.us/j/95306836682>
- **Webinar Phone Number:** 312-626-6799
- **Meeting ID#:** 95306836682
- **Password:** 0V9zz=

Please contact LDOECOV19support@la.gov with questions.

New: Town Hall Series for Schools

Please share with school system leaders, administrators, school nurses and teachers.

COVID-19 guidance experts from Children's Hospital New Orleans (CHNOLA), in partnership with the Department, will host an upcoming virtual town hall series. During this virtual series, guidance experts will:

- provide updates on the current state of COVID-19 pandemic across Louisiana, specifically in regard to children under ages 18;
- speak to frequently asked questions that will be collected in-between town halls through the [Children's Hospital New Orleans' website](#) in the [Return to School FAQ Entry Form](#);
- provide education/guidance training on targeted topics relevant to schools; and
- facilitate open Q&A.

Virtual series dates and topics are listed below.

Date and Time	Topics Addressed (additional to general overview & FAQ)
July 7 at 1 p.m.	Janitorial Tips
July 21 at 1 p.m.	Sports
August 4 at 1 p.m.	Teacher & Nurse Guidance Training
August 18 at 1 p.m.	TBD based on feedback gathered in late July

July virtual town hall series information is included below. August town hall series information will be communicated in the coming weeks.

- **Webinar Date and Time:** July 7 at 1 p.m.
- **Webinar Link:** <https://zoom.us/j/97487863417>
- **Webinar Phone Number:** 929-205-6099
- **Password:** 77202

- **Webinar Date and Time:** July 21 at 1 p.m.
- **Webinar Link:** <https://zoom.us/j/95199319090>
- **Webinar Phone Number:** 929-205-6099
- **Password:** 7212020

Please contact school-wellness@LCMChealth.org with questions.

New: Complete the Charter School End-of-Year Survey

Last week, CEOs of charter networks and school leaders of single site Type 2, 4, and 5 charters received the annual Charter School End-of-Year survey via email. The 2019-20 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 Louisiana Department of Education ensure our tools and structures adequately support the work of teachers and schools. Please complete this survey by July 1, 2020.

Please contact charters@la.gov if you are a Type 2, 4, or 5 charter school principal who did not receive the link in your inbox.

New: 2020-2021 School System Planning Calendar

The [2020-2021 School System Support Calendar](#) is now available and will be updated monthly. It details training sessions, virtual support, tools and resources and communication streams designed to support educators.

Please contact ldoecommunications@la.gov with questions.

Reminder: Strong Start 2020

School systems will receive funding notification letters via email this week indicating [Strong Start 2020](#) Incentive fund allocations and allowable expenditures. A webinar will be held **this Thursday June 25 at 11 a.m.** on the Strong Start Incentive Funds for district grants team members. Webinar details are listed below.

- **Webinar Link:** <https://ldoe.zoom.us/j/97988514220>
- **Webinar Phone Number:** 646-876-9923
- **Meeting ID#:** 979 8851 4220
- **Password:** 669 420

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

Reminder: Louisiana School Finder Update - Upcoming Release of School Spending Data

By June 30, the [Louisiana School Finder](#) will be updated to include a new section with data on school spending in compliance with the Every Student Succeeds Act (ESSA). Families will now be able to easily access information on a school's per pupil expenditures, including site-level and central office expenditures, as well as how expenditures have changed over time and what types of expenditures occur at a school. Families will also be able to compare how a school's per pupil spending compares to the school system and state. To help support school and school system leadership in the release of this data, the Department has created [an FAQ document](#) with answers to common questions leaders may have. This document will be updated over time.

School systems will have the opportunity to review their data prior to the live release. Files have been placed on each school system's secure FTP with their data. Additionally, business managers have been provided the same data through their EdFin sFTP site. School system leaders should clarify questions about school spending data with school system business managers.

Please contact schoolfinancehelpdesk@la.gov with questions.

Reminder: Leadership Learning Series Update

The [attendance records](#) from School Support Institutes: Building Blocks are now available in the School Improvement Library.

Other available materials from the School Support Institutes Year 2 series include:

- [Academic Strategy-LAP slide deck](#)
- [Academic Strategy-LAP webinar recording](#)
- [Building Blocks slide deck](#)
- [Building Blocks webinar recording](#)
- [Summer Milestones with due dates.](#)
- [Office Hours slide deck](#)
- [SSI FAQs](#)
- [School Support Institutes 2020-2021: A Guide for Superintendents and School System Leaders slide deck](#)
- [2020-2021 K-2 Classroom Support Tool](#)
- [2020-2021 3-12 Classroom Support Tool](#)
- [2020-2021 Common Planning Time Support Tool](#)

Please contact delaina.larocque@la.gov with questions.

Reminder: Details Regarding P-EBT Card Distribution

Louisiana's online application for the [Pandemic Electronic Benefit Transfer \(P-EBT\) program](#) closed on earlier this month. All families who successfully submitted an application, and therefore were approved, should receive their benefits by mail by the end of the month.

Benefits, which are pre-loaded onto a debit card, will arrive in a plain white envelope with a return address from Austin, TX. Instructions on how to activate the card will be included. Families who have trouble activating the card or who have not received a card by June 30th can call the [LAHelpU Customer Service Center](#) for assistance at 1-888-524-3578. The hours for the customer service center are 7:30 a.m. to 6 p.m. Monday through Friday.

Families can also email LAHelpU.DCFS@la.gov to request a replacement for a missing card. If reaching out by e-mail, applicants should use the subject line "Replacement P-EBT card" and include their name as it appears on the P-EBT application, contact information, date of birth, and if available, the last four digits of their Social Security Number. If a replacement is requested, the original card will be deactivated, and the replacement card will take up to 10 business days to arrive by mail.

P-EBT benefits will be available for 365 days, and the cards may be used at [any store that accepts SNAP](#) to buy SNAP-eligible food items.

Reminder: Super App

An upcoming deadline for Super App is listed below.

- **By this Friday, June 26:** School systems with CIR schools must upload their updated professional development plan in eGMS.

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

Reminder: COVID-19 Guidance

Louisiana's school facilities were closed in March 2020 through the remainder of the 2019-2020 school year to curb the spread of COVID-19.

Please reference the Department's [COVID-19 Information and Resources](#) webpage for regularly updated guidance. Review the [K-12 Frequently Asked Questions](#) document that is specific to the concerns of school systems for the most up-to-date information. Child care providers should refer to the [Early Childhood Frequently Asked Questions](#) for specific guidance. For education-specific information, contact the Department at LDOECOVID19Support@la.gov.

Please contact the Louisiana 211 Network with questions about coronavirus, or text the keyword LACOVID to 898-211 for the most current information about the outbreak as it becomes available.

Reminder: Every Child Counts - 2020 Census

By now, every home has received an invitation to participate in the [2020 Census](#).

The 2020 Census count impacts the federal funds that communities receive each year for programs and services that are critical for schools, students, and younger children, such as:

- Special education, Head Start, after-school programs, and classroom technology.
- Food assistance, including free and reduced-price school lunches.
- Maternal and child health programs.
- Planning, preparedness, and recovery efforts for national emergencies, including [COVID-19](#).

Self-responses, which can be completed [online](#), by phone, or by mail until October 31, **ensures federal funding to support Louisiana students.**

The Department encourages school systems to explore the newly available [2020 Census Toolbox](#) to find activities specially designed to be engaging and appropriate for each grade level, from counting for kindergarteners to examining career statistics for high schoolers.

Please contact ldoecommunications@la.gov with questions.

Academics

New: Strong Start 2020 Instructional Material and PD Vendor Guide Updates

Please share with Chief Academic Officers, curriculum coordinators, professional development coordinators, and purchasing directors.

The Strong Start 2020 plan includes [Instructional Materials Guidance](#) and [Professional Development Guidance](#), and the Department continues to work with publishers and vendors to update each guide as they build and refine their supports.

This week, the following entries have been added:

Instructional Materials Guidance	Professional Development Guidance
Children's Literacy Initiative, Blueprint for Early Learning	EL Education, EL Education Language Arts
	inquiryHub, Biology
	McGraw Hill, Illustrative Mathematics

This week, the following entries have been significantly updated:

Instructional Materials Guidance	Professional Development Guidance
EL Education, EL Education Language Arts	

Please contact classroomsupporttoolbox@la.gov with questions.

New: Strong Start Math Planning Resources

To support school systems, schools and teachers in strategically diagnosing and addressing unfinished learning in math due to school closures and communicating student readiness for on grade-level learning with parents, the Department has released the following resources:

- [Using LEAP 360 Diagnostic Assessments](#): Guidance on administering and interpreting results of the LEAP 360 Diagnostic assessment
- [LEAP 360 Diagnostic Mapping](#): Unit-by-unit mapping of LEAP 360 Diagnostic items for all of Tier 1 Math Curricula posted under LEAP 360 Diagnostic Mapping on the [K-12 Math Planning page](#)

Please contact assessment@la.gov with questions.

New: Intensive Algebra I School Guidance

To support school systems in strategic planning for the 2020-2021 school year, the Department has released [Intensive Algebra I Guidance for Schools](#), a research-based course designed to support students who persistently struggle in math with passing Algebra I

in their first year of high school.

The document linked above includes information on all of the following:

- Course Overview
- Enrolling Students
- Scheduling Recommendations
- Selecting a Curriculum

Please contact STEM@la.gov with questions.

New: Science Distance Learning Support - OpenSciEd and Inquiry Hub

To support school systems, schools and teachers in ensuring continuous learning in science in the event of school closures, the Department will release guidance for implementing high-quality, open-source science curricula in a remote learning setting. Distance learning plans for OpenSciEd Grade 6-8 and Inquiry Hub (Biology) will be available on the following schedule:

Resource	Release Date
Sample Unit (OpenSciEd Grade 7 Weather)	July 1
Recorded Webinar: Overview of Distance Learning Units	July 15
Beginning of Year OpenSciEd Lessons for Grades 6, 7, 8 Inquiry Hub Biology Unit 1	August 1
Full OpenSciEd Unit for Grades 6, 7, 8 Inquiry Hub Biology Unit 1	August 15

The guidance documents will contain the following:

- Links to OpenSciEd remote learning resources
- Unit guidance
- Detailed lesson-by-lesson guidance, including activities and slides for virtual classes
- Printable lesson documents to send home with students as needed

Please contact STEM@la.gov with questions.

New: Science Professional Development

Inquiry Hub Biology

Registration for Inquiry Hub [virtual professional learning](#) sessions is now open. Biology educators should [register](#) to attend the trainings.

Date	Course	Location
July 13-17	Inquiry Hub Biology 101	Virtual
August 3-7	Inquiry Hub Biology 101	Virtual

Please contact inquiryhub@colorado.edu with questions.

Great Minds, PhD Science K-5

Registration for Great Minds virtual professional development on PhD Science, a Tier 1 curriculum for grades 3-5 is now open. Elementary school educators should [register](#) to attend the trainings.

Course and Grade Level	Dates
Launch PhD Science K-2	<ul style="list-style-type: none">• July 7, 14, 16• August 4
Launch PhD Science 3-5	<ul style="list-style-type: none">• July 14• August 4
Focus on Instructional Techniques 3-5	<ul style="list-style-type: none">• July 7 and 16• August 4

Please contact phdscience@greatminds.org with questions.

Reminder: For District Testing Coordinators and Accountability Contacts

LEAP 360

- School systems that plan to administer any or all of the assessments in the LEAP 360 suite in 2020-2021 must submit an [updated MOU](#) by **this Friday, June 26** to assessment@la.gov. A copy of the MOU has been posted to the [Assessment Library](#).

Pre-K to Third Grade Assessments

- The [2020-2021 GOLD Guidance](#) has been released for Early Childhood, OSEP, and KEA.
- The [2020-2021 Pre-K to Third Grade Assessment Guidance](#) has been released. The two approved Kindergarten Entry Assessment (KEA) options are DRDP-K and TS GOLD KEA. The four approved K-3 Literacy Screener options are Acadience Reading formerly DIBELS Next, DIBELS 8th Edition, STEEP, and STEP.

High School Summer Test Administration

- The high school summer test administration schedule has changed to July 13-24.
- Testing manuals have been posted in DRC INSIGHT.
- Test setup for high school summer testing is now open.
- Summer testing schedules should be submitted to assessment@la.gov by **this Friday, June 26**.
- There is no remote access option.

New: ACT

- All school systems that tested students in June 2020 and/or who plan to test students during the October 2020 makeup for 2019-2020 juniors must sign the ACT MOU Addendum that is posted in the [Assessment Library](#).
- ACT is postponing the option for students to take a single subject test that was planned for September. A new implementation date has not been released.
- ACT announced new flexibilities for summer testing and new test-at-home options that will become available in the fall and winter. Information about at-home testing with remote proctoring will be shared as it becomes available.
- ACT State Administration
 - October 6 and October 20 paper-based administration only for students who were juniors in 2019-2020 and were unable to test in March or June. The Department will cover the cost for one administration per student.

Waivers for Testing

- To date, the only students who have a waiver from the assessment graduation requirements are graduating seniors who were enrolled at the time of school closing and were in the February 1 enrollment report.
- The current waiver does not apply to students who were not enrolled in school or students who are not yet eligible to graduate.

Assessment Administration Support and Training Office Hours

The next Assessment and Accountability Monthly Call will be on July 7 at 4:15 p.m. Webinar details are listed below.

- **Webinar Date and Time:** July 7 at 4:15 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: Jump Start Career Development Fund 2019-2020 End of Year Report

Please share with CTE supervisors/coordinators and school system leaders.

School systems, charter schools and special schools should complete the [FY 2019-2020 Career Development Fund \(CDF\) End of Year Report](#) and submit it to jumpstart@la.gov by **July 31**. School systems can reference the total [FY2019-2020 Final Career Development Allocation](#) in order to complete the report.

Please contact jumpstart@la.gov with questions.

New: Super Summer Institute Digital Training Opportunities

Please share with CTE supervisors/coordinators, school system leaders and counselors.

The dynamic [2020 Jump Start Super Summer Institute Digital Training Opportunities](#) guide has been updated to include additional Quest for Success, Emergency Medical Responder Initial, CPR Instructor and NCCER training opportunities. This training opportunities document will continue to be updated as additional training options are confirmed.

Registration costs for training sessions are paid directly to the provider. Carl Perkins and Career Development Funds are eligible funding sources for registration.

Please contact jumpstart@la.gov with questions.

Reminder: Carl Perkins Data Collection for Core Indicator Reporting

Please share with school system secondary supervisors and career and technical education supervisors/coordinators, data managers, school leadership and professional school counselors.

Beginning with the data collection cycle for 2019-2020, the Department will no longer be utilizing the Career and Technical Education (C.A.T.E.) Data System for collecting or reporting data required for federal CTE and Perkins reports. For 2019-2020 reporting, the Department will generate and provide Perkins Core Indicator reports to school systems and the United States Department of Education Office of Career and Technical Adult Education. Each school system should access the [C.A.T.E. portal](#) to download any needed information or reports. The system will remain open through June 30.

Please contact jumpstart@la.gov with questions.

Reminder: FAFSA Assistance Available

Please share with school counselors and administrators.

Assistance is available for any student still needing to complete the FAFSA to assist with attending a postsecondary institution. Help is accessible via phone or by setting up a Zoom session.

Please contact ldefinancialaid@la.gov with questions.

Reminder: Advanced Placement Exam Updates

Please share with Advanced Placement coordinators, high school counselors, and principals.

AP Exam final invoices will be generated through [AP Registration and Ordering](#). Schools will be emailed when the invoice is available. The postmark deadline for payment is June 26.

To ensure accurate score reporting for Spring 2020 AP Exams, confirm students have the **correct school code** listed on the student roster in [AP Registration and Ordering](#) and help them correct any mistakes. For more information, view a short video on [Student Rosters](#).

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

Reminder: 2020-2021 Course Choice/SCA Catalog

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

Registration for Course Choice 2020-2021 will open on July 1. The preliminary [2020-2021 Preliminary Course Choice Catalog](#) is now available. 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.

Please contact sca@la.gov with questions.

Special Education

New: Partnerships for Success RFA

The Department is accepting [applications](#) from organizations interested in partnering with school systems to support the unique needs of students with disabilities. The application is open to:

- organizations that can provide high-quality professional development in targeted areas of specialized support; and
- organizations that provide direct services to students defined in their individual education plans.

The deadline to submit this application is **July 2**.

Please contact specialeducation@la.gov with questions.

New: July Special Education Leader Monthly Webinar Canceled

The Special Education Leader Webinar scheduled for July 9 has been canceled. The monthly webinar for school system directors, supervisors and coordinators of special education will resume on **August 13 at 2 p.m.** Webinar and call-in information will be provided two weeks in advance.

Please contact specialeducation@la.gov with questions.

Reminder: Final 2018-2019 LEA Determinations

Please share with Special Education Directors.

Each year, the Department is required to assess the performance of school systems on the provision of special education and related services. These are called LEA Determinations. The 2018-2019 LEA Determinations are now available on the FTP site with the name: LEA Code_LEA Name_2018-2019 Final LEA Determination.

Please contact specialeducation@la.gov with questions.

Data

Reminder: 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 26**. 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 2019-2020 school year. Public/charters should resolve any near matches, download their match results, and report this data to the Student Information System (SIS) by **June 26**. No additional DirectMatch runs are required for the 2019-2020 school year.

Please contact systemsupport@la.gov with questions.

Reminder: 2020-2021 Sponsor Site System (SPS)

Please share with data managers.

Sponsor Site requests for the 2020-2021 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 [2020-2021 Sponsor Site Information Forms](#) by **June 28** (for school closures) and **July 15** (for new schools and changes to existing schools).

Please contact systemsupport@la.gov with questions.

Finance

New: 2020-2021 MFP Formula

Please share with business managers.

The MFP formula adopted by BESE in March 2020 was not considered or adopted by the Legislature in the Regular Session. In a year in which no new formula is adopted, the MFP formula reverts to the prior year. In this case, the FY 2020-21 formula will be identical to the calculation used in FY 2019-20. A [preliminary FY 2020-21 detailed formula calculation](#) has been provided for reference. The version may be utilized for projection purposes in development of school system budgets. The Department will release the actual new FY 2020-21 MFP formula allocation on **June 30** and the documents will be located in the [MFP Library](#).

Please contact LDOEMFPhelpdeck@la.gov with questions.

Federal Grants

New: Education Excellence Funds Application

The system is currently open and school systems may begin submitting the 6/30 PERs. If the school system or agency received a payment from the 2019-2020 Education Excellence Fund (EEF) this year, please be advised of the following important dates:

- **June 30:** Deadline for EEF recipients to obligate EEF funds
- **July 15:** Deadline for EEF recipients to submit their final 6/30 PERs

Please note: final PERs are used to calculate EEF allocations for the following year, so EEF recipients that do not submit a final PER by July 15 may experience delays in accessing EEF funds for 2020-2021.

When completing the PER, notice on the first tab (labeled Expenditure Obligation Summary) there is a box at the bottom with a checkbox for Final Expenditure. Check that. Otherwise, the PER will not be reported as final and it will have to be corrected and resubmitted.

For assistance in preparing the final 6/30 PER for EEF, see the Training section on the eGMS login page. Access the available resource, [Tips & Reminders: Preparing the Periodic Expense Report \(PER\)](#).

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

Reminder: 2020 Applications for Business Managers and Federal Programs Directors

Please share with business managers and Federal Program Directors.

Due to the transition occurring with the state's accounting system that will take place on June 30, the following applications will require budgeting and resubmission for FY 20-21:

- 2020 Strong Start
- 2020 Family Childcare Pilot
- 2020 Get Ready Cohort
- 2020 Infant Class Support
- 2019/2020 Ready Start Network
- 2019/2020 Charter School Applications (Startup, Planning, Imp. 1 and 2)
- 2019 Chart School Dissemination
- 21st CCLC
- High Cost Services Round 1 & 2
- LA Mental Health
- 2020 PBCS TIF

- SIG Round 7

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

LDOE Contacts

(toll-free) 877.453.2721
Twitter @LouisianaSupe

LDOE Links

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

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