

# CHARTER SCHOOLS



June 27, 2018

## Superintendent's Message

Dear Colleagues,

As you have likely heard and read, legislators reached an agreement this weekend, arriving at a compromise on sales taxation and planned expenditures for the 2018-2019 fiscal year. The compromise preserves critical education investments, including TOPS and pre-kindergarten, both of which had been slated for reductions in the school year to come. I join with the many other Louisianans concerned with the prosperity of our state in expressing my gratitude to lawmakers, who have worked tirelessly over the last several years to arrive at this moment.

The debate is not over, however. The budget ship may be sailing forward again, but decisions linger on the horizon. There remain important discussions to be had not just about our fiscal security but also about the wisdom of our investments. Our educator workforce must remain competitive with the workforce in other, more lucrative fields. Child care and pre-kindergarten must remain viable and affordable options for working families with young children. The need for school facilities rich in technology and impregnable to outside threat has never been more evident.

In the year to come, I hope our statewide discussion of financial affairs can shift from a short-term dialogue about the availability of funds to a long-term dialogue about the wisdom of how our funds are spent. Superintendents and other education leaders will be critical players in that conversation.

We are moving forward again, thanks to our executive and legislative leaders. If we take up the mantle in the year to come, we have an opportunity to achieve not just stability, but progress.

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

John  
Twitter [@LouisianaSupe](https://twitter.com/LouisianaSupe)

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## Action Items for Charter Schools

Date	Action	Owner(s)
6/29/18	Submit ACT Data Sharing Agreement <a href="#">addendum</a>	Accountability contacts
6/30/18	Submit budget for High Cost Services Round 1 or Round 2 in eGMS.	Grant coordinators and SPED Coordinators
6/30/18	Submit <a href="#">2018-2019 Pupil Progression Election Form</a>	CEOs
6/30/18	Obligate Education Excellence Funds (EEF) funds	Grants coordinators
7/15/18	Complete <a href="#">2017-2018 CDF EOY Report template</a>	School leaders
7/15/18	Submit final 6/30 Periodic Expense Reports (PERs) for EEF	Grants coordinators

## LEA Support

### **New: Statistical Reasoning Approved as a Core Math Credit**

In their recent joint meeting, BESE and the Board of Regents approved Statistical Reasoning as a core math credit for students on both a TOPS University Diploma and Jump Start TOPS Tech Diploma. School systems/schools interested in implementing this course can contact [Dr. Guillermo Ferreyra](#) for information regarding teacher training and curriculum materials.

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

### **Reminder: Registration Opens for Biology Teacher Training**

Inquiry Hub contains open sourced resources for biology teachers. They have released several high quality biology units, which are linked in the Department's [Biology Sample Scope and Sequence document](#). The units are anchored in phenomena and aligned to Louisiana Student Standards for Science.

In order to support teachers in the use of these units, the Department is hosting two training opportunities, July 9-12, in Baton Rouge and Alexandria. Seats are now available on a first-come, first-served basis.

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

## Assessment and Accountability

### **New: LEAP 2025 Data Release**

The Department will begin releasing the 2018 LEAP 2025 results to school systems this week. Here is the detailed timeline:

- **By Saturday, June 30:** ELA, math, and social studies student-level results posted in eDIRECT; superintendents and charter leaders notified via email
  - Individual student reports can be distributed to families along with a copy of the [Parent Guide to the LEAP Student Reports](#)
- **July 9:**
  - K8 growth-to-mastery 2018-2019 target rosters in eDIRECT portal (for planning)
  - Embargoed statewide, school-system and school-level 2017-2018 results emailed to superintendents and charter leaders
- **July 10:**
  - Prior to 11:00 a.m.: LEAP 2025 briefing with Superintendent White for superintendents and charter leaders (details will be provided in email on June 30)
  - 11:00 a.m.: LEAP 2025 media briefing on state-level results; statewide, school system and school-level results posted to the website
- **Early August:**

- 2017-2018 Teacher VAM results in Compass Information System
- High school growth-to-mastery 2018-2019 target rosters in [La Data Review System](#) (for planning)
- **Mid-August:** 2017-2018 Accountability Assessment and Progress index results rosters in [La Data Review System](#)

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

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

### **General**

- Data certification for ACT and DCAI will begin in early August. It is very important that all changes to district test coordinators (DTCs) or accountability contacts be submitted to the Department using the [DTC and Accountability Contact Update](#) form found in the Assessment Library.
- On June 28, DRC will release an updated version of its DRC INSIGHT secure browser software. **This is a required update, and it applies to all operating systems** (Windows, MacOS, ChromeOS, and iOS). Districts will need to update to this latest version to complete any LEAP 2025 or LEAP 360 testing after June 28. If LEAs configured devices to auto-update when INSIGHT was installed, the software will automatically download and install this update upon launch. If LEAs did not configure INSIGHT to auto-update, LEAs will need to manually install INSIGHT before completing any testing.
- The Department released [State Placement Test Guidance](#) in the Assessment Library. This test is for school systems to use for students seeking to **transfer to a public school in grades 5 or 9 from any in-state nonpublic school, approved home study program, or out-of-state school.**

### **LEAP 360**

- LEAP 360 closed for the 2017-2018 school year on June 18. Diagnostic and Interim test setup for 2018-2019 will be available on July 16 in [eDIRECT](#).
- [A District's Guide to LEAP 360](#) serves as support tool for school systems to use when implementing the components of LEAP 360 in schools. School systems should use this guide and its resources to develop a plan for LEAP 360 training, administration, and data analysis and to guide instructional and assessment planning in schools.
- Updates have been made to [A Teacher's Guide to LEAP 360](#) to improve LEAP 360 instruction and implementation. The document is posted to the [Assessment Library](#).
- The new [Parent Guide to LEAP 360](#) can be used to facilitate communication between educators and parents is now available. Translated versions in Arabic, Spanish, and Vietnamese are also available.
- School systems that signed a LEAP 360 Memorandum of Understanding (MOU) for the 2017-2018 school year may choose to continue using LEAP 360 through June 30, 2019, under the same terms and conditions. To opt-in and amend your school system's existing agreement, each Superintendent must sign an [amendment](#) to the original agreement and return an electronic copy to [assessment@la.gov](mailto:assessment@la.gov) by **July 7**. School systems wishing to participate in LEAP 360 during the 2018-2019 school year need to ensure they also have a [non-summative data sharing agreement](#) on file with the Department.
- School systems should review the following Summit presentations on LEAP 360.
  - [LEAP 360 Overview](#)
  - [A Teacher's Guide to LEAP 360](#)
  - [A District's Guide to LEAP 360](#)
  - [LEAP 360: ELA Deep Dive](#)
  - [LEAP 360: Math Deep Dive](#)

### **LEAP 2025**

- The summer high school assessment window closed on June 25th. In-window student and class level reports are produced daily and are available under the View Reports tab of DRC eDIRECT All Applications area. The LEAP 2025 iGUIDE is also available in eDIRECT to provide details about the data shared in each report type.
- School systems should review the following summit session materials on LEAP 2025.
  - [Math Assessment Make the Case 3-5](#)
  - [Math Assessment Make the Case 6-8](#)
  - [Math Assessment Make the Case A1-GM](#)
  - [Social Studies Assessment Results Make the Case](#)
  - [Social Studies Assessment Results Make the Case](#)

### **LEAP Connect and LAA 1**

- Interpretive Guides for understanding [LEAP Connect](#) and [LAA1](#) scoring and reporting are posted to the [Assessment Library](#).
- The LEAP Connect Online Tools Training (OTT) is now posted for ELA and math grades 3-8 and 11. The OTT can be accessed through the INSIGHT Portal or through the [LEAP OTT site](#), and the OTT DTAs are posted in [eDIRECT](#) under General Information.
- School Systems should review the Summit presentations [LEAP Connect Grades 3-8 Results](#) and [LEAP Connect High School Overview](#).

### **ELPT and ELPS**

- Beginning August 1, the English Language Proficiency Screener (ELPS) will be available for school system use. The ELPS is a tool to determine if students entering Kindergarten through grade 12 are English learners (ELs) who require

supplementary support services to continue developing language proficiency in English. Students who do not score proficient on the ELPS will be identified as an EL and can receive an [EL Accommodations Plan](#). The [Summit ELPS presentation](#) and [ELPS Guidance](#) document are posted in the Assessment Library.

- School systems should review the Summit presentation [ELPT Results: Next Steps](#).

### **ACT and WorkKeys**

- By this Friday, June 29: Superintendents, finance contacts, and DTCs will receive an email containing the 2017-2018 ACT and WorkKeys invoice.
- Payments are due by July 15 and should be mailed to the following address including 17-18 ACT on the check:

Louisiana Department of Education  
Division of Appropriation Control  
P.O. Box 94064  
Baton Rouge, LA 70804-9064

- Overpayments, if applicable, will be refunded to districts by July 30.
- Please send any new superintendent, finance contact, or DTC contact information, including email address to [assessment@la.gov](mailto:assessment@la.gov) and/or [patricia.gilbert@la.gov](mailto:patricia.gilbert@la.gov).

## **High School Pathways**

### **New: College Board 2018 Fall Counselor Workshops**

**Please share with principals and school counselors.**

To encourage growth and sustainability of AP® programs statewide, the Department is inviting school counselors to participate in the 2018 Fall College Board Counselor Workshops which will include:

- updates on the SAT, the PSAT/NMSQT, and AP Programs;
- a briefing on the ways the College Board delivers opportunity;
- spotlight on critical websites for counselors;
- an in-depth presentation on financial aid;
- counseling tips from seasoned counseling practitioners; and
- practical resources and tools to assist counselors in their daily work.

Upcoming On-Site Counselor Workshops:

- August 31: Lamar University - Beaumont, TX
- September 19: Millsaps College - Jackson, MS
- September 25: University of New Orleans

Registration and start times can be found on the [College Board website](#). For additional information, please contact [highschoolacademics@la.gov](mailto:highschoolacademics@la.gov).

### **New: Act 250 - Transition Courses**

**Please share with administrators and school counselors.**

Act 250 of the 2017 regular legislative session requires, beginning in 2018-2019, that each high school senior not having achieved the established college readiness standards for English and mathematics shall be given the opportunity to take an appropriate transition course.

The Department, in collaboration with public school governing boards and post-secondary management boards, has published a [list](#) of English and math transition courses designed to improve identified student academic weaknesses. In addition to the list of approved transition courses, school systems may identify courses that are designed to improve student academic weaknesses in English or math and are aligned to the Louisiana Student Standards.

An informational webinar will be held to assist school systems with [Act 250 policy implementation](#) for the 2018-2019 school year. No pre-registration is required. Administrators and counselors are encouraged to participate in one of the webinars scheduled for:

- July 11: 11:00 a.m. - 12:00 p.m.

- July 17: 11:00 a.m. - 12:00 p.m.

To join the webinar:

- go to <https://zoom.us/j/6191775107>; and
- enter meeting ID# 619-177-5107.

For additional information please contact [HighSchoolAcademics@la.gov](mailto:HighSchoolAcademics@la.gov).

### **Reminder: Fix the FAFSA Event**

**Please share with professional school counselors and staff responsible for financial aid planning.**

Graduation has passed, but it's not too late for students to fix the FAFSA. The Louisiana Office of Student Financial Assistance (LOSFA) will be holding their Fix the FAFSA event for recent high school graduates and parents who need assistance with correcting errors and completing the FAFSA before the Louisiana July 1 priority deadline. This event is open to anyone who needs assistance with the financial aid application process.

**Where:** Goodwood Library, 7711 Goodwood Boulevard, Baton Rouge, LA, 70806

**When:** June 30 from 10:00 a.m. until 2:00 p.m.

Please email [brittani.williams@la.gov](mailto:brittani.williams@la.gov) for more information about Fix the FAFSA, or see the [LDOE Regional Financial Aid Calendar](#) for other events being held throughout the state.

### **Reminder: 2017-2018 Jump Start Career Development Fund (CDF) End of Year Report**

**Please share with supervisors and administrators.**

School systems, charter schools, and special schools receive a six percent MFP adder (\$238) for each student enrolled in a CDF-qualifying course and must complete a yearly **Jump Start Career Development Fund (CDF) End of Year (EOY) Report**. Please submit the completed [2017-2018 CDF EOY Report template](#) to [jumpstart@la.gov](mailto:jumpstart@la.gov) by July 15.

This CDF adder is in addition to the current six percent MFP adder for any student enrolled in a CTE course. There is a minimum CDF allocation of \$25,000 per school system or \$10,000 per charter/special school.

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

### **Reminder: 2018-2019 Pupil Progression Plan**

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 (or skipped) to higher grades. The Pupil Progression Plans also outline the criteria for high school graduation.

Each school system is required to develop a Pupil Progression Plan for review. Each system may have slightly different procedures related to retention, advancement, promotion, and graduation.

As a result of the delayed release of the 2017-2018 Pupil Progression Plan template and related promotion policy updates, school systems may elect:

- **Option 1:** Retain the locally approved 2017-2018 Pupil Progression Plan through the 2018-2019 school year.
- **Option 2:** Submit an addendum outlining any plan updates for the 2018-2019 school year. Addendums must be submitted no later than **August 31**.

The [2018-2019 Pupil Progression Election Form](#) is available on the Department's website. School systems must submit notification of election to [ppp@la.gov](mailto:ppp@la.gov) no later than June 30.

For more information, please email your request to [ppp@la.gov](mailto:ppp@la.gov).

## **Educator Preparation**

**New: Value-Added Results and Renewal Guidelines for Level 1, Level 2, and Level 3 Certificates**

In order for professional level certificates to be renewed, teachers must successfully meet the standards of effectiveness pursuant to state law and [Bulletin 130](#). This year, the final evaluation ratings for teachers with value-added data will be available in mid-August.

For teachers with value-added data, the Department will process applications for renewal of professional level certificates in mid-August, once the final evaluation ratings are available in the Compass Information System (CIS).

For non value-added teachers, the Department will process applications in the order in which they are received if their effectiveness ratings are verifiable in CIS.

For questions, please contact [certification@la.gov](mailto:certification@la.gov).

## Special Education

### **Reminder: FY2018-2019 IDEA Consolidated Application**

The FY2018-2019 IDEA Consolidated Application will remain the same as last year's application, with a few minor updates. Please note that this is a change from what was previously communicated. Allocations are being finalized and the application will be released as soon as possible.

For more information, please email [ldoe.grantshelpdesk@la.gov](mailto:ldoe.grantshelpdesk@la.gov).

## Finance

### **New: FY 2018-2019 - Requests for Additional MFP Funding Prior to Mid-Year Adjustments**

**Please forward to Charter School business managers.**

Per the MFP Resolution, charter schools are funded based on the prior year's February 1 count. A mid-year adjustment for increases and/or decreases will be provided based on the October 1, 2018 student count. Charter schools may request that the Superintendent of Education make estimated monthly payments based on documented growth prior to the October 1 count. To receive estimated monthly payments for documented growth prior to the October 1 count, please use the following [instructions](#), [examples](#) and [documents](#):

If you have any questions, or need additional information, please contact Karen McCarvy at 225-342-3776, or via email at [Karen.McCarvy@la.gov](mailto:Karen.McCarvy@la.gov)

### **New: June 2018 Budget Letter**

**Please share with business managers and finance managers.**

The [final MFP allocations for FY2017-2018](#) are available on the Department's website. Information on the [June 2018 MFP allocations and payments](#) is also available.

The [FY2018-2019 MFP allocation](#) will be posted on the Department's website on June 29.

For assistance with questions regarding the MFP allocations and these related matters, please email [ldoemfphelpdesk@la.gov](mailto:ldoemfphelpdesk@la.gov).

## Grants Management

### **Reminder: Submit Final Expense Report for Education Excellence Fund**

If your school or school system received a payment from the 2017-2018 [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 Final 6/30 Periodic Expense Reports (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 their EEF funds for 2018-2019.

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

For further information, see [eGMS Payment Quick Reference](#), the [Periodic Expense Report Instructions](#) or contact [tameca.jeanpierre@la.gov](mailto:tameca.jeanpierre@la.gov).

### **Reminder: FY2017-2018 High Cost Services Round 1 and Round 2 Funds Expire on June 30**

School systems that have not submitted their FY2017-2018 High Cost Services Round 1 or Round 2 budget (Amendment 1) should submit them in [eGMS](#) as soon as possible.

The majority of the HCS Round 1 funding is from FY2017-2018 state funds (MFP). All of the HCS Round 2 funding is from FY2017-2018 state funds (MFP). These funds will expire on June 30. Any obligations on these funds must be made by that date.

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

#### LDOE Contacts

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

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