

# CHARTER SCHOOLS



July 24, 2019

## Superintendent's Message

Dear Colleagues,

For the last seven years, Network Teams have served as one point of contact between school systems and the Department of Education. In more recent years, Network Teams have facilitated the statewide, annual school system [planning process](#), providing school system leaders guidance and support related to [student outcomes](#), [workforce reports](#), and [Super App](#). It is the Network Teams' role to support school systems in designing plans and to provide school systems feedback as to how their plan is being implemented.

Given that significant task, it is my great privilege to announce the appointment of JoAnn Matthews as Network Leader for South Louisiana, joining Dana Talley in the North. As the former superintendent of LaFourche Parish schools, JoAnn is known as one of the most respected educators in the state. She led LaFourche to impressive gains, across a diverse and large school system. She also worked with the state to pilot initiatives that would ultimately become matters of statewide and nationwide importance.

But more important than these things, JoAnn has a strong sense of principle, a willingness to do what is right, and fearlessness when articulating her view of the fair thing to do. She is a friend to many, but she is also known as someone who challenges those around her to perform at the highest levels. I know she will do the same as a member of our team and as a supporter of yours.

JoAnn will begin working with us August 5, when Network Teams gather in Baton Rouge for a week of training. In the meantime, please join me in welcoming her to the team.

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

John

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## Action Items for Charter Schools

Date	Action	Owner(s)
7/26/19	Register for Quest for Success <a href="#">training</a>	Career and Tech Supervisors, administrators, counselors, and teachers
7/31/19	Submit FY2019-20 Annual Operating Budget	Type 2 and type 5 school business managers and board presidents
7/31/19	Complete the 2018-19 Career Development Fund (CDF) End of Year <a href="#">report</a>	Career and Tech Supervisors, administrators, counselors, and teachers
8/1/19	Register for equitable services regional meetings	CEOs, school leaders and federal programs directors
8/2/19	Submit 2018-2019 SIS EOY FINAL Validation Report and EOY Statement of Affirmation Form	SIS data managers
8/2/19	Submit Teacher Exit Survey Interview data	CEOs and school leaders
8/5/19	Submit <a href="#">applications</a> for Mental Health Service Professional Demonstration Grant Program	CEOs, school leaders and grant managers
9/13/19	Register <a href="#">SCA/Course Choice</a> for the 2019-20 school year	School leaders and counselors of high schools
9/13/19	Submit Child Nutrition Program Administrative Review <a href="#">forms</a>	Child Nutrition Supervisors

## LEA Support

### **Reminder: Release of 2019-2020 Back-to-School Materials**

Please share with principals and teachers.

The Department is committed to providing all educators-teachers, principals, and school system leaders-with the supports and resources they need to continue raising the bar for students in Louisiana.

Below, please find resources released today by the Department to support the start of the 2019-2020 school year.

- [2019-2020 Educator Resource Guide](#): Highlighting instructional priorities and resources to support educators within the first 90 days of the start of the 2019-2020 school year. The guide is located in the [School System](#), [Principal](#) and [Teacher](#) Toolboxes and will be updated weekly through October.
- Updated [2019-2020 School System Support Calendar](#): Updated to include dates and locations for School Support Institutes, Super App Collaborations, and Spring Collaborations.
- [Back-to-School Night Presentation](#): Customizable presentation that school leaders and teachers can use to provide parents with information on 2018-2019 academic goals, standards, and assessments which help to meet ESSA parent engagement requirements.
- [Parent Back-to-School Guides](#): Provide families with information and resources to support learning at home for the 2019-2020 school year for students in grades [PK-2](#), [3-12](#), [English learners](#), and [students with disabilities](#). Translated versions will be available later this month.

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

## Assessment and Accountability

### **New: For District Testing Coordinators**

#### **General:**

- 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](#)
- 2019-2020 administrations are now live in eDIRECT. DTCs should ensure all users have the appropriate permissions for the

- 2019-2020 administrators are new users in eDIRECT. DTCs should ensure all users have the appropriate permissions for the new administrations.
- DTCs should ensure that Central Office is installed prior to testing during the 2019-2020 school year. Testing cannot begin in the 2019-2020 school year until this is completed.
- DTCs should use the State Placement Test 2018-2019 to administer placement tests for the upcoming school year for any student enrolling into grades 5 or 9 into a Louisiana public or charter school from out of state, non-public, or home school. For additional information, please reference the [State Placement Test Overview](#), located in the [Assessment Library](#).
- The [Parent Guide to the State Placement Test](#) is located in the [Assessment Library](#).

### K-3

- Administer the [Kindergarten Entry Assessment and the K-3 Literacy Screeners](#) within the first 30 days of school
- **October 18:** Deadline for data managers to submit the KEA and K-3 data with the SIS K-3 Assessment Collection or in the Teaching Strategies Platform for GOLD
- Data Managers should reference pages 13-17 for [SIS K-3 Assessment Collection Guidance](#)

### LEAP 360

- The 2019-2020 Diagnostic and Interim Quick Start Guides are now available in the [Assessment](#) and [LEAP 360](#) libraries.
- Diagnostic accommodated materials and teacher study guides are available in [eDIRECT](#).

### LEAP 2025

- Practice test accommodated materials and teacher study guides are available in [eDIRECT](#).
- 2019-2020 Assessment Guides are now available in the [Assessment Guidance Library](#).

### ELPT/ELPS

- Beginning August 1, ELPS will be Louisiana's required standardized entrance screener. All guidance and trainings are available in the [Assessment Library](#).
- ELPS is currently unavailable through July 31.
- The Department has executed and posted a [new data sharing agreement for ELPT/ELPS](#) on the Department's [Data Sharing Agreement](#) webpage. School systems should download the [addendum](#) from the site and 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 for administration of the ELPT purposes. Please email [ldedata@la.gov](mailto:ldedata@la.gov) with questions.

### Assessment Administration Support and Training Office Hours

The next Assessment and Accountability call will be August 6 at 1:00 p.m.

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

The [Office Hours Questions and Answers](#) document is posted in the [Assessment Library](#). Email [assessment@la.gov](mailto:assessment@la.gov) with questions.

## High School Pathways

### **New: The 2019-2020 Virtual AP® Classroom**

**Please share with administrators, AP coordinators, and AP teachers.**

On August 1, AP®Coordinators, teachers, students and school-level administrators will have access to the new Advanced Placement classroom registration, ordering and resources portal. After logging in or creating "first time" professional accounts, each stakeholder should expect to receive the following based on their role:

- **AP®Coordinators** - access to the AP®registration and ordering system
- **AP® Teachers** - access to the virtual AP® Classroom system, resources, and tools
- **AP®Students** - access to My AP®to enroll in designated AP classes
- **School Level Administrators** - access to AP®Classroom usage, performance, and progress data

Schools who are administering AP®programs for the first time, or teachers who are teaching AP®courses for the first time, will need to work with their coordinator to create a College Board professional account at [myap.collegeboard.org](http://myap.collegeboard.org).

The [AP Changes 2019-2020](#) one-pager provides a list of recommended practices and provides links to the College Board's data

sharing agreement.

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

## **New: 2019 College Board Counselor Workshops**

**Please share with counselors and administrators.**

Registration is currently open for fall annual [College Board Counselor workshops](#). 2019 workshop topics include:

- College Board Opportunity Scholarships
- AP®Program updates and changes
- College advising resources

The [University of New Orleans](#) will once again host the sole Louisiana-based workshop on September 19 from 9:00 a.m. to 12:00 p.m., but there are two additional nearby opportunities in neighboring states that may be more regionally convenient.

- **September 4:** [Lamar University](#), Beaumont, TX
- **September 12:** [Millsaps College](#), Jackson, MS

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

## **New: Supplemental Course Allocation (SCA)/Course Choice Webinars and Registration**

**Please share with school and school system SCA coordinators and counselors.**

The SCA/Course Choice administrative team will hold webinars for school and school system representatives to learn about the [registration process](#), allocations, program policies, and protocols for 2019-2020. Important program information will be shared as well as instructions on using the [mandatory SCA portal for reporting](#). There will be three options for attendance. It is only necessary to attend one of the following options.

### **SCA/Course Choice School Systems Webinar Option #1**

- **Webinar Date and Time:** July 29 at 2:00 p.m.
- **Webinar Link:** <https://ldoe.zoom.us/j/209311760>
- **Webinar Phone Number:** 646-876-9923
- **Meeting ID#:** 209 311 760

### **SCA/Course Choice School Systems Webinar Option #2**

- **Webinar Date and Time:** August 5 at 2:00 p.m.
- **Webinar Link:** <https://ldoe.zoom.us/j/342006474>
- **Webinar Phone Number:** 646-876-9923
- **Meeting ID#:** 342 006 474

### **SCA/Course Choice School Systems Webinar Option #3**

- **Webinar Date and Time:** August 14 at 2:00 p.m.
- **Webinar Link:** <https://ldoe.zoom.us/j/711109831>
- **Webinar Phone Number:** 1-646-876-9923
- **Meeting ID#:** 711 109 831

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

## **Reminder: 2019-2020 High School Planning Guidebook**

**Please share with high school administrators, counselors, and teachers.**

Louisiana's comprehensive plan to prepare students for college and career success includes a system of related policies and programs to provide all students with pathways to future prosperity. The [2019-2020 High School Planning Guidebook](#) is designed to consolidate those policies and programs and provide educators with the resources they need to ensure all students are successful from the time they arrive on the high school campus until the day they graduate. Topics include:

- developing a plan for student success;
- creating a layered continuum of support;
- understanding diploma pathways;
- maintaining individual graduation plans;
- supporting students with diverse needs; and
- understanding the Louisiana accountability system.

Note: The guidebook has been updated since the June 2019 printed version. Please visit the [Louisiana's Guidebooks web page](#) to access all Department guidebooks.

For additional questions please contact [highschoolacademics@la.gov](mailto:highschoolacademics@la.gov).

## **Reminder: Quest for Success Registration and Additional Training**

**Please share with Career and Tech Supervisors, administrators, counselors, and teachers.**

Quest for Success (QFS) is the new innovative, high school-level, career exploration course that will fully replace Journey to Careers beginning in 2020-2021. Any teacher that will be teaching QFS must attend a state sponsored training. Teachers that were unable to attend any of the summer 2019 trainings have an opportunity to register for the [July 29-30 training located in Baton Rouge](#). Registration will close on July 26.

For any teacher unable to attend a summer session, there will be an opportunity to participate in a QFS introductory webinar in August, as well as a mid-September QFS training in Baton Rouge. Details regarding these upcoming trainings will be communicated in future newsletters.

For questions regarding Quest for Success, contact [tedrick.holmes@la.gov](mailto:tedrick.holmes@la.gov).

## **Educator Preparation**

### **New: Department Announces State Teacher and Principal of the Year**

On July 19, the Department celebrated the 2020 Teacher and Principal of the Year state-level honorees and Louisiana Milken Educator Award winner at the 13th Annual Cecil J. Picard Educator Excellence Awards Gala, cosponsored by [Dream Teachers](#). The [Teacher and Principal of the Year grade-level and statewide winners](#) were also named at the ceremony.

Congratulations to these outstanding educators! For more information, please contact [excellenteducators@la.gov](mailto:excellenteducators@la.gov).

### **Reminder: 2018-2019 Teacher Exit Interview Survey**

The Teacher Exit Interview data for the 2018-2019 school year is due on **August 2**.

Personnel directors in each school system have [received guidance](#) around entering the school system's exit data in the Teacher Exit Interview data portal.

As a reminder, school systems are required by [state law](#) to report information about teachers who leave their roles. Charter schools are not required by law to submit this data.

Please contact [cindy.millard@la.gov](mailto:cindy.millard@la.gov) to access the portal or [erich.schultz@la.gov](mailto:erich.schultz@la.gov) with questions.

### **Reminder: 2018-2019 VAM Data Availability**

2018-2019 value-added model (VAM) data will be uploaded into the Compass Information System (CIS) on **August 9**. Final evaluation ratings for VAM teachers can then be submitted in CIS.

The deadline for submitting all 2018-2019 evaluation ratings for teachers in CIS is **September 6**.

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

## **Special Education**

### **New: Alternate Assessment Participation Data and Review Process Support Webinar**

Under the Every Student Succeeds Act (ESSA), any school system with more than 1.0 percent of students participating in the ELA, math, or science alternate assessment must take certain actions. The Department will host a webinar for school system directors, supervisors, and coordinators of special education on July 25 at 1:00 p.m. to help school systems exceeding 1.0 percent participation complete the alternate assessment review process. Pre-registration is not required.

- **Webinar Link:** <https://ldoe.zoom.us/j/298288182>
- **Webinar Phone Number:** 408-638-0968

(for dial-in only)

- Meeting ID#: 298 288 182

Alternate assessment participation results are now available via FTP with the file name: LEA Code\_LEA Name\_Prelim Alternate Assessment 2019.

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

## **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 August 1 at 2:00 p.m.** Topics will include upcoming deadlines, updates, guidance, and training opportunities. Pre-registration is not required.

- Webinar Link: <https://ldoe.zoom.us/j/836904974>
- Webinar Phone Number: 646-876-9923

(for dial-in only)

- Meeting ID#: 836 904 974

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

## **Data**

### **New: SIS End of Year Final Validation Report and Statement of Affirmation**

**Please share with SIS data managers.**

The 2018-2019 SIS EOY FINAL Validation Report and EOY Statement of Affirmation Form(last page of the report) is available on the [Data management FTP](#) in the Data Validation folder. SIS data managers should download the form, obtain the required signatures, scan, and submit using the [2018-2019 SIS EOY Statement of Affirmation Return](#) link by August 2.

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

### **New: Hoonuit Data Sharing Agreement**

The Department has executed and posted a data sharing agreement with Hoonuit in order to share student information for the purposes of developing, deploying, and maintaining a new, statewide data system which will replace the state's existing Student Information System (SIS) and allow school systems to submit data for state and federal reporting more efficiently. Failure of a timely opt-in puts school systems at risk for meeting the reporting requirements for MFP, accountability, and all other operations that require the use of student information.

View updated [2019-2020 MOUs and addenda](#). To verify which agreements school systems have already opted-in to, please review the [tracking chart](#). The tracking chart is updated weekly as additional addenda are submitted to the Department.

**By this Friday, July 26**, school systems should:

- download the [Hoonuit addendum](#);
- sign, scan, and use the [Hoonuit submission link](#) to submit to the Department;
- review [updated MOUs and addenda](#); and
- opt-in to needed agreements.

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

### **Reminder: SIS Dropout Correction Period**

**Please share with SIS data managers.**

The 2018-2019 EOY SIS dropout correction period is now open for correcting data for any students identified as potential dropouts and not corrected during the normal data collection periods. Please refer to the 2018-2019 EOY Dropout Correction Guidance information located on the [LDOE INSIGHT Coordinator Portal](#).

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

### **Reminder: Enrolling and Exiting Displaced Students from Hurricane Barry**

Once SIS collections reopen for the fall, it will be important for school systems to identify any students entering or exiting their

schools due to flooding displacement from Hurricane Barry. As a reminder, when entering documented displaced students into SIS, use the following Entry Reason Codes:

#### Entry Reason Code Description

N1 Disaster Entry from Public School within Louisiana

N4 Disaster Entry from Public School within the Same District

Students displaced by flooding may also qualify for homeless status if they are sharing housing with other persons, including doubled-up with family members, or are living in motels, hotels, trailer parks, or camping grounds due to the lack of adequate accommodations. Please ensure homeless status is also reported through SIS, as relevant, using the appropriate Homeless Indicator Code (see list below) with Homeless Reason Code "02" (Flooding).

#### Homeless Indicator Codes:

1 - Shelters

2 - Doubled-up (sharing housing with other persons)

3 - Unsheltered/FEMA (cars, parks, campgrounds w/o running water/electricity, abandoned building or substandard housing)

4 - Hotels/Motels

#### Exiting Displaced Students

Students that were attending school prior to the flooding disaster that are now displaced due to the flooding disaster should be exited using Exit Reason Code "37" (Disaster Exit).

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

## Finance

### **Reminder: FY2019-20 Annual Operating Budget**

**Please forward to Type 2 and Type 5 charter school business managers and board presidents.**

The FY2019-20 Annual Operating Budget is due Wednesday, July 31, 2019. If the Annual Operating Budget submitted by July 31<sup>st</sup> is not adopted in accordance with the Louisiana Local Government Budget Act, submittal of the budget adopted in accordance with the Budget Act is required no later than September 30. The following documents are attached for your reference:

[Annual Operating Budget and CSPC Indicator Form](#)

[Statement of Affirmation](#)

[Steps for Adopting Local School Board Budgets](#)

[Revised Statutes 39.1301 through 1315](#)

[Revised Statute 17.88](#)

The forms should be submitted via email to the address below.

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

### **Reminder: FY 2019-2020 - 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, 2019 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 [instruction](#), [examples](#) and [documents](#):

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

## Federal Programs

## **New: Public Notice of Intent to Apply for the Educational Flexibility Program**

This is public notice that the Department intends to submit an application to the U.S. Department of Education (ED) for the [Educational Flexibility \(Ed-Flex\) Program](#). This program, reauthorized by the Every Student Succeeds Act (ESSA), permits State Educational Agencies (SEAs) to waive certain requirements that may impede local efforts to reform and improve education systems. With this flexibility, SEAs can waive select requirements of federal statute or regulations that apply to school systems and schools. A SEA approved for Ed-Flex authority may waive requirements that apply to Title I, Part A (excluding Section 1111); Title I, Part C; Title I, Part D; Title II, Part A; and Title IV, Part A; and the Carl D. Perkins Career and Technical Education Act.

With this authority, the Department will provide local education agencies (LEAs) with the opportunity to apply for relief from certain statutory and regulatory requirements so that LEAs can improve program efficiencies to better leverage resources and benefit students. In particular, the Department will seek to eliminate the duplication of efforts because of similar, but distinct, state and federal requirements.

The Ed-Flex program does not authorize a SEA to waive any statutory or regulatory requirements relating to:

- Standards, Assessments, and Accountability requirements under section 1111 of the Elementary and Secondary Education Act (ESEA);
- Maintenance of effort;
- Comparability of services;
- Equitable participation of students and professional staff in private schools;
- Parental participation and involvement;
- Distribution of funds to LEAs;
- Serving eligible school attendance areas in rank order in accordance with section 1113(a)(3) of the ESEA;
- The selection of a school attendance area or school under subsections (a) and (b) of section 1113 of the ESEA;
- Use of Federal funds to supplement, not supplant, non-Federal funds;
- Applicable civil rights requirements; and
- Any requirements that apply to the SEA.

Requirements of the Individuals with Disabilities Education Act (IDEA), or of any programs other than the ESEA programs referenced above and the Perkins program, may not be waived under the Ed-Flex waiver authority.

Relevant personnel should review this waiver request and submit questions or comments to [catherine.pozniak@la.gov](mailto:catherine.pozniak@la.gov) by July 31.

## **New: Equitable Services Regional Meetings**

The Division of Federal Support will conduct two regional meetings on purposed equitable services guidance updates from the U.S. Department of Education and important information related to equitable services compliance for the 2019-2020 school year. Several key topics will be discussed, including but not limited to, transferability, rollover, carryover, administrative cost, equitable services forms, equitable services program design vs. nonpublic plans, Title II and IV Needs Assessment, and implementation.

The Department is asking all nonpublic school officials, administrators, and school system federal program directors, and support staff to attend one of the regional meetings listed below.

Participants must register at the link below. Registration is open and will close on August 1.

Date	Region	Location	Time
July 30	Northern Region	Avoyelles Parish Avoyelles Parish School Board 221 Tunica Drive W. Marksville, LA 71351	<a href="#">Registration</a> 8:30 a.m. - 9:00 a.m. Meeting/Network Session 9:00 a.m. - 3:00 p.m.
August 1	Southern Region	Archdiocese of New Orleans Schulte Auditorium Notre Dame Seminary 2901 S. Carrollton Avenue New Orleans, LA 70118	<a href="#">Registration</a> 8:30 a.m. - 9:00 a.m. Meeting/Network Session 9:00 a.m. - 3:00 p.m.

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

## **Reminder: School Safety Grant Opportunities**

The U.S. Department of Education is now accepting applications for the Mental Health Service Professional Demonstration Grant Program, a \$15 million [grant competition](#) that promotes partnerships between colleges or universities and high-need school systems in order to expand the pipeline of trained school-based mental health services providers. The deadline to submit an application is August 5.

Please contact [mental.health@ed.gov](mailto:mental.health@ed.gov) with questions.

## **Reminder: School Year 2019-2020 Child Nutrition Program Administrative Review (AR) Schedule**

**Please share with Child Nutrition Supervisors.**

As part of the Louisiana Department of Education's USDA Child Nutrition Program monitoring, the Department has released the [2019-2020 Administrative Review Schedule](#).

The Department's AR team leader will contact each school system that is scheduled for review. The deadline to submit off-site [AR forms](#) is September 13.

Please email [childnutritionprograms@la.gov](mailto:childnutritionprograms@la.gov) for more information.

### LDOE Contacts

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

### LDOE Links

[LDOE Website](#)  
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