

CHARTER SCHOOLS



August 15, 2018

Superintendent's Message

Dear Colleagues,

This week, a BESE committee voted to award [more than \\$10 million in competitive grant funding to 67 school systems](#) across the state to improve the reading and writing skills of struggling students. The sub-grants are part of the three-year, \$55.5 million [Striving Readers Comprehensive Literacy](#) (SRCL) grant Louisiana received from the federal government last year. The SRCL grant aims to advance the pre-literacy, reading, and writing skills of disadvantaged youth, birth through grade 12, including English learners and students with disabilities. Louisiana was one of 11 states selected to benefit from the federal grant and is the only state to receive the award three consecutive times.

I'm particularly pleased that the SRCL grants call on schools, school systems, and states to focus on literacy in the early grades. While Louisiana and other states developed coherent approaches to teaching and learning in pre-school years, and while NCLB and ESSA have required measurement of reading skills in grade 3 and higher, too often grades K-2 have been left out of policy making efforts. This flies in the face of all evidence, which points to these years as essential for the phonemic awareness, fluency, and fundamental knowledge necessary for a strong reading foundation. In the absence of a coherent framework for developing these capacities in young readers, teachers may experience conflicting or inconsistent support and guidance in the daily teaching of reading.

The SRCL grant in Louisiana will create the opportunity for school systems to pilot and develop promising elements of a statewide framework for early reading. More than 50 school systems will be piloting new tools to measure classroom experiences and learning for students in Kindergarten through grade 2. Those school systems will:

- Extend CLASS, a [nationally regarded system of measures](#) used in Louisiana's early childhood accountability system to evaluate teacher-student interactions, into Kindergarten classrooms;
- Collaborate with experts to review students' writing samples to gauge their knowledge of language and conventions in grade 1;
- Adopt classroom observation tools to measure teachers' use of standards-aligned materials that impact student learning experiences in grades 1 and 2; and
- Implement a new skills check-up at the end of grade 2 to provide insight on students' mastery of literacy and numeracy.

Lessons learned from these pilots will hopefully inform an improved approach in Louisiana to this most critical purpose. BESE and the Department will also award another round of sub-grants later in the 2018-2019 school year, and the Department will continue to host competitive application processes each year for the remainder of the grant period. I look forward to all that we will learn in the years ahead about reading, writing, and thinking.

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

John
Twitter [@LouisianaSupe](#)

In This Issue:

[Action Items for Charter Schools](#)

Action Items for Charter Schools

Date	Action	Owner(s)
8/17/18	Complete the Charter School Communications survey.	Type 2, 4 and 5 Charter School leaders, CEOs and board chairs
8/21/18	Attend webinar on school requirements for Act 634	Hiring manager
8/27/18	Register for Kindergarten CLASS Observer Training	School leaders and CEOs participating in the CLASS pilot
8/30/18	Enter Student Learning Target and Compass evaluation scores	School leader and Compass evaluators
9/4/18	Remove former employees from CIS	School leader and Compass evaluators
9/14/18	Complete registration for Course Choice	SCA coordinators and counselors
9/15/18	Submit General Fund budget	Business managers and finance officials
10/1/18	Submit Annual Financial Report (AFR)	Business managers and finance officials
10/5/18	Submit student applications for U.S. Senate Youth Scholarship	School leader and school counselors

LEA Support

New: Communications Survey for Type 2, 4, and 5 Charter Schools

All school leaders, CEOs, and board chairs received an email regarding the annual Communications Survey for charter schools. This survey is required for all Type 2, 5, and 5 charter schools, and ensures that communication from the LDOE reaches the correct person at each school every time. The survey is due by Friday, August 17th.

Our team has taken school feedback from previous years into account and has created an online form to streamline this process. This online form asks school leaders to provide contact information for your board as well as the links to your school's calendar and student handbook found on your school website. The entire process is estimated to take 10-15 minutes.

To complete the Communications Survey, CEOs, school leaders, and board chairs should use the following link:

<https://form.jotform.com/81794001584155>

If you have questions about the Communications Survey, please reach out to Charters@LA.gov.

New: September School System Planning Call Date Change

The date for the September School System Planning Call has changed to September 5. The [2018-2019 School System Support Calendar](#) has been updated to reflect this change.

Please email districtsupport@la.gov with questions.

New: Training Opportunities for Tier 1 Science Curriculum

Please share with principals and science educators.

The 4th grade Great Minds PhD science curriculum is the first science curriculum to be rated Tier 1 in the Louisiana IMR process. While only grade 4 has been completed and reviewed, 3rd and 5th grade units will be released throughout next year. Grades 3-5 educators can [register](#) to attend a one-day training session in Baton Rouge and New Orleans using the registration codes below.

educators can [register](#) to attend a one-day training session in Baton Rouge and New Orleans using the registration codes below. Teachers who attend the training will have the opportunity to access the curriculum this year. Registration is now open.

- September 25: Baton Rouge, registration code: GM2018a
- September 26: Baton Rouge, registration code: GM2018b
- September 27: New Orleans, no registration code needed

School systems can contact margaret.goodner@greatminds.org for information regarding adoption.

Contact ClassroomSupportToolbox@la.gov with questions.

New: Registration for Kindergarten CLASS Observer Training

Registration for Kindergarten CLASSobserver training is now open for school systems participating in the CLASSpilot. Participants must register through [WisdomWhere](#) for one of the two-day trainings (see link for dates and training locations). Slots are available on a first come basis, and are reserved for staff who will use the tool to observe kindergarten teachers and need certification.

The deadline for registration is August 27. Please direct questions to the contact listed in the registration link.

New: Early Childhood Care and Education Commission Meeting

Please share with early childhood supervisors and center directors.

The [Early Childhood Care and Education Commission](#), established through [Act 639](#) of the 2018 Legislative Session, has been charged with creating a vision and framework for the future of early childhood care and education in Louisiana. The Commission hosted its inaugural meeting on August 1. The [recording](#) and [presentation](#) from this meeting are now available.

For additional information about the Early Childhood Care and Education Commission, please email earlychildhood@la.gov.

Reminder: Template for School Redesign Parent Meeting Released

During the 2018 Legislative Session, [Act 555](#) was passed requiring schools with state-approved school improvement plans to present these plans within 60 days of approval to families at a public meeting.

Act 555 requires that schools communicate the following to families in these meetings:

- the school and student performance data that caused the department to identify the school as being in need of improvement;
- detailed overview of the improvement plan;
- timelines for implementation of the plan and attainment of performance goals; and
- implications of the plan for students, families, and educators.

To support schools in holding these meetings, the Department created a [customizable template](#) that meets all of the requirements of the law. Schools are encouraged to use this template and document how and when they are communicating to families about this meeting.

Email erin.bendily@la.gov with questions.

Reminder: U.S. Senate Youth Scholarship Opportunity

Please share with principals and school counselors.

The Louisiana Department of Education and the William Randolph Hearst Foundation are pleased to announce the launch of the 2019 United States Senate Youth Program. Two outstanding students from Louisiana will be selected to spend a week in Washington, D.C. in March of 2019, and will each receive a \$10,000 scholarship from the Hearst Foundation.

Please distribute information on the program to juniors or seniors who hold elected or appointed offices in school or community groups listed in the [national program brochure](#). The [logistics memo](#) includes application and selection procedures. For test security reasons, essay topics will only be released to school systems. High school personnel should contact marian.johnson@la.gov as soon as a student begins the application process and has made a request for the essay topics.

The names of the students selected and their application portfolios must be sent to marian.johnson@la.gov no later October 5. Finalists will be notified by October 25.

Assessment and Accountability

New: LEAP 2025 U.S. History Results Posted This Week

The 2018 school system and school-level LEAP 2025 U.S. History results will be available in [eDIRECT](#) this Thursday, August 16 pending BESE's approval of the cut scores tomorrow. The 2018 LEAP 2025 public files available in the [High School Performance library](#) will be also updated to reflect these data.

Please send home a copy of the [Parent Guide to LEAP 2025 Results](#) with the student reports. Spanish, Arabic, and Vietnamese versions are available in the [Family Support Toolbox library](#).

Email assessment@la.gov with questions.

New: Release of 2017-2018 Student Progress Rosters

The 2017-2018 Progress Index Rosters will be available in La Data Review by next Friday, August 24. The file will provide school systems with final results for students who are eligible for inclusion in the progress index portion of the school performance score (25 percent K8; 12.5 percent High School).

The Department will also publicly release results on the progress of students for the state and school-systems after they are provided to school systems, and they will be available in the [PK-8 Performance](#) and [High School Performance](#) data libraries.

Additional details on this release will be emailed to school system leaders at the end of this week. In the meantime, please email assessment@la.gov with questions.

New: Action Items and Important Information for District Testing Coordinators

General

- Fluency tests for grades K- 7 are posted in [eDIRECT](#) under Fluency Practices in the General information tab.
- [eDIRECT Mini Trainings and One Pagers](#) are posted in the [Assessment Library](#) and [LEAP 360](#) page. Presentations, webinars, and one pagers are available for the following topics: Accessing the eDIRECT Dashboard, Setting up TSM and Devices, Managing Users, Managing Test Administrators, Managing Students/Accommodations, Managing Student Groups, Managing Test Sessions, Printing Test Tickets/Viewing Test Status, Unlocking Test Tickets, Navigating Interactive Reporting, Completing Educator Scoring, Accessing Reports, EAGLE 2.0: Accessing EAGLE, EAGLE 2.0: Creating a Test, EAGLE 2.0: Test Session/Test Status/Tickets, and Accessing K-2 Formative Tasks.
- DTCs can now manage users for LEAP 2025 and LEAP Connect for the 2018-2019 school year in [eDIRECT](#).

LEAP 2025

- Teacher Access forms for grades 5 - high school are posted in [eDIRECT](#) under General Information.
- Teacher Access versions for high school practice tests are posted in [eDIRECT](#) under General Information.

LEAP 360

- The updated EAGLE 2.0 User Guide is posted in [eDIRECT](#) under General Information.
- Teacher Study Guides for Diagnostics are posted [eDIRECT](#) under Diagnostic/Interim 18-19 in General Information.
- [A Teacher's Guide to LEAP 360](#) and [A District's Guide to LEAP 360](#) have been updated to include links to trainings, sample reports, and a summary of EAGLE 2.0 items.

ELPT and ELPS

- The [Louisiana ELPT Portal](#) has been updated to include ELPS materials. The [ELPS Training Modules](#), [ELPS Step Two Speaking Scoring Document](#), [TIDE User Guide](#), [TA User Guide](#), [ELPS Test Administration Manual](#), [ELPS/ELPT Accessibility and Accommodations Manual](#), and [DEI User Guide](#) are now posted for review.
- Students will need a LASID in order to take ELPS. Meet with your data coordinator to develop a plan for obtaining a LASID quickly for potential ELs.

ACT and WorkKeys

- WorkKeys Accommodated (paper)tests are only for students with an IEP, IAP, or an EL plan.

[The ACT@WorkKeys® Administration Manual for State Test](#) pages 3-8 give detailed information on assigning accommodations for WorkKeys.

Assessment Administration Support and Training

Assessment and Accountability Office Hours will be held on August 21 at 1:00 p.m.

- Webinar Link: www.ldoe.zoom.us
- Webinar Phone Number: 1 (669) 900-6833

- Meeting ID#: 393 463 942

The [2017-2018 Assessment and Accountability Monthly Calls](#) are now located in one reference document in the [Assessment Library](#).

High School Pathways

New: NCCER Updates for School System and School Leaders

Please share with Career and Technical Education (CTE) supervisors and school leaders.

The Department will host a webinar for CTE supervisors and school leaders to review the National Center for Construction Education and Research (NCCER) [guidelines](#) for the 2018-2019 school year. The webinar will also include information on NCCER expectations and responsibilities including the assurance letter, craft instructor requirements, Department processes, "Helper" pathway, facility visits, and the [registry](#).

Webinars are available on:

- August 22, 10:00 a.m. <https://ldoe.zoom.us/j/824579335>
- August 23, 10:00 a.m. <https://ldoe.zoom.us/j/315738565>

For more information, please email bryan.bertucci@la.gov.

New: Register for the Fall Counselor Collaborations

Please share this information with the counselors in your school system.

Each year the Department hosts the biannual Counselor Collaborations in order to give middle and high school counselors an opportunity to meet with representatives from the Department and network with other school counselors in their region. Topics to be discussed in the fall 2018 collaboration include reminders for school testing coordinators, individual graduation plans, and policy updates. Please encourage the counselors in your school system to register in [Wisdomwhere](#) for one of the collaboration events listed below.

- [October 16 at University View Academy](#), 9:00 a.m.-12:00 p.m.
- [October 17 at St. Charles Professional Learning Center](#), 9:00 a.m.-12:00 p.m.
- [October 18 at Acadia Parish Educational Center](#), 9:00 a.m.-12:00 p.m.
- [October 29 at Bossier Instructional Center](#), 8:00 a.m.-11:00 a.m.
- [October 29 at Monroe City School Board](#), 1:00 p.m.-4:00 p.m.
- [October 30 at Avoyelles Parish Media Center](#), 9:00 a.m.-12:00 p.m.

Please email leslie.gilliland@la.gov if you have questions about these events.

Educator Preparation

New: Teaching Authorizations Legislative Update

[Act 634](#) of the 2018 Legislative session requires the Louisiana Department of Education to issue teaching authorizations to substitute teachers, teachers, and administrators in public charter schools and nonpublic schools in which teaching certification is not required. **This act applies to all uncertified personnel hired after July 1, 2018.**

Schools may apply for authorization for impacted personnel on [Teach LA Live!](#) beginning August 15.

The Department will hold the following webinars to assist all charter and nonpublic schools in meeting the requirements of this law:

August 16, 2018 at 10:00 a.m.:

Talent Office is inviting you to a scheduled Zoom meeting.

Join from PC, Mac, Linux, iOS or Android: <https://ldoe.zoom.us/j/129510648>

Or iPhone one-tap :

US: +14086380968,,129510648# or +16468769923,,129510648# Or Telephone:

Dial(for higher quality, dial a number based on your current location):

US: +1 408 638 0968 or +1 646 876 9923 or +1 669 900 6833

Meeting ID: 129 510 648

August 16, 2018 at 1:00 p.m.:

Talent Office is inviting you to a scheduled Zoom meeting.

Join from PC, Mac, Linux, iOS or Android:<https://ldoe.zoom.us/j/956690710>

Or iPhone one-tap :

US: +16699006833,,956690710# or +14086380968,,956690710# Or Telephone:

Dial(for higher quality, dial a number based on your current location):

US: +1 669 900 6833 or +1 408 638 0968 or +1 646 876 9923

Meeting ID: 956 690 710

August 21, 2018 at 10:00 a.m.:

Talent Office is inviting you to a scheduled Zoom meeting.

Join from PC, Mac, Linux, iOS or Android:<https://ldoe.zoom.us/j/990807311>

Or iPhone one-tap :

US: +16468769923,,990807311# or +16699006833,,990807311# Or Telephone:

Dial(for higher quality, dial a number based on your current location):

US: +1 646 876 9923 or +1 669 900 6833 or +1 408 638 0968

Meeting ID: 990 807 311

August 21, 2018 at 1:00 p.m.:

Talent Office is inviting you to a scheduled Zoom meeting.

Join from PC, Mac, Linux, iOS or Android:<https://ldoe.zoom.us/j/993869712>

Or iPhone one-tap :

US: +14086380968,,993869712# or +16468769923,,993869712# Or Telephone:

Dial(for higher quality, dial a number based on your current location):

US: +1 408 638 0968 or +1 646 876 9923 or +1 669 900 6833

Meeting ID: 993 869 712

Please contact certification@la.gov with questions.

New: 2017-2018 VAM Release and Compass Closeout

Please share this information with principals and teachers.

This Friday, August 17, the Department will release 2017-2018 value-added (VAM) results for teachers in the Compass Information System. For teachers in grades 3-8, VAM will account for 35 percent of their evaluation score for the 2017-2018 school year. Please refer to the [2017-2018 VAM Release FAQ](#) for more information.

The Compass Information System will be unavailable this Thursday, August 16, so that the teacher value-added data can be loaded.

The deadline to enter and finalize student learning target ratings and overall teacher evaluation ratings for the 2017-2018 school year has been extended to 5:00 p.m. on September 7. All teacher evaluation scores must be entered by this date, as CIS will roll over for the 2018-2019 school year immediately after the deadline.

Please contact compass@la.gov with additional questions.

Reminder: 2017-2018 Compass Information System (CIS) Close Out

Please share with principal and Compass evaluators.

Below are key dates for finalizing teacher evaluations in CIS for the 2017-2018 school year.

By mid-August 2018

- VAM scores released

By August 30 at 5:00 p.m.:

- All Student Learning Target and Compass evaluation scores must be entered into CIS.
- CIS will rollover and schools will no longer be able to enter or delete data from 2017-2018.

By September 4:

- 2018-2019 CIS will be ready for new roster entry for the 2018-2019 school year.
- All schools must remove any employees no longer employed at the school from CIS.
- 2017-2018 finalized evaluation scores will be visible in CIS.

Please contact compass@la.gov with questions.

Reminder: 2018-2019 Compass Evaluator Training

Between August 13 and September 12, all Compass evaluators must register for one of three virtual trainings, pursuant to [Bulletin 130](#). New evaluators must register for a "New Evaluator Training" and veteran evaluators must register for a "Recertification Training."

New Evaluator Training:

- August 16, 9:30-11:30 a.m.
- September 11, 1:00-3:00 p.m.
- New evaluators must register for one of these webinars at this [link](#).

Recertification Training:

- September 12, 1:00-3:00 p.m.
- Veteran evaluators must register for one of these webinars at the [link](#).

All participants will need to register for the webinar as space is limited to 100 per call, and are encouraged to download the Zoom app prior to webinar to insure a smooth connection process.

These sessions will be recorded for those who cannot attend. Links to recordings and surveys to mark attendance will be provided in the LDOE Weekly Newsletter.

Please contact compass@la.gov with questions.

Reminder: Support for New Criminal Background Check Requirements

The Department is working with Louisiana State Police to implement new state laws related to criminal background checks for new school employees. If your school system is not set up to submit applicants' fingerprints electronically, please contact certification@la.gov to assist in receiving completed background checks in a timely manner.

Finance

New: FY 2018-2019 General Fund Budget

Please forward to business managers and financial officials of city/parish public school districts.

Louisiana R.S. 17:88 requires that school boards, no later than September 15, adopt a budget of expected revenues and probable expenditures for the year and submit copies of the budget to the State Superintendent of Education for review and approval. The following items outline the General Fund Budget requirements and collection process:

- FY2018-2019 General Fund Budget - [memo link](#)
- Instructions and Signature [Sheet link](#)
- FY2018-2019 General Fund Budget - [Form A link](#)
- Steps for Budget Adoption (Legislative Auditor document for reference) [link](#)

If you have any questions or need additional information, please email schoolfinancehelpdesk@la.gov.

Reminder: FY2017-2018 Annual Financial Report (AFR) Collection Timelines

Please share with all business managers and financial officials.

Louisiana R.S. 17:92 requires that local school systems and schools provide financial data to the Department no later than September 30 each year. Since September 30 is on a Sunday this year, AFRs are due Monday, October 1. The financial data is submitted via the LEADS portal, which will be open for submissions on August 13. Please review the [AFR documents](#) for assistance in the submission of your data.

If you have any questions concerning the preparation of financial information or account classification, contact satoiya.jones@la.gov.

For questions regarding technical issues such as the electronic submission or online update process, contact yaxin.lu@la.gov.

Reminder: FY2018-19 Annual Operating Budget

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

The FY2018-19 Annual Operating Budget was due Tuesday, July 31, 2018. If the Annual Operating Budget submitted by July 31st 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 Karen McCary at Karen.McCarvy@la.gov.

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

Federal Programs

Reminder: Foster Care Meeting Notice

The Department will host a joint meeting with the Department of Children and Family Services (DCFS) to discuss educational stability of children in foster care. Topics will include:

- ESSA and IDEA requirements;
- an overview of foster care system; and
- best practices for and challenges of ensuring educational stability of foster children, including those in group homes.

School system foster care staff should attend one of the following meetings.

August 20 from 10:00 a.m. - 3:30 p.m.

Rapides Parish School System Media Center
619 6th Street, Alexandria, LA

August 28 from 10:00 a.m. - 3:30 p.m.

Jefferson Parish School System
601 Manhattan Blvd, Harvey, LA

For further information, contact melanie.mayeux@la.gov.

Data

Reminder: eScholar Training

Please share with eScholar data managers.

The Department will hold systems training for eScholar Uniq-ID data managers.

- Meeting Date & Time: August 21 at 1:00 pm.
- Webinar Link: <https://ldoe.zoom.us/j/807129966>
- Phone: 1-408-638-0968
- Meeting ID: 807 129 966

Please email systemsupport@la.gov with questions.

LDOE Contacts

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

LDOE Links

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