

# CHARTER SCHOOLS



September 5, 2018

## Superintendent's Message

Dear Colleagues,

The 2018-2019 school year is off to a great start. Students are getting settled into classroom routines, and teachers have started to get to know their pupils and their unique needs. This is also an important time for school systems and school leaders as they begin to set learning goals for the year and execute their academic plans.

Next week, the Department will kick-off the fall [Supervisor](#) and [Teacher Leader](#) Collaborations to support educators across the state in implementing their 2018-2019 plans. Each event will begin with an opening session outlining 2018-2019 priorities and support for school improvement and will be followed with sessions on using curriculum implementation tools, new LEAP 2025 science assessments, STEM pathways, supporting improvement in low performing early childhood sites, and quality implementation of mentor teachers and content leaders, among many others.

[Registration](#) for both events closes this Friday, September 7. No code is required for Teacher Leader Collaborations, and participants can register for the Supervisor Collaborations using the code SUPC2018. Please encourage your Teacher Leaders to attend either the Baton Rouge (September 10), Harvey (September 13), or Ruston (September 18) events. The Teacher Leader Collaboration in Baton Rouge on September 17 has been canceled.

We look forward to seeing you at next week's events. Don't forget to download your session materials from [Supervisor Collaboration library](#) by the end of the week. Additional details about both events can be found in the [Supervisor](#) and [Teacher Leader](#) Collaboration overviews.

Regards,

The Louisiana Department of Education Team

## In This Issue:

[Action Items for Charter Schools](#)

[LEA Support](#)

[High School Pathways](#)

[Educator Preparation](#)

[Finance](#)

[Federal Programs](#)

[Action Items for Charter Schools](#)

Date	Action	Owner(s)
9/7/18	Register for <a href="#">Supervisor</a> and <a href="#">Teacher Leader</a> Collaborations	School leaders and teacher leaders
9/7/18	Send appeal requests for LDOE assessment voids to <a href="mailto:assessment@la.gov">assessment@la.gov</a> .	Test coordinators
9/7/18	Enter student learning target ratings and teacher evaluation scores	Compass LEA admins and school leaders
9/12/18	Complete <a href="#">Discipline and Behavior Intervention Request for Information</a>	School leaders
9/14/18	Complete <a href="#">registration</a> for Course Choice	SCA coordinators and counselors
9/15/18	Submit General Fund budget	Business managers and finance officials
9/28/18	Apply for <a href="#">Quality Science &amp; Mathematics Grant</a>	Mathematics and science supervisors, coaches, and teachers
9/28/18	Submit Teacher and Principal of the Year <a href="#">nominations</a>	School leaders and teachers
10/1/18	Submit Annual Financial Report (AFR)	Business managers and finance officials

## LEA Support

### **New: Extension and Renewal Webinar**

Earlier today, the Department hosted webinar for charter school board chairs, CEOs, and principals to discuss details of the extension and renewal process. You can view the PowerPoint [here](#).

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

### **Reminder: Louisiana STEM Advisory Council Statewide Summit**

**Please share with Superintendents and School System STEM Coordinators.**

The inaugural LaSTEM Statewide summit will be held this Friday, September 7 at Pennington Biomedical Research Center, 6400 Perkins Road, Baton Rouge, LA 70808. The Summit seeks to achieve the following objectives:

- To showcase some of the most effective, resourceful, and impactful STEM activities and programs in Louisiana, as well as some federal STEM agencies, through interactive exhibits and demonstrations
- To provide a venue for STEM Teacher Professional Development programs to host up to a full day of training for K-12 STEM Educators
- To host informative and engaging breakout sessions for educators, administrators, legislators and leaders from PK-Postsecondary education about STEM policy trends, school and industry partnerships, the creation and development of Regional STEM Hubs in Louisiana, and success stories of existing STEM ecosystems in Louisiana and throughout the country
- To function as a fundraiser for the support of LaSTEM initiatives and LaSTEM-endorsed programs

There is no cost to attend the event, but you must [register](#) using your school system email address. Lunch will be provided.

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

### **Reminder: Date Change for 2019 Teacher Leader Summit**

**Please share with principals and teachers.**

The dates previously announced for the 2019 Teacher Leader Summit have changed. The Summit will now take place June 26-28, 2019 at the Morial Convention Center in New Orleans. The 2018-2019 School System Planning Calendar has been updated to reflect this change.

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

### **Reminder: September Supervisor and Teacher Leader Collaborations**

Registration for the September Supervisor and Teacher Leader Collaborations in Wisdomwhere will close September 7.

- Supervisors can use the code SUPC2018 to register.
- Teacher Leaders should register directly in Wisdomwhere. No code is needed.

This year, each collaboration will begin with a general session that will frame the Department's priorities for the 2018-2019 school year. Sessions will be focused on two areas: supporting the implementation of School System Redesign Plans for 2018-2019 and planning for 2019-2020 to support early childhood, curriculum and instruction, special education, assessments and accountability, workforce, and high school opportunities.

The Collaborations will be offered on the following dates and locations:

- September 10: Claiborne Building, 1201 North Third St, Baton Rouge
- September 13: Jefferson Parish School Board Building, 501 Manhattan Blvd., Harvey
- September 18: Trinity United Methodist Church, 1000 Woodward Avenue, Ruston

The Supervisor Collaboration sessions run from 8:00 a.m.-12:00 p.m, and the Teacher Leader Collaboration sessions run from 12:00 - 4:00 p.m. at each event. Additional details, including session information, are available in the Supervisor and Teacher Leader overview documents.

Please contact [districtsupport@la.gov](mailto:districtsupport@la.gov) if you have any questions regarding these events.

## **Reminder: QSM Grant Application Period Opens**

**Please share with mathematics and science supervisors, coaches, and teachers.**

[The Quality Science & Mathematics Grant Program \(QSM\)](#) was established by R.S.17:374 of the Louisiana Legislature in the summer of 1992 for the purpose of providing materials and equipment to mathematics and science public school teachers. The QSM program has funds to award approximately \$162,000 in grants to eligible classroom teachers for the 2018-2019 school year. Grants of up to \$1,000 for approved materials and equipment will be awarded on a competitive basis to individual classroom teachers. The [application](#) deadline is September 28.

Contact [jam05@bellsouth.net](mailto:jam05@bellsouth.net) with questions.

# Assessment and Accountability

## **New: Reminders for District Testing Coordinators**

### **General**

- All changes to district test coordinators (DTCs) or accountability contacts must be submitted to the Department using the [DTC and Accountability Contact Update form](#) found in the [Assessment Library](#).
- School systems wishing to appeal LDOE assessment voids must send a complete appeal request to [assessment@la.gov](mailto:assessment@la.gov) by September 7.
- Prior to testing in INSIGHT all schools and school systems should run the system readiness check to ensure devices are ready for testing. Instructions can be found in the [Technology User Guide](#).

### **K-3**

- School systems should prepare to administer the kindergarten-readiness screener and a K-3 literacy screener within the first 30 days of school, and will submit the data with the SIS October 1 MFP Collection.
- The [2018-2019 Guidance](#) on the Kindergarten Entry Assessment and K-3 Literacy Screening Assessment has been released.

### **LEAP 2025**

- High school practice tests are now available for student access in INSIGHT.
- Access LEAP 2025 Online Tools Training (OTT) in INSIGHT or via website in Google Chrome and available Student Tutorials in [eDIRECT](#).
- Begin installing TSMs and INSIGHT on devices that will be used for online assessments using the [eDIRECT Technology User Guide](#).

### **LEAP 360**

- New LEAP 360 Diagnostic reports will be available in [eDIRECT](#) within the week. Diagnostic Test Session Summary Reports, Test Session Roster Reports, and School Summary Reports will refresh every 24 hours.
- There will be two LEAP 360 sessions at the September Supervisor and Teacher Leader Collaborations: LEAP 360 Assessment Inventory and LEAP 360 Updates and Resources.

## ELPT and ELPS

- Improvements to TIDE went live on August 27. Updates will include the ability to search for Participation Reports for up to 20 schools at a time and user email confirmation when logging into TIDE/ORS from a new device.
- The Online Reporting System (ORS) is now open for access to ELPT and ELPS reports. The ORS can be accessed through the [Louisiana EL portal](#) under [ELPS](#). Results for ELPS that include Step Three responses will be available in the ORS within 7 calendar days after the test has been submitted.
- There will be an ELPS Overview and Test Administration session at the September Supervisor and Teacher Leader Collaborations.

### Assessment Administration Support and Training

Assessment and Accountability Office Hours will be held on September 11 at 1:00 p.m.

- **Webinar Date and Time:** September 11 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](#).

### **Reminder: Release of 2017-2018 LEAP 2025 Progress Data**

Last week, the Department released the 2017-2018 LEAP 2025 progress data. These files, along with the media briefing presentation can be found in the [PK-8](#) and [High School Performance](#) libraries. Prior to the release, the Department hosted a webinar to provide school system leaders with an overview of the student progress measure and how this data should be used to improve student achievement. A copy of the [presentation](#) and [recording of the webinar](#) are now available.

Please contact your Network Leader or email [assessment@la.gov](mailto:assessment@la.gov) with additional questions.

### **Reminder: Release of 2017-2018 School Performance Score Calculator**

The [2017-2018 School Performance Score Calculator](#) is available in the accountability library. School systems and schools can use the calculator, in conjunction with the data certification rosters that they received, to estimate school performance scores. At the September collaborative, the Department will host a session on how to use the calculator using simulated data.

Please email [assessment@la.gov](mailto:assessment@la.gov) with any additional questions.

### **Reminder: Practice Test Access and Webinars**

**Please share with school leaders and teachers.**

#### **Practice Test Access**

- Practice tests for high school have been available in [teacher access](#) since July and will be available for student access in September.
- Practice tests for grades 3-8 will be available in [teacher access](#) in September and in student access in January.

#### **Practice Test Webinars**

The Department will host three webinars in October and January for individuals who may need a refresher on using practice tests or those who are new to this resource.

- October 3 at 4:00 p.m.
- October 16 at 3:00 p.m.
- January 9 at 4:00 p.m.

Teachers and supervisors who attend this webinar will learn general information about resources and specific information about best uses and common misuses. Additional details regarding these webinars will be provided in the newsletter in September. Please contact [assessment@la.gov](mailto:assessment@la.gov) with questions.

## **New: Career Development Fund Technical Review Webinar**

**Please share with CTE supervisors and business managers.**

The Department will host a webinar on September 25 to provide an overview of the proper and improper expenditures of Career Development Funds (CDF), and how school systems with large CDF carryover balances will be contacted to determine their definitive plans for appropriately spending these CDF funds in 2018-2019. As a reminder, CDFs must be dedicated to expanding student opportunities to participate in high-demand, high-wage Jump Start pathways.

- **Webinar Date and time:** September 25 at 4:00 p.m.
- **Webinar Link:** <https://ldoe.zoom.us/j/137540785>
- **Meeting ID#:** 137540785
- Please enter your first and last name and school system name when logging in.

The webinar will be recorded and posted on the [All Things Jump Start website](#). For more information, please email [dave.lefkowith@la.gov](mailto:dave.lefkowith@la.gov).

## **Reminder: Supplemental Course Allocation (SCA)/Course Choice**

**Please share with school and school system SCA administrators and professional school counselors.**

MFP allocations for SCA/Course Choice can be found in [Table 4 of the 2018-2019 MFP documentation](#). SCA allocations can be used for academic, AP/honors/advanced, career-focused, remedial or dual enrollment coursework.

Enrollments with Course Choice and Dual Enrollment providers for fall and full year coursework should be documented in the [SCA Portal](#) by **September 14 at 5:00 p.m.**

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

## **Reminder: Louisiana Office of Student Financial Aid (LOSFA) Workshops**

**Please share with professional school counselors.**

The LOSFA Professional School Counselor Workshops are designed to help students gain college access and persist through the first year of postsecondary education. Topics include LOSFA's 5-Point Match, FAFSA updates from the Department and LOSFA, college admissions procedures, and TOPS application processing.

[Register](#) for one of the following dates:

- Baton Rouge: September 17
- New Orleans: September 18
- Lafayette: September 19
- Lake Charles: September 20
- Shreveport: September 24
- Monroe: September 25
- Alexandria: September 26

Schools can register up to eight counselors at once. Counselors who wish to attend a different or additional workshop must register for that location separately.

Please contact [rhonda.bridevaux@la.gov](mailto:rhonda.bridevaux@la.gov) for more information.

## **Reminder: Request for Information to Support Behavioral Intervention and Student Discipline**

Louisiana's state education plan under ESSA identifies schools who are removing students from a regular education setting at an excessive rate due to disciplinary reasons, defined as approximately twice the national average, as a student subgroup to be provided targeted supports. Based upon 2017-2018 school data, the Department has identified 215 schools that have had excessive out-of-school suspension rates for three consecutive years.

Research suggests that nearly every effective model of school improvement strategies relies on external support. As such, Louisiana seeks to identify partners that can provide best-in-class supports and co-design plans with schools, school systems, and the state to dramatically improve student behavior, and in turn, student achievement.

The Department welcomes responses from a wide range of entities, including school systems, not-for-profits, charter school organizations, innovation management organizations, start-up organizations and institutions of higher learning. Organizations must be willing to partner with local school systems and schools to co-construct and execute improvement plans.

Please email the [Discipline and Behavior Intervention Request for Information](#) no later than 5:00 p.m. on September 12 to [dari.miller@la.gov](mailto:dari.miller@la.gov).

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

## Educator Preparation

### **Reminder: Searching for Louisiana's Next State Teacher and Principal of the Year**

**Please forward to principals and teachers.**

The Department recognizes great teachers and school leaders are critical to student success. Annually, the Department honors some of the state's most successful educators through the Louisiana Teacher and Principal of the Year programs.

Part of the selection process for naming the school system and state-level winners includes [recommendations](#) from teachers, principals, school system employees, parents, colleagues, and community members.

If you or someone you know meets the criteria below, please submit a nomination. Self-nominations are also accepted.

- Demonstrates excellence in the field, guiding students of all backgrounds and abilities to achieve excellence
- Demonstrates leadership and innovation in and outside of the classroom walls that embodies lifelong learning
- Collaborates with colleagues, students, and families to create a school culture of respect and success

Nominations must be submitted via the [nominations portal](#) by September 28.

The portal may also be accessed by visiting the [Department's website](#). Nominations will be sent to the local school systems for consideration as they select their top candidates to participate in the state-level process.

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

## Finance

### **Reminder: FY2018-2019 USDA Required School Lunch Match**

**Please share with all business managers and financial officials.**

The United States Department of Agriculture (USDA) requires a match of state funds for the school lunch program. The match is evidenced, in part, through the Minimum Foundation Program (MFP) funds identified in each Local Education Agency's (LEA's)

Annual Financial Report (AFR).

The [attached schedule](#) contains each LEA's required match amount for FY2018-2019 and is based on the February 1, 2018, MFP Free and Reduced Lunch membership for each LEA.

If you have any questions regarding this information, contact MFP Staff at (225) 342-4989 or via e-mail at [LDOEMFPHelpdesk@la.gov](mailto:LDOEMFPHelpdesk@la.gov). You may also call the Department's toll-free number at 1-877-453-2721.

### **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](mailto:satoiya.jones@la.gov).

For questions regarding technical issues such as the electronic submission or online update process, contact [yaxin.lu@la.gov](mailto:yaxin.lu@la.gov).

## Special Education

### **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 September 6 at 2:00 p.m. Topics will include upcoming deadlines, updates, guidance, and training opportunities. Pre-registration is not required.

- **Webinar Date and Time:** September 6 at 2:00 p.m.
- **Webinar Link:** <https://ldoe.zoom.us/j/670515231>
- **Meeting ID#:** 670515231
- **Webinar Phone Number:** 408-638-0968; 670515231# (dial in only)

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

### **New: Special Education Parent Survey Results to be Released**

Each year, the Department is required to report on the percent of parents with a child receiving special education services who report their school facilitated parent involvement as a means of improving services and results for children with disabilities. Parent survey results for the 2017-2018 school year will be available this Friday, September 7 via the FTP site with the file name: 2018 Parent Survey Results.

Please contact your school system's FTP coordinator to retrieve the report. A list of participating school systems that will have results is also [available](#).

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

### **Reminder: High Cost Services Webinar**

The Department has established a high cost services fund to support Louisiana school systems and schools that serve students with the most difficult needs. On September 11 at 10:00 a.m., the Department will host a webinar to explain the 2018-2019 application.

- **Meeting Date and Time:** September 11 at 10:00 a.m.
- **Webinar Link:** <https://ldoe.zoom.us/j/759589140>

Please email [terri.byrd@la.gov](mailto:terri.byrd@la.gov) with questions or for more information.

## Data

### **Reminder: Monthly Data Coordinator Webinar**

The Department will hold its monthly webinar for data coordinators and data managers of eScholar, SPS, SPC, SIS, SER, PEP and STS on September 6 at 1:00 p.m. Topics will include 2018-2019 data submissions, upcoming deadlines, system enhancements, other updates and best practices.

- Meeting Date and Time: September 6 at 1:00 p.m.
- Webinar Link: <https://ldoe.zoom.us/j/976397929>

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

## Policy

### **Reminder: Policy Updates and Reminders**

The Department has been asked to provide a few reminders to school systems regarding laws related to student immunizations, internet safety, suicide prevention training, and promotion of students with disabilities. A summary of those reminders is now [available](#).

Please contact [erin.bendily@la.gov](mailto:erin.bendily@la.gov) for more information.

## Safe and Healthy Schools

### **Reminder: Flu Facts and the Dangers of HPV**

On behalf of the Louisiana Office of Public Health Immunization program, the Department is requesting that schools share the [Flu Facts](#) and [HPV Fact Sheet](#) with parents. Both documents contain information regarding the dangers of the flu and HPV, how students, parents, and school staff can practice prevention, and the importance of vaccination.

Please contact [michael.comeaux@la.gov](mailto:michael.comeaux@la.gov) if there are any questions.

### LDOE Contacts

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

### LDOE Links

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

STAY CONNECTED

