October 22, 2020

Dear Colleagues,

The school reopening dashboard is now live on our website (it must be viewed in Google Chrome). This is the learning environment and connectivity tool we first emailed system leaders about in September. I previewed the dashboard in last week's Reopening Roundtable, the October BESE meeting and our most recent Superintendent's Advisory Council. This tool is for public and nonpublic systems to share information about student learning environments, devices and connectivity. If you haven't added your information yet, please do so as soon as possible.

This dashboard is a transparent way to share key reopening information with families, educators and anyone else with a stake in our schools. School has always looked different in Louisiana from parish to parish. That's especially true now as systems work to maintain high expectations for students during the pandemic. Our dashboard compiles foundational reopening information in one place.

The tool helps us identify where additional supports are needed in areas like student connectivity. It will provide critical data so the Department can advocate for resources to ensure all Louisiana students have the necessary technology to compete and succeed.

As school systems submit data, the dashboard automatically populates with the most current information. Even if you have already added information, I encourage you to update it regularly throughout the school year. Please don't hesitate to reach out to a member of our team if you have questions or concerns.

Dr. Cade Brumley
State Superintendent of Education

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Important Dates for School Systems

Office Hours	
Office Hours Title	**Zoom Link**
Alternate Assessment Region 9 Office Hours	October 22 at 10:30 a.m.
EdLink 360 Office Hours	October 22 at 1 p.m.
Career and College Readiness Office Hours	October 22 at 3 p.m.
Assessment and Accountability Office Hours	October 27 at 3:45 p.m.
Data Coordinator Office Hours	October 29 at 1 p.m.
Educator Development Office Hours	November 17 at 12 p.m.
K-2 CLASS Pilot Office Hours	November 17 at 12 p.m.
Monthly Calls*	
Monthly Call Title	**Zoom Link**
Academic Content and Educator Development Monthly Call	October 28 at 1 p.m.
Charter Authorizers Monthly Call	November 4 at 11 a.m.
BESE Authorized Charter School Monthly Call	November 4 at 3 p.m.
Data Coordinator Monthly Call	November 5 at 1 p.m.
System Leaders Monthly Call	November 6 at 9 a.m.
SPED Leader Monthly Call	November 12 at 2 p.m.
Legislative and Policy Support Monthly Call	November 16 at 10 a.m.
Assessment and Accountability Monthly Call	November 17 at 3:45 p.m.
Federal Programs and Grants Management Monthly Call	November 19 at 10 a.m.
Career and College Readiness Monthly Call	November 19 at 3 p.m.
Reopening Roundtable for System Leaders	November 20 at 9 a.m.
Upcoming Events	
Event Title	**Zoom Link**
Early Childhood Care and Education Commission Meeting	October 26 at 11 a.m.
Healthy Schools Academy	October 27 at 9 a.m.

LDOE Virtual Fall Counselor Institute	October 28 at 9 a.m.
LDOE Virtual Fall Counselor Institute	October 29 at 8 a.m.
LDOE Virtual Fall Counselor Institute	October 29 at 12 p.m.
2021-2022 Super App Launch	November 6 at 10 a.m.
Important Deadlines	
Document Link	**Deadline**
Alternate Assessment Participation Waiver Request: Public Comment	October 24
LEAP 2025 Science Grades 3, 5, 7, and 8 Stimuli Review Committees Interest Survey	October 29
Fall Checkpoint Early Childhood TS GOLD	October 31
USDA 2020 NSLP Equipment Grant Application	November 2
2020-2021 School District Boundary Review	November 10
U. S. Presidential Scholar Program Nomination	November 13
KEA and K-3 literacy screener data (with SIS K-3 Assessment Collection)	November 16
Act 688 Survey	November 20
SPED Leader Webinar Survey	November 20
School Plan Family Engagement Survey	December 1

School System Support

Deadline: School Plan Family Presentation Survey

Per state law, CIR and UIR schools must present families with their state-approved school improvement plan within 60 days of the start of the school year at a school meeting. The School Plan Family Presentation template was released in the spring and is located in the School Improvement Library.

Schools are required to communicate the following to families in these meetings:
- 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
- Implications of the plan for students, families, and educators

Families shall be notified at least one week prior to the date of the meeting. Meeting dates must be reported to the LDOE no later than **December 1** via the School Plan Family Engagement Survey.

Please contact em.cooper@la.gov with questions.

Career and College Readiness

U. S. Presidential Scholar Program
Please share with counselors and school system administrators.

The nomination process for the U.S. Presidential Scholars Program to honor our nation's most distinguished graduating high school seniors is now open. This is a joint program of the Department and the U.S. Department of Education.

The U. S. Presidential Scholar program information guide provides key details about the program and submission procedures. School systems may submit, for consideration, up to two students in the General Component and up to two students in the Career and Technical Education (CTE) Component. In order to recommend students for nomination to the program, school systems are required to submit to the LDOE a parental release form for each nominated student and a nomination letter for each nominated student not to exceed one page for each student.

Nomination letters and the parental consent form are due by **4 p.m. November 13**. Please submit these documents to jumpstart@la.gov with U.S. Presidential Scholar Program in the subject line. Additional information is available on the Department's website.

Please contact cathy.stromain@la.gov with questions.

Blue Ocean High School Entrepreneur Pitch Competition
Please share with counselors, school administrators, and career and technical education instructors.

The Blue Ocean High School Entrepreneurship Competition is a virtual entrepreneurship competition in which individual students or teams pitch their innovative business concepts to experienced entrepreneurs and business people, receive feedback on their ideas, join a community of like-minded students, and compete for thousands in cash prizes.

Blue Ocean offers prize money for students or schools and the competition is free to educators, students, and schools. Schools and students can win up to $1,000 in prize money. The due date for pitch submissions is **February 19, 2021**.

Please visit the Blue Ocean website for more information and to register for the competition.

Please contact blueoceancompetition@gmail.com with questions.

Adobe Creative Cloud and Certiport Compass Testing
Please share with career and technical education supervisors.

School systems that utilize the Certiport Compass testing for on-premise deliveries of the live-in-the-app Adobe Certified Associate exams should be aware that Adobe traditionally releases new versions of Creative Cloud apps each year leading up to the Adobe MAX conference. Certiport has exams that support the 2018, 2019, and 2020 versions of the apps. Certiport will have exams that support the 2021 versions of the apps, but not until next year.

Systems using Compass for on-premise deliveries of the live-in-the-app Adobe Certified Associate exams will want to make sure Creative Cloud is not set to automatically update when the newest versions are released. There are options for individuals to turn off the auto-update feature, or systems can deploy a package that prevents individual users from seeing any update options at all. Please contact Adobe for additional support.

Please contact jumpstart@la.gov with questions.

Equity, Inclusion, and Opportunities

Special Education

SPED Leader Webinar Feedback Survey

The Department is conducting a feedback survey about the effectiveness of the monthly SPED Leader webinar. The information gathered from this survey will help the Department ensure that the webinar is as effective as possible for special education leaders across the state. The survey will be open until **November 20**.

Please contact specialeducation@la.gov with questions.

Legislative and Policy Support

Healthy Communities

Louisiana Vision Screening Guidelines

The Department, in collaboration with the School Nurse Advisory Council and the Louisiana Department of Health, has developed Louisiana Vision Screening Guidelines - Procedures for vision screening in Louisiana Schools. These guidelines are based on national recommendations for an evidence-based vision screening and eye health program for students in Louisiana schools.

Please contact janice.zube@la.gov with questions.

School System Financial Services

2020-2021 School District Review Program
Please share with superintendents and school system mapping coordinators.

The U. S. Department of Education's (ED) School District Boundary Review Program is a program that requires city/parish school districts to review and verify school district physical boundaries. Accurate school district boundary information is critical to determining each state's allocation under Title I of the Every Student Succeeds Act (ESSA). This year and annually going forward, each city/parish school district is required to complete the boundary review and verification process detailed in this memorandum. Submit your document(s) to the email below no later than **November 10**.

Please contact schoolfinancehelpdesk@la.gov with questions.

School System Relations

Virtual Support Tools

The Department, in partnership with NIET, has developed Virtual Classroom Support Tools. The K-2 Virtual Classroom Tool, 3-12 Virtual Classroom Tool, Common Planning Support Tool, ELA Common Planning Companion Tool, Math Common Planning Companion Tool, and Science Common Planning Companion Tool can all be found now in the School Improvement Library, under the Implementation Resources section.

These tools will serve as the basis of the NIET Virtual Instruction Training for Teachers and Leaders. School system leaders received this training information last week via email from their School System Relations coach.

Please contact systemrelations@la.gov with questions.

Teaching and Learning

Academic Content

ELA Guidebooks: High School Guidebooks (2020) Updates
Please share with ELA supervisors for grades 9-12.

The Louisiana's ELA Guidebooks 9-12 (2020) standards overview document is now available.

Please contact elaguidebooks@la.gov with questions.

Assessment and Accountability

For District Testing Coordinators and Accountability Contacts

ACT
- Last week, the Department released ACT summaries to all school systems. A student-level roster has been placed on the FTP that provides school systems with the students who were included in the summaries.
- Please check the ACT State Testing site for an updated Schedule of Events.
- October 20 - Administer the makeup ACT for standard time testing.
- October 20-26 – Administer the makeup ACT for accommodations and/or supports.
- October 22 - Pre-scheduled FedEx pickup for standard time ACT materials at the district office.
  - *Note: Receipt deadline at ACT is **October 27**. Late arriving answer documents will not be scored.*
- October 28 - Pre-scheduled FedEx pickup for ACT materials from accommodations and/or supports at the district office.
  - *Note: Receipt deadline at ACT is **November 2**. Late arriving answer documents will not be scored.*
- **Important**: Test coordinators are reminded to only use ACT test materials sent for the October test. Answer documents from spring 2020 will be rejected if used in October, as well as any spring 2020 answer documents that are returned with barcode labels from October placed over the spring barcode labels.
- October 6-April 30: The 2020-2021 WorkKeys testing window is open.
  - Please refer to the *Quick Start Guide for Assigning TTS to a Single Examinee* for WorkKeys. The document will be posted to the ACT State Testing site in the WorkKeys section.
  - The Department will cover the cost for one WorkKeys administration for students who are on the Jump Start pathway and are in grade 11.
- Please check the ACT State Testing site for an updated Schedule of Events.

LEAP 2025 Assessment Development
- LDOE Assessment Development will convene LEAP 2025 Science Stimuli Review Committees in Lafayette for the following grades at the listed dates and times:
  - Grade 3: November 14 (9 a.m.-12:30 p.m.)
  - Grade 5: November 21 (9 a.m.-12:30 p.m.)
  - Grade 7: November 14 (1:30 p.m.-5 p.m.)
  - Grade 8: November 21 (1:30 p.m.-5 p.m.)
- The committees will review stimuli to ensure the materials that will be used to develop item and task sets on the LEAP 2025 Science tests are fair and appropriate for all students and will allow

an opportunity for students to demonstrate their knowledge and skills in science. Participants may each earn a stipend and be reimbursed for mileage to and from the meeting.

- Interested science teachers (including those who work in special education or with English Learners), supervisors, and content specialists should complete the [interest survey](#) to apply to participate by **October 29**.

LEAP 2025 Enrollment Verification

- Now-October 31: School systems should log into DRC INSIGHT and complete the enrollment information for third and fourth grade that is required no later than **October 31**.
  - Schools testing third or fourth grade on paper should also indicate the number of test booklets needed.
  - School systems need to verify the number of braille tests necessary for testing grades 3-8 for both paper-based or computer-based testing formats.

NAEP 2021

- All schools selected for participation in the 2021 administration of NAEP have been notified by email from Rebecca Frederick.
- January 25 and March 19, 2021: Testing window has been extended 2 weeks to accommodate variation in school schedules.
- District test coordinators were copied on notifications and should help schools prepare for the assessment.
  - Review the *School Coordinator Responsibilities: A Guide to MyNAEP* that was emailed to all schools selected for NAEP.
  - Remind principals that they must designate a NAEP school coordinator to service as the liaison for all NAEP activities.
  - Encourage designated school coordinators to access the MyNAEP site (www.mynaep.com), and register with the ID number they received in the emailed notification.
- For questions or additional information, please contact Rebecca Frederick at 225-963-8197 or email rebecca.frederick@la.gov.

Birth-Grade 3 Assessment Guidance

- The Birth-Grade 3 Assessments has a [suite of resources](#) available to help school systems (and early learning centers) with assessment administration for the 2020-2021 school year.
- **Due October 31**
  - Fall Checkpoint Early Childhood TS GOLD. Visit the [Early Childhood (pre-K) Assessment Guidance for Various Learning Environments](#) for additional information.
- **New Dates - Due November 16**:
  - Deadline for data managers to submit the KEA and K-3 literacy screener data with the [SIS K-3 Assessment Collection](#).
  - The SIS K-3 Assessment Collection window will open October 26 for data submission.
- **Due November 20**:
  - [Act 688 Survey](#) - School systems are required to report the number of students referred for gifted screening based on their performance of the literacy screener, with the literacy screener being at least one indicator used in consideration for gifted screening. DTCs and Special Education Coordinators should work together to submit only one form per district. This data will be reported to BESE.
- The Department will work with those school systems that have been severely impacted by the recent hurricanes. The Department will review BESE policy to ensure alignment with state law and will consider flexibility in timelines for administration and reporting results during times of crisis or natural disaster. For questions, please contact assessment@la.gov.

Advanced Placement ® Results

- The 2019-2020 Advanced Placement Results ® rosters are now posted to secure FTP. The roster includes, for the total population and for student groups, exams taken, exams passed (scoring 3+), and student counts for the school system and schools. Suppressed public data has

been made available in the Department's [High School Performance Library](). Please contact [assessment@la.gov]() with questions.

Assessment Administration Support and Training Office Hours
The next Assessment and Accountability Office Hours will be on **October 27 at 3:45 p.m.** A password will now be required for office hours. Webinar details are listed below.

- **Webinar Date and Time**: October 27 at 3:45 p.m.
- **Webinar Link**: https://ldoe.zoom.us/j/202189164
- **Webinar Phone Number**: 646-876-9923
- **Meeting ID#**: 202 189 164
- **Passcode**: 2020202!

Reminders

- ***Recovery Reminders***
- ***School System Support Reminders***
- ***Career and College Readiness Reminders***
- ***Equity, Inclusion, and Opportunities Reminders***
  - ***Special Education Reminders***
  - ***Student Well-Being Reminders***
- ***Legislative and Policy Report Reminders***
  - ***Healthy Communities Reminders***
- ***Teaching and Learning Reminders***
  - ***Academic Content Reminders***
  - ***Assessment and Accountability Reminders***
  - ***Educator Development Reminders***

Recovery Reminders

Disaster Recovery Guidance

The Department has released [disaster recovery guidance](). Please continue to check [this link](), as the guidance will be updated as new information becomes available. The document includes guidance and resources on the following topics:
- Enrollment of displaced students
- Damage to facilities and supply needs
- Staffing capacity
- Issues related to the start of the school year
- Charter school specific guidance

Please contact [systemrelations@la.gov]() with questions.

School System Support Reminders

Super App Launch

This year's **Super App Launch is scheduled for November 6 and will be all virtual**. Sessions will be pre-recorded, shared in the weekly newsletter, and posted to the Department's [School Improvement Library](#) on **November 6**.

During November, December, and January, regularly scheduled team monthly calls and office hours will provide opportunities for school system leaders to learn more about specific sections, ask questions, and receive guidance.

New this year: The Department will offer Super App Planning Support calls beginning in December where teams can request one-on-one targeted guidance and support with planning, completing the workbook, and aligning funding to priorities.

More information will be provided in the coming weeks.

Questions should be emailed to LDOE.grantshelpdesk@la.gov. Please include "Super App" in the email subject line.

Career and College Readiness Reminders

Federal Policy on Military Recruiting in Schools
Please share with principals and counselors to ensure systems are in compliance with federal law.

Representatives of military recruiting offices have recently contacted the Department to express concerns regarding access to student contact information. By federal law according to 20 U.S.C. 7908, all school systems that receive funds under the Elementary and Secondary Education Act (ESEA) must provide student's names, addresses, and telephone listings to military recruiters unless the student's parents or guardians have individually opted out of providing this information. Local education authorities cannot adopt a blanket opt-out policy and 20 U.S.C. 7908 supersedes any conflicting state law.

In addition, please be mindful that schools are to allow recruiters from the various branches of service equitable access to classrooms and/or facilities. School systems must allow equal access and accommodation to all branches of services in accordance with a consistent application of their local policies. Students interested in joining the military after high school should be allowed to receive information from all branches of service so they can make an intelligent decision if they are considering joining the military.

Please contact ernise.singleton@la.gov with questions.

Equity, Inclusion, and Opportunities Reminders

Special Education Reminders

Alternate Assessment Participation Review Feedback and Regional Office Hours

The Department will host virtual Alternate Assessment Office Hours for each region (as listed on the Office of Public Health Regional Contact Map) on the dates and times included below. This will be a time to review outcomes and best practices around the Alternate Assessment Review Process and to ask questions about the process.

Region	Date, Time, and Zoom Link
2: Ascension, East Baton Rouge, East Feliciana, Iberville, Pointe Coupee, West Baton Rouge, West Feliciana	October 21 at 9 a.m.
5: Allen, Beauregard, Calcasieu, Cameron, Jefferson Davis	October 21 at 10:30 a.m.
6: Avoyelles, Catahoula, Concordia, Grant, LaSalle, Rapides, Vernon, Winn	October 21 at 1 p.m.
7: Bienville, Bossier, Caddo, Claiborne, DeSoto, Natchitoches, Red River, Sabine, Webster	October 21 at 2:30 p.m.
8: Caldwell, East Carroll, Franklin, Jackson, Lincoln, Madison, Morehouse, Ouachita, Richland, Tensas, Union, West Carroll	October 22 at 9 a.m.
9: Livingston, St. Helena, St. Tammany, Tangipahoa, Washington	October 22 at 10:30 a.m.

Please contact specialeducation@la.gov with questions.

Student Well-Being Reminders

Student Well-Being Monthly Call: Added Date
Please share with the Urgent Intervention Required for Discipline (UIR-D) school leadership team(s).

The Department has added an additional Student Well-Being Monthly Call date for the month of November. This call will serve as an opportunity for student well-being vendors to attend and share more information about their services that will be funded for UIR-D schools in the 2020-2021 Super App. Supervisors of school improvement, supervisors of student services/programs/life, supervisors of child welfare and attendance, and supervisors of pupil appraisal are encouraged to attend. **Please note**: This additional date in November has a different Zoom link than the other monthly call dates.

Information needed to join this newly-added call is included below.

- **Webinar Date and Time**: November 9 at 3:30 p.m.
- **Webinar Link**: https://ldoe.zoom.us/j/91427137294
- **Webinar Phone Number**: 312-626-6799
- **Meeting ID#**: 914 2713 7294

Please contact studentwellbeing@la.gov with questions.

Legislative and Policy Support Reminders

Healthy Communities Reminders

School Year 2020-2021 Fresh Fruit and Vegetable Program (FFVP) Application

Applications for the 2020-2021 Fresh Fruit and Vegetable Program are available for returning sponsors via the Child Nutrition Program (CNP) website. Applications must be completed and submitted by **November 10**.

Please contact childnutritionprograms@la.gov with questions.

National School Lunch Program (NSLP) Equipment Assistance Grants

The USDA 2020 National School Lunch Program (NSLP) Equipment Grant applications are open for submission. Apply now for this funding opportunity before the application period closes on **November 2**.

USDA awarded Louisiana $597,050, provided by the Consolidated Appropriations Act, 2020 (Public Law 116-94), to be distributed to School Food Authorities (SFA's) participating in the NSLP to purchase equipment to serve healthier meals, improve food safety, and expand access to school meals in the National School Lunch Program and School Breakfast Program. Priority for awards will be given to schools where the greatest percentage of enrolled students are eligible for free or reduced price meals.

Additional information on the 2020 NSLP Equipment Assistance Grants is now available. Online applications will be accessible at the Child Nutrition Programs Website.

Please contact helen.folks@la.gov with questions.

Teaching and Learning Reminders

Academic Content Reminders

ELA Guidebooks: Updates
Please share with ELA supervisors, administrators, and ELA teachers.

The ELA Guidebooks landing page on the Louisiana Believes website has been updated to include download boxes with ELA Guidebook resources and distance learning resources.

Please contact elaguidebooks@la.gov with questions.

ELA Guidebooks: Foundations Supports Update
Please share with ELA supervisors, administrators, and ELA teachers for grades 3-5.

The ELA Guidebooks Foundations Supports to support students in grades 3-5 who struggle to read fluently have been updated. These resources include both teacher-facing directions and student-facing materials.

- The teacher-facing directions provide guidance for explicitly teaching foundational phonics skills and practicing grade-level fluency.
- The student-facing materials include targeted skill activities and fluency practice passages directly related to the grade-level ELA Guidebook unit texts used during whole-class, core instruction.

The updated materials will be available for download through the bulk downloader tool on Louisiana Curriculum Hub. Each ELA Guidebook unit folder will have a folder entitled "Foundations Supports."

Please contact elaguidebooks@la.gov with questions.

ELA Guidebooks: High School Guidebooks (2020) Updates
Please share with ELA supervisors, administrators, and ELA teachers for grades 9-12.

Louisiana's ELA Guidebooks 9-12 (2020) Pilot Overview document has been updated to include the most recent information about the 9-12 units on Louisiana Curriculum Hub. The Life of Pi unit for grade 10 is also available on Louisiana Curriculum Hub.

The Department is also soliciting teacher feedback through Louisiana's ELA Guidebooks 9-12 (2020) Pilot Feedback Form for the units being implemented this year. Please encourage educators to bookmark this link for use throughout the 2020-2021 school year.

Please contact elaguidebooks@la.gov with questions.

Assessment and Accountability Reminders

2020 List of Schools in Need of Intervention Now Available

Due to the impact of COVID-19 on school closures, school performance scores and letter grades were not produced for the 2019-2020 school year. On March 20, the U.S. Department of Education (ED) approved a waiver request by the Louisiana Department of Education, waiving most assessment and accountability requirements for the 2019-2020 school year. As part of that waiver, ED required the Department to maintain the existing list of schools in need of intervention from the 2019 release. As such, schools have not exited or entered intervention status from the 2019 release based on the 2019-2020 school year, and the 2020 intervention list uses 2018-2019 school year data as the most recent year of data.

The 2020 intervention list has been posted on the Department's Performance Scores Library.

Please contact assessment@la.gov with questions.

Educator Development Reminders

Rater Reliability Compass Evaluator Training Available

The 2020-2021 Rater Reliability Compass Evaluator Training recording is now available for viewing under the Observation and Feedback section of the Compass Library. The video is also posted to the Department's YouTube channel. **All evaluators of professional staff must complete the training prior to conducting formal observations for evaluations**. A companion PDF file is also published allowing evaluators to have access to the many links shared throughout the presentation.

This training covers:
● Evaluation Rationale and Policy/Continuum of Evaluation and Certification
● Elements of Evaluation: Professional Practice Scores and Student Performance Scores
● Considerations for Rater Reliability in the Virtual/Blended Learning Environment
● Rater Reliability Norming
● System of Record (Compass Information System)
● Grievance Policies
● Resources and Survey/ Confirmation of Attendance

In lieu of certificates, a timestamped list of attendees from the survey linked at the end of the training will be posted to the Compass Library monthly beginning November 1 to certify the completion of the Rater Reliability Training. School system leaders seeking to verify rater reliability training completion should source this document.

Please contact compass@la.gov with questions.