

CHARTER SCHOOLS



October 23, 2019

Superintendent's Message

Dear Colleagues,

During the week of November 4, the Department will release annual [early childhood performance profiles](#) and school [report cards](#), including performance scores for all early childhood centers and schools. I will provide specific information on the release in next week's newsletter. School system leaders will debrief outcomes with Department of Education staff next week as well.

This year's release involves several important milestones. It is the first year of the state's new framework and formula for evaluating alternative school performance. Alternative schools will now be measured based on their mission and ability to meet the distinctive needs of students through a system focused on annual student growth and credit attainment. Next, this is the first year in which schools will show results of their plans for the [Every Student Succeeds Act](#), or ESSA. For the schools identified as needing comprehensive or urgent intervention, this year's release is a chance to show change, improvement, and progress. The release will also provide schools and school systems with a chance to identify further challenges for improvement in future years. Finally, the continued inclusion of early childhood centers in the release provides a third consecutive year of network- and site-level information about the quality of and improvement in the early learning setting. To further differentiate and recognize sites, a fifth "High Proficient" category will be included as part of the results this year. [Ready Start Networks](#) in particular will use this information to identify strengths and weaknesses in their communities' offerings to young children and provide support where centers are struggling.

Louisiana's [plan for improvement](#) is a long-term project. It involves thousands of daily actions to raise expectations, make evidence-based choices, and improve practice. Occasionally we have a chance to step back and reflect on what is working and what is not. This annual release provides one such opportunity. I'm looking forward to discussing outcomes with you and to all progress yet to come.

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)
10/25/19	Submit SIS MFP data	Data managers
10/25/19	Report K-3 Literacy and Kindergarten assessment	Data managers
10/31/19	Complete pre-test preparations in DRC INSIGHT	Testing coordinators
10/31/19	Submit SER IDEA data	SPED coordinator and data managers
10/31/19	Apply for the National School Lunch Program Equipment Assistance Grant	Child Nutrition Supervisors
11/1/19	Complete the interest survey for a Deaf Education Certification program	School leaders and interested teachers
11/1/19	Complete the Interests and Opportunities Online Principals Survey	School leaders
11/6/19	Apply for the Believe and Prepare math collaborative	School leaders and educators supporting math instruction
11/15/19	Complete High Cost Services Round 1 application	SPED coordinators and grant coordinators
11/15/19	Submit student immunization data	School leaders and school nurses
11/15/19	Submit nominations for up to 3 students for the U.S. Presidential Scholars Program	CEOs and school leaders
11/20/19	Complete priority application for 2020-21 Extension Academy	CEOs and school leaders
11/29/19	Complete Farm to School census	Child Nutrition Supervisors
12/1/19	Adopt and publish policy on student fee in compliance with Act 240 of 2019	CEOs and school leaders
12/1/19	Complete student fee survey after adopting and publishing new policy	CEOs and school leaders
1/3/20	Register for the 2020 Jump Start Convention	School leaders and counselors
1/15/20	Submit Teacher and Principal of the Year applications	CEOs and school leaders

LEA Support

New: Release of School and Center Performance Communications Toolkits

Please share with family engagement coordinators, principals, and early childhood directors.

Today, the Department released a [toolkit](#) to help school systems, schools, and early childhood centers communicate the release of their 2019 performance scores in the [Louisiana School Finder](#). The toolkit includes resources such as:

- School Finder flyer, poster, website button, and social media graphics
- Sample early childhood and K-12 news releases
- Animated videos to help explain early childhood performance profiles
- Early childhood and K-12 customizable parent night presentations

All resources are available in the [principal support library](#). All videos are available on the Department's [YouTube channel](#) on the "School Finder" playlist.

Please contact Idoecommunications@la.gov with questions.

Assessment and Accountability

New: For District Testing Coordinators

Important: Interests and Opportunities Online Principals Survey

- The Online Principals Survey that will be used to award points for the new Interests and Opportunities index was distributed via accountability contacts on **September 30**. Principals will have until **November 1** to complete the survey, which is 2.5 percent of the 2020 SPS in schools with grade combinations from the K-8 range and 5 percent for high schools.
- For K-8 schools, the October Class Collection (CUR, PEP, SIS) will be used to identify the students enrolled in PE, visual art, performance art, and world language courses, which determines an additional 2.5 percent of the SPS.
- To streamline the process for superintendents' review and approval of surveys submitted by principals, the department created an Excel file that contains links to the completed surveys. The **2019 Principal Survey Completion Report** has

created an Excel file that contains links to the completed surveys. The 2019 Principal Survey Completion Report has been posted to the secure FTP and will be updated weekly.

General:

- District test coordinator and accountability announcements are only sent to contacts who are on file with the Department. Please "create a new contact" for all contacts in the [Louisiana School System Contact Form](#). **Only contacts added to this form will receive communications from the Department.**

LEAP 2025

- October 28: District Test Coordinators must submit their fall LEAP 2025 testing schedules to assessment@la.gov.
- October 28: DRC INSIGHT portal opens for fall 2019 LEAP 2025 high school testing setup.
- October 31: Deadline for district test coordinators to complete important pre-test preparations in DRC INSIGHT:
 - select the delivery mode for LEAP 2025 grades 3 and 4 testing (online or paper);
 - verify or adjust the number of test booklets needed; and
 - verify enrollment numbers for all grades.

K-3

- **October 31:** 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. The collection window is officially open as of October 16.
- Data managers should reference pages 13-17 in the [SIS K-3 Assessment Collection Guidance](#) for record layout and coding.
- **October 31:** Deadline for [Pre-K Early Childhood Fall Checkpoint](#) in the [Teaching Strategies Platform for GOLD](#).

ACT and WorkKeys

- Resources can be found on the [ACT State Testing](#) site or by contacting the WorkKeys help-desk at 800-967-5539.

NAEP 2019-2020

- Thirty-one Louisiana schools are participating in the NAEP 2019-2020 Long-Term Trend Study. Each principal will designate a school coordinator (SC) to support the administration of the NAEP test. The ideal school coordinator will be available to complete tasks during the pre-assessment period, collect student information, and enter it online. The deadlines for completing the Provide School Information(PSI) and E-filing are as follows:
 - **Completed:** Schools with age 13 students have completed the PSI and E-filing processes
 - **November 8:** Schools with age 9 students
 - **January 17:** Schools with age 17 students

Assessment Administration Support and Training Office Hours

The next **Assessment and Accountability Office Hours** will be October 29 at 1:00 p.m.

- **Webinar Link:** <https://ldoe.zoom.us/j/202189164>
- **Webinar Phone Number:** 646-876-9923
- **Meeting ID#:** 202 189 164

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

Reminder: Timeline for Release of 2018-2019 School and Center Performance Scores

Please share with principals.

The 2018-2019 school and center performance scores will be released on November 6 in the [Louisiana School Finder](#). Below is a timeline for when school systems will receive data and resources related to this release:

- Week of October 28: School system leaders receive individual, unsuppressed school system and school-level performance scores from Network Leader and participate in briefing calls.
- November 5:
 - Early childhood education program "Honor Roll" results publicly released.
 - School system leaders receive statewide, school-system, and school-level suppressed results that evening.
- November 6:
 - School system leaders participate in briefing call with Superintendent John White on statewide results at 10:00 a.m.
 - Superintendent White holds media briefing on statewide results and results made public in [School Finder](#) and the [website](#) at 11:00 a.m.

Please view the [communications toolkit](#) for helpful tools in communicating these results to families.

High School Pathways

New: 2020 Jump Start Convention Registration is Open

Please share with administrators and counselors.

[Registration](#) for the 2020 Jump Start Convention is now open and will close on **January 3**. Participants will learn the latest trends in career and technical education and take a "deep dive" into the new streamlined Jump Start 2.0 pathways that will be considered for adoption in spring 2020. A list of [discounted hotels](#) is available for this event.

Please contact jumpstart@la.gov with questions.

New: AP Classroom Progress Checks

Please share with administrators and instructional leaders.

The College Board has released a subject-specific AP Classroom observation tool, [Checks for Student Understanding: A School Leader's Guide to Support AP Teachers](#). A [digital tutorial](#) is also available that walks school leaders through the student, teacher, and school leader monitoring tool.

As a reminder, there will be a Department-hosted AP Classroom webinar this week:

- **Webinar Date and Time:** October 24 at 3:00 p.m.
- **Webinar Link:** <https://ldoe.zoom.us/j/750213746>
- **Webinar Phone Number:** 646-876-9923
- **Meeting ID#:** 750 213 746

Please contact collegereadiness@la.gov with questions.

Educator Preparation

New: Believe and Prepare Math Collaborative

The Believe and Prepare Math Collaborative is a collaborative to bring together the best minds from both higher education and K-12 to design teaching methods syllabi for elementary and secondary math courses that, in turn, will be available for public use. The goal of the collaborative is to ensure that teachers completing teacher preparation programs are well prepared to effectively implement standards-aligned instruction using high-quality curriculum materials.

The following educators are encouraged to [apply](#):

- Higher education faculty who teach math methods courses;
- Higher education faculty who teach math courses for education majors; and
- Effective K-12 educators who help support math (e.g., math curriculum coaches, current math content leaders, district math supervisors).

[Applications](#) are due **November 6**.

Please contact believeandprepare@la.gov for more information

Reminder: Louisiana's Teacher and Principal of the Year Application Now Open

The [Teacher and Principal of the Year application process](#) for the 2019-2020 school year is now open. All applications, materials, and timelines are now available in the [library](#) on the [Awards](#) page.

All school systems are encouraged to select up to three teachers and three principals, one per division (elementary, middle, and high) as their local-level honorees and submit these selections to the state process. School systems without a formal selection process in place may elect to send their candidates directly to the state-level process.

State-level applications are due by **January 15** and must be submitted via an online application portal which will open in late 2019. An informational webinar will be offered to provide Teacher and Principal of the Year coordinators with information regarding this year's process. Please join the webinar listed below.

- **Webinar Date and Time:** October 24 at 9:30 a.m.
- **Webinar Link:** <https://ldoe.zoom.us/j/612251484>
- **Webinar Phone Number:** 646 876 9923
- **Meeting ID#:** 612 251 484

Please contact excellenteducators@la.gov for more information.

Special Education

New: High Cost Services Round 1 Application Released

The High Cost Services (HCS) fund supports school systems and schools who serve Louisiana's students with complex needs by providing additional funding for high-cost special education services for students with disabilities. The FY 2019-2020 HCS Round 1 application is now available in eGMS. **The submission deadline is November 15.** To learn more about the grant, please see the [grant overview](#) and [state plan](#).

Please contact ldoe.grantshelpdesk@la.gov with questions.

New: Deaf Education Certification Program at LSU Baton Rouge

Special School District's (SSD) Center for Innovation and Low Incidence Support and Louisiana State University's School of Education have partnered to develop a new Deaf Education Add-On [Certification](#) program. The SSD is conducting a survey to gauge interest in the emerging program. Interested educators should complete this [survey](#) by **November 1**. The first cohort will take two courses during the spring 2020 semester, with additional coursework offered each subsequent semester. The classes will be offered at LSU Baton Rouge with an option for remote participation via Zoom.

Please contact mhenderson@lsdvi.org with questions.

Reminder: Partnerships for Success Webinar

The Department recently released the [Partnerships for Success Guide](#), intended to guide school systems in planning for the specialized support and related service needs students with disabilities. The Department will host an in depth review of the guide for school system leaders involved in planning the educational programming for students with disabilities. Information about the webinar is provided below.

- **Webinar Date and Time:** October 24 at 10:00 a.m.
- **Webinar Link:** <https://ldoe.zoom.us/j/633590477>
- **Webinar Phone Number:** 646-876-9923
- **Meeting ID#:** 633 590 477

Please contact specialeducation@la.gov with questions.

Finance

Reminder: FY2019-2020 First Quarter Financial Report

Please share with Business Managers and Financial Officials of Type 2 and Type 5 Charter Schools.

The First Quarter Financial Report for FY2019-2020 is due Thursday, October 31, 2019. The [quarterly report form](#) along with the [Statement of Affirmation](#) should be submitted via email to CharterFinanceHelpdesk@la.gov.

The First Quarter Financial Report shall contain year-to-date actual data from July 1, 2019 through September 30, 2019 along with budgeted data for FY2019-2020 (July 1, 2019 through June 30, 2020.) If your organization operates more than one charter school, you must submit the financial report for each individual school.

If you have any questions or require further information, contact [Karen McCary](#) or call 225-342-3776.

Data

Reminder: Fall Data Collections

Several fall data collections are open. These collections are important for MFP and IDEA funding and assessments and are listed below.

- The Student Information System (SIS) MFP collection is still open for reporting student enrollment, free/reduced lunch status, homeless data, and attendance. The deadline is **October 25**.

- The Special Education Reporting (SER) IDEA collection is still open for reporting special education data. The reporting deadline is **October 31**.
- The K3 Assessment collection is now open for reporting K-3 Literacy and Kindergarten assessment data. The reporting deadline is **October 25**.

Please refer to the [2019-2020 Benchmark Calendar](#) for other important information regarding data submissions.

Please email systemsupport@la.gov with questions.

Policy

New: October BESE Meeting Summary

The Board of Elementary and Secondary Education (BESE) met on October 16 and approved a number of bulletin revisions and recommendations. A summary of the approvals that directly impact the activities of local education agencies is [available](#).

Please contact ryan.n.gremillion@la.gov for more information.

Reminder: Student Fee Policies

Act 240 of the 2019 Regular Legislative Session requires public school governing authorities and schools participating in the Student Scholarships for Educational Excellence Program to **adopt policies no later than December 1**, relative to fees charged to students. The Department is charged with verifying that policies have been adopted that reflect the new state law and reporting this information to the Louisiana Legislature.

Governing authorities that have already adopted this policy, and for those that have been published to websites, as required, are encouraged to complete this [survey](#) at earliest convenience. Governing authorities that have not yet adopted the policy are encouraged to complete the survey as quickly as possible, but **no later than December 2**. Given the number of policies to be collected and reviewed before the legislative reporting deadline of December 31, Department staff would appreciate **as many early submissions as possible**.

Please contact david.maestas@la.gov with any questions.

Program Monitoring

New: IDEA Annual Performance Report (APR) Monitoring Outreach for School Systems

Please share with IDEA directors.

Annually, the Department is required to analyze special education data and conduct outreach regarding outcomes for particular indicators as part of the IDEA, Part B State Performance Plan and report these in the special education annual performance report (APR).

Results will be provided to school systems via APR outreach packets, which will be available in the FTP on October 25. Any school system identified as needing improvement in one or more targeted indicators will be required to submit a plan of correction to the Department by November 22.

Additional details on this process, including the timeline, will be provided in the APR outreach packets.

Please contact iris.jones@la.gov with any questions.

Safe and Healthy Schools

Reminder: School Immunization Reporting Deadline

The Louisiana Office of Public Health (OPH) reminds schools that the yearly submission of student immunization data is due **November 15**. Louisiana Revised Statute 17:170 requires chief administrators of all schools in the state, both public and private, to transmit electronically immunization compliance reports to the Louisiana Department of Health. School staff responsible for completing the submission must use the school module within LINKS, the Louisiana Immunization Network. All students attending school in Louisiana must have either a complete immunization record or an immunization exemption on file with the school in order to comply with the school entry law. School officials may exclude any student from attending school who does not present the required documentation.

present the required documentation.
Beginning with this year's data, the OPH will publish school-level data on the [OPH](#) website. Parents and interested persons will be able to look up individual schools to assess how well the school is complying with laws requiring complete immunization records for school entry.

Schools in need of assistance related to the completion of the immunization report and submission of data through LINKS are encouraged to contact parish immunization program consultants. Contact information is available at the [OPH Immunization Program](#) website.

Please contact stacy.hall@la.gov with questions.

LDOE Contacts

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