

CHARTER SCHOOLS



November 15, 2017

Superintendent's Message

Dear Colleagues,

Next week, in light of the Thanksgiving holiday, we will not be sending a newsletter. I hope you'll get time with family over the holiday and that you will be able to put work to the side for a moment.

Our shared efforts this year build on years of hard work. For the first time in any state, we joined early education and K-12 rating and reporting systems, into one, [unified system](#) of measurement and information sharing. Teachers are using [challenging curricula](#) in Louisiana, and some schools are [piloting creative curricula](#) to further challenge and motivate students. Hundreds of [mentor educators](#) will prepare the next generation of teachers. All graduates will now complete curricula and industry credentials that sustain their eligibility for TOPS and TOPS Tech, and all graduates will complete the forms necessary for them to access [financial aid](#). Finally, when schools struggle, school systems are creating [evidence-based plans](#) for improvement.

These efforts, and so many more, exist because of the commitment and creativity that exists in schools across Louisiana. For this, I am thankful. For your leadership, which makes change and improvement possible, I am equally thankful. And for the great blessing to serve the children of our state and nation, I am, as I know you are, deeply thankful. Have a happy Thanksgiving.

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

John
Twitter [@LouisianaSupe](#)

In This Issue:

[Action Items for Charter Schools](#)

[LEA Support](#)

[Assessment and Accountability](#)

[Student Opportunities](#)

[Talent](#)

[Data](#)

[Federal Programs](#)

[Grants Management](#)

[Statewide Monitoring](#)

[Policy](#)

[Safe and Healthy Schools](#)

Action Items for Charter Schools

Date	Action	Owner(s)
11/28/17	Complete School Fee Policy survey	School leaders
12/1/17	Submit School Performance Score Appeals	School leaders and CEOs
12/8/17	Validate Educator Workforce Data	Data Coordinators and school leaders
12/8/17	Submit SY2017-2018 Annual Counts for Title I, Part D in LEADSPortal	School leaders
12/11/17	Complete the Title III Survey (TTS)	Federal Programs Coordinators
12/14/17	Submit outstanding corrections of Educator Workforce Data	Data Coordinators and school leaders
12/31/17	Enter Compass data	Compass LEA Administrators
1/31/18	Submit applications for Louisiana Team Nutrition Training Grant	School leaders
2/1/18	Submit Pupil Progression Plans	CEOs and School Leaders

LEA Support

New: Charter School Quarterly Call on Thursday, 11/30

The Office of Portfolio will conduct a quarterly call for all charter CEOs and school leaders on Thursday, November 30th. Topics covered in the call will include the new Superintendent and Principal reporting system, district planning updates, changes to End-of-Course exams, updates on BESE policy, and charter transportation.

Details for the webinar can be found below. All organizations should ensure that at least one representative is on the call.

Date: Thursday, 11/30

Time: 10:00am

Conference Line: 1-855-240-2575

Access Code: 80736353

Link: <https://louisianaschools.adobeconnect.com/charterquarterlycallnov/>

Reminder: Compass Deadlines

Please note that December 31, 2017, is the deadline for the following important Compass tasks:

- entering principal evaluations
- entering social studies teacher evaluations
- updating 2017-18 rosters

To enter 2016-17 Compass data, please follow the instructions in the [Quick Guide](#). Please contact compass@la.gov for more information.

Assessment and Accountability

New: Reminders for District Testing Coordinators

-

LEAP 360

- District Item Response File reports will now be available every other Monday starting on November 13, 2017 in [eDIRECT](#).
- LEAP 360 interim assessment teacher access information can be found in the [LEAP 360 Interim Assessment Quick Start Guide](#). Teacher access and student use are currently available for high school Forms 1, 2, and 3 (English I, English II, Algebra I, and Geometry). Teacher access for Form 1 for grades 3-8 is currently available, and teacher access for Form 2 for grades 3-8 will be available in the next couple of weeks.

LEAP 2025 Science Field Tests

Please have teachers save-the-date for a series of webinars January 9-11 concerning the new science field tests. Participants will learn information about the new science assessment vision, field test design, and item types.

- January 9, 2018: LEAP 2025 Grades 3-5 Science Field Test Webinar for Teachers

- January 9, 2018: LEAP 2025 Grades 3-5 Science Field Test Webinar for Teachers
- January 10, 2018: LEAP 2025 Grades 6-8 Science Field Test Webinar for Teachers
- January 11, 2018: Biology Field Test Development for LEAP 2025 Webinar for Teachers

ACT and WorkKeys

ACT Updates

- November 6-December 1: Manage participation and shipping dates in [PearsonAccess^{next}](#) for ACT and WorkKeys. **This is a mandatory function for 2017-18 for ACT and WorkKeys testing. Schools must choose the testing and delivery dates. If no dates are chosen, materials will not be shipped.** If a school is not participating in ACT, choose the "Not Participating" option and select the reason for non-participation.
- New high schools who have not received an ACT school code should submit requests using the [ACT/SAT Common High School Code Request](#). Requests should be submitted by the school and will take approximately 3 weeks to process.

WorkKeys Resources

- ACT offers several [Open Enrollment Webinars](#) at no cost. The [Introduction to ACT WorkKeys Online Test Administration](#) will be offered on November 16 from 10:00 a.m.- 11:00 a.m.
- Access the [Score Reporting Schedule](#) for complete information about the score reports ACT will produce and when you can expect to receive them. Additional resources can be found in the [Score Reporting section](#) of your program website.
- For additional support or questions go to act.org/stateanddistrict/contactus, call ACT at 800-553-6244, or email accommodations questions to ACTStateAccoms@act.org.

Fall High School Testing

- LEAP 2025 and EOC High School Testing Window: November 29 - December 15, 2017
- All staff involved in the administration of the fall EOC/LEAP 2025 HS assessments must be trained in test security and administration prior to testing. Resources can be found in the [Assessment Library](#). Test administrators and proctors should also be familiar with the [technical troubleshooting tips](#) in case an issue arises.

LEAP Connect

- Teachers and students can access the LEAP Connect Online Tools Training (OTT) in INSIGHT or using the [link](#) in Google Chrome. Directions for test administrators for the OTT are posted in [eDIRECT](#).

English Language Performance Test

- Additional information regarding the administration of ELPT will be provided during Office Hours on November 28, 2017 at 1:00 PM.
- The AIR Secure Browser must be installed on any computers used for secure student testing. Click on the Secure Browsers link on the Portal to access the Secure Browser download page. The [ELPT Technical Specifications](#) can be found in the [Assessment Library](#).

eDIRECT

- DRC released an update in eDIRECT to provide all school systems with a training account. Each school system was given a sample school (777) to use for training purposes only. The training school will only be placed in the Practice Test 2018 Administration. Ten sample students have been added to each 777 site and should be used to practice creating test sessions.

Assessment Administration Support and Training

- There will not be an Office Hours call on Tuesday, November 21, 2017.
- The [recording](#) and [presentation](#) of the November Assessment and Accountability Monthly call from November 2, 2017 is located in the Assessment Library.

Please email assessment@la.gov with questions.

Reminder: Reminders for Accountability Contacts

- **Release of School Performance Scores and Early Childhood Performance Profiles:** Last week, the Department [released](#) the 2016-2017 school performance scores and the first-ever early childhood performance profiles in the [Louisiana School Finder](#). In advance of the release of the Louisiana School Finder, the Department created a [data guide](#) for schools and school systems, that provides a description of all data in the system, instructions for how to correct the data, and who to contact for more information. Additional information regarding teacher workforce data can be found [here](#). Please email systemsupport@la.gov with questions regarding the School Finder, or email assessment@la.gov with questions on school performance scores.
- **School Performance Score Appeals:** The Fall 2017 School Performance Score Appeal-Waiver Form is available in the Accountability library. **The form must be completed and received by the Department no later than December 1, 2017.** An appeal will not be considered based on data that could have been corrected during one of the regular data

certification periods: Cohort Graduation, ACT, DCAI, Assessment.

- **SPS Calculator:** The [2017-2018 SPS Calculator](#) is available in the accountability library. This calculator applies BESE-approved policies for the new accountability system as defined in the Louisiana ESSA plan. Please send questions to assessment@la.gov.
- **2016-2017 Progress Points for Fall 2017 SPS and DPS:** The 2016-2017 K8 progress point rosters were posted to the **secure FTP**. The progress point calculation in 2016-2017 is based on previous policy, which did not include student background characteristics. The expected scores reported for students are not necessarily the same as the expected scores calculated for teacher VAM. The [K-8 Progress Points FAQ](#) can be found in the accountability library.
- **2016-2017 Post Data Certification Files:** Post data certification files for ACT, DCAI and assessment were posted to the secure FTP on November 3. These files are for information only as all data certification is closed. Post-data certification graduation rosters were posted on June 22.

Please contact assessment@la.gov if you have any questions.

Student Opportunities

New: JAG-LA Student Leadership Conference

The Jobs for America's Graduates-Louisiana (JAG-LA) 22nd Annual Student Leadership Conference will be held December 13, 2017, at the Lafayette Cajundome. More than 750 JAG-LA elected officers will be in attendance and participate in sessions regarding parliamentary procedures, officer duties, and team building activities. The JAG-LA state officers for the 2017-2018 school year will also be sworn in during the opening ceremony. The JAG National Student Leadership Conference will be held the week of November 27 in Washington, D.C. with nine JAG-LA state officers attending and representing Louisiana. Congratulations to all the JAG-LA Officers!

If you have questions about the conference please contact dianna.keller@la.gov.

New: SCA Course Choice Spring 2018 Registration

Please share with professional school counselors and district high school coordinators.

Registration for Course Choice Spring 2018 will open on November 27, 2017. Schools will register students directly with the course provider. Please refer to the [Course Choice Registration Instructions](#) for details on this process. Once students are registered with the course providers, schools should document enrollments in the [Course Choice Registration System](#).

Course Choice provides students and schools with access to a broad variety of course offerings from online, face-to-face, industry training, and dual enrollment course providers. These course offerings will enable schools to provide courses not currently available to their students, including:

- career and technical preparation supporting the Jump Start program;
- academic work required to achieve TOPS;
- advanced course work not available at the school due to limited resources;
- dual enrollment courses from colleges and universities; and
- intensive remediation for students struggling to stay on pace for graduation.

For more information, please e-mail sca@la.gov.

Reminder: 2017-2018 Pupil Progression Plan Update

Please share with school system supervisors.

The Department has developed a significantly a streamlined [Pupil Progression Plan \(PPP\) template](#) and [guidance document](#) based on recent promotion [policy revisions approved by BESE](#) in October for grades 4 and 8. As a result of the delayed release, **the submission deadline has been extended to February 1, 2018.**

An informational webinar will be held to provide updates and to assist school systems in completing and submitting the 2017-2018 Pupil Progression Plan. School system leaders and supervisors are encouraged to participate in one of the webinars, which are scheduled for **Friday, November 17, from 10:00 a.m. until 11:00 a.m. and Tuesday, November 28, from 3:30 p.m. until 4:30 p.m.**

To join the meeting:

- go to <https://louisianaschools.adobeconnect.com/ppp/>:

- dial (855) 240-2575 and enter access code 38582295;
- enter the meeting room as a guest and provide your name.

For additional information please contact ppp@la.gov.

Talent

New: 2017-2018 Educator Workforce Data Validation

In 2015, the Department released the first Educator Workforce Reports to school systems. Since this first release, a number of improvements have been made based on feedback from school and school system leaders. Most recently, school systems indicated that they would like to review key data points prior to the production of the workforce reports to ensure the highest level of data accuracy.

This year, **the Department is using a two-phase validation process** for LEAs to review their data in PEP prior to the release of the 2017-2018 educator workforce data on the superintendent and principal profiles. **LEAs should use this opportunity to ensure information entered into internal databases is accurate.**

- **Phase 1:** LEAs will receive data reports on 11/15, 11/27 and 12/4 that include their submissions to date. LEA leaders will use these reports to conduct on-going validation of their data until December 8.
- **Phase 2:** LEAs will receive a final report of their data when PEP closes on December 8. CEOs will sign off, certifying that their workforce data is valid. LEAs should contact the Department by December 14 if any outstanding corrections are needed.

For more information, please refer to the [2017-2018 Educator Workforce Data Validation Process](#) guide.

Please contact believeandprepare@la.gov with questions.

New: Believe and Prepare: Mentor Teacher Training Launch

Beginning this fall, the Department will provide statewide training that will prepare expert teachers to effectively mentor residents and new teachers. Through a nomination process, 89 LEAs and preparation providers have identified 470 teachers to participate in this training. Mentors have been placed in a cohort of approximately 80 participants. Each cohort has a unique training location and dates.

Mentor training will begin the week of November 27, 2017. Visit the [Mentor Teacher training webpage](#) for additional details and resources related to mentor teacher training.

Please contact believeandprepare@la.gov with questions.

Data

Reminder: 2016-2017 Post Data Certification Files

Post data certification files for ACT, DCAI and assessment were posted to the secure FTP on November 3. These files are for information only as all data certification is closed. Post-data certification graduation rosters were posted on June 22.

For FTP questions, please contact systemsupport@la.gov. For questions related to post data certification, please contact assessment@la.gov.

Federal Programs

Reminder: Data Collection for Title III Survey - LEADSPortal Opens November 13

The Louisiana Department of Education must report specific data from all districts receiving Title III funds. Title III districts/security coordinators must complete the [Title III Survey \(TTS\)](#) for the 2016-2017 school year. The LEADSPortal (TTS) will open November 13, 2017 and will remain open until December 11, 2017.

Guidelines for completing the survey can be found in the [Title III Survey Manual](#). For additional information, please contact your LDOE [Point of Contact](#) (POC).

Reminder: Data Collection of Annual Counts for Title I, Part D

Reminder: Data Collection of Annual Counts for Title I, Part D

The Louisiana Department of Education must report SY2017-2018 Annual Counts for Title I, Part D in order to determine funding for its neglected and delinquent facilities under the Every Student Succeeds Act (ESSA). Title I Directors/security coordinators can enter the data for the 2017-2018 school year (October) at the [LEADSPortal](#). The LEADSPortal (TID - Annual Counts Table only) will be open from November 13, 2017 through December 8, 2017 for entering data.

For further information, please contact your LDOE [Point of Contact](#) (POC).

Grants Management

New: Public Notice of Waiver Request

Please forward this item to federal program directors, business managers and financial officials.

The Department is requesting a Tydings waiver for the purpose of making Mathematics and Science Partnership subawards to eligible LEAs.

Federal FY16 Funds Waiver. In order to extend the period of availability beyond September 30, 2018, LDOE is requesting a waiver of section 8401 of ESSA to extend the period of availability of FY 2016 Mathematics and Science Partnership funds for the SEA and all of its LEAs to September 30, 2019.

Relevant personnel should submit questions or comments to john.hanley@la.gov by December 8.

Reminder: Education Excellence Fund (EEF) Application

The Department is currently processing FY2017-2018 [Education Excellence Fund \(EEF\)](#) applications which were due on November 3. Recipients that did not submit their applications by the deadline should submit them as soon as possible.

[Education Excellence Fund \(EEF\)](#) recipients that decide not to use their EEF funds this year, should take the following actions to avoid delays in getting future EEF funds:

- Create an EEF application (for help with creating an application, see the Training section of the [eGMS Logon page](#))
- Go to the Allocations tab
- Check the box on the line that says "District chooses not to submit an expenditure plan at the current time" and save the page.

No further action is needed. The unbudgeted EEF allocations will roll over to the following year.

Eligible EEF recipients that need assistance with creating, completing, revising or submitting their applications should email ldoe.grantshelpdesk@la.gov. Additional support is available in the Training section of the [eGMS Logon page](#).

Statewide Monitoring

New: ESSA IDEA Monitoring Rubrics Available

For the 2017-2018 monitoring year, the Department will continue to implement a risk-based monitoring selection process for federal program monitoring.

The **ESSA monitoring rubric** will be made available to every LEA that was assigned a letter grade. Additionally, the **IDEA monitoring rubric** will be made available to every LEA that was assigned an LEA Determination. In most circumstances, an LEA will receive two rubrics, the ESSA and IDEA monitoring rubrics.

The monitoring rubrics, which are the equivalent to a monitoring report card, provide a detailed preview of compliance factors and performance data analyzed to determine the most appropriate monitoring experience for evaluating federal programs. **Monitoring rubrics will be available for download in the FTP on Friday, November 17, and will be accessible until December 18.** In some instances, the Department reserves the right to make adjustments to the monitoring ranking based on factors which may not be included on the rubric.

Questions regarding ESSA monitoring rubrics should be directed to linda.tindall@la.gov. Questions regarding IDEA monitoring rubrics should be directed to chauncey.carr-mcelwee@la.gov.

Policy

New: Survey on Student Fee Policies

As communicated in several previous weekly newsletters, [House Resolution 183 of 2017](#) urges and requests all public school governing authorities, including local school and charter boards, and non-public schools that are participating in the Louisiana Student Scholarships for Educational Excellence program, to enact and publish policies relative to student fees. Please refer to the [Guidance on Student Fees](#) if your governing board has not yet enacted and published these policies.

The Louisiana Legislature has tasked the Department with administering a [formal survey \(http://tinyurl.com/yatayp4o\)](#) on fee policies to all local school and charter boards, and non-public schools participating in the Louisiana Scholarship Program, in order to collect information and report back to the Legislature by January 1, 2018. That report will identify the schools and school systems that have and have not adopted such policies, whether the policies contain the information requested in the resolution, and whether the policies have been published on the school/school system website as requested by the Legislature.

It is important that every school system complete the [survey \(http://tinyurl.com/yatayp4o\)](#) by November 28 as the responses will be used to inform potential legislation for the 2018 Regular Session. Please ensure that only one response is provided per LEA.

Please email erin.bendily@la.gov for more information.

Safe and Healthy Schools

Reminder: Louisiana Team Nutrition Training Grant

The Louisiana Department of Education (LDOE) and Louisiana Department of Health (LDH) have teamed up to support healthier schools with funding from the U.S. Department of Agriculture's [Team Nutrition Training Grant](#).

The three-year grant will allow the LDOE and LDH to support environments that are conducive to healthy eating and physical activity through resources, funding, and professional development to schools.

We encourage all schools that meet the grant requirements to apply for the grant. The LDOE and LDH will select 15 schools that will be awarded \$5,000 (\$2,500 in 2018-2019 and \$2,500 in 2019-2020) to implement the following strategies: incorporating nutrition education into the classroom; communicating health messaging across multiple channels; implementing Smarter Lunchrooms strategies and other changes that will help create a healthier school environment.

For more information on the grant or to apply please visit www.louisianafitkids.com or use the following links:

- [Louisiana Team Nutrition Overview](#)
- [Grant Guidelines](#)
- [Grant Application](#)

The grant application will be open from November 9, 2017, until January 31, 2018.

Please email stephen.guccione@la.gov with questions.

LDOE Contacts

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

LDOE Links

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

STAY CONNECTED



Like us on Facebook

Follow us on **twitter**

View our videos on **YouTube**

