

CHARTER SCHOOLS



December 13, 2017

Superintendent's Message

Dear Colleagues,

Effective planning relies on understanding facts. Too often the facts of student achievement are scattered across different information systems, making planning cumbersome and incoherent.

As I noted on our [monthly call](#) last week, you now have [access](#) to a secure portal that contains detailed reports on school system, school, and student performance. Information will be live in the portal starting this Thursday, and you can attend [webinars](#) Friday and Monday for instructions on how to navigate the portal. (See newsletter for more details.)

In the portal, you will find the most up-to-date achievement information. In those areas of the portal that display school and district performance scores, for example, you will find estimates of scores under the formula recently adopted in [Bulletin 111](#). These are only estimates, and they are subject to change as data are refined. These estimates are based only on 2017 results and do not include any changes that may occur this year. Nevertheless, they provide a view of the formula elements not detailed in this way before, including calculations of student progress at specific schools.

When using the portal, you will note that it provides you views at the school system, school, and student level. You will also note that it provides you a wide breadth of information, including every measure of performance included in the state's accountability system and workforce data previously provided in the Educator Workforce Report. Finally, not only are categories of data listed in order, but they are also organized according to the [rubric](#) the state will use to evaluate Title I school [improvement applications](#). As you begin the important work of [planning for your struggling students](#), these reports aim to make that process easier and more focused.

Please note that this is a secure site. Superintendents, their charter school equivalents, and principals are the only individuals who have been provided log-in information. Superintendents and charter leaders should only grant access to other school system employees as part of the academic planning processes.

I look forward to joining you in the webinars later this week. More than that, I look forward to plans for the future informed by a rich sense of what has already passed.

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

John
Twitter [@LouisianaSupe](#)

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Action Items for Charter Schools

Date	Action	Owner(s)
12/22/17	Submit Foster Care Transportation Plans	School leaders
12/31/17	Enter Compass data	School leaders
1/10/18	Apply for High Cost Services Grant	School leaders and SPED coordinators
1/12/18	Register for Jump Start Convention	CEOs and School leaders
1/17/18	Submit Principal & Teacher of the Year applications	CEOs and School leaders
1/31/18	Submit applications for Louisiana Team Nutrition Training Grant	School leaders
2/1/18	Submit Pupil Progression Plans	CEOs and School Leaders
3/1/18	Submit School Redesign Applications	CEOs and School Leaders

LEA Support

New: Updated School System Support Calendar Released

The Department has released an [updated version of the school system support calendar](#). All updates have been highlighted in yellow and include:

- Update to the date of the 2018 Teacher Leader Summit
- Addition of Special Education Supervisor webinars January-May
- Addition of Individual Graduation Plan webinars in January
- February Counselor Collaborations
- Updates to release of Teacher Leader newsletters

Email districtsupport@la.gov with questions.

New: Striving Readers Comprehensive Literacy (SRCL) Grant Update

The SRCL grant is designed to advance the literacy skills of disadvantaged youth by providing funding to school systems with strong plans to address three core components of the state's larger reform effort: Standards and Curriculum, Professional Development, and Assessment.

Applications were due November 10. The Department received 144 applications:

- 55 applications for Birth to Grade 5
- 52 applications for Grades 6-8
- 37 applications for Grades 9-12

To ensure a thorough review of the large number of applications received, the announcement of awards is now scheduled for the January BESE meeting.

Email jill.slack@la.gov with questions.

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.

Reminder: Round 2 School Redesign Application Available

Beginning in 2017-2018, ALL school systems must submit a School Redesign plan. At a minimum, this plan must describe how the school system will:

- spend [Direct Student Services \(DSS\) grant](#) (3% of Title I Part A allocation)
- address the needs of any schools labeled Comprehensive Intervention Required, if applicable

Direct Student Services and the competitive three-year, School Redesign grant help school systems implement plans to improve their struggling schools.

This year, school systems that would like to apply for additional funds to support schools labeled Urgent Intervention Required may choose to submit a plan for these schools. Beginning in 2018-2019, school systems will be required to submit a plan for any schools with this label.

Refer to the [2018-2019 School System Planning Guide](#) for more information about the School Redesign application, which is due March 1, 2018. All round 2 materials can be found in the [School Redesign library](#).

Reminder: Increase in Compromises to K-12 School Employee Direct Deposit Accounts

Please share with Personnel Directors.

The Statewide Information Security Team (IST) has been aware of an increase in cyber criminals sending emails to K-12 public education employees for the purposes of obtaining account login information (a.k.a. Phishing). Criminals are attempting to gain username, password, and other personal information with the goal of changing direct deposit account information.

By changing this information, employees paychecks are then routed to a bank account under the cyber-criminal. No specific payroll platforms are being targeted, as reports indicate the victims have used various platforms for payroll functionality.

Personnel Directors should take the following steps to ensure employees personal banking information is not compromised.

Do Not:

- Provide passwords in response to an email from any source.
- Open files from untrusted sources.
- Click on links in emails from untrusted sources.

Do:

- Consider monitoring and notifying employees when their financial/direct deposit information has changed.
- Enable two-factor authentication where possible/applicable.
- Report any successful or attempted action of this nature to the Information Security Hotline at 1-844-692-8019.

For more information, please email specialeducation@la.gov.

Assessment and Accountability

New: Upcoming Superintendent and Principal Profile Release

The new principal and superintendent profiles will launch by end of day on Thursday, December 14 at www.louisianaschools.info. This secure website replaces the previous principal and superintendent profiles with an interactive data exploration tool that provides principals and superintendents with access to important information across content areas (early childhood and K-12 accountability, college-going, and workforce reports). Simulated 2016-2017 accountability results under the new 2018 accountability formula will be available in the secure reporting system.

Superintendents and principals should have access to the reporting system using their CVR system credentials beginning December 14. To confirm access, please view the [login quick access guide](#) or contact your school system CVR data manager.

Additionally, on Thursday morning, Network Leaders will provide superintendents with a secure reporting system user guide and a spreadsheet with 2016-2017 school and district performance estimates simulated under the 2018 accountability formula. Please do not share these unsuppressed files publicly, as they contain unsuppressed, simulated data which will remain internal until a thorough review is conducted by principals and superintendents over the next couple of months.

Additional details will be shared on webinars at the following times:

- Friday, December 15 at 9:00 a.m.
- Monday, December 18 at 1:00 p.m.

To log on to the webinar:

To log on to the webinar:

- Go to <https://louisianaschools.adobeconnect.com/communications/>
- Dial 1-855-240-2575
- Enter participant code 60265090

Please email systemsupport@la.gov with questions.

New: Urgent Intervention Required for Discipline Update

In response to feedback from the field and in keeping with [national suspension rates](#), the Department has issued revised definitions for identifying schools as Urgent Intervention Required for discipline:

- Elementary schools (grades PK-4): reported an out-of-school suspension rate above 5.2% for three consecutive years (2014-2015, 2015-2016, and 2016-2017)
- Middle and high schools (grades 5-12): reported an out-of-school suspension rate above 20.2% for three consecutive years (2014-2015, 2015-2016, and 2016-2017)
- Elementary/middle schools and combination schools (grades PK-12): reported an out-of-school suspension rate for grades PK-4 above 5.2% for three consecutive years (2014-2015, 2015-2016, and 2016-2017) and/or reported an out-of-school suspension rate for grades 5-12 above 20.2% for three consecutive years (2014-2015, 2015-2016, and 2016-2017)

The [2018-2019 School System Planning Guide](#) has been updated to reflect this change, and updated intervention labels will be provided in the [principal and superintendent reporting system](#) in December. Annual out-of-school suspension rates by school and school system can be found in the [LDE Data Center](#) under Safe and Healthy School Data Reports.

New: Updated Release of Updated Growth Target Rosters for Schools

Last summer, the Department released growth target rosters for all students who participated in state assessments. The growth target rosters have been updated to assign students to sites based on 2017-2018 enrollment, and will be placed on secure FTP no later than Friday, December 15, 2017. Files names are below:

- For K8 schools: LEA Code_K8 Growth to Mastery Student Rosters
- For high schools: LEA Code_High School Growth to Mastery Student Rosters

Email assessment@la.gov with questions.

New: Reminders for District Testing Coordinators

LEAP 360

- **Teacher Access for grades 3-8 Math Interim 2 is now available.** The [Interim Quick Start Guide](#) has been updated with usernames and passwords.
- Interim 1 summary reports and csv files are posted in [eDIRECT](#).

ACT

- Through February 2
 - STCs request ACT-approved accommodations in the Test Accessibility and Accommodations System (TAA)
 - STCs verify and upload student data in PearsonAccess^{next} (PANext) for ACT
 - STCs order ACT WorkKeys accommodation materials in PANext
- New high schools who have not received an ACT school code should submit requests using this link: [ACT/SAT Common High School Code Request](#)
- Requests should be submitted by the school and will take approximately three weeks to process.

ACT Online

- Through February 2
 - Install ProctorCache software and setup proctor caching in PANext (ACT online only) *Note: the administration will be switched from online to paper if ProctorCache software is not installed by this deadline.*

Fall High School Testing

- LEAP 2025 and EOC High School testing window is open now through December 15

- LEAP 2025 and EOC High School testing window is open now through December 15.
- Test administrators and proctors should be familiar with the [technical troubleshooting tips](#) if an issue arises.
- The only students who are eligible to take the four-level U.S. History EOC are students who are graduating in 2017-2018 and retesters who are not repeating the course. EOC tests taken for courses earned prior to 2017-2018 will be accepted. For more information, consult the [2017-2018 High School Assessment Frequently Asked Questions](#).
- Students with accommodations in SER and SIS will be uploaded by DRC. Non-pre identified students must be added to eDIRECT manually. Test coordinators need to manually enter Read Aloud accommodations for students with accommodations in SIS. Students with Read Aloud accommodations in SER will be populated in eDIRECT. STCs will manually select accommodations or accessibility features in eDIRECT for students that have PNP or LEP accommodations. STCs should review and verify student accommodations in eDIRECT prior to creating test sessions.

English Language Proficiency Test (ELPT)

- The [ELPT Online Tools Training \(OTT\)](#) will be available this week in the ELPT [portal](#).
- The Department will host a webinar for EL teachers and specialists on the English Language Proficiency Test (ELPT) on December 14 from 3:30 p.m.-4:30 p.m. See details in Special Education section.

LEAP Connect

- The Department will host a webinar for special education teachers and specialists on the LEAP Connect on December 19 from 3:30 p.m.-4:30 pm. See details in Special Education section.

Assessment Administration Support and Training

- Assessment and Accountability Monthly Call
 - Tuesday, December 19, 2017, at 1:00 p.m.
 - Webinar link: <https://louisianaschools.adobeconnect.com/assessment-accountability/>
 - Phone Number: 1-646-307-1380; Participant PIN code: 89147656

Please email assessment@la.gov with questions.

Student Opportunities

New: CDF Technical Assistance Review

Please share with CTE Directors, Superintendents, and Business Managers.

During July and August 2018, the LDOE will complete a review of Career Development Fund (CDF) fund receipts and expenditures for each school system.

The Jump Start Leadership Team - working with LDOE Finance - will review the total CDF funds each LEA has received since the inception of this funding source, and review all of the CDF Year-End Reports submitted by the school system to determine if all CDF funds have been spent as required by policy.

The objective of the CDF Technical Assistance Review is to help school systems cure any deficiencies in the reporting and/or expenditure of CDF funds.

The Jump Start Leadership Team will hold a webinar on the purpose and form of this review on Thursday, December 14, 2017 at 3pm CST. The link for this webinar will be: <https://louisianaschools.adobeconnect.com/cdfreview/>

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

Reminder: Promotion Policy Guidance, Individual Academic Improvement Plan, and Parent/Legal Guardian Agreement Form Available Now

The Department has developed [new guidance](#) to support school systems in implementing the recent promotion policy revisions. The [Individual Academic Improvement Plan template](#) and [parent/legal guardian agreement form](#) are also now available. All documents can be found on the [graduation requirements homepage](#).

Please email ppp@la.gov with any questions.

Reminder: Save-the-Date for February Counselor Collaborations

Please share with counselors.

The spring Counselor Collaborations will be held on various dates from February 14-22, 2018. The meetings are for middle and high school counselors focusing on developing appropriate pathways and guiding students to resources that provide post-secondary training opportunities. Counselors are encouraged to attend a collaborative in their area; however, they may attend a collaborative in another region if necessary. Registration is open [here](#).

February 14, 2018	8:00 a.m. - 11:00 a.m.	Bossier Instructional Center
February 14, 2018	1:00 p.m. - 4:00 p.m.	Monroe City School Board
February 15, 2018	8:00 a.m. - 11:00 a.m.	Alexandria Senior High School
February 15, 2018	1:00 p.m. - 4:00 p.m.	St. Landry Parish Media Center
February 20, 2018	9:00 a.m. - 12:00 p.m.	Acadia Parish Education Center
February 21, 2018	9:30 a.m. - 12:30 p.m.	Louisiana School for the Deaf and Visually Impaired
February 22, 2018	9:00 a.m.- 12:00 p.m.	Treen Technology Center
February 22, 2018	9:00 a.m. - 12:00 p.m.	St. Charles Parish Learning Center

For more information contact stephanie.marcum@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 - Version 2.0](#) 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.

In response to feedback received from local school systems, the Department will propose at the December 2017 BESE meeting that the recently approved revisions to Bulletin 1566 with regard to summer remediation be revised to allow for teachers rated "Effective: Proficient," in addition to those rated "Highly Effective," be able to serve as summer remediation instructors.

For additional information, please contact ppp@la.gov.

Reminder: 2018 Jump Start Convention Registration Open

Please share with CTE Supervisors, school system administrators, high school principals, teachers, professional counselors and Jump Start regional team members.

[Registration](#) for the 2018 Jump Start Convention is now open and will close January 12, 2018. The convention will be held at the Raising Cane's River Center in Baton Rouge January 23, 2018.

Sessions at the convention will provide school systems with important information related to Jump Start planning and implementation. View the [convention invite](#) for more information.

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

Talent

Reminder: Louisiana's 2019 Teacher and Principal of the Year Application Now Open- Calling Charters

The application process for this year's Teacher and Principal of the Year is open. All applications, materials, and timeline are now available on the [Department's Awards Programs website](#). For a quick glance, view the [program overview](#) document. See also the [resources library](#).

All charter schools are encouraged to submit teacher and principal candidates to the state-level process. Applications are due in the [online application portal](#) by January 17, 2018.

Two types of informational calls will be held in the upcoming weeks-

- **LEA/school staff informational conference call-**
 - When- Thursday, December 7 from 8:30 - 9:00 a.m.
 - Call in number: 515-739-1015 (851193756#)
 - Each charter should have a team member participate in the call to learn more about the Teacher and Principal of the Year application process.
- **Candidate conference calls-**
 - Tuesday, December 12 from 3:00 - 3:30 p.m.
 - Thursday, December 14 from 3:00 - 3:30 p.m.
 - Call in number: 515-739-1015 (851193756#)

Any teacher or principal submitting a state-level application should join call to get tips and pointers on creating their application. Questions or requests for assistance can be sent to excellenteducators@la.gov

Special Education

New: High Cost Services Grant Updates

The 2017-2018 High Cost Services grant opened on December 12 for Round 2 applications, and will close on January 10. Round 2 applications are for students who are new to your school system this year and more information can be found in Louisiana's [state plan](#).

If you have questions about the application, please email ldoe.grantshelpdesk@la.gov.

Reminder: Upcoming ELPT and LEAP Connect Assessment Webinars

Please share with English learner and special education teachers and specialists.

The Department will host two webinars on the new English Language Proficiency Test (ELPT) and LEAP Connect assessments in this month for English learner and special education teachers and specialists. The webinars will include a summary of presentations from the September and November collaborations, and information on assessment guides and test administration.

- ELPT Webinar: December 14 from 3:30 p.m.-4:30 p.m.
- LEAP Connect Webinar: December 19 from 3:30 p.m.-4:30 pm

To join the webinars:

- Go to: <https://louisianaschools.adobeconnect.com/assessment-accountability/>
- Enter participant pin code: 89147656

Email assessment@la.gov with questions.

Federal Programs

New: Foster Care Transportation Plans Due

ESSA regulations require that all school systems receiving Title I funds must collaborate with a state or local child welfare agency to develop and implement clear written procedures governing transportation of foster care children (ESEA section 1112(c)(5)(B)). The written procedures should explain when transportation is in the child's best interest and describe how it will be provided, arranged, and funded for the duration of the child's time in foster care. The completed plan should be signed by applicable school system and child welfare agency staff.

Guidance documents, templates, and Department of Children and Family Services contact information can be found in the [School Policy library](#). **Finalized plans are due on or before December 22, and should be emailed to melanie.mayeux@la.gov.**

Contact melanie.mayeux@la.gov with questions or for further guidance.

LDOE Contacts

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