

CHARTER SCHOOLS



September 11, 2019

Superintendent's Message

Dear Colleagues,

It's easy to forget that there are 14,000 school systems in the United States, not just the 69 in our state. These school systems are spread across 50 states, all working hard to make a better future for their students, each with a lot to teach the rest of us. I've learned a great deal over the years from other states: Maryland on issues of early childhood, Massachusetts on curriculum, Colorado on career pathways, and Florida on early grade reading, just to name a few.

So it's an honor when other states look at what we're doing in Louisiana as a model for their own plans. This summer, legislatures in both [Texas](#) and [Illinois](#) passed laws emulating Louisiana's [nationally recognized](#) financial aid policies. [Michigan](#) is considering similar policies, and [Indiana and California](#) aren't far behind. These state actions, especially given the size of the states in question, have the potential to expand higher education access for hundreds of thousands of graduates from historically disadvantaged backgrounds.

On the subject of access to higher education, it is worth noting this weekend's important New York Times [editorial](#) calling on colleges and universities across the country to end the practice of giving preferential admissions treatment to the children of alumni. Having woken up to higher education's role in economic mobility and social fairness, our country seems increasingly comfortable with the notion that legacy practices that privilege the already privileged run contrary to the egalitarian conception of our nation and of a publicly funded system of higher education. The Wall Street Journal's recently released [college rankings](#) celebrate, for example, not only a college's prestige and its graduation rate, but also its student body diversity, its cost, the affinity its students feel for the school, and the financial position in which the college leaves its graduates. This is a true reconceiving of what makes for a "good college."

I hope we in the EC-12 system will consider our role in this evolution. Certainly, much of our role is to assist as many motivated, literate, kind, and knowledgeable adolescents as possible as they navigate the transition to adulthood. But we too have admissions policies, and we must consider how to balance notions of excellence with notions of fairness (you can find an articulate, recent discussion of [the tension between these ideals here](#)). There is an inherent tension, for example, between the fact that we group high school students into selective and open enrollment high schools, only to call for expansive higher education for all involved when they graduate. There are no easy answers to resolving these tensions, and there are good arguments on both sides of the debates. But it is good to be reminded that they exist, to observe how they play out in other states and school systems, and to engage them openly in our own communities.

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)
9/13/19	Complete Louisiana School Contact Form	Personnel directors
9/13/19	Submit mentor teacher and resident data	School leaders
9/13/19	Register SCA/Course Choice for the 2019-20 school year	School leaders and counselors of high schools
9/13/19	Submit Child Nutrition Program Administrative Review forms	Child Nutrition Supervisors
9/23/19	Report first time LEAP 2025 testers in TSDL	Data coordinators and testing coordinators
9/27/19	Document enrollments with Course Choice and Dual enrollment providers for fall and full-year coursework	SCA administrators and counselors
9/27/19	Submit nominations for Teacher and Principal of the Year	CEOS, school leaders and teachers
9/30/19	Certify sponsor site information in the Sponsor Site (SPS) system	Data coordinators
9/30/19	Submit AFR and financial data	Business managers and financial officials
9/30/19	Submit balanced budget	Business managers and financial officials
10/18/19	Submit data to Student Information System (SIS) MFP collection and the Special Education Reporting (SER) IDEA collection	Data coordinators
11/29/19	Complete Farm to School census	Child Nutrition Supervisors

LEA Support

New: Updated School System Planning Calendar

The [2019-2020 School System Support Calendar](#) has been updated to include the following changes that are highlighted in yellow within the calendar.

- 2020 Teacher Leader Summit
- 2019 Accountability Commission Meetings
- November ECCE Commission Meeting

Reminder: Student of the Year Participation Forms

Please share with Student of the Year Coordinators.

As a reminder, school systems are encouraged to participate in the 2020 Student of the Year program by following the steps listed below.

1. Complete the [Information Form](#) and email it to marian.johnson@la.gov by October 1. This information will enable the Department to determine zone and regional sites and to communicate directly with coordinators on upcoming events and activities related to this program.
2. Make the [logistics memo](#) available to the parents of students eligible to participate in the program.

The Student of the Year Webinar explaining the revisions is available on the Department's [website](#), or coordinators can view the [written guidelines](#) for the program and current [logistics memo](#) for 2020.

Please contact marian.johnson@la.gov with questions.

Reminder: U.S. Senate Youth Program and Scholarship

Please share with high school principals and counselors

Please share with high school principals and counselors.

Through the collaboration of the Department and the [William Randolph Hearst Foundation](#), our state delegate selection process for the 2020 United States Senate Youth Program has been initiated. Two outstanding students from Louisiana will be selected to spend a week in Washington, D.C. in March of 2020 and will each receive a \$10,000 scholarship from the Hearst Foundation. The Department requests your assistance in selecting these students.

Please distribute to juniors or seniors who hold elected or appointed offices in school or community groups listed in the [national program brochure](#) and the [logistics memo](#) which includes the application and selection procedures. Please ensure students understand the rules and regulations governing this competition. For test security reasons, the test secure essay topics will only be released to school systems and will not be available on the Department's website. High school personnel should contact marian.johnson@la.gov as soon as a student request is made for the essay topics.

The names of the students selected and their application portfolios must be received at the email address below no later than October 1. Finalists will be notified by October 21.

Please contact marian.johnson@la.gov with questions.

Reminder: Updated 2019-2020 Educator Resource Guide

The [2019-2020 Educator Resource Guide](#) has been updated to include:

- [2019-2020 LEAP 2025 Assessment Guides](#)
- [2019 Understanding Student Progress Webinar](#)

Additional edits to the guide will be posted on October 1.

Email doecommunicaitons@la.gov with questions.

Assessment and Accountability

New: For District Testing Coordinators

General:

- Data certification opening announcements are only sent to accountability 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 beginning September 13.**
- 2019-2020 LEAP 360 assessment administrations are now live in [eDIRECT](#). DTCs should ensure all users have the appropriate permissions for the new administrations.
- DTCs should ensure that Central Office is installed prior to testing during the 2019-2020 school year. Testing cannot begin in the 2019-2020 school year until this is completed.
- DTCs should use the State Placement Test to administer placement tests for the upcoming school year for any student enrolling into grades 5 or 9 into a Louisiana public or charter school from out of state, non-public, or home school. For additional information, please reference the [State Placement Test Overview](#), located in the [Assessment Library](#).
- The [Parent Guide to the State Placement Test](#) is located in the [Assessment Library](#).

K-3

- Administer the [Kindergarten Entry Assessment and the K-3 Literacy Screeners](#) within the first 30 days of school
- **October 18:** 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
- Data Managers should reference pages 13-17 for [SIS K-3 Assessment Collection Guidance](#)

LEAP 360

- The 2019-2020 Diagnostic and Interim Quick Start Guides are now available in the [Assessment](#) and [LEAP 360](#) libraries.
- Diagnostic accommodated materials and teacher study guides are available in [eDIRECT](#).

LEAP 2025

- Practice test accommodated materials and teacher study guides are available in [eDIRECT](#).
- 2019-2020 Assessment Guides are now available in the [Assessment Guidance Library](#).

ELPT/ELPS

- As of August 31, all devices running Windows, MacOS, and Linux operating systems must use the 2019-2020 Secure Browser in order to access Online Tools Training, Screener, and summative tests. The 2019-2020 Secure Browser for Windows, MacOS, and Linux operating systems can be downloaded from the [Secure Browser page](#). For questions, please

Windows, macOS, and Linux operating systems can be downloaded from the [Secure Browsers page](#). For questions, please contact the [LA ELPT Help Desk](#).

- The ELPS is Louisiana's required standardized entrance screener. All guidance and trainings are available in the [Assessment Library](#).
- The Department has executed and posted a [new data sharing agreement for ELPT/ELPS](#) on the Department's [Data Sharing Agreement](#) webpage. School systems should download the [addendum](#) from the site and sign, scan, and email the signed copy to ldedata@la.gov in order to ensure that they will be able to share student information with for administration of the ELPT purposes. Please email ldedata@la.gov with questions.

ACT and WorkKeys

- Now-September 20: Order additional accommodations and/or support materials in [PANext](#) for the initial WorkKeys testing window, October 1-15, as needed.
- Week of September 9 or September 16: Receive WorkKeys accommodated test materials based on the delivery window chosen in [PANext](#).
- Resources can be found on the [ACT State Testing](#) site or by contacting the WorkKeys helpdesk at 800-967-5539.
- ACT is providing Louisiana schools with an opportunity to upload the names of students taking accommodated WorkKeys paper tests into PearsonAccess^{Next}. This upload will allow ACT to print barcode labels for students who are administered this form of ACT. Printing and affixing barcode labels to student answer documents will ensure more accurate reporting of student demographic data. While this step is not required, the Department strongly recommends it.
- Schools must manage participation and order WorkKeys accommodated test materials for the fall accommodated testing window October 1-15.
- School systems must verify the shipping address is correct and make necessary changes if needed.

NAEP 2019-2020

- Thirty-one Louisiana schools are participating in the NAEP 2019-2020 Long-Term Trend Study. The principal will designate a school coordinator to become responsible for administering 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:
 - September 20: Deadline for age 13 sample
 - November 8: Deadline for age 9 sample
 - January 17: Deadline for age 17 sample

Assessment Administration Support and Training Office Hours

The next **Assessment and Accountability Office Hours** will be September 17 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.

High School Pathways

New: Registration for Fall Counselor Institutes

Please share with middle and high school counselors

Registration is now open for the Fall 2019 Counselor Institutes. Formerly known as Counselor Collaborations, these events provide school counselors with important updates from the Department, and is an excellent opportunity to meet colleagues from schools across the region.

To register, please click on one of the dates below.

Northern Region Contact emily.bradley@la.gov	
Date and Time	Location
October 15 from 9:00 a.m. to 12:00 p.m.	Bossier Instructional Center 2719 Airline Dr., Bossier
October 16 from 9:00 a.m. to 12:00 p.m.	Monroe City School Board 222 E. Poydras St., Monroe

	206 Lower Dr., Monroe
October 17 from 9:00 a.m. to 12:00 p.m.	Allen Parish School Board (location change) 1111 West 7 th Ave., Oberlin

Southern Region Contact lee.smith@la.gov	
Date and Time	Location
October 22 from 9:00 a.m. to 12:00 p.m.	Acadia Parish Education Center 2402 N. Parkerson Ave., Crowley
October 23 from 9:00 a.m. to 12:00 p.m.	Jefferson Parish Public School System Administration Building 501 Manhattan Blvd., Harvey
October 24 from 9:00 a.m. to 12:00 p.m.	East Baton Rouge Parish School System (location change) Professional Development Center, Building C 3000 N. Sherwood Forest Blvd., Baton Rouge

For more information, please contact leslie.gilliland@la.gov.

New: Quest for Success Teacher Training

Please share with career and technical education (CTE) supervisors and administrators.

Quest for Success is an innovative, new, high school-level, career exploration course designed to prepare all Louisiana graduates for career and life success. Individuals who haven't attended the two-day Quest for Success training and seeking to teach the Quest for Success course should attend one of the upcoming training events.

Registration is currently open for the training in [Baton Rouge](#) on September 16-17 and in [Opelousas](#) on September 25-26. The trainings will occur from 8:00 a.m. to 4:00 p.m. each day.

Registration is also open for additional sessions in [Mansfield](#) on October 22-23 and [Chalmette](#) on November 4-5 over two days from 8:00 a.m. to 4:00 p.m. each day.

Please contact teddrick.holmes@la.gov with questions.

Educator Preparation

Reminder: Teacher and Principal of the Year Nominations Portal Opens

Annually, the Department honors some of the state's most successful educators through the Louisiana Teacher and Principal of the Year programs.

The [nomination process](#) for the 2021 Teacher and Principal of the Year process is now open and will close on **September 27**. Submissions should be made in the [nominations portal](#), and all nomination information will be shared with school systems for their consideration after the portal closes.

Please share the [nomination portal](#) with school leaders and teachers and encourage them to submit nominations.

For questions, contact excellenteducators@la.gov.

Data

New: Fall Data Collections

Several fall data collections are now open:

- The Teacher Student Data Link (TSDL) fall collection is open for reporting first time LEAP 2025 testers. **The reporting deadline is September 22.**

deadline is September 23.

- The Student Information System (SIS) MFP collection and the Special Education Reporting (SER) IDEA collection is open. The reporting deadline is October 18. These collections are important for MFP and IDEA funding.

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

Please email systemsupport@la.gov with questions.

New: Sponsor Site (SPS) Certification

School systems should certify their sponsor and site information in the Sponsor Site (SPS) system by September 30. Sponsor site data is important for School Finder and for verifying data entered into all other systems. A validation report has been dropped on the [DM FTP](#) in the Data Validation folder for verifying data currently entered in Sponsor Site.

Please email systemsupport@la.gov with questions.

Finance

New: Teacher Resident Compensation

Please share with business managers.

The 2019-2020 Minimum Foundation Program (MFP) formula funded by the Legislature included compensation of \$1,000 for yearlong public school undergraduate Teacher Residents.

Please reference the [Teacher Resident Compensation Guidance FAQs](#) for additional information.

If you have any questions or need additional information, please email ldoemfhelpdesk@la.gov

Reminder: 2019-2020 General Fund Budget

Please share with business managers and financial officials.

Louisiana R.S.17:88 requires that school boards **submit an adopted balanced budget to the Department no later than September 30** each year. The following items provide the guidance and documents to complete this task:

- [FY2019-2020 General Fund Budget](#)
- [Instructions and Signature Sheet](#)
- [FY2019-2020 General Fund Budget - Form A](#)
- [Steps for Budget Adoption](#)(Legislative Auditor document for reference)

Please contact schoolfinancehelpdesk@la.gov with questions.

Federal Programs

New: 2019-2020 Education Excellence Fund (EEF) Application

In an effort to prepare school systems for the upcoming release of the 2019-2020 Education Excellence Fund (EEF) application, the Department will host two webinars on September 18. Detailed information for both webinars is listed below.

- **Webinar Date and Time:** September 18 at 9:30 a.m.
- **Webinar Link:** <https://ldoe.zoom.us/j/476611321>
- **Webinar Phone Number:** 646-876-9923
- **Meeting ID#:** 476 611 321

- **Webinar Date and Time:** September 18 at 2:30 p.m.
- **Webinar Link:** <https://ldoe.zoom.us/j/636119354>
- **Webinar Phone Number:** 646-876-9923
- **Meeting ID#:** 636 119 354

For additional information or further assistance, please contact the doe.grantshelpdesk@la.gov.

New: Federal Grant Opportunity

The Institute of Museum and Library Services is offering a [federal grant opportunity](#) to support projects that strengthen the ability of small and/or rural libraries and archives to serve their communities and to build grantee capacity through participation in a community of practice. This initiative invites applications that focus on transforming K-12 school library practice, community memory, or digital inclusion and are clearly linked to an individual institution's broader community needs.

The closing date of this grant is December 2.

Please contact julia.desimone@la.gov with questions.

Program Monitoring

New: Title I, Part A - Annual Comparability Reports

The Department will release the 2019-2020 Title I Comparability Report in eGMS on September 16.

Title I Comparability requires school systems* to demonstrate that the services provided with state and local funds are comparable between both Title I schools and non-Title I schools, or are substantially comparable for school systems with all Title I schools.

School systems should use October 2018 staffing and salary data to complete this report, and review the [Comparability Instructions](#) for completion guidance. The completed report should be submitted via eGMS no later than November 15.

For assistance with completing this report, access the [Comparability FAQ](#) document or contact madeline.swift@la.gov.

*School systems with one school per grade span, and Type 2, 5, and 3B charters, are exempt from this submission.

Safe and Healthy Schools

New: 2019 USDA Farm to School Census

All school systems participating in the National School Lunch Program will be contacted by Abt Associates, Inc. during the second week in September, regarding the [2019 USDA Farm to School Census](#). The census should be completed by all school systems no later than November 29, including those who do not currently participate in any Farm to School activities.

Please contact melissa.campbell@la.gov with questions.

Reminder: Flu Facts and the Dangers of HPV

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

Please contact michael.comeaux@la.gov with questions.

LDOE Contacts

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