

## LDOE Weekly Newsletter: April 9, 2024

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### Important Dates for School Systems

#### Office Hours and Monthly Calls

- Local Authorizer Monthly Call: [April 10 at 11 a.m.](#)
- Child Welfare and Attendance Monthly Call: [April 11 at 8 a.m.](#)
- BESE Authorized Charters Monthly Call: [April 11 at 9 a.m.](#)
- Educational Technology Monthly Call: [April 11 at 9 a.m.](#)
- Alternative Education Monthly Call: [April 11 at 10 a.m.](#)
- School Choice Office Hours: [April 11 at 10:30 a.m.](#)
- Data Coordinator Office Hours: [April 11 at 1 p.m.](#)
- Certification Monthly Call: [April 15 at 10:30 a.m.](#)
- School Choice Office Hours: [April 16 10:30 a.m.](#)
- Early Childhood Lead Agencies Office Hours: [April 16 at 3 p.m.](#)
- Assessment and Accountability Monthly Call: [April 16 at 3:45 p.m.](#)
- Nonpublic Schools Monthly Call: [April 17 at 2 p.m.](#)
- Federal Support and Grantee Relations Monthly Call: [April 18 at 10 a.m.](#)
- Career and College Readiness Monthly Call: [April 18 at 3 p.m.](#)
- Diverse Learners Office Hours: [April 23 at 2 p.m.](#)
- Preparation Provider Monthly Call: [April 24 at 10 a.m.](#)
- Teaching and Learning Monthly Call: [April 24 at 1 p.m.](#)
- School System Financial Services Monthly Call: [April 24 at 2 p.m.](#)
- Safe and Healthy Schools Monthly Call: [April 25 at 2 p.m.](#)
- System Leaders Monthly Call: [May 3 at 9 a.m.](#)
- Nutrition Support Monthly Call: [May 7 at 1 p.m.](#)

#### Upcoming Events and Deadlines

- [Robotics Lab Pilot Application](#) Deadline: April 10
- [2024-2025 LSP Preliminary Rosters Deadline](#): April 10
- [Professional Learning Efficacy Evaluation](#) Survey Deadline: April 11
- Alternate Assessment Participation Justification Forms Deadline: April 12
- IDEA APR Monitoring Plans and/or Rubrics: April 15
- SFA Non-Congregate Feeding Application Deadline: April 15
- CLNA Technical Assistance Part E Webinar: [April 15 at 10 a.m.](#)
- Deadline to submit FY22 ESEA waiver comments: April 16
- LSP School Webinar on Roster Verification and Site Recognition: April 16
- [Special Education Leader Collaborative](#): April 16
- [LCTCS Jump Start Construction Scholarship](#) Deadline: April 19
- [Louisiana Scholarship Program Parent Survey Deadline](#): April 19

- Last day to request changes in La Data Review for Cohort Graduation: April 26
- Last day to administer K-3 Literacy Screener: April 30
- Deadline to submit Davis-Bacon Checklist application in [eGMS](#): April 30
- [Teacher Leader Summit 2024](#): May 28-30, New Orleans
- Congregate Feeding Application Deadline: May 31

## Governmental, Administrative, Public Affairs, and Operations

### **Davis-Bacon Survey**

**Please share with business managers, federal program directors, and superintendents.**

The LDOE has released the Davis-Bacon Checklist application in [eGMS](#). The data from this application is being used to assist LEAs in ensuring awareness of the Davis-Bacon requirements and assist the LDOE in determining where to provide support and technical assistance to school systems that may appear vulnerable in meeting the Davis-Bacon requirements.

All school systems are asked to submit the completed Davis-Bacon Checklist application on or before April 30. The application is housed in [eGMS](#) in Fiscal Year 2021. Contact information located on the Formula Contacts tab in LEA Central Data will need to be completed to create the application.

Please contact [ldoe.grantshelpdesk@la.gov](mailto:ldoe.grantshelpdesk@la.gov) with questions.

### **Consolidated Monitoring Schedule for 2023-2024 SY (3<sup>rd</sup> Quarter Only)**

**Please share with career and technical education supervisors, federal program directors, special education supervisors, and superintendents.**

The LDOE conducts annual monitoring of school systems to ensure compliance with federal and state requirements. To assist school systems in thoughtful planning and preparation for a scheduled monitoring event, the LDOE is releasing the [third quarter monitoring schedule](#). This schedule is tentative, and the agency reserves the right to make adjustments as necessary. School systems severely impacted by a disaster and those that are currently listed on the schedule are asked to contact [ldoe-program.monitoring@la.gov](mailto:ldoe-program.monitoring@la.gov).

The assigned statewide monitoring team leader will send a more detailed monitoring notification reminder directly to superintendents, federal program directors, and the career and technical education supervisors of each school system appearing on the monitoring schedule. Any necessary planning documents or instructions will also be included.

Please contact [ldoe-program.monitoring@la.gov](mailto:ldoe-program.monitoring@la.gov) with questions.

## Assessments, Accountability, and Analytics

### **Cohort Graduation Data Certification**

**Please share with accountability contacts and school leaders.**

La Data Review opened on April 3 to allow for review of data that will be used in the calculation of the graduation rate for the 2023 cohort and the graduation indices used in the 2024 SPS. The final day to submit requests for changes is April 26. All requests must have documentation and all steps of the submission process must be completed.

Documentation must be provided for any student who was flagged for exit code review, which includes out-of-state, nonpublic school, and BESE-approved home study transfers. Failure to provide documentation for flagged students will result in a change from legitimate leaver to non-graduate. Dropout flags will not be reviewed during the data certification process. All dropout cleanup must be completed during the EdLink cleanup period.

Schools will not be eligible for an appeal or waiver of the 2024 SPS results based on any data that could have been corrected during the designated cleanup/certification period.

Please contact [assessment@la.gov](mailto:assessment@la.gov) with questions.

## **ACT**

**Please share with school leaders and testing coordinators.**

Beginning April 9 and continuing through April 19, testing coordinators will administer the ACT standard time, on paper and online with accommodations and/or supports, and ACT non-college reportable materials for Testing Window 2. Please note that the first week of Test Window 2 is April 9–12. The second week of Test Window 2 is April 15–19.

Please contact [assessment@la.gov](mailto:assessment@la.gov) with questions.

## **LEAP High School Administration/Third Year Assessment Cohort**

**Please share with testing coordinators and school leaders.**

Federal law requires that all students participate in the statewide administration of English language arts and mathematics assessments at least one time in high school grades. Because LEAP high school assessments are course-driven, Louisiana is required to create a process to ensure all students in high school, regardless of diploma pathway or course enrollment, participate in state required assessments.

Districts received third year assessment cohort rosters via ftp in March and specific instructions during the March assessment and accountability monthly call. The rosters were created to help school systems identify students who must take an English language arts and/or mathematics assessment this spring. The students have been preloaded into DRC INSIGHT and should not be removed. Students must either test or have an appropriate and documented accountability code applied to them unless they participated in LEAP Connect earlier this year or meet one of the exemptions as outlined in the March monthly call deck posted in the [Assessment Library](#).

Any student who took a LEAP high school assessment in a middle school grade or as a T9 student, and who scored Unsatisfactory or Approaching Basic, was also added to the roster. Middle school and T9 students who score Unsatisfactory or Approaching Basic are given one additional opportunity beyond initial testing to retest and earn a higher score. While these students are not mandated to retest, their inclusion on the roster indicates that a banked score will be applied to the high school assessment index that will yield zero points to the school's average.

Please contact [assessment@la.gov](mailto:assessment@la.gov) with questions.

## **Act 108 Reporting**

**Please share with school leaders, system leaders, and teachers.**

One of the provisions of Act 108 requires that LEAs report the number of teachers and school administrators who have completed one approved professional development course in the science of reading. Reporting must be made by May 1, 2024 and annually thereafter.

An email with a link to the Jotform and additional directions will be shared with superintendents for schools and systems that serve students in grades K-3 the week of April 8. Responses are due by May 1. Review the [Act 108 Reporting FAQ](#) document for further information about the law and its reporting requirements.

Please contact [louisianaliteracy@la.gov](mailto:louisianaliteracy@la.gov) with questions.

## **Career and College Readiness**

### **Jump Start Construction Scholarship Application**

**Please share with high school counselors.**

The Louisiana Construction Education Foundation, Louisiana's Community and Technical College System, and the LDOE are now accepting applications for the [Jump Start Construction Connect Scholars Program](#). This program is the state's first and only scholarship dedicated exclusively to Jump Start graduates who have earned a Jump Start credential and a Louisiana high school diploma. Subsequently, these students are enrolled in an LCTCS Construction Pathway Program or

Associated Builders and Contractors training program the summer or fall immediately following graduation. This scholarship will assist graduates in gaining the necessary training to earn industry employment in construction crafts fields aligned to four and five-star jobs that may lead to management positions. Applications are due April 19.

Any high school senior with a National Center for Construction Education and Research (NCCER) credential, will earn a Jump Start TOPS Tech Career Diploma and enroll in an LCTCS construction pathway program or an ABC training program in the summer or fall semester immediately following high school graduation is eligible to apply.

Up to forty one-time scholarships of \$1,000 each will be awarded to students enrolling at an LCTCS program or an Associated Builders and Contractors training program.

Please contact [suzette.rabalais@la.gov](mailto:suzette.rabalais@la.gov) with questions.

### **Bullying - Failure to Act Reporting**

**Please share with charter leaders, human resources directors, nonpublic school leaders, and system leaders.**

Bulletin 741 §1303. includes a provision stating that any teacher, counselor, bus operator, administrator, or other school employee, whether full-time or part-time, who witnesses bullying or receives a report of bullying from an alleged victim, and who fails to report the incident to a school official, shall be investigated by the school governing authority.

Further, any school administrator or official who fails to any of the following shall be investigated by the school governing authority:

- notify a parent or legal guardian of a report of bullying;
- investigate a report of bullying in a timely manner;
- take prompt and appropriate disciplinary action against a student that was determined to have engaged in bullying; or
- report criminal conduct to the appropriate law enforcement official.

Each school system, charter school, or non-public should report the number of employees suspended for failure to comply with bullying reporting. Please complete [Failure to Act Reporting form](#) by **June 5**.

Please contact [ernise.singleton@la.gov](mailto:ernise.singleton@la.gov) with questions.

### **Training on School Exercise Planning**

**Please share with principals, safety and emergency preparedness personnel, and system leaders.**

The Louisiana Center for Safe Schools will provide a [Post Conference Training on School Exercise Planning](#) on May 9 from 8 a.m. to 4 p.m. at the Louisiana Emergency Management Conference in Lake Charles. The interactive workshop will feature phased elements that are vital to preparedness, planning, response, recovery and mitigation, and showcase expertise around the state on innovative best practices. Through the phased approach, all stakeholders will be immersed in learning what to do before, during and after an active shooting on a school campus.

This post conference training session is open to any interested stakeholder in the crisis response, emergency management, law enforcement, and education. The subject matter covered during the session will be relevant to K-12 superintendents and district administrators, principals and school administrators, policy makers, and state and local education groups.

Please contact [michael.comeaux@la.gov](mailto:michael.comeaux@la.gov) with questions.

## **College Board: AP Computer Science Principles Lunch & Learn**

**Please share with administrators, AP teachers, counselors, and test coordinators**

College Board is offering a virtual lunch and learn session on AP Computer Science Principles on May 2. AP Computer Science Principles is an introductory college-level course that introduces students to the breadth of the field of computer science.

- **Webinar Date and Time:** May 2 at 12 p.m.
- **Webinar Link:** [Microsoft Teams](#)
- **Meeting ID:** 260 851 674 610
- **Passcode:** fkQrmt

Please contact [charmaine.cureton@la.gov](mailto:charmaine.cureton@la.gov) with questions.

## **Louisiana Center for Safe Schools Data Call Questionnaire**

**Please share with principals, safety and emergency preparedness personnel, and system leaders.**

The Louisiana Center for Safe Schools at the Governor's Office of Homeland Security and Emergency Preparedness began a statewide [data call questionnaire](#) in March and encouraged full participation in preparation for the May 1 deadline in the [School Safety Act of 2023](#).

In addition to the questionnaire, the Louisiana Center for School Safety opened the [School & Nonprofit Security Grant application](#) on April 1. This is an opportunity for schools and school systems to directly apply for financial support to address identified gaps in their schools safety practices. In order to be eligible to apply, applicants MUST complete the questionnaire.

For additional questions regarding the questionnaire, please contact [safeschools@la.gov](mailto:safeschools@la.gov).

Please contact [michael.comeaux@la.gov](mailto:michael.comeaux@la.gov) with questions.

## **Immunization Exemption Forms**

**Please share with school administration, school nurses, and system leaders.**

As per [R.S. 17: 170.4](#), any written communications with students' parents, legal guardians, and tutors concerning immunizations must include information on exemptions. The Louisiana Department of Education has a [Statement of Dissent from Immunizations](#) for your use on the LDOE website.

Please contact [healthyschools@la.gov](mailto:healthyschools@la.gov) with questions.

## **Teaching and Learning**

Educator Talent and Workforce

### **LEADS Informational Webinars**

**Please share with all school leaders, and system leaders.**

The Division of Educator Talent and Workforce Development will host a series of informational webinars throughout the month of April for targeted audiences that will provide an overview of LEADS. Topics include policy updates, evaluation components, and the evaluation process. Sessions for both counselors and teachers will be recorded and published.

### Counselors

- **Webinar Date and Time:** April 22 at 12 p.m.
- **Webinar Link:** <https://ldoe.zoom.us/j/96506543098>
- **Webinar Phone Number:** 312 626 6799
- **Meeting ID#:** 965 0654 3098

### Teachers: Option 1

- **Webinar Date and Time:** April 22 at 3:30 p.m.
- **Webinar Link:** <https://ldoe.zoom.us/j/91593299793>
- **Webinar Phone Number:** 312 626 6799
- **Meeting ID#:** 915 9329 9793

### Teachers: Option 2

- **Webinar Date and Time:** April 24 at 4 p.m.
- **Webinar Link:** <https://ldoe.zoom.us/j/96895644525>
- **Webinar Phone Number:** 312 626 6799
- **Meeting ID#:** 968 9564 425

Please contact [leads@la.gov](mailto:leads@la.gov) with questions.