

LDOE Weekly Newsletter



December 10, 2019

Dear Colleagues,

Tomorrow, Board of Regents Commissioner Kim Hunter Reed and I will jointly report to BESE and the Board of Regents on our systems' critical work together. I'm pleased to share that the discussion tomorrow will mark an important step toward even greater unity between secondary and post-secondary education in Louisiana. The consequence of that unity between the two systems will be a better educated state and greater opportunity for many thousands of Louisiana's young adults.

Dr. Hunter Reed and I tomorrow will share our agencies' joint aspiration that, by the end of the next decade, all graduates of Louisiana high schools gain access to and complete college coursework, high-value industry credentials, or both. To move toward this aspiration, we will discuss two particular initiatives with the two boards.

First, we will discuss the work of the Dual Enrollment Task Force, a body created in legislation to study the availability, quality, and fairness of the state's dual enrollment program. Dr. Hunter Reed will share with both boards the list of principles that have emerged from the Task Force, that were approved by that body, and that may influence the shape of future policies.

Second, the two boards will consider Extension Academy proposals from Caddo Parish and from a consortium of Southwest Louisiana parishes. Both applications will provide 25 students a full year of education after their senior years of high school, allowing the students to gain college credits, workplace-based learning, and job-ready industry credentials.

These are, of course, just two strategies within a larger portfolio across the EC-12 and higher education systems. Future reports and discussions will address the availability of workplace-based learning and the relevance of Jump Start credentials. But tomorrow's discussion addresses critical attempts to expand life opportunities for high school graduates. If our state is to achieve greater levels of upward mobility for its people, especially those disadvantaged by circumstance and history, we will need to be relentless in finding new ways of going about our business. I appreciate greatly Dr. Hunter Reed and the entire Board of Regents for their willingness to join us in this call for change.

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

John

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Important Dates for School Systems

Upcoming Events

- [LEAP Connect Meeting](#): December 16 at 9:00 a.m.
- [Education for Homeless Children and Youth RFA Webinar](#): December 16 at 10:30 a.m.
- [Super App Office Hours](#): December 16 at 11:00 a.m.
- [Common Charter Application Webinar](#): December 16 at 2:00 p.m.
- [Transcript Reporting System Training for Nonpublic Schools](#) **changed to**: December 17 at 3:00 p.m.
- [Assessment and Accountability Office Hours](#): December 17 at 1:00 p.m.
- [Transcript Reporting System Training for Public Schools](#) **changed to**: December 19 at 3:00 p.m.
- [CLASS@ Overview Webinar](#) **changed to**: January 9 at 10:00 a.m.
- [Teacher Leader Summit 2020 Early Bird Registration](#) opens: January 10

Important Deadlines

- [2020 Jump Start Convention Galleria Walk/School Exhibitions Application](#) **extended deadline**: December 18
- [School Health Survey](#) deadline: December 20
- [2018-2019 Leader Evaluations](#) deadline: December 20
- [2020 Jump Start Convention Registration](#) deadline: January 3
- [SCA/Course Choice Spring 2020 Registration](#) deadline: January 10

School System Support

New: December School System Planning Call

The [December School System Planning Call Presentation](#) is now available in the [School Improvement Library](#).

Please contact districtsupport@la.gov with questions.

New: School System Planning

This month, school system planning teams should be preparing for an approved and funded Super App by:

- collecting feedback from school leaders,
- holding planning team meetings to select strategies, and
- conducting planning team meeting(s) to develop a funding proposal and complete the Super App Workbook.

Super App Office Hours will be held on **December 16 at 11:00 a.m.** for planning team members to review budgeting indirect costs, actions school systems should be taking during the month of December, questions from teams. Webinar details are listed below.

- **Webinar Date and Time**: December 16 at 11:00 a.m.
- **Webinar Link**: <https://ldoe.zoom.us/j/405281497>
- **Webinar Phone Number**: 646-876-9923
- **Webinar ID#**: 405 281 497

Presentations from past Super App Office Hours can be found in the [School Improvement Library](#).

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

New: Teacher Leader Summit 2020 Registration

The 2020 Teacher Leader Summit will take place May 27–29 at the Morial Convention Center in New Orleans. The Department has published an [overview document](#) to address the most frequently asked questions. [Early Bird Registration](#) opens on **January 10** for the Summit with the two phases below to follow:

- Regular registration (March 2 through May 11)
- On-site registration for those who do not register by May 11

To help offset the cost of running a high-quality, multi-day event for thousands of Louisiana educators, the Department will charge a small registration fee for the 2020 Teacher Leader Summit. This fee will cover:

- admission to conference,
- conference sessions, and
- lunch May 27 and May 28.

Description	1-Day Ticket	3-Day Ticket
Early Bird Registration (January 10–March 1)	\$35	\$80
Regular Registration (March 2–May 11)	\$45	\$100
On-site Registration (May 27–29)	\$60	N/A

Educators can receive a discount by registering early and registering for all three days at once. Educators can choose to not eat the lunch provided, but may not opt-out of the registration fee.

New for 2020 - Group Registration: School system supervisors may now purchase tickets for up to 10 of their educators in one transaction. School system supervisors who elect this option should be prepared to answer questions specific to each registrant (e.g. email address, content area) at the time of purchase. The supervisor will receive a receipt showing 10 ticket purchases, and each individual registrant will receive an email confirmation with their ticket information.

Please contact ldoeevents@la.gov with questions.

New: 2020 Teacher Leader Summit T-Shirt Design Contest

Please share with teacher leaders.

The Department is seeking inspiration for 2020 Teacher Leader Summit t-shirt design! Educators with an artistic flair are encouraged to submit their design for consideration by **February 7** to ldoecommunications@la.gov. The winning school will receive \$1 per shirt sold. Last year's school, Montegut Middle, was awarded \$968 from The Inkwell Press.

The winning design will be announced in the March edition of the Teacher Leader newsletter. Reference the [contest rules](#) for details or contact louisianateacherleaders@la.gov with questions.

New: Registration Requirements under the Military Selective Service Act

The Department, U.S. Selective Service System, U.S. Department of Education would like school systems to remind students of the registration requirements under the [Military Selective Service Act, 50 U.S.C. §§ 3801-3820](#).

Males are required to register beginning 30 days prior to their 18th birthday and extending 30 days thereafter. Late registration is accepted up to the 26th birthday. Failure to register prior to reaching age 26 may result in unfortunate life consequences, including:

- ineligibility for employment by the federal government, U.S. Postal Service, and many state and local governments;
- ineligibility to receive federal and, in some cases, state student financial aid;
- ineligibility to receive job training under the Workforce Innovation and Opportunity Act;
- ineligibility for security clearances; and
- delay in citizenship proceedings.

Registration can be completed [online](#), or by completing a hard copy of the Selective Service System registration form available at any U.S. Post Office, or available for downloading from the [Selective Service System](#) website. Additional registration [details](#) and [resources](#) are available.

Please contact dmcsupport@sss.gov with questions.

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.

- Super App Office Hours
- Teacher Leader Summit Registration Opening Dates
- Early Childhood Care and Education Advisory Council Meeting Dates

Please contact districtsupport@la.gov with questions.

New: School Support Institute Materials Available

The SSI materials from the Day 2 pathway events held in November have been posted to the [School Improvement Library](#). The materials include [SSI Day 2 Recap and Follow-up Guide](#).

Please contact delaina.larocque@la.gov with questions.

Reminder: February Collaborations

School system collaborations in February will target a limited, specific audience including chief academic officers, talent officers, and content directors for ELA, science, and PK-2. [Session](#) and [registration](#) information is now available.

Dates and Locations:

- February 4 in Ruston
- February 6 in Baton Rouge
- February 7 in Baton Rouge

Please contact classroomsupporttoolbox@la.gov with questions.

Reminder: Early Literacy Commission

[Senate Resolution 182](#) and [House Resolution 222](#) established the Early Literacy Commission to study and make recommendations on developing and implementing an aligned system to provide effective evidence-based reading instruction for children from birth through third grade. In January of 2020, the Early Literacy Commission will make its final recommendations to BESE and the Legislature.

The final Early Literacy Commission open meeting will be held from 12:00 p.m. to 3:00 p.m. on [December 16](#) (Full Panel Meeting).

Meeting materials and recordings are available on the [State Advisory Council](#) page.

Please contact laurie.carlton@la.gov with questions.

Reminder: Common Charter Application

At the December meeting, BESE approved the 2020 Common Charter Application and timeline. All school systems should review the [available information](#) regarding required steps to take by January 10 in order to run a new charter application process that is compliant with state law and policy.

School systems are invited to participate in a webinar that will (1) provide an overview of Louisiana charter schools, (2) review local school system legal requirements regarding the charter application process, (3) provide guidance on operating a charter application process, (4) review what has changed between 2019 and 2020 in the common charter application and timeline, and (5) provide resources for local school systems in operating a charter application process. School systems may review the [webinar deck](#) in advance.

The webinar will be offered on two dates: December 16 at 2:00 p.m. and January 6 at 3:00 p.m. Details on how to join are listed below.

- **Webinar Date and Time:** December 16 at 2:00 p.m. and January 6 at 3:00 p.m.
- **Webinar Link:** <https://ldoe.zoom.us/j/561449345>
- **Webinar Phone Number:** 646-876-9923
- **Meeting ID#:** 561 449 345

Please contact andrew.shachat@la.gov with questions.

Assessment and Accountability

New: CLASS® Overview Webinar

The Department is hosting a CLASS® Overview Webinar on **January 9** to provide information around the CLASS® tool, including current pilot updates and future opportunities to join. CLASS® is an observation instrument that measures the effectiveness of teacher-student interactions that promote academic learning, engagement, and social development. It is used statewide in pre-K and is now in its fourth pilot year for kindergarten. Information needed to join the webinar is listed below.

- **Webinar Date and Time:** January 9 at 10:00 a.m.
- **Webinar Link:** <https://ldoe.zoom.us/j/413420187>
- **Webinar Phone Number:** 646 876 9923
- **Meeting ID#:** 413 420 187

Please contact brandy.brunson@la.gov with questions.

New: LEAP Connect Meeting

The Department will host a LEAP Connect meeting for district test coordinators on **December 16 from 9:00 a.m. to 12:00 p.m.** at the East Baton Rouge Professional Development Center on North Sherwood Forest Blvd in Baton Rouge. The meeting will provide information on assessment design, test administration, resources, and inclusion in accountability.

Please contact assessment@la.gov with questions.

New: LEAP 2025 Science Assessment Stimuli Reviews

Please share with content supervisors.

The Department is now recruiting participants for LEAP 2025 science assessment stimuli review committees. Committee participants, representing a variety of perspectives, will review stimuli to ensure the materials that will be used to develop item and task sets are fair and appropriate for all students and will allow an opportunity for students to demonstrate their knowledge and skills in science.

Stimuli review committees are convening in **two locations on different dates** to accommodate and reduce travel for participants from north and central Louisiana. Any interested teachers and content supervisors should complete an interest survey, linked below.

- Baton Rouge, January 21: [Biology](#)
- Baton Rouge, January 27: [Grade 4 Science, Grade 6 Science](#)
- Bossier City, January 28: [Biology](#)
- Bossier City, January 29: [Grade 4 Science, Grade 6 Science](#)

Please do not sign up for both locations, as committees will be reviewing the same content. Please note that participants will not be reimbursed for travel expenses, meals, or lodging. Input from educators is critical to sound assessment development and support in this endeavor is greatly appreciated.

Please contact danna.clinton@la.gov with questions.

For District Testing Coordinators and Accountability Contacts

Important: English III EOC School System Administration Materials

- The English III EOC will no longer be available as a state-administered test. An English III test materials folder is now available on the secure FTP, which includes all materials needed to administer and score English III assessments provided three times yearly through a process determined by the school system. Included in the folder will be manuals that include specific directions.
- The [End-of-Course \(EOC\) English III School System-Administered Test FAQ](#) is now available in the DTC Resources area of the Assessment Library.
- Requests for braille forms of the test are provided as needed by the Department and should be addressed to assessment@la.gov.
- Please contact jennifer.baird@la.gov with questions.

LEAP 2025

- **The fall high school testing window will close on December 18.** All students who have not met graduation requirements must be provided with every opportunity to retest.
- If initial testers do not test, an accountability code must be applied in the testing window. Retesting students who do not test during this administration do not need a code.
- Report any testing violations to assessment@la.gov.

ACT and WorkKeys

- Now–January 31: Request accommodations and/or supports for eligible **ACT** examinees through the [Test Accessibility and Accommodations Systems](#) (TAA).
- The schedule of events for both ACT and WorkKeys spring 2020 are now posted on the [ACT State Testing](#) site. Please refer to these documents for all important dates and deadlines for both ACT and WorkKeys.
- The [ACT State Testing](#) site has an [Orientation](#) tutorial for ACT and [Configuration](#) tutorial for WorkKeys available.
- Resources can be found on the [ACT State Testing](#) site or by contacting the WorkKeys helpdesk at 800-967-5539 (800-WorkKey).

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 SC will need 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
 - **Completed:** 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 December 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

Please email assessment@la.gov with questions.

High School Pathways

New: National School Counseling Week

Please share with administrators and counselors.

Today's school counselors are an integral part of a school's education team. They support academic achievement, career development, and social/emotional development, ensuring students become productive, well-adjusted adults. National School Counseling Week (NSCW) is a time for school systems to highlight the tremendous impact school counselors have on students. Sponsored by the American School Counselor Association (ASCA), NSCW is always celebrated the first full week of February. **NSCW 2020 is February 3–7.**

Please visit the ASCA National School Counseling Week [website](#) for ideas and inspiration and download additional resources from the [Counselor Support Library](#).

Please contact leslie.gilliland@la.gov with questions.

Reminder: 2020 Jump Start Convention to be held January 28

Please share with CTE supervisors, 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.

Reminder: 2020 Jump Start Convention Galleria Walk/School Exhibitions

Application

Please share with CTE supervisors, administrators, and counselors.

The 3rd Annual Galleria Walk/School Exhibitions will be held during the 2020 Jump Start Convention on January 28.

Due to limited space, approval for the 2020 Galleria Walk/School Exhibitions participants will be through a short application process sent to school systems who demonstrate:

- engagement for a wide diversity of students, in terms of background, interest, and disability;
- alignment to workforce needs with job placement for students;
- dedication to helping students attain culminating statewide credentials (IBCs);
- commitment to blurring the line between high school and post-secondary; and
- potential benefit of your Galleria Walk/School Exhibitions to other schools.

Those interested in applying to become a 2020 Galleria Walk/School Exhibition participant, complete the [online application](#) by **December 18**.

For more information, please contact jumpstart@la.gov.

Reminder: SCA/Course Choice Spring Registration

Please share with counselors.

Registration for SCA/Course Choice Spring 2020 opens on December 16 and closes on January 10 at 5:00 p.m. Schools will register students directly with the course providers and/or higher education institution. Please refer to the [Course Choice Registration Instructions](#) for details. Schools should document all enrollments with SCA private providers and post-secondary providers in the [Course Choice Reporting System](#) by **January 10**. This insures the school system will utilize their SCA allocation to fund tuition.

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 coursework 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.

Please contact sca@la.gov with questions.

Educator Preparation

New: Mentor Certification Support

The Department is seeking certified Mentors to become [Regional Talent Coaches](#). This part-time role will have a significant statewide impact in meeting the need for credentialed Mentors for undergraduate and post-baccalaureate teacher residents, as well as new teachers needing support. Regional Talent Coaches will provide direct support and guidance to Mentor candidates completing the certification process, ensuring all candidates successfully complete the assessment series.

In addition to direct support to Mentor candidates, talent coaches will provide feedback and recommendations to the Department on assessment design.

Mentors who have successfully earned the Mentor ancillary certificate are eligible to apply.

Please contact andrew.palermo@la.gov with questions.

New: Leader Evaluation Uploads

2018-2019 leader evaluations are due to be uploaded into the Compass Information System (CIS) no later than **December 20**. This year, all uploads will be completed via the spreadsheet located in the CIS system and can be uploaded at both the site and the LEA levels. A [step-by-step guide](#) for uploading leader scores in CIS is available in the [Compass Library](#).

Please contact compass@la.gov for further questions.

Data

New: Economically Disadvantaged Student Rosters

The Department released the October 2019 data file of economically disadvantaged students for each school system today, December 10 for the purposes of informing grants, federal funding, and subgroup determinations. The single Excel file *(LEACode)(LEA Name)_Oct_2019_Economically_Disadvantaged* is available on the [Data Management FTP](#) through March 1.

Please contact systemsupport@la.gov with questions.

Federal Programs

New: Funding Available for the Education of Homeless Children and Youth

The Request for Applications (RFA) is now available for LEAs who serve homeless children and youth. The grant will provide resources to improve the identification of homeless children and youth (including preschool-aged homeless children) and enable such children and youths to enroll in, attend, and succeed in school. Please review the [application](#) for details on how to apply for funding.

All LEAs must submit applications to ldoe.grantshelpdesk@la.gov by **January 31 at 12:00 p.m.** In the subject line of the email, please utilize the following format for the title: **2020-2023 EHCY Grant Application for (LEA name).**

[Fillable forms](#) are available in the [School Policy Library](#).

The Department will host a webinar on [December 16 from 10:30 a.m.–12:00 p.m.](#) to address any questions.

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

Program Monitoring

New: Consolidated Monitoring Schedule for 2019-2020SY

The Department 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 Department is releasing the [consolidated monitoring schedule for the 2019-2020 school year](#). This schedule is tentative and the agency reserves the right to make adjustments as necessary.

Quarterly updates will follow this newsletter announcement. Additionally, the assigned program monitoring team leader will send a more detailed monitoring notification reminder, along with any necessary planning documents or instructions, directly to superintendents and federal program directors of each school system appearing on the monitoring schedule. The [second quarter monitoring schedule](#) is also available.

Please contact tasha.anthony@la.gov with questions about the monitoring schedule or program monitoring related to the Every Student Succeeds Act (ESSA). For questions related to the Individuals with Disabilities Education Act (IDEA), please contact iris.jones@la.gov.

Safe and Healthy Schools

New: School Health Survey

As required by state law, the Department monitors and evaluates health, recess, physical activity, and employee training in schools to provide an annual report to the Louisiana Legislature. Participation is critical to providing accurate, high-quality data to the Senate and House Committees on health and welfare.

Please have one person per school complete the [School Health Survey](#) by or before **December 20**. Each school should complete the survey.

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