Superintendent's Message

Dear Colleagues,

Thanks to all of you who joined me this week to discuss the accomplishments of the class of 2018 and the high schools from which they graduated.

The results are exciting not just because of an increase in the number of high school diplomas, but also because those increases are paralleled by indicators that students are moving on to productive, compelling opportunities after high school. The increase in number of students graduating annually, for example, is matched by an increase in the number of graduates earning TOPS, providing them free tuition in universities and community colleges. And those students are going on to postsecondary education more prepared than ever before; the number of students earning dual enrollment credit, passing AP courses, and earning high-wage industry credentials is also at an all-time high.

More than half of all Louisiana high school students now earn such a postsecondary credit or credential before finishing high school. This is huge progress. But it should also leave us compelled to ask about the other half. Even as they graduate from high school, what is their next step? What is their path to a good first job, for example?

The answer for too many, of course, is that there is not an obvious path to a prosperous, self-determined life after graduation. There remains no statewide system to support recent graduates not bound for colleges or the military. So, as we celebrate extraordinary increases in high school graduation, TOPS, and postsecondary credentials, let us re-commit ourselves to assuring a path to what comes next for every graduate.

Our state has proven once again that its students can accomplish big things. More progress is on the horizon. Congratulations on all you and your teams have achieved, and all that is to come.

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

John

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Action Items for Charter Schools

<table>
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<tr>
<th>Date</th>
<th>Action</th>
<th>Owner(s)</th>
</tr>
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<tbody>
<tr>
<td>5/17/19</td>
<td>Complete CVR roster verification</td>
<td>Data coordinators and data managers</td>
</tr>
<tr>
<td>5/17/19</td>
<td>Submit 21st Century Community Learning Centers Request for Proposals</td>
<td>Grants managers</td>
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<td>addenda</td>
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<tr>
<td>5/17/19</td>
<td>Complete the Second Grade Checkup survey</td>
<td>LEA personnel and teachers involved in the pilot</td>
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<tr>
<td>5/17/19</td>
<td>Complete the K-3 Screener survey</td>
<td>CEOs and school leaders</td>
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<tr>
<td>5/31/19</td>
<td>Submit 2020 ESSA MOE and 2020 IDEA MOE Verification (eligibility review)</td>
<td>Business managers &amp; financial officials</td>
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<tr>
<td>5/31/19</td>
<td>Complete Special Education Leadership Survey</td>
<td>CEOs and SPEd coordinators</td>
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<tr>
<td>ASAP or by 6/14/19</td>
<td>Register for the Teacher Leader Summit sessions of your choice in the Sched app</td>
<td>All Teacher Leader Summit attendees</td>
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<tr>
<td>6/30/19</td>
<td>Submit the Sponsor Site Information form</td>
<td>CEOs and school leaders of closing, changing or new schools</td>
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<tr>
<td>7/1/19</td>
<td>Submit the selection form for Pupil Progression Plans</td>
<td>CEOs and Pupil Progression Plan coordinators</td>
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LEA Support

Reminder: Updates to 2019-2020 School System Support Calendar

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

- Updates to the 2019-2020 Assessment and Accountability Office Hours and Monthly Calls
- Addition of the monthly release of Classroom Chronicles

Please email districtsupport@la.gov with questions.

Reminder: Pilot Opportunity: Great Minds PhD Science Grades 3, 4 or 5

Great Minds, creator of Eureka Math and Wit & Wisdom, is offering teachers and students in grades 3, 4, or 5 the opportunity to pilot high-quality lessons in the PhD Science program. The grade 4 program was the first science curriculum to be rated Tier 1 in the Louisiana IMR process.

Through this pilot opportunity, students will explore the Changing Earth to answer the question: How are Earth's rocks layers uncovered? Educators interested in trying these lessons in their classrooms can use this link to learn more and register to join the pilot program.

For additional information, please reach out to Margaret.Goodner@greatminds.org.

Reminder: Science Summer Professional Development Opportunities

<table>
<thead>
<tr>
<th>Great Minds PhD Science Launch Grades 3-5</th>
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</thead>
<tbody>
<tr>
<td>July 9 and 10 at Ouachita Parish School Board (Monroe)</td>
</tr>
<tr>
<td>July 11 and 12 at East Baton Rouge Parish Professional Learning Center (Baton Rouge)</td>
</tr>
<tr>
<td>July 16 and 17 at Acadiana High School (Lafayette)</td>
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</tbody>
</table>

For registration information and questions, contact margaret.goodner@greatminds.org.
## Reminder: Science Curriculum Updates

As school systems consider science curriculum for the 2019-2020 school year, the following high quality options are most closely aligned to the standards.

<table>
<thead>
<tr>
<th>Grades</th>
<th>Options</th>
</tr>
</thead>
</table>
| **K-2** | Option 1: Use the [scope and sequence documents](#)  
Option 2: Carolina Building Blocks of Science 3D ([Tier 2](#)) |
| **3-5** | Option 1: Great Minds PhD Science  
- Grade 4 earned a [Tier 1](#) rating  
- Grades 3 and 5 will be finished in summer 2019 and will be submitted for IMR review at that time.  
Option 2: Carolina Building Blocks of Science 3D ([Tier 2](#)) |
| **6-8** | Option 1: IQWST Activate Learning [NEW](#)  
- Grade 6 earned a [Tier 1](#) rating.  
- Grades 7 and 8 are currently under review with expected completion in early June.  
Option 2: [OpenSciEd](#) (open sourced)  
- 6 of 18 (33 percent) units released in 2018-2019  
- 12 of 18 (66 percent) units released in 2019-2020  
- 18 of 18 (100 percent) units released in 2020-2021  
- Will submit for IMR in 2021 |
| **HS** | Biology: Inquiry Hub (IHub) (open sourced)  
- Linked in [scope and sequence documents](#)  
- Submitted for IMR in January 2019 |

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

## Reminder: EAGLE LEAP 2025 Practice Test Assessment Items

LEAP 2025 Practice Test assessment items have been added to EAGLE for grades 3-8 and Biology. (Note: The technology enhanced items associated with these sets are not available in EAGLE.)

For a complete listing of science items in EAGLE, see the Appendix of [A Teacher's Guide to LEAP 360](#).

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

## Reminder: 2019-2020 Pupil Progression Plan

Please share with superintendents and Pupil Progression Plan Coordinators.
Pupil Progression Plans are the policies and guidelines local school systems use to determine whether students will be promoted to the next grade, retained in the current grade, or advanced to higher grades. The plans also outline the criteria for high school graduation.

For 2019-2020, school systems will have the following options as it relates to the Pupil Progression Plan (PPP):

- Retain the locally approved Pupil Progression Plan for the 2019-2020 school year
- Submit a locally approved addendum outlining Pupil Progression Plan updates for the 2019-2020 school year no later than July 1
- Submit a new locally approved Pupil Progression Plan for the 2019-2020 school year no later than July 1

By July 1, school systems should either submit the selection form indicating they will retain the previously approved Pupil Progression Plan, submit an addendum, or submit a new plan. All submissions should be sent to ppp@la.gov.

Please contact ppp@la.gov for more information.

**Family Engagement**

**New: Emergency Preparedness Tools for Students and Families**

Please share with principals and school family engagement coordinators.

As schools come to a close, and hurricane season approaches, the Governor's Office of Homeland Security and Emergency Preparedness is sharing resources to help families prepare for an emergency. Families can also visit [www.getagameplan.org](http://www.getagameplan.org) for more information, or download the "Get A Game Plan" app.

- Emergency Supply Checklist
- Louisiana Emergency Preparedness Guide
- Emergency Preparedness Guide for Persons with Special Needs

**Assessment and Accountability**

**New: For District Testing Coordinators**

**General:**

- The 2018-2019 Assessment Month-by-Month Checklist is located in the Assessment Library.
- All changes to secure shipping addresses, DTCs, or Accountability Contacts must be submitted to the Department using the DTC and Accountability Contact Update form found in the Assessment Library.
- The updated Central Office Testing Site Manager is now available for download in eDIRECT under the Downloads tab. Central Office will replace the TSM for the 2019-2020 school year and must be installed prior to August.

**K-2 Pilots**

- **Now through May 17:** Instead of administering the Second Grade Checkup to students, the Department will be collecting feedback through a survey of all teachers and school system personnel involved in the pilot this spring. The survey will include sample test questions for teachers and students to interact with and questions on administration, reporting, and accountability. The survey will be emailed to school system contacts, administrators, and teachers. **Participants will have May 6-17 to complete the survey.**
- **Due May 17:** K-2 Pilot Post Survey - The Department is collecting feedback from school system contacts, administrators, and teachers that participated in the K-2 Pilots. If you are participating in the Second Grade Checkup Survey, you will **not** take this survey.

**K-3 Assessments**

- School systems must complete the K-3 Screener survey to indicate the assessment choices for their school system. The survey must be completed **by this Friday, May 17.**

**LEAP 2025**

- **This Friday, May 17:** High School LEAP 2025 testing window
- All 3-8 testing irregularities and void forms should be submitted to assessment@la.gov by this Friday, May 17.
- Seniors needing to take a LEAP 2025 assessment must be placed into the Senior form in eDIRECT. All underclassmen
Seniors needing to take a LEAP 2025 assessment must be placed into the Senior form in eDIRECT. All underclassmen should be placed in the regular form in eDIRECT. All students regardless of grade levels can test in the same physical location.

LEAP 360

- School systems that use LEAP 360 during the 2019-2020 school year will not be required to pay an annual fee; however, they will be required to sign a Memorandum of Understanding (MOU) to protect the item and test content. Submit the signed MOU to assessment@la.gov.

LEAP Connect:

- LEAP Connect/LAA1 student results are posted in eDIRECT under Report Delivery and View Reports. Additional guidance on viewing reports in eDIRECT is located in the eDIRECT User Guide. The Parent Guide to LEAP Connect Student Reports should be sent home with the report.

ELPT

- ELPT student results are posted in the AIR Online Reporting System (ORS) that is accessed through the ELPT portal. The ORS User Guide is available in the ELPT portal.
- The Parent Guide to the ELPT Student Reports should be sent home with the report in the parents' native language.

ACT and WorkKeys

- School Test Coordinators can now access student score reports in the Validus Online Reports Portal for students taking the WorkKeys assessments online. Score reports for WorkKeys assessments taken on paper will be available in the portal on May 15.
- The ACT Score Report Schedule and the WorkKeys Score Report Schedule can be found on the ACT State Testing site. Please refer to this schedule for estimated access and delivery dates.
- Student should begin checking their myworkkeys.com accounts for scores and NCRCs if earned. Students may contact the WorkKeys customer service helpdesk at 800-WorkKey (967-5539) for help accessing their accounts.
- No later than June 10: WorkKeys Summary Score Reports and Roster Score Reports will be available in the Online Reports Portal in Validus. The WorkKeys Online Reports Portal User Guide has descriptions of each report and instruction for running the reports.
- No later than July 2: ACT school and district level reports will be available through PANext.
  - Reports must be downloaded before PANext is activated for the 2019-2020 school year, which is usually the beginning to mid-August.

The next Assessment and Accountability Office Hours will be May 28 at 1:00 p.m. There will be no Office Hours call on May 21.

- Webinar Link: https://ldoe.zoom.us/
- Webinar Phone Number: 669-900-6833
- Meeting ID#: 393463942

The Office Hours Questions and Answers document is posted in the Assessment Library. Email assessment@la.gov with questions.

High School Pathways

New: 2019-2020 Carl Perkins Grant Date Change

Please share with school system administrators, supervisors, and managers who work with the Carl Perkins Grant.

While the Carl Perkins application may be submitted at any time prior to June 30, the Department is unable to guarantee the application will be reviewed by the grant start date of July 1 if submitted after June 7. As a reminder, school systems with Perkins allocations must include Perkins narratives and budget all funds to pass consistency check and submit their Super App.

For all applications submitted by June 7, the Department team is committed to review by July 1.

For more information about the Carl Perkins Grant please contact jumpstart@la.gov.

New: C.A.T.E. for School Systems and Schools

Please share with school system secondary supervisors, career and technical education supervisors/coordinators, school leadership, and professional school counselors.

The Career and Technical Education (C.A.T.E.) Data System will be open from May 30 to August 31 to submit 2018-2019 Career and Technical Education data as required for reporting of Perkins Core Indicators to the United State Department of Education.
The Department will host two webinars to support school systems and schools with data entry.

- **Date and Time**: May 30 at 10:00 a.m.
- **Webinar Link**: https://ldoe.zoom.us/j/613151526
- **Webinar Phone Number**: 646-876-9923
- **Meeting ID#**: 613151526

- **Date and Time**: May 31 at 10:00 a.m.
- **Webinar Link**: https://ldoe.zoom.us/j/538610281
- **Webinar Phone Number**: 646-876-9923
- **Meeting ID#**: 538610281

For further assistance, please contact jumpstart@la.gov.

**Reminder: 2019-2020 Course Choice Catalog**

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

Registration for Course Choice 2019-2020 will open on July 1. The preliminary 2019-2020 Course Choice Catalog is now available. Schools will register students directly with the course provider, colleges, and/or universities. Please refer to the Course Choice Registration Instructions for details on this process. Once students are registered, schools should document enrollments in the Course Choice Reporting 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.

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

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**Special Education**

**New: Final 2017-2018 LEA Determinations**

Please share with superintendents and special education directors.

Each year, the Department is required to assess the performance of school systems on the provision of special education and related services. These are called LEA Determinations. The Department will issue final results by the end of the week. The 2017-2018 LEA Determinations will be available on the FTP site with the name: LEA Code_LEA Name_2017-2018 LEA Determinations.

Please note that LEA Determinations are made at the school system level required by IDEA, while plans to improve struggling schools identified as UIR for students with disabilities is a separate process required by ESSA.

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

**New: Special Education Leader Survey**

The Department is seeking feedback on the needs of school systems in providing high-quality, specialized supports and related services to support students with disabilities. Special education directors and coordinators should complete this survey by May 31.

Please contact specialeducation@la.gov with questions.

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**Data**

**New: Monthly Data Coordinator Webinar**

Please share with data coordinators and data managers.

The Department will hold its monthly webinar for data coordinators and data managers on May 23 at 1:00 p.m. Topics will include 2018-2019 end-of-year collections, data submissions, upcoming deadlines, validation reports and rosters, other updates, and best practices.

- **Webinar Date and Time**: May 23 at 1:00 p.m.
Finance

Please share with business managers.

By law, each city, parish, or other local public school board shall be notified on a regular basis of its financial status per the annual Fiscal Risk Assessment. The FY2018-2019 Fiscal Risk Assessment has been updated and populated for each school system or school to include the latest available data.

Preliminary data is now available on each LEA's "edfin" FTP site. Responses received by May 24 will be used to update each LEA's data (if necessary) prior to submitting the report to BESE. Please submit responses to schoolfinancehelpdesk@la.gov.

Additional information about the Fiscal Risk Assessment process is provided below.

- FY2018-19 Fiscal Risk Assessment Memo
- Description of Factors
- School System or School Response Form
- Purpose of Fiscal Risk Assessment

Please contact schoolfinancehelpdesk@la.gov with questions.

Reminder: 70 Percent Instructional Requirement FY2017-2018
Please share with business managers and all other finance officials.

Per the MFP Resolution, LEAs must ensure that 70 percent of the local school system general fund expenditures are in the areas of instruction and school administration at the school building level. The instructional requirement calculation is complete for FY2017-2018, and an overview of the 70 percent expenditure process is now available.

The items listed below are available in each LEA's "edfin" FTP site.

- 70% Calculation Summary - 2017-18.pdf is a one-page summary of LEA's 70 percent instructional requirement calculation.
- Funds Proration.xlsx provides a line-by-line item account of how each expenditure is allocated and the basis for that allocation.
- Salary Distribution.xlsx provides proration percentages by functional area based on PEP general fund salaries used to allocate AFR salaries, benefits, and certain other expenditures.
- Staff-Student Distribution.xlsx provides proration percentages by functional area based on PEP staff full-time equivalents (FTE) and separate percentages comprised of staff FTE and SIS student counts. These percentages are applied as indicated in the funds proration document.

Please review the data and contact ldoemfphelpdesk@la.gov with questions. A summary of this data will be presented to BESE at the June Finance Committee Meeting.

Grants Management

New: 21st Century Community Learning Centers Request for Proposals (21st CCLC RFP) Addendums

There are several addendums to the 21st CCLC RFP, due this Friday, May 17. The addenda are available for review on the State's centralized solicitation site.

All questions must be sent in writing via email to rfp_lde@la.gov.

New: High Cost Services Round 2 Allocations
Allocations for Round 2 of the High Cost Services (HCS) grant are now visible in eGMS. School systems that have been approved through the application process must now create budgets by creating an amendment in the HCS Round 2 application in eGMS. Amendment 1 must be created for all students for whom an allocation was received. The Department will review budget amendments for eligibility and allowability as they are submitted by school systems.

The next phase of the HCS application process is the student add/drop process. A request to add/drop a student must be submitted via email to terri.byrd@la.gov by May 29.

Please contact ldoe.grantshelpdesk@la.gov with questions

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**Safe and Healthy Schools**

**New: Louisiana Youth Summit on Opioid Awareness**

Please share with professional school counselors.

Louisiana middle and high schools are encouraged to save-the-date for the South Louisiana Youth Summit on Opioid Awareness on October 1, at the Lakefront Arena in New Orleans. This half-day event, hosted by the Mark Wahlberg Youth Foundation and DEA 360, is designed to educate middle and high school students about the dangers of opioid addiction and encourage them to be part of the solution to ending this epidemic. The Summit will seek to empower students to take action in their schools to promote prevention and encourage peers to seek the benefits of leading a healthy lifestyle.

This is a free event, and registration details will be communicated in the newsletter and the school system planning call in August. In the meantime, schools and counselors are encouraged to check the Summit website for event updates.

Please contact traynard@therendongroup.com with questions.

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LDOE Contacts

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

LDOE Links

LDOE Website
Contact Us

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