Superintendent's Message

Dear Colleagues,

Last week, as you know, our state celebrated the news that a long-held graduation goal had been met. In fact, nearly 5,000 more students graduated high school in 2018 than did in 2012. The same is true for the number of students who completed a college credit or industry-based credential (since 2013), and for the number of graduates earning TOPS. High school students across Louisiana have generated and benefited from a radical expansion in educational opportunity.

This week, the state announced that the number of graduates annually enrolling in universities or community colleges after high school similarly increased by nearly 5,000 students between 2012 and 2018. Students of color accounted for more than 2,500 of that expansion, over half of the statewide growth. These numbers prove that not only are students graduating high school in greater numbers, but also that they are translating their educational gains into future education. They are choosing to continue on, be it in a university environment or preparing for a technical field. This is a remarkable step forward for them and for our state.

It is, of course, not a complete story. Too many graduates - even college graduates - are not finding good first jobs. Too many are taking on dangerous levels of debt. Too many do not complete college, finding themselves in low-wage careers. These things, too, need to be addressed. Higher education should be a system of lifelong learning, rooted in self-determination as an adult member of society. Our ultimate success is reaching this mark.

But this week's announcement, as with last week's, is an indication that our state's young people are seeking further education, seeking upward mobility, and recognizing the demands of the modern world. Congratulations, to them and to you.

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

John

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- LEA Support
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- Assessment and Accountability
- High School Pathways
- Educator Preparation
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## Action Items for Charter Schools

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<thead>
<tr>
<th>Date</th>
<th>Action</th>
<th>Owner(s)</th>
</tr>
</thead>
<tbody>
<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>
</tr>
<tr>
<td>5/31/19</td>
<td>Complete Special Education Leadership Survey</td>
<td>CEOs and SPED coordinators</td>
</tr>
<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>
</tr>
<tr>
<td>6/30/19</td>
<td>Obligate Education Excellence Fund (EEF) funds</td>
<td>Grant managers for EEF fund recipients</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>
</tr>
<tr>
<td>7/1/19</td>
<td>Submit the selection form for Pupil Progression Plans</td>
<td>CEOs and Pupil Progression Plan coordinators</td>
</tr>
<tr>
<td>7/15/19</td>
<td>Submit final 6/30 PERs for EEF funds</td>
<td>Grant managers for EEF fund recipients</td>
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## LEA Support

**Reminder: Attend the Pre-Summit Principal Track Kick-off Webinar**

Please share with principals.

The Teacher Leader Summit will include a tailored sequence of sessions for principals to ensure they have the tools they need to support teachers in 2019-2020. The Department will host a Pre-Summit Principal Track Kick-off Webinar to:

- introduce school systems and school leaders to the 2019-2020 school system support strategy;
- share a preview of the principal track summit session, "Academic Strategy and School System Support for 2019-2020;” and
- provide information and answer questions to ensure principals are prepared to attend the principal track offerings at the Summit.

It is recommended that all CIR/UIR-A principals and school system staff attend one of the two options below. The webinar will be recorded and made available on Louisiana Believes.

- [Webinar Option 1]: May 28, 9:30 - 10:30 a.m.
- [Webinar Option 2]: May 30, 3:15 - 4:15 p.m.

**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
Reminder: 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 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: Release of College Enrollment and Persistence Data

Yesterday, school system leaders received an email from Assistant Superintendent Jessica Baghian alerting them that individual Class of 2018 college enrollment and Class of 2017 college persistence data are available in the FTP. This data will be posted in the High School Data Center. School system leaders received copies of the statewide data files this week via an email from Assistant Superintendent Baghian.

Email assessment@la.gov with questions.

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. TSM 9.2 will no longer work on June 30.

K-2 Pilots

- Due May 31: Districts participating in this pilot should finalize observations in the K CLASSportal.

Birth-Grade 3 Assessments

- Due May 31: GOLD® Spring Checkpoint
- Administrators and teachers can refer to the support guidance, 10 Tips for Successfully Completing Your Checkpoint, for step-by-step assistance.
- For schools that want to add additional items to their assessment: While the Department does not require programs to use the comprehensive set of GOLD® objectives/dimensions, administrators are welcome to enable these settings for a site that is planning on using the full assessment tool. For more information on enabling the comprehensive set of GOLD® objectives/dimensions, please watch this support video for step-by-step instructions for administrators.

LEAP 2025

- High school testing irregularities and void forms should be submitted to assessment@la.gov by this Friday, May 24.
- Spring high school LEAP 2025 scores for non-seniors are now posting in eDIRECT.
- June 17-21
  - June 7: Summer high school LEAP 2025/EOC test setup and additional materials window opens
  - DTCs should train STCs on test security and administration.

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.

ELPS

- Beginning August 1, ELPS will be Louisiana's required standardized entrance screener. All guidance and trainings are available in the Assessment Library.
- ELPS will be unavailable from July 13-31.
ELPS will be unavailable from July 13-31.

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.

- 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: Super Summer Institute - Late Registration
Please share with Career and Technical Education (CTE) supervisors, administrators, and instructors.

Late registration for the 2019 Jump Start Super Summer Institutes (SSI) will open July 1 and close July 5 for a limited number of July sites and sessions.

Late registration sites include Bossier, Livingston, and Operation Spark. Late registration seats, in the following sessions, are limited and additional seating will not be made available after late registration closes on July 5.

- Adobe Visual Design Specialist
- FAA License/Drone Applications
- Quest for Success
- Operation Spark Instructor Intensive

Late registration will also include an additional opportunity for Quest for Success training in Baton Rouge on July 29-30.

No refunds will be provided for late registration. No onsite registration will be available at any SSI sites.

Reminder: 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.

Reminder: 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.

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**Educator Preparation**

**New: 2019 - 2020 Compass Evaluator Training Dates**

New Compass Evaluator trainings and Recertification for Evaluators will be offered this summer at Teacher Leader Summit on June 26 - 28. Additional online trainings will be available as indicated on the chart below. Registration for these online trainings will open July 10.

<table>
<thead>
<tr>
<th>Date</th>
<th>Time</th>
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<tbody>
<tr>
<td>July 30 (New Evaluator)</td>
<td>9:00 - 11:00 a.m.</td>
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<tr>
<td>July 31 (New Evaluator)</td>
<td>3:00 - 5:00 p.m.</td>
</tr>
<tr>
<td>August 1 (Compass Recertification)</td>
<td>9:00 - 11:00 a.m.</td>
</tr>
<tr>
<td>August 2 (Compass Recertification)</td>
<td>3:00 - 5:00 p.m.</td>
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</tbody>
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Please contact compass@la.gov for more information.

**New: 2019-2020 Louisiana Principal Fellowship Program Registration**

The Louisiana Principal Fellowship Program partners with the National Institute for School Leaders (NISL) to offer a yearlong executive development program for school and school system leaders in all stages of their careers.

The **Registration Nomination Survey** for Cohort 5 (2019-2020) of the Louisiana Principal Fellowship is open and available on the Louisiana Principal Fellowship website until May 31. The cost per person is $10,600. NISL will invoice for payment in the early fall.

**Principal Fellowship/NISL Orientation**

The orientation session for the 5th cohort of the Louisiana Principal Fellowship/NISL will be offered at two times and locations. Confirmed Principal Fellowship/NISL participants for the 2019-2020 school year should plan on attending one of the two orientation sessions:

- June 13 from 9:00 a.m. to 1:00 p.m. at the Rapides Parish School Board Media Center in Alexandria; or
- June 25 from 12:00 p.m. to 4:00 p.m. at the Convention Center in New Orleans (Day prior to Teacher Leader Summit)

Confirmed cohort members will receive further details for orientation in the coming weeks, including the schedule, cohort locations, and calendars for the remainder of the Fellowship.

Please contact teri.roberts@la.gov with questions.

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**Special Education**

**Reminder: 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...
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.

**Reminder: 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.

**Data**

**Reminder: Monthly Data Coordinator Webinar**

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.
- **Webinar Link:** [https://ldoe.zoom.us/j/976397929](https://ldoe.zoom.us/j/976397929)
- **Webinar Phone Number:** 646-876-9923 (for dial-in only)
- **Meeting ID#:** 976397929

Please email systemsupport@la.gov with questions.

**Finance**

**Reminder: FY 2018-2019 Fiscal Risk Assessment**

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.

**Grants Management**

**New: Submit Final PER for Education Excellence Fund (EEF)**

Schools or agencies that received a payment from the 2018-2019 Education Excellence Fund (EEF) this year should take note of.
Schools or agencies that received a payment from the 2018-2019 Education Excellence Fund (EEF) this year should take note of the following important dates:

- June 30: Deadline for EEF recipients to obligate EEF funds
- July 15: Deadline for EEF recipients to submit their Final 6/30 PERs

Please note that Final PERs are used to calculate EEF allocations for the following year, so EEF recipients that do not submit a Final PER by July 15 may experience delays in accessing their EEF funds for 2019-2020.

An important reminder: when completing the PER, notice on the first tab, labeled "Expenditure Obligation Summary," that there is a box at the bottom with a checkbox for Final Expenditure. Check that; otherwise the PER will not be reported as final and it will have to be corrected and resubmitted.

For assistance in preparing Final 6/30 PER for EEF, see the Training section on the eGMS login page under "Tips & Reminders: Preparing the Periodic Expense Report (PER)."

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

**Reminder: 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: Updated School Nurse Handbook**

Please share with school nurses.

The [School-Based Nursing Services in Louisiana Schools Handbook](#) has been updated to reflect changes in vision screening and tracheostomy procedures.

Please contact michael.comeaux@la.gov for additional information.

**Reminder: 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 prevent promotion 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.