



LOUISIANA DEPARTMENT OF EDUCATION

MEMORANDUM

TO: Parish/City School Superintendents
Superintendent of Recovery School District
Directors of Charter Schools

FROM: Angela Randall, Executive Director *AR*
Statewide Monitoring

DATE: December 6, 2016

SUBJECT: SY2016-2017 Monitoring of Local Cecil J. Picard LA 4 Early Childhood Programs

The Louisiana Department of Education (LDOE) will conduct program monitoring of selected local education agencies (LEAs) operating a Cecil J. Picard LA 4 Early Childhood Program (LA 4) during the 2016-2017 school year. Please note the following changes for SY2016-2017 reviews:

- Selected LEAs submit scanned copies of requested documents to the LDOE's Data Management FTP site by February 15, 2017. See the attached list of selected LEAs.
- The compliance test month for verification of LA 4 student eligibility and LA 4 student attendance is November 2016.
- The LDOE plans to conduct LA 4 Program monitoring activities February 15, 2017, through May 30, 2017.
- The LDOE will notify individual LEAs of monitoring results as reviews are completed.
- LEAs not selected for SY2016-2017 LA 4 Program compliance monitoring will be monitored within a three-year monitoring cycle that commences in the current school year.

The Department's LA 4 Program monitoring document for SY2016-2017 is attached to this correspondence. Please contact Terry Simoneaux, Statewide Monitoring, at 225-342-9615 or Terry.Simoneaux@la.gov for additional information and support.

AR:ts

Attachments: 2016-2017 LA 4 Early Childhood Program Monitoring Document
2016-2017 List of LEAs Selected for LA 4 Program Monitoring

c: Bridget Devlin, LDOE Chief of Staff

By LDOE Newsletter: Important News for School Districts, December 6, 2016

Louisiana Believes

The Cecil J. Picard LA 4 Early Childhood Program

Local Education Agencies Identified for Monitoring FY2016-2017 (37 out of 90)

1. Avoyelles
2. Bienville
3. Bossier
4. Calcasieu
5. City of Baker
6. Concordia
7. DeSoto
8. East Baton Rouge
9. East Feliciana
10. Iberia
11. Iberville
12. Jackson
13. Jefferson
14. LaSalle
15. Monroe City
16. Morehouse
17. Natchitoches
18. Orleans
19. Ouachita
20. Pointe Coupee
21. St. James
22. St. John
23. St. Landry
24. St. Mary
25. St. Tammany
26. West Carroll
27. Winn
28. Chitimacha Tribal School
29. ACSA – Dwight D. Eisenhower Charter
30. ACSA – Martin Behrman Charter
31. ACSA – William J. Fischer Charter
32. Choice Foundation – Lafayette Academy
33. Crescent City Schools – Paul Habans
34. Morris Jeff Community School
35. NOCP – Lawrence D. Crocker College Prep
36. NOCP – Sylvania Williams College Prep
37. ReNEW – Schaumburg Elementary



LOUISIANA DEPARTMENT OF EDUCATION

2016-2017

Cecil J. Picard LA 4 Early Childhood Program Desk Review Monitoring Document

Name of LEA/LEA Charter: _____

LEA Superintendent/Director: _____ LA 4 Coordinator: _____

Review Date: _____ Review Period: November 2016 Reviewer: _____

Verification Items	Types of Documentation From the LEA (Documentation LDOE Will Review)	For use by LDOE Reviewer			
		Yes	No	N/A	Comments
1. LA 4 Program - Child Eligibility: Eligible Students Enrolled During the Month of November 2016	<p><i>REMINDER: Do NOT display the SSNs of students.</i></p> <p>Provide scanned copies of the eligibility determination documents for the number of children indicated on page 2 of this monitoring form. For each child funded by LA 4 TANF dollars, create a folder containing the following scanned documents:</p> <ul style="list-style-type: none"> The completed and signed two-page 2016-2017 Early Childhood Program Family Eligibility Worksheet filled out by the LEA's staff members or authorized personnel. The completed child enrollment application document signed by the parent or other authorized person. All supporting documents provided by the parent and required by the child eligibility application. 	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
2. LA 4 Program – Child Attendance Records for Eligible Students Enrolled during for the Month of November 2016	<p><i>REMINDER: Do NOT display SSNs.</i></p> <p>(Indicate which children are LA 4 TANF students on all child attendance documentation, such as the teacher's roll book, <u>if all the children in the class are not funded by TANF dollars</u>. The LA 4 provider must show evidence that the number of LA 4 TANF children the provider reported as attending class for 74% of school days in the selected month is accurate. Provide copies of teachers' roll books or other attendance records, and doctors' or parents' excuses for students' absences for the month of November. Student attendance records will be compared with the TANF LA 4 Monthly Enrollment Report for November 2016. (See page 2 for the number of teachers' roll books to submit for each LEA.) The LDOE will compare the child eligibility files, provided for Verification Item #1 above, to the names of students in the teacher's roll book entries.</p>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	

LA 4 Program TANF-Funded Students Only: Child Eligibility and Child Attendance Records for November 2016

LEA/ CHARTER SCHOOL	(Number of Classes) and Names of Teachers to Provide Student Attendance Records for the month of November 2016	Provide child eligibility determination records for all LA 4 TANF children in classes named at left. (estimated # of children)	LEA/ CHARTER SCHOOL	(Number of Classes) and Names of Teachers to Provide Student Attendance Records for the month of November 2016	Provide child eligibility determination records for all LA 4 TANF children in classes named at left. (estimated number of children)
Avoyelles	(1) Spruill	20	St. James	(1) Clement	All TANF children in class
Bienville	(1) Boyette	20	St. John	(1) Esta	20
Bossier	(1) Bruce	20	St. Landry	(3) Knott, George, Zerangue	60
Calcasieu	(7) O'Blanc, Thierry, Watson, Bradley, Rowse, Kennedy, Nessmith	140 (15% sample)	St. Mary	(1) Wiggins	20
City of Baker Schools	(1) Lennox	20	St. Tammany	(8) Durant, Faciane, Lee, Noggerath, Summners, Wanner, Smith, Rapier	140 (15% sample)
Concordia	(1) Ratliff	20	West Carroll	(1) Creech	20
DeSoto	(2) Wiley-Cooper, Touns	40	Winn	(1) Hernandez	20
East Baton Rouge	(7) Coston, Miller, Semien, Kirby, Spiller, Batrous, Bruehl	140 (15% sample)	Chitimacha Tribal	(1)	All LA 4 TANF children in class
East Feliciana	(1) Young	20	ACSA-D. D. Eisenhower Charter	(1) Stancliffe	20
Iberia	(3) J. Abney, D. Boudreaux, Clement	60	ACSA-Martin Behrman Charter	(1) Chester	20
Iberville	(2) M. Daigle, K. Melancon	40	ACSA-William J. Fischer Charter	(1) C. Rawles	20
Jackson	(1) Delaney	20	Choice Foundation.- Lafayette Academy	(1) Class #2	20
Jefferson	(9) Bordes, Anchissi, Wolfram, Eppling, Brady, Dalgo, DiMarco, Estopinal, Edwards	185 (15% sample)	Crescent City Schools- Paul Habans	(1) Andrews	20
LaSalle	(1) Poole	20	Morris Jeff Community School	(2) Cain, Forrest	All TANF children in two classes
Monroe City Schools	(1) Douzart	20	NOCP- L. D. Crocker C.P.	(1) Nelson-Abell	All LA 4 TANF children in class
Morehouse	(1) Cook	20	NOCP - Sylvanie Williams C.P.	(1) Ms. Green	All LA 4 TANF children in class
Natchitoches	(2) Maggio, Isbell	40	ReNEW - Schaumburg Elemen.	(1) Cheema	20
Orleans	(5) Cavalier, Ferrera, Franklin, Woodfork, K. Williams	100			
Ouachita	(3) Saterfield, Yarbrough, Mayes	80			
Pointe Coupee	(2) Urban, Young	40			