

LDOE Weekly Newsletter



August 29, 2017

Dear Colleagues,

The rain continues to fall over much of our state today. In the days to come, it will likely cover nearly all of our state. Please be safe, and please ensure the same for the children and employees in your care.

Please also pray for the people of coastal Texas, who are experiencing the all too familiar horrors of flooding. Scenes from Houston and elsewhere on the Gulf Coast recall those of the Red River and August floods of last year, and of course of hurricanes from years past. Like many Louisianans' lives, theirs will be uprooted for a time, in a period of great loss and long recovery.

Nineteen Louisiana parishes closed schools today, all for reasons having to do with the storm. Our staff will continue to be in contact with all affected districts and charter schools. If there is anything we can do to assist in managing the circumstances, please let us know.

While it is likely that the storms will result in movement of families and students from parish to parish in the magnitude seen after past events, it is likely that a significant number of students will be coming to our schools from out of state. This has begun to occur already in communities across Louisiana. It goes without saying, but please admit all students displaced by floods, from within the state or without.

[This document](#) provides guidance for district schools and charter schools regarding admitting such students, coding them in SIS, and addressing issues such as IEPs. We will continue to update the document as the situation evolves. I thank you for ensuring schools are ready to serve in this critical way at this time.

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

John

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Important Dates for School Systems

Upcoming Events

- [Compass Training](#): rescheduled
- [LEAP 2025 Algebra I and Geometry Webinar](#): August 30 at 9:30 a.m. and 3:30 p.m.
- [LEAP 2025 US History Webinar](#): August 31 at 8:00 a.m.
- [Shreveport Principal Institute for Implementing Eureka Math](#): August 31 at 9:00 a.m.
- [LEAP 2025 English I and English II Webinar](#): August 31 at 9:30 a.m. and 3:30 p.m.
- [CIS System Opens for 2017-18 Roster Updates](#): September 4
- [Assessment and Accountability Office Hours](#): September 5 at 1:00 p.m.
- [School System Planning Call](#): September 6 at 1:00 p.m.
- [AP Test Fee Funding Options Webinar](#): September 7 at 3:30 p.m.

Important Deadlines

- [Submit plans for the test security audit](#) by August 31
- [Select computer-based or paper-based assessments for grades 3-4](#) by August 31
- Register for [Supervisor](#) and [Teacher Leader Collaborations](#) by September 6

School System Support

New: Disaster Recovery Guidance

In response to the catastrophic flooding in Texas and the heavy rainfall occurring in the southwestern region of Louisiana, it is possible that school systems will see an influx of displaced students enrolling in Louisiana school systems over the next few weeks. The Department hopes that all schools will open their doors to all affected students and their families.

To support schools in appropriately enrolling these students in the Student Information System (SIS), the Department has released the [Disaster Recovery Policy and Systems Guidance](#) to ensure all students are served while the state can appropriately assess all necessary policy and funding accommodations.

Updates to this guidance will be released weekly in the newsletter as the Department and school systems learn more about the scale of relocation issues. It can also be found under the Quick Links section on the [Louisiana Believes homepage](#).

Please email bridget.devlin@la.gov with questions.

New: School Redesign Budgeting Materials

On August 17, the Department hosted a school redesign finance webinar to release the [School Redesign Budget Form](#) and answer finance-specific questions regarding the School Redesign application. [Click here](#) to watch a recording of the webinar.

All school systems with a school identified on the [School Redesign List](#) must complete a full [School Redesign Grant application](#) in one of the two cycles during the 2017-2018 school year. To learn more about the grant application process, timeline, and planning grant option, please review the [School Redesign LEA guidance](#) document and other materials on the LDOE [School Redesign webpage](#).

Please contact shavonne.price@la.gov (Network A), delaina.larocque@la.gov (Network B), or delaina.larocque@la.gov (Network C) with questions.

New: Updated Information on Compass Training

Due to declining weather conditions, the Compass training events planned for August 30 and 31 have been rescheduled. Please see the updated dates in the table below. **There is no need to register again if you have already registered for a training and wish to attend the rescheduled session.** However, if you would prefer to attend a different Compass training, please [modify your registration](#) while space is still available. We apologize for this inconvenience. Please stay safe and dry.

[The morning sessions](#), from 8:00 a.m. until 11:00 a.m., will be training for new evaluators, and the [afternoon sessions](#), from 12:00 p.m. until 3:00 p.m., are designed to support 2017-2018 Compass implementation.

Date	Location
September 11	Louisiana School for Math, Science, and the Arts Main High School Building 715 University Parkway Natchitoches, LA 71457
September 15	EBR Instructional Resource Center 1022 South Foster Drive Baton Rouge, LA 70806
September 15	Acadia Parish School Board Educational Center 2122 North Parkerson Avenue Crowley, LA 70526

Registration is [now open](#) and space is limited. Please email compass@la.gov with questions.

New: September School System Planning Call

The September School System Planning Call will take place Wednesday, September 6, from 1:00 until 2:00 p.m. The following school system supervisors should participate:

- District Test Coordinators
- Early Childhood Supervisors
- Accountability contacts
- Data Coordinators
- Curriculum Supervisors
- Teacher Leader and Mentor Teacher Supervisors
- High School and Career and Technical Education Supervisors

Webinar login information:

- Webinar Name: September School System Planning Call
- Go to <https://louisianaschools.adobeconnect.com/dpc>
- Enter the meeting room as a guest and provide your name.
- Phone number: 1-855-240-2575; PIN # 89147656

Email districtsupport@la.gov with questions.

New: September Superintendents' Call

You are invited to participate in the Superintendents' Conference Call hosted by State Superintendent John White on Wednesday, September 13, at 10:00 a.m. You may begin dialing into the call fifteen minutes in advance by following the instructions below.

To join the Superintendents' September 13 call

- Go to <https://louisianaschools.adobeconnect.com/suptscall>.
- Dial into the Phone Bridge: 877-475-0109.
- When prompted, please give the Meeting ID #34167449.
- You will need to identify yourself in order to be placed into the meeting.

Reminder: Register for the Principal Institute for Implementing Eureka

Due to high demand, the Department is hosting additional Principal Institutes for Implementing Eureka Math.

- [August 31 in Shreveport](#)
- [October 11 in Baton Rouge](#)

The institutes will allow principals and other instructional leaders to dive deeply into the things that matter most in today's math classroom. Learning will spotlight shifts in the mathematics standards, strategic lesson planning, yearlong planning, and key "look-fors" in a Eureka math classroom. The Curriculum Implementation Scale will be used throughout the day to discuss concrete ways principals can improve Eureka implementation in their schools.

Please email classroomsupporttoolbox@la.gov with questions.

Reminder: Register for the September Supervisor Collaborations

Sessions at the September Supervisor Collaborations will focus on topics relevant to school system supervisors including but not limited to accountability, instruction, early childhood, assessment, teacher professional development, and data systems. Please refer to the [Supervisor Collaboration Overview](#) for more information.

The September Supervisor Collaborations will take place in the following locations from **8:00 a.m. until 12:00 p.m.***

Tuesday, September 12	Trinity Methodist Church, Ruston
Thursday, September 14	Bayou Church, Lafayette
Tuesday, September 19	Jefferson Parish School Board Office, Harvey
Wednesday, September 20	Claiborne Building, Baton Rouge

**[Teacher Leader Collaborations](#) will take place from 12:00 until 4:00 p.m. in the same locations.*

[Registration](#) will remain open until Wednesday, September 6. Note: registration for supervisors requires a code that will be provided by your network team. Please contact districtsupport@la.gov if you need your network team's contact information.

Please email louisianateacherleaders@la.gov with questions related to this event.

Assessment and Accountability

Reminders for District Testing Coordinators and Accountability Contacts

A new file layout will be posted to [eDIRECT](#) on September 13, 2017. This layout will now include online accommodations for Interim, Diagnostic, EAGLE 2.0, and Practice Test assessments. **This new layout must be**

used to upload students for these assessment administrations. Students will not load unless school systems add the appropriate headers or move the students to the new layout.

Please complete the [DTC and Accountability Contact Update](#) form and the [Security and Confidentiality Agreement](#) located in the Assessment Library under Resources + Forms and submit them to assessment@la.gov. Changes to the following personnel must be reported to the Department:

- District Test Coordinator (DTC)
- Backup DTC
- Accountability Contact
- Backup Accountability Contact

Assessment Administration Support and Training

Assessment and Accountability Office Hours: Tuesday, September 5, 2017, at 1:00 p.m.

- Webinar link: <https://louisianaschools.adobeconnect.com/assessment-accountability/>
- Phone Number: 1-646-307-1380
- Participant PIN code: 89147656

LEAP 2025

- **August 31 is the deadline to select computer-based or paper-based assessments for grades 3-4 in eDIRECT.** DTCs must make these selections for each school in their system.

ACT

- The 2017-2018 [ACT MOU](#) and supporting documents are now posted in the Assessment Library under the ACT and WorkKeys section. The **ACT MOU** with original signatures and the Estimated Number of Expected Testers Worksheet **must be received by Department no later than September 29.**

Test Security

- August 31 is the deadline for school systems selected for the test security audit to submit plans.

Resources

The following updated resources have been posted in the [Assessment Library](#).

- Accommodations forms
 - [IEP](#)
 - [Personal Needs Profile](#)
 - [English Language Learner plan](#)
 - [Unique Accommodation Request](#)
- [2017-2018 Assessment and Accountability Month-by-Month Checklist](#)
- [The Assessment and Accountability Office Hours Question and Answer document](#)

Please email assessment@la.gov with questions.

New: Updated Information on LEAP 2025 High School Assessments Webinars

Please share with teachers, principals, and supervisors of instruction.

Due to technical difficulties this morning, the LEAP 2025 US History Assessment Webinar has been rescheduled. See details below.

The LEAP 2025 High School Assessments webinars will cover information about the new five-level assessments for US History, Algebra I, Geometry, English I, and English II.

- LEAP 2025 Algebra I and Geometry Assessments: Wednesday, August 30 at 9:30–10:30 a.m. and 3:30–4:30 p.m.
- **LEAP 2025 US History Assessment: Thursday, August 31, 8:00–9:00 a.m.**

- LEAP 2025 English I and English II Assessments: Thursday, August 31 at 9:30–10:30 a.m. and 3:30–4:30 p.m.

To join the LEAP 2025 High School Assessments Webinar

- Go to <https://louisianaschools.adobeconnect.com/assessment-accountability/>.
- Dial into the phone bridge: 1-855-240-2575.
- Enter meeting room number 89147656.

Please email assessment@la.gov for more information.

Student Opportunities

Reminder: 2017–2018 NCCER Craft Instructor Webinars

The Department will host two webinars to support National Center for Construction Education and Research (NCCER) craft instructors in implementing [NCCER guidelines](#) at accredited sites.

- Wednesday, August 30: New NCCER Craft Instructors at 10:00 a.m. or 3:00 p.m.
- Thursday, August 31: NCCER Craft Instructor Updates at 10:00 a.m. or 3:00 p.m.

To join the **August 30 webinar for recently certified craft instructors** from 10:00–11:00 a.m. or 3:00–4:00 p.m.

- Go to <https://louisianaschools.adobeconnect.com/nccerinstrutor2018/>
- Enter the meeting room as a guest and provide your name.

To join the **August 31 craft instructor update webinar** from 10:00–11:00 a.m. or 3:00–4:00 p.m.

- Go to <https://louisianaschools.adobeconnect.com/newtonccer2018/>
- Enter the meeting room as a guest and provide your name.

For further assistance, please contact bryan.bertucci@la.gov.

Reminder: 2018 U.S. Senate Youth Application Released

Please share this information with principals and school counselors.

As part of the [United States Senate Youth Program](#), **two** outstanding Louisiana students will be selected to spend a week in Washington, D.C. in March of 2018, and both students will receive a \$10,000 scholarship from the Hearst Foundation.

Please distribute the [national program brochure](#) and [logistics memo](#) to high school juniors or seniors who hold elected or appointed offices in school or community groups and stress the rules and regulations governing this competition. High school personnel should email marian.johnson@la.gov for the essay topics.

The names of the selected students and their application portfolios must be received no later October 4, 2017. Finalists will be notified by October 23, 2017.

Please email marian.johnson@la.gov for assistance.

Talent

Reminder: Letters of Eligibility for Out-of-State Teaching Certificates

The Department will now issue a letter of eligibility for teachers who are not yet employed with a Louisiana public school and who are [requesting an Out-of-State certificate \(OS\)](#). The OS will be issued at the request of the Louisiana employing authority once employment is confirmed, to ensure the validity period begins when the teaching service begins. The application for the OS certificate is posted on the [Teach Louisiana webpage](#).

Please contact excellenteducators@la.gov for more information.

Reminder: Sign Up for Personnel Director Office Hours

The Talent Office will hold dedicated office hours each week for personnel directors. During office hours, certification specialists will be available to answer questions about individual certification applications as well as certification policies and procedures.

Office hours will begin on Tuesday, September 5 and will be held every Tuesday, Wednesday, and Thursday from 9:00 until 10:00 a.m. and from 3:00 until 4:00 p.m. Please use this [link](#) to schedule time with a certification specialist.

Please contact excellenteducators@la.gov for more information.

Special Education

New: Join the Special Education Leader Monthly Webinar

The Department will hold its monthly webinar for school system directors, supervisors, and coordinators of special education on Thursday, September 7, at 2:00 p.m. Topics will include upcoming deadlines, updates, guidance, and training opportunities.

To join the Special Education Policy Monthly Webinar (no preregistration required):

- Go to: <https://louisianaschools.adobeconnect.com/spedsept/>.
- Dial into the phone bridge: 1-855-240-2575.
- When prompted, enter the participant code: 30160130.

New: High Cost Services Grant Information

On August 23, the LDOE hosted a webinar regarding the 2017-2018 application for the High Cost Services Grant. If you were unable to attend the webinar, you can find the [slide deck](#) and the 2017-2018 [state plan](#) linked here or in the Announcements section of the eGMS Logon page.

Please email lindsey.mingo@la.gov with any questions.

Reminder: IEP Changes in SER

For the 2017–18 school year, the Department is updating the Special Education Reporting (SER) system for Individualized Education Plans (IEPs). These changes will affect the Accommodations and Act 833 portions of the IEP form. Details are located in the [2017 SER IEP Changes](#) document.

Please contact assessment@la.gov with questions regarding the IEP accommodation changes or email systemsupport@la.gov with questions regarding SER.

Reminder: Graduation Waiver Changes

Last week, BESE approved changes to Bulletin 741 to remove the graduation waiver previously used to waive certain graduation components associated with state testing and end-of-course assessments for students with disabilities that met specific criteria.

Beginning in the 2017-2018 school year, school systems should apply for [Act 833](#) for students previously eligible for the waiver. Act 833 provides a more comprehensive program to address the needs of students with disabilities who need an alternative pathway to graduation. For more information related to the approval of this change, please see the [August BESE update in this newsletter](#).

For more information contact rebecca.hanberry@la.gov.

Data

New: Audit Assurances FY 2016-2017

Please forward to FTP coordinators and audit staff.

The Audit Assurances packet will be available on the [INSIGHT](#) portal under Announcements on August 31. This packet contains information used to facilitate improvement in the data collection and reporting procedures during school system's annual financial audit. School systems should download the packet and provide it to the appropriate audit staff. In order to better assist school systems in this process, the Department has added documentation/reports for various audit assurance schedules which will be available on the data management FTP site August 31 through December. The filename is "LEACode_LEAName_2016_Assurance Schedules.zip." Contact information for each schedule is included in the packet.

Please direct questions to systemsupport@la.gov.

Finance

New: 2017-2018 Advanced Placement Test Fee Funding Options Webinar

Please share with high school academic supervisors, school counselors, school business officials, district test coordinators, and federal program directors.

Since 1998, the federal government has provided states with dedicated funding to offset the cost of AP exam fees for low-income students under a Title I program called the Advanced Placement® Test Fee Program. The federal Every Student Succeeds Act (ESSA) eliminated this program starting with the 2017-2018 school year choosing instead to consolidate the AP grant funding with 40 other educational programs to provide an increase in less-restrictive Title I funding to local school systems.

For more information on Advanced Placement test fee funding options available for the 2017-2018 and beyond, **please participate in one of the webinars scheduled for Thursday, September 7 from 3:30 until 4:30 p.m. and Thursday, September 14 from 3:30 until 4:30 p.m.**

To join the 2017-2018 Advanced Placement Test Fee Funding Options Webinar:

- Go to <https://louisianaschools.adobeconnect.com/aptestfeeoptions1718/>.
- Enter the meeting room as a guest and provide your name.
- Audio access: 855-240-2575; participant code: 38582295

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

Policy

Reminder: August 2017 BESE Meeting Summary

The Board of Elementary and Secondary Education (BESE) met on August 16 and approved a number of bulletin revisions and recommendations. The [2017 BESE Summary](#) details the approvals that directly impact the activities of local education agencies.

Please email ryan.n.gremillion@la.gov for more information.

Reminder: Guidance on Student Fees

As first communicated in the June 20, 2017 weekly newsletter, [House Resolution 183](#) of 2017 urges and requests all public school governing authorities, including local school boards and charter school governing boards, to enact and publish policies relative to student fees. Please refer to the Department [guidance document](#) if your governing board has not yet enacted and published these policies. The Department will submit a report to the Legislature by January 1, 2018, identifying the policies that have been adopted, pursuant to the Legislature's request.

Contact erin.bendily@la.gov with any questions.