

LDOE Weekly Newsletter: April 23, 2024

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Important Dates for School Systems

Office Hours and Monthly Calls

- Preparation Provider Monthly Call: [April 24 at 10 a.m.](#)
- Teaching and Learning Monthly Call: [April 24 at 1 p.m.](#)
- School System Financial Services Monthly Call: [April 24 at 2 p.m.](#)
- School Choice Office Hours: [April 25 10:30 a.m. to 11:30 a.m.](#)
- Safe and Healthy Schools Monthly Call: [April 25 at 2 p.m.](#)
- Monthly Principal Webinar: [April 29 at 1 p.m.](#)
- LEADS WEBINAR-Superintendents, System-Level and School-Level Leaders: [April 29 at 10 a.m.](#)
- School Choice Office Hours: [April 30 10:30 a.m. to 11:30 a.m.](#)
- Early Childhood Lead Agencies Office Hours: [April 30 at 3 p.m.](#)
- Assessment and Accountability Office Hours: [April 30 at 3:45 p.m.](#)
- LEADS WEBINAR-Counselors: [May 1 at 10 a.m.](#)
- LEADS WEBINAR-Teachers: [May 1 at 4 p.m.](#)
- Child Welfare and Attendance Monthly Call: [May 2 at 8 a.m.](#)
- System Leaders Monthly Call: [May 3 at 9 a.m.](#)
- Nutrition Support Monthly Call: [May 7 at 1 p.m.](#)
- Educational Technology Monthly Call: [May 9 at 9 a.m.](#)
- Alternative Education Monthly Call: [May 9 at 10 a.m.](#)
- Career and College Readiness Monthly Call: [May 16 at 3 p.m.](#)
- Certification Monthly Call: [May 20 at 10:30 a.m.](#)

Upcoming Events and Deadlines

- Last day to request changes in La Data Review for Cohort Graduation: April 26
- Final 2024-2025 LSP Roster Verification form available on FTP: April 29
- 2024-25 SCP Award Notifications go out to families via email and mail: April 29
- 2024-25 LSP Site Registration Begins: April 29
- 2024-25 SCP Award Notifications go out to families via email and mail: April 29
- Final 2024-2025 SCP Roster Verification Form available on FTP: April 29
- [LSP Parent Webinar on Site Registration](#): April 30 at 10 a.m.
- Last day to administer K-3 Literacy Screener: April 30
- Deadline to submit Davis-Bacon Checklist application in [eGMS](#): April 30
- [Act 260 System Contact Form](#) Deadline: May 1

- [Jump Start Construction Connect Scholars Application](#) Deadline: May 10
- [Teacher Leader Summit 2024](#): May 28-30, New Orleans
- Congregate Feeding Application Deadline: May 31
- Deadline for EEF recipients to obligate EEF funds: June 30
- Deadline for EEF recipients to submit Final 6/30 PERs: July 15

Executive

Response to New Federal Title IX Rules

Please share with school system leaders.

State Superintendent of Education Dr. Cade Brumley [shared a letter](#) with school system leaders yesterday in response to new federal Title IX rules.

Governmental, Administrative, Public Affairs, and Operations

System Open for Education Excellence Fund (EEF) 6/30 Periodic Expense Report (PER)

Submissions

Please share with business managers, EEF coordinators, school leaders, and school superintendents.

The eGMS system is open to begin submitting EEF 6/30 PERs. Schools or agencies that received a payment from the 2023-2024 Education Excellence Fund (EEF) this year should be advised of the following important dates:

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

Please be aware that Final PERs are used to calculate EEF allocations for the following year. If the Final PER is not submitted by July 15, EEF recipients may experience delays in accessing their EEF funds for 2024-2025.

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. Please check the tab, otherwise, PERs will not be reported as final and they will have to be corrected and resubmitted.

For assistance in preparing Final 6/30 PERs for EEF, see the training section on the [eGMS login page](#), Tips & Reminders: Preparing the Periodic Expense Report (PER).

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

Assessments, Accountability, and Analytics

LEAP 2025 Alert

Please share with school leaders, technology directors, and testing coordinators.

School systems that installed the ESET antivirus software have experienced significant technology issues with access to LEAP 2025 assessments in DRC INSIGHT. Prior to testing, users of this software should contact DRC for further direction.

- DRC Helpdesk email: LAHelpDesk@datarecognitioncorp.com
- DRC Customer Service Phone: 888 718 4836

Please contact assessment@la.gov with questions.

Career and College Readiness

Bulletin 135 Update-Emergency Medications

Please share with principals, school nurses, and system leaders.

At its April meeting, BESE approved as a Notice of Intent a change that the requirement of an initial dose of emergency medications be administered by the student's parent/guardian outside the school jurisdiction with sufficient time for observation for adverse reactions.

The proposed policy change will read: *Except in the case of emergency medications, the initial dose of a medication shall be administered by the student's parent/guardian outside the school jurisdiction with sufficient time for observation for adverse reactions.*

Please contact healthyschools@la.gov with questions.

Deadline Extended-Jump Start Construction Scholarship Application

Please share with CTE supervisors, CTE teachers, and high school counselors.

The Louisiana Construction Education Foundation (LCEF), Louisiana's Community and Technical College System (LCTCS), and the Louisiana Department of Education (LDOE) are now accepting [applications](#) for the Jump Start Construction Connect Scholars Program. This program is the state's first and only scholarship dedicated exclusively to Jump Start graduates who have earned a Jump Start credential and a Louisiana high school diploma. Subsequently, these students are enrolled in an LCTCS Construction Pathway Program or Associated Builders and Contractors (ABC) training program the summer or fall immediately following graduation. This scholarship will assist graduates in gaining the necessary training to earn industry employment in construction crafts fields aligned to four and five-star jobs that may lead to management positions. **The application deadline has been extended and is now due May 10.**

Eligibility Requirements: Any high school senior with a National Center for Construction Education and Research (NCCER) credential, will earn a Jump Start TOPS Tech Career Diploma and enroll in an LCTCS construction pathway program or an ABC training program in the summer or fall semester immediately following high school graduation. Scholarship Award: Up to forty one-time scholarships of \$1,000 each will be awarded to students enrolling at an LCTCS program or an Associated Builders and Contractors training program.

For more information please email suzette.rabalais@la.gov.

Educator Talent and Workforce

CIS Evaluation Closeout for Teachers, Counselors, and Librarians

Please share with data managers, human resource directors, school leaders, and systems leaders.

Systems may begin finalizing teacher, counselor, and librarian evaluations in May. Systems are encouraged to complete and sign off on all observation and Student Learning Target (SLT) data prior to staff leaving for summer break. Once the deadline has passed for 2023-2024 data entry, no teacher, counselor, or librarian evaluation data can be added or amended. To create a streamlined process, it is recommended that educators complete the following assigned tasks:

CIS Administrators:

- [Update](#) rosters in [CIS](#)
- [Assign](#) evaluators to all educators
- [Monitor](#) evaluation completion in [CIS](#)

Evaluators:

- Ensure that all teachers, counselors, and librarians are in [CIS](#)
- [Enter](#) professional practice/observation scores in [CIS](#)
- [Accept](#) SLTs in [CIS](#)
- [Rate](#) SLTs in [CIS](#)
- Print observations and SLTs and meet with teachers, counselors, and librarians prior to leaving for summer

Teachers, Counselors, Librarians:

- [Enter](#) all SLTs in [CIS](#)
- Assess students and [report SLT](#) results in [CIS](#)
- Meet with evaluators to view and acknowledge observation and SLT scores

Systems utilizing spreadsheets to upload data to CIS should also finalize teacher, counselor, and librarian observations and SLTs in local system databases/trackers. The window to upload spreadsheets will open on May 6. Spreadsheets must be uploaded by August 1. Once the data is transferred to the new system in August, all data will be manually entered.

Resources for [finalizing and uploading](#) evaluations are located in the [Compass Library](#).

Please contact leads@la.gov with questions.

LEADS Resources

Please share with school leaders, system leaders, and teachers.

The [Louisiana Educator](#) and [Louisiana Leader](#) Rubrics will be utilized by systems transitioning to LEADS for evaluation during the 2024-2025 school year. The [Evaluation Learning Year Frequently Asked Questions List](#) provides additional information that will assist in preparing for the transition.

Please contact leads@la.gov with questions.

School Choice

Business Manager Surveys

Please share with all Type 2 and Type 5 Charter School Business Managers.

Act 606 of the 2006 Regular Session of the Louisiana Legislature (R.S. 17:84.2) requires that each city, parish, and other local public school board shall employ a business manager or chief financial officer who shall have the qualifications established by rules promulgated by the State Board of Elementary and Secondary Education.

All charter school business managers are asked to complete the [Business Manager Survey](#) by close of business on Friday, April 20th. Completed surveys should be emailed to charterfinancehelpdesk@la.gov.

Please contact charterfinancehelpdesk@la.gov with questions.

Teaching and Learning

Instructional Support: Instructional Materials Reviews

Please share with content supervisors, literacy coaches, and school leaders.

The LDOE conducts ongoing reviews of instructional materials to support school systems in adopting curricula in all core subjects. Newly rated Tier 1 materials are listed below. All tiered reviews can be found on the [annotated reviews](#) web page. The status of all instructional materials submissions can be found in the [weekly report](#).

- Imagine Learning LLC - Illustrative Mathematics, Grades K-5 (©2021)
- Kendall Hunt Publishing - Illustrative Mathematics, Grades K-5 (©2021)

Please contact louisianacurriculumreview@la.gov with questions.