



Principal's Newsletter



October 17, 2024

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LEADS Corner

Resources continue to be added to the [LEADS Library](#) to assist in the implementation of educator evaluation. The 2024-2025 Principal Goal Setting Toolkits for [Combination Schools](#), [High Schools](#), and [K-8 Schools](#) are now available. Principals may use 2022-2023 state and local data along with estimated 2023-2024 local data to set 2024-2025 goals. Additionally, [Sample Observation Schedule A](#) and [Sample Observation Schedule B](#) are available to assist with creating comprehensive school observation schedules.

Below are a few steps to continue a smooth transition to LEADS.

- School leaders develop a long-range plan for the instructional leadership team to build depth-of-knowledge, inter-rater reliability, and coaching and feedback skills.
- School leaders develop a long-range plan for teacher collaboration professional learning opportunities, where educators/teachers build LER depth-of knowledge and self-assessment skills.
- Begin to conduct trend analysis with observation data from observations and determine next steps for continued professional learning.

Continue to refer to the [Guide for School Leaders: Planning for Implementation](#) as an available resource to support LEADS implementation. Remember to follow the [steps](#) in the LEADS certification email to complete the certification assessment so that you may begin your observations as soon as possible.

Please contact leads@la.gov with questions.

Announcements

Teacher Leader Summit: Save the Date

The 13th annual Teacher Leader Summit will be held **June 10-12, 2025**, in New Orleans at the Ernest N. Morial Convention Center. Registration and presenter application details will be released this fall.

Please contact ldoeevents@la.gov with questions.

2023-2024 Evaluation Close-Out

All 2023-2024 evaluation data will be finalized in [CIS](#). VAM has been released into CIS. The deadline to enter or [upload](#) 2023-2024 evaluation data for teachers, counselors, and librarians is November 29. Leader evaluations will be due following the release of School Performance Scores (SPS) this winter.

As a reminder, all 2024-2025 evaluation data will be entered directly into LES for all schools, regardless of the chosen evaluation type; there will be no transfer of scores or spreadsheet uploads.

Please contact leads@la.gov with questions.

Interests and Opportunities

The I&O Jotform Survey for the 2024-2025 school year for school leaders closes on **Wednesday, November 6**. In addition, the survey must be validated by your superintendent or their designee by **Wednesday, November 13**. The 2024-2025 Interests and Opportunities Menu and Guidance can be found in the [Accountability Library](#).

Please contact accountability@la.gov with any questions.

RESOURCES

Educator Opportunities

Teacher/Principal, New Teacher and Early Childhood Teacher/Leader of the Year Application Process Open

The Teacher/Principal, New Teacher and the Early Childhood Teacher/Leader of the Year application process for the 2024-2025 school year is now open. The application materials and timelines are available in the [Library](#) on the [Awards](#) page.

All school systems are encouraged to select up to three teachers, three principals, and three *new* teachers (with less than one year of teaching experience), one per division (elementary, middle, and high) as their local-level honorees, and submit these selections to the state process. School systems without a formal selection process in place may elect to send their candidates directly to the state-level process.

State-level applications must be submitted via an online application portal, which will open in late 2024.

- Teacher/Principal of the Year and Early Childhood Teacher/Leader of the Year will be due **January 15**.
- New Teacher of the Year will be due **January 24**.

Please contact the following with questions.

- Teacher/Principal of the Year- excellenteducators@la.gov
- New Teacher of the Year- laurie.carlton@la.gov
- Early Childhood Teacher/Leader of the Year- shallan.jones@la.gov

Outstanding School Support Employee of the Year, School Health Service Provider of the Year, and the School Physical Activity Award- Application Process Open

The Outstanding School Support Employee of the Year, School Health Service Provider of the Year, and the School Physical Activity Award application process for the 2024-2025 school year is now open. The application materials and timelines are available in the [Library](#) on the [Awards](#) page.

All school systems are encouraged to select candidates as their local-level honorees, and submit these selections to the state process. School systems without a formal selection process in place may elect to send their candidates directly to the state-level process.

By December 2, the state-level applications must be submitted via an online application portal.

Please contact the following with questions.

- Outstanding School Support Employee of the Year- excellenteducators@la.gov
- School Health Service Provider of the Year- elizabeth.duncan@la.gov
- School Physical Activity Awards- healthyschools@la.gov

BESE Tuition Program for Teachers: Accepting Spring 2025 Applications, Deadline extended until October 22

The [BESE Tuition Program for Teachers](#) provides tuition funding for selected classroom teachers to enroll in courses at regionally accredited colleges or universities in Louisiana. [Online applications](#) for coursework funding for the spring 2025 semester are open now through **October 22**. Program details can be found on the [Continuing Opportunities for Educators page](#).

For questions about the BESE Tuition Program for Teachers, visit the [Frequently Asked Questions page](#) or contact louisianaleaders@la.gov.

Educator Talent And Workforce Development

LES Update

The Louisiana Evaluator System (LES) has been on a phased rollout [plan](#) and is now live. Users should have MyLA credentials in order to access [EdLink Security](#) for LES. Collaborating with your LES system contact and data/security managers in this rollout process is encouraged. Once default evaluators have been set, data (such as observations and SLTs) can be placed in the system. Please contact leads@la.gov with any questions.

The New Teacher Experience: Professional Learning Modules: Registration Open

The LDOE, in partnership with A+PEL, has developed monthly professional learning modules on topics that are critical for new teacher success. These modules include online asynchronous content followed by an in person learning lab where participants practice and apply these concepts. These five modules are designed to build learning throughout the year.

We still have complimentary seats available for Modules 2-5.

Module 1: Classroom Management/Classroom Environment

- Although we have already completed the Professional Learning Labs for Module 1, registered teachers will still have access to the asynchronous materials for Classroom Management/Classroom Environment.

Module 2: Standards and Curriculum

Module 3: Data Literacy

Module 4: Literacy for 21st Century Learners

Module 5: Parent and Community Engagement

[Registration](#) will remain open until mid-October. Once teachers complete the registration, participants will receive details on selected training locations. Participants will also receive an invitation to access the online asynchronous modules.

Please contact laurie.carlton@la.gov with questions.

Pre-Educator Pathway Site Visit

System Leads, Teacher Leaders, and Postsecondary Teacher Preparation Partners are invited to attend a Learning Visit for a day of learning and community building. During Learning Visits, participants will have an opportunity to observe Grow Your Own work that is being done in another school system and strategize to improve Grow Your Own efforts in their system. Please complete the [registration form](#) to attend.

- Ascension Parish - October 24, 2024
- McNeese State University, Unlock Education Event - January 23, 2025

Please contact believeandprepare@la.gov with questions.

ELA

Resources for School Librarians

The LDOE has resources available to support school librarians. The [Guidelines for Library Programs in Louisiana Schools](#) outlines guidelines for school library programs in Louisiana by focusing on the role of the school librarian as an active partner in the teaching and learning process. Resources to support librarians in the teaching and learning process are also available in the [Louisiana Literacy Library](#). Additionally, librarians can access the [Louisiana Educator Rubric: Other Personnel Guidance](#) to answer questions about the new educator rubric. Please join the [LASL mailing list](#) to receive resources and information on additional professional learning opportunities and to celebrate with Louisiana school librarians. Information is also located on the [LASL Website](#), on [Facebook](#), and on [X](#).

Please contact elaguidebooks@la.gov with questions.

Accelerate ELA Resources

The [Accelerate ELA resources](#) are now on the [ELA Guidebooks web page](#). These resources support teachers in grades K-10 as they address students' unfinished learning needs.

Please contact elaguidebooks@la.gov with questions.

Math

Act 260 Numeracy Training

Please ensure time is provided to all grades 4-8 teachers to complete their required numeracy training. [Act 260](#) states training cannot be scheduled during a "statutorily guaranteed planning period" which is 45 minutes according to [RS 17:434](#). Rather, leaders can extend planning by 15 minutes daily which provides an additional 75 minutes per week, allowing time to engage in the numeracy modules. For additional guidance, please see the [Guidance and Framing document](#).

[Join us](#) for our Act 260 Numeracy Training office hours each month. This time serves as a collaborative space for leaders supporting the implementation and transfer of the required grades 4-8 numeracy training.

- November 20 at 9 a.m.
- December 18 at 9 a.m.

Please contact STEM@la.gov with questions.

Zearn Highlights

The LDOE is excited to highlight system and school-level Zearn usage throughout the 24-25 school year. The LDOE will highlight systems meeting the three lesson-per-week goals as well as systems' increasing their usage.

Teachers with strong practice are those who

- monitor progress toward the three grade-level lesson per week goal;
- reference and act on the Class, Student, and Tower Reports; and
- celebrate when students are meeting goals.

The LDOE will also highlight the great things happening on Louisiana campuses with Zearn. To highlight great practices with Zearn in schools or classrooms, reach out to STEM@la.gov.

Social Studies

New Assessment Resource: Using LEAP Social Studies Rubrics

A new assessment resource, [Using LEAP Social Studies Rubrics](#), is now available in the Assessment Guidance library. This document includes information about

- Differentiating between constructed-response (CR) and extended-response (ER) questions
- Defining language used in the LEAP CR and ER rubrics
- Adapting the LEAP CR and ER rubrics to classroom use
- Scoring using the LEAP CR and ER rubrics

Please share this resource with colleagues. Please contact assessment@la.gov with questions.

New Bayou Bridges Instructional Slide Decks Coming Soon

The LDOE is developing instructional slide decks to accompany [Bayou Bridges](#) units for Grades 3-8. Decks will include the Core Lesson teacher notes, student supports, images, and questions. Unit 3 slide decks will be released by October 31. The LDOE will release the remaining units on a rolling basis throughout the school year.

Please contact classroomsupporttoolbox@la.gov with questions.

Science

Science Instructional Planning Modules

A [suite of resources](#) designed to support collaborative planning in science is available to science educators on the [K-12 Science Resources website](#). These tools have recently been updated and are intended for use during teacher collaboration around high-quality science instructional materials. Teachers should explore these modules based on the professional needs of the learning community.

Please contact STEM@la.gov with questions.

Computer Science and STEM

Mark Your Calendars: CS EdWeek 2024

Computer Science Education Week (CS EdWeek) is a nationwide initiative to promote computer science education. CS EdWeek 2024 will take place from December 9-15, with the theme of the **Impacts of Computing**. Take this opportunity to incorporate computer science education experiences in the classroom using activities designed to be 30-45 minutes long and assembled by grade bands. In November, resources and activities will be available on the LDOE's computer science [webpage](#).

Please contact STEM@la.gov with questions.

Ed Tech

Kami Fall Webinars

The LDOE is offering a fantastic series of [webinars](#) to help you make the most of Kami in your classroom. Whether you're new to Kami or looking to explore its latest features, these sessions are for you! Webinar Topics and Dates:

- Kami for Diverse Learners: Ensure inclusive learning for all! Learn how Kami's built-in accessibility features empower all students to participate and succeed in your classroom.
 - [October 29 at 3 p.m.](#)
 - [October 30 at 4 p.m.](#)
- Feedback Strategies with Kami: Join us to discover how Kami supports effective feedback in your high-quality instructional materials! Learn research-based strategies for providing clear, actionable, and engaging feedback that fosters growth and empowers learners to develop an awareness of their learning. We'll explore Kami's tools for real-time collaboration, multimedia annotations, and personalized feedback loops.
 - [December 3 at 3 p.m.](#)
 - [December 4 at 4 p.m.](#)

Sessions will be recorded and posted on the [LDOE Digital Learning](#) website.

Please contact digitallearning@la.gov with questions.

Louisiana Computer Using Educators (LACUE) Annual Conference

[Registration](#) is now open for the LACUE 2024 Annual Conference. This year's conference focuses on gathering Louisiana educators passionate about integrating technology into their classrooms. The conference will be held in New Orleans, LA from December 10-12 and offers a dynamic experience filled with inspiring keynotes, hands-on workshops, and networking opportunities.

Do you know an educator who is pushing the boundaries of learning with technology? Submit your [nominations](#) for the LaCUE Awards by **October 30**.

Please contact lacue@lacue.org with questions.

Diverse Learners

Diverse Learners' Literacy Screening Guidance

The Louisiana mCLASS system is now open for DIBELS screening of all students in grades K-3. Keep in mind the consideration of diverse learners when assessing students. Updated guidance for these learners is available:

- Augmentative and alternative communication (AAC) is allowable, based on the student’s individualized needs and documentation on the student’s IEP.
- Extended time should only be considered for the following students:
 - English learners as identified in EdLink 360 enrollment
 - Students who are deaf and/or hard of hearing, with fluency-based speech disorders documented on IEPs, assessed with alternative rubrics (i.e. significant cognitive disabilities), with limited verbal language skills, as documented on the IEP, that are not participating in an alternate assessment, and/or students who require braille
- For students who are deaf and/or hard of hearing, consider flexible administration options:
 - Have the speech-language pathologist or teacher of the D/HH student conduct the screening
 - Consider using an interpreter to assist with the test administration
 - Student’s response modes may consist of ASL, finger spelling, AAC, visual phonics, gestures, or other modes of communication
- Students with limited verbal skills need additional ways to communicate or respond to testing items
 - Communication strategies may include pictures, communication boards, communication devices, and/or sign language or gestures
 - Teachers should work closely with the speech-language pathologist (SLP) in the school to make assessment accommodations
- Students with significant cognitive disabilities who meet eligibility criteria should participate in the [Literacy Alternate Assessment Rubric \(LAAR\)](#).

Please contact diverselearnersupport@la.gov with any questions.

Bringing the Special Education Playbook to Life: IEP Writing Workshop Series

The LDOE is working with a national partner to offer training for Individual Education Program (IEP) Teams, school administrators, and professionals who support students with disabilities to ensure supports and services align with the instructional best practices outlined in [Louisiana’s Special Education Playbook for System Leaders](#). The LDOE will offer one 3-part series for elementary and one 3-part series for secondary. Each will occur at 2 p.m.

- Elementary series - [October 24](#) and [November 7](#)
- Secondary series - [November 21](#), [December 5](#), and [December 19](#)

Please contact diverselearnersupports@la.gov with questions.

Literacy Workshop for Parents of English Learners

UMASS Global is partnering with the LDOE to provide a free four-part virtual workshop to prepare and support administrators, instructional coaches, and teachers with effective engagement strategies for parents and communities of English Learners. The virtual workshops aim to support the promotion of literacy development through home and community literacy activities to teach English Learners. The workshops will cover topics such as:

- building family literacy;
- methods for engaging families in literacy activities;
- strategies and resources to support reading development; and
- using data to inform literacy development.

The Parents as Partners in Literacy (PaPIL) Workshop Series (linked below) is scheduled from 2 p.m. to 3 p.m. on the following days:

- [October 23, 2024](#)
- [November 6, 2024](#)

Please contact alexandra.chenevert@la.gov with questions.

Principal Newsletter Signup

Do you have a colleague who would benefit from receiving this newsletter? Forward this copy and encourage them to [subscribe](#) to receive our next monthly newsletter.

LEADS Teacher Newsletter

The [LEADS Teacher Newsletter](#) has been developed to provide teachers with additional information to support implementation of LEADS; please share this link with teachers so that they may be kept up-to-date. The newsletter is designed for teachers, but all educators are welcome to subscribe.

Principal Appreciation

If you have an extraordinary building-level leader you would like to recommend to be highlighted in future newsletters, please submit information about the outstanding leader using the [LDOE Principal's Newsletter Leader Spotlight Nomination Form](#). This note of appreciation will be included in our next monthly newsletter.

Amy Merrell, Georgetown High School, Grant Parish

"Mrs. Merrell has stepped into principalship at Georgetown High School and implemented practices and structures to mentor and grow teachers!" *submitted by Morgan Austin*

Lindsay Burford, North DeSoto Lower Elementary, DeSoto Parish

"Mrs. Lindsay Burford is a Visionary Leader that has the students, staff, and community of North DeSoto as the main reason for what she does. Her passion and love for the school and community make her a valuable leader that we are proud to have on our team." *submitted by Russell Tabor*

Todd Larche, Andrew Jackson Middle School, St. Bernard Parish

"Todd Larche is the king of school culture. Whether it's noticing a new haircut, or shouting out a high test score, there is not a single student at Andrew Jackson that doesn't feel the love and support of their principal." *submitted by Erin Larsen*

Dates For School Leaders

Important Dates	
BESE Tuition Program for Teachers applications due	October 22
Parents as Partners in Literacy (PaPIL) Workshop Series	October 23 at 2 p.m.
Kami for Diverse Learners: Ensure inclusive learning for all! Webinar	October 29 at 3 p.m. October 30 at 4 p.m.
LaCUE Award Nominations due	October 30