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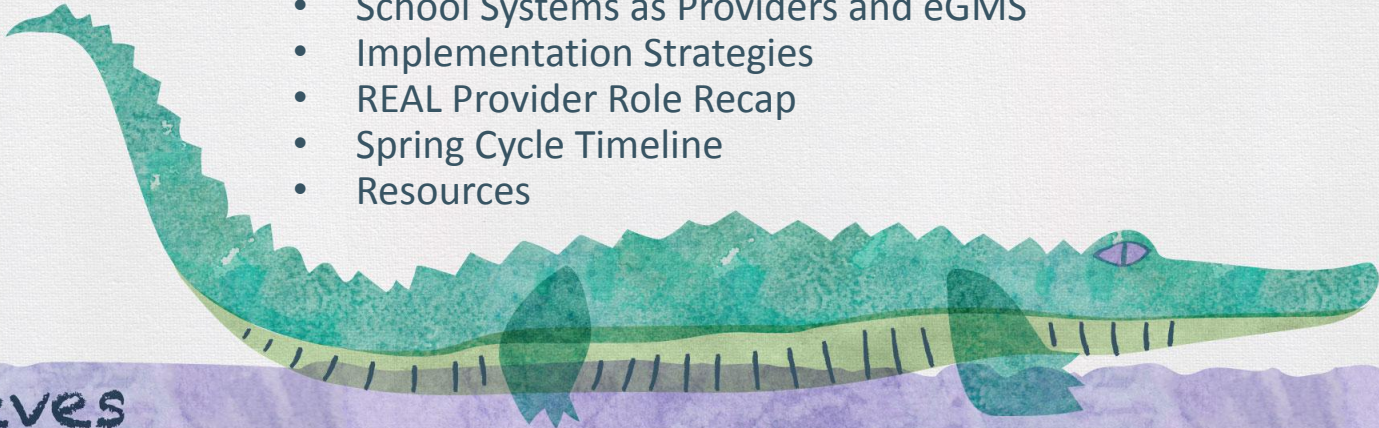
Real-time Early Access to Literacy Tutoring Service Providers Webinar

Agenda

- Program Overview
- REAL Success
- Where Does REAL Fit?
- Changes
- Registration and Scheduling
- Pre/Post Assessment Guidance
- Invoicing
- School Systems as Providers and eGMS
- Implementation Strategies
- REAL Provider Role Recap
- Spring Cycle Timeline
- Resources

Program Overview

Real-time Early Access to Literacy: Program Overview

- Real-time Early Access to Literacy (REAL) provides early literacy support for students in pre-K through grade 3.
- The REAL Program is funded by a federal grant, Education Stabilization Fund Rethinking Education Models (ESF-REM). The grant provides approximately $17 million total to Louisiana over the course of three years to improve early literacy outcomes across the state.
- School systems receive funding to establish literacy tutoring microgrant accounts for eligible students pre-k through 3rd grade students.
- Tutoring for REAL participants is provided by LDOE approved Tutoring Service Providers.

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REAL Supports Current Initiatives

REAL should be used to support early literacy tutoring for pre-k through 3rd grade students in conjunction with all other current initiatives that support unfinished learning.

Think of ways to support the current early literacy work of school systems with REAL.

REAL Guidance

- **Pre/Post Assessment Reporting**
  Pre/Post assessment results should be reported via the pre/post assessment Google form.   This should done during the first and last week of the tutoring cycle. All providers will upload a copy of the pre/post assessment results reporting form.

- **Group Size**
  Face-to-face literacy tutoring group size can be up to 3 students. (Reimbursement for tutoringing $40 per hour 1:1, $30 per hour 2:1 or $27 per hour 3:1.)

- **Streamlined Registration Process**
  The registration process will begin with the Tutoring Service Providers. This will eliminate the amount of wait time prior to beginning tutoring services.

- **REAL Portal**
  School systems will finalize registration by entering student information into the REAL portal.

Breakdown of Approved Tutoring Service Providers

School System Providers		Private Company Providers	
Ascension Parish School System	Fannie C. Williams Charter School	Canopy Ed- Minton Education Consulting	Future Forward
Calcasieu Parish School Board	Natchitoches Parish School System	Sylvan Learning Metairie	Kiss Your Brain Tutoring
Central Community Schools	St. Bernard Parish School System	MARK- Meaningful Autistic Resources for Kids	Tutor Me Education
East Baton Rouge Parish School System		One on One Learning	Venture Educational Services
East Feliciana School System		Sylvan Learning Acadiana	Quest Tutoring Services
St. Landry School System		Sylvan Learning Houma	Littera Education
St. Martin Parish School System		Cornerstone Learning Systems, Inc.	

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School System Participants

- Acadia Parish
- Allen Parish
- Ascension Parish
- Assumption Parish
- Bossier Parish
- Calcasieu
- City of Monroe
- City of Bogalusa
- Central Community Schools
- Dalton Charter School
- East Carroll Parish
- Einstein Charter at Sherwood Forest
- Fannie C. Williams Charter
- East Feliciana Parish
- Jefferson Parish
- Lafayette Parish

- Lake Charles Charter Academy
- Morehouse Parish
- Ouachita Parish
- Red River Parish
- ReNew Dolores T. Aaron
- St. Landry Parish
- St. Bernard Parish
- St. Mary Parish
- St. Martin Parish
- St. Tammany Parish
- Southern University Lab
- Southwest LA Charter
- Tangipahoa Parish
- Terrebonne Parish
- Vermillion Parish

School Systems that have currently applied for Spring 2022

- Allen Parish
- ARISE Academy
- ARISE - Mildred Osborne Charter School
- Ascension Parish
- Assumption Parish
- Bossier Parish
- City of Bogalusa School District
- East Baton Rouge Parish
- Evangeline Parish

- Fannie C. Williams Charter School
- Impact Charter Academy
- Jefferson Davis Parish
- Jefferson Parish
- LAVCA Louisiana Virtual Charter Academy
- Linwood Charter Academy-RSD
- Madison Parish
- Natchitoches Parish
- Pointe Coupee Parish
- Red River Parish

- St. Helena Parish
- St. Martin Parish
- St. Tammany Parish
- Success Preparatory Academy
- Terrebonne Parish
- Vermillion Parish
- Webster Parish

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REAL Registration and Session Scheduling

Student Registration Process

1. Eligible families receive registration information from their school system.
2. Families choose from a library of qualified Tutoring Service Providers by completing a registration link for their preferred provider.
3. Providers submit interested students' registration submissions to the school system for eligibility verification.
4. School systems verify eligibility and finalize enrollment into the program by registering students into the REAL portal and designating (suggested $500) microgrants per eligible student during each tutoring cycle.
5. Upon completion of the eligibility verification, the Tutoring Service Provider will contact the family to schedule tutoring sessions.

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Recruitment vs. Registration

Recruitment for participants begins at the school system level. Providers should not advertise services to entire populations of students.

- The registration process begins with the TSPs but the school system initiates the recruitment process.
- School systems were allocated funds to establish literacy microgrants for eligible students. The funds allocated are not enough to provide services to all eligible students. Therefore, it is important that we allow schools systems to target specific populations of eligible students.
- Work with school system representatives to establish best practices supporting the registration process.

Eligibility and Enrollment Verification

Eligibility and enrollment verification is the responsibility of the school systems. Services should not begin before a student is verified as eligible.

Steps to a seamless enrollment process.

- Collect contact information of eligible students through your registration link. (At a minimum collect: school system, school name, name, grade level.)

- Review the list of eligible schools (pre-K through grade 3 students enrolled in CIR/UIR-A schools) and provide the school system with registration and enrollment information. Share a copy of the REAL Provider Student Registration Request sheet with each school system you are working with.

- Review the REAL portal for a list of verified eligible students and work with the school system to match verified eligible students to the 10 digit LASID number.

Sample Registration Links

Here are a few registration links shared by REAL Tutoring Service Providers.

One on One Learning

Venture Educational Services

Sylvan Learning Acadiana

Sylvan of Metairie

MARK-Meaningful Autistic Resources for Kids

Portal Access Information
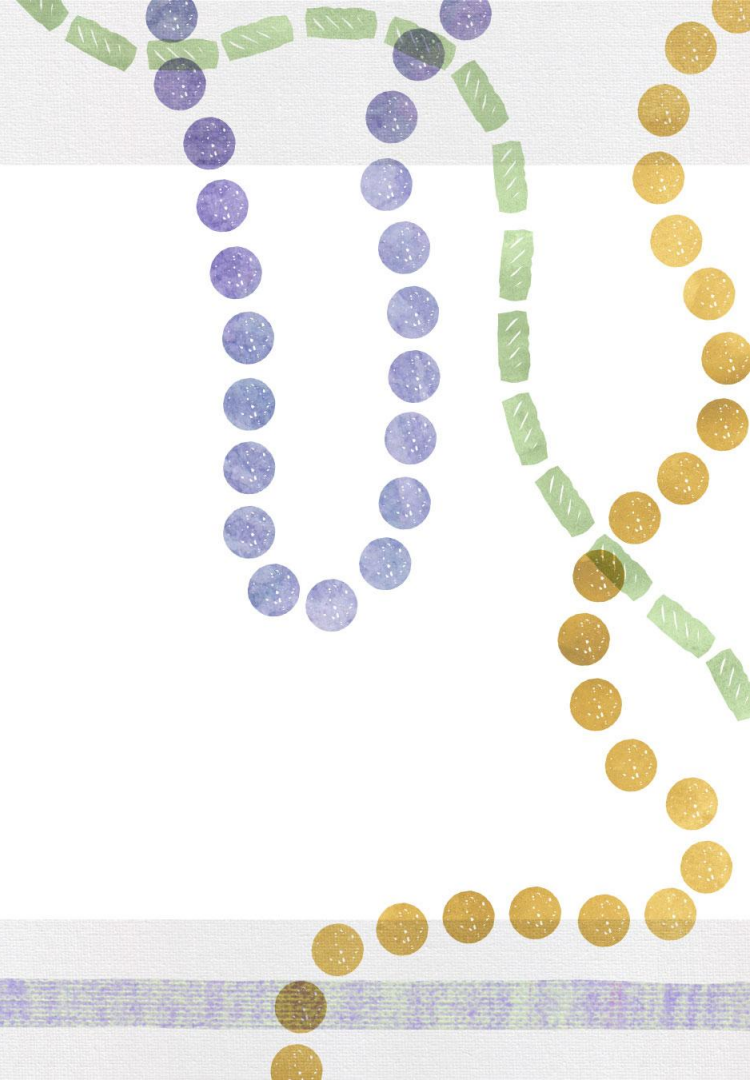
- The Real-time Early Access to Literacy registration portal can be accessed at https://leads5.doe.louisiana.gov/real/.

- Each provider should identify a person(s) responsible for student eligibility verification.

- Each school system should complete the REAL Portal User Account request form by January 30. However, only **new** users need to complete the request form at this time.

- Provider Information Survey - Google Form should be completed only if you are new to REAL as a tutoring service provider.

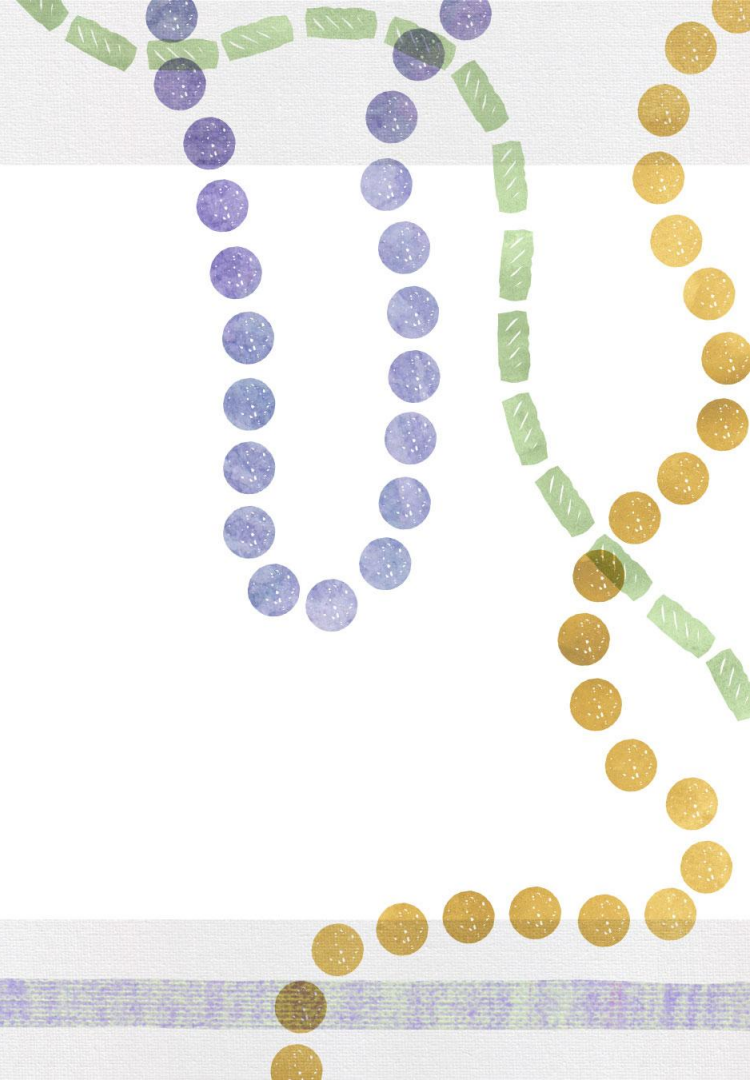Believes

Pre/Post Assessment Guidance

Pre/Post Literacy Assessment

All Tutoring Service Providers will administer a pre/post literacy screener to students during the first and last week of each tutoring cycle.

- A single measure of Acadience Reading assessment will be administered to all REAL participants as a pre/post literacy assessment.
- Pre/post assessment results should be reported via the Google sheet provided to your organization no later than one week after the tutoring cycle has ended.
- The Real-time Early Access to Literacy Pre/Post Assessment Guidance document contains all required assessment materials for each grade level.
- Students should be assessed at their current grade level they most recently completed.

Invoicing

REAL Invoicing

There will be two separate invoice periods for the Spring session. It is important that TSPs follow invoicing timelines due to the end of the fiscal year.

Spring 2022 Invoices should:

- B**e submitted to the school systems no later than March 16 and May 9.**
- Include the CSV file generated from the REAL Tutoring Service Provider log
- Be in compliance with individual school system requirements and procedures.

Please contact each school system for additional information related to invoicing preferences, requirements, and procedures. It is a good idea to get this information during the registration and enrollment process.

No Shows

Scheduled	Present	Invoice
3	2	2
3	1	1
3	0	½ hour for 1
2	1	1
2	0	½ hour for 1
1	0	½ hour for 1

No shows should only be assessed for groups where no students were present.

School System
Providers Allocations and
E-Grants Management System (eGMS)

REAL Application Sample Budget Detail for School Systems Tutoring Service Providers

All object codes are available to school system providers. School systems will be reimbursed per hour of tutoring provided.

Sample Expenditure Description and Itemization

- *Salaries* (teacher stipends) and *benefits* (Medicare/retirement) paid to employees using object codes 100 and 200.
- Remaining funds within the per hour of tutoring rate reimbursement should be reflected under the corresponding object codes (e.g., material, supplies, etc.).
- School systems will provide supporting documentation (tutoring logs, materials and supplies utilized, time sheets, etc.) when requesting reimbursement.
- **Reimbursements are made based on the number of hours of literacy tutoring provided.**

EGMS School System Sample Budget

Object Code	Exclude from MTDC	EIC	E
100 ⌄	☐	13 ⌄	
200 ⌄	☐	13 ⌄	

Expenditure Description and Itemization		
School Year Tutoring Stipends (approximately 6 teachers for 13 hours X $30/hour = $2,340); Summer Tutoring Stipends (approximately 6 teachers for 80.7 x $35/hour = $16,956) Increase in the summer tutoring stipend rate for teachers mirrors the increase in the district rate for summer school, to more effectively recruit teachers to assist in addressing learning loss due to COVID.		19296
Benefits on stipends (Medicare, Workers comp, retirement)		5365

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REAL Tutoring Service Provider Role Recap
Spring Cycle Timeline

Provider REAL Responsibilities

Collect contact information of eligible students through your registration link. (At a minimum collect: school system, school name, name, grade level.)

Review the list of eligible schools (pre-K through grade 3 students enrolled in CIR/UIR-A schools) and provide the school system with registration and enrollment information.

Review the REAL portal for a list of verified eligible students and work with the school system to match verified eligible students to the 10 digit LASID number.

Contact families and schedule individual tutoring sessions.

Complete Pre/Post Literacy Assessment for all students.

Maintain the REAL Tutoring Service Provider log for each tutoring session provided.

Invoice school systems using the school system established procedures for all services provided.

REAL Spring Timeline

Timeframe	Next Steps	Description
January 17-19	Family Registration Flyers Available	Family registration materials will be available for school systems to distribute.
January 17-28	School System Eligible Student Recruitment	Eligible Families will receive registration information from their school systems. Families will choose from a library of qualified Tutoring Service Providers (TSPs) and begin the registration process.
January 17-28	Student Eligibility Verification and Student Enrollment	TSPs will provide school systems with student registration information. Schools systems will verify eligibility and complete enrollment in the REAL portal.
January 24 - 28	Student Tutoring Sessions Scheduled	TSPs contact the families to schedule students in specific tutoring sessions.

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REAL Spring Timeline (Continued)

Timeframe	Next Steps	Description
January 31 - May 1	Tutoring Sessions Begin	Students begin individualized literacy tutoring with an LDOE-approved vendor.
March 16	Invoice for Services	TSPs will invoice school systems for tutoring services provided through March 11.
January 31 - May 1	Pre/Post Literacy Assessment	TSPs will administer a pre/post literacy screener during each tutoring cycle. A screening reporting template will be provided.
May 9	Invoice for Services	TSPs will invoice school systems for tutoring services provided through May 1.

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When are the Next Tutoring Cycles?

Spring 2022(13 weeks)	Summer 2022 (_____ weeks)
January 31-May 1	Information regarding summer session will be announced in March after the BESE meeting.
The State of Louisiana reserves the right to revise this schedule.	

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Resources

REAL Program Implementation Resources

A shared Google folder will house REAL TSP resources. Inside of the folder there will be resources to support all providers and individual folders specific to each individual provider.

REAL Provider Resources to Support All Providers
- REAL Provider Student Registration Request
- Pre/Post Literacy Assessment Guidance Updated
- Pre/Post Literacy Assessment Reporting sheet (You will need to make a copy.)
- Pre/Post Literacy Assessment Reporting Google form
- REAL Portal Student Registration and Enrollment Guidance
- Pre/Post Family Surveys
- Post School System Surveys
- REAL School System Contact Persons
- REAL Eligible Schools

Individual Provider Specific Resources
- Tutoring Service Provider Log will be emailed to you

Additional REAL Resources

- Assurances to be emailed by January 26
- REAL Landing Page
- REAL Program Overview
- REAL School Systems Webinar
- REAL Tutoring Service Provider Vendor Guide

Questions

Email April.Davis2@la.gov with questions.