

Louisiana Believes

District Planning Call

April 6, 2016

Agenda

I. Teaching and Learning

- A. Academic Planning: Tools & Resources
- B. Standards Update
- C. Compass
- D. Believe and Prepare

II. Measuring Student Success

- A. 2015-2016 Test Administration
- B. Third-Year Assessment Cohort Rosters
- C. 2016 LAA 1 and ELDA Test Results
- D. Test History Warehouse

III. Early Childhood

- A. 2016-2017 Expectations
- B. Early Childhood Surveys

IV. Pathways to College and Career

- A. Course Choice Update
- B. Financial Aid Study Group
- C. 2016-2017 Pupil Progression Plan
- D. Jump Start Summer Institute Registration

V. Funding

VI. Call Summary

The following supervisors are recommended to participate in this call:

- Curriculum and Instruction
- Assessment and Accountability
- Data
- Principal and Teacher Support
- Early Childhood
- High School
- Special Education
- Finance
- Career and Technical Education

Teaching and Learning:
2016-2017 Academic Planning

2016-2017 Academic Planning

This spring, school systems will make a series of planning decisions for the 2016-2017 school year as outlined in the [2016-2017 District Planning Guide](#).

These planning decisions are centered around three key areas:

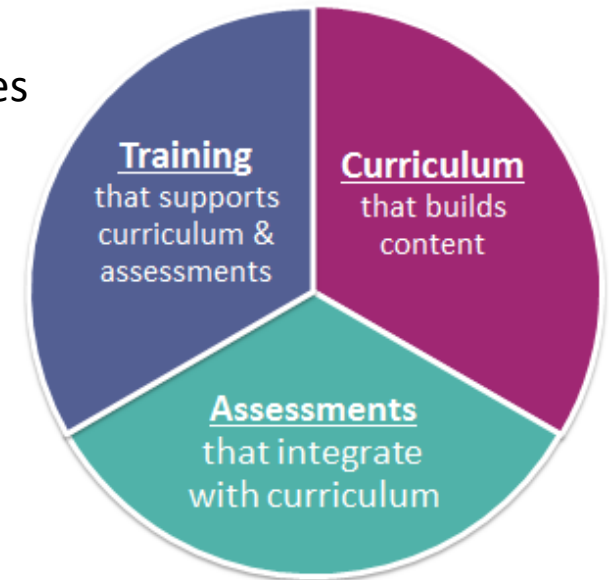
- **Develop High-Quality Instruction in Every Classroom**
 - Academics: Curriculum, Assessment, and Professional Development
 - School Leadership
- **Prepare Students for Kindergarten**
 - Lead Agency
 - Program
- **Create a Path to Prosperity for Every Student**
 - High Schools

Academic Planning: Academics

Increasing student learning and improving teacher instruction requires access to high-quality resources and targeted, ongoing professional development to help teachers use those resources effectively.

This spring and summer, the Department will release resources and tools to support school systems in making academic planning decisions:

- **Selecting a standards-aligned curriculum**
 - [Instructional materials review](#) for ELA, math, social studies and early childhood
- **Choosing and reducing assessments for early childhood through grade 12**
 - [District Assessment Guidance](#)
 - [K–3 Literacy Assessment Guide](#)
 - [K–3](#) and [Birth to Five](#) assessment waivers
- **Choosing professional development opportunities aligned to standards**
 - [Professional Development Vendor Course Catalog](#) (update coming in April, which will include Early Childhood opportunities)



Teaching and Learning: Curriculum Resources

Curriculum: ELA Guidebooks 2.0

The Department conducted a pilot of the English Language Arts (ELA) Guidebooks 2.0 units in 10 districts and 147 classrooms across the state.

The purpose of the pilot was to ensure ELA materials effectively support teachers in developing students who can read, understand, and express understanding of texts.

Lessons Learned from Feedback

- Guidebooks are a useful guide for whole-class instruction.
- Guidebooks help teachers teach kids, not programs.
- As the guidebooks are revised, they need to continue to account for diverse learners.

Access the ELA Guidebooks 2.0 Pilot Feedback Report [here](#).

Using the ELA Guidebook Units & Lessons

6th Grade ELA Guidebook Units

Units



Hatchet

This unit was created by the Louisiana Department of Education in partnership with LearnZillion. It includes approximately 38 days of instructional materials including classroom-ready materials, assessments, graphic organizers, and texts.



The Witch of Blackbird Pond

This unit was created by the Louisiana Department of Education in partnership with LearnZillion. It includes approximately 43 days of instructional materials including classroom-ready materials, assessments, graphic organizers, and texts.

Additional units coming this spring!

Using the ELA Guidebook Units & Lessons

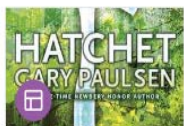
Unit at a glance

Grade: 6

Unit: 3

Duration: 38 days

Unit goal: Students read literary and informational texts to understand how positive thinking, slowing down to problem solve, and constant vigilance support survival in the face of grave danger and overwhelming odds. Students express their understanding of characters in literature by analyzing the struggle of man versus nature and the lessons we can learn from others' survival situations.



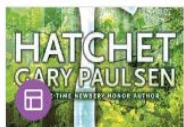
Hatchet: Text Access

Access texts for Unit 3 of the sixth grade materials created by the Louisiana Department of Education with LearnZillion.



Hatchet: Assessment Overview

This page provides information about the assessments for this unit.



Hatchet: Standards Overview

This page provides information about the standards addressed in the Hatchet unit.

Lessons

Lessons

Section 1 (Lessons 1-3):



Lesson 1: Summarization and characterization

After reading Chapter One of Hatchet, students begin to gather text evidence to describe the main character, Brian, and make annotations on sticky notes. Students summarize what they have learned about Brian in their journal handout and discuss as...

Created By: Louisiana Department of Education



Lesson 2: Characterization of Brian

Students continue to gather text evidence to describe the main character, Brian, by reading Chapter Two and making annotations on sticky notes. Students use the flowchart handout to record the big events in the text and how Brian responds to them...

Created By: Louisiana Department of Education



Lesson 3: Characterization and text evidence

Students continue to gather text evidence to describe the main character, Brian, by reading Chapter Three and making annotations on sticky notes. Students create a claim to describe Brian, use the evidence graphic organizer to determine the best evidence to...

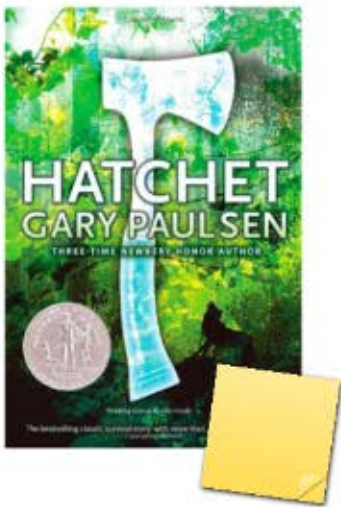
Created By: Louisiana Department of Education

Using the ELA Guidebook Units & Lessons

Card 5 of 10

Let's Read! ▾

 Full screen



- Read chapter 5 independently.
- Think about this question:
 - What is Brian learning about survival?
- As you read, make annotations on your sticky notes when you notice parts in the text that help you to respond to that question.

Teaching notes

 Print all

Student Look-Fors:

- Monitor students while they read. When students pause to write sticky notes, engage in discussion with individual students about what they notice related to the question on the slide. If students are struggling to write annotations, support them by rereading passages with them. If a larger group is struggling, consider pulling that group out to read together with you either through a read along or choral reading.
- Students should record annotations that show what they noticed about Brian's words, thoughts, or actions, particularly in relation to how Brian is learning how to survive after the crash. Annotations are valid if they are text-based. Possible annotations include:
 - Brian forces himself to slow down and repeat the facts to calm himself

District Next Steps

1. Determine which units to implement
 - a. Consider student interests/needs
 - b. Consider available resources
 - c. Consider [unit releases](#)

2. Secure necessary resources (i.e., texts, copies, additional supplies)

3. Select professional development for teachers
 - a. Consider teacher and student needs
 - b. Attend guidebook sessions at the Teacher Leader Summit
 - c. Attend guidebook sessions at the regional Teacher Leader Collaborations
 - d. Use the [Professional Development Course Catalog](#) to locate a PD provider for guidebook implementation in your district

Please contact classroomsupporttoolbox@la.gov with any questions.

Curriculum: Social Studies Updates

What matters most in social studies instruction is that students build an understanding of **content** and then develop and express **claims** to demonstrate their understanding.

This means that students must

- examine authentic sources to build knowledge of social studies content;
- explore meaningful questions about sources and content to build understanding;
- make connections among ideas, people, and events across time and place; and
- express understanding of content using evidence from authentic sources and outside knowledge.

The Department has released resources to support districts in making these shifts:

- [2016-2017 Social Studies Guidance](#): provides recommendations for district next steps in selecting social studies curriculum, assessments, and professional development.
- [Instructional Materials Reviews](#)
- [Sample Item and Task Sets](#)
- [Scope and Sequence Documents and Instructional Tasks](#)

Social Studies Updates

	District Next Steps
Curriculum	<p>Option One: Use the Department's scope and sequence documents.</p> <ul style="list-style-type: none">• Fill in the content with aligned current resources.• Fill in the content with high-quality tasks, such as the Department's instructional tasks, Reading Like a Historian, Teaching Literacy through History Lesson Plans, DocsTeach, or Classroom Materials from the Library of Congress. <p>Option Two: Use a Tier 2 or 3 program.</p> <ul style="list-style-type: none">• Follow the scope and sequence of content.• Identify the specific areas of weakness.• Supplement with high-quality tasks.
Assessments	Use the released sample item and task sets from the Department as models to update assessments; consider revising or adding different item types, including tasks with aligned rubrics.
Professional Development	<ul style="list-style-type: none">• Try out different social studies professional development vendors offering sessions at the June Teacher Leader Summit.• Access professional development from the Vendor PD Course Catalog, such as Gilder Lehrman, Library of Congress, and the DBQ Project.

Teaching and Learning: School Leadership Resources

School Leadership: Principal Grants

[Principal Support Grants](#) provide funding to districts to support principals as leaders of instructional change in schools through two initiatives.

- [TAP and NIET Best Practices](#)
- [Principal Fellowship](#)

Applications are due to compass@la.gov by Tuesday, April 26, at 5:00 p.m.

LDOE staff are available to help districts [select the right initiatives](#), identify associated costs, and answer any other questions as they arise. Email your network contact or compass@la.gov with any questions or to schedule a consultation.

Teaching and Learning: Assessment Resources

Assessments: District Assessment Guide

During the March Supervisor Collaborations, the Department discussed the [District Assessment Guide](#), which is now posted to the LDOE website. This guide includes a variety of valuable tools.

Tool	Description
Audit tools	Helps districts inventory what assessments they are giving and provides a process to strategically think through what needs to be administered
Survey and focus group tools	Provides process options and sample questions to ask teachers during an assessment inventory and reflection
Overview of national and state law and policy	Consolidates federal law, state law, and BESE policy surrounding assessments for ease of access
Sample case studies	Publishes the case studies used at the November Supervisor Collaboration for further district study
Pilot districts: strategic plans	Illustrates how 3 specific districts are tackling their assessment strategy
K–3 literacy assessment guidance	Reports the K–3 literacy assessment strategy moving forward
Indicators of quality for benchmark assessments in ELA and math	Consolidates indicators of quality from the Assessment Evaluation Tool (AET) into a concise checklist for districts to use to analyze their assessments

Email districtsupport@la.gov with questions.

K-3 Literacy Assessment

- Reading and writing about quality texts is an important outcome that begins in kindergarten.
- The goal for all children is comprehension of text. However, to become proficient readers with the capacity to comprehend text across a range of disciplines, **children must develop strong foundational skills** (e.g., phonological awareness, phonics, fluency).
- Schools systems across the state currently administer screening assessments three times a year to determine which students may need help with a specific foundational skill and to follow BESE policy and legislative requirements.
- Beginning in the 2016-2017 school year, school systems will have the flexibility to only administer and report results of K-3 literacy screening assessments once a year in the fall. Click [here](#) for additional guidance.

Recommended K-3 Screening Assessments

For the 2016-2017 school year, districts can choose **one** of the options listed below to meet fall screening requirements. All schools in a district must administer the same assessment at each grade level. These decisions must be communicated to the Department through this [survey](#) by **April 12**.

Kindergarten	Grade 1	Grade 2	Grade 3
<ul style="list-style-type: none">• DIBELS Next First Sound Fluency• iSTEEP Initial Sound Fluency• Fountas & Pinnell Initial Sounds• STEP Phonemic Awareness First Sounds	<ul style="list-style-type: none">• DIBELS Next Nonsense Word Fluency-CLS• iSTEEP Nonsense Word Fluency• easyCBM Word Reading Fluency• Fountas & Pinnell Phonograms• STEP Reading Record• TOWRE• WRET	<ul style="list-style-type: none">• DIBELS Next Oral Reading Fluency (Passage 1 only)• iSTEEP Oral Reading Fluency• Fountas & Pinnell Oral Reading Rate• STEP Reading Rate/Fluency	<ul style="list-style-type: none">• DIBELS Next Retell (Passage 1 only)• iSTEEP Advanced Literacy (computer-based)• Fountas & Pinnell Comprehension• STAR Reading• STEP Comprehension• SRI/HMH RI (computer-based)

Email assessment@la.gov with questions.

Assessment Waivers: K-3 and Birth to Five

K-3 Assessment Waivers

- Districts that want to administer an assessment not on the list will need to apply for a [waiver](#). The assessment must measure the same skills as the approved assessments listed on the previous slide for each grade level.
- Districts can apply for a waiver in one grade level or multiple grade levels.

Birth to Five Assessment Waivers

- Community network sites can also apply for a [waiver](#) to use an assessment other than *GOLD*[™].
- Sites will receive a rating on the Assessment(s) indicator on their Performance Profile next year based on the following criteria.

Assessment	Performance Profile Rating
Sites using <i>GOLD</i> [™] OR that demonstrate consistent use of an assessment embedded in a Tier 1 Curriculum	Gold Badge
Sites using an assessment embedded in a Tier 2 Curriculum	Silver Badge
Sites using a stand-alone assessment (not embedded in a Tier 1 or 2 Curriculum)	Badge rating based on review of tool(s) by LDOE

All children ages 3 to 5 in public schools with IEPs must continue to be assessed with the *AEPS* and report results using the *AEPSi* system to meet required OSEP federal reporting mandates.

K-3 and Birth to Five Waiver Timeline

Activity	Date
<u>K-3 Literacy Assessment Survey</u> <u>K-3 Waiver Application Released</u> <u>Birth to Five Application Released</u>	Tuesday, April 5
K-3 Literacy Assessment Survey Due	Tuesday, April 12
Waiver Applications Due	Tuesday, April 19
Waiver Results Released	Tuesday, May 2

Kindergarten Readiness

- Districts will continue to administer the Discovery Skills Checklist (DSC) kindergarten readiness assessment in 2016-2017.
- However, the LDOE plans to purchase and pilot a new nationally recognized assessment in a small number of interested districts. Districts must indicate their interest in participating in the pilot in the K–3 literacy assessment survey.
- Districts selected for the pilot must agree to participate in two days of regional or on-site training before the start of the new school year, and pay any expenses related to travel or stipends, which are expected to be minimal.
- Pilot districts will be determined by April 29.

EAGLE Transition Plan

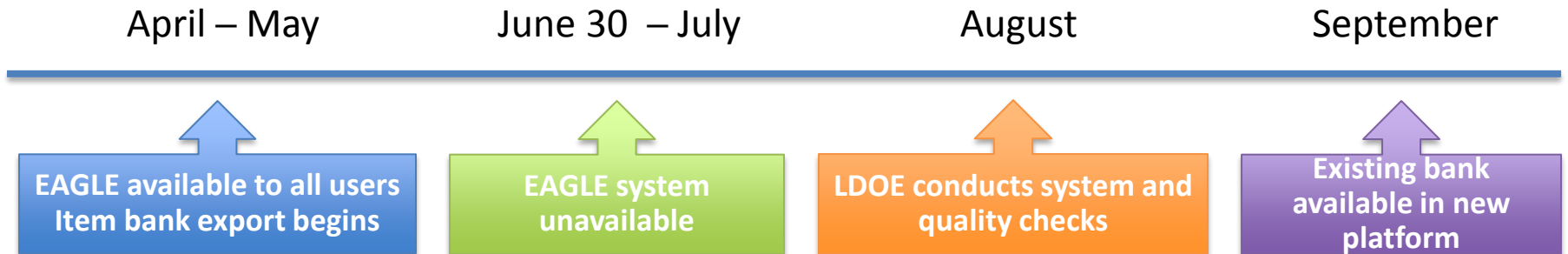
The Department will continue to provide districts and schools with access to high-quality assessment items.

In preparation for the 2016–2017 school year, EAGLE will begin transitioning to the DRC assessment-delivery platform over the summer. The transition will occur in phases as specific test administration, student testing, and reporting requirements are defined.

What should districts and schools do in preparation for the 2016–2017 school year?

- Due to exporting capabilities, **only EAGLE items will be moved.**
- Therefore, users should **print and retain hard copies of district- and school-level tests.**

Email assessment@la.gov with questions.



Teaching and Learning: Professional Development Resources

Professional Development: 2016 Teacher Leader Summit

The [2016 Teacher Leader Summit](#) will bring together **4,000 educators** and content experts from across the state to share their knowledge.

When: Wednesday, June 1, through Friday, June 3

Where: Morial Convention Center, New Orleans

Objectives

- **Improve the everyday practice of educators in Louisiana** by building their knowledge and skill in key areas related to their role
- **Provide opportunities for educators to collaborate and share best practices**
- **Allow educators to “test drive” high-quality resources and professional development** that can be adopted and scaled in schools and districts across Louisiana
- **Foster a culture that celebrates and engages** educators and **empowers and inspires** them to take on an even greater leadership role within their classrooms, schools, and districts



2016 Teacher Leader Summit: Content & Attendees

Over 200 sessions will cover a variety of topics related to the work of classroom teachers, school leaders, and central office staff, including the following:

- Early Childhood
- Assessment, Curriculum and Instruction
- Believe and Prepare
- High School Pathways and Jump Start
- Struggling Students
- Student Privacy
- Grants and Federal Programs
- Principal Support
- English Language Learners
- Special Education
- Assessment and Accountability
- Technology Readiness

Recommended Attendees

Given the content that will be covered at the summit, the Department recommends that LEAs send a combination of the following educators:

- ELA teachers
- Math teachers
- Science or social studies teachers
- Early childhood educators
- School leadership (principal, AP, instructional coach, etc.)
- District leadership (head of HR, chief academic officer, etc.)

2016 Teacher Leader Summit: Agenda

DAY 1: Wednesday, June 1

Mostly teachers, early childhood

- 10:30–12:30 Sign-in
- 12:30–2:00 Session Rotation 1
- 2:20–3:50 Session Rotation 2

DAY 2: Thursday, June 2

Teachers, early childhood, supervisors

- 7:30–8:30 Sign-In
- 8:30–9:15 General Session
- 9:45–11:15 Session Rotation 3
- 11:30–1:00 Lunch (provided)
- 1:00–2:30 Session Rotation 4
- 2:50–4:20 Session Rotation 5

DAY 3: Friday, June 3

Mostly supervisors

- 7:30–8:30 Sign-in
- 8:30–10:00 Session Rotation 6
- 10:20–11:50 Session Rotation 7

2016 Teacher Leader Summit: Registration

Registration

- Registration is now open in [CourseWhere](#).
- Registration closes on May 11.
- Each LEA's Teacher Leader point of contact has received an LEA-specific code that employees of that LEA should use to register.

If you are interested in attending the 2016 Summit, please reach out to your LEA point of contact to find out the process and code for registering, as well as the process for making travel arrangements.

Timeline

- **April 6:** Registration opened
- **Mid-April:** Session list released
- **May 1:** Mobile summit app available for download
- **May 11:** Registration closes
- **May 20:** Final logistics information sent to participants
- **June 1–June 3:** 2016 Teacher Leader Summit

Email louisianateacherleaders@la.gov or districtsupport@la.gov with questions.

2016-2017 District Support

The [2016-2017 District Support Calendar](#) is now available.

AUDIENCE	MEETINGS/EVENTS	COMMUNICATION STREAMS	KEY RESOURCES
District & Charter Leaders	<ul style="list-style-type: none"> Quarterly Supervisor Collaboration Events 	<ul style="list-style-type: none"> Weekly district newsletter Early Childhood newsletter Monthly District Planning webinar Monthly Superintendent webinar Monthly Assessment and Accountability webinar Monthly Data Manager call 	<ul style="list-style-type: none"> District + School Support Toolbox INSIGHT Coordinator's Portal
School Leaders	<ul style="list-style-type: none"> Compass Trainings Principal Fellowship TAP trainings Jump Start Convention Quarterly Counselor Collaboratives 	<ul style="list-style-type: none"> AP, CLEP, and High School Planning Guide webinars Monthly Counselor newsletter Ed Connect newsletter 	<ul style="list-style-type: none"> Principal Guidebook Compass Trainings High School Student Planning Guidebook Early Childhood Guidebook
Teacher Leaders	<ul style="list-style-type: none"> Annual Teacher Leader Summit Teacher Leader Collaboration Events (3) Summer Content Institutes Jump Start Super Summer Institute AP College Board PD 	<ul style="list-style-type: none"> Monthly Teacher Leader newsletter Ed Connect newsletter 	<ul style="list-style-type: none"> Teacher Support Toolbox Teacher Leader page Teacher Leader programs page 2016-2017 Professional Development Vendor Guide (March)

Teaching and Learning: Standards Update

2016–2017 Louisiana Student Standards: Academic Support Plan

The Department, along with school systems and schools, will work together this spring and summer to make slight academic changes to align curriculum, professional development, and state and local assessments to the new Louisiana Student Standards.

As part of this process, the Department will provide school systems with a series of tools and training to support educators in the implementation of the new standards.

Support	Timeline
Updated standards crosswalk documents	April
Updated PD Vendor Course Catalog	May
Professional Development (PD) vendors align training to new standards	Spring
Parent communication tools	May
New standards tools <ul style="list-style-type: none">• Updated ELA guidebook—newly released units will be fully aligned• Updated LDOE website• Updated math remediation guides• Math addendum, as proposed by the math subcommittee	May– June

2016-2017 Louisiana Student Standards: Academic Support Plan

Support	Timeline
<p>Curriculum vendors update materials</p> <ul style="list-style-type: none"> Eureka math updates EAGLE updates 	<p>May–June</p>
<ul style="list-style-type: none"> <u>Instructional materials reviews</u> <ul style="list-style-type: none"> Guidance overview details what, by grade level, will need to be adjusted in order to align to Louisiana’s standards (May) Updated instructional materials review rubrics (May) Updated instructional materials reviews (August) 	<p>May– August</p>
<ul style="list-style-type: none"> Trainings available throughout the school year: Teacher Leader regional collaborations 	<p>2016-2017</p>

Math Curriculum Updates

Tier 1 math curriculum vendors are creating crosswalk documents that will be released this summer to show the alignment of their materials to the Louisiana Student Standards.

Vendor	Grades	Curriculum Information	Crosswalk Release Date
Eureka Math	K–12	http://greatminds.net/	May 2016 view sample
The Math Learning Center—Bridges in Math	K–5	http://www.mathlearningcenter.org/bridges	June 2016
The College Board Springboard Math	9–11	http://springboardprogram.collegeboard.org/mathematics/	June 2016

View the [Instructional Materials Reviews](#) for more information on the Tier 1 ratings.

Teaching and Learning: Compass

Compass: CVR Roster Verification

Roster verification ensures that teachers are assigned to the correct courses and classroom rosters of students for the purposes of transitional student growth data.

- **March 24–April 22, 2016: *Open for View-only***

This is a time for users to view the roster data for accuracy but no changes can be made in the system. The CVR Help Desk will be able to assist with any issues that the Department must correct.

- **April 25–May 20, 2016 (4 weeks): *CVR Open for Roster Verification***

This process allows teachers and principals to ensure the accuracy of their specific courses and students. Data managers use the system to track verification completion at the district and school level. They can also assist with adding or removing courses and students.

Additional Support:

- [CIS and CVR User Guide](#) (updated)
- [Compass EOY Webinar](#): April 14, 2016, at 2:00 p.m.

Email questions to ldoecvr@la.gov.

2015-2016 Compass End-of-Year Processes

The timelines and resources outlined below guide districts as they begin to finalize Compass evaluations for teachers and principals for the 2015-2016 school year.

Action	Timeline
Teachers: Final results and end-of-year conversations	Enter final evaluation ratings in CIS by August 15.
Principals*: End-of-year results using SPS Calculator	Enter final evaluation ratings in CIS as data becomes available but prior to August 15.
Principals*: End-of-year results (or updates) upon release of SPS	Use the CIS district upload function to input/update principal evaluation scores during a two-week window following the release of SPS.

**EOY evaluations for other school leaders (e.g., APs, deans) may follow the same timeline as principals.*

Current Resources:

- [Compass Library](#)
- [CIS User Guides](#)
- [CIS and CVR User Guide](#) (updated)
- [2015-2016 Principal Guidebook](#)

Additional Support:

- [Compass EOY Webinar](#): April 14 at 2:00
- 2015-2016 SPS Calculator (late spring)
- 2016-2017 Principal Guidebook (late spring)

Email questions to compass@la.gov.

Teaching and Learning:
Believe and Prepare

Believe and Prepare Policy Discussions

Believe and Prepare pilots' most promising practices have formed the basis for proposed improvements to policies and practices relative to initial teacher licensure and preparation program approval. Those proposed improvements have been discussed in a series of meetings held throughout the fall and winter.

Over the past month, more than 100 school system and preparation provider leaders and faculty have met, in a series of five regional meetings, to discuss and provide feedback on these updated draft policies and related implementation matters.

Two additional meetings will be held in northern Louisiana this week:

- **Bossier City: Tomorrow, April 7 (1–3 p.m.)**
- **Monroe: Friday, April 8 (9–11 a.m.)**

Following these discussions, draft policies will undergo additional revision. BESE will be asked to consider revised policies in the summer of 2016.

Email believeandprepare@la.gov if you are interested in attending.

Believe and Prepare Community Meeting

Since 2013, school systems and preparation providers have partnered through Believe and Prepare:

- To ensure that aspiring teachers learn how to teach in classrooms alongside Louisiana's most effective teachers
- To better align teacher preparation with current expectations for practicing teachers and students

On **May 2 from 12:30–3:00 p.m. at the Claiborne Building**, Believe and Prepare community will convene. All districts are invited to participate.

Sessions will provide tools and resources for developing and sustaining **yearlong teacher residency programs** and opportunities to discuss plans for **Believe and Prepare community expansion**.

Additional details will be included in the newsletter.

Email believeandprepare@la.gov with questions.

2017 Teacher and Principal of the Year Semifinalists

- The Louisiana Department of Education recognizes that great teachers and school leaders are critical to student success. Annually, the Department recognizes and honors the state's most exceptional teachers and leaders through the Teacher and Principal of the Year programs.
- This year, over 64 districts submitted nominations for Teacher and Principal of the Year. On Tuesday, April 5, 2016, the Department announced the [2017 Teacher and Principal of the Year semifinalists](#). Congratulations to these outstanding educators!
- The Department will announce finalists in May.
- Semifinalists and finalists will be honored at the 10th Annual Cecil J. Picard Educator Excellence Symposium and Celebration in Baton Rouge on July 15, 2016, where the overall state Teacher and Principal of the Year will be announced.

For more information, email ExcellentEducators@la.gov.

Measuring Student Success

Measuring Student Success: 2015-2016 Test Administration

Preparing for Computer-Based Tests in Grades 3-8

In order to prepare for computer-based tests (ELA, math, and the social studies field test), a number of steps are essential in the coming weeks.

Person Responsible	Action	Resources
Technology Coordinators	<ul style="list-style-type: none">• Prepare devices• Set up Testing Site Manager• Install INSIGHT• Plan for school- and district-level tech support	<ul style="list-style-type: none">• Operational eDIRECT• Guide to Scheduling Computer-Based Tests
Test Coordinators	<ul style="list-style-type: none">• Train district- and school-level staff• Distribute manuals• Schedule assessments• Create test sessions and print test tickets	<ul style="list-style-type: none">• Operational eDIRECT• Guide to Scheduling Computer-Based Tests• Spring Testing FAQ• Coordinator and Administrator Manuals
Teachers	<ul style="list-style-type: none">• Access the Online Tools Training (OTT) and practice test• Read the administration manual• Access and share the resources	<ul style="list-style-type: none">• Administrator Manuals• Spring Assessments Resource for Teachers

Preparing for Paper-Based Tests in Grades 3-8

In order to prepare for paper-based tests (ELA, math, and the social studies field test) a number of steps are essential in the coming weeks.

Person Responsible	Action	Resources
Test Coordinators	<ul style="list-style-type: none">• Train district- and school-level staff• Distribute manuals• Schedule assessments• Create test groups	<ul style="list-style-type: none">• Operational eDIRECT• Spring Testing FAQ• Coordinator and Administrator Manuals
Teachers		<ul style="list-style-type: none">• Administrator Manuals• Spring Assessments Resource for Teachers

EOC Key Dates

April 11–22: Registration window

- Schedule schools
- Manually enter or upload new students
- Submit EOC test schedule to assessment@la.gov
- Review the [Technology Guidelines](#), available on the EOC Tests site, for information about preparing computers and internal networks for online testing

April 15: Deadline to submit [Braille](#) and [Communication Assistance script](#) order forms

- Download forms and submit for students requiring the accommodations (orders shipped by April 19, 2016, and delivered by April 24, 2016)

April 25–May 20: Test administration window

- Review dates posted to the [EOC homepage](#)
- Administer EOCs to retesters and students completing EOC courses within the spring semester
- Review reports for all subjects four to six days after a student completes all sessions of a test

EOC Test Preparation

In order to prepare for EOC tests, a number of steps are essential in the coming weeks.

Person Responsible	Action	Resources
Technology Coordinators	<ul style="list-style-type: none">• Prepare devices• Plan for school- and district-level tech support	<ul style="list-style-type: none">• EOC Technology Guidelines
Test Coordinators	<ul style="list-style-type: none">• Train district- and school-level staff• Distribute manuals• Schedule assessments• Register students	<ul style="list-style-type: none">• Coordinator and Administrator Manuals
Teachers	<ul style="list-style-type: none">• Read the administration manual• Access and share the resources	<ul style="list-style-type: none">• Administrator Manuals

Newly Released Spring Assessment Resources

- **[Spring 2016 Assessments Resource for Teachers](#)**: This includes key actions and resources for teachers leading up to and during the LEAP tests.
- **[Accommodated Practice Tests](#)**: Spanish, large print, braille, Kurzweil Text-to-Speech and MP3 practice tests and files are now available.
- **Social studies sample task sets** for grades 3 through 8 social studies are now available on the [Released and Sample Items](#) page. Teachers should use these samples to examine how content and claims are being assessed through extended-response items on the field test.
- **Social Studies Online Tools Training (OTT)** for grades 3 through 8 is now available in the INSIGHT testing platform. Students and teachers should use the OTT to provide opportunities for teachers and students to become familiar with INSIGHT and the online testing tools (e.g., highlighter, magnification) prior to the field test. The text-to-speech social studies OTT will be available by the end of the week.

Email assessment@la.gov with questions.

LEAP Parent Fact Sheet

The Department created the [Parent Guide to LEAP 2016](#) to provide parents with basic facts about the upcoming LEAP tests. The guide will be released in today's district newsletter.

The fact sheet also provides parents with links to helpful resources (such as practice tests, sample test questions, and student work from previous assessments) to help them better understand what their child will experience on the test.

School systems and principals are encouraged to share this fact sheet with parents this week and next.

Email assessment@la.gov with questions.

PARENT GUIDE TO LEAP 2016

As schools and students begin their final preparations for the spring Louisiana Educational Assessment Program (LEAP) tests, the Louisiana Department of Education created this fact sheet for parents to provide general information about the tests, and what you and your child can expect when they take the tests in April and May.

KNOW THE TEST

1. LEAP TESTS

Each year, students in grades 3 through 8 take state tests to measure their knowledge and skills in each subject area, and their readiness for the next level of study. The LEAP tests are just one of several indicators, in combination with report cards, teacher-led tests and classroom work, used to create a complete picture of a student's performance in school.

For the 2015-2016 school year, students will take the following tests in grades 3-8:

- English language arts (ELA)
- Mathematics
- Science
- Social Studies (optional field test only)

Students with the most significant cognitive disabilities are eligible to take the LEAP Alternate Assessment, Level 1 (LAA1) that varies by subject area depending on the grade level. The LAA1 test was administered to students from February 1 through March 11 depending on the school's individual schedule.

2. LEAP TEST SCHEDULE

School systems in Louisiana determined whether students will take the grades 3-8 LEAP tests in ELA and math online or on paper. Students will take the science test on paper only.

QUICK FACTS

- » The schedule for the online tests for ELA and math are determined by each school system. Students will take a maximum of two sessions (one ELA and one math) per day for three days during this window. Please contact your child's school for more information.
- » The LEAP ELA and math tests are strictly timed, and no additional time is permitted except for students who have a documented extended time accommodation.

ONLINE TEST WINDOW: APRIL 11 - MAY 6

SESSION NAME	TIME ALLOWED IN MINUTES					
	GRADE 3	GRADE 4	GRADE 5	GRADE 6	GRADE 7	GRADE 8
ELA SESSION 1	75	90	90	90	90	90
MATH SESSION 1	75	75	75	75	75	75
ELA SESSION 2	75	75	75	75	75	75
MATH SESSION 2	75	75	75	75	75	75
ELA SESSION 3	60	75	75	75	75	75
MATH SESSION 3	75	75	75	75	75	75

PAPER TEST WINDOW: APRIL 25 - 29

DATE	SESSION NAME	TIME ALLOWED IN MINUTES					
		GRADE 3	GRADE 4	GRADE 5	GRADE 6	GRADE 7	GRADE 8
APRIL 25	ELA SESSION 1	75	90	90	90	90	90
	MATH SESSION 1	75	75	75	75	75	75
APRIL 26	ELA SESSION 2	75	75	75	75	75	75
	MATH SESSION 2	75	75	75	75	75	75
APRIL 27	ELA SESSION 3	60	75	75	75	75	75
	MATH SESSION 3	75	75	75	75	75	75
APRIL 28	SCIENCE MULTIPLE CHOICE	60	60	60	60	60	60
	SCIENCE SHORT ANSWER*	-	30	-	-	-	30
	SCIENCE TASK	30	30	30	30	30	30

*Grades 4 and 8 will have an additional 130 minute short answer portion of the science test to complete.

Continuous Support

The Assessment team offers continuous support to districts, schools, and teachers seeking information or assistance about assessment administration and accountability.

Assessment@

- All stakeholders are encouraged to email assessment and accountability questions and/or concerns to assessment@la.gov.

Assessment Hotline

- For immediate assistance regarding assessment and accountability, district-level staff may call the Assessment Hotline at 1-844-268-7320.

DRC Customer Service

- DRC provides customer support to district test coordinators each day from 8:30 a.m. to 4:30 p.m. at 1-888-718-4836 or by email at LAHelpDesk@datarecognitioncorp.com.

Assessment Office Hours

Assessment Office Hours

Assessment office hours are available every Thursday at 11:00 a.m. and include an overview of the weekly newsletter and a Q-and-A session for test coordinators, technology coordinators, and other stakeholders.

Office Hours Login Information (**No pre-registration required*)

- Click [here](#) to join the meeting or go to <https://louisianaschools.adobeconnect.com/dtc/>
- Enter the meeting room as a guest and provide your name.
- Select the "listen only mode" if joining the meeting via computer or smartphone or access audio via phone bridge: 1-800-832-0736 / room number: 3423602

Measuring Student Success: Third-Year Assessment Cohort Rosters

Third-Year Assessment Cohort Rosters

The Department will release third-year assessment cohort rosters on April 8 via the secure FTP. The purpose of this roster is to identify students who have not taken the English II and/or Algebra I End-of-Course (EOC) tests.

Districts should arrange for all students to participate in these two assessments in April/May 2016, **even if the students are not enrolled in the courses**, unless one of the following is true:

1. The student participates in LAA 1 testing.
2. The student has taken and passed the English III and/or Geometry EOC tests.
3. The student earned credit for English II and/or Algebra I from an out-of-state or nonpublic school as evidenced by the official transcript in STS.
4. The student is no longer enrolled in school during the EOC testing window.

Students who do not participate in the English II and/or Algebra I tests for one of the four reasons above must be accountability-coded in the EOC online system to avoid the assignment of a zero in accountability calculations.

Email assessment@la.gov with questions.

Measuring Student Success: 2016 LAA 1 and ELDA Results

ELDA and LAA 1 Student-Level Reports Release

The Department will release the Spring 2016 ELDA and LAA 1 individual student assessment results through eDirect in early May.

The reports include the following:

- Roster Report
- Student Report
- Student Roster in CSV File

If you have any questions, please email assessment@la.gov.

Measuring Student Success: Test History Warehouse

Assessment History Warehouse Update

- The LDOE created the test history warehouse in order to provide LEAs access to their students' individual test results.
- **LEAs can access the warehouse two ways*:**
 - LEADS Inquiry Search—search one student at a time using LA Secure ID
 - LEADS Inquiry Assessment Export—export test records for the entire LEA
- As long as the student exists in eScholar in the LEA conducting the search, the student records will be visible.
- To date, over 8 million assessment records (95%) have been loaded to the warehouse, which includes ASA, EOC, GEE, iLEAP, ITBS, ITED, LAA 1, LAA 2, LEAP, and PARC tests.
- Remaining LDOE tasks include loading ELDA assessment history and resolving assessment records with LA Secure ID issues (5%).

For more information, contact SystemSupport@la.gov.

* Local security coordinators should provide both PTL and LIQ access in TAS to users needing to access the assessment warehouse.

Early Childhood

2016-2017 Expectations

Much progress has been made during the learning year:

- 98% of toddler and pre-K classrooms were observed in the fall
- Communities are currently running coordinated enrollment for 2016-2017

The Department is seeking input on proposed shifts for 2016-2017:

- The Department will conduct a webinar on April 13 and in-person sessions around the state from April 13 to 29 ([click for details on webinar and sessions](#)) on the following topics:
 - *Vision: Unifying Early Childhood in Louisiana*
 - *Learning from the Field: Initial Statewide Results*
 - *Preparing for 2016-2017: Unified Expectations*
 - *Supporting Improvement: System of Supports for Early Childhood Programs*
- The Department will also release the lead agency application on April 13 which will include lead agency responsibilities (observations, enrollment, and administration) for next year, as well as funding available.

For questions, contact Jenna Conway at jenna.conway@la.gov.

Engaging Teachers and Families

The Department will release surveys in April to engage families and teachers.

In partnership with United Way and LSU, the state is currently conducting a family survey:

- The survey includes a sample of families from all types of publicly funded early childhood, including child care, Head Start, and school-based pre-K.
- Families have the opportunity to provide their input on how well their programs serve their children, whether they would choose those programs again, and how satisfied they are with their communities' enrollment processes.
- Results will be reported for informational purposes only.
- Click [here](#) for link to online survey, which is available from April 1 through April 30.

The state will also survey early childhood teachers:

- An online survey will assess teachers' perception on how well they are supported by their community network to prepare children for kindergarten.
- The survey will be **disseminated through the early childhood newsletter in mid-April** and results will be reported for informational purposes only.

For questions, contact Nasha Patel at nasha.patel@la.gov.

Pathways to College and Career

2016 Jump Start Super Summer Institute

Registration is open through April 19, 2016, for the 2016 Jump Start Super Summer Institute (SSI), which will be held July 18–22 at the South Louisiana Community College in Lafayette, Louisiana.

SSI will provide teacher certification training for [Jump Start Statewide Industry Based Certifications](#).

The Department will pay training costs and provide lunch for secondary instructors attending SSI. Districts are responsible for all travel expenses and a nominal registration fee (\$150.00/instructor) for which districts may use their Career Development Funds (CDF) or 2015-2016 Carl Perkins Funds.

Please email JumpStart@la.gov with questions.

2016-17 Pupil Progression Plan

- The **Pupil Progression Plan (PPP)** is the comprehensive plan developed and adopted by each LEA that establishes policies and guidelines local school districts use to determine whether students will be promoted to the next grade, retained in the current grade, or advanced (or skipped) to higher grades. PPPs also outline the criteria for high school graduation.
- For 2016-2017, the PPP template will be released in June, following the legislative session, in order to address any new legislation relative to promotion and student progression. As such, the deadline for submission will be extended into mid-October.
- For more information on the 2016-2017 Pupil Progression Plan, please email your request to PPP@la.gov.

Financial Aid Working Group Update

On March 1, the Department held the first meeting of the [Financial Aid Working Group](#) to ensure that parents, students, and districts have a forum to provide feedback to the Department on Louisiana's financial-aid access. This group represents a diverse group of organizations with an interest in increasing postsecondary access to Louisiana's students.

The group is tasked with the following:

- Developing a state action plan for school-level financial-aid-form completion and proposing recommended policy or funding changes to ensure that the new policy is effectively implemented
- Assisting the Department in the ongoing identification of support services and programs available for secondary schools and families
- Assisting in the development of partnerships and alliances with financial-aid support programs, services, and other stakeholders

Next Meeting Dates: April 21 and June 9

2016-2017 Course Choice/SCA Registration

- In order to provide school systems with a more streamlined process for enrolling students in Course Choice and SCA courses, the Department will no longer process registration through the Agilix System in 2016-2017.
- LEAs will directly register students with approved providers and report back aggregate enrollment information to the LDOE.
- Students will register directly with Louisiana postsecondary institutions as they have in the past—no change.
- More information on the 2016-2017 Course Choice enrollment process will be provided in an upcoming district newsletter.

Please email sca@la.gov with questions.

Funding

2015-2016 Grant Closeout Activities

LEAs should complete the following activities to ensure they are maximizing available grant funds for the current and next fiscal year:

- Confirm that all final allocation budget amendments have been submitted in eGMS or via LDEGrants@la.gov.
- Review where you are on expenditures with these grants.
- Confirm that all purchases and services are on track to make the necessary invoice and expenditure dates.
- Submit additional budget revisions if needed.

For more information, email sheila.guidry@la.gov.

2015-2016 Grant Closeout Activities

Important Dates for Educational Excellence Funds, LA4, 8(g), Perkins, and SGF & MFP High Cost Services

- All funds must be invoiced or spent **by June 30, 2016**.
- All funds must be claimed from the LDOE **by July 7, 2016**.
- Any funds not claimed by this date will revert to the originating authority.

Important Dates for 1003(a) and IDEA High Cost Services

- All funds must be invoiced or spent **by September 30, 2016**.
- All funds must be claimed from the LDOE **by November 18, 2016**.
- 1003(a) funds not claimed by September 30, 2016, will revert to USED.
- IDEA High Cost Services funds not claimed by November 18, 2016, will be reallocated with final allocations in 2016-2017.

For more information, email sheila.guidry@la.gov.

Call Summary

Call Summary

Month	Actions/Deadlines	Resources and Support
April	<ul style="list-style-type: none"> • Teacher Leader Summit registration opens: 4/6 • K–3 literacy assessment survey due: 4/12 • Deadline to submit EOC Braille and Communication Assistance script order forms: 4/15 • Jump Start Super Summer Institute registration closes: 4/19 • K–3 assessment waiver due: 4/19 • EOC registration window closes: 4/22 • View-only period for CVR roster verification closes: 4/22 • EOC test administration begins: 4/25 • CVR roster verification opens: 4/25 • Principal Support Grant due: 4/26 • HS Guidebook webinar #2: 4/28 • E-rate contract and Form 471 submission deadline: 4/29 • Deadline to submit Early Childhood survey: 4/30 	<ul style="list-style-type: none"> • 2016-2017 District Planning Guide • 2016-2017 Social Studies Guidance • District Assessment Guide • K–3 Assessment Guidance • Believe and Prepare policy discussion in Bossier: 4/7 • Believe and Prepare policy discussion in Monroe: 4/8 • RFA for Early Childhood Lead Agencies: 4/13 • Bulletin 140 (ECE) webinar #1: 4/13 • Early Childhood policy discussions: 4/13-4/29 • Compass EOY webinar: 4/14
May	<ul style="list-style-type: none"> • Teacher Leader Summit app available for download: 5/1 • Teacher Leader Summit registration closes: 5/11 • Roster verification closes: 5/20 • EOC test administration ends: 5/20 	<ul style="list-style-type: none"> • Believe and Prepare Community Meeting in BR: 5/2 • Spring 2016 LAA 1/ELDA results released: early May