



Department of  
**Education**

# COVID-19 Charter School & CMO Bi-Weekly Update Call

**May 15, 2020**

Dr. Robert Lundin, Assistant Commissioner  
Judy Spencer, Director of Charter Schools

# Call Participants

## Target Audiences

- Charter School Campus Administrators
- Charter Management Organization Senior Leaders

## Department Presenters

- Dr. Robert Lundin, Assistant Commissioner of School Models & Programs
- Judy Spencer, Director of Charter Schools

## Other Department Representatives

- Christy Ballard, General Counsel
- Charlie Bufalino, Assistant Commissioner of Policy & Legislative Affairs
- Dr. Eve Carney, Chief Districts & Schools Officer
- Chelsea Crawford, Assistant Commissioner of Communications & Engagement
- Lee Danley, Deputy General Counsel
- Deborah Thompson, Assistant Commissioner of Federal Policy & Oversight

# Intended Outcomes

- **Identify** updates relevant to charter schools and their CMOs.
- **Define** systems and resources.
- **Collect** any unanswered questions for future responses.

# Agenda

- Current Informational Resources
- RISE Awards 2020
- COVID-19 Professional Development Opportunities
- BEP Update
- Facilities Fund Grant Processes
- Auditing Expectations
- Educator Reporting
- Updated COVID-19 Guidance
- Cadence of Future Communications
- Questions

# Current Informational Resources

**Charter schools and CMOs should continually monitor the department's dedicated COVID-19 site for updated information:**

[TDOE Coronavirus Website](#)

This web page now includes the following recently updated resources pertinent to charter schools:

- [School and District Accountability Guidance](#) (Updated 5/8)
- [Special Education Path Forward](#) and [FAQs](#) (Updated 5/7)
- [ACT Guidance](#) (Updated 4/30)
- [Federal Funds Guidance](#) (Updated 4/27)
- [TDOE / UTK COVID Professional Development for Principals](#) (Updated 4/24)
- [Graduation Ceremony Guidance](#) (Updated 4/23)
- SBOE Emergency Rules [FAQs](#) & TDOE Guidance Documents (Updated 4/21)
- Nutrition [FAQs](#) & [Toolkit](#) (Updated 4/17)

# RISE Awards 2020

- Recognizing Inspirational School Employees (RISE) Award honors classified school employees who provide exemplary service.
- Open to K-12 employees who work as a paraprofessional, or in clerical and administrative services, transportation services, food and nutrition services, custodial and maintenance services, security services, health and student services, technical services, or skilled trades.
- Nominations are due Aug. 3 and must be submitted here: [RISE Award Nominations](#)
- TDOE will select up to two individuals to nominate to the U.S. Department of Education in November.

# COVID-19 Professional Development Opportunities

## TN Principal Professional Learning Series

- Partnership with the University of Tennessee, Knoxville
- Early sessions focus on immediate issues, such as best practices in digital learning, whole child needs, and leading remotely
- Summer sessions will focus on transforming schools in the coming academic year
- Free, optional, and eligible for TASL-credit
- 7 90-minute sessions
- Week of May 4 through June 29
- Recordings will be available
- Sign up through principal study councils in coordination with CORE offices

# COVID-19 Professional Development Opportunities

## TN Teacher Professional Development

- Partnership with Trevecca Nazarene University
- Free training on digital learning and teaching
- Self-paced, 4 modules
- Instruction on designing classes for remote instruction, using technology to enhance learning outcomes, and making use of a variety of learning management systems
- Available starting May 15 through August 1
- Register at: [Registration for Teacher PD](#)

# BEP Update

- Reminder: the State BEP payment to districts will not change this year.
- Period 6 will be used twice in the calculation for next year.
- The most recent payment was issued to districts on April 15.
- There is no May BEP payment.
- The next payment to districts is scheduled for June 15 and will represent 75% of the regular payment.
- The balance of FY20 BEP funds will be paid to districts on June 30.
- The May estimates for projected State BEP allocations for next year will be released today.

# Facilities Funds Grants Processes

- Phase I Facilities Funds awards were made by direct payment through Edison.
- As a reminder, any requests for modifications to allocations of awarded facility grant funds may be submitted in writing to Judy Spencer ([judy.spencer@tn.gov](mailto:judy.spencer@tn.gov)).
- Grantees should input individual line items into ePlan by clicking “Modify” under their “Budget” section.
- Schools should upload the following documents under “Related Documents” in ePlan:
  - Application
  - Assurances
  - Cover Letter

# Auditing Expectations

- Charter School Activity Fund audits WILL NOT be required for the year ending 6/30/2020.
- Audits will be required for the year ending 6/30/2021.
- Cafeteria audits will continue as originally scheduled despite campus closure.
- It is critical to maintain thorough records in this area, especially if your school is responsible for any aspect of local food distribution.

# Educator Reporting

Educators must be accurately reported in TNCompass for the “Year End Experience” report

- Purpose: Educators obtain experiential credit toward their licenses for the 2019-20 year
- Formerly: LEAs entered information for charters
- New: Charters must enter information directly into TNCompass
- Refer to the TNCompass Salary Management Guide in the Resources section of TNCompass:  
<https://tncompass.org/Account/Login>
- Pre-requisite: Complete the December 1 report

# Educator Reporting Process

- Step 1 – enter a salary schedule (*TNCompass/Administration/Salary Schedules*)
- Step 2 – determine which supplements or additional salary lines to use for the year (*TNCompass/Administration/Salary Dashboard/District Supplements/Supplements*)
- Step 3 – enter educator information, such as assignment or job code, salary, additional salary pieces such as coaching etc. Any person who holds an active educator license, whether working in an instructional role or not, needs to be reported here. Anyone who is not listed will need to be “staffed” in TNCompass so their data can be entered. (*TNCompass/Administration/Salary Dashboard/December 1 Report/Assignments*)
- Step 4 – enter a headcount based on roll for all ‘non-licensed’ staff working in the school (*TNCompass/Administration/Salary Dashboard/December 1 Report/Non-Licensed Headcount*)
- Step 5 – complete the report. This step will show as locked until both steps 3 and 4 are completed. (*TNCompass/Administration/Salary Dashboard/December 1 Report/Certify December 1 Reporting*)
- Step 6 – Once the December 1 has been certified, the “Year End Experience” report will unlock. This is where the teachers should be adjusted for actual experience time for the year. This is what will show on their educator license information.
- Step 7 – certify this report just like step 5.

# Updated COVID-19 Guidance

- School and District Accountability
  - No designations, indicator scores or accountability ratings for the 2019-20 school year
  - 2018-19 designations are maintained through the 2020-21 school year
  - No TVAAS scores for districts, schools or teachers for the 2019-20 school year
  - The online School Report Card will continue to display results from the 2018-19 school year
  - *Ready Graduate* indicators for graduates from the previous school year will still be processed

# Updated COVID-19 Guidance

## ■ Special Education

- Students with disabilities must be provided with the same educational opportunities as students in the general population
- 3 phases on the path forward:
  1. Ensure access
  2. Mitigate regression
    - Summer learning options
    - Extended school year services
  3. Remediate by providing compensatory services
- Extension of IEP team meeting timelines if:
  1. The LEA has determined that using virtual technology is not a suitable way of conducting the meeting; OR
  2. Necessary information is not available due to health department recommendations limiting access.

# Updated COVID-19 Guidance

- TDOE is working on a special surprise for 2020 graduates that will be revealed next week
- High School Graduation Ceremonies
  - At discretion of local school boards & superintendents
  - Postponement is a possibility
  - Social distancing & other safety practices
  - Numerous ways to honor seniors
  - [Graduation Ceremony Guidance](#)

# Cadence of Future Communications

- Conference calls exclusively for Charter Schools & CMOs will occur on a bi-weekly basis.
- Weekly email updates will be sent to all identified representatives.
- Slide decks from the calls and Charter School FAQ documents will be continuously updated and uploaded to the department's COVID-19 web page: [TDOE Coronavirus Website](#)
- Your respective directors of schools are also invited to participate in ongoing superintendent conference calls.
- Charter leaders may direct specific questions to Judy Spencer at [Judy.Spencer@tn.gov](mailto:Judy.Spencer@tn.gov).

# Questions

- What are the most pressing issues you are dealing with?
- How can the department be a resource for you?
- What other inquiries do you have?