Important Dates for Nonpublic Schools

<table>
<thead>
<tr>
<th>School Choice Program</th>
<th>Date</th>
<th>Action, Event, or Deadline</th>
<th>Owners</th>
</tr>
</thead>
<tbody>
<tr>
<td>LSP, SCP</td>
<td>2/8/19</td>
<td>Complete Q3 Enrollment</td>
<td>School Leaders or Scholarship contacts</td>
</tr>
<tr>
<td>LSP</td>
<td>2/15/19</td>
<td>Submit Budget Form and Allocation Spreadsheet</td>
<td>School leaders or finance managers</td>
</tr>
<tr>
<td>SCP</td>
<td>3/15/19</td>
<td>Submit School Choice Program applications to FTP</td>
<td>School leaders or School Choice contacts</td>
</tr>
</tbody>
</table>

Louisiana Scholarship Program (LSP) News

New: Quarter 3 Count Closes Tomorrow

The Quarter 3 count for Scholarships schools will close Friday, February 8th. Enrollment counts are completed in SEE.

Please remember that LEADs passwords expire every 30 days and must be reset at https://password.doe.louisiana.gov.

Additionally, student absences and suspensions can be reported in SEE. The Scholarship Cohort Index includes a Progress Index that measures student growth using the value-added model. Student attendance and discipline are used in the model. If no data are reported, absolute values will be used (zero absences and zero discipline incidences) and your school's SCI may be negatively impacted. Reporting this data is optional.

Schools that do not report information before the Friday, February 8th deadline may experience a delay in their Q3 payments. If you have any questions about the Q3 count, please reach out to studentscholarships@la.gov.
New: Interests and Opportunities Review Committees

As part of its ESSA plan, Louisiana is developing an Interests and Opportunities measure to be included in the accountability system starting in 2020-2021, pending approval by BESE at their March meeting.

The Interests and Opportunities index will make up five percent of school performance scores and is intended to measure enrichment experiences in schools. Assistant Superintendent Jessica Baghian recently wrote about this work for the Thomas B. Fordham Institute.

The Department is currently seeking Louisiana educators with expertise in visual and performing arts, world language, and fitness and health education to provide feedback on draft Interests and Opportunities rubrics and scoring guides developed in partnership with local and national organizations with expertise in these areas.

Review committee participants should:

- have at least three years of experience in the enrichment content area,
- be credentialed in the content area, and
- have deep knowledge of relevant content standards.

Participants should expect to spend approximately 5-8 hours in March to read and provide feedback on the extent to which the rubrics align to Louisiana's content standards and reflect Louisiana values. Participants will attend 1-2 virtual meetings.

To volunteer for the review committees, please email jill.zimmerman@la.gov by 5:00 p.m. on March 1 with the following information:

- Name and current job title
- Enrichment area, years of experience in the content area, and any relevant credentials
- School/school system where you work

Email assessment@la.gov with questions.

Reminder: Budget to Actual - Student Scholarships for Educational Excellence Program (SSEEP) Expenditures

In October 2018, participating SSEEP schools sent in a proposed budget to LDE showing how their school anticipated using SSEEP funds. The completed budget form and allocation spreadsheet showing actual SSEEP expenditures through January 31, 2019 are due by February 15, 2019.

Submit your budget form and allocation spreadsheet (if applicable) via e-mail to staudit@la.gov.

Please make sure that you provide a complete and accurate Listing of Expenditures to the audit firms as of January 31, 2019. Once a sample is selected, you will not be able to update any listing of expenditures and allocation spreadsheets for testing purposes.

Should you have any questions, you may contact Anindya Ahmed at Anindya.Ahmed@la.gov or Satoiya Jones at Satoiya.Jones@la.gov.

Reminder: Demand and Incomplete Application Reports

The Scholarship team has sent out demand and incomplete application reports for schools located outside Orleans parish. The reports will be dropped in the FTP every other week. The report will list the amount of applications received per grade as well as information for students whose applications have not been marked as eligible in SEE. Schools should review the information and then reach out to those students with incomplete applications to bring in income and residency documentation.

If you have any questions, please reach out to studentscholarships@la.gov.

For Orleans schools, demand reports can be accessed in Salesforce. The EnrollNola team will reach out to schools with information on how to access these reports as well as guidance on how to mark applications as eligible in Salesforce.

If you have any questions, please reach out to oneapp@opsb.us.

Reminder: NSECD Students Applications for the Louisiana Scholarship Program

All NSECD students interested in taking part in the Louisiana Scholarship Program must apply for a Scholarship for kindergarten and verify their income and residency eligibility. Current NSECD students will receive priority in the application lottery, but only if they are applying for a Scholarship award at the school they currently attend and there are enough kindergarten seats to accommodate their placement. If your school has an NSECD program, please ensure enough spaces are open in kindergarten to accommodate those students and that your NSECD students are completing Louisiana Scholarship Program applications.

If you have any questions, please reach out to studentscholarships@la.gov.
Reminder: Verify Student Eligibility for New Student Applications

If a new student is applying for a Scholarship, the parent/guardian will have to prove eligibility by bringing in income and residency eligibility documents to one of the Scholarship schools listed on their application. Please verify that the student's documents meet eligibility requirements as outlined on page 5 of the Application Guide. Schools outside of Orleans are then required to log in to SEE and mark the student's eligibility by following the instructions found here.

Schools located in Orleans must either verify a student's eligibility in Salesforce or refer the family to a Family Resource Center to verify eligibility.

If a student's application is not marked as eligible, the student will not be entered in the lottery for an award. Please ensure that after parents bring in eligibility documents, a representative from the school is marking the student as eligible/ ineligible in SEE and issuing the parent a receipt.

If you have any questions, please reach out to studentscholarships@la.gov.

Reminder: 2019-20 Louisiana Scholarship Program Application Resources

The application window for families to apply to the Louisiana Scholarship Program for the 2019-20 school year opened in January for schools located outside of Orleans Parish, and will close on February 22nd. Important resources schools can use to support families as they apply can be found here:

- Scholarship Program Application Process Webinar - Please note that income requirements have been updated to reflect 2019 guidelines.
- Scholarship Application Guide - includes answers to common questions and a list of schools participating in 2019-20 by grade and parish. Please note that income requirements have been updated to reflect 2019 guidelines. The updated application guide will be available shortly at this link. You must delete your cookies in order to see the updated guide.
- Application Receipt Form - completed by the school and given to families after they provide income and residency verification documents.
- Louisiana School Finder

Schools with questions about their role in the Louisiana Scholarship Program application process should contact StudentScholarships@LA.gov.

Reminder: 2018-19 Transfers

Families that wish to transfer their Scholarship award from one school to another for the remainder of the school year may complete the attached transfer form. The school leader or Scholarship contact of the student's new school must sign off on the transfer and submit to studentscholarships@la.gov. Transfer forms must be submitted by the school—forms submitted by parents will not be accepted.

This transfer form is not for students that wish to transfer schools for the 2019-20 school year. In that case, another application should be completed at www.louisianabelieves.com/scholarship for schools located outside Orleans or www.enrollnola.org for schools located in Orleans.

Completion of the transfer form is not a guarantee that a transfer will be granted. Schools can not exceed their student enrollment caps. Families should not buy uniforms or other supplies until the Department has approved the transfer.

Please contact studentscholarships@la.gov with any questions.

Reminder: For District Testing Coordinators

General:

- The 2018-2019 Assessment Month-by-Month Checklist is located in the Assessment Library. The checklist identifies key dates and deadlines for statewide assessment programs and accountability processes for next school year, provides action steps to ensure readiness for administering statewide assessments, and recommends resources for school systems and school staff.
- All changes to DTCs or accountability contacts must be submitted to the Department using the DTC and Accountability Contact Update form found in the Assessment Library.
- The 2019-2020 Assessment Calendar is posted in the Assessment Library.
- The NAEP assessment is being administered in selected schools from January 28 through March 8.

CLEP

- The College Board is offering a series of webinars about the College Level Examination Program (CLEP). Topics include academic advising and best practices for implementing CLEP programs in high schools. Please visit the College Board website for webinar dates, titles, and registration links. For more information about credit by examination, email...
LEAP Connect

- The additional materials form is now posted in eDIRECT. The additional materials form can be used for STCs to submit orders to the DTC.
- Test Administrator numbers can now be assigned and entered in eDIRECT.
- STCs ensure that TAs, proctors, and monitors are appropriately assigned to testing groups for LEAP Connect testing.

ACT and WorkKeys

- An update to the ACT Schedule of Events on the ACT State Testing site in the "Prepare for Makeup Testing" section on page 4 was posted on December 3. All DTCs and STCs should download the updated schedule.
- February 4 - Window opens to create test sessions and assign students to test sessions for ACT online only.
- February 8 is the deadline to request reconsideration for ACT-approved accommodations and/or supports on the ACT in the ACT Test Accessibility and Accommodations System (TAA). See page 56 of the ACT Test Accessibility and Accommodations System (TAA) User Guide.
- February 13 at 1:00 p.m. - ACT Test Administration Training webinar hosted by ACT. Please register using the link prior to February 13. The link is also available on the ACT Schedule of Events.
- Now-March 8 is the window to complete the following:
  - Request late consideration of ACT-approved accommodations and/or supports on the ACT for eligible examinees in TAA using the ACT-Approved Late Consideration form in TAA. This is only for newly enrolled students having accommodation plans or newly diagnosed students. Forgetting to submit requests is not a reason for late consideration.

Assessment Administration Support and Training

The next Assessment and Accountability Office Hours call will be February 12 at 1:00 p.m. All nonpublic schools are being asked to join the 1:00pm monthly office hours call for the month of February.

- Webinar Link: https://ldoe.zoom.us/
- Webinar Phone Number: 669-900-6833
- Meeting ID#: 393463942

The Office Hours Questions and Answers document is posted in the Assessment Library. Email assessment@la.gov with questions.

Tuition Donation Credit (TDC) Program News

Reminder: For District Testing Coordinators

General:

- The 2018-2019 Assessment Month-by-Month Checklist is located in the Assessment Library. The checklist identifies key dates and deadlines for statewide assessment programs and accountability processes for next school year, provides action steps to ensure readiness for administering statewide assessments, and recommends resources for school systems and school staff.
- All changes to DTCs or accountability contacts must be submitted to the Department using the DTC and Accountability Contact Update form found in the Assessment Library.
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LEAP Connect

- The additional materials form is now posted in eDIRECT. The additional materials form can be used for STCs to submit orders to the DTC.
- Test Administrator numbers can now be assigned and entered in eDIRECT.
- STCs ensure that TAs, proctors, and monitors are appropriately assigned to testing groups for LEAP Connect testing.

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- Meeting ID#: 393463942

The Office Hours Questions and Answers document is posted in the Assessment Library. Email assessment@la.gov with questions.

Frequently Asked Questions and Contact Information

Information about the Tuition Donation Credit Program can be found in the Frequently Asked Questions and Scholarship Programs Comparison Chart. Currently, Louisiana has four School Tuition Organizations participating in the Tuition Donation Credit Program: ACE Scholarships Louisiana, Arete Scholars Louisiana, New Schools for Baton Rouge Excellence Scholarship Fund, and Son of a Saint. Schools interested in participating in the TDC program should communicate directly with one or more School Tuition Organizations.

<table>
<thead>
<tr>
<th>School Tuition Organization</th>
<th>Regional Focus</th>
<th>STO Website</th>
<th>Email</th>
<th>Phone</th>
</tr>
</thead>
<tbody>
<tr>
<td>ACE Scholarships Louisiana</td>
<td>Statewide</td>
<td><a href="http://www.acescholarships.org">www.acescholarships.org</a></td>
<td><a href="mailto:TDR@acescholarships.org">TDR@acescholarships.org</a></td>
<td>504-491-1813</td>
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<tr>
<td>Arete Scholars Louisiana</td>
<td>Statewide</td>
<td><a href="http://www.aretescholars.org">www.aretescholars.org</a></td>
<td><a href="mailto:maryhw@aretescholars.org">maryhw@aretescholars.org</a></td>
<td>225-245-3610</td>
</tr>
<tr>
<td>New Schools for Baton Rouge Excellence Scholarship Fund</td>
<td>Baton Rouge</td>
<td>newschoolsbr.org/our-approach/excellence-scholarship-fund</td>
<td><a href="mailto:brandy@newschoolsbr.org">brandy@newschoolsbr.org</a></td>
<td>225-384-0271</td>
</tr>
<tr>
<td>Son of a Saint</td>
<td>Orleans</td>
<td><a href="http://www.sonofasaint.org">www.sonofasaint.org</a></td>
<td><a href="mailto:hello@sonofasaint.org">hello@sonofasaint.org</a></td>
<td>504-561-7508</td>
</tr>
</tbody>
</table>

School Choice Program for Students with Exceptionalities (SCP)

New: Quarter 3 Count Closes Tomorrow

The Quarter 3 count for School Choice schools will close Friday, February 8th. Enrollment counts are completed in SCS. Please remember that LEADs passwords expire every 30 days and must be reset at https://password.doe.louisiana.gov.

If you have any questions or need access to SCS, please reach out to nonpublicschools@la.gov.

New: School Choice Program for Students with Exceptionalities Application Available Now

Student applications for the School Choice Program are now available. Applications are due by March 15th. Schools should upload student applications and supporting documentation to their nonpublic FTP by the March 15th deadline. Please upload each student's documents as one PDF file saved as the student's name.

If you have any questions, please refer to the FAQ or reach out to nonpublicschools@la.gov.

Reminder: Transfer Request Form Available

In order to transfer a School Choice award from one participating school to another, families and receiving schools should complete a transfer form. Please submit transfer forms to nonpublicschools@la.gov.

All Nonpublics

New: Updated School System Support Calendar

The Department has updated the 2018-2019 School System Calendar. Highlights are in yellow and include the following:
Cancellation of March Supervisor Collaborations
Date change for March and May SPED Leader monthly calls

Email districtsupport@la.gov with questions.

New: Louisiana Principal Fellowship/NISL Nomination Forms Available

The Louisiana Principal Fellowship Program partners with the National Institute for School Leaders (NISL) to offer a yearlong executive development program for school and school system leaders in all stages of their careers.

The enrollment portal for Cohort 5 (2019-2020) of the Louisiana Principal Fellowship is now open and available on the Louisiana Principal Fellowship webpage. This newly developed webpage will contain important information about the Principal Fellowship including: unit overviews, agendas, sign-in sheets, newsletters, and payment information.

Nominations are available on a first come, first served basis and should be completed no later than March 15 to ensure a spot.

Please contact teri.roberts@la.gov with questions.

New: Readiness: Training Identification Preparedness Planning (RTIPP) Course

The Department has partnered with LSU's National Center for Biomedical Research and Training/Academy of Counter Terrorist Education (LSU-NCBRT/ACE) to provide technical assistance and training to schools and local emergency officials. Ouachita Parish will be hosting the next Readiness: Training Identification Preparedness Planning (RTIPP) training course, scheduled February 14-15 from 8:00 a.m. to 3:30 p.m. in Monroe. Please note: Seating is limited.

Reminder: January BESE Meeting Summary

The Board of Elementary and Secondary Education (BESE) met on January 23 and approved a number nonpublic schools. All approved nonpublics for the 2019-20 school year can be found here.

Please email nonpublicschools@la.gov for more information.

Reminder: 2019 Louisiana ACT Leadership Summit

Please share with principals and district test coordinators.

The 2019 Louisiana ACT Leadership Summit, Preparing for What's Next in Career and College Readiness, is taking place on March 28 at the Pennington Biomedical Research Conference Center, 6400 Perkins Road, Baton Rouge, LA 70808. The event will feature breakout sessions, keynotes, and networking time focused on preparing students for success in both college and careers.

Register and find more information on the Summit webpage. Please email shirley.antolik@act.org with questions about the event.

Reminder: February Board of Regents Collection for STS

The February Board of Regents (BOR) collection for the Student Transcript System (STS) is now open. This data is important for reporting mid-year graduates and mid-year student transcripts. The Board of Regents (BOR) will begin pulling extracts of this data beginning February 15.

To assist school systems with verifying data submissions and correcting their data, validation reports and rosters will be dropped to the Data Management FTP beginning February 6. Please refer to the 2018-2019 Benchmark Calendar for other important information regarding data submission deadlines.

Please email barrett.adams@la.gov with questions.

Other Department Newsletters

To view the February 5th District Newsletter or the January 31st Nonpublic Newsletter, please visit the LDOE Newsroom.

To be added to the newsletter distribution list, please send an email to nonpublicschools@la.gov.

LDOE Contacts
John White
State Superintendent of Education

LDOE Links
LDOE Website