



June 20, 2019

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Important Dates for Nonpublic Schools

School Choice Program	Date	Action, Event, or Deadline	Owners
LSP, TDC	6/28/19	Submit LEAP 360 MOU	Testing coordinators
LSP	7/3/19	Complete Scholarship End-of-Year Survey	School leaders
All nonpublics with school changes	7/15/19	Submit SPS change form for school leader, address, or grade configuration changes	School leaders
All nonpublics that received EEF funds	7/15/19	Submit final PER	School leaders or finance managers

Louisiana Scholarship Program (LSP) News

New: Complete the Scholarship End-of-Year Survey

Yesterday, school leaders and Scholarship contacts received the annual Louisiana Scholarship Program End-of-Year survey via email. The 2018-19 End-of-Year Survey is designed to help the Office of School Improvement better understand successes and

identify the areas of improvement in our work with Scholarship schools. The feedback gathered from this survey will help the Louisiana Department of Education ensure our tools and structures adequately support the work of teachers and schools. Please complete this survey by **July 3, 2019**.

Contact StudentScholarships@LA.gov if you are a Scholarship school principal who did not receive the link in your inbox.

Reminder: Transfer Window Opened

The transfer window for the 2019-20 school year is now open. If a student wishes to transfer a Scholarship award to your school, please have the parent/guardian complete the [2019 transfer form](#). If the student is a newly awarded student, the parent must have registered at the awarded school by the May 28th deadline in order to be eligible to request a transfer.

Transfers are at the discretion of the receiving school; however, schools may not exceed new student caps (if applicable). **Schools that received an enrollment sanction for the 2019-20 school year are not eligible to accept transfer students.**

The receiving school should submit the completed transfer form to studentscholarships@la.gov. Transfer forms forwarded from parents will not be accepted.

Reminder: For District Testing Coordinators

General:

- The [2018-2019 Assessment Month-by-Month Checklist](#) is located in the [Assessment Library](#).
- All changes to secure shipping addresses, DTCs, or Accountability Contacts must be submitted to the Department using the [DTC and Accountability Contact Update](#) form found in the [Assessment Library](#).
- **June 30:** Last day to test using DRC's TSM 9.2. Schools must transition to the Central Office Services (COS) prior to testing for the 2019-2020 school year. District technology coordinators can download COS and the user guide from [eDIRECT](#). Technology coordinators can also view the Transition to Central Office presentation in the [Assessment Library](#).

LEAP 2025

- **June 17-21:** Summer high school window

LEAP 360

- **June 28:** Deadline for school systems to submit the LEAP 360 [Memorandum of Understanding \(MOU\)](#) to assessment@la.gov.

Assessment Administration Support and Training Office Hours

The next monthly Assessment and Accountability call will be July 16 at 1:00 p.m. There are not any Office Hours in June or July. Regularly scheduled Office Hours will resume in August.

- **Webinar Link:** [https://ldoe.zoom.us/ 4](https://ldoe.zoom.us/4)
- **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: Prior School Check Process Open

The Department is accepting prior school checks every two weeks on Tuesday. The next submission is due June 25th. Verified prior school checks will be returned to STOs within a week. Please upload the prior school template to your FTP and email lindsey.bush@la.gov when uploaded.

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

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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.

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

School Choice Program for Students with Exceptionalities (SCP)

Reminder: SCP Award Amounts for 2019

The School Choice Program for Students with Exceptionalities award amount is equal to 50% of MFP for the parish in which the student resides. Once MFP has been determined, DOE will email all schools with exact award amounts per parish.

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

All Nonpublics

New: 2019-2020 Sponsor Site System (SPS)

Please share with data managers.

Sponsor Site requests for the 2019-2020 school year are still being accepted. This includes closure of existing schools/sites, changes to existing schools/sites, and the addition of new schools/sites. Submit requests via the [Sponsor Site Information Form](#) by June 30 (for school closures) and July 15 (for new schools and changes to existing schools).

Please email systemsupport@la.gov with questions.

New: Complete the Department Data Systems Customer Satisfaction Survey

Please share with data managers.

A Department [Data Systems Customer Satisfaction Survey](#) is available for school system data managers involved in the submission of data to the data systems (STS). Personnel who contact the Department or eScholar staff for preparing, submitting, or correcting data are encouraged to **complete this brief survey by June 28**.

Please contact systemsupport@la.gov with questions.

New: 2020 Census Support

The 2020 Census is fast approaching and the U.S. Census Bureau is enlisting the help of schools and educators to make sure that every child is counted. This nationwide count happens every 10 years. When the children are not counted, important decisions are affected, such as how much money to spend on services and programs that help children, including:

- special education
- teacher training
- Technology
- school lunch assistance
- Head Start
- after-school programs

Responses from the census provide the basis for distributing more than \$675 billion in federal funds annually to communities across the country to support these vital programs and more.

Schools and educators can help get the word out about the importance of participating in the Census by sharing free resources from Statistics in Schools (SIS) to teach students about the value and everyday use of statistics. SIS is a U.S. Census Bureau program that uses census statistics to create classroom materials for grades pre-K through 12. Teachers and subject matter experts nationwide helped develop each SIS activity to make sure it is valuable and engaging. The SIS program includes more than 200 activities and resources that enhance learning in a variety of subjects, available on the [Census Bureau website](#).

Reminder: Summit Reminders

Please forward to all Summit participants.

The **Teacher Leader Summit** is one week away! Here are a few reminders before the big event:

1. Use the Summit app to reserve seats in sessions and build your schedule. Details are available in the [app overview](#).
2. All tickets are non-transferrable. View the [event overview](#) for details on how to request a refund.
3. Plan your travel logistics. View the [event overview](#) for details on event parking and lodging.

Email ldoeevents@la.gov with questions.

Reminder: 2019 National School Lunch Program (NSLP) Equipment Assistance Grants

Please share with child nutrition program supervisors.

USDA has awarded Louisiana \$602,468, provided by the Consolidated Appropriations Act, 2019 (Public Law 116-6), to be distributed to School Food Authorities (SFAs) participating in the NSLP to purchase equipment to serve healthier meals, improve food safety, and expand access to school meals. Priority will be given to schools where 50 percent or more of the enrolled students are eligible for free or reduced price meals and have not received equipment grant funding in 2009, 2010, 2014, 2015, 2016, 2017, or 2018.

Grant related information is [available](#). Online applications will be accessible this fall at the [Child Nutrition Programs](#) website. Please note: A School Food Service Memo will be forthcoming to inform SFAs of dates for the open application period.

Please contact helen.folks@la.gov with questions.

Reminder: Deadline for 2019-2020 Child Nutrition Program Community Eligibility Provision Election

Please share this information with child nutrition program supervisors.

Per program regulations, school systems that intend to elect Community Eligibility Provision (CEP) for the 2019-2020 school year must notify the Department, via the [Child Nutrition Program website](#), by June 30. However, since June 30 falls on a Sunday, the election deadline is **June 28**.

Please email childnutritionprograms@la.gov for more information.

Reminder: Teacher Certification Renewal Process

Reminder: Teacher Certification Renewal Process

For many teaching certificates, it is time to renew. Most certificates are renewable for calendar years. However, the following certificates are issued for a school session:

- Practitioner Licenses (1, 2, and 3)
- Extended Endorsement Licenses
- Temporary Employment Permits
- Resident Teacher Certificates
- Out-of-Field Authority to Teach

These certificates are not renewed until July 1 of each calendar year. For this reason, the Certification team will not begin processing issuance or renewal of these certificates until July 1.

Please note that any renewal applications for these certificate types submitted prior to July will be held until the July 1 date. Due to processing time, some certificates may show as lapsed or expired until they are processed by the Certification team. Once processed, they will show a retroactive start date of July 1 and no lapse of certification.

Practitioner License (PL) Renewals:

- The program provider applies for PL renewal only if the teacher is enrolled in the Practitioner Teacher Program (PTP) on a PL1.
- The employer applies for the PL renewal when the teacher candidate is enrolled in the Certification-Only Program (PL2) or the Master's Alternative Program (PL3).

As mentioned previously, these certificates are renewed after July 1 each school year.

Please email certification@la.gov with certification questions, or submit a question in our online portal at [TeachLALive!](#)

Reminder: Submit Final PER for Education Excellence Fund (EEF)

If your school or agency received a payment from the 2018-2019 Education Excellence Fund (EEF) this year, please be advised of the following important dates:

- June 30, 2019: Deadline for EEF recipients to obligate EEF funds
- July 15, 2019: Deadline for EEF recipients to submit their Final 6/30 PERs

Please note that Final PERs are used to calculate EEF allocations for the following year, so EEF recipients that do not submit a Final PER by **July 15th** may experience delays in accessing their EEF funds for 2019-2020.

An important reminder: When completing the PER, notice on the first tab (labeled Expenditure Obligation Summary) that there is a box at the bottom with a checkbox for Final Expenditure. Check that. Otherwise your PER will not be reported as Final and it will have to be corrected and re-submitted.

For assistance in preparing your Final 6/30 PER for EEF, see the Training section on the [eGMS](#) Logon page. (Tips & Reminders: Preparing the Periodic Expense Report (PER)).

Please contact tonya.johnson@la.gov with questions.

Other Department Newsletters

To view the **June 18th District Newsletter** or the **June 13th 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
877.453.2721 (toll-free)
Twitter @LouisianaSupe

LDOE Links

[LDOE Website](#)
[Contact Us](#)

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