



August 9, 2018

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## Important Dates for Nonpublic Schools

School Choice Program	Date	Action, Event, or Deadline	Owners
LSP	8/23/18	Attend Scholarship Program Kickoff Webinar	School leaders, Scholarship contacts, and Diocesan personnel
LSP	8/24/18	Submit actual 2018-19 Tuition & Fees	School leaders or finance coordinators
LSP	8/24/18	Submit registration workbooks via FTP	School leaders or Scholarship contacts
LSP	8/24/18	Submit signed assurance forms	School leaders or Scholarship contacts
All nonpublics that participate in Child Nutrition Program	9/10/18	Complete off-site <a href="#">Administrative Review Forms</a>	Child nutrition supervisors
LSP, TDC	9/10/18	Complete Assessment Development Educator Review Committee Survey	School leaders or ELA teachers

## Louisiana Scholarship Program (LSP) News

### **New: Beginning of Year Required Submissions**

Next week, the Department will send schools a link to an online survey that allows schools to input actual 2018-19 Tuition &

Next week, the Department will send schools a link to an online survey that allows schools to input actual 2018-19 Tuition & Fees. Even though schools will continue to receive tuition payments at 2017-18 levels, the Department will continue to collect actual 2018-19 tuition and fees information. The online survey will also ask schools to submit annual assurance documents required of all schools.

In the same communication, schools will receive student registration workbooks via their FTP site. These registration workbooks are Excel files that list all Scholarships students (new and returning) awarded to your school for the 2018-19 school year. This spreadsheet will be used to communicate to the Department which students have registered and enrolled and if any student information changes need to be made. Please upload completed workbook to the FTP. **Do not email the workbook as it contains personally identifiable information that should only be transmitted via the secure File Transfer Protocol.**

**More information about these required submissions will be communicated next week.** Failure to complete these action items by the August 24th deadline may result in a delayed Q1 payment.

Please reach out to [studentscholarships@la.gov](mailto:studentscholarships@la.gov) with any questions.

### **New: ACT and DCAI Data Certification Begins**

This week, accountability contacts will receive an email notification that the Louisiana Data Review System is open and ready for review of data that will be used to calculate the ACT index, the Dropout/Credit Accumulation Index (DCAI), and the new progress index. Next week, assessment data will be posted for to the system for review.

This is the final opportunity for school systems and schools to request documented changes to data before Scholarship Cohort Indices are calculated. **It is critical that Scholarship schools receiving an SCI or Proficiency Rate review this information and take action if necessary.**

It is very important that the Department have the most current contact information for accountability staff. Please submit the [Accountability Contact Information Form](#) to [assessment@la.gov](mailto:assessment@la.gov) to report any changes.

Email [assessment@la.gov](mailto:assessment@la.gov) with questions.

### **New: Foster Care Meeting Notice**

The Department will host a joint meeting with the Department of Children and Family Services (DCFS) to discuss educational stability of children in foster care. Topics will include:

- an overview of foster care system; and
- best practices for and challenges of ensuring educational stability of foster children, including those in group homes.

School system foster care staff should attend one of the following meetings.

- August 20 from 10:00 a.m. - 3:30 p.m.
  - Rapides Parish School System Media Center
  - 619 6th Street, Alexandria, LA
- August 28 from 10:00 a.m. - 3:30 p.m.
  - Jefferson Parish School System
  - 601 Manhattan Blvd, Harvey, LA

For further information, contact [melanie.mayeux@la.gov](mailto:melanie.mayeux@la.gov).

### **Reminder: Save the Date--Scholarship Program Kickoff Webinar**

The Louisiana Department of Education will be holding a webinar at 11:30am on August 23rd for all school leaders, Scholarship contacts, and Diocesan personnel who will take part in the Louisiana Scholarship Program in 2018-19. This meeting will give school leaders the opportunity to learn about assessment and accountability resources, and will review action items that must be completed at the beginning of the school year for all Scholarship schools.

A link and phone number to the conference call will be made available in subsequent newsletters.

### **Reminder: Assessment Resources**

Please share with principals and teachers.

The following assessment resources are available now or will be available soon.

Grades 3-8	ELA	Math	Science	Social Studies
Available Now	<ul style="list-style-type: none"> <li>• <a href="#">ELA Guidebooks</a></li> </ul>	<ul style="list-style-type: none"> <li>• <a href="#">Louisiana Guides to Implementing Tier I Math</a></li> </ul>	<ul style="list-style-type: none"> <li>• <a href="#">Science Scope &amp; Sequence</a></li> </ul>	<ul style="list-style-type: none"> <li>• <a href="#">Social Studies Scope &amp; Sequence and Companion</a></li> </ul>

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Email [assessment@la.gov](mailto:assessment@la.gov) with questions.

### **Reminder: 2018-19 Transfer Window Opened**

Families that wish to transfer their Scholarship award from one school to another 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](mailto:studentscholarships@la.gov). Transfer forms must be submitted by the school--forms submitted by parents will not be accepted.

Completion of the transfer form is not a guarantee that a transfer will be granted. Schools can not exceed their student enrollment caps. Additionally, newly-awarded students must have accepted their award by the May 25th deadline in order to be eligible for a transfer. Families should not buy uniforms or other supplies until the Department has approved the transfer.

Since the LDOE has received a large number of transfer requests, we appreciate schools patience as we process these requests in the order received.

### **Reminder: Important Information for District Testing Coordinators**

#### **General**

- LEAP 360, Practice Test, and State Placement Test setup and the additional materials window are available in [eDIRECT](#).
- Spanish, Arabic, and Vietnamese versions of the English Learner Checklist have been posted to the [Assessment Library](#).

#### **LEAP 2025 and LEAP Connect**

- DTCs can now manage users for LEAP 2025 and LEAP Connect for the 2018-2019 school year in [eDIRECT](#).

#### **ACT and WorkKeys**

- [Bulletin 118](#) has been updated as follows and effective starting with the 2018-2019 school year all students shall be subject to a 30-day wait period before retesting on WorkKeys assessments, during which time school systems shall provide remediation.
- WorkKeys Accommodated (paper)Tests are only for students with an IEP, IAP, or an EL plan.

[The ACT@WorkKeys@ Administration Manual for State Test](#) pages 3-8 give detailed information on assigning accommodations for WorkKeys.

- Now-August 24: Manage participation and shipping dates in PearsonAccessnext and place orders for initial test materials for accommodated WorkKeys

#### **Assessment Administration Support and Training**

Assessment and Accountability Office Hours will be held on August 14 at 1:00 p.m.

- Webinar Link: [www.ldoe.zoom.us](http://www.ldoe.zoom.us)
- Webinar Phone Number: 1 (669) 900-6833
- Meeting ID#: 393 463 942

The [2017-2018 Assessment and Accountability Monthly Calls](#) are now located in one reference document in the [Assessment Library](#).

# Tuition Donation Credit (TDC) Program News

## **New: Foster Care Meeting Notice**

The Department will host a joint meeting with the Department of Children and Family Services (DCFS) to discuss educational stability of children in foster care. Topics will include:

- an overview of foster care system; and
- best practices for and challenges of ensuring educational stability of foster children, including those in group homes.

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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	<a href="http://www.acescholarships.org">www.acescholarships.org</a>	<a href="mailto:TDR@acescholarships.org">TDR@acescholarships.org</a>	504-491-1813
Arete Scholars Louisiana	Statewide	<a href="http://www.aretescholars.org">www.aretescholars.org</a>	<a href="mailto:maryhw@aretescholars.org">maryhw@aretescholars.org</a>	225-245-3610
New Schools for Baton Rouge Excellence Scholarship Fund	Baton Rouge	<a href="http://newschoolsbr.org/our-approach/excellence-scholarship-fund">newschoolsbr.org/our-approach/excellence-scholarship-fund</a>	<a href="mailto:brandy@newschoolsbr.org">brandy@newschoolsbr.org</a>	225-384-0271

## School Choice Program for Students with Exceptionalities (SCP)

### 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](mailto:nonpublicschools@la.gov).

## All Nonpublics

### New: Completing the Nonpublic School Approval Process

All schools must submit a series of documents to the Louisiana Department of Education (LDOE) to receive BESE approval for the 2019-20 school year.

Next week, the LDOE will send a communication regarding the 2019-20 nonpublic school approval process to all schools that are BESE-approved for the 2018-19 school year. If your school leader has changed since Fall of 2018, please email [Nonpublicschools@LA.gov](mailto:Nonpublicschools@LA.gov) with the name and email address of your new school leader to ensure that they receive this communication as well as submit a [change form](#) so that we can update our systems with correct school information.

### New: Teaching Authorizations Legislative Update

[Act 634](#) of the 2018 Legislative session went into effect and requires the Department to issue teaching authorizations to substitute teachers in public schools, as well as to substitute teachers, teachers, and administrators in public charter schools and nonpublic schools in which teaching certification is not required.

As a result of this legal requirement, school systems must apply for a teaching authorization for all substitute teachers hired on or after July 1, 2018. The application for the authorization will be available on [Teach LA Live!](#) by August 15.

The Department will hold webinars after the application is released to provide additional details about the application. The invitation for the webinar will be sent directly to HR Directors.

Please contact [certification@la.gov](mailto:certification@la.gov) with questions.

### New: Support for New Criminal Background Check Requirements

The Department is working with Louisiana State Police to implement new state laws related to criminal background checks for new school employees. If your school system is not set up to submit applicants' fingerprints electronically, please contact [certification@la.gov](mailto:certification@la.gov) to assist in receiving completed background checks in a timely manner.

## **New: U.S. Senate Youth Scholarship Opportunity**

Please share with principals and school counselors.

The Louisiana Department of Education and the William Randolph Hearst Foundation are pleased to announce the launch of the 2019 United States Senate Youth Program. Two outstanding students from Louisiana will be selected to spend a week in Washington, D.C. in March of 2019, and will each receive a \$10,000 scholarship from the Hearst Foundation.

Please distribute information on the program to juniors or seniors who hold elected or appointed offices in school or community groups listed in the [national program brochure](#). The [logistics memo](#) includes application and selection procedures. For test security reasons, essay topics will only be released to school systems. High school personnel should contact [marian.johnson@la.gov](mailto:marian.johnson@la.gov) as soon as a student begins the application process and has made a request for the essay topics.

**The names of the students selected and their application portfolios must be sent to [marian.johnson@la.gov](mailto:marian.johnson@la.gov) no later October 5. Finalists will be notified by October 25.**

## **Reminder: Family Engagement Coordinator Meeting**

The Department hosted a back-to-school meeting for Family Engagement Coordinators on July 25. Below are the materials shared during this meeting.

- [2018 Family-Focused Legislation Guide\\*](#): outlining new legislation from the 2018 legislative session that impacts families
- [Family Engagement Coordinator Meeting presentation](#)
- [2018-2019 Educator Resource Guide](#) highlighting instructional priorities and resources to support educators with the start of the 2018-2019 school year
- [Back-to-School Night Presentation](#): Customizable presentation that school leaders and teachers can use to provide parents with information on 2018-2019 academic goals, standards, and assessments which help to meet ESSA parent engagement requirements
- [Parent Back-to-School Guides](#): provide families with information and resources to support learning at home for the 2018-2019 school year

\* Newly added to the [Family Support Toolbox Library](#) on August 6

## **Other Department Newsletters**

To view the **August 7th District Newsletter** or the **August 2nd Nonpublic Newsletter**, please [visit the LDOE Newsroom](#).

**To be added to the newsletter distribution list, please send an email to [nonpublicschools@la.gov](mailto: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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