

# Important News for NONPUBLIC SCHOOLS



August 16, 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 <a href="#">2018-19 Tuition &amp; Fees</a>	School leaders or finance coordinators
LSP	8/24/18	Submit registration workbooks via FTP	School leaders or Scholarship contacts
LSP	8/24/18	Submit <a href="#">signed assurance forms</a>	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
All nonpublics	9/28/18	Complete <a href="#">BESE approval</a> required submissions	School leaders

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

Yesterday, the Department sent schools [a link](#) to an online survey that allows schools to input actual 2018-19 Tuition & Fees. Even though quarterly tuition payments will be made at 2017-18 levels, the Department will continue to collect actual 2018-19 tuition and fees information. The online survey also asks schools to submit annual assurance documents required of all schools. Links for the survey and assurance documents can be found here:

- Tuition and Fees survey: <https://form.jotform.com/82004175921147>
- Educational Purposes Assurance: <http://bit.ly/2wa5zC3>
- Individual Enrichment Assurance: <http://bit.ly/2nEFR4H>

Schools also received 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.

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: Scholarship Program Back to School Webinar on Thursday, 8/23**

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.

To join this webinar, participants will be asked to join a meeting on the Zoom platform. Zoom is now the standard platform used for all LDOE webinars. All participants are encouraged to download Zoom in advance of the webinar to ensure that it works on their device on the day of the meeting.

To join the meeting on August 23 at 11:30am, use the following information:

- Meeting URL: <https://ldoe.zoom.us/j/938105948>
- Phone number: +1 646 876 9923
- Meeting ID: 938 105 948

In the event that schools experience technical difficulties, the webinar will be recorded.

## **New: Release of 2017-2018 Student Progress Rosters**

The 2017-2018 Progress Index Rosters will be available in La Data Review by next Friday, August 24. The file will provide school systems with final results for students who are eligible for inclusion in the progress index portion of the school performance score (25 percent K8; 12.5 percent High School).

The Department will also publicly release results on the progress of students for the state and school-systems after they are provided to school systems, and they will be available in the [PK-8 Performance](#) and [High School Performance](#) data libraries.

## **New: LEAP 2025 U.S. History Results Now Available**

The 2018 school system and school-level LEAP 2025 U.S. History results are now available in [eDIRECT](#). The 2018 LEAP 2025 public files available in the [High School Performance library](#) will be also updated to reflect these data.

Please send home a copy of the [Parent Guide to LEAP 2025 Results](#) with the student reports. Spanish, Arabic, and Vietnamese versions are available in the [Family Support Toolbox library](#).

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

## **Reminder: Scholarship Required Registration Forms**

All Scholarship students, new and returning, must complete the three registration forms below:

- Scholarship Program: [Receipt of Rules and Regulations Form](#)
- Scholarship Program: [Parent Acknowledgments Regarding Scholarship Funds](#)
- Scholarship Program: [Special Education Waiver](#)

Please keep these forms on file for each student. These forms should not be sent to the LDOE.

## **Reminder: 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: 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**

- Fluency tests for grades K- 7 are posted in [eDIRECT](#) under Fluency Practices in the General information tab.
- [eDIRECT Mini Trainings and One Pagers](#) are posted in the [Assessment Library](#) and [LEAP 360](#) page. Presentations, webinars, and one pagers are available for the following topics: Accessing the eDIRECT Dashboard, Setting up TSM and Devices, Managing Users, Managing Test Administrators, Managing Students/Accommodations, Managing Student Groups, Managing Test Sessions, Printing Test Tickets/Viewing Test Status, Unlocking Test Tickets, Navigating Interactive Reporting, Completing Educator Scoring, Accessing Reports, EAGLE 2.0: Accessing EAGLE, EAGLE 2.0: Creating a Test, EAGLE 2.0: Test Session/Test Status/Tickets, and Accessing K-2 Formative Tasks.
- DTCs can now manage users for LEAP 2025 and LEAP Connect for the 2018-2019 school year in [eDIRECT](#).

### **LEAP 2025**

- Teacher Access forms for grades 5 - high school are posted in [eDIRECT](#) under General Information.
- Teacher Access versions for high school practice tests are posted in [eDIRECT](#) under General Information.

### **LEAP 360**

- The updated EAGLE 2.0 User Guide is posted in [eDIRECT](#) under General Information.
- Teacher Study Guides for Diagnostics are posted in [eDIRECT](#) under Diagnostic/Interim 18-19 in General Information.
- [A Teacher's Guide to LEAP 360](#) and [A District's Guide to LEAP 360](#) have been updated to include links to trainings, sample reports, and a summary of EAGLE 2.0 items.

### **ACT and WorkKeys**

- 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.

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

Assessment and Accountability Office Hours will be held on August 21 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: Release of 2017-2018 Student Progress Rosters**

The 2017-2018 Progress Index Rosters will be available in La Data Review by next Friday, August 24. The file will provide school systems with final results for students who are eligible for inclusion in the progress index portion of the school performance score (25 percent K8; 12.5 percent High School).

The Department will also publicly release results on the progress of students for the state and school-systems after they are provided to school systems, and they will be available in the [PK-8 Performance](#) and [High School Performance](#) data libraries.

Additional details on this release will be emailed to school system leaders at the end of this week. In the meantime, please email [assessment@la.gov](mailto:assessment@la.gov) with questions.

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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: 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, teachers, and administrators in nonpublic schools in which teaching certification is not required.

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

The following webinars have been scheduled to provide guidance regarding the application process and also to answer any questions. There is a capacity limit for participants per webinar, so individuals will be requested to register by accessing the link provided with each session.

#### **August 21, 2018 at 10:00 a.m.:**

Join from PC, Mac, Linux, iOS or Android: <https://ldoe.zoom.us/j/990807311>

Or iPhone one-tap :

US: +16468769923,,990807311# or +16699006833,,990807311# Or Telephone:

Dial(for higher quality, dial a number based on your current location):

US: +1 646 876 9923 or +1 669 900 6833 or +1 408 638 0968

Meeting ID: 990 807 311

#### **August 21, 2018 at 1:00 p.m.:**

Join from PC, Mac, Linux, iOS or Android: <https://ldoe.zoom.us/j/993869712>

Or iPhone one-tap :

US: +14086380968,,993869712# or +16468769923,,993869712# Or Telephone:

Dial(for higher quality, dial a number based on your current location):

US: +1 408 638 0968 or +1 646 876 9923 or +1 669 900 6833

Meeting ID: 993 869 712

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

### **New: Training Opportunities for Tier 1 Science Curriculum**

Please share with principals and science educators.

The 4th grade Great Minds PhD science curriculum is the first science curriculum to be rated Tier 1 in the Louisiana IMR process. While only grade 4 has been completed and reviewed, 3rd and 5th grade units will be released throughout next year. Grades 3-5 educators can [register](#) to attend a one-day training session in Baton Rouge and New Orleans using the registration codes below. Teachers who attend the training will have the opportunity to access the curriculum this year. Registration is now open.

- September 25: Baton Rouge, registration code: GM2018a
- September 26: Baton Rouge, registration code: GM2018b
- September 27: New Orleans, no registration code needed

School systems can contact [margaret.goodner@greatminds.org](mailto:margaret.goodner@greatminds.org) for information regarding adoption.

### **New: Early Childhood Care and Education Commission Meeting**

Please share with early childhood supervisors and center directors.

The [Early Childhood Care and Education Commission](#), established through [Act 639](#) of the 2018 Legislative Session, has been charged with creating a vision and framework for the future of early childhood care and education in Louisiana. The Commission hosted its inaugural meeting on August 1. The [recording](#) and [presentation](#) from this meeting are now available.



For additional information about the Early Childhood Care and Education Commission, please email [earlychildhood@la.gov](mailto:earlychildhood@la.gov).

## **New: Pre-K-2 Back-to-School Parent Guide Available**

Please share with principals and early childhood teachers.

The Department released today a [Back-to-School Parent Guide for children in pre-kindergarten to 2nd grade](#). The guide explains what learning will look like in these early grades and assists families in supporting their child's learning at home.

## **New: Register for the Fall Counselor Collaborations**

Please share this information with the counselors in your school system.

Each year the Department hosts the biannual Counselor Collaborations in order to give middle and high school counselors an opportunity to meet with representatives from the Department and network with other school counselors in their region. Topics to be discussed in the fall 2018 collaboration include reminders for school testing coordinators, individual graduation plans, and policy updates. Please encourage the counselors in your school system to register in [Wisdomwhere](#) for one of the collaboration events listed below.

- [October 16 at University View Academy](#), 9:00 a.m.-12:00 p.m.
- [October 17 at St. Charles Professional Learning Center](#), 9:00 a.m.-12:00 p.m.
- [October 18 at Acadia Parish Educational Center](#), 9:00 a.m.-12:00 p.m.
- [October 29 at Bossier Instructional Center](#), 8:00 a.m.-11:00 a.m.
- [October 29 at Monroe City School Board](#), 1:00 p.m.-4:00 p.m.
- [October 30 at Avoyelles Parish Media Center](#), 9:00 a.m.-12:00 p.m.

Please email [leslie.gilliland@la.gov](mailto:leslie.gilliland@la.gov) if you have questions about these events.

## **Reminder: 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.

The LDOE has sent 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.

The LDOE has created an [online survey](#) to collect all required documentation. Schools will no longer need to log in to the FTP to complete the NPS approval process. Completing this only survey is expected to take 10-15 minutes.

After reviewing the [attached checklist](#), access the [online survey](#) and submit your school's documents.

## **Reminder: 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 than October 5. Finalists will be notified by October 25.**

If you need further assistance, please contact [marian.johnson@la.gov](mailto:marian.johnson@la.gov).

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## **Other Department Newsletters**

To view the **August 14th District Newsletter** or the **August 9th 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](#)

*STAY CONNECTED*

