

# Important News for NONPUBLIC SCHOOLS



August 23, 2018

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## Important Dates for Nonpublic Schools

School Choice Program	Date	Action, Event, or Deadline	Owners
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

## Louisiana Scholarship Program (LSP) News

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

Last week, the Department sent schools [a link](#) to an online survey that allows schools to input actual 2018-19 Tuition &

Last week, 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 Resources**

Today, the Louisiana Department of Education hosted a webinar for all school leaders, Scholarship contacts, and Diocesan personnel who are in the Louisiana Scholarship Program for the 2018-19 school year. This meeting gave school leaders the opportunity to learn about assessment and accountability resources and reviewed action items that must be completed at the beginning of the school year for all Scholarship schools. The presentation as well as resources mentioned in the call can be found below.

[Presentation Slides](#)  
[Scholarship Participation Guide](#)  
[2019-20 NPS Approval Survey](#)  
[Assessment Library](#)

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

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

The 2017-2018 Progress Index Rosters are now available in [La Data Review](#). The file provides school systems with results for students who are eligible for inclusion in the progress index portion of the school performance score (25 percent K-8; 12.5 percent high school).

The Department has also provided school system and school-level progress summary files, via the FTP, that were shared as part of the public release. The file name is *2018 LEAP 2025 Progress Summary*.

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

## **Reminder: 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: 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.
- Last week, BESE also approved a [revision](#) to the state placement test policy for out-of-state, nonpublic, and home study students enrolling in grades 5 or 9. These students are still required to take the state placement test, but passing with Basic or above is no longer required. School systems should use a preponderance of evidence to determine promotion or retention.
- The updated [Assessment Calendar](#) is in the [Assessment Library](#). Updates include AP and CLEP dates, national and international assessment, and a date corrections for WorkKeys.

### **LEAP 2025**

- LEAP 2025 US History test results are available in eDIRECT. Schools should send home a copy of the [Parent Guide to LEAP 2025 Results](#) with the student reports. Spanish, Arabic, and Vietnamese versions are also posted in the [Assessment Library](#).
- 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.
- New Social Studies, ELA, and mathematics items have been added to EAGLE. Information about new items is located in the Appendix of [A Teacher's Guide to LEAP 360](#).

### **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 28 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#: 393463942

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## **Tuition Donation Credit (TDC) Program News**

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

## 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: Registration for September Supervisor and Teacher Leader Collaborations

Registration for the September [Supervisor](#) and [Teacher Leader](#) Collaborations opened on August 17 in Wisdomwhere and will close September 6.

- Supervisors can [register](#) for the event using the key code **SUPC2018**.
- Teacher Leaders should [register](#) directly in Wisdomwhere.

This year, each collaboration will begin with a general session that will frame the Department's priorities for the 2018-2019 school year. Sessions will be focused on two areas: supporting the implementation of School System Redesign Plans for 2018-2019 and planning for 2019-2020 to support early childhood, curriculum and instruction, special education, assessments and accountability, workforce, and high school opportunities.

The Collaborations will be offered on the following dates and locations:

- September 10: Claiborne Building, 1201 North Third St, Baton Rouge
- September 13: Jefferson Parish School Board Building, 501 Manhattan Blvd., Harvey
- September 17: Claiborne Building, 1201 North Third St, Baton Rouge
- September 18: Trinity United Methodist Church, 1000 Woodward Avenue, Ruston

The Supervisor Collaboration sessions run from 8:00 a.m.-12:00 p.m, and the Teacher Leader Collaboration sessions run from 12:00 p.m.-4:00 p.m. at each event. Additional details, including session information, are available in the [Supervisor](#) and [Teacher Leader](#) overview documents.

Please contact [districtsupport@la.gov](mailto:districtsupport@la.gov) if you have any questions regarding these events.

### **New: Quest for Success Course**

Please share with Career and Technical Education (CTE) supervisors and school leadership.

The Department is excited to announce the launch of a new course, [Quest for Success](#) - an innovative, new, high school-level, career exploration course being piloted this fall. The new course will help students to:

- develop essential 21st century workforce skills - the ability to communicate, collaborate, and lead;
- explore new and exciting careers and industry sectors; and
- learn about themselves and their interests to successfully navigate high school, postsecondary education, and career pathways.

The course will eventually replace the current Journey to Careers course, and was written by leading educators from across the state as part of the [Louisiana Educator Voice Fellowship](#), a partnership between the Department and [America Achieves](#), a national non-profit organization.

This fall, the course will be piloted by teachers who received Quest for Success training at Jump Start Super Summer Institute. Any school system interested in administering this course during the 2019-2020 school year should reach out to [tedrick.holmes@la.gov](mailto:tedrick.holmes@la.gov) for additional information.

### **New: Monthly Data Coordinator Webinar**

The Department will hold its monthly webinar for data coordinators and data managers of eScholar and STS on September 6 at 1:00 p.m. Topics will include 2018-2019 data submissions, upcoming deadlines, system enhancements, other updates and best practices.

- Meeting Date and Time: September 6 at 1:00 p.m.
- Webinar Link: <https://ldoe.zoom.us/j/976397929>

Please email [systemsupport@la.gov](mailto:systemsupport@la.gov) with questions.

### **New: August BESE Meeting Summary**

The Board of Elementary and Secondary Education (BESE) met on August 15 and approved a number of bulletin revisions and recommendations. A [summary](#) of the approvals that directly impact the activities of school systems is now available.

Please email [ryan.n.gremillion@la.gov](mailto:ryan.n.gremillion@la.gov) for more information.

### **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 online survey is expected to take 10-15 minutes. This survey and required

complete the NPS approval process. Completing this only survey is expected to take 10-15 minutes. This survey and required submissions are due by **September 28th**.

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

### **Reminder: 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.

### **Reminder: 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).

### **Reminder: 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.

### **Reminder: 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.

## Other Department Newsletters

To view the **August 21st District Newsletter** or the **August 16th 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 [@LouisianaSupte](#)

### LDOE Links

[LDOE Website](#)  
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STAY CONNECTED

