



September 12, 2019

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Important Dates for Nonpublic Schools

School Choice Program	Date	Action, Event, or Deadline	Owners
LSP and TDC accountability contacts	9/13/19	Submit contact information for accountability contacts to the Louisiana School System Contact Form	School leaders or accountability contacts
All nonpublics	9/27/19	Submit BESE approval application for 2020-21 school year	School leaders
All nonpublics	10/1/19	Complete the Information Form for Student of the Year	School leaders or counselors
All nonpublics	10/15/19	Submit NPS annual data submission	School leaders

Louisiana Scholarship Program (LSP) News

Reminder: Updated 2019-2020 Educator Resource Guide

The [2019-2020 Educator Resource Guide](#) has been updated to include:

- [2019-2020 LEAP 2025 Assessment Guides](#)
- [2019 Understanding Student Progress Webinar](#)

Additional edits to the guide will be posted on October 1.

Email ldoecommunicaitons@la.gov with questions.

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 School and District Testing Coordinators

General:

- Data certification opening announcements are only sent to accountability contacts who are on file with the Department. Please "create a new contact" for all contacts in the [Louisiana School System Contact Form](#). **Only contacts added to this form will receive communications from the Department beginning September 13.** Reach out to Assessment@LA.gov with questions.
- 2019-2020 LEAP 360 assessment administrations are now live in [eDIRECT](#). DTCs should ensure all users have the appropriate permissions for the new administrations.
- DTCs should ensure that Central Office is installed prior to testing during the 2019-2020 school year. Testing, including the State Placement Test and LEAP 360, cannot begin in the 2019-2020 school year until this is completed.
- DTCs should use the State Placement Test to administer placement tests for the upcoming school year for any student enrolling into grades 5 or 9 into a Louisiana public or charter school from out of state, non-public, or home school. For additional information, please reference the [State Placement Test Overview](#), located in the [Assessment Library](#).
- The [Parent Guide to the State Placement Test](#) is located in the [Assessment Library](#).

LEAP 360

- The 2019-2020 Diagnostic and Interim Quick Start Guides are now available in the [Assessment](#) and [LEAP 360](#) libraries.
- Diagnostic accommodated materials and teacher study guides are available in [eDIRECT](#).

LEAP 2025

- Practice test accommodated materials and teacher study guides are available in [eDIRECT](#).
- 2019-2020 Assessment Guides are now available in the [Assessment Guidance Library](#).

ACT and WorkKeys

- Now-September 20: Order additional accommodations and/or support materials in [PANext](#) for the initial WorkKeys testing window, October 1-15, as needed.
- Week of September 9 or September 16: Receive WorkKeys accommodated test materials based on the delivery window chosen in [PANext](#).
- Resources can be found on the [ACT State Testing](#) site or by contacting the WorkKeys helpdesk at 800-967-5539.
- ACT is providing Louisiana schools with an opportunity to upload the names of students taking accommodated WorkKeys paper tests into PearsonAccess^{Next}. This upload will allow ACT to print barcode labels for students who are administered this form of ACT. Printing and affixing barcode labels to student answer documents will ensure more accurate reporting of student demographic data. While this step is not required, the Department strongly recommends it.
- Schools must manage participation and order WorkKeys accommodated test materials for the fall accommodated testing window, October 1-15.
- School systems must verify the shipping address is correct and make necessary changes if needed.

Assessment Administration Support and Training Office Hours

The next **Assessment and Accountability Office Hours** will be September 17 at 1:00 p.m.

- **Webinar Link:** <https://ldoe.zoom.us/j/202189164>
- **Webinar Phone Number:** 646-876-9923
- **Meeting ID#:** 202 189 164

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

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LEAP 2025

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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 three School Tuition Organizations participating in the Tuition Donation Credit Program: ACE Scholarships Louisiana, Arete Scholars Louisiana, 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
Son of a Saint	Orleans	www.sonofasaint.org	hello@sonofasaint.org	504-561-7508

School Choice Program for Students with Exceptionalities (SCP)

Reminder: Transfer Window Opened

The transfer window for the 2019-20 school year is now open. If a student wishes to transfer a School Choice award to your

If the transfer applicant for the 2019-2020 school year is a parent or guardian wishing to transfer a student child to your school, please have the parent/guardian complete the [2019 transfer form](#).

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

All Nonpublics

New: 2019-2020 Education Excellence Fund (EEF) Application

In an effort to prepare you for the upcoming release of the 2019-2020 Education Excellence Fund (EEF) application, LDOE Grants Management staff will host two (2) Zoom meeting on Thursday, September 19, 2019. There will be a 9:30am session and a session at 3:00pm.

Please see information to gain access to participate in either session:

Join EEF Zoom Meeting at 9:30am

<https://ldoe.zoom.us/j/141116455>

Meeting ID: 141 116 455

Dial In:

+1 646 876 9923

+1 669 900 6833

+1 408 638 0968

Join EEF Zoom Meeting at 3:00pm

<https://ldoe.zoom.us/j/875104269>

Meeting ID: 875 104 269

Dial in:

+1 646 876 9923

+1 408 638 0968

+1 669 900 6833

For additional information or further assistance please contact the LDOE.GrantsHelpdesk@la.gov.

New: Federal Grant Opportunity

The goals of this initiative are to support projects that strengthen the ability of **small and/or rural libraries** and archives to serve their communities and to build grantee capacity through participation in a community of practice. This initiative invites applications that focus on transforming K-12 school library practice, community memory, or digital inclusion and are clearly linked to an individual institution's broader community needs.

The closing date of this grant is December 2, 2019. Use the link below to access grant information: [Click here to view the grant posting and application materials](#).

For additional information or further assistance please contact julia.desimone@la.gov

New: Updated School System Planning Calendar

The [2019-2020 School System Support Calendar](#) has been updated to include the following changes that are highlighted in yellow within the calendar.

- 2020 Teacher Leader Summit
- 2019 Accountability Commission Meetings
- November ECCE Commission Meeting

Please email districtsupport@la.gov with questions.

New: Registration for Fall Counselor Institutes

Please share with middle and high school counselors.

Registration is now open for the Fall 2019 Counselor Institutes. Formerly known as Counselor Collaborations, these events provide school counselors with important updates from the Department, and is an excellent opportunity to meet colleagues from schools across the region.

To register, please click on one of the dates below.

Date and Time	Location
October 15 from 9:00 a.m. to 12:00 p.m.	Bossier Instructional Center 2719 Airline Dr., Bossier
October 16 from 9:00 a.m. to 12:00 p.m.	Monroe City School Board 206 Tower Dr., Monroe
October 17 from 9:00 a.m. to 12:00 p.m.	Allen Parish School Board (location change) 1111 West 7 th Ave., Oberlin

Southern Region Contact lee.smith@la.gov	
Date and Time	Location
October 22 from 9:00 a.m. to 12:00 p.m.	Acadia Parish Education Center 2402 N. Parkerson Ave., Crowley
October 23 from 9:00 a.m. to 12:00 p.m.	Jefferson Parish Public School System Administration Building 501 Manhattan Blvd., Harvey
October 24 from 9:00 a.m. to 12:00 p.m.	East Baton Rouge Parish School System (location change) Professional Development Center, Building C 3000 N. Sherwood Forest Blvd., Baton Rouge

Please email leslie.gilliland@la.gov with questions about these events.

New: Quest for Success Teacher Training

Please share with career and technical education (CTE) supervisors and administrators.

Quest for Success is an innovative, new, high school-level, career exploration course designed to prepare all Louisiana graduates for career and life success. Individuals who haven't attended the two-day Quest for Success training and seeking to teach the Quest for Success course should attend one of the upcoming training events.

Registration is currently open for the training in [Baton Rouge](#) on September 16-17 and in [Opelousas](#) on September 25-26. The trainings will occur from 8:00 a.m. to 4:00 p.m. each day.

Registration is also open for additional sessions in [Mansfield](#) on October 22-23 and [Chalmette](#) on November 4-5 over two days from 8:00 a.m. to 4:00 p.m. each day.

Please contact teddrick.holmes@la.gov with questions.

New: 2019 USDA Farm to School Census

All school systems participating in the National School Lunch Program will be contacted by Abt Associates, Inc. during the second week in September, regarding the [2019 USDA Farm to School Census](#). The census should be completed by all school systems no later than November 29, including those who do not currently participate in any Farm to School activities.

Please contact melissa.campbell@la.gov with questions.

New: Student of the Year Participation Forms

Please share with Student of the Year Coordinators.

As a reminder, school systems are encouraged to participate in the 2020 Student of the Year program by following the steps listed below.

1. Complete the [Information Form](#) and email it to marian.johnson@la.gov by **October 1**. This information will enable the Department to determine zone and regional sites and to communicate directly with coordinators on upcoming events and activities related to this program.
2. Make the [logistics memo](#) available to the parents of students eligible to participate in the program.

The Student of the Year Webinar explaining the revisions is available on the Department's [website](#), or coordinators can view the [written guidelines](#) for the program and current [logistics memo](#) for 2020.

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

New: U.S. Senate Youth Program and Scholarship

Please share with high school principals and counselors.

Through the collaboration of the Department and the [William Randolph Hearst Foundation](#), our state delegate selection process for the 2020 United States Senate Youth Program has been initiated. Two outstanding students from Louisiana will be selected to spend a week in Washington, D.C. in March of 2020 and will each receive a \$10,000 scholarship from the Hearst Foundation. The Department requests your assistance in selecting these students.

Please distribute to juniors or seniors who hold elected or appointed offices in school or community groups listed in the [national program brochure](#) and the [logistics memo](#) which includes the application and selection procedures. Please ensure students understand the rules and regulations governing this competition. For test security reasons, the test secure essay topics will only be released to school systems and will not be available on the Department's website. High school personnel should contact marian.johnson@la.gov as soon as a student request is made for the essay topics.

The names of the students selected and their application portfolios must be received at the email address below **no later than October 1**. Finalists will be notified by October 21.

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

Reminder: Complete the Nonpublic School Approval Survey and Scholarship Notice of Intent

All schools must submit a series of documents to the Louisiana Department of Education (LDOE) to receive BESE approval for the 2020-21 school year. To identify which documents your school must submit, please review the [NPS Approval Checklist](#) and collect the relevant documents. BESE typically approves schools for the subsequent school year at its December meeting.

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 survey is expected to take 10-15 minutes. This submission is due by **September 27th**.

Please email nonpublicschools@la.gov with any questions.

Reminder: Complete the Nonpublic School Annual Data Submission

All BESE-approved nonpublic schools are required to submit the Nonpublic School Annual Data Submission in the [NPS data system](#). This submission (previously called the "annual report") requires schools to submit basic enrollment and school information, and is submitted electronically using the data system known as LEADS. Submissions must be completed by **October 15, 2019**.

If your school serves SPED students, please see the [attached screenshots](#) for information on how to enter Special Education student data.

If you need NPS access, please complete [this form](#).

Please email nonpublicschools@la.gov with any questions.

Reminder: Flu Facts and the Dangers of HPV

On behalf of the Louisiana Office of Public Health Immunization program, the Department is requesting that schools share the [Flu Facts](#) and [HPV Facts](#) sheets with families. Both documents contain information regarding the dangers of the flu and HPV, how students, parents, and school staff can practice prevention, and the importance of vaccination.

Other Department Newsletters

To view the **September 10th District Newsletter** or the **September 5th 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](#)

STAY CONNECTED

