

Important News for NONPUBLIC SCHOOLS



September 20, 2018

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Important Dates for Nonpublic Schools

School Choice Program	Date	Action, Event, or Deadline	Owners
All nonpublics	9/28/18	Complete BESE approval required submissions	School leaders
TDC	10/1/18	Upload Q1 enrollment to FTP	STOs
All nonpublics	10/12/18	Complete annual data submission in NPS	School leaders

Louisiana Scholarship Program (LSP) News

New: Updated ELPT and LEAP Connect Parent Guides

Please share with family engagement coordinators and school test coordinators.

The Parent Guides for the [ELPT](#) and [LEAP Connect](#) assessments have been updated to reflect test information for the 2018-2019 school year. Please share these guides with families to help them better understand these assessments and better support their child's preparation.

Both parent guides are available in the [Family Support Toolbox library](#) along with the Parent Guides to the LEAP 2025 tests.

Translated versions will be available later this month.

Email assessment@la.gov with questions.

New: Data Reminders for Accountability Contacts

Data Certification: On August 9, the Louisiana Data Certification online system opened to allow schools and school systems an opportunity to review data used in school and school system performance scores.

- Data certification is closed for new submissions but open for reviews and responses.
- The online system also provides the following files that should be downloaded before the system closes for all activities on September 28:
 - Assessment Roster
 - ACT Roster
 - DCAI Roster
 - K8 and HS Progress Point Rosters
 - VAM Exclusion Roster
 - Output file that captures all requests, correspondence and Department decisions

Files available on secure ftp

- Three new files are now available for school systems:
 - LEAP 2025 High School Growth Target Rosters: new growth targets for 2018-2019
 - LEAP 2025 K8 Subgroup Summary: achievement level percentages by subgroup
 - LEAP 2025 HS Subgroup Summary: achievement level percentages by subgroup

Email assessment@la.gov with questions.

Reminder: BESE Approval and Nonpublic School Annual Data Submission

All Scholarship schools must complete the Nonpublic School BESE Approval Process (online form) and the Nonpublic School Annual Data Submission (LEADS) to participate in the Scholarship Program. For more information on these required action items, see the "All Nonpublics" section of this newsletter.

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. 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. Families should not buy uniforms or other supplies until the Department has approved the transfer.

Please contact studentscholarships@la.gov with any questions.

Reminder: Important Information for District Testing Coordinators

General

- All changes to district test coordinators (DTCs) or accountability contacts must be submitted to the Department using the [DTC and Accountability Contact Update form](#) found in the [Assessment Library](#).
- 2017-2018 assessment results have been posted to LIQ. District level users requiring access should contact their local security coordinator. Directions for access are [available](#).

LEAP 2025

- High school practice tests are now available for student access in INSIGHT.
- Grades 3-8 practice tests are now available for teacher access. Usernames and passwords are located in the [Practice Test Quick Start Guide](#).

LEAP 360

- The Diagnostic Teacher Study Guides have been updated to include passages from the writing session and are now available in [eDIRECT](#) under Documents in General Information.

LEAP Connect:

- An updated Parent Guide to [LEAP Connect](#) is now available in the [Family Support Toolbox library](#).

ACT and WorkKeys

- August 30-September 25 - Place additional orders for initial test materials
 - This is only for schools that placed initial orders and need additional materials

- To view the quantities of materials that will be in your initial shipment, follow instructions for "How to Order Materials" in the [PearsonAccessnext User Guide for ACT WorkKeys](#).
- September 17- School systems will have access to WorkKeys realms to begin test setup.
- September 20, 9:00 a.m. - Register for [ACT WorkKeys Groups and Batch Load Training](#) offered weekly. The link provided lists all current available dates and times.
- The September DTC call deck is available in the [Assessment Library](#) under the Webinar Slide Decks section. Please download and distribute this deck to all school system and school personnel involved in the administration of WorkKeys. The deck contains important information about policy changes to [Bulletin 118](#) regarding WorkKeys which are in effect beginning in the 2018-2019 school year.

Assessment Administration Support and Training

The Assessment and Accountability Office Hours will be held on September 25 at 1:00 p.m.

- Webinar Date and Time: September 25 at 1:00 p.m.
- Webinar Link: <https://ldoe.zoom.us/>
- Webinar Phone Number: 669-900-6833
- Meeting ID#: 393463942

The [Office Hours Questions and Answers](#) document is posted in the [Assessment Library](#).

Tuition Donation Credit (TDC) Program News

New: Updated LEAP Connect Parent Guides

Please share with family engagement coordinators and school test coordinators.

The Parent Guides for the [LEAP Connect](#) assessment have been updated to reflect test information for the 2018-2019 school year. Please share these guides with families to help them better understand these assessments and better support their child's preparation.

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Reminder: BESE Approval and Nonpublic School Annual Data Submission

All Scholarship schools must complete the Nonpublic School BESE Approval Process (online form) and the Nonpublic School Annual Data Submission (LEADS) to participate in the Tuition Donation Credit Program. For more information on these required action items, see the "All Nonpublics" section of this newsletter.

Reminder: Q1 Count for STOs Due at End of Month

All STO's must upload the Q1 enrollment spreadsheets to the FTP by 10/1. The report should also include all students' LASIDs.

[This spreadsheet](#) is to be completed by the Student Tuition Organizations, not individual schools.

If you have any questions, please reach out to Lindsey Bush at 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

School Choice Program for Students with Exceptionalities (SCP)

Reminder: BESE Approval and Nonpublic School Annual Data Submission

All Scholarship schools must complete the Nonpublic School BESE Approval Process (online form) and the Nonpublic School Annual Data Submission (LEADS) to participate in the School Choice Program. For more information on these required action items, see the "All Nonpublics" section of this newsletter.

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.

All Nonpublics

New: September Supervisor Collaborations Review

The September Supervisor Collaboration events provided supervisors across Louisiana with high-quality tools, resources, and professional development to help them effectively lead in 2018-2019 and plan for 2019-2020. September Supervisor Collaboration presentations and materials are available in the [School System Support Library](#).

General

- Using the Curriculum Implementation Observation Tools: Participants explored the recently released ELA and Mathematics Observation Tools to be used by the Department during the Early Phase of Redesign/SRCL grant implementation.
- K-2 Pilot Tools: Participants examined the 4 pilot tools and how they will be utilized to evaluate children's classroom experience and mastery of standards and explored how data and feedback from the pilots will help inform K-2 policy anticipated to be in effect statewide in 2019-2020.

Social Studies

- [Social Studies Companion Documents](#): This session provided an overview of the Social Studies Companion Documents, as well as guidance on how educators should use these documents to increase the effectiveness of Social Studies instruction. The Social Studies Companion Documents prioritize the content to be taught for each standard and are aligned with the LEAP 2025 assessment.

Science

- LEAP 2025 Science: Participants learned how the new LEAP 2025 science assessments and resources support the instructional shifts inherent in the Louisiana Student Standards for Science.

Students with Disabilities

- Implementation of TS GOLD for OSEP Assessment: To support the transition from AEPS to TS GOLD for the assessment of students with disabilities age 3-5, this session focused on site administration of the TS GOLD OSEP site. Recommendations were provided to help teachers and service providers manage their assessment caseloads and to collaborate effectively to ensure timely and accurate assessment.
- Making Assistive Technology Heroes: Accessing Mathematics Standards with AT: The session demonstrated how to incorporate assistive technology tools and equipment into Tier I Mathematics curriculum to support the learning needs of students with significant disabilities.
- Students with Significant Disabilities Eligibility and Instructional Supports: Participants learned about proper eligibility of students taking the alternative assessment. This session provided clarity on state guidelines, the required documentation in SER, and the instructional supports provided to ensure high quality instruction for these students.

Email districtsupport@la.gov with questions about any of these sessions.

New: Internet Safety Flyer Now Available in Multiple Languages

Please share with family engagement coordinators. [Act 369](#) of the 2018 Regular Session requires school systems to provide parents with information relative to Internet safety. The Department has developed a [flyer](#) for families highlighting this important information including the dangers of Internet pornography and cyberbullying. The flyer is available in [English](#), [Spanish](#), [Arabic](#), and [Vietnamese](#) and can be found in the [Family Support Toolbox Library](#).

New: OpenSciEd Training

Please share with middle school science teachers.

The Department is helping educators transition to the [Louisiana Student Standards for Science](#) (LSSS) in the 2018-2019 school year by offering middle school science teachers the opportunity to receive training on and pilot high-quality units by OpenSciEd, a project that is building out a full middle school curriculum. Middle school educators can register for the pilot and the four-day professional development using the links below. Registration is currently open.

Date	Vendor	Cost	Registration Information
October 6-7 and 13-14	Louisiana Tech	\$500	Registration Link
October 12-13 and 26-27	LSU Cain Center	\$200	Registration Link

November 3-4 and 10-11	Louisiana Tech	\$500	Registration Link
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Email classroomsupporttoolbox@la.gov with questions.

New: USDA 2018 National School Lunch Program Equipment Grants

Please share with child nutrition supervisors.

The consolidated Appropriations Act of 2018 has awarded Louisiana \$558,152 to be distributed to School Food Authorities (SFA's) participating in the National School Lunch Program to purchase equipment to serve healthier meals, improve food safety, and expand access to school meals. Priority will be given to schools in which 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, or 2017.

Grant related information is located in the [Equipment Assistance Grants for School Food Authorities](#) memo. Online applications will be accessible at the [Child Nutrition Programs](#) website. A School Food Service Memo will be forthcoming to inform SFA's of the open application period.

For further information about the grant, please contact helen.folks@la.gov.

New: Louisiana Farm to School Conference

The 2018 Louisiana Farm to School Conference will be held October 10 at the Pennington Biomedical Research Center. The conference brings together farmers, food distributors, school administrators, school nutrition program staff, teachers, and parents in the interest of Louisiana agriculture, school gardens, and healthy school meals. All stakeholders are invited to attend and take advantage of the educational and networking opportunities. Please see the [event flyer](#) for additional information, including registration.

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

Reminder: Complete Annual Data Submission in NPS

All BESE-approved nonpublic schools are required to submit the Nonpublic School Annual Data Submission in the [NPS](#) data system. The Nonpublic School Annual Data 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.

Schools must complete the Nonpublic School Annual Data Submission in the LEADS portal in order to receive BESE approval for the 2019-20 school year. Failure to complete this action item by the October 12th deadline may impact a school from receiving district, state, or federal funding allocated to nonpublic schools.

If you have any questions about this process, please reach out to NonPublicSchools@LA.gov.

Reminder: Completing the Nonpublic School Approval Process

All schools received a reminder email this week about the BESE approval process for the 2019-20 school year. This process is different from the NPS Annual Data Submission process, and does not involve the FTP. If your school leader has changed since Fall of 2018, please email 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 for BESE approval. 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. 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. Schools with questions about completing the online survey can also review [this help video](#).

Reminder: Join the 2018-2019 Individual Graduation Plan Webinar

Please share with professional school counselors.

The Department is hosting a webinar to support professional school counselors with the Individual Graduation Plan (IGP) and diploma pathway selection process. Participants will review the Guidance for Individual Graduation Plans and Diploma Pathway Selection document that was developed to assist middle and high school counselors in the annual development and review of the IGP. The webinar will be offered twice.

- Webinar date and time: September 25 at 9:30 a.m.
- Webinar link: <https://ldoe.zoom.us/j/421677509>
- Meeting ID#: 421677509

- Phone #: 669-900-6833
- Webinar date and time: September 26 at 3:30 p.m.
- Webinar link: <https://ldoe.zoom.us/j/923660733>
- Meeting ID#: 923660733
- Phone #: 669-900-6833

Please email leslie.gilliland@la.gov for assistance.

Reminder: Jump Start Pathway Updates

Please share with CTE supervisors, school counselors, principals, and teachers.

The Department has released a set of updates to [Jump Start Pathways for 2018-2019](#). The updates provide links to new pathways, course titles, credential updates, fact sheet updates, and new resources related to Jump Start.

For more information, please email jumpstart@la.gov.

Reminder: Financial Aid Event Planning

Please share with staff responsible for financial aid planning at your school.

The [FAFSA](#) for the 2019-2020 school year opens on October 1, and many school systems have already started planning around that date. Schools and school systems should email ldefinancialaid@la.gov to have their financial aid events added to the [Regional Calendar of Events](#) on the the Department's [Financial Aid webpage](#).

The Department, the [Louisiana Office of Student Financial Assistance \(LOSFA\)](#), and the [Louisiana Education Loan Authority \(LELA\)](#) are available to lend support with any financial aid event planning. Please email ldefinancialaid@la.gov with general financial aid questions, breanna.paul@la.gov for FAFSA related questions, or carmichael@lpfa.com regarding LELA.

Reminder: Advanced Placement (AP) Updates

Please share with AP coordinators, instructional leaders, and teachers.

Resources: College Board is offering a webinar on October 17 at 1:00 p.m. on new AP program resources. [Registration](#) is now open.

Data and Reports: All data related to AP student exam performance including AP Instructional Planning Reports are now [available](#). For assistance with account access, please contact the AP program directly at 877-274-6474.

Please email raphael.curtis@la.gov with questions.

Other Department Newsletters

To view the **September 18th District Newsletter** or the **September 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](#)

STAY CONNECTED



