

# Important News for NONPUBLIC SCHOOLS



January 23, 2020

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## Important Dates for Nonpublic Schools

School Choice Program	Date	Action, Event, or Deadline	Owners
LSP	1/31/20	Collect eligibility documents for new student applications	Scholarship contacts
SCP	1/31/20	Submit Notice of Intent to Participate and supporting documentation	School leaders
LSP	2/7/20	Mark new student's eligibility in SEE/School Force	Scholarship contacts
All nonpublic high schools	2/7/20	Submit designs for 2020 Teacher Leader Summit T-shirt contest	School leaders
All nonpublic high schools	3/6/20	<a href="#">Order</a> diplomas for 2019-20 graduates	School leaders
All nonpublic high schools	4/1/20	Submit nominations for the through the <a href="#">Principal Fellowship Cohort</a>	School leaders

## Louisiana Scholarship Program (LSP) News

### **New: Demand Reports Available via FTP on Friday, 1/24**

Tomorrow, updated demand reports will be placed in the FTP of all schools located outside of Orleans Parish and accepting new Scholarship students in 2020-21. All schools located outside of Orleans Parish should sign in to the FTP to review these demand reports.

The FTP can be accessed here: <https://sftp.doe.louisiana.gov/thinclient/>. The login is your school's site code @nonpublic. For example, a school with the site code ABC001 would login using ABC001@nonpublic. Please note that if you do not have a demand report in your FTP it is because we have not received any applications for your site.

Schools located within Orleans Parish should receive an email from EnrollNOLA with demand report information. If you have not seen this information, please contact [Enrollment\\_support@nolapublicschools.com](mailto:Enrollment_support@nolapublicschools.com).

Included with the demand reports is also a list of incomplete applications for your site. This list would include any students that have completed an application but have not been marked as eligible in SEE. We encourage schools to reach out to the families and have them bring in their eligibility documentation before the application deadline of 1/31.

### **Reminder: Verify Student Eligibility for New Student Applications**

If a new student is applying for a Scholarship, the parent/guardian will have to prove eligibility by bringing in income and residency eligibility documents to one of the Scholarship schools listed on their application. Please verify that the student's documents meet eligibility requirements as outlined on page 5 of the [Application Guide](#). Schools outside of Orleans are then required to log in to [SEE](#) and mark the student's eligibility by following the instructions found [here](#).

Schools located in Orleans must either verify a student's eligibility in Salesforce or refer the family to a [Family Resource Center](#) to verify eligibility.

If a student's application is not marked as eligible, the student will not be entered in the lottery for an award. Please ensure that after parents bring in eligibility documents, a representative from the school is marking the student as eligible/ineligible in SEE and issuing the parent a [receipt](#).

Students must bring in eligibility documentation by Friday, January 31st. To be considered for the lottery, all schools must mark students as eligible by February 7th.

### **Reminder: Complete the 2020-2021 Seat Allocation Spreadsheet**

Schools that are accepting new Scholarship students for the 2020-2021 school year were required to complete the seat allocation spreadsheet found at <http://bit.ly/2020-2021NOIGradeLevels> by Friday, January 10th. On this spreadsheet, schools should identify the number of new Scholarship students they are willing to accept in the grades that were opened for applications following the Notice of Intent process. **Schools may open up additional grades in the application if they would like, but should not enter "0" for any grade they have already opened for applications.**

Please note that schools only need to indicate the number of new Scholarship students they are willing to accept for 2020-21. Continuing students will automatically retain their award at your school unless they applied and are awarded to attend a different school for 2020-21.

This action item only applies to schools that are accepting new students--it does not apply to schools that have a total enrollment sanction or schools that indicated they would not accept new students during the NOI process.

If you have any questions, please reach out to [studentscholarships@la.gov](mailto:studentscholarships@la.gov).

### **Reminder: 2020-2021 Scholarship Program Application Window Now Open**

Families interested in applying to a Scholarship school in Orleans Parish should do so at [www.EnrollNOLA.org](http://www.EnrollNOLA.org) beginning on November 22nd. The EnrollNOLA application opened on November 22nd and will close on January 31st. The application window for schools located outside of Orleans Parish opened December 10th and will also close on January 31st. Families applying for schools located outside of Orleans Parish should go to [www.LouisianaBelieves.com/Scholarship](http://www.LouisianaBelieves.com/Scholarship). This represents a shift from previous years, when the application opened in early to mid-January. Please note that the application system cannot open until all schools have submitted their Q2 enrollment.

The Louisiana Department of Education held an application webinar on December 5th detailing key information and dates related to the 2020-21 Louisiana Scholarship Program application process. Important materials from the webinar are linked here:

- [Application Webinar PowerPoint](#);
- [2020-21 Scholarship Application Guide](#)--recommended that schools familiarize themselves with this document and print a copy to have on hand for anyone interacting with families;
- [LSP Application Receipt form](#)--provide a completed form to parents after verifying that the application is in SEE/SchoolForce and that the family meets income and residency eligibility requirements
- Instructions for marking a student eligible in SEE can be found at the end of the Application Webinar PPT, beginning on slide 28.

For questions about the application, contact [StudentScholarships@LA.gov](mailto:StudentScholarships@LA.gov). For schools located in Orleans that have questions about SchoolForce, please contact [Enrollment\\_Support@nolapublicschools.com](mailto:Enrollment_Support@nolapublicschools.com).

### **Reminder: LEAP 360 Updates**

Given school systems' continued work to reduce unnecessary testing through the increased use of high-quality curriculum with embedded assessments, the LEAP 360 program is evolving to support school systems' efforts and will continue to be a Department-funded resource for school systems in 2019-2020 and 2020-2021. This means **educators will have continued, free access to K-2 formative tasks, diagnostics, and interims (ELA/math).**

	2019-2020	2020-2021
<b>Cost</b>	Free	Free
<b>K-2 Formative Tasks</b>	<a href="#">Available from DRC INSIGHT portal</a>	<a href="#">Available from DRC INSIGHT portal</a>
<b>Diagnostics</b>	<a href="#">Available from DRC INSIGHT portal</a>	<a href="#">Available from DRC INSIGHT portal</a>
<b>Interims</b>	One ELA form (Grades 3-HS) Two Math forms (Grades 3-8) Three Math forms (HS)  <a href="#">Available from DRC INSIGHT portal</a>	One ELA form (Grades 3-HS) <ul style="list-style-type: none"> <li>• New Content</li> </ul> Two Math forms (Grades 3-HS) <ul style="list-style-type: none"> <li>• (1) New Content (aligned to mid-year administration)</li> </ul> <a href="#">Available from DRC INSIGHT portal</a>
<b>EAGLE Item Bank</b>	<a href="#">Available from DRC INSIGHT portal</a>	Available from the <a href="#">Department's website</a> . View a <a href="#">sample file</a> . Note: Teachers should download self-made tests.

## **Reminder: For School and District Testing Coordinators**

### **Important: ELPT Exemptions**

- The ELPT testing window is February 3-March 13. All students who are identified as English learners in SIS must test and be included in accountability calculations in 2020.
- Requests for exemptions from the ELPT listening and/or speaking domains are now due to the Department. Please send completed requests to [assessment@la.gov](mailto:assessment@la.gov).
- The additional materials window opened on January 22. Reminder: There is no K-1 writing supplement used in ELPT this year.
- Please review the [ELPT Accessibility and Accommodations Manual](#) as plans are made for students with accommodations
- Please contact [jennifer.baird@la.gov](mailto:jennifer.baird@la.gov) with questions.

### **English III EOC School System Administration Materials**

- An English III test materials folder is now available on the secure FTP, which includes all materials needed to administer and score English III assessments provided three times yearly through a process determined by the school system. Included in the folder are manuals that include specific directions.
- Requests for braille forms of the test are provided as needed by the Department and should be addressed to [assessment@la.gov](mailto:assessment@la.gov).
- Please contact [jennifer.baird@la.gov](mailto:jennifer.baird@la.gov) with questions.

### **LEAP Connect**

- The LEAP Connect testing window is February 3-March 13. All students who are eligible to take alternate assessment should now be identified with documentation in SER.

### **ACT and WorkKeys**

- Now-January 31: Request accommodations and/or supports for eligible ACT examinees through the [Test Accessibility and Accommodations Systems](#) (TAA).
- The schedule of events for both ACT and WorkKeys spring 2020 are now posted on the [ACT State Testing](#) site. Please refer to these documents for all important dates and deadlines for both ACT and WorkKeys.
- The [ACT State Testing](#) site has an [Orientation](#) tutorial for ACT and [Configuration](#) tutorial for WorkKeys available.
- Resources can be found on the [ACT State Testing](#) site or by contacting the WorkKeys helpdesk at 800-967-5539 (800-WorkKey).

The next **Assessment and Accountability Office Hours** will be on **January 28 at 1:00 p.m.** Webinar details are listed below.

- **Webinar Date and Time:** January 28 at 1:00 p.m.
- **Webinar Link:** <https://ldoe.zoom.us/j/202189164>
- **Webinar Phone Number:** 646-876-9923
- **Meeting ID#:** 202 189 164

Please email [assessment@la.gov](mailto:assessment@la.gov)

## **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](mailto:studentscholarships@la.gov). Transfer forms forwarded from parents will not be accepted.

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## Tuition Donation Credit (TDC) Program News

### **Reminder: For School and District Testing Coordinators**

#### **LEAP Connect**

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The next **Assessment and Accountability Office Hours** will be on **January 28 at 1:00 p.m.** Webinar details are listed below.

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### **Reminder: 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	<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
Son of a Saint	Orleans	<a href="http://www.sonofasaint.org">www.sonofasaint.org</a>	<a href="mailto:hello@sonofasaint.org">hello@sonofasaint.org</a>	504-561-7508

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## School Choice Program

### **Reminder: School Choice Program for Students with Exceptionalities Notice of Intent Available**

New and continuing schools wishing to participate in the School Choice Program for Students with Exceptionalities for the 2020-21 school year must complete and submit the [Notice of Intent to Participate](#) by January 31, 2020.

Schools new to the program must submit supporting documentation as is outlined in the NOI.

Given the current level of funding, the Louisiana Department of Education (LDOE) is unable to accept applications for new students to the School Choice Program (SCP) for the 2020-21 school year at this time. However, the LDOE will continue to fund awards for all current School Choice students that submit an application at an eligible school for the 2020-2021 school year. As a reminder, all current students must reapply each year to keep their award. The application for families will be released after the conclusion of

the NOI process.

For more information, please contact [nonpublicschools@la.gov](mailto:nonpublicschools@la.gov).

## All Nonpublics

### **New: National School Counseling Week**

**Please share with administrators and counselors.**

Today's school counselors are an integral part of a school's education team. They support academic achievement, career development, and social/emotional development, ensuring students become productive, well-adjusted adults. National School Counseling Week (NSCW) is a time for school systems to highlight the tremendous impact school counselors have on students. Sponsored by the American School Counselor Association (ASCA), NSCW is always celebrated the first full week of February. NSCW 2020 is February 3-7.

Please visit the ASCA National School Counseling Week [website](#) for ideas and inspiration and download additional resources from the [Counselor Support Library](#).

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

### **New: ELA Guidebooks 9-12 (2020)**

An informational session dedicated to the new Louisiana ELA Guidebooks 9-12 (2020) will be offered at the [February Collaborations](#) for content directors.

At the [2020 Teacher Leader Summit](#), the Department will offer professional development specific to the new Louisiana ELA Guidebooks 9-12 (2020).

See the updated [Louisiana ELA Guidebooks 9-12 \(2020\) Overview](#) for the most up-to-date information related to:

- draft text lists for each unit,
- draft Culminating Tasks for each unit,
- Louisiana's open source platform launch,
- text access and purchasing, and
- professional development opportunities.

### **New: 2020 Jump Start Convention Reminders**

**Please share with administrators, counselors, and CTE leaders.**

The 2020 Jump Start Convention is **sold out. There will be no onsite registration.**

- Fees to park in the garages surrounding the Raising Cane's River Center have increased to \$10.00 **cash** upon entry.
- Attendees to the convention are allowed to have a purse, backpack, i-pad, and/or laptop.
- Registration will open at 7:00 a.m.
- The event booklet will not be printed. A digital version of the [2020 Jump Start program booklet](#) is available.
- A [live stream](#) will be available for the opening session of the convention which begins at 7:40 a.m.

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

### **New: Nominations for 2020-2021 Principal Fellowship Cohort (NISL Cohort 6)**

**Nominations are now being accepted for 2020-2021 Principal Fellowship Cohort (NISL Cohort 6) through April 1.** Please submit nominations through the [Principal Fellowship Nomination Form](#). Further information about the Louisiana Principal Fellowship can be found on the [Louisiana Principal Fellowship](#) webpage.

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

### **Reminder: 2020 Environmental Education State Symposium**

The Louisiana Environmental Education Commission and the Louisiana Environmental Education Association invite educators to attend the Environmental Education State Symposium on March 6-7. The event will be held at Fontainebleau State Park in Mandeville and will focus on outdoor learning.

Please review the [attendee](#) and [exhibitor](#) information documents to register and contact [stem@la.gov](mailto:stem@la.gov) with questions.

### **Reminder: 2019-2020 Graduate Diploma Orders**

**Please share with principals, counselors, and data coordinators.**

Please use the [Diploma Order form](#) to submit an order for the 2019-2020 graduates. All diploma requests must be submitted through the [Diploma Order form](#) by **March 6**. Only one form should be completed for each school system. The Department will cover the costs for the initial order and distribution.

Please contact [jumpstart@la.gov](mailto:jumpstart@la.gov) for more information.

## Other Department Newsletters

To view the **January 21st District Newsletter** or the **January 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 [@LouisianaSupe](#)

### LDOE Links

[LDOE Website](#)  
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