

Important News for **NONPUBLIC SCHOOLS**



January 9, 2020

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Important Dates for Nonpublic Schools

School Choice Program	Date	Action, Event, or Deadline	Owners
LSP	1/10/20	Complete the 2020-21 Seat Allocation Spreadsheet	Scholarship contacts
All nonpublic schools	1/15/20	Submit Teacher and Principal of the Year applications	School leaders
All nonpublic high schools	3/6/20	Order diplomas for 2019-20 graduates	School leaders

Louisiana Scholarship Program (LSP) News

New: 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](#).

New: Complete the 2020-2021 Seat Allocation Spreadsheet

Schools that are accepting new Scholarship students for the 2020-2021 school year must complete the seat allocation spreadsheet found at <http://bit.ly/2020-2021NOIGradeLevels> by Friday, January 10th. On this spreadsheet, schools will 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.

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 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. 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. For schools located in Orleans that have questions about SchoolForce, please contact Enrollment_Support@nolapublicschools.com.

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.
- Please contact jennifer.baird@la.gov with questions.

English III EOC School System Administration Materials

- The English III EOC is no longer available as a state-administered test. It will now be administered by school systems to eligible students who need to pass the test as part of their graduation requirements and a paper-based test that school systems will score according to procedures detailed in the scoring guide for each form.
- 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.
- The [End-of-Course \(EOC\) English III School System-Administered Test FAQ](#) is now available in the DTC Resources area of the Assessment Library.
- Requests for braille forms of the test are provided as needed by the Department and should be addressed to assessment@la.gov.
- Please contact 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-

The next **Assessment and Accountability Monthly Call** will be on **January 14 at 1:00 p.m.** Webinar details are listed below.
Assessment and Accountability Office Hours Call

- **Webinar Date and Time:** January 14 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

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.

Tuition Donation Credit (TDC) Program News

Reminder: For School and District Testing Coordinators

LEAP Connect

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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	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

New: 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 for more information.

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.

- Updated Assessment and Accountability Office Hours and Monthly Call dates
- Accountability Commission dates
- Louisiana Environmental Education State Symposium dates

Please contact districtsupport@la.gov with questions.

New: State Teacher/Principal of the Year Applications

State-level Teacher and Principal of the Year applications are due by January 15.

- Candidates are to submit applications in the [Teacher and Principal of the Year Candidate's Online Application Portal](#).
- School systems are to enter state-level honoree information in the [Teacher and Principal of the Year Coordinator's Online Portal](#).

All school systems are encouraged to select up to three teachers and three principals, one per division (elementary, middle, and high) as their local-level honorees and submit these selections to the state-level process.

Reminder: EdLink Statewide Longitudinal Data System

The Department will hold a webinar for vendors and school data managers January 10 to review the extract file specifications required to upload data to the EdLink Data Warehouse. [Pre-registration](#) is required. Webinar details are listed below.

- **Webinar Date and Time:** January 10 at 1:00 p.m.
- **Webinar Link:** <https://ldoe.zoom.us/j/659492496>
- **Webinar Phone Number:** 646-876-9923 (for dial-in only)
- **Meeting ID#:** 836 904 974

Please contact sherry.randall@la.gov with questions.

Reminder: 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 with questions.

Reminder: 2020 Teacher Leader Summit T-Shirt Design Contest

Please share with teacher leaders.

The Department is seeking inspiration for 2020 Teacher Leader Summit t-shirt design! Educators with an artistic flair are

encouraged to submit their design for consideration by February 7 to ldoecommunications@la.gov. The winning school will receive \$1 per shirt sold. Last year's school, Montegut Middle, was awarded \$968 from The Inkwell Press.

The winning design will be announced in the March edition of the Teacher Leader newsletter. Reference the [contest rules](#) for details or contact louisianateacherleaders@la.gov with questions.

Other Department Newsletters

To view the **January 7th District Newsletter** or the **December 19th 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

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Twitter [@LouisianaSupe](#)

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