



November 14, 2019

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Important Dates for Nonpublic Schools

School Choice Program	Date	Action, Event, or Deadline	Owners
All nonpublics	11/15/19	Order 2019-20 AP exams	School leaders or testing coordinators
All nonpublics	11/15/19	Submit nominees for U.S. Presidential Scholars Program	Superintendents or school leaders
All nonpublics	11/15/19	Transmit immunization compliance reports to the Louisiana Department of Health	School leaders or nurses
All nonpublic	11/21/19	Apply for the FY2019-2020 Education Excellence Fund	School leaders
All nonpublic	11/29/19	Register for New Principals Workshop	School leaders
LSP	12/1/19	Submit Student fees survey	School leaders
LSP	12/2/19	Update student data for HiSet completers in SIS 2018-19 EOY	School leaders or testing coordinators
LSP	12/5/19	Submit SCI appeal/waiver requests	School leaders or testing coordinators
TDC	1/1/20	Submit Annual Report	School leaders
TDC	1/1/20	Prepare and submit financial information report	School leaders
All nonpublic high schools	1/3/20	Register for 2020 Jump Start convention	School leaders

New: 2019-2020 Scholarship Financial Audit Webinar

On Tuesday, November 5, 2019, the Office of State Education Finance & Policy State Audit Staff held a webinar. This webinar provided clarity in completing the allocation spreadsheet and budget form for Phase II testing.

You may access a copy of the PowerPoint [here](#).

You may contact Ronnie.DavisJr@la.gov with audit-specific questions and studentscholarships@la.gov with Scholarship program-specific questions.

New: 2020-2021 Scholarship Program Application Window

Reminder: Timeline for Release of 2018-2019 School and Center Performance Scores

Please share with principals.

The 2018-2019 Scholarship Cohort Indices and Center Performance Scores were recently released in the [Louisiana School Finder](#) and the [Performance Library](#). The School and Center Performance briefing and related press releases are included below.

School and Center Performance

- [2018-2019 School and Center Performance Briefing](#)

Press Releases

- [Scores Provide First Look at Improvement in Schools Identified in ESSA Plan](#)
- [Nearly 400 Early Learning Centers Earn Spots on State Honor Roll](#)

Please contact assessment@la.gov with questions.

Reminder: LEAP 360 Updates

LEAP 360 will continue to be a Department-funded resource for school systems in 2019-2020 and 2020-2021. This includes access to K-2 formative tasks, diagnostics, and interim test forms at no cost to school systems.

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:

- The number of ELA interims is being reduced this year to provide only Form 1 for each grade or course.
- Math will continue to offer two forms in grades 3 through 8 and three forms in high school.

LEAP 360 resources (e.g., A Teacher's Guide to LEAP 360, A District's Guide to LEAP 360), available in the [Assessment Library](#), will be updated to reflect this change later this month.

School systems that wish to continue using LEAP 360 will be required to sign and return the [LEAP 360 MOU](#) by June 26.

Reminder: For School and District Testing Coordinators

Important: Post-Data Certification Rosters

- Student-level rosters for all indices used in the calculation of Scholarship Cohort Index have been updated to include approved changes and voids, and are now available on the secure FTP. As schools and districts discuss the SCI with network leaders, the post-data certification rosters should be used to verify data.
- Please note: Corrections that should have been resolved during the data certification process cannot be used as grounds for an appeal or waiver of the SCI.

General

- District test coordinator and accountability announcements are only sent to 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.**

LEAP 2025

- Fall high school test setup is now open in the DRC INSIGHT portal. District and school test coordinators should create test administrator numbers, verify accommodations, and assign students to test sessions. Please note: Accountability codes should not be applied until the end of the window for initial testers. Accountability codes are not necessary for students who are retesters.

- Fall 2019 [Test Administration](#) and [Test Coordinator](#) manuals are now available in the DRC INSIGHT portal for printing and distribution to school test coordinators and test administrators.
- **Past Due, November 1: Deadline to submit fall LEAP 2025 high school testing schedules to assessment@la.gov.**
- **November 15:** Deadline for school systems to submit requests to assessment@la.gov for fall LEAP 2025 high school after hours testing (later than 4:30 p.m.). Submission should include the six-digit site code of the school.

ACT and WorkKeys

- Now - November 29: [Pearson Access next](#) (PANext) opens to manage participation, choose shipping dates, and verify the district secure shipping address for both spring 2020 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 November 19 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 with questions.

Tuition Donation Credit (TDC) Program News

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General

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Assessment Administration Support and Training Office Hours

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Reminder: Annual Report Due 1/1

As per [Bulletin 134](#), each school tuition organization shall annually provide a public report to the LDE that contains information regarding all scholarships awarded or granted in the previous fiscal year. The report shall be prepared by a certified public accountant and shall be submitted to the department no later than the first day of January each year. This action item is only for the School Tuition Organizations, not individual schools.

For more information on the contents of the report, please reference Chapter 7 of [Bulletin 134](#). If you have any questions, please contact NonpublicSchools@LA.gov.

Reminder: Financial Information Report Due

According to Bulletin 134, each school tuition organization shall prepare a financial information report that complies with uniform financial accounting standards, to be submitted to the LDE no later than six months after the end of the STO's fiscal year. For most STOs, this means the Financial Information Report is due on January 1st. The report shall be prepared by a certified public accountant and shall contain a certification from an auditor that the report is free of material misstatements.

This report is a requirement for school tuition organizations, not individual schools. If you have any questions or operate on a fiscal year that would merit the report due on a date other than January 1st, please reach out to NonpublicSchools@LA.gov.

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

All Nonpublics

New: 2020 Jump Start Convention Galleria Walk/School Exhibitions Application

Please share with CTE supervisors, administrators, and counselors.

The 3rd Annual Galleria Walk/School Exhibitions will be held during the 2020 Jump Start Convention on January 28. Due to limited space, approval for the 2020 Galleria Walk/School Exhibitions participants will be through a short application process sent to school systems who demonstrate:

- engagement for a wide diversity of students, in terms of background, interest, and disability;
- alignment to workforce needs with job placement for students;
- dedication to helping students attain culminating statewide credentials (IBCs);
- commitment to blurring the line between high school and post-secondary; and
- potential benefit of your Galleria Walk/School Exhibitions to other schools.

Those interested in applying to become a 2020 Galleria Walk/School Exhibition participant are asked to please complete the [online application](#) by December 6. Approved applicants will be notified via email by December 13 with further instructions and guidelines.

Please contact jumpstart@la.gov with questions.

New: October Quarterly Home Study Reports

The Quarterly Home Study Reports for October 2019 are available via the Data Management FTP (with user names ending in @datamgmt) in zipped file named LEACode_LEAName_October2019HomeStudy and will remain on the FTP until February 1.

Within the zipped file, there will be the following:

- Statewide enrollment numbers of SBESE-Approved Home Study students
- Detailed list of students from your LEA enrolled in Home Study program
- Each student's home study approval notification letter

Please contact sue.millican@la.gov with questions.

Reminder: FY 2019-2020 Education Excellence Fund (EEF) Application

The FY 2019-2020 Education Excellence Fund (EEF) Application is now available in the Department's electronic grants management system (eGMS). The submission deadline is November 21. Please review the EEF Application information under the Announcement section on the eGMS login page.

All applicants are encouraged to ensure EEF Contact Information and EEF Assurances have been completed and saved in the central data section in order to create the 2019-2020 EEF Application.

Please contact doe.grantshelpdesk@la.gov with questions.

Reminder: New Principals Workshop

The [Louisiana Association of Principals](#) (LAP), in conjunction with the Department, is offering a half-day new principals workshop. This workshop is designed for principals with 0-3 years experience. Attendees will learn what it takes to improve staff dynamics, increase morale, and create positive conditions for staff and student success.

[The New Principals Workshop](#) will be held from 8:00-11:30 a.m. on December 10 in Lafayette at the DoubleTree Hotel. The cost is free for LAP members and \$100 for non-LAP members. Seating is limited to the first 100.

The deadline to [register](#) is November 29.

Please contact debra.schum@laprincipals.org with questions.

Reminder: Upcoming Advanced Placement Deadline

Please share with administrators and instructional leaders.

School- and school system-level Advanced Placement stakeholders should activate their account on [MyAP Planner](#) prior to November 15.

November 15 is the deadline to order exams for the 2019-2020 academic year. Exams can be ordered by visiting [MyAP Planner](#).

Please contact collegereadiness@la.gov for more information.

Other Department Newsletters

To view the **November 12th District Newsletter** or the **November 7th 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](#)

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