



November 21, 2019

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Important Dates for Nonpublic Schools

School Choice Program	Date	Action, Event, or Deadline	Owners
All nonpublic	TBD	FY2019-2020 Education Excellence Fund applications	School leaders
All nonpublic	11/29/19	Register for New Principals Workshop	School leaders
LSP	12/1/19	Submit Student fees policy using this template guidance	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

Louisiana Scholarship Program (LSP) News

New: Student Fee Policy Sample Template

[Act 240](#) (R.S. 17:4022) of the Louisiana Legislative Session requires participating schools in the Student Scholarships for Educational Excellence Program to now adopt a student fee policy that must meet certain requirements. Per the law, this policy

must also be disseminated to parents and/or legal guardians of participants. We have included a [sample template](#) that your school may use to create its policy.

Upon completion, please email the following to david.maestas@la.gov:

- The name, email address, and phone number of the person sending the policy
- The name of the school that is being represented
- The student fee policy in a Word or PDF document

New: 2020-2021 Scholarship Application Webinar

All schools that are participating in the Louisiana Scholarship Program application for the 2020-21 school year should attend the application webinar held on Thursday, December 5th at 10:00am. This webinar will provide school leaders and Scholarship contacts with key information and dates related to the 2020-21 application process and clarify eligibility requirements for participating families and schools.

Date: Thursday, 12/5 from 10:00am-11:00am

Link: <https://ldoe.zoom.us/j/629715111>

Meeting ID: 629-715-111

New: 2020-2021 Scholarship Program Application Window

Families interested in applying to a Scholarship school in Orleans Parish should do so at www.EnrollNOLA.org beginning on November 22nd. The EnrollOLA application will close on January 31st.

The application window for schools located outside of Orleans Parish will open in early December and will also close on January 31st. This represents a shift from previous years, when the application opened in early to mid-January.

Additional details, documents, and an informational webinar related to the 2020-2021 application window will be made available in subsequent newsletters. Please ensure that school staff involved in the application process monitor this newsletter for weekly updates.

Reminder: 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.

Reminder: 2018-2019 Scholarship Cohort Indices and Center Performance Scores Release **Please share with principals.**

The 2018-2019 Scholarship Cohort Indices and Center Performance Scores were 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: 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.
- School systems must submit their fall LEAP 2025 high school test administration schedules for school to assessment@la.gov as soon as possible.

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 December 3 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

Reminder: For School and District Testing Coordinators

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.**

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Assessment Administration Support and Training Office Hours

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- **Webinar Phone Number:** 646-876-9923
- **Meeting ID#:** 202 189 164

Please email assessment@la.gov with questions.

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

The FY 2019-2020 Education Excellence Fund (EEF) Application has been extended in the Department's electronic grants management system (eGMS) due to the recent cyberattack that has led to state government system outages. The updated submission deadline has not yet been determined.

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

New: December School System Planning Call

The December School System Planning Call will take place on December 4 at 1:00 p.m. The following school system supervisors should participate:

- Curriculum and instruction supervisors
- District test coordinators and accountability contacts
- Early childhood supervisors
- English learner supervisors
- Federal program supervisors
- High school and career and technical supervisors
- Personnel directors
- Talent (Mentors, Content Leaders, Teacher Leaders) supervisors

- **Webinar Date and Time:** December 4 at 1:00 p.m.
- **Webinar Link:** <https://ldoe.zoom.us/>
- **Meeting ID#:** 398 875 849

New: Monthly Data Coordinator Webinar

Please share with data managers.

The Department will hold its monthly webinar for data coordinators and data managers on December 5 at 1:00 p.m. Topics will include a review of open collections and data reporting updates.

- **Webinar Date and Time:** December 5 at 1:00 p.m.
- **Webinar Link:** <https://laoe.zoom/j/976397929>
- **Webinar Phone Number:** 408-638-0968
- **Meeting ID#:** 976 397 929

Please contact systemsupport@la.gov with questions.

New: Transcript Reporting System (STS) Training

Please share with data managers.

The Department will hold training for nonpublic and public school data managers, who submit transcript data to the Student Transcript System (STS). The webinar will include a review of the process for submitting transcript and IBC data to STS for the 2019-2020 school year.

Transcript Reporting System Training for Nonpublic Schools

- **Webinar Date and Time:** December 10 at 3:00 p.m.
- **Webinar Link:** <https://laoe.zoom.us/j/482241313>
- **Webinar Phone Number:** 646-876-9923
- **Meeting ID#:** 482 241 313

Transcript Reporting System Training for Public Schools

- **Webinar Date and Time:** December 12 at 3:00 p.m.
- **Webinar Link:** <https://laoe.zoom.us/j/482241313>
- **Webinar Phone Number:** 646-876-9923
- **Meeting ID#:** 482 241 313

Please contact barrett.adams@la.gov with questions.

Reminder: 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.

Other Department Newsletters

To view the **November 19th District Newsletter** or the **November 14th 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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State Superintendent of Education

877.453.2721 (toll-free)

Twitter @LouisianaSupe

LDOE Links

[LDOE Website](#)

[Contact Us](#)

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