

# Important News for NONPUBLIC SCHOOLS



November 7, 2019

## In This Issue:

**Important Dates for Nonpublic Schools**

**Louisiana Scholarship Program (LSP) News**

**Tuition Donation Credit (TDC) Program News**

**All Nonpublics**

**Other Department Newsletters**

## Important Dates for Nonpublic Schools

School Choice Program	Date	Action, Event, or Deadline	Owners
All nonpublics	11/15/19	<a href="#">Order</a> 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 <a href="#">New Principals Workshop</a>	School leaders
LSP	12/1/19	Submit Student fees <a href="#">survey</a>	School leaders
LSP	12/5/19	Submit <a href="#">SCI appeal/waiver requests</a>	School leaders or testing coordinators
All nonpublic high schools	1/3/20	<a href="#">Register</a> for 2020 Jump Start convention	School leaders

## Louisiana Scholarship Program (LSP) News

**New: 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 released this week in the [Louisiana School Finder](#).

2018-2019 SCI Appeal/Waiver Form available in the [accountability library](#) and must be completed by December 5 for 2019 SPS requests. Please remember that appeals and waivers cannot be based on data that could have been corrected during the data certification process. Please send questions to [jennifer.baird@la.gov](mailto:jennifer.baird@la.gov).

Please view the [communications toolkit](#) for helpful tools in communicating these results to families.

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

## **New: 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: Review and Submit EnrollNOLA Profile Information (Orleans schools only)**

Schools located in Orleans Parish that have indicated they will participate in the 2020-21 Louisiana Scholarship Program lottery have received an email from EnrollNOLA with a link to confirm or correct school information that will be posted on the EnrollNOLA website. Participating schools should complete this form to ensure that applicants for the 2020-21 school year have access to accurate information.

If you have any questions, please contact [Enrollment\\_support@nolapublicschools.com](mailto:Enrollment_support@nolapublicschools.com).

## **Reminder: Release of School and Center Performance Communications Toolkits**

Please share with family engagement coordinators, principals, and early childhood directors.

Last week, the Department released a [toolkit](#) to help school systems, schools, and early childhood centers communicate the release of their 2019 performance scores in the [Louisiana School Finder](#). The toolkit includes resources such as:

- School Finder flyer, poster, website button, and social media graphics
- Sample early childhood and K-12 news releases
- Animated videos to help explain early childhood performance profiles
- Early childhood and K-12 customizable parent night presentations

All resources are available in the [principal support library](#). All videos are available on the Department's [YouTube channel](#) on the "School Finder" playlist.

Please contact [ldoecommunications@la.gov](mailto:ldoecommunications@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.
- **Past Due, November 1: Deadline to submit fall LEAP 2025 high school testing schedules to [assessment@la.gov](mailto:assessment@la.gov).**
- **November 15:** Deadline for school systems to submit requests to [assessment@la.gov](mailto: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

- Due to the Veteran's Day holiday, the ACT Q&A scheduled for November 11 at 11:00 a.m. has been rescheduled to November 18 at 11:00 a.m.
- November 4-29: [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.
- November 4-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

The Assessment and Accountability call scheduled for November 12 has been postponed to November 19. **There will be no call or office hours on November 12.**

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

#### 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](mailto:assessment@la.gov).**
- **November 15:** Deadline for school systems to submit requests to [assessment@la.gov](mailto: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.

#### Assessment Administration Support and Training Office Hours

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

The Assessment and Accountability call scheduled for November 12 has been postponed to November 19. **There will be no call or office hours on November 12.**

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

## **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

## **School Choice Program for Students with Exceptionalities (SCP)**

### **New: Q1 Count Due Friday**

The Quarter 1 enrollment verification window for the School Choice Program will close September 6th in [SCS](#). Please complete the enrollment verification process by 5:00 P.M. on Friday, November 8th to ensure prompt payment.

Please remember that your LEADS password may have expired. In order to reset your password, please visit <https://password.doe.louisiana.gov/>.

After signing into [LEADS](#), if you are clicking on the SCS link and nothing is happening, it is likely because your pop-up blockers are on. To turn off pop-up blockers, you will need to Google your browser name and "turn off pop-up blockers," then follow the appropriate steps.

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

## **All Nonpublics**

### **New: 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 [ldoe.grantshelpdesk@la.gov](mailto:ldoe.grantshelpdesk@la.gov) with questions.

### **New: 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](mailto:debra.schum@laprincipals.org) with questions.

## **New: Tools to Assist Schools Navigate the Vaping Epidemic Webinar**

**Please share with administrators.**

On November 13, the Public Health Law Center and American Lung Association will be presenting a webinar on approaches that effectively alleviate the addictive properties of nicotine in place of strictly punitive measures. ALA's INDEPTH program is an alternative option to students who face suspension for violation of school tobacco or nicotine use policies.

School administrators and educators are encouraged to learn more about this program by joining the [Tools to Assist Schools Navigate the Vaping Epidemic Webinar](#) on November 13 at 12:00 p.m.

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

## **New: 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](mailto:collegereadiness@la.gov) for more information.

## **Reminder: Save-the-Date: Teacher Leader Summit 2020**

The 2020 Teacher Leader Summit will take place May 27-29 at the Morial Convention Center in New Orleans. [Registration](#) for the Summit will occur in three phases:

- Early bird registration (January 10 through March 1)
- Regular registration (March 2 through May 11)
- On-site registration for those who do not register by May 11

School systems will not receive a specific allotment of seats. Registration will be filled on a first come, first served basis.

To help offset the cost of running a high-quality, multi-day event for thousands of Louisiana educators, the Department will charge a small registration fee for the 2020 Teacher Leader Summit.

This fee will cover:

- admission to conference;
- conference sessions; and
- lunch (May 27 & May 28).

Description	1-Day Ticket	3-Day Ticket
Early Bird Registration (January 10-March 1)	\$35	\$80
Regular Registration (March 2-May 11)	\$45	\$100
On-site Registration (May 27-29)	\$60	N/A

Educators can receive a discount by registering early and registering for all three days at once. Educators can choose to not eat the lunch provided, but may not opt-out of the registration fee.

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

## **Reminder: U.S. Presidential Scholars Program**

The U.S. Department of Education has invited chief state school officers to nominate outstanding students for the [U.S.](#)

[Presidential Scholars Program](#). This year, states are invited to submit nominations for up to twenty-five outstanding students who would otherwise not qualify under the program's traditional academic component (automatically qualified based on ACT/SAT scores) or arts component. Nominations may also include students who have demonstrated outstanding achievements in career and technical education (CTE).

The Department invites school systems to submit nominations for up to three outstanding students. The nominations must include a male and female student for the general category, and at least one nomination should be for a student who has been successful in CTE. Students must be high school seniors scheduled to graduate or receive a diploma between January and August of 2020. Please review the [additional program requirements](#) to learn more.

Nominations should be submitted through a single nomination letter for all nominees (not to exceed three pages total) signed by the local superintendent or school leader, and emailed to [leslie.hill@la.gov](mailto:leslie.hill@la.gov) no later than November 15 at 4:30 p.m. Please include the student's name, home mailing address, gender, and email address, as well as the high school name, mailing address, and CEEB code. Selected nominees will be sent through a secure online form to the U.S. Department of Education. Please note "Presidential Scholars" in the subject line.

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

## **Reminder: Developing School Emergency Operations Plans Workshop**

The [LSU NCBRT/Academy of Counter-Terrorist Education at Louisiana State University](#) is holding a unique [training opportunity](#) for school and school system representatives to learn about developing School Emergency Operations Plans.

Important information will be shared as well as instructions on creating and maintaining school crisis plans and emergency operations plans. Training is free to all Louisiana K-12 school personnel and community partners, but seating is limited. Please register below.

Developing and Enhancing School Emergency Operations Plans	
Date and Time	Location and Registration
December 9 from 9:00 a.m. to 4:30 p.m.	<a href="#">LDWF- Lafayette Field Office</a> Room 2039 200 Dulles Drive, Lafayette, LA 70506
December 16 from 9:00 a.m. to 4:30 p.m.	<a href="#">Lincoln Parish Federal Programs Building</a> 504 East Arizona Avenue, Ruston, LA 71270
January 9 from 9:30 a.m. to 5:00 p.m.	<a href="#">Westside Regional Library</a> 5416 Provine Place Alexandria, LA 71303
January 17 from 9:30 a.m. to 5:00 p.m.	<a href="#">Calcasieu Parish Public Library-Central Branch</a> DeBakey Room 301 W. Claude Street Lake Charles, LA 70605

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

## Other Department Newsletters

To view the **October 29th District Newsletter** or the **October 24th 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](#)  
[Contact Us](#)

STAY CONNECTED



