



December 10 , 2020

In This Issue:

Important Dates for Nonpublic Schools

All Nonpublics

Louisiana Scholarship Program (LSP) News

Tuition Donation Credit (TDC) Program News

School Choice Program

Other Department Newsletters

Important Dates for Nonpublic Schools

Office Hours	
Office Hours Title	Zoom Link
Educator Development Office Hours	December 15 at 12 p.m.
Super App Office Hours	December 18 at 10 a.m.
Assessment and Accountability Office Hours	January 5 at 3:45 p.m.
Education Technology Office Hours	January 7 at 9 a.m.
Monthly Calls*	
Monthly Call Title	Zoom Link
Legislative and Policy Support Monthly Call	December 14 at 10 a.m.
Assessment and Accountability Monthly Call	December 15 at 3:45 p.m.
Education Technology Monthly Call	December 17 at 9 a.m.
Federal Programs and Grants Management Monthly Call	December 17 at 10 a.m.
Career and College Readiness Monthly Call	December 17 at 3 p.m.
Reopening Roundtable for System Leaders	December 18 at 9 a.m.
Data Coordinator Monthly Call	January 7 at 1 p.m.
System Leaders Monthly Call	January 8 at 9 a.m.

*Monthly call presentations are available in the [School Improvement Library](#). View the [School System Support Calendar](#) to access a complete schedule of events.

Upcoming Deadlines

Event Title	Deadline
Strong Start Survey	December 15
FY 2020-2021 Nonpublic School Lunch Salary Supplement Application	December 31
TDC Q2 count	December 31
TDC Financial Report	December 31
TDC Annual Report	January 1

All Nonpublics

Nonpublic Webinar Deck Available

The [deck](#) from December's nonpublic webinar is now available. This call presented information about issuing state diplomas, SuperApp items, and Louisiana Scholarship Program application reminders.

Please contact nonpublicschools@la.gov with any questions.

2020-2021 Graduate Diploma and Seal Orders

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

The [Diploma and Seal Order Form](#) is now open for school systems to submit orders for 2020-2021 graduates. All diploma requests should be submitted through the electronic form by **February 5**. Only one form should be completed for each school system. The Department will cover the costs for the initial order and distribution.

Please contact megan.thompson2@la.gov with questions.

Federal Programs and Grants Management Monthly Call Update

The Federal Programs and Grants Management Monthly Call will continue to take place through the remainder of the year. Additional call dates have been added to the school system support calendar. Please note: The **Zoom link for this monthly call has changed**. Please use the information included below to join the next call on **December 17** and all future Federal Programs and Grants Management Monthly Calls.

- **Webinar Date and Time:** December 17 at 10 a.m.
- **Webinar Link:** <https://ldoe.zoom.us/j/95258128918>
- **Passcode:** \$Y=64D
- **Webinar Phone Number:** 312-626-6799
- **Meeting ID#:** 952 5812 8918

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

ELA Guidebooks: Distance Learning Guidebook Companions Release Update

Please share with ELA supervisors, administrators, and ELA teachers for grades 3-8.

At the start of the school year, the Department released [Distance Learning Guidebook Companions](#) for grade 3 through grade 12. The **second and final round** of Distance Learning Guidebook Companions for grades 3-8 are available for download through the [Louisiana Curriculum Hub](#) and [LearnZillion](#). These companions will be made available for download on [Louisiana Believes](#) through updated zip files after December 18. These resources are a **print-only/low-tech solution** for students with limited or no connectivity who are learning remotely.

Please contact elaguidebooks@la.gov with questions.

ELA Guidebooks: High School Guidebooks (2020) Updates

Please share with ELA supervisors and ELA teachers for grades 9-12.

Teaching Lab and SchoolKit, in partnership with the Department, have created high school **Content Leader** training modules aligned to the new [ELA Guidebooks 9-12 \(2020\)](#). This training consists of seven modules that unpack the design of the program, explore the

reading and writing approaches, and model unit and lesson study protocols to support teaching in planning to meet the needs of all students. The first three modules in this series were offered virtually to teachers in July. The entire training series is now final; school system leaders can contact [Teaching Lab or SchoolKit](#) for more information.

A [Lesson Monitoring Tool](#) is now available for [ELA Guidebooks 9-12 \(2020\)](#). This tool allows teachers to track student progress toward the knowledge and skill look fors in each lesson.

The new **Lesson Monitoring Tool**:

- allows teachers to collect data from student responses during the lesson to determine whether or not students have met the lesson look fors,
- provides a snapshot vision of how students are performing to determine high-level trends, and
- supports teachers as they make instructional decisions grounded in observation and experience.

Please contact elaguidebooks@la.gov with questions.

Louisiana STEM Pathway Teacher Contact List

The Department's STEM team is creating a statewide internal contact list of [Louisiana STEM Pathway](#) teachers. The contact list will be used to invite teachers to pathway-specific opportunities such as networking and professional development events. Teachers of STEM Pathway courses who are interested should complete this [form](#).

Please contact STEM@la.gov with questions.

Reminder: Strong Start 2020 Survey

Louisiana school systems have created strong academic plans aligned to Strong Start 2020. To ensure continued implementation of current plans, and successful adaptation and planning for the 2021-2022 academic year, the LDOE created the Strong Start 2020 Implementation Survey series.

Last week, LDOE released the [Winter Strong Start Survey](#). LDOE is seeking a complete response from each and every school system to successfully plan the guidance and supports most needed for the next academic year. All surveys should be completed by December 15. **Surveys should be completed by Superintendents for Diocesan schools and school leaders for nonDiocesan schools.**

To prepare for the completion of this survey, access the available [survey template](#).

Please contact LDOEcommunications@la.gov with questions.

Reminder: Spring Semester 2021 PPE Supplies

Please share with public, private, and charter school system leaders.

The LDOE, in collaboration with the Special School District, has face coverings and hand sanitizer available for all public, private, and charter school systems that need to replenish their supply for the spring semester. Each school system may request an appropriate number of masks equivalent to their student and faculty census.

School systems will be responsible for coordinating the pick-up of PPE supplies between 7 a.m. through 3 p.m. at the Special School District Warehouse located at 2888 Brightside Dr. Baton Rouge, LA 70802.

Requests for face coverings should be made directly to:

Joel A. Snider
Director of Operations, SSD
Office: 225-757-3235
Cell: 225-200-3849
Fax: 225-757-3436
Email: jsnider@lsdvi.org

Please contact LDOECOVID19support@la.gov with questions.

Reminder: Crisis Communication Planning and Implementation for School Leaders

LSU's National Center for Biomedical Research and Training is hosting a virtual workshop on crisis communications for school leaders. This four-hour workshop provides an overview of the role of communications in planning for, responding to, and recovering from emergencies in K-12 schools. Participants will discuss critical tasks for managing communications during all phases of an incident, outline a process for creating crisis communications plans, and identify communications and warning best practices.

Click on the links below to register:

- [Register](#) to attend the workshop scheduled for December 11 from 9 a.m. to 1 p.m.

Please contact rlandry@ncbrt.lsu.edu with questions.

Reminder: 2020 Second Extraordinary Legislative Session Update

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The Louisiana Legislature adjourned the 2020 Second Extraordinary Legislative Session on October 23. Please review the overview of the [2020 Second Extraordinary Legislative Session](#).

Please contact leslie.hill@la.gov with questions.

Reminder: Seed Packet Distribution to Schools Begins January 2021

The **Seeds to Success** program will distribute seed packets to schools across the state beginning in January. To request additional packets and gardening materials at no charge, create an account on the [Seeds to Success website](#). The account will allow the user to select and save growing guides and lesson plans specifically designed for use with the mailed seeds.

Seeds to Success is a program that brings the garden into Louisiana classrooms with engaging educational materials related to agriculture and nutrition. The website and program support school gardens with practical growing information and lessons to integrate into both classroom and virtual learning. Seeds to Success is a branch of the LSU AgCenter Louisiana Farm to School Program in collaboration with the Louisiana Department of Education.

Please contact melissa.campbell@la.gov with questions.

Reminder: Virtual Instruction Training for Teachers and Leaders Update

The Louisiana Department of Education is partnering with the National Institute for Excellence in Teaching to help teachers and school leaders become more equipped to deliver virtual instruction. Throughout the 2020-2021 year, live (synchronous) training sessions on virtual instruction are available to all Louisiana educators. Now, to provide more opportunities to participate in this powerful learning, a flexible, asynchronous option will be offered as well.

Louisiana educators now have free access to three, 60-minute self-study modules that showcase different aspects of effective virtual teaching. Through the asynchronous sessions, which are similar to the live training, educators will learn about tips, templates, and strategies to use immediately in their virtual classrooms.

These modules are now available in the Department's [School Improvement Library](#).

As in the live sessions, there are different options for teachers and principals to receive more tailored support based on their role. Modules for principals and administrators will focus on coaching practices and strategies, while teacher sessions will provide more content teachers can use in their virtual instruction. As a bonus, these asynchronous learning modules provide opportunities for professional learning. They can be used as a resource in common planning, provide additional support for teachers or leaders, and act as a pre-work assignment in conjunction with professional development meetings.

Please contact systemsrelations@la.gov with questions.

Reminder: Green Ribbon School Awards: Entries Being Accepted through December 31 **Please share with administrators, sustainability staff, and environmental science teachers.**

The Louisiana Department of Education is now accepting applications for those seeking nomination for the [2021 U.S. Department of Education Green Ribbon Schools](#) (EDGRS) awards. These awards recognize schools, systems, colleges, and universities that demonstrate a significant commitment to reduce environmental impacts, improve the health and wellbeing of students, faculty, and staff, and provide effective environmental education programs. Applications, due by **December 31**, should be submitted to environmentaleducation@la.gov as attachments in Microsoft Word or PDF format. Applications should be written in a narrative form documenting the school, system, or college's progress in the [three pillars defined by EDGRS](#).

Please contact environmentaleducation@la.gov with questions.

Reminder: FY 2020-2021 Nonpublic School Lunch Salary Supplement Application

The FY 2020-2021 Nonpublic School Lunch Salary Supplement Application is now available in the Department's electronic grants management system (eGMS). The submission deadline is **December 31**. Please review the Nonpublic School Lunch Salary Supplement Application information under the Announcement section in [eGMS](#).

All applicants are encouraged to ensure Nonpublic School Lunch Salary Supplement Contact Information is updated and saved.

Please contact nonpublicfinancehelpdesk@la.gov with questions.

Louisiana Scholarship Program (LSP) News

2021-2022 Scholarship Program Application Window Now Open

The application for the Louisiana Scholarship Program is now available for schools located outside Orleans at www.louisianabelieves.com/scholarship. Families interested in applying to a Scholarship school in Orleans Parish should do so via the OneApp at www.EnrollNOI.A.org. Both applications will close on January 29, 2021.

the OneApp at www.LHOMinOLA.org. Both applications will close on January 29, 2021.

The Louisiana Department of Education held a nonpublic webinar this month detailing key information and dates related to the Louisiana Scholarship Program application process. Important materials are below:

- [Application Webinar PowerPoint](#)
- [2021-2022 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 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 19.

For questions about the application, contact StudentScholarships@LA.gov. For schools located in Orleans that have questions about OneApp, please contact Enrollment_Support@nolapublicschools.com.

Reminder: Transfer Window Opened

If a family is interested in a transfer, please have the family complete the [transfer form](#) and submit it to a school representative. The representative at the school must then sign the form and email it to studentscholarships@la.gov. Forms submitted by parents will not be considered.

Transfers are at the discretion of the receiving school; however, schools may not exceed new student caps (if applicable) based on [accountability results](#) for the 2019 school year.

Please email studentscholarships@la.gov with any questions.

Reminder: For School and District Testing Coordinators

LEAP 2025 Fall High School Administration

- **Important:** It is extremely important that no accountability codes be applied this fall for any reason other than code 81 for EL. An accountability code applied to a student record in December will prevent the student with an opportunity to participate in the January makeup window. Please make sure all test coordinators know that codes should not be applied for **any** students (initial or retester) who do not test during the fall administration.
- Testing schedules are now due to assessment@la.gov for all windows.
- The following flexibilities require notification to the LDOE:
 - Use of January 27 and 28 makeup dates (need to send LASIDs)
 - Use of weekend testing
- The following flexibilities require documentation using the [Permission to Test in Alternate Environments Form](#)
 - Individual testing of students who do not have the accommodation on an IEP or IAP
 - Testing off-site
- Schools that are testing should plan to allow for state monitors. Schools can follow protocols for safety but should not prevent them from observing testing.

LEAP 2025 Spring High School Testing

- The LEAP 2025 spring high school testing window has been extended by one week. The spring window is now April 15-May 21.

ACT

- Please check the [ACT State Testing](#) site for an updated [Schedule of Events](#).
- November 2-January 22, 2021: Verify enrollment, submit the Enroll or Unenroll student files, if needed. January 22 is the deadline to receive barcode labels.

Assessment Administration Support and Training Office Hours

The next Assessment and Accountability Monthly Call will be on **December 15 at 3:45 p.m.** A password will now be required for office hours. Webinar details are listed below.

- **Webinar Date and Time:** December 15 at 3:45 p.m.
- **Webinar Link:** <https://ldoe.zoom.us/j/202189164>
- **Webinar Phone Number:** 646-876-9923
- **Meeting ID#:** 202 189 164
- **Passcode:** 2020202!

Tuition Donation Credit (TDC) Program News

Reminder: Quarter Two Count Due 12/31

The quarter two enrollment file is due by **December 31st**. Please upload to your STO FTP. This action item is only for the School Tuition Organizations, not individual schools. Please make sure to include student LASIDs on the quarterly enrollment file.

If you have any questions, please reach out to lindsey.rhodes@la.gov.

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 lindsey.rhodes@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 December 31. 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 December 31, please reach out to lindsey.rhodes@la.gov.

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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 four School Tuition Organizations participating in the Tuition Donation Credit Program: ACE Scholarships Louisiana, Arete Scholars Louisiana, Aspiring Scholars, 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
Aspiring Scholars	New Orleans Archdiocese	https://aspiringscholarsla.org/	info@aspiringscholarsla.org	504-513-4140
Son of a Saint	Orleans	www.sonofasaint.org	hello@sonofasaint.org	504-561-7508

School Choice Program

Reminder: SCP Transfer Window Open

Students wishing to transfer SCP awards from one school to another participating school for the 2020 school year can complete the [SCP transfer form](#). The form must also be signed by a representative of the receiving school.

Please send completed form to nonpublicschools@la.gov.

Other Department Newsletters

To view the **December 8 District Newsletter** or the **December 3 Nonpublic Newsletter**, please [visit the LDOE Newsroom](#).

To be added to the newsletter distribution list, please [complete this form](#).

LDOE Contacts

Dr. Cade Brumley
State Superintendent of Education
877.453.2721 (toll-free)
Twitter @LouisianaSupe

LDOE Links

[LDOE Website](#)

[Contact Us](#)

STAY CONNECTED

