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### Important Dates for Nonpublic Schools

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### Louisiana Scholarship Program (LSP) News

**New: Quarter Two Count Closes December 7th**

The quarter two count for Scholarships schools will be Wednesday, December 5th through Friday, December 7th. Enrollment counts are completed in SEE. Instructions on reporting enrollment can be found [here](#). Please remember that LEADs passwords expire every 30 days and must be reset at [https://password.doe.louisiana.gov/](https://password.doe.louisiana.gov/).

Additionally, student absences and suspensions are now reported in SEE. This information is used towards VAM results that factor in to a school's Progress Index at the end of the year and will impact a school's academic accountability. Progress Index is...
factor in to a school’s Progress Index at the end of the year and will impact a school’s academic accountability. Progress Index is part of the formula for calculating the Scholarship Cohort Index.

If you have any questions about the Q2 count, please reach out to studentscholarships@la.gov.

**New: Parent Guides to 2018-2019 Assessments Now Available**

Please share with principals, teachers, and families.

The following parent guides are now available in the Family Support Toolbox Library to provide families with information on Louisiana's state assessments:

- Parent Guide to the LEAP 2025 Tests (3-12)
- Parent Guide to the ELPT
- Parent Guide to the LEAP Connect
- Parent Guide to LEAP 360

Translated versions in Spanish, Arabic, and Vietnamese are currently available for all guides, with the exception of the Parent Guide to the LEAP 2025 Tests. Those versions will be available by the end of December.

Please email assessment@la.gov with questions.

**New: Feedback Survey on 2018 School and Center Finder Results**

Please share with principals.

The Department is committed to providing families with a complete look at school quality and helping them to find the right school or early childhood center for their children through the Louisiana School and Center Finder.

To that end, the Department is seeking feedback on the 2018 school report cards and early childhood performance profiles released in the School and Center Finder in order to make improvements to the system in 2019.

School system and school leaders should share their feedback by January 11.

Email assessment@la.gov with questions.

**New: LEAP 2025 Practice Test Webinar for Teachers/Supervisors**

Teachers and supervisors can learn about the best practices for using the practice test in the classroom by accessing the webinar slides and recording, or by joining the final live webinar.

**DTCs, STCs, and School System Supervisors**

- Webinar Date and Time: January 9 at 11:30 a.m
- Webinar Link: https://ldoe.zoom.us/j/9935979777
- Webinar Phone Number: 669-900-6833
- Meeting ID#: 9935979777

**Teachers and Content Supervisors**

- Webinar Date and Time: January 9 at 4:00 p.m.
- Webinar Link: https://ldoe.zoom.us/j/175295115
- Webinar Phone Number: 646-876-9923
- Meeting ID#: 175295115

Please contact assessment@la.gov with questions.

**Reminder: Translated School and Early Childhood Performance Videos Released**

Last week, the Department released translated versions of the School Performance Score and Early Childhood Performance Profiles animated videos that breakdown performance ratings for families. These videos are available in Spanish, Arabic, and Vietnamese on the Department's YouTube channel under the "Louisiana School Finder" playlist.

Email assessment@la.gov with questions.

**Reminder: For District Testing Coordinators**

**General**

- The 2018-2019 Assessment Month-by-Month Checklist is located in the Assessment Library. The checklist identifies key dates and deadlines for statewide assessment programs and accountability processes for next school year. Provide...
dates and deadlines for statewide assessment programs and accountability processes for next school year; provides action steps to ensure readiness for administering statewide assessments; and recommends resources for school systems and school staff.

- All changes to district test coordinators (DTCs) or accountability contacts must be submitted to the Department using the DTC and Accountability Contact Update form found in the Assessment Library.
- The NAEP 2019 Prepare for Assessment activities are available. STCs are able to review the list of NAEP-sampled students in their school. The STC can select the Prepare for Assessment link from the menu on the left side of MyNAEP. All activities below must be completed prior to the Pre-assessment Review call in during early January:
  - Review and Verify List of Students Selected for NAEP (must be completed first)
  - Complete SD/ELL Student Information
  - Notify Parents
  - Manage Questionnaires
  - Plan for Assessment Day
  - Encourage Participation
  - Update Student List (available January 1)

**LEAP 360**

- Teacher Access is now live for all Interim assessments. The Teacher Access link and usernames/passwords are found in the Interim Quick Start Guide.

**LEAP 2025**

- November 28-December 14: Fall high school testing window
- Voids and testing irregularities from the Fall 2018 LEAP 2025/EOC administration must be emailed to assessment@la.gov by the conclusion of testing each week.
- School system test security reports are currently available in the FTP. Only school systems with voids will receive a test security report.
- The 2019 Parent Guide to the LEAP 2025 for grades 3-12 is now available in the Family Support Toolbox Library. A translated version will be available by the end of December.

**LEAP Connect**

- The LEAP Connect Assessment Guide has been updated to include new resources and is posted in the Assessment Guidance Library.
- The Parent Guide to the 2019 LEAP Connect is now available in the Family Support Toolbox Library.

**ACT and WorkKeys**

- The November 29 ACT Test Administration Webinar is available in the Assessment Library under the ACT and WorkKeys section.
- An update to the ACT Schedule of Events on the ACT State Testing site in the "Prepare for Makeup Testing" section on page 4 was posted on December 3. All DTCs and STCs should download the updated schedule.
- December 3, 2018 - January 25, 2019
  - ACT Mock Administration is open for any schools considering testing ACT online
  - Install ProctorCache software and setup proctor caching in PANext (ACT online testing only).
  - Upload and verify student information in PANext for ACT using the SDU Upload. Students will be uploaded to PANext by the week of December 10, 2018.

**Assessment Administration Support and Training**

The next Monthly Assessment and Accountability Monthly Call will be December 11 at 1:00 p.m. Please note this time change, as the monthly webinars typically take place at 2:00pm.

- Webinar Date and Time: December 11 at 1:00 p.m.
- Webinar Link: https://ldoe.zoom.us/
- Webinar Phone Number: 669-900-6833
- Meeting ID#: 393463942

The Office Hours Questions and Answers document is posted in the Assessment Library. Email assessment@la.gov with questions.

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

**New: Parent Guides to 2018-2019 Assessments Now Available**

Please share with principals, teachers, and families.

The following parent guides are now available in the Family Support Toolbox Library to provide families with information on the different assessments:

- English Language Arts
- Mathematics
- Science
- Social Studies
- LEAP 360 Interim
- LEAP 2025 Fall
- LEAP 2025 Spring
The following parent guides are now available in the Family Support Toolbox Library to provide families with information on Louisiana's state assessments:

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**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. 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, please reach out to lindsey.bush@la.gov.

**Reminder: For District Testing Coordinators**

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- The 2018-2019 Assessment Month-by-Month Checklist is located in the Assessment Library. The checklist identifies key dates and deadlines for statewide assessment programs and accountability processes for next school year; provides action steps to ensure readiness for administering statewide assessments; and recommends resources for school systems and school staff.
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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, New Schools for Baton Rouge Excellence Scholarship Fund, and Son of a Saint. Schools interested in participating in the TDC program should communicate directly with one or more School Tuition Organizations.

<table>
<thead>
<tr>
<th>School Tuition Organization</th>
<th>Regional Focus</th>
<th>STO Website</th>
<th>Email</th>
<th>Phone</th>
</tr>
</thead>
<tbody>
<tr>
<td>ACE Scholarships Louisiana</td>
<td>Statewide</td>
<td><a href="http://acescholarships.org">www.acescholarships.org</a></td>
<td><a href="mailto:TDR@acescholarships.org">TDR@acescholarships.org</a></td>
<td>504-491-1813</td>
</tr>
<tr>
<td>Arete Scholars Louisiana</td>
<td>Statewide</td>
<td><a href="http://aretescholars.org">www.aretescholars.org</a></td>
<td><a href="mailto:maryhw@aretescholars.org">maryhw@aretescholars.org</a></td>
<td>225-245-3610</td>
</tr>
<tr>
<td>New Schools for Baton Rouge Excellence Fund</td>
<td>Baton Rouge</td>
<td><a href="http://newschoolsbr.org/our-approach/excellence-scholarship-fund">newschoolsbr.org/our-approach/excellence-scholarship-fund</a></td>
<td><a href="mailto:brandy@newschoolsbr.org">brandy@newschoolsbr.org</a></td>
<td>225-384-0271</td>
</tr>
</tbody>
</table>

School Choice Program for Students with Exceptionalities (SCP)

Reminder: Transfer Request Form Available

In order to transfer a School Choice award from one participating school to another, families and receiving schools should complete a transfer form. Please submit transfer forms to nonpublicschools@la.gov.

All Nonpublics

New: Updated School System Support Calendar

The school system support calendar has been updated to include the following changes highlighted in yellow in the calendar.

- Updated locations and dates for February Supervisor and Principal Collaborations
- Updated date for March Supervisor Collaboration in Baton Rouge (moved to March 14)

Please email districtsupport@la.gov with questions.

New: Feedback Survey on 2018 School and Center Finder Results
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Please share with principals.

The Department is committed to providing families with a complete look at school quality and helping them to find the right school or early childhood center for their children through the Louisiana School and Center Finder.

To that end, the Department is seeking feedback on the 2018 school report cards and early childhood performance profiles released in the School and Center Finder in order to make improvements to the system in 2019.

School system and school leaders should share their feedback by January 11.

Email assessment@la.gov with questions.

Reminder: 2019 Jump Start Convention
Please share with school school system administrators, high school principals, Jump Start regional team members.

The 2019 Jump Start Convention is scheduled for January 29, 2019 at the Baton Rouge River Center. Registration is open.

Sessions will focus on a variety of topics from building relationships with industry, CTE Leadership Academy, Jump Start scheduling, Jump Start Summers, STEM Pathways, and others.

Please contact jumpstart@la.gov with questions.

Reminder: 2019 PD Vendor Guide
The 2019 PD Vendor Guide, released on November 1, identifies vendors who specialize in helping school systems and schools with designing and implementing a cohesive academic system focused on high-quality curriculum, professional development, and assessment.

Updates to this guide include:

- a Table of Contents organized by curriculum, making it easier for school systems to identify all vendors providing training on their selected curriculum;
- specific call-outs for trainings that target approaches to support students who have been identified as English learners or student with a disability; and
- sample year-long partner plans to help school systems plan initial and ongoing support for teachers.

School systems should use the updated PD Vendor Guide to plan for the 2019-2020 school year. Please contact louisianacurriculumreview@la.gov with questions.

Reminder: Tier 1 Mathematics and ELA Webinars
Many Tier 1 math and ELA curriculum providers will be hosting one hour webinars during the month of December. Each webinar will provide an overview and introduction to each curriculum.

Please contact classroomsupporttoolbox@la.gov with questions.

Reminder: Supporting Students who Struggle in ELA and Mathematics
The Department believes that all students, including students with disabilities, English learners, and students who persistently struggle, can achieve grade-level standards. The following information is available to help support students who struggle in ELA or math:

- Supporting Students who Struggle in English Language Arts provides information about supporting students in ELA
- Supporting Students who Struggle in Mathematics provides information about supporting students in mathematics

Please contact classroomsupporttoolbox@la.gov with questions.

Reminder: Translated School and Early Childhood Performance Videos Released
Last week, the Department released translated versions of the School Performance Score and Early Childhood Performance Profiles animated videos that breakdown performance ratings for families. These videos are available in Spanish, Arabic, and Vietnamese on the Department's YouTube channel under the "Louisiana School Finder" playlist.

Email assessment@la.gov with questions.

Reminder: Student Transcript System (STS) Training
Please provide this information to nonpublic STS data managers.
The Department will hold training for nonpublic STS data managers on **Thursday, December 13 at 1:00 p.m.**
- Webinar Date and Time: December 13 at 1:00 p.m.
- Webinar Link: [https://ldoe.zoom.us/j/711178912](https://ldoe.zoom.us/j/711178912)
- Webinar Phone Number: 646-876-9923 (for dial-in only)
- Meeting ID#: 711178912

Please email [Barrett.Adams@la.gov](mailto:Barrett.Adams@la.gov) with questions.

### Other Department Newsletters

To view the **December 4th District Newsletter** or the **November 29th Nonpublic Newsletter**, please [visit the LDOE Newsroom](https://ldoe.org/).

*To be added to the newsletter distribution list, please send an email to* [nonpublicschools@la.gov](mailto:nonpublicschools@la.gov).

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**LDOE Contacts**

John White  
State Superintendent of Education  
877.453.2721 (toll-free)  
Twitter [@LouisianaSupe](https://twitter.com/LouisianaSupe)

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**LDOE Links**

[LDOE Website](https://ldoe.org/)  
[Contact Us](https://ldoe.org/contact-us)