

## Important News for Nonpublic Schools: January 25, 2024

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### Message from the Superintendent

Dear Colleagues,

Last week, I was unanimously reappointed as Louisiana State Superintendent of Education by BESE. I'm grateful for the opportunity to continue serving my home state. Four years ago, it was my prayer that if I were chosen for this honor we would be successful. Through unprecedented disruptions that have ranged from the global pandemic to catastrophic hurricanes, we have helped Louisiana improve academically on both national and state measures. Thank you for the role you have played in this progress.

I know we can all agree that while we have taken positive steps forward, our work is far from finished. Too few students are mastering content. Too few graduates are moving on from high school ready for their next season of life. Too few opportunities exist to expand educational opportunities for every child. We will face these challenges together.

I promise to give you my best every single day. I'm excited to work alongside you, Governor Landry, our new legislature, and our strong state board. I look forward to taking our state to the next level of academic success.

Dr. Cade Brumley  
State Superintendent of Education

## Important Dates for School Systems

### Office Hours and Monthly Calls

- Monthly Practicing Principal Webinar – EdLink Workforce Dashboard: [January 29 at 1 p.m.](#)
- 2024-2025 School Choice Program-School Application Webinar: [January 30 at 2 p.m.](#)
- Assessment and Accountability Office Hours: [January 30 at 3:45 p.m.](#)
- Preparation Provider Monthly Call: [January 31 at 10 a.m.](#)
- 2024-2025 School Choice Program-Family Application Webinar: [January 31 at 2 p.m.](#)
- Child Welfare and Attendance Monthly Call: [February 1 at 8 a.m.](#)
- System Leaders Monthly Call: [February 2 at 9 a.m.](#)
- Monthly Principal Webinars – Math and Literacy: [February 5 at 1 p.m.](#)
- Federal Nutrition Support Monthly Call: [February 6 at 1 p.m.](#)
- Overview Webinar for Data Managers, EdTech Directors, and LEA Security Coordinators: [February 7 at 1 p.m.](#)
- BESE-Authorized Charter Monthly Call: [February 8 at 9 a.m.](#)
- Educational Technology Monthly Call: [February 8 at 9 a.m.](#)
- Alternative Education Monthly Call: [February 8 at 10 a.m.](#)
- Federal Support and Grantee Relations (FSGR) Monthly Call: [February 15 at 10 a.m.](#)

### Upcoming Events and Deadlines

- [School Support Institutes Session 3](#): January 23-26
- [Summit Extension](#): January 24 (Baton Rouge) and January 26 (Lake Charles)
- Deadline to submit 2024-2025 Super App: January 26
- Deadline for [New Teacher of the Year](#) state-level submissions: January 26
- Deadline to complete [Counselor Evaluation Survey](#): January 30
- Deadline for Louisiana Scholarship Program schools to complete application verification in LEADS: January 31
- Deadline to complete [Act 567](#) school system actions: January 31
- Deadline to submit [Diploma and Seal](#) orders: February 2
- Deadline to submit [Computer Science Standards Writing Committee](#) applications: Feb. 5
- 2024-2025 School Choice Program Application Opens: February 5
- [ACT® Data Workshop](#): February 29, Baton Rouge

## School Choice

### Monthly Webinar Call

Due to closures from the weather, January's monthly call was recorded and distributed to schools via email. A link to the webinar is available on the [LDOE YouTube channel](#).

The next Nonpublic Monthly Call will be held on [February 21 at 2 p.m.](#)

- Webinar Link: <https://ldoe.zoom.us/j/97285741594?pwd=ekFUcHJxa1Ywcm5GdnN6V2Ira1VoQT09>

All presentations of each monthly call are currently available in the [School Systems Planning Library](#).

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

### Important Dates and Deadlines

[Click to access the full Nonpublic Programs Scholarship Annual Calendar for 2023-24](#)

Date	Item	Participants
January 26	Last day for families to submit Application documentation to LSP Schools	New and Returning LSP Families
January 30	2024-2025 School Choice Program School Application Webinar	SCP Schools
January 31	Last day for LSP schools to complete application verification in LEADS	LSP Schools
January 31	2024-2025 School Choice Program Family Application Webinar	New and Returning SCP Families
February 1	Quarter 3 enrollment opens (LSP and SCP)	LSP and SCP Schools
February 5	2024-2025 School Choice Program Application Opens	New and Returning SCP Families
February 6	Quarter 3 enrollment closes (LSP and SCP)	LSP and SCP Schools

***\*All dates are tentative, please review future issues of the Nonpublic newsletter for all updates.***

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

### Quarterly Scholarship Enrollment

**Quarter 3 reporting for the Louisiana Scholarship Program (SEE) and School Choice Program (SCS) will open on February 1st and close on February 6th.**

- If any information is incorrect or a student is missing from your roster, please contact us immediately at [studentscholarships@la.gov](mailto:studentscholarships@la.gov) for assistance.
- If the enrollment reports are not accurate and submitted on time, it affects the student enrollment counts and delays tuition payments.
- Each school is responsible for reviewing the final quarterly enrollment report as entered in the LEADS system.

- If a student drops from your school, please follow the drop procedures so that the student can be dropped from your roster.

**\*Please note that the payment report generated in LEADS does not accurately reflect final payment amounts.**

Schools will have 30 days from the last day of quarterly enrollment reporting period each quarter to report any enrollment issues.

## **General Nonpublic School Office Hours**

The Office of School Choice-Nonpublic Programs Team currently offers a service called [Office Hours](#). We are offering office hours to provide one-on-one assistance regarding any questions you may have regarding our scholarship programs.

Office hours will be offered each week for **school administrators and other school system employees**. Office hours will be held Tuesdays and Thursdays from 10:30 a.m. to 11:30 a.m.

You can book your Office Hours call using this [link](https://www.picktime.com/LDENonpublicschools): <https://www.picktime.com/LDENonpublicschools>

In order to make sure that every school gets an opportunity to schedule a call, each call will be limited to 15 minutes. When booking your call, you must include a description of what you'd like to discuss during the call in the "booking notes" section of the form. This will ensure that our staff is prepared ahead of the call and can effectively use the time to address your concerns.

If you miss your scheduled time, you will need to book a new appointment time. If you have any questions about Office Hours, please reach out to us at [studentscholarships@la.gov](mailto:studentscholarships@la.gov) for assistance.

***This service is not available to families. Families with questions should submit them to [studentscholarships@la.gov](mailto:studentscholarships@la.gov).***

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

## Louisiana Scholarship Program

### **2024-2025 Louisiana Scholarship Program Application**

The application for 2024-2025 Louisiana Scholarship Program closed on January 19, 2024.

All families (**including Orleans**) who need to submit applications for the 2024-2025 school year must apply using the LDOE website. Parents will be able to access the [application](#) on our [website](#).

- Families must submit all the required documentation to their first choice school by **January 26, 2024**.
- Schools have until **January 31, 2024** to verify LSP applications in LEADS.

For the latest information on the application process, please visit our [website](#) for more information or contact our office at [studentscholarships@la.gov](mailto:studentscholarships@la.gov).

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

## School Choice Program for Students with Certain Exceptionalities

### **2024-2025 School Choice Program Application**

**The 2024-2025 School Choice Program for Students with Exceptionalities application will open on February 5, 2024 and close on March 8, 2024.**

Both new and returning SCP students must submit an application for the 2024-2025 school year. Families must apply using the LDOE online application, which will be available on the [LDOE website](#) on February 5th.

The Office of School Choice will be hosting two upcoming webinars to discuss the application process for the upcoming year.

- The [School Application Webinar](#) will be held on [January 30 at 2 p.m.](#) This webinar will provide guidance on the application process. **It is mandatory for all participating SCP schools to attend since there will be some changes to the application process for the upcoming year.**
- The [Family Application Webinar](#) will be held on [January 31 at 2pm.](#) This webinar will provide guidance on the application process for both new and continuing students.

For the latest information on the application process, please visit our [website](#) for more information or contact our office at [studentscholarships@la.gov](mailto:studentscholarships@la.gov).

### **2024-2025 BESE Approved Nonpublic Schools**

The list of nonpublic schools seeking BESE approval for 2024-2025 was approved during the December 13 BESE Board meeting, and can be found in the [Nonpublic Library](#).

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

## **Assessments, Accountability, and Analytics**

### **ACT**

**Please share with testing coordinators.**

The deadline to upload additional students in PearsonAccess<sup>next</sup> is January 26. This includes students in grade 12 that are retesting. The LDOE will send a precode file to ACT for students in grade 11. Please note that students in grades 9 and 10 cannot participate in ACT state testing. Testing coordinators can order accommodated paper test materials for use in the test window in PearsonAccess<sup>next</sup> from January 22- February 9.

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

## **Career and College Readiness**

### **Jump Start Construction Scholarship Application**

**Please share with high school counselors.**

The Louisiana Construction Education Foundation, Louisiana's Community and Technical College System, and the Louisiana Department of Education are now accepting applications for the [Jump Start Construction Connect Scholars Program](#). This program is the state's first and only scholarship dedicated exclusively to Jump Start graduates who have earned a Jump Start credential and a Louisiana high school diploma. Subsequently, these students are enrolled in an LCTCS Construction Pathway Program or Associated Builders and Contractors (ABC) training program the summer or fall immediately following graduation. This scholarship will assist graduates in gaining the necessary training to earn industry employment in construction crafts fields aligned to four and five-star jobs that may lead to management positions.

Up to forty one-time scholarships will be awarded to eligible students. Applications are due April 19, 2024.

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

### **Fast Forward Career Option Codes**

**Please share with counselors, CTE supervisors, principals, and secondary supervisors.**

Postsecondary Readiness will host a webinar discussing the recent Fast Forward Pathways Career Option Codes updates. The new codes became effective during the 2023-2024 school year.

- **Webinar Date and Time:** February 6 at 9 a.m.
- **Webinar Link:** <https://ldoe.zoom.us/j/99482276597>
- **Webinar Phone Number:** 312 626 6799
- **Meeting ID:** 994 8227 6597
- **Passcode:** 859060

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

## School System Financial Services

### **Apprenticeship Allocations**

**Please share with business managers.**

In FY 2023-2024, the Legislature appropriated funding for apprenticeships to provide systems with additional support in the costs of providing apprenticeship training to students. The apprenticeship allocations will be released to eligible school districts on or before January 26. For more details, refer to the Apprenticeship Guidance document in the [Business Manager Support Library](#) under State Allocations.

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

## Audit Division

### **Budget to Actual - Louisiana Scholarship Program (LSP) Expenditures**

**Please forward to School Business Officials**

The LDE Approved Budget Form and Allocation Spreadsheet showing actual LSP expenditures through January 31, 2024 are due Friday, February 9, 2024. The [LSP Audit Webinar](#) provides instructions for completing the form for Phase II testing.

If applicable, a completed budget form and allocation spreadsheet should be submitted to [staudit@la.gov](mailto:staudit@la.gov).

Submissions must include a complete and accurate listing of expenditures to the audit firm as of January 31, 2024. Once a sample of expenditures are selected, updates to any listing of expenditures and allocation spreadsheets for testing purposes will not be possible.

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

## Teaching and Learning

### Academic Content

#### **2023-2024 Seal of Biliteracy Orders**

**Please share with data coordinators, school counselors, and school leaders.**

Since the approval of [RS 17:273.4](#) in 2014, Louisiana students may earn the State Seal of Biliteracy by demonstrating literacy in English and another language. School systems should submit the [Diploma and Seal order form](#) for the 2023-2024 graduates along with the [Seals of Biliteracy Request Document](#).

All diploma and seal requests must be submitted through the electronic form. The deadline to submit orders is February 2. Only one form should be completed for each school system. The LDOE will cover the costs for the initial order and distribution request that are received by the due date.

High schools with at least five percent of their graduating class earning the Seal of Biliteracy will be recognized at the June BESE meeting.

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

## Diverse Learners

### **Spring Occupational Therapy Collaborative**

**Please share with special education directors.**

This spring the Louisiana Occupational Therapy Association and the LDOE will partner to host a meeting in Baton Rouge for Lead Occupational and Physical Therapists working in Louisiana schools. The meeting will be held at the Claiborne Building (1201 N Third St. Baton Rouge ) in the Thomas Jefferson Room on March 13 from 8 a.m. - 4 p.m.

The meeting will provide a chance for lead therapists to collaborate on implementation of Medicaid claiming and allow discussion of school health services relative to OT and PT practice in schools. One occupational therapist and one physical therapist from each school district is invited to [register](#) for this meeting. The deadline to register is February 29.

For more information please contact [elizabeth.duncan@la.gov](mailto:elizabeth.duncan@la.gov).

## Educator Development

### **Aspiring Principal Fellowship 2024-2025 Application Available**

**Please share with principals and principal supervisors.**

The Louisiana Department of Education is expanding the Aspiring Principal Fellowship (APF) for the 2024-2025 school year. APF cohort participants will meet throughout the year to explore best practices with regional experts, participate in school visits, and reflect on leadership practices. Participants will exit this fellowship with a robust leadership portfolio, the guidance of Louisiana's most successful principals, and a strong network of lifelong colleagues.

Applicants must hold a current EDL1 certification in Louisiana. School systems will be responsible for the cost of tuition for presenters, materials, and travel costs. Interested candidates should complete the [Aspiring Principal Fellowship Application](#) no later than March 8. Fellowship applicants will be notified of acceptance by March 28. Additional information

about the Aspiring Principal Fellowship can be found on the [APF overview document](#).

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

### **Recruitment and Retention Fellowship Applications Available for 2024-2025**

**Please share with human resources directors.**

In an effort to support HR professionals in recruitment and retention efforts, the LDOE is expanding the [Recruitment and Retention Fellowship](#) for a fifth cohort for 2024-2025 through a partnership with the national nonprofit organization, [Urban Schools Human Capital Academy](#). The fellowship gives Louisiana HR professionals the opportunity to collaborate with human capital professionals from across Louisiana and the country to learn best practices for attracting and retaining effective educators.

HR Directors who are interested in participating in the Recruitment and Retention Fellowship should complete the [application](#) by March 8. Fellowship applicants will be notified of acceptance by April 19.

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

### **Louisiana Counselor Evaluation Survey**

**Please share with school counselors.**

Counselors are asked to complete the [Counselor Evaluation Survey](#) to inform decisions regarding the counselor evaluation process. This feedback will help to inform adjustments to the Louisiana Counselor Observation Rubric. Please share with all school counselors to provide feedback. The deadline to complete the survey is January 30.

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