



Important News for **NONPUBLIC SCHOOLS**



January 26, 2023

Dear Colleagues,

Louisiana and states across the country are celebrating National School Choice Week. School choice means giving parents access to the education options best for their children. Parents know their children best and must be in the driver's seat of their education. Most parents choose their traditional neighborhood public school. For some parents, their choice is a public charter, nonpublic school, homeschool, a learning pod, or another option that best serves their family. Parents deserve options and they are finding educational freedom in Louisiana.

Just as choice enhances options for parents, it also enhances the quality of education available in our state.

Dr. Cade Brumley

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Important Dates for School Systems

Office Hours and Monthly Calls

- Creating Local April Dunn Act Procedures: [January 30 at 4:30 p.m.](#)
- School Choice Program School Application Webinar: [January 30 at 2 p.m.](#)
- School Choice Program Parent Application Webinar: [January 31 at 2 p.m.](#)
- CWA Monthly Call: [February 1 at 8 a.m.](#)
- Alternative Education Monthly Call: [February 1 at 10 a.m.](#)
- Creating Local April Dunn Act Procedures (repeat): [February 1 at 4:30 p.m.](#)
- Nutrition Support Monthly Call: [February 7 at 1 p.m.](#)
- Local Authorizer Monthly Call: [February 8 at 11 a.m.](#)
- Educational Technology Monthly Call: [February 9 at 9 a.m.](#)
- School System Financial Services Business Manager Monthly Call: [February 15 at 2 p.m.](#)

Upcoming Events and Deadlines

- 2023-2024 Louisiana Scholarship Program Application closes January 27
- High Cost Services Round 1 Application closes January 27
- IDEA October 1 data collection deadline: January 30
- [Principal's Math Refresh Webinar](#): January 30 at 1 p.m.
- [PPP Assurance Addendum](#) deadline: January 31
- [School Support Institutes](#) Session 3: January 31 - February 3
- 2023-24 School Choice Program for Students with Exceptionalities Application opens February 1
- [OpenSciEd K-12 Expansion Informational Webinar](#): February 1 at 9 a.m.
- [2022-2023 Graduate Diploma and Seal Orders](#) deadline: February 3
- [2023 Jump Start Convention and Child Welfare and Attendance Summit](#): February 8
- Alternative Education Site Authorization [Submission Portal](#) deadline: February 14

School Choice

Monthly Call

Our monthly call was held on January 18th.. You can access a copy of January’s webinar deck [here](#).

- The School Application Webinar (LSP Application for 2023-24) was held December 5th. This webinar provided guidance on the application process for participating schools. Schools can access a copy of the presentation [here](#)
- The Parent Application Webinar (LSP Application for 2023-24) was held on December 6th. This webinar provided guidance on the application process for both new and continuing students. Families can access a copy of the presentation [here](#).

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 for assistance.

This service is not available to families. Families with questions should submit them to studentscholarships@la.gov

Upcoming Dates

You can access the 2022-23 Nonpublic Annual Reporting Calendar [here](#).

Date	Item	Participants
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January 27th	Statewide SY 2023-24 LSP application closes for all schools	LSP Schools and Families only
January 30th	School Application Webinar for School Choice Program SY 2023-24	SCP schools
January 31st	Parent Application Webinar for School Choice Program SY 2023-24	SCP families
January 31st	Last day for schools to enter eligibility determination for SY 2023-24 LSP Applications in LEADS	LSP schools
February 1st	SY 2023-24 School Choice Program application opens	SCP schools and families
February 1st	Quarter 3 Enrollment reporting begins (SEE/SCS)	LSP and SCP Schools
February 3rd	Quarter 3 Enrollment reporting ends (SEE/SCS)	LSP and SCP Schools

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

Louisiana Scholarship Program

2023-24 Louisiana Scholarship Program Application

The application for 2023-24 Louisiana Scholarship Program will close tomorrow, January 27, 2023.

All families (including Orleans) who need to submit applications for the 2023-24 school year must apply using the LDOE website. Parents will be able to access the [application](#) on December 12th on our [website](#).

- New applicants, students who wish to transfer to another participating scholarship school for the upcoming year, and those in a terminal grade will need to submit an application for the 2023-24 school year.
- The link to the application can be found [here](#) and will open on December 12th.
- You can access the 2023-24 LSP income limits [here](#).
- If you would like to provide your families with a receipt after they have submitted all the required documentation to your school, use the form found [here](#).
- For more information on the application process, eligibility for the program, and frequently asked questions, the Louisiana Scholarship Program Application Guide can found [here](#).

For the latest information on the application process, please visit our website at <https://www.louisianabelieves.com/schools/louisiana-scholarship-program> for more information or contact our office at studentscholarships@la.gov.

School Choice Program for Students with Exceptionalities

2023-24 School Choice Program Application

The application for 2023-24 School Choice Program for Students with Exceptionalities will open on February 1st and close on March 6th, 2023.

All families for both new and returning students will need to submit applications for the 2023-24 school year. Families must apply using the LDOE online application, which will be available on the LDOE website on **February 1st**.

We will be hosting two upcoming webinars to discuss the application process for the upcoming year.

- A [*School Application Webinar \(SCP Application for 2023-24\) on January 30th at 2pm*](#). This webinar will provide guidance on the application process for participating schools. Schools can access the webinar using this link: <https://ldoe.zoom.us/j/93717548403>
- A [*Parent Application Webinar \(SCP Application for 2023-24\) on January 31st at 2pm*](#). This webinar will provide guidance on the application process for both new and continuing students. Families can access the webinar using this link: <https://ldoe.zoom.us/j/93717548403>

For the latest information on the application process, please visit our website at <https://www.louisianabelieves.com/schools/louisiana-scholarship-program> for more information or contact our office at studentscholarships@la.gov.

Assessments, Accountability and Analytics

Cohort Graduation Data Certification

Please share with accountability contacts.

The Department plans to open data certification for the 2022 graduation cohort in March. School systems should complete the following steps in advance of this certification period:

- Notify assessment@la.gov of any changes to the accountability contact for the school system. The official accountability contacts on the Department file are the only individuals who will be assigned an account in the Louisiana Data Review System.
- Check for a graduation date on the official transcript in the STS. No student will be counted as a graduate without a complete and dated transcript. School systems will be required to correct the transcript in STS during data certification before any changes are approved.
- Check to make sure all students who earned a diploma through the Jump Start Career Diploma Alternate Pathway have taken all three LEAP Connect subject tests at the high school level. Students are not eligible for this pathway without full participation in LEAP Connect.
- Check for Jump Start credentials earned by cohort members. To earn points for credentials in the strength of diploma index, credentials must be correctly recorded on the transcripts. During data certification, school systems will be required to correct the transcripts in STS before any changes are approved.
- Organize a process for collecting documentation for exit code 10 (out of state), exit code 14 (transfer to approved nonpublic school) and exit code 16 (BESE-approved home study). Students

who were exited with one of these codes and who do not have documentation will be changed to nongraduates.

Please contact jennifer.baird@la.gov with questions.

October 1 Data Collection Deadline January 30

Please share with data managers and special education directors/supervisors.

In order to provide the most current update on our IDEA October 1 Data Collection process, the Department has extended the IDEA October 1 data collection through January 30. Additional resources were added to eSER over the weekend to facilitate optimal reporting. Please contact systemsupport@la.gov with questions.

LEAP Connect

Please share with testing coordinators and special education directors.

The deadline for identifying students who are eligible for LEAP Connect and for finalizing accommodations was January 13. To request a review for late eligibility or late accommodations, please complete the [Request for Late Accommodations Form](#). The Department will not review any requests made by email. Please contact assessment@la.gov with questions.

Career and College Readiness

NCCER Proctor Certification Training

Please share with CTE supervisors, school counselors, and administrators.

NCCER proctor certification will be held virtually on various dates January 30 through February 8. The cost for proctor certification is \$65. Per NCCER, all virtual classes will be 2.5 hours in length. When requesting your date and time, please make sure you can commit to the 2.5 hour time period.

Class time is 3:30 - 5 p.m. on the following dates.

- January 30
- February 1
- February 6
- February 8

For more information about proctor certification please visit [NCCER ATS Guidelines](#); contact troy.borne@la.gov with questions.

NCCER ICTP/Core Instructor Training

Share with CTE supervisors, principals, and professional school counselors.

NCCER ICTP/Core teacher certification will be held February 27 through March 3. The class will be instructed by NCCER Master Trainer Chance Plaisance. The master trainer will work with craft instructors

to complete performance profiles. The cost of the certification class for ICTP/Core is \$700.00. Registration costs will be paid directly to the trainer. Perkins and/or CDF funds can pay for training costs.

Prior to registering for the training, all potential craft instructors are required to submit documentation of skill to troy.borne@la.gov. Documentation of skill may be any or all of the following:

- Resume with experience in craft, or teaching experience in craft requested, including professional contacts to verify experience in requested craft area(s)
- Diploma with transcript from postsecondary institution in requested craft area(s) Please contact troy.borne@la.gov with any questions.

School System Financial Services

Mentor Teacher Stipend Payments

Please share with business managers and finance officials

Per the FY2022-2023 Minimum Foundation Program formula, a stipend of \$2,000 will be provided for teacher mentors serving as assigned mentors of record, responsible for supporting undergraduate or post-baccalaureate resident teachers. The payments will be adjusted for time spent with residents. A separate payment, apart from the regular MFP monthly payment, is currently being processed. FAQs and payment information are posted in the [MFP Library](#).

Please contact LDOEMFPHelpdesk@la.gov for payment questions; contact believeandprepare@la.gov for participation and qualification questions.

Budget to Actual – Louisiana Scholarship Program (LSP) Expenditures

Please forward to School Business Officials

[LDE Approved Budget Form and Allocation Spreadsheet](#) showing actual LSP expenditures through January 31, 2023 are due by Friday, February 10, 2023. 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. Submissions must include a complete and accurate listing of expenditures to the audit firm as of January 31, 2023. Once a sample of expenditures are selected, updates to any listing of expenditures and allocation spreadsheets for testing purposes will not be possible.

Please direct questions to staudit@la.gov.

School System Relations

Energy Grant Opportunity through the U.S. Department of Energy

Please share with school and school system leaders.

The U.S. Department of Energy has the following opportunities for clean energy improvements at K-12 public schools:

- Schools can apply for the first round of the Renew America's Schools grant, up to \$80 million of the \$500 million program, to make energy improvements, especially in the highest-need districts

- across the country.
- The Energy Champions Leading the Advancement of Sustainable Schools Prize (Energy CLASS Prize) program is accepting applications for up to 25 local education agencies to receive \$100,000 to staff and train select administration and facilities personnel as energy managers.

The deadline for concept papers is tomorrow, January 26. Please visit the [Grants for Energy Improvements at Public School Facilities](#) website for more information about these opportunities. Please contact The.Secretary@hq.doe.gov with questions.

Medal of Honor Character Development Training Opportunity **Please share with secondary teachers and school leaders.**

The Congressional Medal of Honor Society is offering training on the Medal of Honor Character Development Program. The flexible, cross-curricular resource, which uses the oral histories of Medal of Honor Recipients and citizen heroes, focuses on how students can use these examples of courage, commitment, sacrifice, integrity, citizenship and patriotism to influence change in their own communities. Middle and high school teachers from all subject areas along with counselors, coaches, and administrators are invited to attend this free training at the National World War II Museum on March 4. Visit www.cmohs.org/training to register.

Please contact ebillmayer@cmohs.org with questions.

Teaching and Learning

Academic Content

Teaching Lab

Pending further review, the Louisiana Department of Education has removed Teaching Lab from the Louisiana Academic Content Professional Development Vendor Guide. Please contact LouisianaCurriculumReview@la.gov for more information about the PD Vendor Guide.

Instructional Support: Instructional Material Reviews **Please share with content supervisors and administrators.**

The Department conducts ongoing reviews of instructional materials to support school systems in adopting curricula in all core subjects. All tiered reviews can be found on the [Annotated Reviews](#) webpage. The status of all instructional materials submissions can be found in the Weekly Report.

To keep school systems aware of upcoming archive dates and to support them in high-quality local decision making, a report that includes the upcoming [Archive Dates for Tier 1 & 2 reviews](#) is located on our [Tiered Reviews](#) webpage. This report also indicates whether the publisher has submitted updated versions of the materials. Once a review has reached its official archive date, the materials are no longer considered Tier 1 and the review is archived and added to the [Archived Tiered State Reviews](#) report.

Please contact louisianacurriculumreview@la.gov with questions.

Educator Development

Annual Educator Workforce Report Released

Please share with system leaders, site leaders, human resource directors, and data managers.

The annual Educator Workforce report highlights the progress of Louisiana's comprehensive recruitment and retention strategy. This past year saw the following improvement:

- percentage of teachers of color increased by two percentage points;
- percentage of certified teachers increased by two percentage points;
- average teacher salary increased over \$1200;
- teacher retention rate increased by two percentage points; and
- first-year teacher retention rate increased by five percentage points.

The 2021-2022 State and Regional Workforce Snapshot reports are available in the [Workforce Attributes Library](#) and linked below.

- [State Workforce Snapshot](#)
- [Southwest Regional Workforce Snapshot](#)
- [Southeast Regional Workforce Snapshot](#)
- [Northern Regional Workforce Snapshot](#)
- [Central Regional Workforce Snapshot](#)

School systems and school leaders can access the educator workforce dashboard in EdLink 360. Please contact emily.smiley@la.gov with questions.

Aspiring Principal Fellowship Application Open

Please share with principals and principal supervisors.

In an effort to support the development of school leaders across the state, the Department will be launching the third cohort for aspiring principals. The Aspiring Principal Fellowship (APF) prepares EDL1 certificated individuals with the critical knowledge and skills needed to serve in the principal role.

APF cohort participants meet throughout the year and explore best practices with regional experts and school visits. 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 need to cover the cost of the \$1,000 tuition for presenters and materials, as well as travel costs. Interested candidates should complete the [Aspiring Principal Fellowship Application](#) no later than March 10.

Additional information about the Aspiring Principal Fellowship can be found on the [APF Overview document](#). Please contact louisianaleaders@la.gov with questions.

Recruitment and Retention Fellowship Application Open

Please share with human resources directors.

In an effort to support human resources professionals in recruitment and retention efforts, the Department is expanding the Recruitment and Retention Fellowship for a fourth cohort for 2023-2024 through a partnership with the national nonprofit organization, [Urban Schools Human Capital Academy](#)

. The fellowship gives Louisiana human resources 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. The goals of the fellowship program are to

- transform HR departments into highly functioning, strategic partners with in their systems to meet the mission of improved student outcomes;
- build a network of human capital leaders across the state; and
- change the perception of HR in education to ensure sustainable, long-term success.

HR directors who are interested in participating in the Recruitment and Retention Fellowship should complete this short [application](#) by March 10. Fellowship applicants will be notified of acceptance by April 15. Additional information can be found in this fellowship program [overview](#) document. Please contact louisianaleaders@la.gov for more information.

Summer Learning Programs

Please share with summer learning coordinators.

Summer learning programs require year-round planning. During the upcoming months, school systems can utilize the checklist located in the [Summer Learning Program Guidance](#) document to continue planning for their 2023 programs. Some of the checklist items include

- developing a projected budget,
- creating applications for staff hiring,
- creating a registration process and timeline for students including the collection of accommodations and medical plans,
- determining school site locations,
- creating a communication plan for parents and families, and
- preparing for food and nutrition needs.

Please contact louisianaleaders@la.gov with questions.