



Important News for **NONPUBLIC SCHOOLS**



December 16, 2021

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Important Dates for School Systems

Office Hours	
Office Hours Title	Zoom Link
P-EBT Data Managers Office Hours	December 21 at 10 a.m.
Early Childhood Lead Agencies Office Hours	December 21 at 3 p.m.
Assessment and Accountability Office Hours	December 21 at 3:45
Science of Reading Implementation Office Hours	December 27 at 3:30 p.m.
Career and College Readiness Office Hours	January 6 at 3 p.m.
Monthly Calls*	
Monthly Call Title	Zoom Link
Legislative and Policy Support Monthly Call	December 20 at 10 a.m.
Nutrition Support Monthly Call	January 4 at 1 p.m.
Data Coordinator Monthly Call	January 6 at 1 p.m.
System Leaders Monthly Call	January 7 at 9 a.m.
Charter Authorizers Monthly Call	January 12 at 11 a.m.
BESE Authorized Charter School Monthly Call	January 12 at 3 p.m.
SPED Leader Monthly Call	January 13 at 2 p.m.

Teaching and Learning Roundtable	January 14 at 11 a.m.
CLSD UIN Communities of Practice	January 14 at 11 a.m.
Assessment and Accountability Monthly Call	January 18 at 3:45 p.m.
Teaching and Learning Monthly Call	January 26 at 1 p.m.
<p><i>*Monthly call presentations are available in the School Improvement Library. View the School System Support Calendar to access a complete schedule of events.</i></p> <p><i>**Achieve! Incentive Round 2 and Super App application office hours and Q&A will take place during this call.</i></p>	
Upcoming Events	
Event Title	Zoom Link
Upcoming Deadlines	
Achieve! Incentive Planning Round 2	December 16
Reimagine School Systems Grant Initiative Application	December 16
Leader Evaluation Score Upload window in CIS closes	January 7
Vacancy Survey Due	January 7

Louisiana Scholarship Program

Application Process

The application process for 2022-23 scholarship began on December 13th for schools outside of Orleans parish. Schools play a central role in the applicant intake process by verifying eligibility as well as providing direct support to families.

- Schools are not allowed to implement admissions criteria for Scholarship applicants and may not discriminate against students with special needs during the admissions process.
- Schools are required to accept the grade of the sending school for all students awarded a Scholarship.
- See the policy requirements as written in [Bulletin 133, see Chapter 3](#)
- **If any of your families experience any issues with the application, please contact studentscholarships@la.gov with a detailed description of the issue they are experiencing and a screenshot of any error messages they have received.**

Application Timeline

Orleans Parish	Outside Orleans Parish
Applications submitted through the New Orleans Common Application Process (NCAP) - formerly OneApp (www.enrollnola.org)	Online application throughout the state opens December 13th (www.LouisianaBelieves.com/Scholarship)
Open November 1st, 2021 - January 21, 2022	Open December 13, 2021 - January 28, 2022

Operations

Federal Support and Grantee Relations

Title I, Part A Excess Funds Waiver Application is Available in eGMS

Please share with District Federal Program Directors, Business Managers, and Financial Officials.

Upon submission of the 9/30 Periodic Expense Report your school system may have received notification that it exceeded the 15% Title I, Part A carryover limitation, it can request a waiver via the [Electronic Grants Management System](#) (eGMS).

The Title I Waiver application is located with your FY 2022 applications in the Non Funded Section of the GMS Access Select page. The deadline to submit a Waiver Application is January 14.

As a reminder, due to the COVID-19 pandemic, LDOE can grant waivers to school systems even if a waiver has been granted in the last three years.

Please contact ldoe.grantshelpdesk@la.gov with questions and comment submissions.

Achieve! Incentive Planning Round 2 - P5.9.4 System-wide Impact
Please share with District Federal Programs Directors, Business Managers, and Financial Officials.

The Achieve! Incentive Planning Round 2 application is due Thursday, December 16. For information and planning resources, please refer to the 2022-2023 School System Planning Resources section at the top of the [School Improvement Library](#).

Item P5.9.4 System-wide Impact offers school systems the opportunity to request additional funding for initiatives identified in the school system's Academic Recovery and Acceleration Plan which will have a system-wide impact and need additional funding in order to fully implement. In order to be eligible for this funding, as stated in the application question, school systems must upload an [Alternate Evidence-based Option form](#) for each activity for which funding is requested.

Assessments, Accountability, and Analytics

LEAP 2025

Please share with district and school test coordinators.

Window A LEAP High School

- Please be sure all void forms are returned to assessment@la.gov by the close of the testing window on December 17.
- All makeup testing must be completed during this window. School systems that tested during Window A will not have access to Window B.

Window B LEAP High School

- Schools can begin adding students and their accommodations now. Test setup will not be available until December 22, 2021.

ACT

Please share with district and school test coordinators.

- Date selection for the state's spring administration in PANext is now past due. District test coordinators should make sure that all schools have made their selections.
- There is no paper option for standard time ACT. All testing will be completed online.
- The 2021-2022 ACT MOU is now past due. The documents are posted in the [Assessment Library](#). Please submit to patricia.newman@la.gov as soon as possible.
- ACT has provided a [What's New for the ACT Spring 2022](#) document on the [ACT State Testing](#) website. This is a general overview document that covers any major changes that would impact all states participating in the ACT.
- The [ACT Schedule of Events](#) is posted on the [ACT State Testing](#) site. Please be sure to use this to keep up with important dates and deadlines for ACT.
- Now - 01/07/2022-window to request initial ACT approved accommodations in [TAA](#)
 - 10/6/21- 4/29/22 - register students in Validus for the WorkKeys assessment during the online window.
 - Now-1/17/2022 – Upload student data in [PANext](#) for WorkKeys for paper testers.
 - Now-1/21/2022 – Verify student information, submit the Enroll and Unenroll Students file in [PANext](#) to ensure appropriate quantities of paper test materials are shipped for initial testing.
 - 12/10/2021-01/21/2022-Verify enrollment, submit the Enroll or Unenroll student file, review student identifying information in [PANext](#), and correct each examinee's grade level. Students taking paper accommodated tests loaded after 1/21/2022 will not receive barcode labels.
 - Now-2/24/22-Complete Site Readiness,including mock administration, ProctorCache installation (if needed), validate configuration, and freeze test environment for ACT online testing.
 - 12/13/2021-12/17/2021-Receive the training package shipment from ACT.
 - See the Preparing for [State Testing FAQs](#)
 - ACT Customer Care
 - Phone – 800-553-6244 ext. 2800 for standard time and ext. 1788 for accommodations and supports

Career and College Readiness

2022 Jump Start Convention Updates

Please share with CTE Supervisors, Principals, Assistant Principals and Counselors.

The Jump Start Convention will take place on January 25, 2022 and is currently at capacity. A [waiting list](#) is open, and as tickets become available, those on the waiting list will have the opportunity to secure tickets on a first-come, first-serve basis. To accommodate the overflow of stakeholders looking to attend the Convention, a curated selection of sessions will be livestreamed. Information on how to access the livestream is forthcoming.

As a courtesy to attendees, [hotel blocks](#) have been reserved at several neighboring hotels around the Raising Cane's River Center.

Please contact erica.spencer@la.gov with questions.

2021-2022 Graduate Diploma and Seal Orders

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

The deadline to order diplomas and seals for 2021-2022 graduates is Friday, February 4. Please use the [Diploma and Seal Order Form](#) to submit an order for the 2021-2022 graduates. All diploma requests must be submitted through the electronic form. Only one form should be completed for each school system. The Department will cover the costs for the initial order and distribution.

For more information, please contact megan.thompson2@la.gov.

School System Financial Services

New: FY 2021-2022 Nonpublic Textbooks Application

Please share with Business Managers.

The FY 2021-2022 Nonpublic Textbooks Application is now available in the Department's electronic grants management system (eGMS) and the system is now ready to accept reimbursement requests. Orders for textbooks, etc. must be delivered to (and received by) the eligible nonpublic school during the period of **July 1, 2021 to June 30, 2022**, in order to be eligible for reimbursement.

Please review the Nonpublic Textbooks Application information under the Announcement section in [eGMS](#).

All applicants are encouraged to ensure Nonpublic Textbooks Contact Information is updated and saved in eGMS.

Please contact nonpublicfinancehelpdesk@la.gov with questions.

Teaching and Learning

Teaching and Learning Monthly Calls

Please share with Chief Academic Officers/Curriculum Supervisors, Literacy Coordinators, Special Education Directors, Early Childhood Supervisors, Content and Mentor Leader Coordinators, and Talent Supervisors.

In an effort to streamline communication and integrate content seamlessly, the Office of Teaching and Learning will shift from multiple calls to a comprehensive monthly call beginning January 2022. (The Early Childhood monthly call will remain unchanged.)

The Teaching and Learning Monthly Call will focus on academic content, educator development, diverse learner supports (students with disabilities and English learners) and literacy supports. We hope that this will allow your system to streamline communication internally and coordinate efforts across your teams. The call will be on the fourth Wednesday of the month and details can be found on the [School System Support Calendar](#).

Please contact classroomsupporttoolbox@la.gov with questions.

Educator Development

Mentor Stipends

Please share with system leaders of Mentor work and finance team.

Thank you for your work and cooperation in ensuring our 2021-2022 undergraduate residents and their Mentors receive funding. Initial Believe and Prepare Formula funding allocations for Mentor stipends are being sent to BESE for approval on December 15. These allocations were based on the data submitted by school systems that was verified before the December BESE deadline. A second round of funds will go to BESE in January with the remaining funding requests.

Each system received individualized communication from BelieveandPrepare@la.gov on Wednesday, November 24 about the schedule of your system's allocations.

Please contact believeandprepare@la.gov with questions.

Human Resources Directors: Vacancy Survey Due January 7 **Please share with Human Resource Directors.**

The LDOE is releasing a survey to school system human resources directors to identify staffing vacancies across schools within school systems. Although various elements of employment data are able to be reported in EdLink 360 and some systems do enter this data, it is crucial for LDOE to have complete data and understand current realities regarding vacancies. The data collected from this survey will be used to support school systems with the recruitment and retention of educators throughout the state.

For this survey, a vacancy is defined as a position where there is a substitute or no one filling that position as of December 10, 2021.

This survey should be accurately completed by a system-level HR director to their best knowledge and ability. Please complete one survey for each school in your school system. The window to complete the survey is December 14, 2021 - January 7, 2022.

HR directors should use this [link](#) to complete the survey.

If you have any questions concerning this survey, please contact victoria.dunn@la.gov.

Teacher Leader Lagniappe Podcast: Episode 20 Released **Please share with all educators, including: school system leaders, school leaders, and teacher leaders.**

[Teacher Leader Lagniappe](#) offers a little something extra for Louisiana educators. As educators, we are leaders - leaders of our families, classrooms, schools, teams, and systems. Host Em Cooper shares inspiring stories from leaders in Louisiana and across the country. You'll hear from innovators, change agents, and experts that will empower you to grow in your profession. Educators can subscribe to the podcast and listen to the latest episode.

Episode 20 Summary:

Dr. Wendy Baudoin discusses the role of school boards and school board members, best practices for strong partnerships between boards and systems, how school board meetings work, and why it is important for communities to be involved in the local school system. Homer Junior High is featured during the What's Making Me Smile segment for their implementation of accelerated learning.

Educators can subscribe to the [podcast](#) and listen to the latest episode.

Share Your Stories: Educators can submit [pictures](#) of the great things happening in your school and system for our What's Making Me Smile segment.

Please contact em.cooper@la.gov with questions.

Principal Webinar Series

Please share with school leaders.

In January's webinar, the LDOE will partner with NIET for this month's topic of building and managing high-performing instructional leadership teams.

- Webinar Date/Time: January 31 from 2-4 p.m.
- Webinar Link:
<https://doe.zoom.us/j/94171949379?pwd=b3d3SVRHc25zL3RWdzlyNy9Pb3BYQT09>
- Meeting ID: 941 7194 9379
- Passcode: 216254

Please contact louisianaleaders@la.gov with any questions.

Acceleration Professional Development

Please share with math teachers and school and district leadership teams.

The month's [Louisiana Acceleration Series](#) session is Planning for Accelerated Learning Options and Individualized Learning. During this session, participants will examine models for grouping students and plan for the incorporation of accelerated learning in core instruction, small group, and individual instruction. The target audience for this session is school and district leadership teams.

Planning for Accelerated Learning Options and Individualized Learning	
Wednesday, December 15	Virtual
Thursday, December 16	In person - Baton Rouge

Beginning in January, the next session in the [Louisiana Acceleration Series](#) is Strengthening Content-Specific Strategies for Learning Recovery in Math. During this session, participants will identify skills critical to student mastery of math standards and will deconstruct those in order to scaffold and segment accelerated learning. Participants will develop thinking strategies that support student mastery of critical skills and define ways to incorporate techniques for increasing student engagement and student ownership of learning. The target audience for this session is math teachers and school and district leadership teams.

For a complete list of training dates and locations and to register, visit NIET.org. Educators can receive a certificate upon completion of each training.

Please contact Markecia.Barthelemy@la.gov with questions.

Summer Learning Programs

Please share with system and school leaders.

Summer learning programs require year-round planning. During the months of November through December, school systems can utilize the checklist located in the [Summer Learning Program Guidance](#) to continue planning for their 2022 program. Some of the checklist items include:

- Release SLP dates to educators and families,
- Outreach for preliminary community support,
- Develop and distribute an interest survey for students,
- Develop a distribute an interest survey for staff, and
- Develop a needs assessment with stakeholder input.

In Super App, school systems must provide a summer learning program that includes tutoring for all students at CIR and UIR-A schools next summer.

Please contact Markecia.Barthelemy@la.gov with questions.

School Improvement Best Practices

Please share with system and school leaders.

The [School Improvement Best Practices](#) strategy is designed to support schools in adopting the essential components that drive professional and student growth and will continue during the 2022-2023 school year. LDOE has partnered with the National Institute for Excellence in Teaching (NIET) to develop, implement, and support five [School Improvement Best Practices](#). The five best practices are:

- instructional leadership team support,
- teacher collaboration support,
- teaching standards support,
- principal standards support, and
- career pipeline support.

All schools in Louisiana can [register](#) to attend this professional development [opportunity](#) to support implementation of these essential practices through training sessions during Summer 2022. Educators in all schools can benefit from these best practices, no matter what the current school performance might be. Through these practices, all educators and their students reap the awards of strong leadership practices, teacher collaboration, teaching standards, and career opportunities.

Educators may use this [link](#) to learn more about the [School Improvement Best Practices](#) strategy training sessions, what's new for Summer 2022, and the requirements for CIR and UIR-A schools.

School systems may apply for funds through their Achieve! application or use other funding sources for schools without an intervention label.

School systems should complete this [form](#) to indicate the training they anticipate their schools will participate in. Upon receipt of the form, NIET will connect with the school system contact to begin planning. Completing the form does not commit you to selecting these trainings, but it helps to inform the conversation and planning with NIET.

Please contact Markecia.Barthelemy@la.gov with questions.

Balanced School Calendar: Key Considerations for Implementation

Please share with system leaders.

At its August 2020 meeting, BESE directed the Louisiana Department of Education to research the potential development of a Louisiana “balanced” school calendar model or other possible alternative school calendar options.

Year-round education (YRE), also referred to as the balanced school calendar model, is a concept that reorganizes minimum instructional time requirements across the academic year to provide learning that is more continuous by reducing the time students spend on summer vacation.

Last week, the Department hosted a roundtable discussion on Balanced School Calendar: Key Considerations for Implementation. Educators may access the presentation using the following [link](#).

Please contact Markecia.Barthelemy@la.gov with questions.

Diverse Learners Supports

IDEA Annual Performance Report (APR) Monitoring Outreach for School Systems

Please share with IDEA directors.

Annually, the Department is required to analyze special education data and conduct outreach regarding outcomes for particular indicators as part of the IDEA, Part B State Performance Plan and report these in the special education annual performance report (APR).

Results will be provided to school systems via APR outreach packets **in the FTP on December 17**. Any school system identified as needing improvement in one or more targeted indicators will be required to submit a plan of correction to the Department by **January 14**.

Additional details on this process, including the timeline, will be provided in the APR outreach packets.

Please contact iris.jones@la.gov with questions.

Reminders

- *Assessments, Accountability, and Analytics*
- *Career and College Readiness*
- *School System Relations*
- *Teaching and Learning*
 - *Educator Development*
 - *Literacy*

Assessments, Accountability, and Analytics

ELPT Trajectory Targets for 2022

Please share with accountability contacts and EL directors.

On December 3, the department posted post-data certification rosters on the ftp. Included among the files was the ELPT Progress Roster that was updated to include new 2022 targets for students. For information about targets, please see the [EL Frequently Asked Questions document](#).

LEAP 2025 High School Administration

Please share with district test coordinators.

- Schools and systems that are participating in LEAP 2025 High School Window A should send updated schedules when changes are made to assessment@la.gov.
- Please send all voids by December 17 to assessment@la.gov.
- Schools and systems that are participating in LEAP 2025 High School Window B should have already completed any changes to accommodations on an IEP, IAP or EL checklist by December 5, 30 days prior to the opening of the testing window.

Career and College Readiness

2021-2022 Graduate Diploma and Seal Orders

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

Please use the [Diploma and Seal Order Form](#) to submit an order for the 2021-2022 graduates. All diploma requests must be submitted through the electronic form by February 4. Only one form should be completed for each school system. The Department will cover the costs for the initial order and distribution.

For more information, please contact megan.thompson2@la.gov.

School System Relations

Reimagine School Systems Grant Initiative

Please share with school and district leadership teams.

The Reimagine School Systems Grant Initiative application is due on December 16. In order to assist with completing the application, the following resources have been created:

- Reimagine School Systems Grant Initiative Resources [click here](#), which includes -
 - Key Criteria for Success
 - Key Challenges
 - Key Sustainability Concerns
 - Key Change Management Considerations
 - Key Planning Milestones Required to Access Implementation Funds
 - It also has a link to a [Reimagine School Actions for Louisiana School Systems Quiz](#)

- Reimagine School Systems Initiative Application and Interview Rubric [click here](#)

Please contact systemrelations@la.gov with questions.

Teaching and Learning

Educator Development

Principal Newsletter

Please share with school leaders.

The monthly Principal Newsletter will be released on **December 16**. Sign up [here](#) to receive the principal newsletter.

Please contact louisianaleaders@la.gov with any questions.

Teacher Leader Summit

Please share with all educators, including: school system leaders, school leaders, principals, school counselors, teacher leaders, and data coordinators.

Save the date: Teacher Leader Summit will take place from **May 31 - June 2, 2022** at the New Orleans Ernest N. Morial Convention Center.

Please contact LDOEevents@la.gov with questions.

Literacy

Holiday Literacy Activities

Please share with all educators.

In the spirit of the holidays, the LDOE Literacy Division is releasing a [list of quick and easy holiday-themed literacy activities](#) that can be done at school or at home. This link is exclusively available through this newsletter and LDOE social media. Teachers are encouraged to try a few activities in their classrooms and share the ideas with families.

Please contact louisianaliteracy@la.gov with questions.