



# Important News for **NONPUBLIC SCHOOLS**



**March 30, 2023**

Dear Colleagues,

As we approach the start of April, we are also getting closer to the start of spring assessments. I want to wish our teachers, leaders, and students well on the upcoming LEAP tests. We are grateful for the collaboration of the many school systems that have partnered with us to help ensure Louisiana's children continue their upward trajectory.

The start of spring also signals spring break for most of Louisiana's school systems. Along with preparing students for these important assessments, let's also remember to take some time to recharge. I am proud of the hard work and dedication that you have shown in supporting our students.

Dr. Cade Brumley

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## Important Dates for School Systems

### Office Hours and Monthly Calls

- Nutrition Support Monthly Call: [April 4 at 1 p.m.](#)
- Assessment and Accountability Office Hours: [April 4 at 3:45 p.m.](#)
- CWA and Louisiana Attendance Alliance Monthly Call: [April 5 at 8 a.m.](#)
- Alternative Education Monthly Call: [April 5 at 10 a.m.](#)
- Educational Technology Monthly Call: [April 13 at 9 a.m.](#)
- School-Based Medicaid Monthly Call: [April 18 at 2:30 p.m.](#)
- Well-Being Monthly Call: [April 19 at 9:30 a.m.](#)
- Nonpublic Monthly Call: [April 19 at 2 p.m.](#)
- Federal Support and Grantee Relations (FSGR) Monthly Call: [April 20 at 10 a.m.](#)
- Teaching and Learning Monthly Call: [April 26 at 1 p.m.](#)
- Career and College Readiness Monthly Call: [April 27 at 3 p.m.](#)

### Upcoming Events and Deadlines

- IDEA Plan of Correction deadline: March 31
- Stronger Connections Grant application deadline: April 3
- Computer Science Education Advisory Commission Listening Sessions **for Superintendents:** [April 6 at 10 a.m.](#)
- Computer Science Education Advisory Commission [Listening Sessions](#) **for K-12 Educators:** [April 20 at 5:30 p.m.](#)
- Computer Science Education Advisory Commission [Listening Sessions](#) **for K-12 Educators:** [April 25 at 5:30 p.m.](#)
- [AP Exam Fee Reduction Waiver](#) deadline: April 30 at 10:59 p.m.

## School Choice

### Monthly Call

Our next monthly call will be held on April 19th at 2 pm. During this call, we will be covering 2023-24 site registration for the upcoming year. It is important that schools make every effort to attend.

- You can access the monthly call using this link: <https://ldoe.zoom.us/j/93717548403>
- You can access a copy of March's webinar deck [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](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)***

### **Quarterly Enrollment Reporting**

All Quarterly Enrollment Reports must be submitted on time via the LEADS portal during each quarter by the dates listed below in order to receive payments on-time.

- Quarter 4 reporting for both the Louisiana Scholarship Program (SEE) and the School Choice Program (SCP) is May 1-3.

If the enrollment reports are not submitted on time, it affects your student enrollment counts and delays payments.

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

- Note: All on time Quarter 4 submissions will be paid by the end of May.

If you have any questions, please reach out to us at [studentscholarships@la.gov](mailto:studentscholarships@la.gov) for assistance.

### **LEADS Reporting Tab**

The payment tab has been temporarily removed from the LEADS portal until further notice. If you need to view a report, please send your request to [studentscholarships@la.gov](mailto:studentscholarships@la.gov) and our office will send it directly to you. The reporting tab will be available once all rosters for the 2023-24 school have been finalized and uploaded into LEADS.

### **Upcoming Dates**

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

Date	Item	Participants
April 19	Monthly Call/ School Informational Webinar (Site Registration for the 2023-24 school year)	LSP and SCP schools

April 20	Parent Webinar on Site Registration	LSP schools
April 24	Main Round Roster Verification (Site Registration Begins)	LSP schools
April 24	LSP Award Notification Letters sent to families	LSP schools
May 1	SCP Site Registration Begins	SCP Schools
May 1	SCP Award Notification Letters sent to families	SCP schools
May 26	LSP Site Registration Ends	LSP schools
May 26	Roster Certification Due (declined awards due for non-registered students)	LSP schools
May 31	SCP-Site Registration Ends	SCP schools
June 12	Summer Transfer Window Opens	LSP and SCP schools

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

## Louisiana Scholarship Program

### Preliminary Rosters

All preliminary rosters for the 2023-24 school year were placed on the FTP in early April.

- You can access your FTP folder using this link:  
<https://sftp.doe.louisiana.gov/thinclient/Login.aspx?alert=timeout>
- To login to the FTP please enter your username and password.
  - Username: **[insert your sitecode]**@nonpublic
  - Enter your password for the FTP (this is password that you should have set yourself)
- Click on the folder labeled **"2023-24 LSP"** to access your roster for the upcoming year
- The roster will be labeled as follows: **schoolcode\_schoolname\_2023-24\_Student Rosters**
- Click on the roster to access your list of students for the upcoming year.
  - Please make sure all rollover students are included on the roster
  - If a rollover student is missing from the roster, add the student information at the end of the roster
    - Make sure all information is filled out completely. In the **"Other Changes Needed"** column please indicate addition. (last column in the file)
    - If the student information is correct, please enter **"no change"** in the last column

- If the student information needs to be changed, **please enter a description of the changes needed in the last column (do not make the change to the original record).**
- Once you have fully completed your roster, change name of file to the following: **Verified\_schoolcode\_schoolname\_2023-24\_Student Rosters**

If you have any issues accessing the FTP or questions about the roster, please contact our office via email at [studentscholarships@la.gov](mailto:studentscholarships@la.gov) for assistance.

## Operations

### **Super App Approval, Funding, and Implementation Documents**

**Please share with school system leaders.**

On March 23, school system leaders, and those identified in eGMS as Super App Leads, should have received an email from the LDOE with an update on the status of Super App approval and competitive funding. School systems identified to receive competitive funding can access the Super App Approval, Funding, and Implementation summary document embedded in the email to understand competitive funding by source, allowable uses, and recommended next steps for implementing approved plans. The LDOE will review the documents during the April 20 [Federal Support and Grantee Relations call](#). Competitive funding allocations will go to April BESE for approval.

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

### **Outstanding School Support Employee Award**

**Please share with school system leaders.**

Congratulations to the Outstanding School Support Employee award finalists who were [announced](#) earlier today. Ten finalists were selected from across the state, representing school support roles such as bus drivers, food service workers, clerical, custodial, paraprofessional and maintenance personnel, and other professions not requiring licenses. The finalists will be recognized during the Louisiana State Board of Elementary and Secondary Education (BESE) meeting on April 19. An overall honoree will be announced at that time. Finalists were selected among more than 700 nominees submitted from across the state. All public school systems were eligible to make one selection per category: elementary, middle, and high school.

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

## Assessment, Accountability and Analytics

### **Third Year Assessment Cohort Rosters**

**Please share with testing coordinators, accountability contacts, and system leaders.**

Federal law requires that all students in high school grades test at least one time in English language arts and mathematics. In Louisiana, students are required to take the English I and Algebra I LEAP 2025 high school assessments no later than their third year of high school unless they participate in high school level LEAP Connect English language arts and mathematics.

- This requirement applies to students regardless of pathway (unless the student participates in LEAP Connect).
- English II can be used to meet the English requirement and Geometry can be used to meet

the mathematics requirement.

The Department posted the Third Year Assessment Cohort Rosters on the ftp to assist testing coordinators with the identification of students who do not have a prior year ELA and/or mathematics assessment on file. Students must be added to DRC INSIGHT to be tested or accountability coded if a code applies and is documented.

- Some students have also been added to the roster to alert high schools of a prior LEAP high school score that was earned in a middle school or T9 grade that will contribute zero points to the assessment index if they do not retest or they do not earn an achievement level of Basic or higher.
- Additional details about the third year assessment cohort will be provided in the regular Assessment and Accountability Office Hours over the next few weeks.

Please contact [jennifer.baird@la.gov](mailto:jennifer.baird@la.gov) for more information.

### **Interests and Opportunities**

**Please share with system leaders and accountability contacts.**

Data certification for Interests and Opportunities has been rescheduled and will now open on Monday, April 17. The letter to systems will be distributed on April 14.

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

## **Career and College Readiness**

### **Harbor Freight Tools for Schools**

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

[Harbor Freight Tools for Schools](#) is a program established by Harbor Freight Tools to advance excellent skilled trades education in public high schools across America. Harbor Freight will award over \$1.5 million in prizes for tools and equipment for public high school programs and teachers in 2023.

**Five grand prize** winners will receive \$100,000, and **twenty prize winners** will each be awarded \$50,000. [Harbor Freight Tools for Schools Applications](#) are due by **May 5**.

Eligible applicants are those who teach the following subjects:

- Agriculture Mechanics
- Carpentry
- Construction
- Electrical
- HVAC
- Manufacturing
- Plumbing
- Transportation Mechanics
- Welding

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

### **Louisiana 811 Scholarship**

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

The Mission of [Louisiana 811](#) is to support the protection of our members' facilities, the public, and the environment by providing damage prevention services in cost-effective manners.

**Four \$811** scholarships will be awarded – two to students planning to attend trade schools and two to students who will attend four-year universities. Scholarship dollars will be submitted directly to the educational institution indicated on the application after receipt of proof of registration.

It will be the scholarship applicant's responsibility to ensure the educational institution contacts Louisiana 811 with this information. Proof of registration should be submitted to Cole Vanderlick at [cole@laonecall.com](mailto:cole@laonecall.com).

[Scholarship applications](#) are due by **April 14**. Please contact [cole@laonecall.com](mailto:cole@laonecall.com) with questions.

### **School Safety Grants**

**Please share with school system leaders, principals, and school safety and emergency preparedness staff.**

New school safety-related funding opportunities have recently been added to the [Grants Finder Tool](#) on [SchoolSafety.gov](#).

#### **Enhancing School Capacity to Address Youth Violence (Deadline: May 3)**

This solicitation seeks to support targeted efforts to address youth violence through implementing evidence-based prevention and intervention efforts in a school-based setting (K–12 only). The goals of the program are to (1) reduce the incidence of school violence through improved school safety and climate, and (2) prevent youth violence, delinquency, and victimization in the targeted community.

The U.S. Department of Justice will hold a [webinar](#) on April 6 from 2 - 3:30 p.m. to provide a general overview of this grant program, the application process, and a Q & A opportunity for participants.

#### **Student, Teachers, and Officers Preventing (STOP) School Violence Program (Deadline: May 8)**

This program provides funding to support and assist county, local, territorial, and tribal jurisdictions in improving efforts to reduce violent crime in and around schools. It is designed to improve K-12 school security by providing students and teachers with the tools they need to recognize, respond to, and help prevent acts of violence and ensure a positive school climate.

#### **School Violence Prevention Program (Deadline: May 10)**

This grant program provides awards to improve security at schools and on school grounds through the implementation of evidence-based school safety programs and technology. Additional information on these grants as well as a full list of funding opportunities with upcoming application deadlines can be found on the [Grants Finder Tool](#). Navigate the Grants Finder Tool's [various features](#) to search for additional grants related to school safety.



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

## School System Financial Services

### **Minimum Foundation Program (MFP) March 2023 Update**

**Please share with business managers and financial officials.**

Required annual adjustments to the FY 2022-2023 MFP allocation have been completed including the October and February student count mid-year adjustments and the calculation of the final charter per-pupil amounts. These adjustments are reflected in the supporting documentation provided in the Department's [Minimum Foundation Program Library](#). Please contact [ldoemfphelpdesk@la.gov](mailto:ldoemfphelpdesk@la.gov) with questions.

### **Final FY 2022-2023 Charter Per-Pupil Amounts**

**Please share with business managers and financial officials.**

The final [FY 2022-2023 Charter Per-Pupil amounts](#) have been completed, and supporting documents are now available. The local revenue representation per-pupil amount for charter schools is required to be updated from the initial to the final amount and used in the MFP formula allocation according to Louisiana Revised Statute 17:3995. Please contact [ldoemfphelpdesk@la.gov](mailto:ldoemfphelpdesk@la.gov) with questions.

### **Proposed FY 2023-2024 Minimum Foundation Program (MFP) Formula**

**Please share with business managers and financial officials.**

The FY 2023-2024 proposed BESE-adopted MFP resolution and formula was submitted to the Legislature on March 15. The proposed formula documents are available in the Department's [Minimum Foundation Program Library](#). Please contact [ldoemfphelpdesk@la.gov](mailto:ldoemfphelpdesk@la.gov) with questions.

## Teaching and Learning

### Academic Content

### **Computer Science Listening Session for Superintendents**

**Please share with school system superintendents.**

The Computer Science Education Advisory Commission is continuing to collect stakeholder input in the development of recommendations for a statewide K-12 computer science education plan. Information regarding upcoming [listening sessions](#) and commission meetings is available on the Department's [computer science web page](#). K-12 Educators are encouraged to attend these monthly sessions as the content for feedback changes.

**Superintendents are invited to attend a special listening session for system leaders** immediately following the April System Leaders Monthly Call. We are eager to hear from superintendents regarding several key topics of interest to the commission.

- **Webinar Date and Time:** April 6 at 10 a.m.



- **Webinar Link:** <https://ldoe.zoom.us/j/91941199226>
- **Webinar Phone Number:** 312-626-6799
- **Meeting ID#:** 919 4119 9226

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

## Diverse Learners

### **High Cost Services Round 2 Application**

**Please share with special education leaders.**

The 2022-2023 High Cost Services (HCS) Round 2 application will be released in eGMS on April 5. The Round 2 application should only include students who meet the [eligibility criteria](#) and who were enrolled in the LEA after the last day of the 2021-2022 fiscal year but prior to September 30, 2022. School systems should complete the application by **May 5**. Please contact [specialeducation@la.gov](mailto:specialeducation@la.gov) with questions.

### **Special Education Director Collaboration At Teacher Leader Summit**

**Please share with special education directors.**

Special education directors are invited to join the Diverse Learners team at Teacher Leader Summit for its next collaboration event. The team will launch new instructional best practice guidance focusing on three best practices: high-quality core instruction, extra time for intervention, and content-strong educators.

Directors still have time to [register](#) for the Teacher Leader Summit and join these sessions! Please contact [diverselearnersupport@la.gov](mailto:diverselearnersupport@la.gov) for more information.

## Literacy

### **Steve Carter Literacy Tutoring Program**

**Please share with school and system literacy leaders.**

The Steve Carter Literacy Tutoring Program is currently up and running! Applications for tutoring providers will be open April 1 through April 30. School districts may apply to become their own tutoring providers. Please contact [louisianaliteracy@la.gov](mailto:louisianaliteracy@la.gov) with questions.

## Educator Development

### **Teacher Leader Summit Registration**

**Please share with teachers, school leaders, and system leaders.**

Registration for the 2023 [Teacher Leader Summit](#) is almost full. Don't miss your chance to attend! [Register](#) today to secure your spot. Registration will remain open through April 21 or until seats are filled. Please contact [events@emergentmethod.com](mailto:events@emergentmethod.com) with questions.

## **Continuous Learning Plan**

**Please share with school system leaders.**

In accordance with BESE policy, school systems shall have a continuous learning plan for extended school closures, updated annually by **June 30** of each year. The plan should be connected to the four focus areas of continuous learning:

- School and system planning,
- Technology,
- Instructional quality, and
- Family engagement.

School systems may refer to the [Continuous Learning Toolkit](#) when developing plans for continuous learning outside of normal practices. Please contact [keisha.thomas2@la.gov](mailto:keisha.thomas2@la.gov) with questions.

## **Staffing and Scheduling Initiative**

**Please share with school system leaders, principal supervisors, and principals.**

School systems may use the [Staffing and Scheduling Best Practices Guidance](#) while making staffing and scheduling decisions in preparation for the 2023-2024 school year.

The Staffing and Scheduling initiative provides system and school leaders robust [guidance](#) and implementation support on developing strong staffing and scheduling models aligned to best practices:

1. High-quality core instruction is the foundation.
2. Effective literacy instruction is central to student success.
3. Students with unfinished learning and diverse learners receive extra instructional time.
4. Content-strong staff provide both core instruction and learning acceleration.
5. Academic achievement is supported by meeting the social, emotional, and behavioral needs of students.
6. Equity is at the forefront of all these strategies.

Additional staffing and scheduling best practices resources can be found in the [School System Support Library](#). Please contact [louisianaleaders@la.gov](mailto:louisianaleaders@la.gov) with questions.