



# Important News for **NONPUBLIC SCHOOLS**



**April 6, 2023**

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## **Important Dates for School Systems**

### **Office Hours and Monthly Calls**

- School System Finance Support Office Hours: [April 11 at 2 p.m.](#)
- [Alternative Education Monthly Call: April 5 at 10 a.m.](#)
- Educational Technology Monthly Call: [April 13 at 9 a.m.](#)
- School System Financial Services Monthly Call: [April 19 at 2 p.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.](#)
- Nutrition Support Monthly Call: [May 2 at 1 p.m.](#)

## **Upcoming Events and Deadlines**

- April Dunn Act Training: Self-Assessment Guide Section One: [April 17](#) and [April 19](#) at 4:30 p.m.
- Computer Science Education Advisory Commission [Listening Sessions for K-12 Educators: April 20 at 5:30 p.m.](#)
- [Assessment Development Educator Review Committees](#) interest survey deadline: April 21
- Computer Science Education Advisory Commission [Listening Sessions for K-12 Educators: April 25 at 5:30 p.m.](#)
- April Dunn Act Training: Self-Assessment Guide Section Two: [April 24](#) and [April 26](#) at 4:30 p.m.
- [AP Exam Fee Reduction Waiver](#) deadline: April 30 at 10:59 p.m.
- High Cost Services Round 2 Application deadline: May 5

## **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/LDNonpublicschools): <https://www.picktime.com/LDNonpublicschools>

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.

## **Upcoming Dates**

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

<b>Date</b>	<b>Item</b>	<b>Participants</b>
April 10	LSP Preliminary Rosters due on the FTP	LSP schools
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 on April 3rd.

#### **All preliminary rosters are due on the FTP by April 10th.**

- 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

### **Louisiana Education Progress and Investment Charts (EPIC) Dashboard**

**Please share with stakeholders.**

During the January 2023 BESE meeting, the Department previewed a new public dashboard for sharing information related to our six critical goals, priority objectives and indicators, and ESSER investments and outcomes. The Louisiana Education Progress and Investment Charts (EPIC) dashboard is live, and the Department is seeking feedback before sharing it with the general public.

Please use the [EPIC feedback form](#) to make comments; contact [danielle.mitchell@la.gov](mailto:danielle.mitchell@la.gov) for more information about EPIC.

### **Pandemic-EBT (P-EBT) for SY 2022-2023 and Summer 2023**

**Please share with school system data managers.**

The USDA approved the Department of Child and Family Services application to provide additional food support during COVID-19 via the P-EBT Program for SY 2022-2023 and Summer 2023.

Bimonthly [webinars](#) with school system data managers began on April 4 to disseminate program rules and provide training and support on the data submission portal . Meetings will continue through June. All school system data managers should plan to attend these meetings.

- **New program rules and data submission portal training:** April 18, 10 - 11 a.m.
- **Training for new data managers:** April 25, 10 - 11 a.m.
- **Support/office hour and Q & A:** May 2, 10:30 - 11 a.m.

Data managers new to the P-EBT program and in need of MyLa.Gov accounts, please contact [edtech@la.gov](mailto:edtech@la.gov) for support. Please contact [dcfs.pebtsupport@la.gov](mailto:dcfs.pebtsupport@la.gov) for programmatic and support questions.

## Assessment, Accountability and Analytics

### Accountability Policy

#### **2022-2023 Interests & Opportunities**

2022-2023 Interests & Opportunities indicators will be used for calculating 2022-2023 Scholarship Cohort Index. All nonpublic schools (K-12) who participate in the scholarship program must complete this survey with their indicator selection in order to earn points on the Interests and Opportunities Index as part of the Scholarship Cohort Index. The survey will open on **Monday, April 17, 2023**. The survey will remain open until **Monday, May 15, 2023**. In addition, the survey must be validated by your superintendent or their designee by **Friday, May 19, 2023**. The [Interests and Opportunities Menu Based Approach Guidance 2022-2023](#) can be found in the Accountability Library. A letter with more details will be sent to principals on Friday, April 14, 2023.

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

### **ACT**

**Please share with testing coordinators.**

Thanks so much to all of the test coordinators and school leaders who contributed to a successful administration of the ACT. Important deadlines are listed below:

- April 4: FedEx pre-scheduled pickup at the secure district address for materials from Window 2.
- April 7: Receipt deadline for scorable documents at ACT. PLEASE NOTE late-arriving answer documents will not be scored.

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

### **WorkKeys**

**Please share with testing coordinators.**

- April 5: FedEx pre-scheduled pickup for all test booklets, used answer documents, and used test administration forms from the accommodations and/or supports testing window.

- April 12: Receipt deadline for WorkKeys scorable documents at ACT. PLEASE NOTE late-arriving answer documents will not be scored.

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

## **Assessment Development Educator Review Committees**

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

The Division of Assessment Content will convene assessment committees for the LEAP and Innovative Assessment Program (IAP) in June and July to:

- review newly developed items for alignment, content-related criteria, and bias or sensitivity concerns (all content areas);
- review leased ELA and math items for alignment to the Louisiana Student Standards;
- develop expectations for the scoring of field-tested IAP writing tasks; and
- review data from IAP field-tested items.

Interested educators can access [Assessment Development Educator Review Committees](#) for information on exact dates, meeting details, and links to apply for participation on specific committees. **The deadline to apply is April 21.** Please contact [assessment@la.gov](mailto:assessment@la.gov) with questions.

## **Career and College Readiness**

### **Perkins Grant Technical Assistance Virtual Series**

**Please share with Perkins/CTE supervisors.**

The Department will host a series of virtual technical assistance meetings to help support school systems in understanding their Perkins data, completing the Comprehensive Local Needs Assessment, and completing the narratives and budget for the Perkins section of the Super App.

#### **Understanding Perkins data necessary for the Comprehensive Local Needs Assessment Part A**

- **Webinar Date and Time:** April 17 at 1 - 3 p.m.
- **Webinar Link:** <https://ldoe.zoom.us/j/94255083841>
- **Webinar Phone Number:** 346-248-7799
- **Meeting ID:** 942 5508 3841

#### **Understanding Perkins Gap Analysis data necessary for the Comprehensive Local Needs Assessment Part E**

- **Webinar Date and Time:** April 24 at 1 - 3 p.m.
- **Webinar Link:** <https://ldoe.zoom.us/j/96352002706>
- **Webinar Phone Number:** 346-248-7799
- **Meeting ID:** 963 5200 2706

#### **Understanding the Perkins Comprehensive Local Needs Assessment Parts B, C, and D**

- **Webinar Date and Time:** May 1 - 3 p.m.
- **Webinar Link:** <https://ldoe.zoom.us/j/92426048859>
- **Webinar Phone Number:** 346-248-7799

- **Meeting ID:** 924 2604 8859

#### **Understanding the Perkins Super App Narrative and Budget**

- **Webinar Date and Time:** May 8 at 1 - 3 p.m.
- **Webinar Link:** <https://ldoe.zoom.us/j/91086650561>
- **Webinar Phone Number:** 346-248-7799
- **Meeting ID:** 910 8665 0561

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

## **School System Financial Services**

### **Final FY 2022-2023 MFP Career Development Fund (CDF) Payments**

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

Final MFP-CDF payments should be released by the Department in separate payments on or about April 4.

Funds should appear in school systems' bank accounts within one to three business days depending on the banking institution with which a school system or school conducts business. Additional details regarding these payments are available in the [Minimum Foundation Program Library](#). Please contact [LDOEmfphelpdesk@la.gov](mailto:LDOEmfphelpdesk@la.gov) with questions.

### **New Link: Monthly Business Manager Call**

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

Please update the previous non-functioning Zoom link for the monthly Business Manager calls with the following information:

- **Webinar Date and Time:** April 19 at 2 p.m.
- **Webinar Link:** <https://ldoe.zoom.us/j/95601658732>
- **Webinar Phone Number:** +1 346 248 7799 US (Houston)
- **Meeting ID:** 956 0165 8732

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

## **Teaching and Learning**

### **Academic Content**

### **Instructional Support: Instructional Material Reviews**

**Please share with content supervisors, administrators, and literacy coaches.**

The Department conducts ongoing reviews of instructional materials to support school systems in adopting curricula in all core subjects. Newly rated Tier 1 materials are listed below. 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](#).

- Science: Activate Learning Certified Version of OpenSciEd, Grade 6
- Early Childhood: Tools of the Mind, PreK, Ages 3 - 4
- Early Childhood: The Creative Curriculum® for Preschool, Guided Edition, PreK Ages 4 - 5
- Early Childhood: The Creative Curriculum® for Infants, Toddlers & Twos, Ages 0-3

The Department is reviewing currently posted Tier 1 and 2 ELA curricula which include foundational skills for [Act 517](#) compliance. Upon completion, a cover page is added to the posted review noting the impact of the review for compliance. **ELA: Amplify Core Knowledge Language Arts (CKLA) 2nd Edition (©2017)** has been reviewed for compliance and posted to the [Tiered Reviews](#) webpage.

For any materials [Not Reviewed for Compliance Under Act 517](#), the Department recommends that school systems engage in a [local review process](#) of the materials for compliance under Act 517 using the [Act 517 Three-Cueing System Ban Guidance](#) located on the [Literacy Instruction, Intervention, and Extension](#) webpage to ensure that teachers and students are utilizing high-quality instructional materials that are in compliance with Act 517.

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

## Diverse Learners

### **The Basics of Educational Plans: IEPS vs 504**

**Please share with special educators, related service providers, and families of students with disabilities.**

Families Helping Families is hosting [The Basics of Educational Plans: IEPs vs 504](#), a free webinar that will review the differences between educational plans, regulation laws, and eligibility processes. The webinar will be held this Thursday, April 6, from 10 - 11 a.m. Please contact [diverselearnersupport@la.gov](mailto:diverselearnersupport@la.gov) with questions.

### **What Do You See? Functional Vision vs. Visual Acuity**

**Please share with special educators and related service providers.**

Louisiana Accessible Educational Materials (LA-AEM) is hosting [What Do You See? Functional Vision vs. Visual Acuity](#), a free webinar focused on the impact of Cortical Visual Impairment (CVI), material modifications, and IEP guidance. The webinar will be held this Thursday, April 6, from 3:30 - 4:30 p.m. Please contact [diverselearnersupport@la.gov](mailto:diverselearnersupport@la.gov) with questions.

## Educator Development

### **Teacher Leader Summit**

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



Educators, are you registered to attend this year's Teacher Leader Summit? Share your excitement with your social media friends and followers. We encourage you to include the social media [graphic](#) in your posts. Please contact [events@emergentmethod.com](mailto:events@emergentmethod.com) with questions.

### **Recruitment and Retention Funding Strategies**

**Please share with school system leaders.**

As school systems continue to use ESSER funds to address recruitment and retention issues, the [Achieve! Planning Guide for School Systems](#) shares several links to reference guidance on spending. Please note that planning and implementing activities related to summer learning is an allowable expense using ESSER funds.

School systems can reference the following documents for guidance on spending:

- [Achieve Compensation Guidance](#)
- [Achieve Allowable Uses](#)
- [Achieve ESSER II & III Funding Allowability and Cost Guidance Crosswalk](#)
- [Additional Staff](#)

Please contact [brandy.garrett@la.gov](mailto:brandy.garrett@la.gov) with recruitment and retention questions, and [LDOE.grantshelpdesk@la.gov](mailto:LDOE.grantshelpdesk@la.gov) with funding questions.

### **Principal's Newsletter Appreciation**

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

The Department's monthly [Principal's Newsletter](#) is designed to celebrate and inform building-level leaders around pertinent topics in school leadership. Complete the [Principal Newsletter Appreciation form](#) by **April 14** to request a shout out of exceptional school leaders. The April Principal's Newsletter will be released on **April 27**. Please contact [louisianaleaders@la.gov](mailto:louisianaleaders@la.gov) with questions.

### **Aspiring Principal Fellowship Cohort 2**

**Please share with superintendents, human resources directors, and school leader supervisors.**

Congratulations to the second cohort of Aspiring Principal Fellows who completed their fellowship in March. Representing over 20 parishes from each region of Louisiana, the [2022-2023 Aspiring Principal Fellows](#) gained the critical skills needed to serve students, families, and educators as principals. School systems may wish to inform these future school leaders of principal job opportunities in their school systems. The next cohort of Aspiring Principal Fellows will be announced later in the spring.

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