



# Important News for **NONPUBLIC SCHOOLS**



**May 18, 2023**

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## **Important Dates for School Systems**

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

- School Finance Support Office Hours: [May 23 at 2 p.m.](#)
- Teaching and Learning Monthly Call: [May 24 at 1 p.m.](#)
- Federal Fiscal Compliance Office Hours: [May 24 at 2 p.m.](#)
- Federal Fiscal Compliance Office Hours: [May 30 at 2 p.m.](#)
- Nutrition Support Monthly Call: [June 6 at 1 p.m.](#)

### **Upcoming Events and Deadlines**

- [2023 Louisiana School Safety Summit](#): June 15
- Registration for [School Support Institutes 2023-2024](#): May 8 - June 8

## School Choice

### **Monthly Call**

Our monthly call was held on May 17th at 2 pm. A copy of the monthly call presentation can be found in the [School Systems Planning library](#). Our next monthly call will be held on [June 21 at 2 p.m.](#)

### **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**

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

**This means all Payment Adjustment Forms for Quarter 4 must be submitted by May 31st.**

Any Payment Adjustment Forms for Quarter 4 submitted after May 31st will be considered on an individual basis and must include an explanation for the late submission.

**Please note that late Payment Adjustment Form submissions are not guaranteed payment.**

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](#).

Date	Item	Participants
May 26	LSP Site Registration Ends	LSP schools
May 31	Roster Certification Due (declined awards due for non-registered students)	LSP schools
May 31	SCP Site Registration Ends	SCP schools
May 31	Last day to submit Q4 Payment Adjustment Forms	LSP and 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

### Site Registration for 2023-24

Site Registration for the 2023-24 Louisiana Scholarship Program began on April 24<sup>th</sup> and will end on May 26<sup>th</sup>.

Please see the reminder below regarding site registration:

- Award notifications were sent out to families via email and mail on **April 24th**.
- The Site Registration Roster File and Final Rosters are available on FTP and SEE.
  - To access scholarship families' contact information, please view your roster in SEE.
- Site Registration ends on **May 26th**
- Site Registration Roster File are due on the FTP by **May 31<sup>st</sup> at 5pm**
- Transfer Window opens **June 12<sup>th</sup>**
  - Scholarship students who wish to transfer to another participating before the start of the 2023-24 school year must accept the scholarship at the original awarded school.
  - Families are required to submit a Transfer Request form to the Department signed by both the parent/guardian and a representative of the receiving school.
- Declined Awards
  - Scholarship students who no longer wish to participate in the scholarship program for the 2023-24 school year must complete a declined award form.
  - **This form is NOT to be used for families requesting a transfer.**
  - Declined awards must be submitted to our office by **May 26th**.

- **Once a family declines the award, they will no longer be eligible to receive a scholarship for the remainder of the 2023-24 school year.** Once the award has been removed, it cannot be reinstated.

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

## School Choice Program

### **Site Registration for 2023-24**

Site Registration for the 2023-24 School Choice Program began on May 1st and will end on May 31st.

Please see the reminder below regarding site registration:

- Award notifications were sent out to families via email and mail on **May 1st**.
- Final Rosters were made available on the FTP on **May 1st**.
- Site Registration ends on **May 31st**.
- All Final Rosters are due on the FTP by **May 31<sup>st</sup> at 5pm**

## Operations

### **Equitable Services Collaborative Meetings**

**Federal Program Directors/Staff and Non-Public/Private School Administrators/Staff**

Purpose: To provide equitable services program guidance, updates and collaboration between LEAs and nonpublic/private schools.

#### **SAVE THE DATES**

<b>DATES</b>	<b>TIME</b>	<b>LOCATION</b>	<b>ADDRESS</b>
Tuesday, June 13, 2023	8:30am- 4:00pm	Rapides Parish School Board Gladys Higdon Media Center	502 Beauregard St. Alexandria, LA 71309
Wednesday, June 14, 2023	8:30am- 4:00pm	St. Mary Parish School Board Central Office Complex Evans Medine Meeting Room	474 LA Highway 317 Centerville, LA 70522
Tuesday, June 20, 2023	8:30am- 4:00pm	Bossier Instructional Center	2719 Airline Drive Bossier City, LA 7111

Register here: <https://forms.gle/PvieZiyDfy8aHvoz6> no later than **Thursday, June 8, 2023**. (Please note... If clicking the link does not work, copy and paste it into your browser.)

For additional information please contact: Daphne Flentroy, State Ombudsman at [daphne.flentroy@la.gov](mailto:daphne.flentroy@la.gov)

### **Achieve! Allocations and Remaining ESSER Balances Update**

**Please share with superintendents, federal program directors, and business managers.**

In an effort to support LEAs with drawing down funds, the Federal Support and Grantee Relations and Operational Quality divisions provided all LEAs with Achieve! allocations and remaining balances for ESSER II and/or ESSER III Formula funds via email last week. The information

- provides a comprehensive view of ESSER II Formula and/or ESSER III Formula allocations to date;
- highlights LEA-specific ESSER II and III Formula funding balances to ensure obligations are in place during the period of availability of the grant funds; and
- provides a guidance [resource](#) to assist with budgeting funds in the Achieve! application.

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

### **System Open for EEF Periodic Expense Report Submissions**

**Please share with superintendents, business managers, EEF contacts, and school leaders.**

School systems may begin submitting Education Excellence Fund (EEF) 6/30 Periodic Expense Reports (PER) in eGMS. Schools or agencies that received payments from the 2022-2023 EEF this year are advised of the following important dates:

- **June 30:** Deadline for EEF recipients to obligate EEF funds
- **July 15:** Deadline for EEF recipients to submit final 6/30 PERs

Please note: Final PERs are used to calculate EEF allocations for the following year. If the final PER is not submitted by July 15, EEF recipients may experience delays in accessing their EEF funds for 2023-2024.

**An important reminder:** The final expenditure checkbox located near the bottom of the Expenditure Obligation Summary page must be checked for PERS to be reported as final. For assistance in preparing the final 6/30 PER for EEF, see the Training section on the eGMS page, [Tips & Reminders: Preparing the Periodic Expense Report \(PER\)](#).

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

## Assessments, Accountability and Analytics

### **LEAP 2025**

**Please share with testing coordinators.**

All void forms for LEAP 2025 are due to the Department by **May 29**. Please contact [assessment@la.gov](mailto:assessment@la.gov) with questions.

### **2022-2023 Teacher Roster Verification for VAM**

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

Roster verification ensures that teachers are assigned to the correct courses and classroom rosters of students for the purposes of value-added (VAM) analysis. The data in the [Curriculum Verification and Results \(CVR\) Reporting Portal](#) is used to calculate a teacher's VAM score even if the teacher and/or principal do not verify the roster. The CVR Portal is open until **May 26**. Teachers and principals should verify and correct records, and data managers should track verification completion by that date. Refer to the updated [User Guide for CVR](#) for more information.

Please contact [systemsupport@la.gov](mailto:systemsupport@la.gov) with questions regarding roster verification; contact [compass@la.gov](mailto:compass@la.gov) with general questions.

## Teaching and Learning

### Academic Content

### **Last Chance: Professional Learning to Support Implementation of Zearn Access!**

**Please share with math teachers, coaches, content supervisors, and administrators.**

As part of the [Louisiana Math Refresh](#), the Department is partnering with [Zearn](#) to provide school accounts to all public schools serving K-8 students. Registration is open for additional sessions to support teachers and leaders in successful implementation. Sessions are available in June and July in both virtual and in-person formats.

- Teachers should register for [Launching Zearn Math](#).
- Leaders should register for [Accelerating Impact with Zearn](#).

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

### **Math Refresh Summer Webinar Series**

**Please share with math teachers, coaches, content supervisors, and administrators.**

The Department's math team will host a summer webinar series for current school leaders, principals, and supervisors on the [Louisiana Math Refresh](#). Each webinar will focus on a specific topic designed to help school leaders impact math instruction. Session descriptions and registration information can be found in the [Math Refresh Summer Webinar Series flyer](#). Math teachers, coaches, content supervisors,

and administrators should register using school or system email addresses. Please contact [STEM@la.gov](mailto:STEM@la.gov) with questions.

## Diverse Learners

### **Local SEAC Reports Due End of May**

**Please share with special education directors.**

Pursuant to R.S.17:1944, local school systems are required to post annual Special Education Advisory Council (SEAC) reports on their local websites and submit them annually to the Department each May. To satisfy this legislative requirement, please submit the link to your posted 2022-2023 SEAC report using this [Report Collection survey](#) by May 31. Please contact [specialeducation@la.gov](mailto:specialeducation@la.gov) with questions.

### **Special Education Camera Implementation Data Collection**

**Please share with special education directors, federal program directors and finance directors.**

The Department launched a data collection tool in the eGMS Special Education Camera Application for school systems that received legislative funding allocations. Each school system must create an amendment to the current application to populate the data report.

School systems are asked to identify

- the number of parent requests for cameras they received;
- the number of approved parent requests; and
- the dollar amount of expenditures in 2022-2023 (receipts must be uploaded to match expenditures).

Data collection is due May 31. Please contact [ldoe.grantshelpdesk@la.gov](mailto:ldoe.grantshelpdesk@la.gov) with questions.

### **Notice of LLA Performance Audit of Special Education Services**

Please be advised that the Louisiana Legislative Auditors (LLA) are currently conducting a broad performance audit of special education services in Louisiana.

Pursuant to R.S. 24:513, the Legislative Auditor has the authority to examine, audit, or review the books and accounts of the state treasurer, all public boards, commissions, agencies, departments, political subdivisions of the state, public officials and employees, public retirement systems, municipalities, and all other public or quasi public agencies or bodies. In addition, the legislative auditor shall have access to and be permitted to examine all papers, books, accounts, records, files, instruments, documents, films, tapes, and any other forms of recordation of all auditees, including but not limited to computers and recording devices, and all software and hardware which hold data, is part of the technical processes leading up to the retention of data, or is part of the security system.

Pursuant to R.S.17:3914 (C)(2)(b)(i), the student information privacy law, no official or employee of a city, parish, or other local public school system shall provide personally identifiable student information (PII) to any member of the school board or to any other person or public or private entity, except such an official or employee may, in accordance with applicable state and federal law provide to the state

Department of Education, for the purpose of satisfying state and federal assessment, auditing, funding, monitoring, program administration, and state accountability requirements, information from which enough personally identifiable information has been removed such that the remaining information does not identify a student and there is no basis to believe that the information alone can be used to identify a student.

The LLA has requested the source data contained in the Special Education Reporting System (eSER) through a de-identified (PII masked) environment. LDOE has worked with its vendor to find a solution whereby the data in the eSER can be randomized so as to protect student privacy and satisfy the requirement of R.S.17:3914 (C)(2)(b)(i) that information may be shared for auditing purposes if enough personally identifiable information has been removed such that the remaining information does not identify a student and there is no basis to believe that the information alone can be used to identify a student.

If further information is needed, please feel free to contact Louisiana Legislative Auditor [Mike Waguespack](#) and/or LLA General Counsel [Jenifer Schaye](#).

### **Dyslexia Practitioner or Dyslexia Therapist Training**

**Please share with district leaders, 504 facilitators, and teachers.**

The Dyslexia Resource Center offers training in Baton Rouge, Covington, Shreveport, and online towards certification as a dyslexia practitioner or dyslexia therapist. Extensive practicum experience is required in addition to coursework.

The dyslexia practitioner program prepares individuals to use best practices to provide instruction to students with dyslexia . Upon successful completion of the program, individuals will be eligible to apply to sit for the Alliance Exam at the Certified Academic Language Practitioner Level.

The dyslexia therapist program prepares individuals to implement Academic Language Therapy, provide professional development to faculty and staff on the characteristics of dyslexia, and help teachers implement best practices.

For more information complete the [Expression of Interest form](#) to attend one of the monthly informational webinars. The next webinar is [June 6 at 5:30 p.m.](#) Please contact [diverselearnersupport@la.gov](mailto:diverselearnersupport@la.gov) for more information.

## **Educator Development**

### **2022-2023 Mentor Credential Waiver Application Closing**

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

The [2022-2023 Mentor Waiver Application](#) should be submitted for any Mentor that must hold the waiver for the 2022-2023 school year before **June 9**. The **2023-2024** Mentor Credential Waiver Application will open on **July 7** for Mentors that need the waiver for the upcoming 2023-2024 school year. As a reminder, Mentor Credential Waivers only apply for one school year. We encourage Mentors requesting the waiver



for multiple years to consider completing the [Mentor Certification requirements](#) to hold the [Mentor Certification](#).

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

### **New Teacher Experience: Summer Kick Off**

**Please share with school system leaders.**

The Louisiana Department of Education will host a Summer Kick-off for the New Teacher Experience **July 26** from 8 a.m. until 4 p.m. in Baton Rouge. The goals of the event are to

- welcome new teachers to the profession;
- understand the components of Louisiana's New Teacher Experience;
- engage in professional learning on topics relevant to new teachers; and
- provide statewide networking opportunities for new teachers .

Registration for this event will be first come, first served for 500 first year teachers. [Registration](#) will open **May 23** and close **July 6** or once capacity is reached.

School systems are encouraged to register newly hired 2023-2024 teachers or new teachers hired after last year's Summer Kick Off. New teachers may also self register. Please contact [laurie.carlton@la.gov](mailto:laurie.carlton@la.gov) with questions.

### **Recruitment and Retention Using EdLink 360 at the 2023 Teacher Leader Summit**

**Please share with school system leaders, school leaders, and human resource directors.**

The new iteration of the EdLink 360 Workforce Dashboard will be released at the Teacher Leader Summit. This session will focus on how systems and schools can use real-time data to make informed recruitment and retention decisions using the EdLink 360 Workforce Dashboard. Participants should bring their EdLink credentials and a laptop. Participants who do not have access to EdLink 360 should contact their systems' data managers. Please contact [donna.baudoin@la.gov](mailto:donna.baudoin@la.gov) with questions.

### **CIS Evaluation Closeout for Teachers, Counselors, and Librarians**

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

Systems may begin finalizing teacher, counselor, and librarian evaluations. Systems are encouraged to complete all observation and Student Learning Target (SLT) data and obtain signatures from staff prior to summer break. Once the Compass Information System (CIS) rolls to the 2023-2024 school year in the fall, no teacher, counselor, or librarian evaluation data for the 2022-2023 school year can be added or amended. Please refer to the [CIS Evaluation Closeout](#) document to create a streamlined process; contact [compass@la.gov](mailto:compass@la.gov) with questions.

## **Literacy**

### **READCamp: The Training Camp for Summer Reading**

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

[READCamp](#) is a free virtual training camp for Summer Reading for PreK-8 students offered by the Share the Magic Foundation. During READCamp, students will tackle the “summer slide” with Super Bowl champion and head coach Malcolm Mitchell through participation in literacy-based training, drills, and practice. Please contact [R. EADcamp@readwithmalcolm.com](mailto:READcamp@readwithmalcolm.com) with questions.

### **2023 Summer Literacy PD Regional Tour**

**Please share with literacy teachers and leaders.**

The Literacy Division is embarking on another [Summer Regional PD Tour](#) with stops in every region of Louisiana. Topics include using screener data to improve core literacy instruction, using screener data to support literacy growth, and best practices in comprehension and fluency. All teachers, school and system leaders are invited to [register](#) for the stop on our tour that is most convenient for them. Please contact [louisianaliteracy@la.gov](mailto:louisianaliteracy@la.gov) with questions.

### **2023 Family Summer Support Toolkit for Families**

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

A family-friendly version of the [Family Summer Support Toolkit](#) provides families with ideas for literacy and math summer activities that can be done with K-3 students at home or in the community. Resources are also provided for families of children with disabilities and English language learners. Schools are asked to send the Toolkit home with families to support them in assisting their children during the summer. Please contact [louisianaliteracy@la.gov](mailto:louisianaliteracy@la.gov) with questions.

## **School Improvement**

### **Registration for School Support Institutes 2023-2024 Now Open**

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

[Registration](#) for School Support Institutes 2023-2024 is open until June 8. Each system with CIR schools should designate an SSI point of contact to ensure the registration of each CIR school. Each CIR school is required to register three members of its ILT for School Support Institutes. Leadership teams from UIR-A and unlabeled schools are also invited to register and attend. Please see our [SSI 2023-2024 Overview and Registration document](#) for more information. Please contact [schoolimprovementdivision@la.gov](mailto:schoolimprovementdivision@la.gov) with questions.