



Important News for **NONPUBLIC SCHOOLS**



August 17, 2023

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Important Dates for School Systems

Office Hours and Monthly Calls

- Mentor and Resident funding overview webinar: [August 22 at 10 a.m.](#)
- Diverse Learner Office Hours: [August 22 at 2 p.m.](#)
- Assessment and Accountability Office Hours: [August 22 at 3:45 p.m.](#)
- Teaching and Learning Monthly Call: [August 23 at 1 p.m.](#)
- School Systems Financial Services Monthly Call : [August 23 at 2 p.m.](#)
- Healthy Schools Community of Practice: [August 24 at 2 p.m.](#)
- Principal Webinar Series: [August 28 at 1 p.m.](#)
- Differentiated Compensation and Stipends Office Hours: [August 31 at 2 p.m.](#)
- Monthly Principal Webinars – Math and Literacy: [September 6 at 1 p.m.](#)
- [Child Welfare and Attendance Monthly Call](#): [September 7 at 8 a.m.](#)
- Annual Financial Report (AFR) Office Hours: [September 7 at 2 p.m.](#)
- Educational Technology Monthly Call: [September 14 at 9 a.m.](#)
- [Alternative Education Monthly Call](#): [September 14 at 10 a.m.](#)
- Nonpublic Schools Monthly Call: [September 20 at 2 p.m.](#)

Upcoming Events and Deadlines

- [School Support Institutes](#) Session 1: September 11 - 14
- [Fall 2023 Counselor Institutes](#): October 24 - 26 Deadline to submit
- [2023-2024 PPP](#): October 31

Office of School Choice

Upcoming Dates

Date	Item	Participants
August 1	Review roster in LEADS for 2023-24 school year	LSP and SCP Schools
August 25	Transfer Window Closes for Q1	LSP and SCP Schools
September 1	Quarter 1 Scholarship Enrollment opens in LEADS (LSP/SCP)	LSP and SCP Schools
September 1	Brumfield v Dodd and BESE Approval Applications Opens	All Nonpublic Schools Seeking Approval
September 1	NPS Annual Data Opens in EdLink	All Nonpublic Schools
September 7	Quarter 1 Scholarship Enrollment closes in LEADS (LSP/SCP)	LSP and SCP Schools
October 1	Notice of Intent (NOI) for Louisiana Scholarship Program and School Choice Program Opens	Nonpublic schools actively participating or wishing to participate in LSP and/or SCP
October 15	Brumfield v Dodd and BESE Approval Applications Closes	All Nonpublic Schools Seeking Approval
October 31	Notice of Intent (NOI) for Louisiana Scholarship Program and School Choice Program Closes	Nonpublic schools actively participating or wishing to participate in LSP and/or SCP

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

Scholarship Transfer Request 2023-24

The transfer window for the Louisiana Scholarship Program (LSP) and School Choice Program (SCP) reopened on August 1. All transfers for Quarter 1 must be completed by **August 25**.

- You can access the Louisiana Scholarship Program Transfer Form [here](#).
- You can access the School Choice Program Transfer Form [here](#).

If you have any questions about the transfer process, please email studentscholarships@la.gov for assistance.

Quarterly Scholarship Enrollment

All schools should be currently reviewing student rosters and verifying their LEADS portal access.

We strongly encourage schools to schedule an [Office Hour session](#) if you have any enrollment access issues, questions regarding entering enrollment or questions about a specific student's enrollment.

Quarter 1 reporting for the Louisiana Scholarship Program (SEE) and School Choice Program (SCS) must be submitted September 1-7 in order to receive tuition payments on-time.

- If any information is incorrect or a student is missing from your roster, please contact us immediately at studentscholarships@la.gov for assistance.
- If the enrollment reports are not accurate and submitted on time, it affects the student enrollment counts and delays tuition payments.
- Each school is responsible for reviewing the final quarterly enrollment report as entered in the LEADS system.
- If a student drops from your school, please follow the drop procedures so that the student can be dropped from your roster.

****Please note that the payment report generated in LEADS does not accurately reflect final payment amounts.***

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

We will have a "How to Complete Quarterly Enrollment" webinar on [August 23 at 2 p.m.](#) for all new participating schools, new scholarship managers, and those needing additional support. This webinar will be used to provide additional support and step-by-step training for those that are learning the program.

- Topics that will be covered in this webinar will included:
 - Accessing LEADS and the FTP
 - How to view your roster in LEADS
 - How to view your payment report in LEADS
 - How to complete Quarterly enrollment reporting in LEADS
- You can access the meeting using this link: <https://ldoe.zoom.us/j/93717548403>

2024-25 Notices of Intent for Scholarship Programs

The Notice of Intent is submitted to the Department each year in the fall by schools that wish to participate in our scholarship programs and request *NEW* scholarship seats for the upcoming school year.

- Schools must complete NOIs for each scholarship program even if no new seats are being requested for the upcoming year.

The 2024-25 Notices of Intent for the Louisiana Scholarship Program and the School Choice Program for Students with Exceptionalities will be available on October 1. The link to the forms will be available via email, the scholarship website, and newsletter on that date..

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 for assistance.

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

Monthly Webinar Call

Our Nonpublic Schools Monthly Call was held on August 16 at 2 p.m. Previous presentations of each are currently available in the [School Systems Planning Library](#).

Louisiana Scholarship Program

2023-24 Approved Tuition and Fees

All Approved Tuition & Fee sheets for the 2023-24 school year will be available on the FTP in your 2023-24 LSP Folders on Monday, August 21st. If you do not have a file for Tuition and Fees in your LSP folder, contact studentscholarships@la.gov for assistance.

Operations

SY 2023-2024 Child Nutrition Program Administrative Review (AR) Schedule

Please share with child nutrition supervisors.

The LDOE released the [2023-2024 Administrative Review Schedule](#) for the National School Lunch and Breakfast Programs. (Copy and paste the [URL](#) into a new tab to trigger automatic download.) School systems scheduled for review can be found in the right column labeled "School Year 2023-2024."

Reviews will be conducted by the LDOE or by CN Resource. The AR team leader will contact each school system that is scheduled for review and provide applicable deadlines and timelines.

Please contact childnutritionprograms@la.gov for more information.

Assessment, Accountability and Analytics

Opening of DCAI and ACT Data Certification

Please share with accountability contacts and school leaders.

The Louisiana Data Review system is now open for certification of data used in the DCAI and ACT indices that will be calculated for 2023 school performance scores. This is the final opportunity for school systems to request changes to data. All requests must have documentation. Accountability contacts were provided with directions for secure access and resources to assist them and are responsible for sharing student-level school rosters with the schools. They will provide directions for how requests with documentation are collected in their districts. All submissions must be entered into La Data Review no later than **August 29**.

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

Interests and Opportunities

Please share with data managers and accountability contacts.

The Interests and Opportunities Jotform opens August 21. Principal contact information needs to be updated in the Sponsor Site System as soon as possible to ensure principals receive all information. School system data managers should have these updates completed by the end of the day August 17. Directions for updating Sponsor Site are found in the [User Guide](#) on page 24.

Please contact accountability@la.gov with questions.

Career and College Readiness

Medicaid Coverage

Please share with school system leaders and child nutrition supervisors.

Resources regarding Medicaid and Children's Health Insurance Program (CHIP) are now available via downloadable fliers in [English](#) and [Spanish](#) on the [Medicaid and CHIP Renewals Outreach and Educational Resources web page](#). The Centers for Medicare and Medicaid Services (CMS) also offers the Communications toolkit, which includes sample outreach articles, social media messages, and more.

Please contact childnutritionprograms@la.gov for more information.

School System Financial Services

Required Services Reimbursement Request Forms SY 2022-2023

Please share with Diocesan Superintendents, Nonpublic School Principals, and Required Services School Contacts

The Required Services Reimbursement Request forms and guidance for school year 2022-23 are due to NonpublicFinanceHelpdesk@la.gov no later than Friday, September 29, 2023 at close of business (4:30). Guidance and forms are available at [Nonpublic Schools](#).

Questions may be sent to NonpublicFinanceHelpdesk@la.gov or 225.342.3617.

Teaching and Learning

Academic Content

2023-2024 Teacher Leader Advisors

Please share with teacher leaders and administrators.

The LDOE congratulates the [2023-2024 Teacher Leader Advisors](#). Teacher Leader Advisors are an exceptionally talented group of educators across Louisiana who play an influential role in raising expectations for students and ensuring that fellow educators across the state have access to high-quality instructional materials and resources, as well as curriculum-aligned professional learning. Teacher Leader Advisors participate in the LDOE's Instructional Materials Review process, create tools for the Teacher Support Toolbox, and develop and lead both virtual and in-person professional learning for educators across Louisiana.

Please contact classroomsupporttoolbox@la.gov with questions.

Diverse Learners

Free Graduate Courses and Coaching to Improve Language for English Learners

Please share with educators, English Learner teachers, interventionists, and instructional leaders.

The LDOE, in partnership with UMass Global, is offering tuition-free graduate credit to educators who want to improve instructional practices related to academic language development in English Learners. Educators engage in self-paced learning with the help of a virtual coach and can earn 3 graduate level credits. Interested participants can [learn more and apply](#) now.

Please contact exed@umassglobal.edu with questions.

Free Opportunity to Obtain EL Add-On Certification

Please share with instructional leaders, educators, and interventionists.

Louisiana educators have an opportunity to earn English Learner add-on certification in one year, tuition free. Interested participants should join the overview session on August 30 to receive an application.

- **Webinar Date and Time:** August 30 at 5 p.m.
- **Webinar Link:** <https://us02web.zoom.us/j/89266454200#success>

Please contact tia.lebrun2@la.gov with questions.

Educator Development

Mentor and Resident Funding Overview Call

Please share with school system leaders, data managers, and finance managers.

During the 2023-2024 academic year, the data collection for Mentor compensation will take place using a similar process to what was used in 2022-2023. Join the Fall 2023 Mentor and Resident Funding call to review the funding eligibility and process.

- **Webinar Date and Time:** August 22 at 10 a.m.
- **Webinar Link:** <https://ldoe.zoom.us/j/3455048179>
- **Webinar Phone Number:** 470-381-2552
- **Meeting ID#:** 345 504 8179

Please contact believeandprepare@la.gov with questions.

Principal's Webinar Series

Please share with principals and principal supervisors.

The LDOE hosts a monthly webinar series for current school leaders and principal supervisors on best practices in school leadership aligned to the state's priorities. Each month, the webinar features national and Louisiana experts sharing strategies and tools on a specific topic necessary for being effective in the school leader role. The LDOE's Math Division will lead the August webinar focusing on math initiatives.

- **Webinar Date and Time:** August 28 at 1 p.m.
- **Webinar Link:** <https://ldoe.zoom.us/j/97054177103>
- **Webinar Phone Number:** 346-248-7799
- **Meeting ID#:** 970 5417 7103

Please contact louisianaleaders@la.gov with questions.

School Improvement

Best Practices Level 1 and 2 Training

Please share with school and system leaders.

The [Division of School Improvement](#) is pleased to continue its partnership with NIET to provide foundational training in Instructional Leadership Teams (ILTs) and Teacher Collaboration (TC) throughout the Fall of 2023. These Level 1 and 2 trainings are offered free of charge and are appropriate for leaders who have not completed the foundational training. This includes new school leaders, ILT members, and teacher leaders who facilitate Teacher Collaboration sessions. Sessions are offered both virtually and on-site at regional locations from August through October. Please visit the [NIET Best Practices Training](#) site for session schedules and registration details.

Please contact schoolimprovementdivision@la.gov with questions.