



Important News for **NONPUBLIC SCHOOLS**



September 14, 2023

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Message from the State Superintendent

Dear Colleagues,

The Louisiana Department of Education is recognizing Celebrate Freedom Week September 18-22. This marks the second year of this commemoration, which was born from [Act 370 of the 2022 Regular Session](#). We've developed a resource guide school systems can use to plan lessons and events.

A social studies teacher by trade, I'm using this week as an opportunity to step back into the classroom and highlight Louisiana's new Freedom Framework. I'm teaching a pair of civics lessons to high school students in two parishes. We'll be learning about the branches of government. I'll update you next week on how it goes. I'm sure we will also share some photos on our social media channels.

I am eager to hear about how you will be celebrating this week with your students. We are fortunate to live in the greatest country in the world. The pursuit of a more perfect union relies on well-informed citizens who have a deep appreciation for their country and a sound understanding of how our government functions. This is a privilege we must never take for granted. As President Ronald Reagan aptly stated, "Freedom is never more than one generation away from extinction."

Sincerely,

Dr. Cade Brumley

Important Dates for School Systems

Office Hours and Monthly Calls

- Nonpublic Schools Monthly Call: [September 20 at 2 p.m.](#)
- School Systems Financial Services Monthly Call: [September 20 at 2 p.m.](#)
- Federal Support and Grantee Relations (FSGR) Monthly Call: [September 21 at 10 a.m.](#)
- Annual Financial Report (AFR) Office Hour: [September 21 at 2 p.m.](#)
- Office of Career and College Readiness Monthly Call: [September 21 at 3 p.m.](#)
- Division of Diverse Learners Office Hours: [September 26 at 2p.m.](#)
- Teaching and Learning Monthly Call: [September 27 at 1 p.m.](#)
- Healthy Schools Community of Practice: [September 28 at 2 p.m.](#)
- Nutrition Support Monthly Call: [October 3 at 1 p.m.](#)
- Child Welfare and Attendance Monthly Call: [October 5 at 8 a.m.](#)
- System Leaders Monthly Call: [October 6 at 9 a.m.](#)
- Monthly Principal Webinars – Math and Literacy: [October 9 at 1 p.m.](#)

Upcoming Events and Deadlines

- [School Support Institutes](#): Session 1: September 11-14 Deadline to submit [Teacher Exit Survey](#): September 15
- Deadline to submit [Teacher/Principal, New Teacher, and Early Childhood Teacher/Leader of the Year](#)
- [Nominations](#): September 22
- [Special Education Regional Tour](#): September 25-October 3 Deadline to submit Annual Financial Report (AFR): September 29 Deadline to submit Budget Form A: September 29
- Deadline to submit ESSER II funding obligation: September 30
- Deadline to submit Outstanding School Support Employee [nominations](#): October 12
- [Mentor and Resident data](#) due in Edlink: October 20
- [Fall 2023 Counselor Institutes](#): October 24-26 Deadline to submit [2023-2024 PPP](#): October 31
- Deadline to submit application for [Immersion Site Certification](#): November 15
- Deadline to submit [2023-2024 Title I, Part A - Annual Comparability Report](#): November 17

Office of School Choice

Quarterly Scholarship Enrollment Reminders

- Please note that the payment report generated in LEADS does not accurately reflect final payment amounts.
- If a student drops from your school, please follow the drop procedures so that the student can be dropped from your roster.
- Schools will have **30 days** from the last day of quarterly enrollment reporting period (September 7) to report any enrollment issues using a Payment Adjustment Form.
- All Payment Adjustment Forms for Quarter 1 are due by **October 9**. **Please note that late Payment Adjustment Form submissions are not guaranteed payment.** Forms submitted after the deadline will be reviewed on case by case basis.

For questions please contact studentscholarships@la.gov .

Important Dates and Deadlines

[Click to access the full Nonpublic Programs Scholarship Annual Calendar for 2023-24](#)

Date	Item	Participants
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	NPS Annual Enrollment Closes	All BESE Approved Nonpublic Schools
October 15	BESE Approval Application Closes	All Nonpublic Schools Seeking Approval
October 15	Brumfield v. Dodd Application 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***

EdLink Security - Setting Up A New Account

Each fall, all nonpublic schools that are currently BESE approved must submit their school's annual enrollment data. Nonpublic school reporting managers will need to create an account with EdLink and request the ***NPS School Manager role***. The detailed steps can be found in the [EdLink Manual](#), which will guide each school through the steps to create an EdLink account. If support is needed, please email nonpublicschools@la.gov.

Nonpublic Schools Annual Enrollment Period

NPS annual enrollment opened on **September 6**. All nonpublic schools that are BESE approved (Nonpublic Seeking State Approval) must submit their annual enrollment data. Please refer to the [NPS EdLink Manual](#) to assist new users in getting an EdLink account setup in order to complete their school's annual reporting. The last day to submit your school's NPS annual enrollment is **October 15**.

For questions please contact nonpublicschools@la.gov.

BESE (Board of Elementary & Secondary Education) Application

All nonpublic schools seeking BESE approval for the 2024-2025 BESE school year must complete their [BESE application](#) from September 1-October 15 via Jotform.

For questions please contact nonpublicschools@la.gov.

Brumfield v. Dodd 2024-2025 Application

The 2024-2025 Brumfield v. Dodd's application will open on **September 1** for nonpublic schools located on our [Nonpublic Schools](#) webpage. Schools must complete the [Brumfield v. Dodd application](#) or [Brumfield v. Dodd Annual Compliance Report](#) and attach it to your BESE application, which will be submitted via Jotform again this year. The application will close on October 15.

For questions please contact nonpublicschools@la.gov.

2024-25 Notices of Intent for Scholarship Programs

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.

The Notice of Intent is submitted to the Department each year in the fall by schools that wish to participate in the Louisiana 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.

For questions please contact studentscholarships@la.gov for assistance.

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 for assistance.

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

Monthly Webinar Call

Our next Nonpublic Schools Monthly Call will be held on [September 20 at 2 p.m.](#) Previous presentations of each monthly call are currently available in the [School Systems Planning Library](#).

Governmental, Administrative, Public Affairs, and Operations

Seeking Nominations for Outstanding School Support Employees

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

The LDOE recognizes great school support staff are critical to student success. The Department honors some of the state's most successful school support employees through the Louisiana Outstanding School Support Employee of the Year program.

Part of the selection process for naming the school system and state-level honorees includes recommendations from teachers, principals, school system employees, parents, colleagues, and community members. The [nominations portal](#) is now open and will close October 12. Multiple nominations are accepted, as well as self-nominations. Upon portal close, the nomination information will be shared with school systems for their consideration.

Please share the [overview information](#) with stakeholders and encourage everyone to nominate an outstanding school support employee. Join the Outstanding School Support Employee and School Health Provider of the Year Awards Programs webinar [September 14 at 3 p.m.](#) to learn more.

Please contact childnutritionprograms@la.gov with questions.

Career and College Readiness

2023-2024 Pupil Progression Plan

Please share with school system leaders.

The [2023-2024 PPP template](#) is available in the LDOE [School Policy](#) library.

As a reminder, the purpose of the [guidance document](#) is to assist school systems in developing their **required** Pupil Progression Plans in accordance with applicable laws and regulations, and to codify school system policies and procedures related to K-12 student placement, promotion, and retention. The PPP should be submitted as a PDF to ppp@la.gov by **October 31**.

Please contact ppp@la.gov with questions.

Teaching and Learning

Academic Content

Instructional Support: Instructional Materials Reviews

Please share with content supervisors, literacy coaches, and school leaders.

The LDOE conducts 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](#) web page. The status of all instructional materials submissions can be found in the [weekly report](#).

- Savvas Learning Company LLC - enVision Math, Grades 3-5 (©2020)

Please contact louisianacurriculumreview@la.gov with questions.

Diverse Learners

Special Education Leader Collaborative

Please share with special education directors.

Special education directors are invited to join the Diverse Learners team for an in-person collaborative event October 17 from 9 a.m. until 3 p.m. at the Claiborne building in Baton Rouge. This will be a day for discussion focusing on special education updates, professional development, and networking. [Registration](#) is now open.

Please contact diverselearnersupport@la.gov with questions.

Educator Development

Principal Newsletter Spotlight Nominations

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

The LDOE's monthly [Principal's Newsletter](#) is designed to celebrate and inform building-level leaders on pertinent topics in school leadership. School and system leaders may nominate an extraordinary building-level leader to be highlighted in future principal newsletters using the [LDOE Principal's Newsletter Leader Spotlight Form](#). A note of appreciation to recommended leaders will be included in the monthly newsletter.

Please contact louisianaleaders@la.gov with questions.

LEAN Practices School System Spots Still Available

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

Louisiana, like the nation, faces challenges in recruitment and retention of effective, certified teachers and leaders. In Louisiana, 37% of teachers leave the profession in the first five years of teaching, and 17% of principals leave their role each year. In order for students to have successful outcomes, they need high quality teachers and leaders. Research demonstrates that work-related stress is one of the leading causes of teachers leaving the profession. The LDOE believes that investing in teachers by addressing their concerns is essential in driving school system improvement. School systems interested in taking part in a cohort created to directly address teachers' concerns should review the [LEAN Practices Overview Document](#) and complete the [LEAN Practices Cohort Interest form](#) by **September 18**. All selected participants will be notified no later than October 2. The first virtual collaborative meeting will be held October 10.

Please contact louisianaleaders@la.gov with questions.