



Important News for **NONPUBLIC SCHOOLS**



September 30, 2021

Dear Colleagues,

No state has faced more challenges over the past two years than Louisiana. Not only are we all enduring a global pandemic, many of you are now returning to school while also working to rebuild your own homes following Hurricane Ida. While I have full confidence in your resiliency, I also understand that these challenging times can take a toll on both your physical and mental health.

Please know that there are resources available to you should you need assistance. For example, LDOE has partnered with Ochsner Health to offer four free mental health virtual visits to all public school educators and staff through Ochsner Anywhere Care. Additional visits beyond the covered four visits are available at a discounted rate.

Through this program, you can connect with a licensed mental/behavioral health provider for a virtual therapy visit via a secure video chat through your smartphone, tablet or computer. Just like in an in-person office visit, providers will recommend a treatment plan based on your symptoms, medical history and goals. Appointments are available Mondays through Saturdays, and recurring appointments can be made with the same provider.

If you are interested in participating, [sign up here](#) and use “LDOE” as the required field service key when prompted. You can also connect with your local school system or visit [Ochsner Health’s website](#) for more information about the program.

Dr. Cade Brumley
State Superintendent of Education

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Important Dates for School Systems

Office Hours	
Office Hours Title	Zoom Link
School System Planning Office Hours	October 1 at 10 a.m.
CLSD UIN TA Office Hours	October 1 at 11 a.m.
Science of Reading Implementation Office Hours	October 4 at 3:30 p.m.
P-EBT Data Managers Office Hours	October 5 at 10 a.m.
Early Childhood Lead Agencies Office Hours	October 5 at 3 p.m.
Assessment and Accountability Office Hours	October 5 at 3:45
CLSD CIR/UIR-A TA Office Hours	October 6 at 11 a.m.
Career and College Readiness Office Hours	October 7 at 3 p.m.
K-2 CLASS® Pilot Office Hours	October 12 at 12 p.m.
Education Technology Office Hours	October 14 at 9 a.m.
April Dunn Act Office Hours	October 14 at 4:30 p.m.
Monthly Calls*	
Monthly Call Title	Zoom Link
System Leaders Monthly Call	October 1 at 9 a.m.

Nutrition Support Monthly Call	October 5 at 1 p.m.
Assessment and Accountability Monthly Call	October 5 at 3:45 p.m.
Literacy Monthly Call	October 7 at 10 a.m.
Teaching and Learning Roundtable	October 8 at 11 a.m.
SPED Leader Monthly Call	October 14 at 2 p.m.
System Leaders Roundtable	October 15 at 9 a.m.
Legislative and Policy Support Monthly Call	October 18 at 10 a.m.
Nonpublic Monthly Call	October 20 at 2 p.m.
Student Well-Being Monthly Call	October 20 at 3:30 p.m.
Federal Support and Grantee Relations Monthly Call	October 21 at 10 a.m.
Career and College Readiness Monthly Call	October 21 at 3 p.m.
Academic Content and Educator Development Monthly Call	October 27 at 1 p.m.
Education Technology Monthly Call	October 28 at 9 a.m.
<i>*Monthly call presentations are available in the School Improvement Library. View the School System Support Calendar to access a complete schedule of events.</i>	
Upcoming Events	
Event Title	Zoom Link
Accountability Commission Meeting: 1 p.m.	October 4 at 1 p.m.

Mentor and Resident Funding Office Hours	October 6 at 11 a.m. & October 7 at 2 p.m.
Interests and Opportunities Principals and School System Leaders Webinar	October 27 at 2 p.m.
Important Deadlines	
Academic Recovery and Acceleration Plan Submission	September 30
Achieve! Formula Budgets in eGMS	September 30
Annual Financial Report (AFR) Submission	September 30
Annual Adopted Budget Submission	September 30
Achieve! Incentive Round 1	October 7
Recruitment and Retention Fellowship Application Due	October 8
School Plan Family Engagement Survey	December 1

Due to Hurricane Ida, the following deadlines have been extended.

EXTENDED DEADLINES		
Due	Previous Deadline	Extended Deadline
Supplemental Course Allocation Reporting	September 13	October 1
Teacher and Principal of the Year Nominations	September 28	October 8

Louisiana Scholarship Program

Hurricane IDA Updates

Displaced Students

- Do not exit any students that have been displaced until you have been able to confirm if any students have left their system. We will verify any duplicate enrollments within the quarter 2 enrollment verification phase (12/1-12/3 for LSP and 11/3 - 11/5 for SCP).
- If a student has been displaced due to Hurricane Ida, and they will be returning to your school prior to the first date of the Quarter 2 enrollment verification date of 12/1 for LSP and 11/3 for SCP, please keep them on your roster unless they have been a confirmed drop.
- If the student does not intend to return to your school by the first date of the Quarter 2 verification date:
- Please contact the family to see if they would like to request a transfer to another participating scholarship school. Follow the student transfer process outlined below.
- If the family does not wish to transfer the student and will not be returning to your school prior to the Quarter 2 date, you may drop the student following the procedure below.
- If the family is experiencing a displacement that will likely continue past the Quarter 2 enrollment verification window, please contact your Portfolio Opportunities point of contact with the details of the situation and they can make a determination of if the student is able to maintain their scholarship for the remainder of the year.

Student Transfer Process

- Transfer [Forms](#) must be completed and emailed to studentscholarships@la.gov. Please allow 5 business days for confirmation of processing before contacting studentscholarships@la.gov with questions. Schools will be notified of approval or denial of requests once they have been processed. Schools will be required to notify the parents of the outcome of the request. Transfers are only allowed to schools that meet accountability standards and who have Department approved available scholarship seats.

Student Drop Process

- When requesting to drop a student, please submit one of the following documents in order for the request to be approved.

- Documentation in writing from the parent that their student no longer wishes to participate in the scholarship program OR
- Attendance documentation indicating five consecutive days of absence from the beginning of the school year. Quarantine would NOT count as an absence OR
- A request for student records from another school for the scholarship student OR
- Notification from the parent (can be an email or text)

Nonpublic Schools Annual Reporting

Portal Access

Annual Reporting

- The Nonpublic Schools portal (NPS) is now open for annual submissions –the **final deadline for all submissions is October 15th**. You are encouraged to have your submission completed by October 12th.
- To complete your submission please log in to the LEADS portal. The link to access the portal is [here](#). Once you have logged into the LEADS portal, please click on the NPS tab to begin the annual submission process.
- If you cannot remember your password or your password has expired, use this link to change your password: <https://password.doe.louisiana.gov>
- Please remember to turn off pop-up blockers when trying to access the LEADS portal. <http://www.wikihow.com/Disable-Popup-Blockers>

Notice of Intent for Louisiana Scholarship Program

Schools must complete the LSP Notice of Intent (NOI) by **October 30th**. To submit your school's Notice of Intent to participate in the Louisiana Scholarship Program for the 2022-2023 school year, click on or copy and paste the link below into your browser and complete the short survey.

<https://form.jotform.com/212694690529163>

Important notes for continuing Scholarship schools: If you only wish to keep your current Scholarship students, you must **STILL** complete this NOI but mark that you would not like to accept new students.

Please note that due to recent legislation, the 20% enrollment cap for new schools is no longer in place. Additionally, schools must be accredited or provisionally accredited by: Southern Association of Colleges and Schools accreditation organizations, the Cognia accreditation organizations, the National Association of Independent Schools accreditation organizations, the Louisiana Montessori Association, and the diocese or archdiocese in which the school is located.

Additional information regarding provisional accreditation will be provided in the coming months. Please see the attached September Nonpublic School Monthly Call deck for more information. Please reach out to studentscholarships@la.gov with any questions.

School Approval

The Nonpublic Schools Seeking BESE Approval process will begin on October 1st. The deadline for submissions will be **October 15th**. If you have any questions regarding the school approval process please contact our office at nonpublicschools@la.gov.

Tuition and Fees Update

Tuition and Fees Certification Worksheets will be distributed next week to all participating schools to confirm tuition and fees. Please sign and return the worksheets via email to studentscholarships@la.gov

- within the determined timeframe. This is an important part of the auditing review at the end of the year.

Operations

School System Planning

The Department hosted four informational sessions for school systems and created a [form for question submission](#). An [FAQ document](#) was created and released in the Pandemic Relief Funding and Guidance Library. School systems should continue to submit their questions using the form.

The Department will continue to offer one-on-one support during office hours as requested using this [form](#). The form is also available in the Pandemic Relief Funding and Guidance Library. As a reminder, plans are due by September 30, however, the Department is putting in place a review and support structure to allow school systems the opportunity to revise their plans based on feedback from reviewers.

Assessments, Accountability, and Analytics

Interests and Opportunities

- Resources for 2021-2022 I&O are now available on the website in the [Accountability Library](#).
 - [2021-2022 Interests and Opportunities Accountability and Reporting FAQ](#)
 - [2021-2022 Interests and Opportunities Principal Survey Fillable PDF Template](#)
- Interests and Opportunities Principals and School System Leaders Webinar: October 27 at 2pm
 - LDOE is hosting a webinar about Interests and Opportunities for Principals and School System Leaders. Join us to hear more about the Menu Based Approach and the policy implications for 2022-2023 and beyond. This webinar will be recorded and posted to the Accountability Library.

Data Certification

- LEAP progress rosters and VAM exclusion rosters are now available in La Data Review as downloadable roster files.
- Assessment rosters were released in La Data Review on Friday, September 10. The final date is tentatively set for October 1, but the department is committed to working with districts severely impacted by the hurricane who may need additional time.
 - The virtual field codes are as follows:
 - 1=100% Virtual Learning

- 2=Half or more, but less than 100%, academic year virtual learning
 - 3=Less than half, but more than 0%, academic virtual learning
 - Blank=100% in person
- ELPT progress rosters are now posted to La Data Review as downloadable roster files.

LEAP 2025

- September 7-October 1: School systems need to indicate their selection for one of two LEAP fall high school administration windows in DRC INSIGHT as part of enrollment verification. School systems may only participate in one window. School systems that do not select a window in DRC INSIGHT will be placed in Window B as shown below. All makeup testing must be completed during the selected window.
 - Window A: November 30-December 17
 - Window B: January 5-24
- October 1-31: School systems will verify grade 3-8 enrollment and indicate their selection of paper-based or computer-based testing for grade 3 in the Enrollment function of DRC INSIGHT. There is no paper-based testing option for grade 4 in spring 2022. Paper tests will remain available in grades other than 3 as a unique accommodation that will require department approval.
- October 25: Window A (November 30-December 17) high school testing schedules due to assessment@la.gov.
- October 31: All testing accommodations are recorded on IEP, IAP or EL checklist for Window A (November 30-December 17)

Birth-Grade 3 Assessment Guidance

- The Birth-Grade 3 Assessments has a [suite of resources](#) available to help school systems (and early learning centers) with assessment administration for the 2021-2022 school year. School systems who were severely impacted by Hurricane Ida and will not be able to submit data on time should email assessment@la.gov.
- Kindergarten Entry Assessment (KEA)
 - OCTOBER 29 (NEW DATE): Reporting due from one of two approved [Kindergarten Entry Assessment \(KEA\)](#) options: [DRDP-K](#) and [TeachingStrategies GOLD KEA](#)
 - Administer within the first 30 operational school days (exclude days closed for hurricane from the count)
- K-3 Literacy Screener
 - OCTOBER 29 (NEW DATE): Reporting due from one of four approved [K-3 Literacy Screener](#) options: [Acadience Reading](#) (formerly DIBELS Next), [DIBELS 8th Edition](#), [STEEP](#), and [STEP](#).
 - Administer within the first 30 operational school days.(exclude days closed for hurricane from the count)
- GOLD (Birth-Age 5)
 - OCTOBER 31: Reporting due from administration of TeachingStrategiesGOLD®. This administration should include all children, ages birth-5, enrolled in public and nonpublic pre-K, Head Start, and child care centers that receive public funding and all children,

ages 3-5, with an Individual Education Program (IEP), including children who receive speech services only.

NAEP

- The National Center for Education Statistics (NCES) will proceed with administration of the mandated mathematics and reading assessments. For 2022, at the state level, the National Assessment of Educational Progress (NAEP) will be administered in mathematics and reading at grades 4 and 8. The NAEP 2022 school sample will represent the 2022 student population while also maximizing overlap with the NAEP 2021 school sample. Maximizing the overlapping school samples between NAEP 2022 and 2021 opens up the possibility of studying student performance, as measured by NAEP, within the unique context provided by the two NAEP studies that were administered in the 2020–2021 school year.
- The NAEP 2022 administration will include three assessment programs:
 - **January 10 to March 18, 2022:** National long-term trend mathematics and reading assessments: age 9
 - **January 24 to March 4, 2022:**
 - State-level mathematics and reading assessments: grades 4 and 8
 - National civics and U.S. history assessments: grade 8
- Superintendents of selected school systems will receive a letter through email in September.
 - School systems will play an important role by supporting participation.
 - NAEP will continue to adapt to new processes and procedures as the situation with COVID-19 continues to evolve.
 - As in previous years, NAEP representatives will provide significant support to schools by administering the assessment and bringing all necessary materials and equipment, including sanitized tablets, on which students take the assessment.
 - NAEP representatives' top priority is to protect the health and safety of students and school staff.

Assessment and Accountability Office Hours

- The next Assessment and Accountability Office Hours will be Tuesday, October 5, 2021 at 3:45 p.m. See information below to join:
 - **Webinar Link:** <https://ldoe.zoom.us/j/202189164>
 - **Webinar Phone Number:** 646-876-9923
 - **Meeting ID#:** 202 189 164

Career and College Readiness

Louisiana Manufacturing Week

Please share with Career and Technical Education Leaders

Louisiana Manufacturing Week is a growing grassroots movement dedicated to overcoming the shared challenges facing manufacturers today. The most pressing issue facing manufacturers is a gap in skilled

labor: 82% of U.S. manufacturers cannot find the qualified workers they need due to a gap between the job requirements and the skills of those who are applying for them – and the gap continues to widen. Manufacturers' ability to address this gap has been hindered by the public perception that careers in manufacturing are undesirable and by insufficient preparatory education. Both of these problems stem from a lack of understanding that present-day manufacturing environments are highly technical.

Louisiana Manufacturing Week gives manufacturers an opportunity to raise awareness of these issues and to begin to address them by providing local manufacturers, schools, community-based organizations, and other stakeholders with an easy and effective way to promote manufacturing as a top-tier career choice. [Louisiana Manufacturing Week, happening September 26 - October 2, 2021](#), includes tours at manufacturing facilities and education initiatives to change the perception of the industry and inspire next-generation workers to pursue manufacturing careers.

Please contact jumpstart@la.gov with questions.

Teaching and Learning

Educator Development

Teacher Leader Lagniappe Podcast: Episode 10 Released

[Teacher Leader Lagniappe](#) offers a little something extra for Louisiana educators. As educators, we are leaders - leaders of our families, classrooms, schools, teams, and systems. Host Em Cooper shares inspiring stories from leaders in Louisiana and across the country. You'll hear from innovators, change agents, and experts that will empower you to grow in your profession. Educators can subscribe to the [podcast](#) and listen to the latest episode.

Episode 10 Summary - Prioritizing Music, Art, and Movement in Louisiana with First Lady Donna Edwards: Louisiana's First Lady, Donna Edwards, shares a glimpse into life in the Governor's Mansion and her music classroom. She talks about the importance of prioritizing music, art, and movement education across the state. Em Cooper surprises her by playing the newlywed game to see how often her and Governor Edwards' answers match. Avoyelles High School makes Em Cooper smile this week with their pictures of hands-on learning in Agriculture class.

Share Your Stories: Educators can submit [pictures](#) of the great things happening in your school and system for our What's Making Me Smile segment.

Please contact em.cooper@la.gov with questions.

Evaluation Updates

CIS System Turnover - Due to Hurricane Ida, Teacher Evaluation score entry for the 2020-2021 school year closed September 14. The CIS system is now available for 2021-2022 roster entry. For assistance, please see the CIS resources in the [Compass Library](#).

Leader Evaluations - Leader evaluation scores will be entered from the 2020-2021 school year later this fall when SPS scores become available.

Rater Reliability Training - The required 2021-2022 Rater Reliability training can be found in the Compass Library. This annual training must be completed by new and returning evaluators prior to any formal evaluations. The survey at the end of the training should be completed to mark attendance. Timestamps are available upon request at compass@la.gov.

Professional Practice Scores - Current policy requires that teachers and administrators be observed twice per year. Pending BESE approval in the upcoming October meeting for the 2021-2022 academic year only, only one formal observation for the 2021-2022 academic year is required for those who earn a rating of “Highly Effective” or “Effective: Proficient” (score of 2.5 or higher) on the first formal observation. Any teacher or administrator who earns an observation rating of Ineffective or Effective: Emerging (2.4 or lower) will require two observations.

Please contact compass@la.gov with questions.

School Improvement Best Practices

The [School Improvement Best Practices](#) strategy is designed to support schools in adopting the essential components that drive professional and student growth and will continue during the 2022-2023 school year. LDOE has partnered with the National Institute for Excellence in Teaching (NIET) to develop, implement, and support five [School Improvement Best Practices](#). The five best practices are:

- instructional leadership team support,
- teacher collaboration support,
- teaching standards support,
- principal standards support, and
- career pipeline support.

All schools in Louisiana can participate in this [opportunity](#) to support implementation of these essential practices through training sessions during Summer 2022. Educators in all schools can benefit from these best practices, no matter what the current school performance might be. Through these practices, all educators and their students reap the awards of strong leadership practices, teacher collaboration, teaching standards, and career opportunities.

Educators may use this [link](#) to learn more about the [School Improvement Best Practices](#) strategy training sessions, what’s new for Summer 2022, and the requirements for CIR and UIR-A schools.

School systems may apply for funds through their Achieve! application or use other funding sources for schools without an intervention label.

Please email Jenee.Robins@la.gov with questions.

Literacy

Family Literacy Engagement Support Added to SELL Guide

The [Supporting Early Learning and Literacy \(SELL\) Guide](#) provides school systems with information on vetted vendors who offer training, supplemental screeners, programs, and resources that promote literacy

at all stages. Several vendors have been added to the guide recently with a focus on support for involving families in their child's literacy development. Many of the resources listed, especially the ones promoting family literacy engagement, are appropriate for all grade levels and ages. School systems and school leaders are encouraged to explore the updated guide for potential literacy partnerships.

Please contact louisianaliteracy@la.gov with questions.

2021 Governor's Outstanding Leadership in Disabilities Awards & Inclusive Art Contest

The Governor's Office of Disability Affairs is continuing its tradition of hosting both the Governor's Outstanding Leadership in Disabilities (GOLD) Awards and the Inclusive Art Contest.

The GOLD Awards recognizes extraordinary individuals and organizations who have contributed their time and talents to benefit the lives of persons with disabilities in Louisiana. Multiple award [categories](#) are included. [Nominations](#) are due by November 1, 2021.

The [Inclusive Art Contest](#) enables participants to increase awareness of the importance of inclusion in today's society through visual and written artistic expression. Entries should illustrate or describe ideas related to this year's theme: "Accessibility of the Future." The contest is open to any resident of Louisiana, with and without disabilities of any age. Entries must be received by November 1, 2021.

Please contact disability.affairs@la.gov with questions.

Louisiana Accessible Education Materials Center's Annual Click or Treat Conference

[The Louisiana Accessible Educational Materials \(LA-AEM\) Center](#) is hosting its 3rd annual virtual Click or Treat Conference October 26-28. Conference information and registration can be found at this [link](#). Each day has a different focus area:

- Tuesday - Assistive Technology
- Wednesday - Vision
- Thursday - Deaf/Hard of Hearing

Please contact administrator@ssdla-aem.org with questions.

Legislative Affairs, Policy, and Workforce Support

Healthy Communities

Senate Concurrent Resolution 50

In response to Senate Concurrent Resolution 50 ([SCR 50](#)) of the 2021 Regular Legislative session, the Department is required to identify training providers for students currently being utilized by school systems regarding social inclusion, violence prevention and suicide prevention.

Please assist the Department in identifying training providers being utilized, and their capabilities, by completing this brief [survey](#) by October 8th.

Please contact Michael.comeaux@la.gov with questions.

Fire Prevention Week: October 3rd-9th, 2021

The State Fire Marshal's Office and your local fire departments work throughout the year to educate communities about fire safety. One of the spotlights of that education effort occurs during the annual Fire Prevention Week. This year, the theme is "Learn the Sounds of Fire Safety™" and the campaign runs from October 3rd through October 9th.

We invite you and your students to be part of this life-saving cause, to help members of the community reduce their risk of fire and be prepared in the event of a fire, through an innovative challenge titled "Chalk One Up to Fire Safety." This challenge calls for participants to create sidewalk chalk art drawings of fire safety messages tied to the campaign and share them on social media

[Click here](#) for more information and to learn about a fun educational opportunity for your students to learn an important fire safety lesson next week, but to also help teach their communities about that fire safety message!

Please contact ashley.rodrique@la.gov with questions.

Reminders

- **Operations**
 - *Emergency Preparedness and Recovery*
 - *Nutrition Support*
- **Assessments, Accountability, and Analytics**
- **Career and College Readiness**
- **School System Financial Services**
- **School System Relations**
- **Teaching and Learning**
 - *Assessment Content*
 - *Division of Diverse Learners*
 - *Educator Development*

Operations

Emergency Preparedness and Recovery

Disaster Mental Health Resources

During these challenging times, it is important to take care of each other and prioritize our mental health and wellbeing. We are sharing a free service to support the mental health and wellbeing of the community. Care Solace is extending their mental health and substance use treatment navigation services free of charge until December 31, 2021. If you or a family member are looking for help with mental health or substance use, Care Solace can help find treatment options matched to your needs regardless of the circumstance. Care Solace's team is available 24/7 and can support in any language. Please contact 888-515-0595 or www.caresolace.com/idareleif for help finding a provider. Please note, this service is an optional resource available by choice and is not mandatory to use. Care Solace is not an emergency response service or mental health services provider. In the event of a life threatening emergency, please call 9-1-1 or the National Suicide Hotline 1-800-273-8255.

Please contact Joel.Dillon@la.gov with questions.

Nutrition Support

2021 National School Lunch Program (NSLP) Equipment Assistance Grants

USDA has awarded Louisiana \$604,377, provided by the Consolidated Appropriations Act of 2021, to be distributed to School Food Authorities (SFA's) participating in the NSLP to purchase equipment to serve healthier meals, improve food safety, and to help support the establishment, maintenance, or expansion of the School Breakfast Program. Only those entities that participate in the NSLP will have access to the online grant application for these funds. Schools approved for participation in the NSLP that participate(d) in Seamless Summer Option (SSO) and/or the Summer Food Service Program (SFSP) as part of COVID-19 flexibilities are eligible to apply for the grant opportunity. Priority will be given to schools where the greatest percentage of enrolled students are eligible for free or reduced price meals. Applicants may access the [2021 NSLP Equipment Assistance Grants](#) document for additional information. Online applications will be accessible at the [Child Nutrition Programs Website](#). A School Food Service (SFS) memo will be forthcoming to inform SFA's of dates for the open application period. Please contact childnutritionprograms@la.gov with questions.

Assessments, Accountability, and Analytics

LEAP ELA Guidebooks and Wit and Wisdom Assessments

- Window 1 and 2 have been adjusted to allow for additional instructional time that was interrupted by Hurricane Ida. The assessment calendar will be updated to reflect the windows shown below:
 - Window 1: October 18-November 5
 - Window 2: January 24-February 11

ELPS/ELPT

- Students who may be newly identified as English learners should be screened as early as possible.
- As a result of Cambium's system rollover for the 2021-2022 administration, all students have been deleted from TIDE. Students who have been previously tested will have records in **Reporting**. To determine if data is available for a student, users should enter the student's LASID in the search box at the upper right-hand corner of the screen. One of two messages provides users with next steps.
 - **"Student not active"** indicates that the student has data stored in the reporting system. To retrieve the data, enter the student's demographic information into TIDE, then search for the records in Reporting. Users will have access to all prior records for the student.
 - **"TIDE does not have a student with ID #####"** indicates that the student has never been added to TIDE and has not participated in ELPS or ELPT. If documentation indicates that screening is the appropriate action, users will need to enter the student's demographic information into TIDE before administering the screener.

Please contact bridget.harris@la.gov for assistance or additional information.

ACT

- September 13-January 7: Request initial ACT approved accommodations in TAA
- [State Testing FAQs](#) is now available
- ACT Customer Care
 - Phone – 800-553-6244 ext. 2800 for standard time and ext. 1788 for accommodations and supports
- September 30: ACT MOUs for 2021-2022 are now available in the [Assessment Library](#) and should be completed and returned. School systems that have closed due to the hurricane should contact assessment@la.gov to request additional time.

Please contact patricia.newman@la.gov with questions.

WorkKeys

- The WorkKeys state realms will open for testing on October 6 and remain available through April 29. The assessment calendar has been updated to reflect the dates.
 - The first accommodated testing window is outlined below:
 - Testing Window 1/Initial Testing: October 6-18
 - Testing Window 2/Makeup Testing: November 3-9

Career and College Readiness

Louisiana ACT® Now

Please share with district administrators and testing coordinators.

The Louisiana ACT® Now initiative program provides funding to purchase prebilled registration ACT® test vouchers for eligible students in grades 12 and 10 as described in this application. This will expand opportunities for students to take the exam to assist them with reaching their educational goals.

- To receive funding for vouchers, school systems shall submit a [planning template](#), provided by LDOE, that includes specific programmatic, physical and accountability assurances no later than **March 1, 2022**.
- Vouchers should be used for **any national test date for the Spring or Summer of 2022**.
- The cost of vouchers for ACT® without writing is **\$60.00 per student**. Students who are using a voucher to test must meet the registration deadline. Any late registration fees imposed on a student will be the responsibility of the student's family.
- School systems should order the ACT vouchers utilizing the ACT website and following the directions as laid out in the [ACT Now Information Packet](#).

Please contact meredith.mcGovern@la.gov with questions.

Louisiana Pre-ACT® Now

Please share with district administrators and testing coordinators.

The Louisiana Pre-ACT® Now program provides funding to school systems to administer an optional Pre-ACT® exam to 9th grade students. The Pre-ACT® is a short, multiple choice test that mimics the ACT

assessment in subject matter and in timing structure. The Pre-ACT® provides students, school systems and parents with academic and career indicators, along with an ACT score prediction that can assist in helping students make academic decisions and gain admittance into Dual Enrollment programs. The [cost of administering the Pre-ACT exam is \\$16.00 per student](#). All exams must be administered at the school site between the dates of **June 1, 2021- September 1, 2022**.

More information, including an application will be available next month.

Please contact meredith.mcgovern@la.gov with questions.

AP Exam Ordering Deadlines

Please share with AP coordinators, testing coordinators and counselors.

AP Coordinators should prepare AP Exam orders to submit through [AP Registration and Ordering](#) by these deadlines:

- **October 4:** Preferred ordering deadline.
- **November 15** (by 11:59 p.m. ET): Final ordering deadline. This is the deadline to submit exam orders for all full-year and first-semester AP courses, and exam only sections. The late order fee applies for exams ordered after this date.
- Please consult the [AP Coordinator Manual \(Part 1\)](#) for details on submitting registration.

Please contact meredith.mcgovern@la.gov with any questions.

AP Louisiana Counselor Workshop

Please share with secondary counselors.

Join College Board staff from around the country on October 1 at 9 a.m. for this free, state-focused, 90-minute workshop. The presentation will provide helpful updates on College Board programs and higher education trends, so counselors will be ready to support students and their families for the 2021-22 school year.

Registration information is found on the [AP Professional Learning Page](#).

Please contact meredith.mcgovern@la.gov with any questions.

School System Financial Services

New: Accountability for Weighted Student Funds in the MFP

Please share with business managers.

R.S. 17:7(2)(f)(i) provides for the accountability of weighted student funds included in the MFP. Funds generated in the MFP formula by applying the weighted factors for low income and English language learner (also known as Economically Disadvantaged) students, career and technical education

course units, special education students (other than gifted and talented), and gifted and talented students are considered weighted student funds. School systems or schools are required to expend the weighted student funds on personnel, professional services, instructional materials, equipment, and supplies that serve the unique needs of students who generate such funds.

Please reference the FY2021-2022 Weighted Student Funding AFR Reporting Details and Calculation in the [MFP Library](#) under the 2021-2022 MFP BUDGET LETTER section for additional information.

Please contact ldoemfphelpdesk@la.gov with questions.

New: USDA Required School Lunch Match

Please share with all business managers and financial officials.

The United States Department of Agriculture (USDA) requires a match of state funds for the school lunch program. The match must be evidenced through the Minimum Foundation Program (MFP) funds in each school system's Annual Financial Report (AFR).

A memorandum that contains the required match amount for each school system in FY2021-2022 is available in the [MFP Library](#) under the USDA REQUIRED SCHOOL LUNCH MATCH section.

Please contact ldoemfphelpdesk@la.gov with questions.

FY2021-2022 Annual Adopted Budget and General Fund Budget Submission

Please share with business managers and financial officials of city/parish public school systems.

Louisiana R.S.17:88 requires that city/parish school boards submit an adopted balanced budget to the Department no later than September 30 each year. The [FY2021-2022 Adopted Annual Budget Memo](#) and [FY2021-2022 Adopted Budget Submission Instructions](#) provide guidance, documents to be completed and additional resources.

Please contact schoolfinancehelpdesk@la.gov or call School System Financial Services at (225) 342-3617 with questions.

FY2020-2021 Annual Financial Report (AFR) Collection Timelines

Please share with your business managers and financial officials.

Louisiana R.S. 17:92 requires that local school systems and schools provide financial data to the Department no later than September 30th each year. The LEADS Portal is now open for submission of your financial data. The AFR documents that are needed to assist you in the submission of your data can be found at <https://leads13.doe.louisiana.gov/lug/AFR/AFR.htm>.

Please contact staudit@la.gov with questions concerning the preparation of the financial information or account classification and contact SystemSupport@la.gov with questions regarding the electronic submission or online update process.

School System Relations

Searching for Louisiana's Next State Teacher and Principal of the Year

Please forward to stakeholders, including principals and teachers.

The Department recognizes great teachers and school leaders are critical to student success. Annually, the Department honors some of the state's most successful educators through the Louisiana Teacher and Principal of the Year programs.

Part of the selection process for naming the district and state-level winners includes recommendations from teachers, principals, district employees, parents, colleagues, and community members. To assist with the process, a nominations portal was created.

The nominations portal is open and the deadline has been extended to **October 8**. 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 this [nomination portal link](#) with stakeholders and encourage everyone to nominate outstanding teachers and leaders, as this is a wonderful way to acknowledge and honor educators for all that they are doing. The portal may also be accessed by visiting the [Award's page](#).

In order to receive Teacher and Principal of the Year updates and information, school systems should enter their coordinator's contact information in the [Teacher and Principal of the Year Coordinator's File](#).

Please contact excellenteducators@la.gov with questions.

Teaching and Learning

Division of Diverse Learners

April Dunn Act Office Hours

The Department will host monthly office hours on the second Thursday of each month to support school systems with effective implementation of the April Dunn Act. The October session will be held October 14 at 4:30 p.m. School systems can submit questions or topics to be discussed during office hours to specialeducation@la.gov.

Webinar date and time: October 14 at 4:30 p.m.

Webinar link: <https://ldoe.zoom.us/j/92880688555>

Meeting ID: 928 8068 8555

Phone number: 1-312-626-6799

Please contact specialeducation@la.gov with questions.

Educator Development

Mentor and Resident Funding Office Hours

The Department continues to provide \$1,000 for the mentors who support year-long undergraduate residents. In addition, through the teacher pay increase approved by the Legislature in 2019, the Department will allocate funds for school systems to pay \$1,000 to yearlong undergraduate residents who hold a resident certificate and are completing their residency in a public school.

On October 6 and 7, the Department will host office hours to support school systems with the data collection and verification process.

Webinar date and time: October 6 at 11 a.m. or October 7 at 2 p.m.

Webinar link: <https://ldoe.zoom.us/j/3455048179>

Meeting ID: 345 504 8179

Phone number: 1-470-381-2552

Please contact believeandprepare@la.gov with questions.

Recruitment and Retention Fellowship

Several school systems have the opportunity to participate in a recruitment and retention fellowship through a national non-profit organization, [USHCA](#). This fellowship will be an opportunity for human capital leaders to:

- Network with other human capital leaders throughout the nation, learn from one another, and discuss best practices with regard to recruiting and retaining teachers
- Work with a small cohort of Louisiana school systems to develop strategies to recruit and retain teachers in Louisiana's highest-need certification areas, with a particular focus on advanced math and science courses

Please complete this short [application](#) to indicate your interest and key recruitment challenges your school would like to tackle through this fellowship. Application is due on **October 8th**. Fellowship participants will be announced the following week. The first session will be held during the last week in October.

Please reach out to victoria.dunn@la.gov for more information.

Accelerate

[Accelerate](#), Louisiana's pre-K-12 tutoring strategy, is designed for school systems to implement equal-access tutoring at scale in order to achieve significant results for all students. School system and school leaders should be planning implementation of Accelerate in their schools for the 2021-2022 school year. Resources and trainings are available in the [Accelerate Library](#).

Educators may access the recent Accelerate Overview and ELA 2021-2022 Resources Overview trainings using the following links:

[Accelerate Overview \(August 25, 2021\)](#)

[Accelerate ELA 2021-2022 Resources Overview](#)

[Accelerate ELA 2021-2022 Resources Overview Recording](#)

Due to Hurricane Ida the Accelerate Math Resources Overview webinar will be recorded and posted in the [Accelerate Library](#).

Please contact markecia.barthelemy@la.gov with questions.

Acceleration Professional Development

The recent weather event has further disrupted the education of students throughout Louisiana. As school systems continue with instruction, they must address the unfinished learning their students experienced as a result of the pandemic, as well as Hurricane Ida. As part of our work to provide continuous guidance and support to our educators, we will continue to offer professional development to school systems as they work to address unfinished learning through acceleration.

All teachers have access to the 2021-2022 [Louisiana Acceleration Series](#) to support their efforts to accelerate learning. The [Louisiana Acceleration Series](#) includes 6 trainings that are designed to help educators target their instruction and coaching on the most effective strategies.

These trainings will be provided by the National Institute for Excellence in Teaching (NIET). All teachers, teacher leaders, school leaders, and district leaders are invited to attend these focused learning opportunities. Each training is a full day and the sessions will be offered virtually and in-person several times a week over the course of the 2021-2022 school year.

Educators may use this [link](#) to register for one or all of the first three sessions. Registration for the other sessions will open later this month.

September 13 - October 5	Analyzing and Using Data to Meet the Needs of Students
October 11 - November 11	Maximizing Collaborative Structures to Support Acceleration
November 10 - December 16	Planning for Accelerated Learning Options and Individualized Learning
December 15 - January 13	Strengthening Content-Specific Strategies for Acceleration in Math
January 10 - January 31	Strengthening Content-Specific Strategies for Acceleration in ELA
January 31 - March 10	Setting-up Effective Summer Learning Opportunities

Please contact markecia.barthelemy@la.gov with questions.

Staffing and Scheduling Initiative

School systems may need to make staffing and scheduling adjustments to accommodate for the unfinished learning that resulted from Hurricane Ida school closures.

The Staffing and Scheduling initiative launched in March provides system and school leaders robust [guidance](#) and implementation support on developing strong staffing and scheduling models aligned to the best practices below. School schedules should look different in the 2021-2022 school year in order to address unfinished learning.

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 need extra instructional time to catch up.
4. Both core instruction and acceleration must be provided by content strong staff.
5. Meeting the social, emotional, and behavioral needs of students supports academic achievement.
6. Equity should be at the forefront of all these strategies.

To culminate the second round of [staffing and scheduling supports](#), system and school leaders are encouraged to attend the Staffing and Scheduling Q&A session on October 6, 2021 at 1 p.m.

Participants may register for the October 6, 2021 Scheduling Q&A session using this [link](#).

All participants must register to attend.

The final round in the series of [staffing and scheduling supports](#) will continue this fall. Participants must register to attend.

Webinar	Date and Time	Link
Staffing and Scheduling Q&A Session	October 6 at 1 p.m.	Registration Link
Best Practice Webinar	October 13 at 1 p.m.	Registration Link
Job Alike Support Session for District Leaders	October 19 at 11 a.m.	Registration Link
Job Alike Support Session for Diverse Learner Leaders	October 19 at 1 p.m.	Registration Link
Job Alike Support Session for Counselors and Counseling Leadership	October 20 at 11 a.m.	Registration Link

Job Alike Support Session for School Leaders	October 20 at 1 p.m.	Registration Link
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Please contact markecia.barthelemy@la.gov with questions.