

# NONPUBLIC SCHOOL CHOICE NEWS

*A Publication for Participating Nonpublic Choice Schools*



February 8, 2018

## In This Issue:

### Important Dates for Nonpublic School Choice Programs

#### Louisiana Scholarship Program (LSP) News

#### Tuition Donation Program News

#### School Choice Program for Certain Students with Exceptionalities (SCP) News

#### All Nonpublics

#### Other Department Newsletters

## Important Dates for Nonpublic School Choice Programs

School Choice Program	Date	Action, Event, or Deadline	Owners
LSP, SCP	2/9/18	Complete Q3 enrollment	School leaders or School Choice/Scholarship contacts
LSP, Tuition Donation	2/20/18	Attend Nonpublic Testing Coordinator call	District test coordinators
LSP	2/23/18	Deadline to mark all new Scholarship applicants students as eligible in <a href="#">SEE</a>	School leaders or Scholarship contacts located outside Orleans
LSP	2/23/18	Submit <a href="#">budget form and allocation spreadsheets</a>	School leaders
Tuition Donation	2/28/18	Submit Q3 enrollment	STO's
SCP	3/16/18	Upload SCP applications to FTP	School leaders or School Choice contacts
Tuition Donation and all non-Scholarship nonpublics participating in testing	4/13/18	Submit <a href="#">Nonpublic Assessment Participation Forms</a>	District test coordinators

## Louisiana Scholarship Program (LSP) News

## **New: Q3 Enrollment Closes 2/9**

The Quarter 3 enrollment verification process is now open in [SEE](#) and will close at **4:00pm on Friday, 2/9**. Schools that do not complete enrollment verification by the deadline will not receive timely payment for Scholarship students

Please remember that LEADs passwords expire every 30 days and must be reset at <https://password.doe.louisiana.gov/>. Pop-up blockers must be turned off.

Instructions for completing enrollment can be found [here](#).

If you have any questions, please reach out to [studentscholarships@la.gov](mailto:studentscholarships@la.gov).

## **New: Nonpublic Testing Coordinator Call**

The Monthly Nonpublic Testing Coordinator Call will take place **Tuesday, February 20th at 2:00**. Testing coordinators should attend as important information regarding upcoming assessments will be discussed.

To join the call:

**Webinar link:** <https://louisianaschools.adobeconnect.com/assessment-accountability/>

**Toll access number (Toll):** 1-646-307-1380

**Toll free access number (Toll Free):** 1-855-240-2575

**Participant pin code:** 89147656

If you have any questions, please reach out to [assessment@la.gov](mailto:assessment@la.gov).

## **New: Budget to Actual - Student Scholarships for Educational Excellence Program (SSEEP) Expenditures**

In October 2017, participating SSEEP schools sent in a proposed budget to LDE showing how their school anticipated using SSEEP funds. The completed [budget form and allocation spreadsheet](#) showing actual SSEEP expenditures through **January 31, 2018** are due by **February 23, 2018**.

Submit your [budget form and allocation spreadsheet](#)(if applicable) via e-mail to [staudit@la.gov](mailto:staudit@la.gov).

**Please note that a revised allocation spreadsheet and budget can be found [here](#).**

Should you have any questions, you may contact Jameka Henderson at [Jameka.Henderson@la.gov](mailto:Jameka.Henderson@la.gov) or Satoiya Jones at [Satoiya.Jones@la.gov](mailto:Satoiya.Jones@la.gov) or 225.342.4989.

## **New: New American Institute of Certified Public Accountants (AICPA) Requirements:**

Effective SY 2017-2018, all participating scholarship schools are required to sign an attestation letter prior to the 4<sup>th</sup> quarter payment being released. This attestation letter indicate that each participating schools has provided the audit firm and the Louisiana Department of Education with correct information that pertains to the audit and are in compliance with the state laws and regulations governing the Student Scholarships for Educational Excellence Program (SSEEP).

For additional information on this requirement, please click [here](#).

Should you have any questions, you may contact [Jameka.Henderson@la.gov](mailto:Jameka.Henderson@la.gov).

## **New: Date Change for March Supervisor Collaborations**

Due to a scheduling conflict, the Supervisor Collaboration originally scheduled on March 15 in Jefferson, will now be held on March 23 in Baton Rouge at the Claiborne Building. This change is reflected in the [School System Support Calendar](#).

Email [districtsupport@la.gov](mailto:districtsupport@la.gov) with questions.

## **New: February Superintendents' Call**

Superintendents are invited to participate in the Superintendents' Conference Call hosted by State Superintendent John White on February 20, at 10:30 a.m. You can begin dialing into the call 15 minutes in advance. Please follow the instructions below:

To join the Superintendents' February 20, 2018 Meeting:

- Go to <https://louisianaschools.adobeconnect.com/suptscall/>
- Dial into the Phone Bridge: 877-475-0109
- When prompted, please give the Meeting ID #8467938
- You will need to identify yourself in order to be placed into the meeting.

## **Reminder: Rescheduling EL Support Trainings**

Please share with EL supervisors and teachers.

The EL Support/ELA Guidebook 2.0 trainings have been rescheduled for February 26-27, at the East Baton Rouge Professional Development Center, from 8:00 a.m. to 4:00 p.m.

Additional seating is available for these trainings, and registration is available in [WisdomWhere](#). Previously registered participants do not need to re-register.

Contact [beverly.diaz@la.gov](mailto:beverly.diaz@la.gov) with any questions.

### **Reminder: EAGLE Sets for Social Studies Released**

The Department released thirteen new item sets for social studies in EAGLE. EAGLE 2.0 is an online assessment tool that supports formative assessment in the classroom and can be used to enhance student learning throughout the year. To access the new item sets listed below, log on to [eDirect](#) and then filter the item bank by grade and subject.

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

### **Reminder: LEAP 2025 and LEAP 360 Algebra I and Geometry Graphing Calculator**

All LEAP 2025 and LEAP 360 Algebra I and Geometry tests and resources (spring summative tests, practice tests, OTT, interim and diagnostic tests) now have a fully functional online graphing calculator available. This graphing calculator, provided by Desmos, permanently replaces the graphing tool that has been available. Desmos has a free online graphing calculator available at [www.desmos.com](http://www.desmos.com) that students can use with any internet capable device.

Hands-on practice with the new graphing calculator and information on student use of the math equation builder tool will be provided in the [Using Online Mathematics Assessment Tools](#) session at the January and February collaborations.

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

### **Reminder: Verifying Eligibility for New Applicants to the Scholarship Program**

Schools located outside Orleans are responsible for verifying student eligibility for all individuals applying for the Louisiana Scholarship Program. Acceptable eligibility documentation can be found in the [Application Guide](#).

Once a student has been deemed eligible, schools must mark the family as eligible in SEE and provide the family with a [receipt](#). Directions for marking students as eligible can be found [here](#). Schools located inside Orleans are recommended to direct families to one of the Family Resource Centers for eligibility verification.

Schools do not need to keep eligibility documents on file at this time--they only need to provide families with the application [receipt](#).

### **Reminder: Alternate Assessments for Scholarship Recipients**

Students enrolled in the Louisiana Scholarship Program are required by Bulletin 133 to take standardized assessments. Some students, however, may be eligible for Louisiana's alternative assessments as outlined below.

#### **LEAP Connect**

The LEAP Connect ELA/Math assessment is for students in grades 3 - 8 with a LAA1 IEP classification. LEAP Connect is aligned to the K-12 Louisiana Connectors for Students with Significant Disabilities and provides built in supports. The testing window for LEAP Connect is February 5 - March 16. All Scholarship Program students classified as LAA1 are required to take this assessment. For more information, please view the LEAP Connect Test Coordinator Manual and Test Administrator Manual in [eDIRECT](#). For any questions, please contact [assessment@la.gov](mailto:assessment@la.gov).

#### **ELPT**

ELPT (English Language Proficiency Test) is aligned with the Louisiana Connectors for English Learners. These connectors act as a bridge between academic content and language. Beginning with the 2017-2018 school year, the ELPT will be administered instead of the English Language Development Assessment (ELDA). Students who take ELPT are those who are enrolled in K-12 and have been identified as an English Learners (EL). The testing window for ELPT is February 5 - March 16. All Scholarship Program students identified as EL are required to take the ELPT. Tuition Donation Program students are not required to take this assessment. For additional guidance and support, view the [ELPT FAQ](#) and visit the [ELPT portal](#). For any questions, please contact [assessment@la.gov](mailto:assessment@la.gov).

If you believe you have any students who are eligible for these alternate assessments, please reach out to [assessment@la.gov](mailto:assessment@la.gov).

### **Reminder: Reminders for District Testing Coordinators**

#### **LEAP 2025**

- Test Administrator and Coordinator Manuals for LEAP 2025 are posted in eDIRECT.

## LEAP 360

- LEAP 360 Grades 3-8 Interim Assessment Form 2 for math is currently available for testing.
- Grades 3-8 Interim Assessment Form 2 for ELA will be available by mid-February. The Grades 3-8 ELA Interim Assessment 2 answer keys are available in [eDirect](#). Under All Applications, select General Information and then Documents. Under Administration select Interim 2017-2018. To see the Answer Keys, select Answer Keys/Scoring.
- January/February Principal and Supervisor Collaborations will include a LEAP 360: Making Connections session. The participants in this session will explore LEAP 360 Diagnostic and Interim assessments. This session will highlight ways that LEAP 360 can be used to encourage conversation and inform instruction and assessment.

## English Language Proficiency Test (ELPT)

- The ELPT assessment window is February 5 - March 16.
- Districts received ELPT materials January 23. The additional material window is now open. Additional material orders are placed through [TIDE](#).
- DTCs may access Security Checklists through [TIDE](#). Go to Paper Ordering, choose Order History, choose the "+" next to the name of the school, click Reports, and open the file labeled "Online\_SecurityChecklist."
- The ELPT [Data Entry Interface Guide](#) (DEI) is posted in the [ELPT portal](#). The DEI is a component of the Online Testing System that allows authorized users to enter student assessment data, such as item responses and scores. Entering student data is required for the ELPT large print and Braille forms.
- Louisiana and AIR are now supporting Mac OS X 10.13 for ELPT testing. A Secure Browser for use with Mac computers running OS X 10.13 is now available for download on the [Secure Browser](#) page of the portal.

## LEAP Connect/LAA1

- The LEAP Connect and LAA1 assessment window is February 5 - March 16.
- The additional materials window opened January 29. Additional material orders are placed through [eDIRECT](#).
- The LEAP Connect *Procedures for Assessing Students Who Are Blind, Deaf, or Deaf-Blind* guide is posted in [eDIRECT](#). The directions for grades 3-4 Foundation Reading sections will be securely shipped to LEAs.
- The LEAP Connect TA Quiz is posted in [eDIRECT](#). DTCs and STCs should use this as a part of test administration training.
- LEAP Connect/LAA1 Security Checklists are posted in [eDIRECT](#). Go to Report Delivery, choose View Reports, and choose the LEAP Connect/LAA1 Spring 2018 administration.
- TAs should review the LEAP Connect DTA up to two days prior to the test to ensure they are prepared to administer the assessment.

## ACT

- DTCs are required to make changes to any school test coordinators in the district in PANext. Refer to the [PANext User Guide](#).
- **Feb. 5-March 14:** Add students and update student information in PearsonAccess<sup>next</sup> and place additional orders for initial ACT test materials
- **Feb 5-March 16:** Request ACT-approved accommodations on the ACT for eligible examinees through TAA using the ACT-Approved Late Consideration Form
- **Feb. 16:** Deadline to [Request Reconsideration](#) of ACT-approved accommodations on the ACT in TAA

## WorkKeys

- **Feb. 5-March 14:** Order additional WorkKeys accommodations materials

## General

- All changes to DTC or accountability staff must be submitted to LDOE using the [DTC and Accountability Contact Update](#) form found in the assessment library.

## Assessment Administration Support and Training

- There will be no Assessment and Accountability Office Hours scheduled on February 13 due to the Mardi Gras holiday.

## Reminder: Submitting Transfers for the 2017-18 SY

As in previous years, [transfer forms](#) must be completed and signed by the **receiving school** and sent to [StudentScholarships@LA.gov](mailto:StudentScholarships@LA.gov). Families in Orleans parish should be directed toward the receiving school, not the Family Resource Centers. Students should not purchase uniforms or begin attending the new school until the transfer has been processed and approved by the Department of Education.

If you have a particular question or concern regarding a transfer request, you can email [studentscholarships@la.gov](mailto:studentscholarships@la.gov) or call (504) 304-5467.

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## Tuition Donation Program News

### New: Nonpublic Testing Coordinator Call

The Monthly Nonpublic Testing Coordinator Call will take place **Tuesday, February 20th at 2:00**. Testing coordinators of Tuition

Donation schools and representatives from School Tuition Organizations should attend as important information regarding upcoming assessments will be discussed.

To join the call:

**Webinar link:** <https://louisianaschools.adobeconnect.com/assessment-accountability/>

**Toll access number (Toll):** 1-646-307-1380

**Toll free access number (Toll Free):** 1-855-240-2575

**Participant pin code:** 89147656

If you have any questions, please reach out to [assessment@la.gov](mailto:assessment@la.gov).

### **New: Q3 count due 2/28**

All STO's must upload the Q3 enrollment spreadsheets to the FTP by **2/28**. The report should also include all students' LASIDs.

This spreadsheet is to be completed by the Student Tuition Organizations, not individual schools.

If you have any questions, please reach out to Lindsey Bush at [lindsey.bush@la.gov](mailto:lindsey.bush@la.gov).

### **New: Assessment Participation Forms Due April 13th**

Tuition Donation schools must complete the [participation form for statewide assessment](#) by **April 13<sup>th</sup>** and email to [LAHelpDesk@datarecognitioncorp.com](mailto:LAHelpDesk@datarecognitioncorp.com).

### **Reminder: LEAP 2025 and LEAP 360 Algebra I and Geometry Graphing Calculator**

All LEAP 2025 and LEAP 360 Algebra I and Geometry tests and resources (spring summative tests, practice tests, OTT, interim and diagnostic tests) now have a fully functional online graphing calculator available. This graphing calculator, provided by Desmos, permanently replaces the graphing tool that has been available. Desmos has a free online graphing calculator available at [www.desmos.com](http://www.desmos.com) that students can use with any internet capable device.

Hands-on practice with the new graphing calculator and information on student use of the math equation builder tool will be provided in the [Using Online Mathematics Assessment Tools](#) session at the January and February collaborations.

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### **Reminder: Alternate Assessments for Scholarship Recipients**

Students enrolled in the Tuition Donation Program are required by Bulletin 134 to take standardized assessments in English and math. Some students, however, may be eligible for Louisiana's alternative assessments as outlined below.

#### **LEAP Connect**

The LEAP Connect ELA/Math assessment is for students in grades 3 - 8 with a LAA1 IEP classification. LEAP Connect is aligned to the K-12 Louisiana Connectors for Students with Significant Disabilities and provides built in supports. The testing window for LEAP Connect is February 5 - March 16. All Tuition Donation Program students classified as LAA1 are required to take this assessment. For more information, please view the LEAP Connect Test Coordinator Manual and Test Administrator Manual in [eDIRECT](#). For any questions, please contact [assessment@la.gov](mailto:assessment@la.gov).

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### General

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### Assessment Administration Support and Training

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### Frequently Asked Questions and Contact Information

Information about the Tuition Donation Program can be found in the [Frequently Asked Questions](#) and [Scholarship Programs Comparison Chart](#). Currently, Louisiana has three School Tuition Organizations participating in the Tuition Donation Program: ACE Scholarships Louisiana, Arete Scholars Louisiana, and New Schools for Baton Rouge Excellence Scholarship Fund. Schools interested in participating in the TDR program should communicate directly with one or more School Tuition Organizations.

School Tuition Organization	Regional Focus	STO Website	Email	Phone
ACE Scholarships Louisiana	Statewide	<a href="http://www.acescholarships.org">www.acescholarships.org</a>	<a href="mailto:TDR@acescholarships.org">TDR@acescholarships.org</a>	504-491-1813
Arete Scholars Louisiana	Statewide	<a href="http://www.aretescholars.org">www.aretescholars.org</a>	<a href="mailto:maryhw@aretescholars.org">maryhw@aretescholars.org</a>	225-245-3610
New Schools for Baton Rouge Excellence Scholarship Fund	Baton Rouge	<a href="http://newschoolsbr.org/our-approach/excellence-scholarship-fund">newschoolsbr.org/our-approach/excellence-scholarship-fund</a>	<a href="mailto:esf@newschoolsbr.org">esf@newschoolsbr.org</a>	225-395-1686

## School Choice Program for Students with Exceptionalities (SCP)

### New: Q3 Enrollment Closes 2/9

The Quarter 3 enrollment verification process is now open in [SCS](#) and will close at **4:00pm on Friday, 2/9**. Schools that do not complete enrollment verification by the deadline will not receive timely payment for School Choice Program students.

Please remember that LEADs passwords expire every 30 days and must be reset at <https://password.doe.louisiana.gov/>. Pop-up blockers must be turned off.

Instructions for completing enrollment can be found [here](#).

If you have any questions, please reach out to [nonpublicschools@la.gov](mailto:nonpublicschools@la.gov).

### **Reminder: School Choice Program for Students with Exceptionalities Application Available**

The application for the School Choice Program for Students with Exceptionalities is now available [here](#). Please upload completed applications and supporting documentation for new applicants to your school's FTP account in the 2018-19 SCP folder. Please place all continuing student applications and new student applications plus supporting documentation in their appropriate folders. **Each application and supporting documentation should be uploaded as one comprehensive file labeled with the child's first initial and last name.**

Please do not email applications as they contain student level information that should not be communicated electronically. Additionally, mailed applications will not be accepted. **All applications must be uploaded to the FTP.** Please see instructions for accessing the FTP [here](#).

Applications will be accepted until **Friday, March 16th**. For more information, please see the SCP FAQ form or contact [nonpublicschools@la.gov](mailto:nonpublicschools@la.gov).

### **Reminder: Submitting Transfers for the 2017-18 SY**

If a student wishes to transfer a School Choice Award for Students with Exceptionalities, [transfer forms](#) must be completed and signed by the receiving school and sent to [nonpublicschools@la.gov](mailto:nonpublicschools@la.gov).

# All Nonpublics

## **New: Nonpublic Schools Standardized Testing Participation Form**

Nonpublic schools wishing to participate in statewide assessments must complete the [participation form for statewide assessment](#) by April 13<sup>th</sup> and email it to [LAHelpDesk@datarecognitioncorp.com](mailto:LAHelpDesk@datarecognitioncorp.com). The cost of the assessment is \$50/subject.

## **New: CLEP Bulk Purchase Process Webinar**

**Please share this entry with diocesan and school site administrators and testing coordinators.**

The College-Level Examination Program® (CLEP) helps students receive college credit for what they already know, for a fraction of the cost of a college course. The CELP Bulk Purchase Program allows schools, districts, employers, and other institutions to cover the costs of CLEP exams for large groups of test takers. To learn more about how to order CLEP vouchers for groups of students, school system and school administrators and testing coordinators are encouraged to participate in one of the following webinars using code iCLEP18:

- [Thursday, February 15, 2:00-3:00 p.m.](#)
- [Wednesday, February 28, 2:00-3:00 p.m.](#)

For more information, please email [highschoolacademics@la.gov](mailto:highschoolacademics@la.gov).

## **New: LOSFA's Compete to Complete**

**Please share with high school counselors.**

A completed FAFSA allows the U.S. Department of Education to determine a student's eligibility for federal student aid—a key factor in families' college decisions. That's why the Louisiana Office of Student Financial Assistance (LOSFA) has developed [Compete to Complete](#). Based on FSA data on completed FAFSAs, percentages in the Compete to Complete database are based on the number of completed FAFSAs divided by the most recent enrollment data.

Go to [Compete to Complete](#) to see where your school ranks in comparison to other schools. You will also find the Monthly Champion—the school with the highest percentage of completions for the present FAFSA cycle and the Current Ranking—a list of the schools with the highest increase from week to week.

Please visit the [LOSFA website](#) for more information.

## **New: Training for the New Child Care Civil Background Check System Webinar**

Schools with licensed early learning centers and those offering services to early learning centers are invited to attend the upcoming Child Care Civil Background Check System webinars on Wednesday, February 14, 2018 at 12:00 p.m. and Thursday, February 22, 2018 at 12:00 p.m. These webinars will include the same information on how to login, set up an account, apply for a background check, monitor background checks, get results, and check eligibility. Please keep in mind, the background check changes will go into effect March 1, 2018.

- To join the webinar: <https://louisianaschools.adobeconnect.com/earlychildhood/>
- Dial: 1-855-240-2575

For more information about Child Care CBCs, please email [valerie.black@la.gov](mailto:valerie.black@la.gov).

## **New: Monthly Data Coordinator Office Hours**

**Please forward to data coordinators.**

The Department will hold office hours for for data coordinators and data managers of STS on Thursday, February 15, at 1:00 p.m.

To join..

- Go to <https://louisianaschools.adobeconnect.com/dcw/>.
- Enter the meeting room as a guest and provide your name.
- Select the "listen only mode."

Although not required, questions can be forwarded ahead of time to [systemsupport@la.gov](mailto:systemsupport@la.gov).

## **New: January 2018 BESE Meeting Summary**

The Board of Elementary and Secondary Education (BESE) met on January 24 and approved a number of bulletin revisions and recommendations. Please see the [January 2018 BESE Summary](#) for the approvals that directly impact the activities of local school

systems.

Email [ryan.n.gremillion@la.gov](mailto:ryan.n.gremillion@la.gov) with questions.

## Other Department Newsletters

To view the **February 6th District Newsletter** or the **February 1st Nonpublic School Choice Newsletter**, please [visit the LDOE Newsroom](#).

*To be added to the newsletter distribution list, please send an email to [studentscholarships@la.gov](mailto:studentscholarships@la.gov).*

### LDOE Contacts

[John White](#)

State Superintendent of Education

877.453.2721 (toll-free)

Twitter [@LouisianaSupe](#)

### LDOE Links

[LDOE Website](#)

[Contact Us](#)

STAY CONNECTED

