

# Important News for NONPUBLIC SCHOOLS



March 15, 2018

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## Important Dates for Nonpublic Schools

School Choice Program	Date	Action, Event, or Deadline	Owners
SCP	3/16/18	Upload SCP applications to <a href="#">FTP</a>	School leaders or School Choice contacts
LSP, TDC	3/16/18	Submit online test schedules to <a href="mailto:assessment@la.gov">assessment@la.gov</a>	School leaders or district test coordinators
LSP	3/28/18	Attend <a href="#">Scholarship Quarterly Call</a>	School leaders
TDC and all non-Scholarship nonpublics participating in testing	4/13/18	Submit <a href="#">Nonpublic Assessment Participation Forms</a>	District test coordinators
All nonpublics	5/1/18	Register for Jump Start Super Summer Institute	High school leaders and CTE supervisors

## Louisiana Scholarship Program (LSP) News

### **New: March Superintendents' Call**

Superintendents are invited to participate in the Superintendents' Conference Call hosted by State Superintendent John White on

Superintendents are invited to participate in the Superintendents' Conference Call hosted by State Superintendent John White on March 21 at 10:30 a.m. You may begin dialing into the call 15 minutes in advance.  
To join the call:

- go to <https://louisianaschools.adobeconnect.com/suptscall/>;
- dial into the Phone Bridge: 877-475-0109;
- enter the Meeting ID # 2194077; and
- identify yourself in order to be placed into the meeting.

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

### **New: Update: ACT Match/No Match Lists**

ACT Match/No Match lists have been updated and posted to the FTP. The updated rosters include additional scores for students who tested in a prior year and provide school systems with information for students who transferred to them since November.

- All students enrolled in grade 12 are expected to have an ACT score unless they participated in alternate assessment.
- Students who are listed on the ACT Match list have an ACT score on record with the Department and can be retested at the expense of the school system.
- Students who are listed on the No Match list do not have an ACT score. They should be tested in March unless they participate in alternate assessment.
- School systems should not send any change or update requests at this time. ACT data certification will be conducted in August prior to release of school performance scores.

### **Update: Louisiana Scholarship Program Quarterly Call Rescheduled for March 28th**

The Louisiana Department of Education will be holding its next Louisiana Scholarship Program quarterly call on **March 28th at 10:30 AM**. Please note the updated date and time from last week's newsletter.

All school leaders are encouraged to attend the call or send a representative from their school.

To access the conference call, use the following information:

- Link: <https://louisianaschools.adobeconnect.com/marchquarterly/>
- Phone Number: 1-855-240-2575
- Access Code: 80736353

### **Reminder: Parent Guidance for the Spring LEAP 2025 Tests**

The Department released two new parent guides to help parents better understand what students should know and be able to do on the spring LEAP 2025 assessments.

- [Parent Guide to the LEAP 2025 Tests](#): guidance for parents on what tests their child will take, when and how they can support their preparation at home
- [Parent Guide to the LEAP 2025 Practice Tests](#): guidance for parents on how to access both online and paper practice tests

Translated versions of both documents are available in Spanish, Arabic, and Vietnamese and can be found in the [Family Support Toolbox](#).

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

### **Reminder: Important Information for District Testing Coordinators**

#### **General**

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

#### **LEAP 360**

- March Supervisor Collaborations will include a session on improvements for the 2018-2019 school year. Remaining Supervisor Collaborations will be on March 14 in Baton Rouge and March 23 in Baton Rouge.

#### **LEAP 2025**

- LEAP 2025 grades 3-8 online test schedules must be submitted to [assessment@la.gov](mailto:assessment@la.gov) by this Friday, March 16.
- Manuals for grades 3-8 testing were delivered to school system offices last week.
- Test setup for grades 3-8 testing opens March 19. Test coordinators can schedule test sessions, assign students to sessions, and verify accommodations. STCs can use the [eDIRECT User Guide](#) for step-by-step directions.
- LEAP 2025 At a Glance documents by [grade band](#) and [content area](#) are now posted in the Assessment Library.

#### **ELPT**

- The ELPT assessment window closes this Friday, March 16.
- The additional material window is open and orders can be placed through [TIDE](#).
- District and school test coordinators should enter non-participation codes into [TIDE](#) at the end of the testing window. Directions for entering non-participation codes can be found in the TIDE User Guide posted in the [ELPT Resources Portal](#).
- Large print and braille test responses must be entered into the [Data Entry Interface \(DEI\)](#) by March 16.
- Test administrators must complete the Post-Administration Oath located in the [ELPT Summative TAM](#).
- There is no pre-scheduled pickup day for ELPT materials. Follow the Packing Materials for Return document that arrived with your secure shipment to arrange materials pickup. Materials must be returned no later than five business days after testing is complete.

### **LEAP Connect/LAA1**

- The LEAP Connect and LAA1 assessment window closes this Friday, March 16.
- The additional materials window is open and orders can be placed through [eDIRECT](#).
- District and school test coordinators should do accountability coding in [eDIRECT](#) at the end of the testing window. Directions for entering non-participation codes can be found in the eDIRECT User Guide posted in [eDIRECT](#).
- All test ticket voids must be completed by March 19.
- LEAP Connect/LAA1 materials will be picked up on March 19. Complete the Accountability Form and Return Verification form in [eDIRECT](#) as soon as UPS has picked up all test materials.

### **ACT**

- By Friday, March 16: Request ACT-approved accommodations on the ACT for eligible examinees through TAA using the ACT-Approved Late Consideration Form.
- By March 19: Conduct sessions for examinees to complete non-test information on the answer document for paper ACT testing.
- By March 29: Create test sessions and assign students to test sessions for ACT online.
- March 20: Administer standard time ACT on paper.
- March 20 - April 3: Administer ACT on paper with accommodation and/or supports.
- March 21 - April 4: Administer WorkKeys on paper with accommodations and/or supports.
- March 20 - March 29: Administer the ACT online with standard time and accommodations and/or supports (Tuesday, Wednesday, and Thursday only).

### **Assessment Administration Support and Training**

[The Assessment and Accountability Monthly](#) Office Hours will be held on March 20 at 1:00 p.m.

To join the webinar:

- go to <https://louisianaschools.adobeconnect.com/assessment-accountability/> and
- enter the meeting room as a guest and provide your name; or
- call 1-646-307-1380 and enter participant PIN # 89147656.

### **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. **The transfer form is only to be used for families wishing to transfer schools effective immediately. This form is not to be used for 2018-19 transfers.**

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 Credit (TDC) Program News**

### **Reminder: Submitting Advertisements to LDOE**

Bulletin 134 requires that School Tuition Organizations submit all advertisements intended to communicate with external stakeholders, including donors, families, and nonpublic schools, to the LDOE within 30 working days of when the advertisement was first used. STOs should submit all advertisements used for the 2018-19 application cycle to the FTP in an appropriately labeled folder.

Please contact [Lindsey.Bush@LA.gov](mailto:Lindsey.Bush@LA.gov) with questions.

## **Reminder: Parent Guidance for the Spring LEAP 2025 Tests**

The Department released two new parent guides to help parents better understand what students should know and be able to do on the spring LEAP 2025 assessments.

- [Parent Guide to the LEAP 2025 Tests](#): guidance for parents on what tests their child will take, when and how they can support their preparation at home
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Please contact [assessment@la.gov](mailto:assessment@la.gov) with questions.

## **Reminder: 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). STOs should work with partner schools to make sure that all participation forms are completed.

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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	Regional			
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School/Partners 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)

### **Reminder: School Choice Program for Students with Exceptionalities Applications Due Tomorrow**

The application for the School Choice Program for Students with Exceptionalities is 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: Free Registration for Louisiana High School Technology Challenge**

Since 2007, over 6,000 high school students have participated online in the annual [Louisiana High School Technology Challenge](#). To broaden opportunities for all districts, the University of Louisiana at Monroe (ULM) is allowing every superintendent to designate one high school to permanently participate in the event at no cost. The 13th Annual Louisiana High School Technology Challenge, hosted by ULM and sponsored by CenturyLink, will take place online on February 27, 2019.

If interested, please email [Dr. Mike Beutner](mailto:Dr.Mike.Beutner) with the name of the high school and principal you designate for free, permanent registration, including contact information.

### **New: 2018 Advanced Placement (AP®) Exam Administration**

**Please share this entry with Advanced Placement testing coordinators.**

[AP® Exams](#) start the week of May 7. Testing coordinators should review their school's online [AP coordinator account](#) to ensure that all orders have been properly placed and processed.

- March 30 is the deadline to order pre administration materials.
- All orders placed after the April 13 extension deadline will incur a \$55 late fee.
- April 20 is the final deadline to order AP exams.

As an additional resource, please take a moment to review the [AP Coordinator Planning Calendar](#) for important dates and deadlines.

For more information contact the College Board at 877-274-6474 or submit an inquiry using the [AP Services Form](#).

### **New: Become an Advanced Placement (AP®) Reader**

**Please share with Advanced Placement teachers and testing coordinators.**

College Board is currently seeking AP readers from Louisiana for this year's AP tests. Every June, over 15,000 AP teachers and college faculty members from around the world gather to score the free-response sections of the AP Exams. AP Readers often

College faculty members from around the world gather to score the free-response sections of the AP Exams. AP Readers often describe the AP Reading as one of the best professional development experiences available.

Please visit the College Board [AP Reader web page](#) for more information.

## **New: Special School District Seeks Athletes for Track and Field Games**

The Special School District (SSD) will host the First Annual SSD Track and Field Games on April 16 at 9:00 a.m. on the campus of The Louisiana School for the Deaf and Visually Impaired (LSDVI) in Baton Rouge. These SSD games are designed to give all Louisiana students with an Orthopedic Disability, Visual Impairment, or who are Deaf, or Hard of Hearing the opportunity to compete in athletic ventures and to demonstrate physical fitness and skill levels. To sign up athletes in your school system, please see registration information [here](#). Registration ends April 2.

## **New: Illustrative Mathematics Update**

[Illustrative Mathematics](#), a 6-8 grade math curriculum published and printed by [Open Up Resources](#), recently received a [Tier 1 review](#) in the Instructional Materials Review Process. School systems who plan to adopt Illustrative Mathematics should place orders by March 26 to ensure delivery by August 1. Illustrative Mathematics will offer sessions at the Teacher Leader Summit for new users.

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

## **Reminder: Registration Open for Eureka Institutes**

The **Great Minds Professional Development Institute** schedule is now available on the Great Minds [website](#). The New Orleans Institute is scheduled for **June 26-29**. The Eureka Math team crafted a multiyear sequence of professional development. Sessions include foundational topics for year one, including critical coursework for teachers implementing Eureka Math for the first time. Seasoned practitioners who have completed foundational courses can register for advanced coursework to strengthen implementation.

Please contact [jaimc.courtright@greatminds.org](mailto:jaimc.courtright@greatminds.org) with questions or guidance to register a group of educators.

## **Reminder: Louisiana Governor's Conference on Juvenile Justice**

**Please share with principals and counselors.**

The 38th Annual Louisiana Governor's Conference on Juvenile Justice will provide training on new trends in Juvenile Justice. National and state experts will present on the current state of the system and offering innovative solutions to problems facing our juvenile justice professionals. **The 38th Annual Louisiana Governor's Conference on Juvenile Justice will be held in Baton Rouge from April 18 through April 20.**

Additional information regarding the conference and registration can be found on their [website](#). Please contact [Dana Menard](#) with questions.

## **Reminder: SAME/Army Engineering and Construction Camp**

The Society of American Military Engineers (SAME) is accepting applications from qualified high school sophomores and juniors interested in attending the SAME/Army Engineering and Construction Camp, June 10-16, in Vicksburg, MS. Forty students from across the nation will be competitively selected to attend the camp. The students will engage in hands-on engineering and construction activities under the mentorship and supervision of SAME professionals and others from the local engineering community. The program includes interaction with representatives of architecture/ engineering firms, construction companies, Military leaders, and Corps of Engineers' employees. The camp fee is \$100 for selected campers, and the deadline for applications is April 1.

## **Reminder: 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.

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## **Other Department Newsletters**

To view the **March 12th District Newsletter** or the **March 8th Nonpublic 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

