



March 22, 2018

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Important Dates for Nonpublic Schools

School Choice Program	Date	Action, Event, or Deadline	Owners
LSP, TDC	3/23/18	Submit high school testing schedules to assessment@la.gov	High school test coordinators
LSP	3/28/18	Attend Louisiana Scholarship Program Quarterly Call	School leaders and Scholarship contacts
TDC and all non-Scholarship nonpublics participating in testing	4/13/18	Submit Nonpublic Assessment Participation Forms	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

Reminder: 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. This call will cover important information related to accountability, assessment and payment for the 2017-18 school year.

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: 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.

Reminder: Important Information for District Testing Coordinators

General

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

LEAP 360

- The reporting filters in [eDIRECT](#) for LEAP 360 have been updated to filter by grade band.

LEAP 2025

- **High school assessment schedules are due to assessment@la.gov by this Friday, March 23.**
- Test setup for grades 3-8 testing opened Monday, March 19 and will open for high school on Monday, March 26. 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.
- DTCs should support STCs with delivery of test security, preparation, and administration training for spring testing to TAs and other school personnel for applicable assessments.

ELPT

- There is no pre-scheduled pickup day for ELPT materials. Follow the [Packing Materials for Return](#) document for directions on packaging materials and scheduling pickup. **Materials must be shipped for return by this Friday, March 23.**
- Test administrators must complete the Post-Administration Oath located in the [ELPT Summative TAM](#).

LEAP Connect/LAA1

- School test coordinators and test administrators must complete the respective Post-Administration Oaths found in the Test Coordinator Manual and Test Administrator Manual posted in [eDIRECT](#).

ACT

- **March 20:** ACT initial test date.
- **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).
- **Now - March 29:** Create test sessions and assign students to test sessions for ACT online.
- **March 30:** deadline to purge cached content from all proctor caching computers (ACT online only).

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. 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. The transfer window will be closed at the end of March due to testing and the upcoming lottery. It will reopen during the summer.**

Tuition Donation Credit (TDC) Program News

New: Prior School Checks Process Open

The Department began accepting prior school checks for all TDC applicants on Tuesday, March 20th. Prior school checks will be accepted every two weeks on Tuesdays. Please upload the template found [here](#) to your organizations FTP and email lindsey.bush@la.gov.

STO's will receive the verified prior school checks within one week. Prior school check schedule below:

Tuesday, March 20th (returned to STO's by Tuesday, March 27)

Tuesday, April 3rd (returned to STO's by Tuesday, April 10)

Tuesday, April 17th (returned to STO's by Tuesday, April 24)

This cycle will continue until application season closes for all STO's.

Reminder: Assessment Participation Forms Due April 13th

Tuition Donation schools must complete the [participation form for statewide assessment](#) by **April 13th** and email to LAHelpDesk@datarecognitioncorp.com. STOs should work with partner schools to make sure that all participation forms are completed.

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- DTCs should support STCs with delivery of test security, preparation, and administration training for spring testing to TAs and other school personnel for applicable assessments.

LEAP Connect/LAA1

- School test coordinators and test administrators must complete the respective Post-Administration Oaths found in the Test Coordinator Manual and Test Administrator Manual posted in [eDIRECT](#).

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	www.acescholarships.org	TDR@acescholarships.org	504-491-1813
Arete Scholars Louisiana	Statewide	www.aretescholars.org	maryhw@aretescholars.org	225-245-3610

School Choice Program for Students with Exceptionalities (SCP)

New: School Choice Program Award Rosters

The Department is currently reviewing all submitted School Choice applications. We will send participating schools awarded student rosters to review in early April.

If you have any questions, please reach out to 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.

All Nonpublics

New: School Attendance Awards

Please share with principals and counselors.

The Department and BESE are pleased to provide certificates that may be used by school systems to recognize students with outstanding school attendance during the current school year. The [Attendance Award](#), [Perfect Attendance Award](#), and [Excellence in Attendance Award](#) are made available for schools to determine the appropriate level of "Perfect Attendance" for the awards.

Reminder: 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](#).

Reminder: 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 with questions.

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 13th and email it to LAHelpDesk@datarecognitioncorp.com. The cost of the assessment is \$50/subject.

Other Department Newsletters

To view the **March 20th District Newsletter** or the **March 15th Nonpublic Newsletter**, please [visit the LDOE Newsroom](#).

To be added to the newsletter distribution list, please send an email to 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

