

Important News for NONPUBLIC SCHOOLS



April 19, 2018

In This Issue:

Important Dates for Nonpublic Schools

Louisiana Scholarship Program (LSP) News

Tuition Donation Credit (TDC) Program News

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

All Nonpublics

Other Department Newsletters

Important Dates for Nonpublic Schools

School Choice Program	Date	Action, Event, or Deadline	Owners
SCP	4/24/18	Send an email to nonpublicschools@la.gov with any students missing from SCS roster	School leaders or School Choice contacts
All nonpublics	5/1/18	Register for Jump Start Super Summer Institute	High school leaders and CTE supervisors
All nonpublics	5/18/18	Register for Teacher Leader Summit	Administrators and teacher leaders

Louisiana Scholarship Program (LSP) News

Reminder: 2018-19 Scholarship Rosters Forthcoming for Schools Outside of Orleans Parish

The Department is finalizing award rosters for Scholarship schools located outside of Orleans Parish. The Scholarship team will upload all 2018-19 awarded student rosters in SEE, and will notify schools via email when rosters are available. Schools will receive instructions to verify their rosters in that email and will have two business days to report any discrepancies.

Orleans Parish schools have already received rosters through EnrollNOLA.

As a reminder, schools located outside of Orleans Parish should not contact families regarding their award status until the LDOE sends out award communications directly to families. This will take place in late April or Early May.

If you have any questions, please reach out to studentscholarships@la.gov.

Reminder: Parent Guides to the ELPT and LEAP Connect Student Reports

This week the Department released parent guides for the new English Language Proficiency Test (ELPT) and LEAP Connect student reports. These guides provides families with information on:

- student achievement level by content or domain;
- a comparison of the student's progress to others; and
- information to help parents understand how to use these results to guide discussions with their child's teacher.

Schools should send the parent guides home to parents along with the student reports in May.

Both of these guides, and all other assessment resources, can be found in the [Family Support Toolbox](#). Translated versions will be available in the Toolbox next week.

Please email assessment@la.gov with questions.

Reminder: Third Year Assessment Cohort Rosters

ESSA statute and BESE policy require that all high school students participate at least one time in both an English language arts and math assessment. In Louisiana, students are required to take the English II and Algebra I LEAP 2025 high school assessments by their third year of high school regardless of course enrollment or diploma pathway.

The Department has posted a file named LEA Code_LEA Name_EOC_Third Year Assessment Cohort to the FTP, along with a Third Year Assessment Cohort FAQ that includes all students who are required to test or have an accountability code applied to their testing record. Please see the FAQ provided with the file for specific details on how to add students to test sessions. There are a limited number of students who are not required to participate based on one of the reasons listed below.

1. Accountability Codes 1-44, 97: Student is no longer enrolled in school.
2. Accountability Code 80: Student has a doctor's letter excusing the student from testing
3. Accountability Code 94: Student took a LAA 1 ELA and math assessment.
4. Accountability Code 96: Student earned an English II credit and/or Algebra I credit from an out of state or nonpublic school as evidenced by the official transcript.
5. Students who take the English III and/or Geometry tests in spring do not need to take the English II and/or Algebra I tests unless they are also enrolled in the courses.

Please contact assessment@la.gov with questions.

Reminder: Transfer Window for 2017-18 School Year Closed

Due to the lottery being run for new and returning students as well as upcoming testing, transfers will no longer be approved for the remainder of the school year unless due to extenuating circumstances.

If there is indeed an extenuating circumstance such a student being expelled or a family moving, please reach out to studentscholarships@la.gov.

The transfer window for the 2018-19 school year will reopen during the summer. Further guidance will be forthcoming in future newsletters.

Reminder: Important Information for District Testing Coordinators

General

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

LEAP 360

- LEAP 360 Interim assessment District Item Response Files, School Test Session Summary Reports, and Test Session Summary Reports were posted for all forms on March 23. The remaining scheduled postings will be April 23, May 7, May 21, June 4, and June 18.

LEAP 2025

- The grades 3-8 CBT TAM has been updated in eDIRECT to include minor edits for the Science directions on pages 39-40. These two pages have also been posted as a separate document.
- Test setup for grades 3-8 and high school are now open. 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.
- Now - May 4: LEAP 2025 grades 3-8 computer-based testing window
- April 23 - May 18: LEAP 2025 high school computer-based testing window

- April 23 - May 16: LEAP 2025 high school computer-based testing window
- April 30 - May 4: LEAP 2025 grades 3-4 paper-based testing window
- DTCs should ensure schools are running the readiness check before testing each day. Schools should open INSIGHT, select the purple check mark in the bottom left corner, and type 7745. If the screen does not show all green check marks, the technology coordinator should be notified.
- DTCs needing the unsent response flags cleared can now contact the Department assessment hotline to have those flags removed. Please check and ensure all responses are cleared from the TSM prior to calling the Department.
- Scholarship students will take all four tests: ELA, Math, Social Studies, and Science. Tuition Donation Credit students will take **only** Math and ELA. The [FAQ for Testing Home Study and Nonpublic Students](#) is posted in the [Assessment Library](#).
- Nonpublic, non-scholarship students and TDR students must be tested under the 997 site code. TDR students will be automatically uploaded to eDIRECT with the student's LASID. Students that are not pre-identified must be manually uploaded to eDIRECT. Nonpublic, non-scholarship students must be loaded to eDIRECT by the School Test Coordinator using the student's SSN with a leading "0".

ACT and WorkKeys

- **April 16-20 - School systems receive ACT test materials for makeup testing**
- **April 18 - Deadline to order ACT accommodations materials for makeup testing by calling ACT Accommodations, 800-553-6244 ext.1788**
- **April 23 - Deadline to conduct sessions for examinees to complete the non-test information on the answer documents for paper testing**
- **April 24 - Deadline to add students and update student information in PearsonAccess^{next} for ACT makeup testing**
- **April 24 - ACT Makeup test date**
- **April 24-30 - Administer the ACT on paper with accommodations and/or supports during the makeup window for students who are testing due to an administrative error only**
- **April 26 - Pre-scheduled FedEx pickup for ACT test materials from the standard timemakeup test date (May 4 - deadline for ACT to receive materials. Late arriving materials will not be scored)**
- **May 2 - Pre-scheduled FedEx pickup for ACT test materials from the accommodations makeup test date. (May 10 - deadline for ACT to receive materials. Late arriving materials will not be scored)**

Tuition Donation Credit (TDC) Program News

Reminder: Parent Guides to the ELPT and LEAP Connect Student Reports

This week the Department released parent guides for the new English Language Proficiency Test (ELPT) and LEAP Connect student reports. These guides provides families with information on:

- student achievement level by content or domain;
- a comparison of the student's progress to others; and
- information to help parents understand how to use these results to guide discussions with their child's teacher.

Schools should send the parent guides home to parents along with the student reports in May.

Both of these guides, and all other assessment resources, can be found in the [Family Support Toolbox](#). Translated versions will be available in the Toolbox next week.

Please email assessment@la.gov with questions.

Reminder: Prior School Checks Process Open

The Department is accepting prior school checks for all TDC applicants. 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, May 1st (returned to STO's by Tuesday, May 8th)

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

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Frequently Asked Questions and Contact Information

Information about the Tuition Donation Credit Program can be found in the [Frequently Asked Questions](#) and [Scholarship Programs Comparison Chart](#). Currently, Louisiana has four School Tuition Organizations participating in the Tuition Donation Credit Program: ACE Scholarships Louisiana, Arete Scholars Louisiana, New Schools for Baton Rouge Excellence Scholarship Fund, and Son of a Saint. Schools interested in participating in the TDC 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
New Schools for Baton Rouge Excellence Scholarship Fund	Baton Rouge	newschoolsbr.org/our-approach/excellence-scholarship-fund	esf@newschoolsbr.org	225-395-1686
Son of a Saint	New Orleans	www.sonofasaint.org	hello@sonofasaint.org	504-561-7508

School Choice Program for Students with Exceptionalities (SCP)

New: Verify School Choice Program Award Rosters in SCS

Schools can view student rosters for the 2018-19 school year in SCS under the "student" tab. If you believe any students are missing from your roster, please send an email to nonpublicschools@la.gov by **Tuesday, April 24th**.

As a reminder, schools should not contact families regarding their award status until the LDOE sends out award communications directly to families.

If you have any questions, please reach out to nonpublicschools@la.gov.

All Nonpublics

New: Student Opportunity With NOLA.com | The Times-Picayune

Two staffers with NOLA.com | The Times-Picayune -- opinions editor Terri Troncale and metro columnist Chelsea Brasted - are

spearheading a new project bringing together a group of high school students in the upcoming fall semester to talk about issues they care about and to produce essays and videos expressing their views for the newspaper and website.

They're looking for a diverse group of students from across the metro area (Orleans, St. Bernard, Jefferson, St. Tammany, St. Charles, St. John or Plaquemines parishes), and students have until April 27 to apply. Please note this is about developing conversations and opinions, so they're accepting students with interests beyond journalism. [Get details and application information here.](#)

New: Statistical Reasoning Training

Please share with principals and high school math teachers.

In the coming months, teachers will have two opportunities to attend training on the high school math course, Statistical Reasoning. Training will be offered through:

- a summer institute which will consist of a three week deep dive into the content and course materials. This is recommended for first-time implementers. Scholarships to cover training fees are available. For this training, applications and detailed training information can be obtained by contacting dnferr@lsu.edu; and
- a less intensive, two day institute that will be available at the Teacher Leader Summit.

New: Jump Start Virtual Workplace Experience Webinar

The new Virtual Workplace Experience II (VWE II) course will be available for the 2018-2019 school year. VWE II enables students to explore career opportunities in Louisiana's high-demand industry sectors - no matter where they live. VWE II uses virtual mentor interactions via Nepris and project-based learning exercises to help students master key workplace behaviors and communication skills.

A [brief description of VWE II](#) and the [index of course instruction resources](#) are available in the All Things Jump Start Portal. A VWE II webinar will be held on April 24 at 4:00 p.m.

To join the webinar:

- go to <https://louisianaschools.adobeconnect.com/vweii2018/>.

For more information, please contact jumpstart@la.gov.

New: Teach Live: Teacher Certification Portal

In response to feedback from school system leaders, the Department is excited to announce the launch of a new educator certification portal that is designed to improve customer service and that will enable digital submission of certification requests.

The portal will allow for:

- direct, interactive communication between the Department, personnel directors and their teams, and educators;
- electronic submission of fillable PDF certification applications; and
- online payment of fees for certification applications.

The portal is currently being piloted in select school systems and will go live later this month.

Reminder: 2018-2019 System Enhancements Review

Please share with data coordinators and data managers.

At the March collaborations, the Department provided data managers with [proposed changes to data systems for next school year](#); these changes included updates to the Department systems, DRC assessment file layouts/workflow, and eScholar.

Other Department Newsletters

To view the **April 17th District Newsletter** or the **April 12th Nonpublic Newsletter**, please [visit the LDOE Newsroom](#).

To be added to the newsletter distribution list, please send an email to nonpublicschools@la.gov.

LDOE Contacts

[John White](#)
State Superintendent of Education
877.453.2721 (toll-free)

LDOE Links

[LDOE Website](#)

[Contact Us](#)

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