

Important News for NONPUBLIC SCHOOLS



April 26, 2018

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Important Dates for Nonpublic Schools

School Choice Program	Date	Action, Event, or Deadline	Owners
All nonpublics	5/1/18	Register for Jump Start Super Summer Institute	High school leaders and CTE supervisors
TDC	5/1/18	Submit prior school checks to FTP	STO's
LSP, SCP	5/4/18	Complete Q4 Enrollment	School leaders or Scholarship contacts
All nonpublics	5/18/18	Register for Teacher Leader Summit	Administrators and teacher leaders

Louisiana Scholarship Program (LSP) News

New: 4th Quarter Enrollment Window May 2-4

Starting May 2nd, schools may begin reporting 4th quarter enrollment in SEE until Friday, May 4th at 5:00 PM. 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 verification can be found [here](#).

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

New: Updated Rosters Based on Roster Verification

The Scholarship team is currently updating rosters in SEE based on responses to the roster verification form sent last week. Rosters should be finalized by the end of this week, with award notifications being sent to families by the Department in early May. As a reminder for schools located outside of Orleans Parish, please do not notify families of award status until the LDOE sends placement results directly with the family.

If you have any questions about your rosters, please email studentscholarships@la.gov.

Reminder: Transfer Window for 2017-18 School Year Closed

Due to 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 as 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 April 23. The remaining scheduled postings will be May 7, May 21, June 4, and June 18.
- EAGLE has been updated with additional math items. See below for the number of new math items that have been added this month:
 - Kindergarten: 30
 - Grade 1: 49
 - Grade 2: 50
 - Grade 3: 10
 - Grade 4: 20
 - Grade 7: 31
 - Geometry: 8

Additional items will continue to be added to EAGLE in the coming months.

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 is 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
- Now - May 18: 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

- Now -April 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)

Assessment Administration Support and Training

The Assessment and Accountability Office Hours will be held on May 1 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
- dial 1-646-307-1380 and enter participant PIN # 89147656.

Reminder: Monthly Nonpublic Testing Coordinator Call

The Monthly Nonpublic Testing Coordinator Call will be taking place Tuesday, May 1st at the link and phone number provided above. **All testing coordinators for Scholarship and TDR schools are encouraged to attend.**

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

Tuition Donation Credit (TDC) Program News

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: 4th Quarter Enrollment Window May 2-4

Starting May 2nd, schools may begin reporting 4th quarter enrollment in SCS until Friday, May 4th at 5:00 PM. 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 nonpublicschools@la.gov.

New: Finalized Rosters in SCS

The Scholarship team is currently correcting rosters in SCS based on issues that were noted by schools. Rosters should be finalized by the end of this week.

The LDOE intends to send award letters to families in early May. Please continue to hold off on notifying families of award status until the Department sends out placement results.

If you have any questions about your rosters, please email nonpublicschools@la.gov.

All Nonpublics

New: Registration for 2018 Teacher Leader Summit Now Open

Please share with principals and Teacher Leaders.

The [2018 Teacher Leader Summit](#) will take place Wednesday, May 30 through Friday, June 1 at the Morial Convention Center in New Orleans. This event will bring together 6,500 educators and content experts from across the state to share their knowledge, and learn new skills to ensure meaningful growth for every child, every day in 2018-2019.

Registration for the Summit is now open in [WisdomWhere](#) and is based on a first come, first served basis, with a small subset of sessions requiring pre-registration. Registration will close in mid-May.

In Louisiana, we believe that all students, even those that struggle the most, should have access to the best education. At this year's Teacher Leader Summit, educators will have the opportunity to choose from over [300 sessions](#) led by content experts, and should plan to attend all three days. Approximately 70 percent of sessions will focus on topics relevant to classroom teachers, therefore school systems are encouraged to ensure approximately 70 percent of their attendees are current classroom teachers.

This year's event will also include "Ed Talks," a series of nationally recognized speakers and accompanying session tracks that will provide schools and school systems with innovative strategies to best support struggling students and schools. Details will be provided in early May via the newsletters.

Contact your Teacher Leader coordinator for information about attending this year's Summit, or contact louisianateacherleaders@la.gov with additional questions about the event.

New: Assessment Development Educator Review Committees

Assessment Development Educator Review Committees convene from May through September. Throughout this process, selected educators review potential assessment items or provide recommendations for scoring tasks for LEAP 2025 tests.

The vendor will provide lodging, breakfast, lunch, and stipend, and reimburse for mileage and substitutes.

Deadlines to complete many of the interest surveys have been extended. Interest survey links, information about the different committees, and contact info for the assessment coordinators can be found in [Assessment Development Educator Review Committees](#) overview in the [Assessment Guidance](#) library.

New: Financial Aid Planning Regional Events

Please share with professional school counselors and/or staff responsible for the implementation of financial aid planning policy in schools.

There are regional events scheduled throughout the state for seniors who still need to submit the FAFSA. Additional individual school events are scheduled and can be viewed at the [Regional Financial Aid Calendar](#).

April 26

- Concordia Parish FAFSA Event, Concordia Parish Media Center 9:00 a.m. - 12:00 p.m.
- Avoyelles Parish FAFSA Event, LASAS 4:00 p.m. - 6:00 p.m.

April 30

- Terrebonne Parish FAFSA Event, Ellender High 4:30 p.m. - 7:00 p.m.

May 1

- Calcasieu Parish FAFSA Event, Westlake High 4:30 p.m. - 7:00 p.m.

May 2

- Iberia Parish FAFSA Event, Westgate High 4:30 p.m. - 7:00 p.m.

May 3

- Lafayette Parish FAFSA Event, Carencro High 4:30 p.m. - 7:00 p.m.

New: Monthly Data Coordinator Webinar

Please forward to data coordinators.

The Department will hold its monthly webinar for data coordinators and data managers of STS on May 3 at 1:00 p.m. Topics will include upcoming deadlines, updates, enhancements, and best practices. No pre-registration is required.

To join the webinar:

- go to <https://louisianaschools.adobeconnect.com/dcw/>; and
- enter the meeting room as a guest and provide your name and select the "listen only mode."

Please email systemsupport@la.gov with questions.

New: Heroin and Opioid Prevention Education Survey

The Department is interested in learning about existing substance abuse and prevention programming in Louisiana school systems and schools and would appreciate input from the professional(s) with the most knowledge in substance abuse prevention within each school system. Please have these individuals answer a brief [survey](#) no later than May 18; this may include wellness/health teachers, coordinators, or supervisors.

Reminder: 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.](#)

Reminder: 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.

Reminder: Teach Live: Teacher Certification Portal

In response to feedback from school system leaders, the Department is excited to announce the upcoming launch of Teach Live, 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.

Teach Live will open this Thursday, April 26.

For guidance on navigating the portal, please refer to the following user guides, which are posted in the [Educators Preparation Library](#).

- [Teach LA Live! User Guide for Educators](#)
- [Teach LA Live! User Guide for Preparation Providers](#)
- [Teach LA Live! User Guide for School System Personnel \(HR\)](#)

Please contact certification@la.gov with questions.

Other Department Newsletters

To view the **April 24th District Newsletter** or the **April 19th 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)
Twitter @LouisianaSupe

LDOE Links

[LDOE Website](#)

[Contact Us](#)

STAY CONNECTED

