



May 9, 2019

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Important Dates for Nonpublic Schools

School Choice Program	Date	Action, Event, or Deadline	Owners
TDC	5/14/19	Submit prior school checks	School Tuition Organizations
All nonpublics that did not receive approval in fall	5/19/19	Submit BESE approval documents	School leaders
All nonpublics with school changes	7/15/19	Submit SPS change form for school leader, address, or grade configuration changes	School leaders

Louisiana Scholarship Program (LSP) News

New: Upcoming Award Notification for 2019-20 Applicants to the Louisiana Scholarship Program

The Louisiana Department of Education is reviewing verified rosters and is finalizing award letters to families who applied for a Louisiana Scholarship Program award. Families will be notified of their award status in the coming days. Families will receive an email at the address they provided on their application, and new applicants will be mailed a hard copy letter notifying them of their award status.

As soon as award communications are sent to families, all participating Louisiana Scholarship Program schools will be notified about their next steps for registering students. Schools located outside of Orleans Parish should not notify families of award status

until the LDOE has confirmed that parents have been notified.

New: Release of Class of 2018 Results

Over the course of the next two weeks, the Department will celebrate the Class of 2018 as the most successful class in Louisiana history through a series of data releases. Here are the details of these events.

Action	Release date and format	Data included
School systems receive individual graduation and career credential data files	May 13, FTP	Individual school system and school-level cohort graduation and career credential data for Class of 2018
Class of 2018 results briefing for superintendents and charter school leaders	May 14, briefing at 11:30 a.m.	Class of 2018 performance data
Superintendents and charter school leaders receive public cohort graduation and career credential data, and TOPS eligibility data files	May 14 after 5:00 p.m.; email from Asst. Superintendent Baghian	Statewide, school system, and school-level cohort graduation and career credential data, and TOPS eligibility data files for Class of 2018; to be posted in Data Center on May 15
Class of 2018 Press Conference	May 15, press conference at 8:30 a.m. (Claiborne Building, Baton Rouge)	Class of 2018 performance data

Class of 2018 college enrollment data will be released later this month. Additional details will be provided in the school system newsletter.

Email assessment@la.gov with questions.

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

Please share with principals and teachers.

Parent Guides to the LEAP Connect and ELPT Student Reports are available in the [Family Support Toolbox library](#) and should be sent home to families with the student reports in May. The guides, available in English, Arabic, Spanish, and Vietnamese, help parents understand the various components of the reports and how the results should be used to identify additional supports students may need.

Email assessment@la.gov with questions.

Reminder: 2018-19 Transfer Window Moratorium

Due to testing and the upcoming lottery for Scholarship students, the transfer window for the remainder of this school year is closed. Transfers submitted will not be approved unless due to extenuating circumstances.

Families that wish to transfer their Scholarship award from one school to another due to extenuating circumstances for the remainder of the school year must complete the [transfer form](#). The school leader or Scholarship contact of the student's new school must sign off on the transfer and submit to studentscholarships@la.gov for approval.

Completion of the transfer form is not a guarantee that a transfer will be granted, and schools can not exceed their student enrollment caps. **Families should not buy uniforms or other supplies until the Department has approved the transfer.**

Please contact studentscholarships@la.gov with any questions.

Reminder: For District Testing Coordinators

General:

- The [2018-2019 Assessment Month-by-Month Checklist](#) is located in the [Assessment Library](#).
- All changes to secure shipping addresses, DTCs, or Accountability Contacts must be submitted to the Department using the [DTC and Accountability Contact Update](#) form found in the [Assessment Library](#).
- The updated Central Office Testing Site Manager is now available for download in eDIRECT under the Downloads tab. Central Office will replace the TSM for the 2019-2020 school year and must be installed prior to August.

- **Now through May 17:** High School LEAP 2025 testing window
- All 3-8 testing irregularities and void forms should be submitted to assessment@la.gov by Friday, May 10.
- Seniors needing to take a LEAP 2025 assessment must be placed into the Senior form in [eDIRECT](#). All underclassmen should be placed in the regular form in [eDIRECT](#). All students regardless of grade levels can test in the same physical location.

LEAP 360

- School systems that use LEAP 360 during the 2019-2020 school year will not be required to pay an annual fee; however, they will be required to sign a [Memorandum of Understanding \(MOU\)](#) to protect the item and test content. Submit the signed MOU to assessment@la.gov.

LEAP Connect:

- **By Friday, May 10:** LEAP Connect/LAA1 student results will be posted in [eDIRECT](#) under Report Delivery and View Reports, and posted to the Department's [Data Center](#). Additional guidance on viewing reports in [eDIRECT](#) is located in the [eDIRECT User Guide](#). The [Parent Guide to LEAP Connect Student Reports](#) should be sent home with the report.

ACT and WorkKeys

- **Important WorkKeys Score Report Update:** School Test Coordinators can now access student score reports in the [Validus](#) Online Reports Portal for students taking the WorkKeys assessments online. Score reports for WorkKeys assessments taken on paper will be available in the portal on May 15.
- [The ACT Score Report Schedule](#) and the [WorkKeys Score Report Schedule](#) can be found on the [ACT State Testing](#) site. Please refer to this schedule for estimated access and delivery dates.
- Student should begin checking their myworkkeys.com accounts for scores and NCRCs if earned. Students may contact the WorkKeys customer service helpdesk at 800-WorkKey (967-5539) for help accessing their accounts.
- **No later than June 10:** WorkKeys Summary Score Reports and Roster Score Reports will be available in the Online Reports Portal in [Validus](#). The [WorkKeys Online Reports Portal User Guide](#) has descriptions of each report and instruction for running the reports.
- **No later than July 2:** ACT school and district level reports will be available through [PANext](#).
 - Reports must be downloaded before PANext is activated for the 2019-2020 school year, which is usually the beginning to mid-August.

Assessment Administration Support and Training Office Hours

The next Assessment and Accountability **Monthly Call** will be May 14 at 1:00 p.m.

- **Webinar Link:** <https://ldoe.zoom.us/>
- **Webinar Phone Number:** 669-900-6833
- **Meeting ID#:** 393463942

The [Office Hours Questions and Answers](#) document is posted in the [Assessment Library](#). Email assessment@la.gov with questions.

Tuition Donation Credit (TDC) Program News

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

Please share with principals and teachers.

Parent Guides to the LEAP Connect and ELPT Student Reports are available in the [Family Support Toolbox library](#) and should be sent home to families with the student reports in May. The guides, available in English, Arabic, Spanish, and Vietnamese, help parents understand the various components of the reports and how the results should be used to identify additional supports students may need.

Email assessment@la.gov with questions.

Reminder: Prior School Check Process Open

The Department is accepting prior school checks every two weeks on Tuesday. The next submission is due May 14th. Verified prior school checks will be returned to STOs within a week. Please upload the prior school template to your FTP and email lindsey.bush@la.gov when uploaded.

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

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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	brandy@newschoolsbr.org	225-384-0271
Son of a Saint	Orleans	www.sonofasaint.org	hello@sonofasaint.org	504-561-7508

School Choice Program for Students with Exceptionalities (SCP)

New: Upcoming Award Notification for 2019-20 Applicants to the School Choice Program

The Louisiana Department of Education is reviewing verified rosters and finalizing award letters to families who applied for a School Choice Program award. Families will be notified of their award status in the coming days. Families will receive a hard copy letter notifying them of their award status.

As soon as award communications are sent to families, all participating School Choice Program schools will be notified about their

next steps for registering students.

Reminder: Transfer Request Form Available

In order to transfer a School Choice award from one participating school to another, families and receiving schools should complete a [transfer form](#). Please submit transfer forms to nonpublicschools@la.gov.

All Nonpublics

New: Updates to 2019-2020 School System Support Calendar

The [2019-2020 School System Support Calendar](#) has been updated to include the following changes that are highlighted in yellow within the calendar.

- Updates to the 2019-2020 Assessment and Accountability Office Hours and Monthly Calls
- Addition of the monthly release of Classroom Chronicles

Please email districtsupport@la.gov with questions.

Reminder: Release of 2019 Teacher Leader Session List and App

Please share with all educators attending the Teacher Leader Summit.

The [session list](#) for the Summit is now available for review. This Friday, May 3 at 4:00 p.m., the 2019 Teacher Leader Summit App will be available for download. All registered attendees will receive a notification from SCHED Friday afternoon once the app is live with instructions for downloading the app, or you can search for it in the app store under "2019 Teacher Leader Summit."

This year, registered participants will be able to build their schedule and reserve seats for all sessions in advance of the event. Seating in each session is available on a first come, first served basis. Registrants are strongly encouraged to reserve a seat in the sessions of their choice in the Summit App, or desktop version of Sched, as soon as possible. If a session is full, participants can still add it to their schedule and get on the waitlist. Participants will be required to print their schedule from the app and present it to room attendants to gain entrance into sessions.

A variety of sessions will be offered each day, for all types of educators, therefore participants should plan to attend all three days. A list of [priority sessions](#) by participant type is available to help participants build their schedule. [Ed Talks](#) are also back this year offering participants with thought-provoking sessions led by some of the leading voices in education, on how schools and school systems can ensure meaningful growth for every child, every day.

As a final reminder, all Summit participants must register by June 14 to secure the regular registration rate. On-site registration will be available at the rate of \$60 per day and by credit card only.

View the [Summit Overview](#) for event details, or email louisianateacherleaders@la.gov.

Reminder: Advanced Placement Professional Development

Please share with counselors, administrators, and AP teachers.

Advanced Placement (AP®) courses offer students the opportunity to earn college credit by taking rigorous courses in high school. In order to support educators teaching AP® coursework a summary of [professional development opportunities occurring during this summer](#) has been created.

For more information about any of these opportunities, please contact collegereadiness@la.gov.

Reminder: 2019-20 BESE Approval Documents Due May 19th

The Department is holding a supplemental BESE approval round for the 2019-20 school year for schools that did not submit documentation and receive BESE approval in the fall. Please submit required documents for BESE approval via <https://form.jotform.com/81773454351156>. The list of required documents can be found [here](#). This will be the final opportunity for schools to receive BESE approval for the 2019-20 school year. The jotform and all required documents are due **Friday, May 19th**.

If you have any questions about the BESE approval process, please reach out to nonpublicschools@la.gov.

Other Department Newsletters

To view the **May 7th District Newsletter** or the **May 2nd 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

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