



Important News for **NONPUBLIC SCHOOLS**



December 7, 2023

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Important Dates for School Systems

Office Hours and Monthly Calls

- Zearn Support for Middle School Leaders: [December 12 at 9 a.m.](#)
- Human Capital Handbook Webinar Series – Recruiting Strategies: [December 12 at 10 a.m.](#)
- Assessment and Accountability Office Hours: [December 12 at 3:45 p.m.](#)
- Educational Technology Monthly Call: [December 14 at 9 a.m.](#)
- BESE-Authorized Charter Monthly Call: [December 14 at 9 a.m.](#)
- Alternative Education Community of Practice Call: [December 14 at 10 a.m.](#)
- School System Financial Services Monthly Call: [December 20 at 2 p.m.](#)
- Federal Support and Grantee Relations Monthly Call: [December 21 at 10 a.m.](#)
- Federal Nutrition Support Monthly Call: [January 2 at 1 p.m.](#)
- System Leaders Monthly Call: [January 5 at 9 a.m.](#)
- Monthly Principal Webinars – Math and Literacy: [January 10 at 1 p.m.](#)

Upcoming Events and Deadlines

- 2024-2025 [Louisiana Scholarship Program](#) Application opens: December 11
- High Cost Services Round 2 Application opens: December 11
- Deadline to submit [Exemplary Educator Recognition Program](#) recommendations: December 15
- Deadline to submit [2023-2024 Dyslexia Reporting Form](#): December 15
- Deadline to submit [Teacher and Principal of the Year](#) state-level applications: January 11
- [2024 Jump Start Convention and CWA Summit](#): January 23

Office of School Choice

2024-2025 Louisiana Scholarship Program Application

The application for 2024-2025 Louisiana Scholarship Program will open on December 11, 2023 and close on January 19, 2024.

All families (including Orleans) who need to submit applications for the 2024-2025 school year must apply using the LDOE website. Parents will be able to access the [application](#) on December 11th on our [website](#).

- New applicants, students who wish to transfer to another participating scholarship school for the upcoming year, and **those in a terminal grade** will need to submit an application for the 2024-2025 school year.

For the latest information on the application process, please visit our [website](#) for more information or contact our office at studentscholarships@la.gov.

Monthly Webinar Call

Our last Nonpublic Schools Monthly Call was held on Wednesday, November 15. Presentations of each monthly call are currently available in the [School Systems Planning Library](#).

Please Note: There will be no monthly call for the month of December due to the Louisiana Scholarship Program webinars that were held on December 4 and December 5.

Important Dates and Deadlines

[Click to access the full Nonpublic Programs Scholarship Annual Calendar for 2023-24](#)

Date	Item	Participants
December 7	Last date to submit Payment Adjustment Forms for Q2 *SCP Only*	SCP Schools
December 11	2024-2025 Louisiana Scholarship Program Application Opens (including Orleans Parish)	New and Returning LSP Families
December 11	LSP Transfer window opens for Q3	LSP Schools
December 20	Nonpublic Schools Monthly Call Canceled	All Nonpublic Schools
January 8	Last date to submit Payment Adjustment Forms for Q2 *LSP Only*	LSP Schools

January 19	2024-2025 Louisiana Scholarship Program Application Closes	New and Returning LSP Families
January 26	Last day for families to submit Application documentation to LSP Schools	New and Returning LSP Families
January 31	Last day for LSP schools to complete application verification in LEADS	LSP Schools

**All dates are tentative, please review future issues of the Nonpublic newsletter for all updates.*

General Nonpublic School Office Hours

The Office of School Choice-Nonpublic Programs Team currently offers a service called [Office Hours](#). We are offering office hours to provide one-on-one assistance regarding any questions you may have regarding our scholarship programs.

Office hours will be offered each week for **school administrators and other school system employees**. Office hours will be held Tuesdays and Thursdays from 10:30 a.m. to 11:30 a.m.

You can book your Office Hours call using this [link: https://www.picktime.com/LDNonpublicschools](https://www.picktime.com/LDNonpublicschools)

In order to make sure that every school gets an opportunity to schedule a call, each call will be limited to 15 minutes. When booking your call, you must include a description of what you'd like to discuss during the call in the "booking notes" section of the form. This will ensure that our staff is prepared ahead of the call and can effectively use the time to address your concerns.

If you miss your scheduled time, you will need to book a new appointment time. If you have any questions about Office Hours, please reach out to us at studentscholarships@la.gov for assistance.

This service is not available to families. Families with questions should submit them to studentscholarships@la.gov.

Assessments, Accountability, and Analytics

K-3 Literacy Screening

Please share with school leaders and test coordinators.

The deadline for requesting braille forms for the regular K-3 middle-of-year (MOY) screener has been extended to December 8. Please send any requests as soon as possible using the [K-3 Literacy Screener Materials Request Form](#). Students who need braille will not be included in field testing.

The [K-3 Literacy Screener](#) link includes MOY remote administration decks by grade level (required for use with remote administrations) and online course directions for [leaders](#) and [teachers](#).

Please contact assessment@la.gov with questions.

English Language Proficiency Test Exemptions

Please share with special education directors and test coordinators.

[Requests for exemptions](#) from administration of either the listening or speaking domains of the ELPT/ELPT Connect are due to assessment@la.gov no later than January 8.

Please contact assessment@la.gov with questions.

Social Studies and Civics Field Testing

Please share with school leaders, system leaders, and testing coordinators.

All students in grades 3-8 will be expected to participate in the [social studies field test](#) in spring 2024. All students enrolled in civics will be expected to participate in the civics field test. The times below were released to district test coordinators during the November monthly call.

Grades 3 and 4: Session 1 = 60, Session 2 = 40, and Session 3 = 60

Grades 5-8 and civics: Three, 70-minute sessions (Session 1, Sessions 2a/2b, and Session 3)

Please contact assessment@la.gov with questions.

Career and College Readiness

AP Exam: Accommodations Request and Course Audit Deadlines

Please share with teachers, administrators, testing coordinators, and counselors.

The deadline to [submit accommodations requests](#) for 2023-2024 AP exams is January 18. These requests must be made before the AP exam administration and submitted through SSD Online.

Any course that a school labels “AP” must receive authorization through the [AP Course Audit](#). The deadline to submit AP Course Audit materials for [course authorization and renewal](#) is January 31.

Please contact charmaine.cureton@la.gov with questions.

2024 Child Welfare and Attendance Summit

Please share with attendance and child welfare stakeholders and school system leaders.

Registration is currently open for the 2024 CWA Summit. Child welfare and attendance stakeholders should register using [this unique link](#). Please remember to download the Whova app to receive updates about the conference.

The deadline to register for the conference is January 5 or when capacity is reached.

Please contact shelneka.adams@la.gov with questions.

School System Financial Services

70 Percent Instructional Requirement

Please share with business managers and financial officials.

Per the MFP Resolution, school systems must ensure that 70 percent of the local school system general fund expenditures are in the areas of instruction and school administration at the school building level.

Compliance with this expenditure requirement is calculated annually. The 2022-2023 results are available via the edFin FTP site. A report of the results for all school systems will be received at the December BESE meeting.

Please contact ldoemfphelpdesk@la.gov with questions.

Fiscal Risk Assessment Webinar

Please share with business managers and financial officials.

The Office of School System Financial Services will host a webinar to provide professional development for fiscal risk assessment for financial officials.

- **Webinar Date and Time:** December 12 at 2 p.m.
- **Webinar Link:** <https://ldoe.zoom.us/j/92049404665>
- **Webinar Phone Number:** 312-626-6799
- **Meeting ID#:** 920 940 4665

Please contact ldoemfphelpdesk@la.gov with questions.

School System Relations

Louisiana's Teacher/Principal of the Year Applications Due January 11

Please share with educators, school leaders, and school system leaders.

Teacher/Principal of the Year applications are due by midnight on January 11. All school systems are encouraged to select up to three teachers and three principals, one per division (elementary, middle and high), as their local-level honorees and submit these selections to the state process.

State-level applications must be submitted via an online application portal, which is now open. Coordinators are to submit the names/info of their school system level honorees in the [Coordinators Online Portal](#). Coordinators may refer to the [Coordinators Online Portal Guide](#) for more information. State-level candidates are to submit their applications in the [Candidates Online Portal](#). Candidates may refer to the [Candidates Online Portal Guide](#) for more information.

The LDOE will host informational calls for candidates and coordinators regarding the online portals and the application process. Please see the details below.

Coordinators

- **Webinar Date and Time:** December 7 at 11:30 a.m.
- **Webinar Link:** <https://ldoe.zoom.us/j/98609012052>
- **Webinar Phone Number:** 312-626-6799
- **Meeting ID#:** 986 0901 2052

Coordinators/Candidates

- **Webinar Date and Time:** December 13 at 4 p.m.
- **Webinar Link:** <https://ldoe.zoom.us/j/94685101247>
- **Webinar Phone Number:** 312-626-6799
- **Meeting ID#:** 946 8510 1247

The dates and times of future webinars are listed in the [Informational Webinars for Candidates and Stakeholders document](#). All application materials and timelines are available in the [Library](#) on the [Awards](#) page. If any issues are encountered when submitting applications, candidates should complete the [Online Portal Help Desk Form](#).

Please contact excellenteducators@la.gov with questions.

Teaching and Learning

Academic Content

Teacher Leader Advisor Applications - Open Now

Please share with school leaders, system leaders, and teachers.

[Applications](#) for the 2024-2025 Teacher Leader Advisor cohort are now open and will close on January 12. Educators are not required to be school-site teacher leaders to apply.

[Teacher Leader Advisors](#) (TLAs) are highly-motivated educators who work alongside the LDOE team to support the mission and vision of the agency. TLAs serve an essential role in supporting key priorities by creating resources for teachers, engaging in work that allows them to develop their understanding of curricula, and providing training for teachers. TLAs are paid for the work they complete, and the experience allows educators to expand their positive impact beyond the classroom by influencing over 750,000 students and over 50,000 Louisiana educators.

Please contact classroomsupporttoolbox@la.gov with questions.

Diverse Learners

High Cost Services Round 2 Application Release

Please share with business managers, grant leaders, and special education leaders.

The 2023-2024 High Cost Services (HCS) Round 2 application will open on December 11. HCS Round 2 is for new students with disabilities enrolled in the school system between July 1, 2023 and September 30, 2023. The deadline to submit an HCS Round 2 application is January 12. More

information is available in the 2023-2024 [State Plan](#) and [overview webinar](#). School systems can refer to the overview webinar for the HCS Round 2 timeline.

Please contact ashley.augustine@la.gov with questions.

Educator Development

The New Teacher Experience - Professional Learning Community Call

Please share with school leaders and school system leaders.

The New Teacher Experience Professional Learning Community meetings are virtual opportunities for school or system leads to share best practices related to developing and expanding new teacher induction programs. All school systems are invited to attend these quarterly meetings.

- **Webinar Date and Time:** December 11 at 1 p.m.
- **Webinar Link:** <https://ldoe.zoom.us/j/99929905385?pwd=RisxdWlvUjBmcGFoSWtnQRZZ2lrdz09>
- **Meeting ID:** 999 2990 5385
- **Passcode:** 804812
- **Phone:** 470-250-9358

Please contact laurie.carlton@la.gov with questions.

Teacher Leader Summit: Overview and Presenter Webinar

Please share with teacher leaders, school leaders, and system leaders.

The 2024 Teacher Leader Summit will take place May 28-30 at the Ernest N. Morial Convention Center in New Orleans. Early bird registration will begin January 5. The [Teacher Leader Summit Overview](#) includes registration, scheduling, and hotel information.

The LDOE is looking for talented teacher leaders to apply to lead a session at this year's Teacher Leader Summit. Presenter applications will be accepted beginning January 5. For more information, please join one of the webinars. Applications are due February 2. Applicants are required to submit their final presentation slides with this application.

- **Webinar Date/Time:** December 11 at 11 a.m. or 4 p.m.
- **Webinar Link:** <https://us06web.zoom.us/j/87335008474>
- **Webinar Phone Number:** 346-248-7799
- **Webinar Meeting ID:** 873 3500 8474

Please contact events@emergentmethod.com with questions.

Louisiana's Human Capital Handbook Released

Please share with human resources directors and system level leaders.

The [Human Capital Handbook](#) offers research-based practical guidance to leaders for a comprehensive approach to strategic human capital focusing on recruiting, selecting, and retaining effective teachers. Each month, the LDOE will host a webinar related to the handbook. December's

human capital webinar will feature recruitment strategies.

- **Webinar Date and Time:** December 12, 10 a.m.
- **Webinar Link:** <https://ldoe.zoom.us/j/93402880864>
- **Webinar Phone Number:** 470-381-2552
- **Meeting ID#:** 934 0288 0864
- **Passcode:** 924670

Please contact louisianaleaders@la.gov with questions.

Marketing Toolkit Release

Please share with human resources directors, public relations professionals, and system leaders.

A [marketing toolkit](#) is being released in December. This toolkit is designed to assist school systems in highlighting their accomplishments while attracting families and staff members to school systems. The toolkit will also improve both school system visibility and reputation within communities.

The toolkit provides school systems with a variety of social media templates, marketing tools, and advertising designs. Fliers, brochures, and digital ad templates are completely customizable for individual school systems.

MESH marketing and design will conduct a webinar for school systems to be trained on the suite of resources, along with best practices and tips for using the toolkit in their school systems.

- **Webinar Date and Time:** December 11 at 2 p.m.
- **Webinar Link:** <https://ldoe.zoom.us/j/97769110143>
- **Webinar Phone Number:** 470-250-9358
- **Meeting ID#:** 977 6911 0143

Please contact louisianaleaders@la.gov with questions.

Educator Evaluation Pilot Update

Please share with human resource directors, school leaders, system leaders, and teachers.

All school systems will participate in the learning year during the 2024-2025 school year. The COMPASS evaluation system will not be used. Draft observation rubrics will be shared early 2024. Webinars will be held in the spring to preview the learning year.

Face-to-face training for school and system leaders will take place this summer in nine regions across the state. Please see the [Louisiana Leader and Educator Rubric and Evaluation Training Guidance](#) for available dates within each region. Registration will open in January.

Teacher training will be available in August in the Professional Learning (PL) Platform. Additional resources will also be made available to systems.

Please contact compass@la.gov with questions.