



# Important News for **NONPUBLIC SCHOOLS**



**August 10, 2023**

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## **Message from the State Superintendent**

Dear Colleagues,

Louisiana students are making progress. The [2023 LEAP results](#) are further proof of our Louisiana Comeback. LEAP scores grew for the second consecutive year, and 75% of school systems improved from 2022 to 2023.

Excitement is growing around our comeback. Thank you to the system leaders from across Louisiana who joined me in Bossier City for our press conference. You can [view my presentation slides online](#), which include recognition of systems and schools moving the needle academically.

These results are a true testament to the hard work taking place in Louisiana classrooms every single day. We are encouraged, but far from satisfied as too many students remain below proficient. Let's stay the course and remain committed to the practices and policy shifts that have helped make this progress possible.

Wishing you a great start to what we can all make a special school year.

Dr. Cade Brumley

## Important Dates for School Systems

### Office Hours and Monthly Calls

- Assessment and Accountability Monthly Call: [August 15 at 3:45 p.m.](#)
- Nonpublic Schools Monthly Call: [August 16 at 2:00 p.m.](#)
- Office of Career and College Readiness Monthly Call: [August 17 at 3 p.m.](#)
- Mentor and Resident funding overview webinar: [August 22 at 10 a.m.](#)
- Diverse Learner Office Hours: [August 22 at 2 p.m.](#)
- Teaching and Learning Monthly Call: [August 23 at 1 p.m.](#)
- School Systems Financial Services Monthly Call : [August 23 at 2 p.m.](#)
- Healthy Schools Community of Practice: [August 24 at 2 p.m.](#)
- System Leaders Monthly Call: [September 1 at 9 a.m.](#)
- Monthly Principal Webinars – Math and Literacy: [September 6 at 1 p.m.](#)
- Annual Financial Report (AFR) Office Hours: [September 7 at 2 p.m.](#)
- Annual Financial Report (AFR) Office Hours: [September 21 at 2 p.m.](#)

### Upcoming Events and Deadlines

- New Teacher Experience [Affinity Group registration](#) closes: August 12
- New Teacher Experience [Professional Learning modules registration](#) closes: August 12
- [School Support Institutes](#) Session 1: September 11 - 14
- [Fall 2023 Counselor Institutes](#): October 24 - 26
- Deadline to submit [2023-2024 PPP](#): October 31

## Office of School Choice

### Upcoming Dates

Date	Item	Participants
August 1	Review roster in LEADS for 2023-24 school year	LSP and SCP Schools
August 1	Transfer Window Re-opened	LSP and SCP Schools
August 16	Nonpublic Schools Monthly Call	All Nonpublic Schools
August 25	Transfer Window Closes for Q1	LSP and SCP Schools

September 1	Quarter 1 Scholarship Enrollment opens in LEADS (LSP/SCP)	LSP and SCP Schools
September 1	Brumfield v Dodd and BESE Approval Applications Opens	All Nonpublic Schools Seeking Approval
September 1	NPS Annual Data Opens in EdLink	All Nonpublic Schools
September 7	Quarter 1 Scholarship Enrollment closes in LEADS (LSP/SCP)	LSP and SCP Schools
October 1	Notice of Intent (NOI) for Louisiana Scholarship Program and School Choice Program Opens	Nonpublic schools actively participating or wishing to participate in LSP and/or SCP
October 15	Brumfield v Dodd and BESE Approval Applications Closes	All Nonpublic Schools Seeking Approval
October 31	Notice of Intent (NOI) for Louisiana Scholarship Program and School Choice Program Closes	Nonpublic schools actively participating or wishing to participate in LSP and/or SCP

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

### **Scholarship Transfer Request 2023-24**

The transfer window for the Louisiana Scholarship Program (LSP) and School Choice Program (SCP) reopened on August 1. All transfers for Quarter 1 must be completed by **August 25**.

- You can access the Louisiana Scholarship Program Transfer Form [here](#).
- You can access the School Choice Program Transfer Form [here](#).

If you have any questions about the transfer process, please email [studentscholarships@la.gov](mailto:studentscholarships@la.gov) for assistance.

### **Quarterly Scholarship Enrollment**

All schools should be currently reviewing student rosters and verifying their LEADS portal access.

**We strongly encourage schools to schedule an [Office Hour session](#) if you have any enrollment access issues, questions regarding entering enrollment or questions about a specific student's enrollment.**

Quarter 1 reporting for the Louisiana Scholarship Program (SEE) and School Choice Program (SCS) must be submitted September 1-7 in order to receive tuition payments on-time .

- If any information is incorrect or a student is missing from your roster, please contact us immediately at [studentscholarships@la.gov](mailto:studentscholarships@la.gov) for assistance.

- If the enrollment reports are not accurate and submitted on time, it affects the student enrollment counts and delays tuition payments.
- Each school is responsible for reviewing the final quarterly enrollment report as entered in the LEADS system.
- If a student drops from your school, please follow the drop procedures so that the student can be dropped from your roster.

***\*Please note that the payment report generated in LEADS does not accurately reflect final payment amounts.***

Schools will have **30 days** from the last day of quarterly enrollment reporting period each quarter to report any enrollment issues.

## **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](mailto:studentscholarships@la.gov) for assistance.

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

## **Monthly Webinar Call**

Our next Nonpublic Schools Monthly Call will be held on [August 16 at 2 p.m.](#) Previous presentations of each are currently available in the [School Systems Planning Library](#).

## **Assessment, Accountability and Analytics**

### **K-3 Literacy Screening Updates**

**Please share with testing coordinators.**

- A Fall *K-3 Literacy Test Security K-3 DIBELS 8th training PowerPoint* is now posted to the [K-3 Literacy Screener Page](#). This PPT is not meant to replace any training that should be provided with the K-3 Test Coordinator Manual, which was designed for use in test security and test administration trainings. Please be reminded that it is a violation of test security to administer a state assessment in a way that is inconsistent with the administrative directions provided by the LDOE that would give examinees an unfair advantage or disadvantage.

- The *Test Irregularity Form* is updated to include the K-3 Literacy Screener.
- To request braille, complete the [K-3 Literacy Screener Braille Material Request 2023-2024](#) form. Braille materials are being shipped directly from the translation vendor; please plan accordingly.

Please contact [assessment@la.gov](mailto:assessment@la.gov) with questions.

## **ACT**

**Please share with testing coordinators.**

- InSuccess 2018-2019 records will be purged September 1 and will no longer be available.
- The new [What's New for WorkKeys Fall 2023](#) provides information on new technology requirements and changes to test administration.

Please contact [assessment@la.gov](mailto:assessment@la.gov) with questions.

## **LEAP High School Summer Administration**

**Please share with testing coordinators.**

Final post-window files will be posted in DRC INSIGHT August 9. This will include student reports for any testers who did not exit testing sessions correctly requiring the system to submit tests on their behalf.

Please contact [assessment@la.gov](mailto:assessment@la.gov) with questions.

## **Career and College Readiness**

### **ACT College and Career Readiness Workshops**

**Please share with counselors, assistant principals, and secondary supervisors.**

ACT® is hosting in-person [College and Career Readiness Workshops](#) that offer content specific to Louisiana. Please [register](#) at least two weeks in advance of the workshop date to ensure availability of workshop materials.

In-person workshops will begin at 9 a.m. and will typically end at noon at the following locations:

- September 26 (Baton Rouge)
- September 28 (New Orleans)
- October 10 (Lafayette)
- October 16 (Alexandria)
- October 17 (Lake Charles)

Please contact [charmaine.cureton@la.gov](mailto:charmaine.cureton@la.gov) with questions.

### **College Board Counselor Workshops**

**Please share with counselors, assistant principals, and secondary supervisors.**

[Registration](#) is now open for the 2023 College Board [Counselor Workshops](#). The workshops will be held **between August 29 and September 19** for new and experienced counselors. Topics for the workshops encompass College Board SAT and AP program updates and higher education trends to support students for the 2023-2024 school year. All workshops are free to attend.

Please contact [charmaine.cureton@la.gov](mailto:charmaine.cureton@la.gov) with questions.

### **Louisiana Crisis Response System**

**Please share with school system leaders, counselors, behavior interventionists, and well-being teams.**

The Office of Behavioral Health is planning a regional tour of the state to provide information on the Louisiana Crisis Response System (LA-CRS) services for adults that are currently being implemented and youth crisis services that will be implemented in 2024. They will also provide an update on the first year of the 988 Suicide and Crisis Hotline.

The upcoming presentation schedule and locations for the tour are available on the [Louisiana Department of Health website](#). RSVP/registration is not required for attendance.

Please contact [kristie.bellelo2@la.gov](mailto:kristie.bellelo2@la.gov) with questions.

## **School System Financial Services**

### **Differentiated Compensation: Line Item Appropriation**

**Please share with business managers.**

In FY 2023-2024, the Legislature appropriated funding for differentiated compensation to assist school districts, charter schools, lab schools, and state schools with addressing unique market needs in the recruitment and retention of teachers. For more details, refer to the Differentiated Compensation and Guidance document available in the [Business Manager Support Library](#) under State Allocations.

Please contact [schoolfinancehelpdesk@la.gov](mailto:schoolfinancehelpdesk@la.gov) with questions.

### **FY 2023-2024 Annual General Fund Budget and Adopted Budget Submission**

**Please share with business managers and finance officials.**

Louisiana R.S.17:88 requires that school systems submit an adopted balanced budget to the LDOE. The required documents must be submitted no later than close of business September 29. Required forms and instructions are located in the [Business Manager Support Library](#) under City/Parish School System Resources, General Fund Budget.

Please contact [schoolfinancehelpdesk@la.gov](mailto:schoolfinancehelpdesk@la.gov) or call 225-342-3617 with questions.

### **Annual Financial Report (AFR) Technical Assistance Calls**

**Please share with business managers.**

The Office of School System Financial Services provides annual AFR technical assistance calls to

provide support and answer questions concerning the preparation of financial information for the annual financial report.

- **Webinar Date and Time:** September 7 at 2 p.m.
  - **Webinar Link:** <https://ldoe.zoom.us/j/93440931221>
  - **Webinar Phone Number:** 346 248 7799
  - **Meeting ID#:** 934 4093 1221
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- **Webinar Date and Time:** September 21 at 2 p.m.
  - **Webinar Link:** <https://ldoe.zoom.us/j/96856818763>
  - **Webinar Phone Number:** 346 248 7799
  - **Meeting ID#:** 968 5681 8763

Please contact [schoolfinancehelpdesk@la.gov](mailto:schoolfinancehelpdesk@la.gov) with questions.

### **AFR Collection Timelines**

**Please share with business managers and finance officials.**

Louisiana R.S. 17:92 requires that schools and school systems provide financial data to the LDOE no later than September 30 each year. The financial data is submitted via the LEADS portal, which is scheduled to be available for submission beginning September 5.

Please contact [staudit@la.gov](mailto:staudit@la.gov) with questions concerning the preparation of the financial information or account classification; email [systemsupport@la.gov](mailto:systemsupport@la.gov) with questions regarding technical issues, such as the electronic submission or online update process.

## **Teaching and Learning**

### **Academic Content**

#### **New Social Studies Resources**

**Please share with social studies supervisors, administrators, and grade 4-5 social studies teachers.**

The LDOE released a [new professional learning resource](#) for social studies teachers and support staff. Teachers in grades 4 and 5 now have access to asynchronous professional learning modules that guide them through the design and key features of the [Bayou Bridges](#) curriculum, as well as a unit study tool to support initial curriculum implementation.

Please contact [classroomsupporttoolbox@la.gov](mailto:classroomsupporttoolbox@la.gov) with questions.

#### **2023 Louisiana Guide to World Languages Programming Grades 9-12**

**Please share with world languages supervisors and administrators.**

The LDOE is excited to announce the release of the [New 2023 Louisiana Guide to World Languages Programming for Grades 9-12](#). This resource reiterates the importance of world languages education and provides guidance for world languages programming implementation, such as scheduling, creating a

pathway to the Louisiana State Seal of Biliteracy, and information about the [World Languages Indicators for the High School Interests and Opportunities Index](#).

Please contact [languageacquisition@la.gov](mailto:languageacquisition@la.gov) with questions.

## **Educator Development**

### **Rater Reliability Evaluator Training**

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

All evaluators are required to renew certification annually to evaluate staff, per [Bulletin 130](#). The [2023-2024 Rater Reliability Evaluator Training](#) and [Companion](#) are now available in the [Compass Library](#). All evaluators should complete this training, even those using approved alternate observation rubrics.

Upon completion of the training, evaluators should submit the survey located in the companion to ensure participation.

The [2023-2024 Evaluation Guide for Teachers](#) is also available in the Compass Library. This document outlines all evaluation components to prepare teachers for the evaluation process. Please share with all teachers, counselors, and librarians.

Please contact [compass@la.gov](mailto:compass@la.gov) with questions.

### **Compass Information System (CIS) and Evaluation Updates**

**Please share with school system leaders, school leaders, human resource directors, and data managers.**

The deadline to enter or [upload](#) 2022-2023 evaluation data into CIS will follow VAM release in October. Once a date is set for VAM release, the deadline for data entry will be published. All non-VAM teacher, counselor, and librarian evaluations can be finalized now. VAM teacher evaluations must be finalized manually or via spreadsheet upload after VAM release. Leader evaluations will be due following the release of School Performance Scores (SPS) in late fall.

[CIS](#) will be open for the 2023-2024 school year following the release of VAM. Rosters may be updated once the system is opened. Systems are encouraged to begin setting [Student Learning Targets \(SLTs\)](#) and conducting observations prior to this date. Per [Bulletin 130](#), all educators will require two observations for the 2023-2024 school year. Scores may be collected and entered into CIS once the system opens for the New Year. Resources for [goal setting](#) and [updating rosters](#) are located in the [Compass Library](#).

Please contact [compass@la.gov](mailto:compass@la.gov) with questions.

### **Teacher Exit Survey**

**Please share with school system leaders, human resource directors, and data managers.**

Teacher Exit Survey data will be submitted through [teachlouisiana.net](http://teachlouisiana.net) for the 2022-2023 school year. The window to input data will open later this month. The opening date and deadline for submission will be



published in an upcoming newsletter.

Please contact [donna.baudoin@la.gov](mailto:donna.baudoin@la.gov) with questions.