



Important News for **NONPUBLIC SCHOOLS**



August 31, 2023

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Message from the State Superintendent

Dear Colleagues,

One of Louisiana's educational priorities is to ensure every student is on track to a professional career, college degree, or service. While graduation rate is one factor used to determine student success, an equally important measure is how many Louisiana students graduate prepared to enter the workforce, engage with college-level coursework, or enlist in service.

New legislation provides school systems with [additional funding](#) for [registered apprenticeships](#). Students in this program complete a combination of industry-specific classroom education and hands-on career training leading to nationally recognized certifications. They often graduate ready to enter a high-skill, high-wage career.

Rural school systems (as identified by the U.S. Census Bureau) can receive \$3,500 per student and non-rural systems can receive \$2,500. These funds can be used to offset costs such as the cost of instruction, supplies, transportation, or stipends.

I encourage you to connect with our team about providing this life-changing opportunity to your students.

Please contact caronda.bean@la.gov for more information.

Dr. Cade Brumley

Important Dates for School Systems

Office Hours and Monthly Calls

- System Leaders Monthly Call: [September 1 at 9 a.m.](#)
- Nutrition Support Monthly Call: [September 5 at 1 p.m.](#)
- Monthly Principal Webinar, Math and Literacy: [September 5 at 1 p.m.](#)
- Child Welfare and Attendance Monthly Call: [September 7 at 8 a.m.](#)
- Annual Financial Report (AFR) Office Hour: [September 7 at 2 p.m.](#)
- Educational Technology Monthly Call: [September 14 at 9 a.m.](#)
- Alternative Education Monthly Call: [September 14 at 10 a.m.](#)
- Nonpublic Schools Monthly Call: [September 20 at 2 p.m.](#)
- Federal Support and Grantee Relations (FSGR) Monthly Call: [September 21 at 10 a.m.](#)
- Office of Career and College Readiness Monthly Call: [September 21 at 3 p.m.](#)
- Teaching and Learning Monthly Call: [September 27 at 1 p.m.](#)

Upcoming Events and Deadlines

- Deadline to submit [Academic Recovery and Acceleration Plan](#): September 1
- Principal Webinar on Math and Literacy: [September 5](#)
- [School Support Institutes](#) Session 1: September 11 - 14
- Deadline to submit [Teacher/Principal, New Teacher, and Early Childhood Teacher/Leader of the Year](#) Nominations: September 22
- ESSER II funding obligation deadline: September 30
- [Mentor and Resident data](#) due in Edlink: October 20
- [Fall 2023 Counselor Institutes](#): October 24 - 26
- Deadline to submit [2023-2024 PPP](#): October 31
- Deadline to submit application for [Immersion Site Certification](#): November 15

Office of School Choice

Upcoming Dates

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

Date	Item	Participants
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 6	NPS Annual Enrollment Opens in EdLink	All BESE Approved 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	NPS Annual Enrollment Closes	All BESE Approved Nonpublic Schools
October 15	BESE Approval Application Closes	All Nonpublic Schools Seeking Approval
October 15	Brumfield v. Dodd Application 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***

EdLink Security - Setting Up A New Account

Each fall, all nonpublic schools that are currently BESE approved must submit their school's annual enrollment data. Nonpublic school reporting managers will need to create an account with EdLink and

request the **NPS School Manager role**. The detailed steps can be found in the [EdLink Manual](#), which will guide each school through the steps to create an EdLink account. If support is needed, please email nonpublicschools@la.gov.

Nonpublic Schools Annual Enrollment Period

NPS annual enrollment now opens on **September 6**. All nonpublic schools that are BESE approved (Nonpublic Seeking State Approval) must submit their annual enrollment data. Please refer to the [NPS EdLink Manual](#) to assist new users in getting an EdLink account setup in order to complete their school's annual reporting. The last day to submit your school's NPS annual enrollment is October 15.

For questions please contact nonpublicschools@la.gov.

BESE (Board of Elementary & Secondary Education) Application

All nonpublic schools seeking BESE approval for the 2024-2025 BESE school year must complete their [BESE application](#) from September 1-October 15 via Jotform.

For questions please contact nonpublicschools@la.gov.

Brumfield v. Dodd 2024-2025 Application

The 2024-2025 Brumfield v. Dodd's application will open on **September 1** for nonpublic schools located on our [Nonpublic Schools](#) webpage. Schools must complete the [Brumfield v. Dodd application](#) or [Brumfield v. Dodd Annual Compliance Report](#) and attach it to your BESE application, which will be submitted via Jotform again this year. The application will close on October 15.

For questions please contact nonpublicschools@la.gov.

Quarterly Scholarship 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 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.

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.

****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.

2024-25 Notices of Intent for Scholarship Programs

The 2024-25 Notices of Intent for the Louisiana Scholarship Program and the School Choice Program for Students with Exceptionalities will be available on October 1. The link to the forms will be available via email, the scholarship website, and newsletter on that date.

The Notice of Intent is submitted to the Department each year in the fall by schools that wish to participate in the Louisiana Scholarship Programs and request *NEW* scholarship seats for the upcoming school year.

Schools must complete NOIs for each scholarship program even if no new seats are being requested for the upcoming year.

For questions please contact studentscholarships@la.gov for assistance.

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

Monthly Webinar Call

Our next Nonpublic Schools Monthly Call will be held on [September 20 at 2 p.m.](#) Previous presentations of each monthly call are currently available in the [School Systems Planning Library](#).

Operations/Governmental, Administrative, and Public Affairs

Academic Recovery and Acceleration Plan (ARAP)

Please share with business managers, federal program directors, school system leaders, and school system planning/recovery and acceleration leads.

To ensure the LDOE and LEAs meet state and federal requirements, school systems must submit their Academic Recovery and Acceleration Plans to eGMS by **September 1**. The [Pandemic Relief Guidance and Resources Library](#) offers helpful resources and guidance to LEAs as they develop their ARAPs.

Please contact ldoe.grantsheldesk@la.gov with questions.

Archery, Hunter Safety Programs, and Gun Safety Classes

Please share with school system leaders.

On August 29, Dr. Cade Brumley released a [memorandum](#) to system leaders regarding the recent United States Department of Education (ED) [interpretation of the Bipartisan Safer Communities Act \(BSCA\)](#). The memo outlines Dr. Brumley's recommendations for the future of archery, hunter safety programs, gun safety classes, and other programs.

SY 2023-2024 Cecil J. Picard LA 4 Early Childhood Programs Monitoring

Please share with superintendents, federal program directors, and LA 4 program coordinators.

The LDOE will conduct monitoring of all programs receiving funds for the Cecil J. Picard LA 4 Early Childhood Program (LA 4) during the 2023-2024 school year. The purpose of the review is to ensure compliance with established child eligibility determination and child attendance reporting requirements. Monitoring announcements and detailed instructions for these monitoring events were emailed to local leaders and early childhood program coordinators August 29.

Please contact terry.simoneaux@la.gov with questions.

Policy Updates in Response to Legislation

Please share with school system leaders.

The 2023 Regular Legislative Session resulted in several acts of interest to school systems. School system leaders should reference [the curated list](#) of relevant legislative acts while planning for implementation within school systems. The LDOE and BESE are creating policies in response to these measures.

Please contact educationpolicy@la.gov with questions.

Assessment, Accountability, and Analytics

Assessment Literacy Initiative

Please share with school leaders and school system leaders.

Beginning September 7 and continuing monthly, the LDOE is offering the [Effective Assessment Practice Webinar Series for Teachers and Leaders](#). This interactive series will provide opportunities for Louisiana educators, both leaders and classroom teachers, to learn about and discuss the most important and practical topics related to assessment in school systems and classrooms. Webinars will be recorded.

- **Webinar Date and Time:** September 7, 3 p.m.- 4:30 p.m.; **Q & A:** 4:30 p.m.- 5 p.m.
- **Webinar Link:** <https://us02web.zoom.us/j/82791828031>

The [Effective Assessment Practices Webinar Series Flyer](#) provides a complete schedule, Zoom links, and monthly topics of the series.

Please contact kathleen.judy@la.gov with questions.

Assessment Data Certification

Please share with accountability contacts.

This Thursday, August 31, assessment rosters will be available in La Data Review. This will be the final opportunity to review data and apply accountability codes for students not tested before school performance scores (SPS) are calculated and released. Data that are not corrected during data certification periods cannot be used as grounds for an appeal of the SPS.

Progress points will not be available next week. They will be added to La Data Review at a later date. ELPT rosters will also be available at a later date.

Please contact assessment@la.gov with questions.

ACT

Please share with testing coordinators.

Districts may submit orders for WorkKeys additional accommodations paper test materials needed for the October 18 – 30 test window in [PearsonAccess^{next}](#) September 4 through 22.

Please contact assessment@la.gov with questions.

Career and College Readiness

2023-2024 Pupil Progression Plan (PPP)

Please share with school system administrators.

The [2023-2024 PPP template](#) is available in the LDOE [School Policy](#) library. The [2023-2024 Pupil Progression Plan Guidance document](#) assists school systems in developing PPPs, following applicable laws and regulations, and codifying school system policies and procedures related to K-12 student placement, promotion, and retention. The PPP should be submitted as a PDF to ppp@la.gov by **October 31**.

Please contact ppp@la.gov with questions.

Fast Forward Pathways Submissions

Please share with the school personnel who are building Fast Forward pathways for approval.

In order to ensure Fast Forward pathways are ready for the upcoming school year, the approval process will take place at the January BESE meeting. New pathways are due via email to caronda.bean@la.gov by **September 15**. The LDOE and the Board of Regents will vet the proposed pathways for all graduation and postsecondary requirements; the Jump Start Review Committee will review in late November and submit to January BESE for final approval.

Please contact caronda.bean@la.gov with questions.

Community Service Diploma Endorsement

Please share with school system administrators and counselors.

Students in high school have the opportunity to earn the [Community Service Diploma Endorsement](#) if they earn 80 hours of community service during their high school years.

Those school systems and schools awarding the community service endorsement to students graduating in 2023 must complete the five-question [Community Endorsement Survey](#), as required by R.S. 17:264.

Please see the [Diploma Endorsement web page](#) for more information; contact suzette.rabalais@la.gov with questions.

Apply to Be an AP Reader in 2024

Please share with AP teachers, counselors, principals, and testing coordinators.

The College Board is offering the opportunity to become [AP Exam Readers](#) to all authorized AP high school teachers currently teaching AP subjects, regardless of years of experience. [Applications](#) are accepted throughout the year; seats are limited.

Please contact charmaine.cureton@la.gov for more information.

College Board Weekly Office Hours

Please share with principals, counselors, AP teachers, and testing coordinators.

The College Board offers weekly office hours every Tuesday. Topics will include the AP 2024 exam schedule and digital AP exams. Participants are free to join the weekly discussion related to questions about AP exams and resources.

- **Webinar Date and Time:** Every Tuesday, 10 a.m.
- **Webinar Link:** [Microsoft Teams Meeting Link](#)
- **Webinar ID:** 232 293 189 414
- **Passcode:** 7VQcYk

Please contact charmaine.cureton@la.gov for more information.

School System Relations

Seeking Information Regarding Louisiana's Excellent Educators

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

The LDOE recognizes that great teachers and school leaders are critical to student success. The educators that have been previously recognized as state-level semifinalists, finalists, division-level, or overall honorees for the following award programs exemplify Louisiana's education profession and commitment to student success:

- Louisiana Teacher/Principal of the Year
- *New* Teacher of the Year
- Early Childhood Teacher/Leader of the Year
- Milken Educator Award
- Louisiana Exemplary Educators

These educators are considered valuable members of the Louisiana Excellent Educator cohort and may be called upon to share expertise in various capacities. In order to ensure the LDOE has the most recent information for these past state-level honorees, please encourage them to visit the [Excellent Educator Portal](#) and complete the form. The portal will remain open until **October 17**.

Please contact exemplaryeducator@la.gov with questions.

Teaching and Learning

Academic Content

Instructional Support: Instructional Materials Reviews

Please share with content supervisors, literacy coaches, and school leaders.

The LDOE conducts ongoing reviews of instructional materials to support school systems in adopting curricula in all core subjects. Newly rated Tier 1 materials are listed below. All tiered reviews can be found on the [Annotated Reviews](#) web page. The status of all instructional materials submissions can be found in the [Weekly Report](#).

- Imagination Station dba Istation - Istation, ELA Intensive Intervention, Grades 3-5 (©2015)

Please contact louisianacurriculumreview@la.gov with questions.

ELA Guidebooks 6-8 (2024) Release and Reviews Information

Please share with content supervisors, literacy coaches, and school leaders.

The LDOE will release new ELA Guidebook units for grades 6-8 in Spring 2024. Three units are now available for preview on the [Louisiana Curriculum Hub](#); additional information regarding the ELA

Guidebooks 6-8 (2024) units, including webinars and feedback opportunities, will be shared in future communications.

Please contact elaguidebooks@la.gov with questions.

Louisiana State World Languages Immersion Site Certification

Please share with world languages supervisors and school leaders.

The LDOE is accepting applications for [Louisiana State World Languages Immersion Site Certification](#). The Louisiana Legislature supports immersion education and biliteracy in Louisiana schools through the Immersion School Choice Law - [RS 17:273.3](#), the establishment of a process for State Certification of World Language Immersion Sites - [RS 17:273.2](#), and State Certification, as reflected in the school accountability system [RS 17:10.1](#). The purpose of State Certification for immersion education sites is to augment the Louisiana Standards for Immersion Learning and to support Local Education Agencies (LEAs) in establishing and maintaining high-quality, highly effective dual language immersion programming that leads to biliteracy, student achievement, and positive self-esteem. All immersion schools with at least three years of program evidence can submit an application to language.acquisition@la.gov by **November 15**.

Please contact language.acquisition@la.gov with questions

Diverse Learners

Special Education Playbook for System Leaders Tour

Please share with school system leaders and special education leaders

The Division of Diverse Learners is conducting a regional tour to support implementation of the [Special Education Playbook for System Leaders](#). During this professional development, participants will obtain guidance on implementing school system strategies that incorporate the three best instructional practices for students with disabilities, aimed at improving outcomes. The LDOE encourages each school system/charter to send a three-person system leadership team, including the Superintendent, Chief Academic Officer, and Special Education Director. A concurrent session for school leaders and special education lead teachers (two-person team) for school-level implementation support will also be available. Participants should complete the [brief registration form](#) to attend the tour.

Tour dates and locations are as follows:

- September 25: Rapides, 502 Beauregard St., Alexandria
- September 26: Ouachita, 765 Slack Street, West Monroe
- September 27: St. Tammany, 2544 Sergeant Alfred Street, Slidell
- September 28: Lafayette, 2122 N. Parkerson, Crowley
- October 3: East Baton Rouge, 1201 N. 3rd, Baton Rouge

Please contact diverselearnersupport@la.gov with questions.

Governor 's Outstanding Leadership in Disabilities (GOLD) Awards

Please share with educators, parents, school leaders, and stakeholders.

The Governor's Office of Disability Affairs is now accepting nominations for its [GOLD Awards](#) and Inclusive Arts Contest. The awards recognize extraordinary people and organizations who have contributed their time and talents to benefit the lives of people with disabilities in Louisiana. The inclusive art contest brings awareness to the importance of inclusion. [Nominations for GOLD Awards](#) and [registration for the art contest](#) can be submitted through **October 31**.

Please contact disability.affairs@la.gov with questions.

Educator Development

2023-2024 Program Approval Application Portal Now Open

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

Twice a year BESE considers and accepts proposals for teacher preparation programs, early childhood ancillary certificate programs, educational leader proposals for initial approval, and mentor and content leader training proposals. A panel of reviewers will evaluate proposals that meet all initial submission requirements to ensure they meet policy requirements. The [portal](#) is now open to accept Notices of Intent (NOI).

The [Preparation Library](#) provides program [approval resources](#), including notices of intent and application rubrics. Programs submitting applications should use these materials to ensure their applications align with policy requirements. Please see the [approval resources document](#) for the annual application cycle.

Spring Cycle

- September 1: [Application](#) window opens
- October 1: Notice of intent due
- December 10: Full [Application](#) due
- December 11: Round 1 evaluation period begins
- February 15: Notification of pending decisions
- TBD: Round 2 evaluation and notification (as needed)
- April TBD: [BESE](#) consideration

Please contact believeandprepare@la.gov with questions.

Improve Teacher Efficiency through LEAN Practices

Please share with principal supervisors, principals, and system leaders.

As part of the statewide effort to improve teacher retention, the LDOE announces the opportunity to participate in the 2023-2024 LEAN Practices Cohort. This cohort will work with A3 Solutions, a leader in the field of LEAN Practices, to help examine school and teacher work outputs and processes with the stated goal of improving teacher efficiency through a restructuring of those processes.

Participating school systems will examine an internal process of their choice, apply the principles of LEAN Practices to that process, and adjust that process to better meet the expected outcomes for students and teachers. Enrolled school systems will select participants that serve as either school system leadership, school leadership, or teacher leaders to meet with the A3 instructor to work through the LEAN principles. The [LEAN Practices Overview Document](#) provides more information.

The [LEAN Practices Cohort Interest Form](#) is available now and is due **September 18**. All selected participants will be notified no later than October 2 with the first meeting occurring October 10.

Please contact louisianaleaders@la.gov with questions.

Literacy

Steve Carter Literacy Tutors

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

The LDOE is seeking K-5 certified teachers to become tutors for the Steve Carter Literacy Tutoring Program. Those teachers who are interested should complete the [Teacher Tutoring Interest Survey](#).

Please contact louisianaliteracy@la.gov with questions.

Guidance for Literacy Plan Submission

Please share with school leaders and school system leaders.

As part of the LDOE's ongoing commitment to promoting effective literacy instruction and supporting student achievement, the Department is requesting the submission of school literacy plans from all K-3 schools. As a reminder, plans were due **June 30**.

To submit plans, save the literacy plan as a PDF document, complete the [School Literacy Plan Submission form](#) with school/district data information, and upload the plan.

Please contact louisianaliteracy@la.gov with questions.

Scholastic Book Shipments for CIR Schools

Please share with school leaders and school system leaders.

All K-5 CIR schools will receive a shipment of Scholastic books in September to be sent home with students to support family literacy engagement.

Please contact louisianaliteracy@la.gov with questions.