



LOUISIANA DEPARTMENT OF EDUCATION

DATE: August 18, 2015

TO: Parish/City/Local School Superintendents
Dominique Wilson, Board President, International School of LA
Alysson Mills, Board President, Lycee Francais de la N.O.
Reverend R. L. Palmer Jr., Board President, Northshore Charter School

FROM: Beth Scioneaux
Deputy Superintendent of Management & Finance

SUBJECT: **FY2015-16 Installation/Retention Stipends for Foreign Associate Teachers and Escadrille Louisiane Graduates**

FY2015-16 MFP funding approved by BESE and the Legislature requires the following:

The State must maintain support of the Foreign Language Associate program at a maximum of 300 Foreign Language Associates employed in any given year. First year teachers will receive an installation stipend of an additional \$6,000; second and third year teachers will receive a retention stipend of an additional \$4,000. These amounts must be provided to each Foreign Associate Teacher or Escadrille Louisiane graduate by each school district or school in which they are employed.

Allocation Methodology

Allocation of funds for the installation and retention stipends is based on the list of eligible teachers for FY2015-16 identified by the Office of Academic Standards.

Who qualifies for the foreign associate teacher stipends?

Foreign associate teachers recruited directly by the Louisiana Department of Education, holding a J-1 visa, and teachers completing the Escadrille Louisiane program are eligible for the stipends.

How will employing school systems or schools know that a teacher is eligible?

The Office of Academic Standards will provide a list of the qualifying teachers (Foreign Associate and Escadrille) to the World Language Supervisor of each employing authority. The Allocation Schedule prepared by the Division of Education Finance will provide funding based on the number of teachers in each school system qualifying for each stipend.

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When must the foreign associate teacher stipend be paid to the qualified teachers?

The payment schedule is as follows:

- 1) All J-1 Foreign Associate or Escadrille Louisiane *first year teachers* must receive \$6,000 by the last payroll run in September 2015.
- 2) All J-1 Foreign Associate or Escadrille Louisiane *second year teachers* must receive \$4,000 during the last two weeks of May 2016.
- 3) All J-1 Foreign Associate or Escadrille Louisiane *third year teachers* must receive \$4,000 during the last two weeks of May 2016.

If a foreign associate or Escadrille teacher returns for additional three-year J-1 cycles, will she/he be eligible for the stipend?

No. The stipend is only applicable to a Foreign Associate Teacher's or Escadrille's first three-year cycle.

When will the employing cities, districts, or other school systems receive funding?

- Payments for the first year installation stipends will be paid by an electronic fund transfer (EFT) by September 1, 2015.
- Payments for the second and third year retention stipends will be paid by May 6, 2016, based on an April 2016 count.

If you have any questions, or need any further information, you may contact Melanie Ruiz of the Division of Education Finance via e-mail at melanie.ruiz@la.gov, via phone at 225-342-0180, or toll-free at 1-877-453-2721.

BS/CS/PM:mr

Attachment

c: Parish/City/Local School Business Managers
William Toujouse, International School of LA
Karianne Heins, Lycee Francais de la N.O.
Felicia Workman, Northshore Charter School
Charlotte Stevens, LDE
Paula Matherne, LDE
Terri Hammatt, LDE
Leslie Jewell, LDE
Andrea Kirumba, LDE

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