



January 28, 2015

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## Coming Soon: Nonpublic School Choice Newsletter

Nonpublic School Choice programs - including the Louisiana Scholarship Program, Tuition Donation Rebate Program, and the School Choice Program for Certain Students with Exceptionalities - play a critical role in the Department's strategy to ensure that all Louisiana students have access to the educational opportunity that will best prepare them for college and career success. Almost half of all Louisiana nonpublic schools participate in one or more of these school choice programs.

Previously, the Department has used multiple, different communication structures for each separate program. However, as multiple schools participate in multiple school choice programs resulting, the Department recognizes the increased burden of tracking communication and action times across different programs.

In order to streamline communication so all schools clearly and concisely receive holistic, centralized information about nonpublic school choice programs, **the Department will replace the Scholarship newsletter with a weekly Nonpublic School Choice Newsletter starting February 4.** This updated "one-stop shop" newsletter will efficiently provide nonpublic schools with important information for all choice programs and continue to deliver helpful school resources and supports from the Department.

In addition, the Nonpublic School Choice Newsletter will seek to include content personalized specifically for nonpublic schools. As part of this strategy, the Department wants to include a special "Shout Out" section to recognize the important work of nonpublic schools and individuals serving Louisiana's children. If you have someone or something you would like us to recognize in an upcoming Nonpublic Choice Newsletter, the Nonpublic School team encourages you to please send your submissions to [nonpublicschools@la.gov](mailto:nonpublicschools@la.gov).

# Important Dates for Scholarship School

Date	Action, Event, or Deadline
<b>Ongoing</b>	Assessment Office Hours (Every Thursday at 11:00 a.m.)
<b>January 29</b>	Last day for Scholarship student transfers
<b>February 2</b>	Assessment & Accountability Monthly Call And Webinar
<b>February 3-5</b>	Quarter 3 Enrollment Count
<b>February 4</b>	Debut of Nonpublic School Choice Newsletter
<b>February 16</b>	Scholarship School Test Coordinator Training
<b>February 19</b>	Scholarship Budget to Actual forms due
<b>February 26</b>	2016-17 Scholarship program application deadline for both OneApp and statewide Scholarship schools

## Scholarship School Action Items

### Quarter 3 (Q3) Enrollment Count

The Q3 enrollment count is taking place from **Wednesday, February 3 to Friday, February 5**. Schools are required to confirm Scholarship student enrollment for the Q3 payment in SEE. Each participating school must review their Scholarship roster and report which students were enrolled and have demonstrated a pattern of attendance as of the count date. All schools must complete the enrollment report by midnight, **February 5** in order to receive their Q3 payment for those enrolled students.

Please review your roster and contact us immediately at [studentscholarships@la.gov](mailto:studentscholarships@la.gov) if you identify any incorrect grade levels, incorrect name spellings, or students missing from the roster.

If you do not currently have access to the SEE system, please let us know immediately. The link to the LEADS portal and SEE can be found [here](#). If you cannot remember your password or your password has expired, click [here](#) to change your password. Please don't forget to turn off your pop-up blocker.

Schools can access the Q3 webinar materials by clicking [here](#). In addition, please click [here](#) for instructions on completing the Q3 enrollment count.

Quick tips for LEADS:

- a) Be sure to use Internet-Explorer.
- b) Make sure your pop-up blocker is turned off.

We are happy to answer questions about the Q3 enrollment count at [studentscholarships@la.gov](mailto:studentscholarships@la.gov).

### Student Transfers

Please note that all mid-year transfers will cease **Friday, January 29**. After that time, students should remain in their current

school placement for the remainder of the school year. Students wishing to switch schools should submit an application for the 2016-17 school year. Please communicate this to your students and families. If there is a situation that you think warrants a transfer to protect the health and safety of a student, please contact Corrie Manieri at [corrie.manieri@la.gov](mailto:corrie.manieri@la.gov).

## **Scholarship Test Coordinator Training**

The Department will hold a training session for Scholarship school test coordinators in Baton Rouge on **Tuesday, February 16** from 1:30 p.m. - 3:00 p.m. The training will be an opportunity for both new and experienced test coordinators to review testing responsibilities and resources prior to spring assessments.

<b>Who</b>	Scholarship school test coordinators, diocese test coordinators, and staff responsible for test security
<b>When</b>	Tuesday, February 16, 1:30 p.m. - 3:00 p.m.
<b>Where</b>	Claiborne Building, 1201 N. Third Street, Baton Rouge, LA 70802
<b>Why</b>	To prepare for spring state assessments (LEAP, EOC, EXPLORE, PLAN, ACT, WorkKeys)
Please RSVP to confirm your attendance at <a href="mailto:studentscholarships@la.gov">studentscholarships@la.gov</a> by <b>Friday, February 5</b> .	

## **Budget to Actual - Scholarships Expenditures**

In December 2015, participating Scholarship schools sent in a proposed budget show how their school anticipated using Scholarship funds. The [completed budget form](#) showing actual Scholarship expenditures through **January 31, 2016** along with the [allocation spreadsheet](#) are due by **February 19, 2016**.

Submit your budget form and allocation spreadsheet (if applicable) via e-mail to [staudit@la.gov](mailto:staudit@la.gov)

Should you have any questions, you may contact Jameka Henderson, State Audit Supervisor at [Jameka.Henderson@la.gov](mailto:Jameka.Henderson@la.gov) or 225.342.4989.

# Resources and Support for Scholarship Schools

## **2016-17 Scholarship Program Application Timeline**

<b>Action</b>	<b>Orleans Date</b>	<b>Statewide Date</b>
<b>Main Round Application Window</b>	<b>November 2 - February 26</b>	<b>January 19 - February 26</b>
<b>Main Round Roster Available</b>	<b>Early April 2016</b>	
<b>Student Registration Deadline</b>	<b>May 20, 2016</b>	
<b>Round 2 Application Window</b>	<b>April 18 - May 27, 2016</b>	
<b>Round 2 Roster Available</b>	<b>Early July 2016</b>	
<b>Round 2 Registration Deadline</b>	<b>July 15, 2016</b>	

## **Scholarship Program Main Round Application Process**

The Main Round student application period for Scholarship schools is now open and will remain open until **February 26, 2016**.

## Resources for Statewide Schools outside of Orleans Parish:

- [Scholarship Program 2016-2017 Application Guide](#)
- [Scholarship Program 2016-2017 Printable Application](#)
- [Scholarship Program 2016-2017 Online Application](#)
- [Application Training](#)

## Resources for Scholarship schools in Orleans Parish:

- [Online application: EnrollNOLA](#)
- [16-17 OneApp School Training](#)
- [Best Practices for Applicants](#)

As always, please reach out to [studentscholarships@la.gov](mailto:studentscholarships@la.gov) with any questions.

## Scholarship Family Support

The Scholarship Team has developed two resources to help families navigate the Scholarship Program and the application process.

[Family FAQ](#): A comprehensive guide to the program that includes information on eligibility, application, transfers, and more.

Scholarship Program Posters ([large](#) and [small](#)): helpful information for families that includes school application intake hours.

## Reminder: Download Materials for the January Collaboration Events

The January [Supervisor](#) and [Teacher Leader](#) Collaboration Events will take place in the following locations:

- Lafayette (1/28)

Materials for the January Supervisor and Teacher Leader Collaborations are now available. Participants should download session materials for the event(s) they are attending in advance as printed copies will not be available.

- [Supervisor Session Materials](#)
- [Teacher Leader Session Materials](#)

Please email [louisianateacherleaders@la.gov](mailto:louisianateacherleaders@la.gov) with questions.

## Weekly Assessment and Technology Readiness Update

Across the state, educators are preparing for the administration of the spring 2016 assessments. This section will provide LEAs with a weekly update on all information related to assessment preparation.

### ASSESSMENT ADMINISTRATION PREPARATION

- **LAA1/ELDA Assessments:** This week districts will receive shipments for the administration of the LAA 1 and ELDA

assessments. All orders for additional materials must be received via [Operational eDIRECT](#) by January 26.

- **Online vs Paper Assessment Survey:** This spring, students in grades 3 to 8 may test online. This [survey](#) allows districts to indicate whether they will administer tests to grades 3 through 8 online or on paper. It will also allow districts to sign up to participate in the social studies field test. District responses are due in late February.

*\*Note: LEAs will determine testing formats and may chose options by entire LEA, schools, or grade levels.*

## TECHNOLOGY READINESS

- **Preparation for Online Practice Tests:** The online practice tests will be available in the INSIGHT assessment platform by the end of January. In order for students to be able to access these tests, LEAs will need to upload student rosters into the [Practice eDIRECT](#) prior to the assessment. Directions for upload can be found within the user guide.
- **Technology Readiness Tool:** This week, districts will receive Technology Readiness Tool reports via email to District Technology and Test Coordinators to help inform decisions as to whether or not their schools are ready for online tests.

## RESOURCES AND SUPPORT

- **Practice Tests:** The grades 3-8 math paper-based practice tests are now available on the [Practice Tests](#) page. Grades 3-8 ELA paper-based practice tests will be posted by Friday, January 22, and online practice tests will be released the week of January 25.

**Office Hours Login Information:** (*\*No pre-registration required*)

- Click here to join the meeting or go to <https://louisianaschools.adobeconnect.com/dtc/>
- Enter the meeting room as a guest and provide your name.
- Select the "listen only mode" if joining the meeting via computer or smartphone or access audio via phone bridge: (800) 832-0736 / room number: 3423602

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

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## Other Department Newsletters

To view the **January 21 District newsletter**, please click [here](#).

- Superintendent Message
- Guide to Professional Standards for School Nutrition Programs and Disclosure Requirements for the USDA Child Nutrition Programs
- LYAC Membership Application
- Student FAFSA Completion Data

To view the **January 7 Teacher Leader newsletter**, please click [here](#).

- January Collaboration Events
- 2015-16 Assessment Resources

To view the **January 21 Early Childhood newsletter**, please click [here](#).

- Quality Start Transition
- Licensing Regulations (Bulletin 137) Online Training - Complete Course Series

To view the **January 21 Scholarship newsletter**, please click [here](#).

## LDOE Contacts

[John White](#)

State Superintendent of Education

877.453.2721 (toll-free)

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## LDOE Links

[LDOE Website](#)

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