

Monthly Call Norms



Replicate the appropriate slide with the correct icon in the upper left and group the slides in this order:

- Do now, Do this month, In the future

Each slide should include the following:

- A clearly delineated action step - what should school systems do with this information?
- A point of contact for more information in the footer of the slide
- Speaker notes in the form of a script

School System Planning Call reminders:

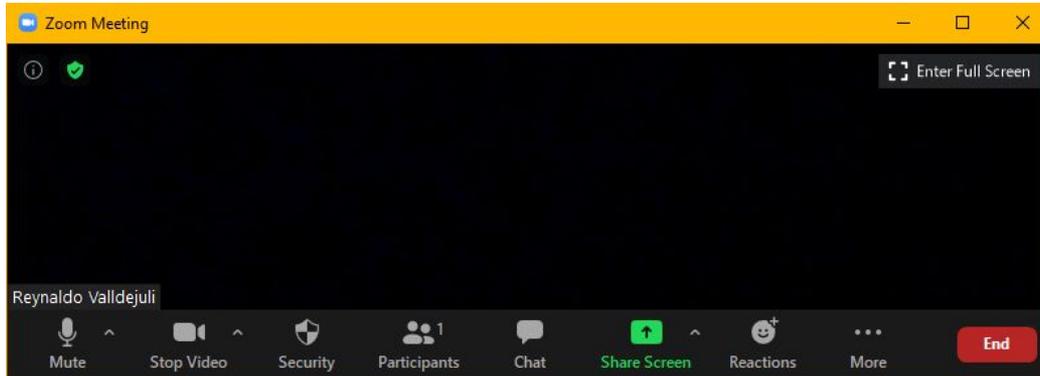
- Check formatting: headers are 28pt and text 16-18pt Calibri, 1.15 line spacing
- When referring to districts and charters collectively, use “school systems”, not districts or LEAs.
- Dates are to be written as 2017-2018 not 2017-18.
- Use “percent” rather than “%” when written in text.
- Don’t use “districts *must*” and instead say “districts are required to....”
- Please make sure that every slide you submit has notes for the moderator to read from. This should not be a bulleted list of incomplete sentences, but rather a full and coherent script.



Additional information for newsletters, website, and webinars can be found in the [LDOE Submission Guidelines](#) document.

Zoom Meeting Preparation

- Please make sure your phone or computer is muted to minimize background noise.
 - To do this, hover over the bottom left-hand side of your screen and click “Mute.”
- Please make sure you have turned off your camera to save bandwidth and prevent any connectivity issues.
 - To do this, hover over the bottom left-hand side of your screen and click “Stop Video.”
- Please submit questions during the presentation in the “Chat” function located on the bottom of your screen.



Louisiana Believes

Legislative and Policy Support Monthly Call
September 21, 2020

Agenda

I. Educator Workforce

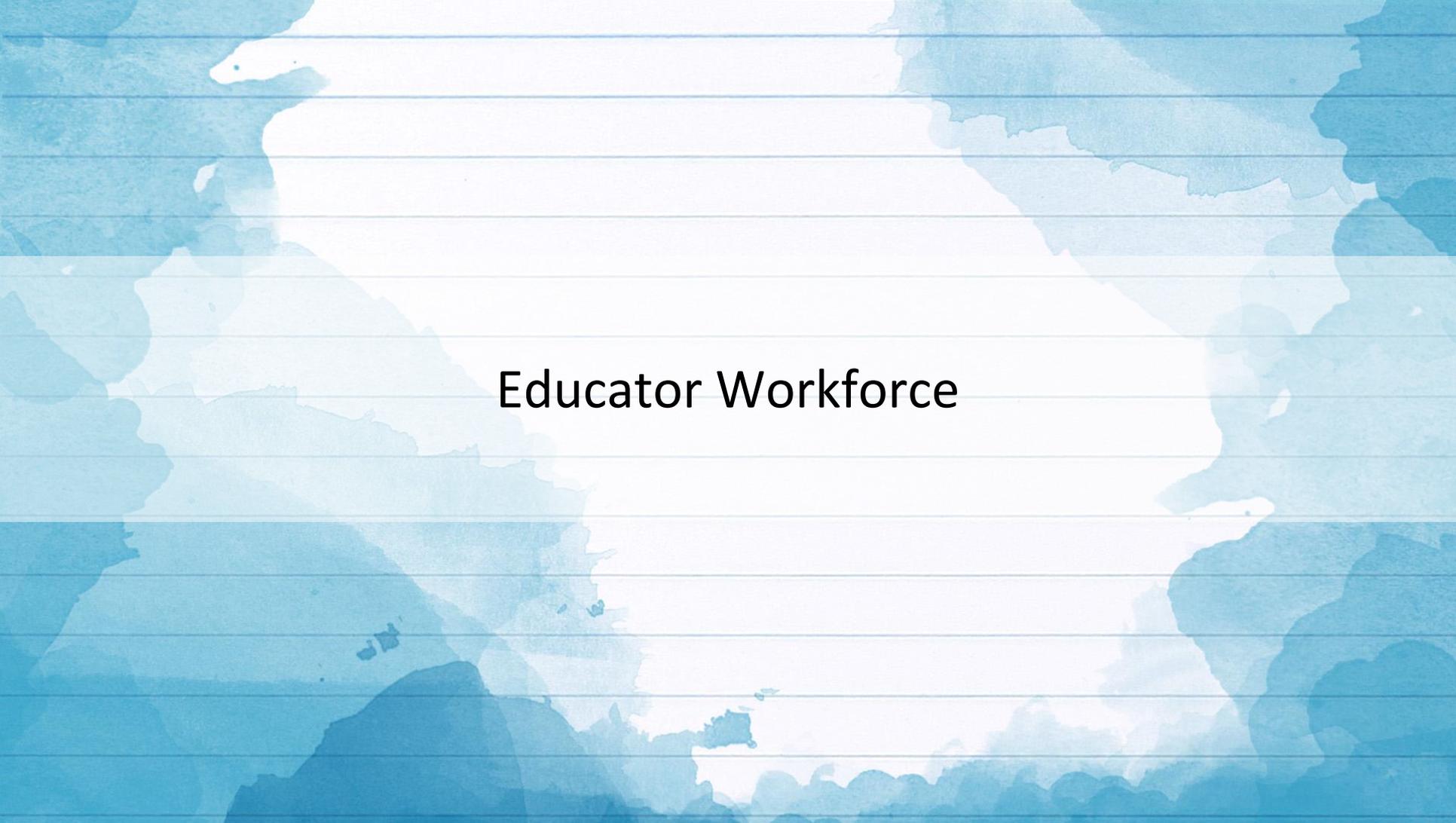
II. Policy Updates

III. Certification

IV. Healthy Communities

Suggested participants for this call:

- Human Resources Directors
- Teacher Certification Personnel
- Child Nutrition Supervisors
- District Transportation Directors



Educator Workforce



Recruitment and Retention Fellowship

Six to eight school systems have the opportunity to participate in a recruitment and retention fellowship through a national non-profit organization, [USHCA](#). This fellowship will be an opportunity for human capital leaders to:

- Network with other human capital leaders throughout the nation, learn from one another, and discuss best practices with regard to recruiting and retaining teachers
- Work with a small cohort of Louisiana school systems to develop strategies to recruit and retain teachers in Louisiana's highest-need certification areas, with a particular focus on advanced Math and Science courses

Time commitment and cost

The time commitment for this opportunity includes two, all-day virtual meetings (one during the week of October 26 and one in the spring) as well as meetings in between for the Louisiana cohort to brainstorm with one another regarding teacher recruitment and retention strategies. There is no cost to school systems.



DO NOW

Recruitment and Retention Fellowship

Application process

Please complete this [short application](#) by **October 2** to indicate your interest and the key recruitment challenge your school system would like to tackle through this fellowship. Fellowship participants will be announced in early October. The first session will be held during the week of October 26.

Please reach out to Sara DeLano (sara.delano@la.gov) for more information.



Louisiana Teacher Prep Website Launch

The Department — in collaboration with the Board of Regents — launched a new [website](#) that allows prospective educators to explore teacher preparation programs. The website includes information on Louisiana’s 29 teacher preparation programs, including:

- certification areas offered
- testimonials
- demographics of program completers
- retention data

Each provider’s performance on Louisiana’s [Teacher Preparation Quality Rating System](#) will be added to the website this winter. Prospective educators can use the website to select teacher preparation programs that best meet their needs, and school systems can use the information to address their educator workforce needs.

Mentoring for Alternate Certification Candidates

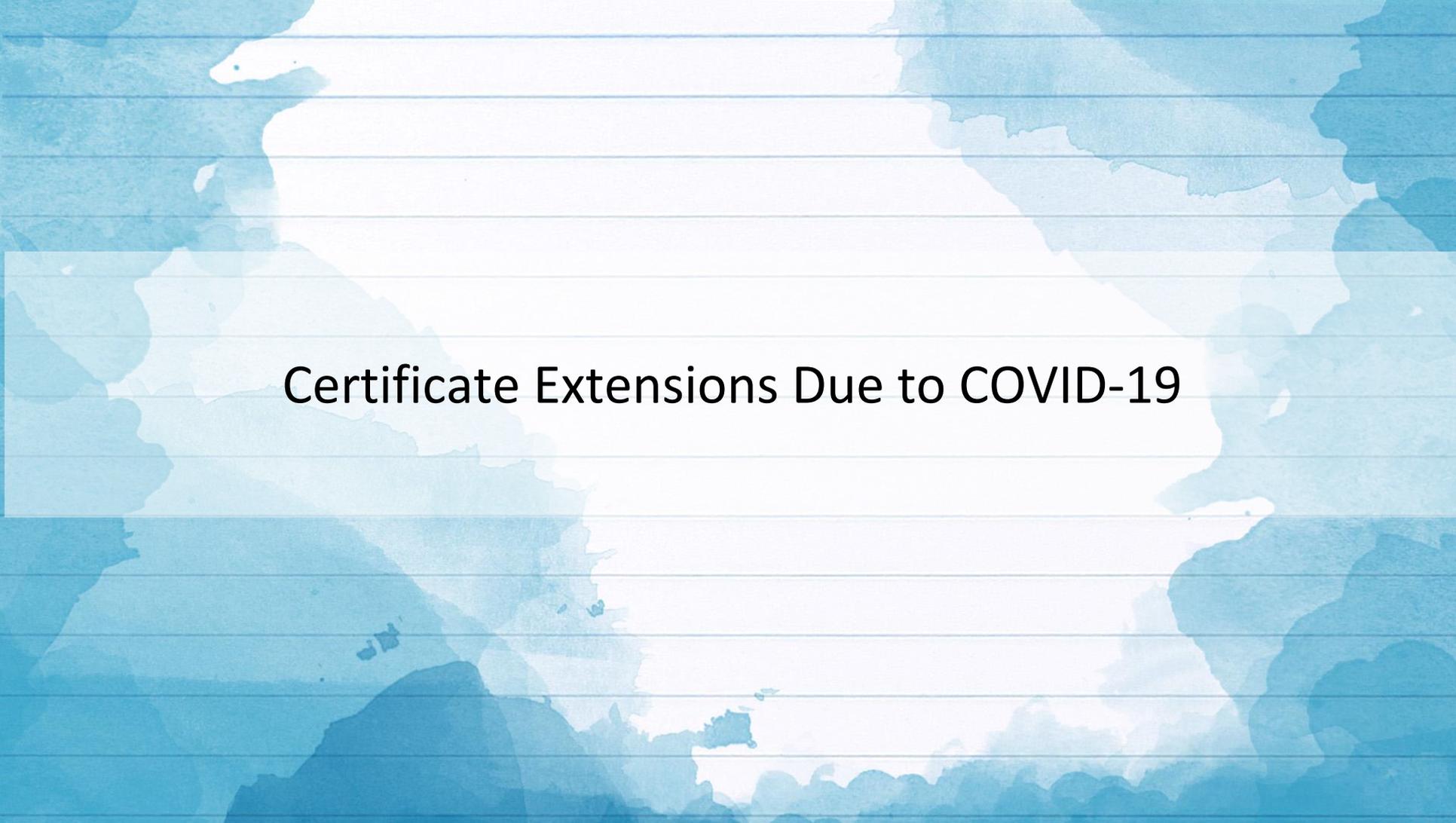
Based on research demonstrating that high-quality mentoring can reduce or eliminate the “first-year teacher effect,” and on mentoring pilot programs, BESE approved regulatory shifts in October 2019 to strengthen mentoring during the alternate candidate’s residency year.

- **Remove** 80-hour pre-residency practice requirement
- **Replace** the pre-residency practice requirement with an assurance from the employing school systems that new teachers have co-taught, been observed, or planned collaboratively for at least 5 hours per week in their first year of teaching
 - School systems will verify mentoring through an attestation form that is part of a candidate’s application for a Level 1 certificate or renewal of a Practitioner License.

These new mentoring requirements are in effect for the 2020-2021 academic year.

Supports

- The LDE is providing a list of candidates who need to be mentored every other week on each school system’s FTP. The last list was provided on September 18.
- The LDE is also offering individual calls to support school systems in structuring mentoring for alternate certification candidates. Please reach out to Sara DeLano at sara.delano@la.gov to schedule.



Certificate Extensions Due to COVID-19

Extension of Certificates

Waiver of evaluations: Due to extenuating circumstances related to COVID-19, educator evaluations for the 2019-2020 year were waived.

Based upon the evaluation waiver and feedback from LSASPA, BESE approved extensions for the following certificate types that were valid during the 2019-2020 academic year. The status of the extension is included in the table below.

Certificate type	Extension Status
Certificates renewable via Compass	Complete
Temporary Authority to Teach	Complete
Out-of-state (OS) and Practitioner's License	Complete
Mentor Teacher Ancillary (one year extension)	Complete
Provisional Mentor Ancillary (six month extension)	Will be complete by September 30
Out-of-field Authority to Teach	See following slides

Extension of Certificates

Process for Indicating OFAT Extensions Needed

1. School systems will be provided an excel file on their FTP containing a list of educators holding OFATs that have on 9/4/2020.
2. School systems will indicate OFATs in need of the one year extension in the Extension column of the Excel file by selecting the “Extend” text in the dropdown.
3. School systems will save the file as “LEA Code_LEA Name_COVID19 OFAT Extensions_FINAL” and upload to the FTP by 9/18/2020.
4. The Department will apply the list of OFAT extensions indicated by 10/2/2020.

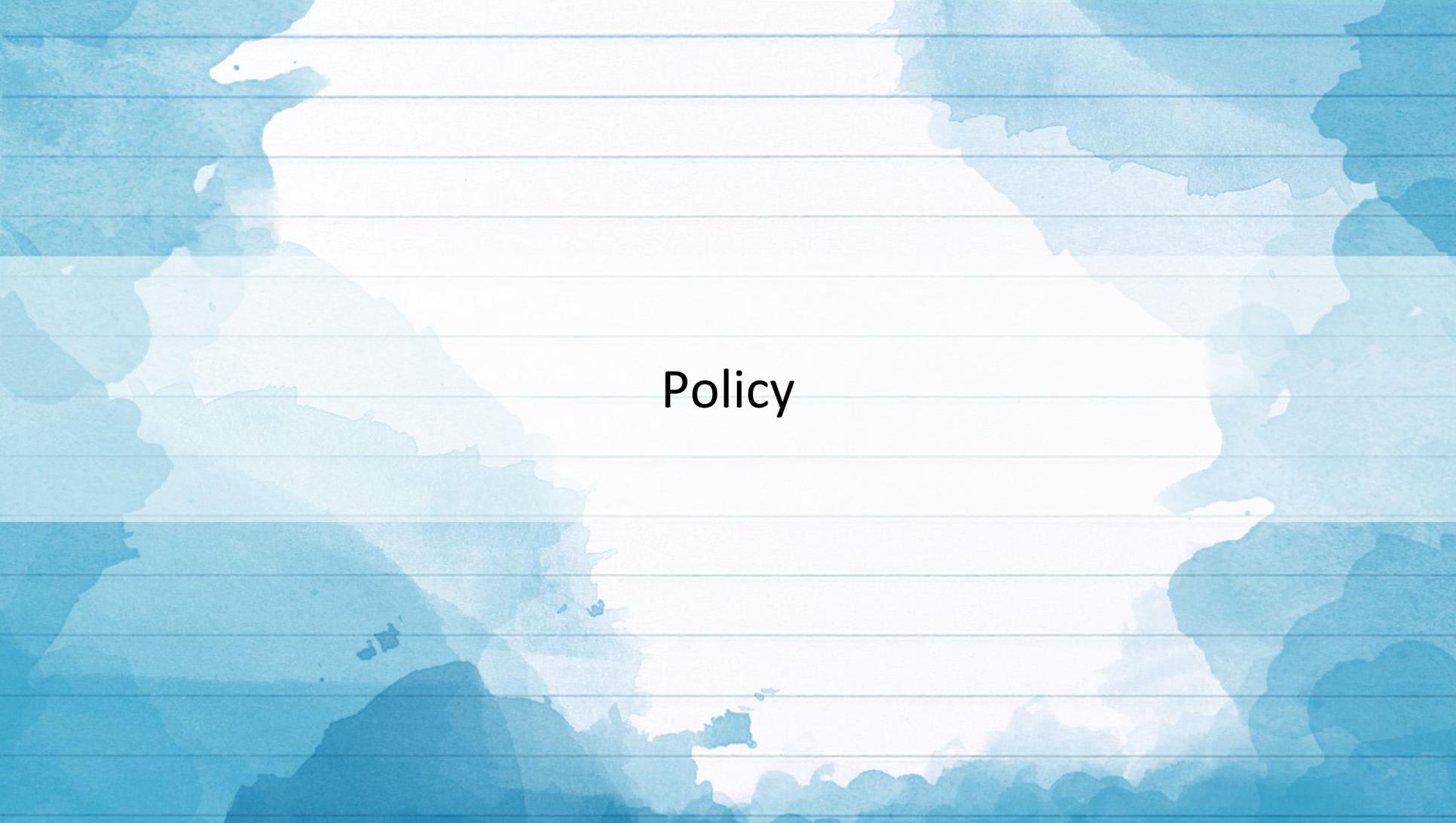
OFAT Extension File Details

Extension Field - indicate OFATs needing the extension by selecting “Extend” in the dropdown, otherwise leave blank

Notes - optional field

School System Code	School System Name	Certificate Type Cod	Certificate Number	Last Name	First Name	Middle Name	Certificate Issue Dat	Valid Fro	Valid To	Extension	Notes
001	Acadia Parish	OF	606786	Ainsworth	Jamie	Tedrow	8/25/2017	7/1/2017	6/30/2020	Extend	
001	Acadia Parish	OF	592560	Bench	Tereasa	Kinner	11/20/2017	7/1/2017	6/30/2020	Extend	
001	Acadia Parish	OF	606694	Bontrager	Debby	Wooden	10/10/2017	7/1/2017	6/30/2020	Extend	
001	Acadia Parish	OF	606617	Cauble	Christel	Coss	10/10/2017	7/1/2017	6/30/2020	Extend	
001	Acadia Parish	OF	579516	Diblasi	Lauren	Haman	10/10/2017	7/1/2017	6/30/2020		
001	Acadia Parish	OF	588984	Dusenberry	Deanna	Esquer	10/2/2017	7/1/2017	6/30/2020		
001	Acadia Parish	OF	578187	Feenstra	Savannah	Pfau	10/3/2019	7/1/2019	6/30/2022		
001	Acadia Parish	OF	575740	Galle	Jerlene	Jahn	9/9/2019	7/1/2019	6/30/2022		
001	Acadia Parish	OF	606818	Heiney		Louque	10/1/2019	7/1/2019	6/30/2022		
001	Acadia Parish	OF	605419	Hershey	Cecilia	Okamoto	9/30/2019	7/1/2019	6/30/2022		
001	Acadia Parish	OF	577274	Maron	Louella	Sarris	9/26/2019	7/1/2019	6/30/2022		

Once complete, save the file as “LEA Code_LEA Name_COVID19 OFAT Extensions_FINAL” and upload to the FTP by 9/18/2020



Policy

Mentor Teacher Policy

Beginning in **September 2020**, every teacher who serves as the Mentor of an undergraduate or post-baccalaureate candidate must hold the Mentor Ancillary Certificate, the Provisional Mentor Ancillary Certificate or the Supervisor of Student Teaching credential*.

Mentor Teacher ancillary certificates are issued to individuals who have successfully completed a state-approved Mentor Teacher training program, including state-led training, and have a passing score on the Louisiana Mentor Teacher Assessment Series.

A one year **provisional certificate** may be issued to any individual who has completed training or is currently enrolled in Mentor training. The provisional certificate is valid for one year and is non-renewable.

Teachers who hold the **Supervision of Student Teaching credential may serve as a mentor until August 31, 2023.*

Mentor Credential Waiver

On August 12, 2020 the Board of Elementary and Secondary Education (BESE) approved a waiver of policy*, on a case-by-case basis, regarding the requirement that all undergraduate residents and post-baccalaureate candidates are mentored by a Mentor who holds the Ancillary Mentor Teacher certificate, the Ancillary Provisional Mentor Teacher certificate, or the Supervisor of Student Teaching certificate. This waiver is for the 2020-2021 school year only. Each Mentor who does not hold one of the credentials listed above must be granted an individual waiver, based upon being highly recommended by their principal or their principal's designee.

**Please refer Bulletin 746, Louisiana Standards for State Certification of School Personnel, and Bulletin 996, Standards for Approval of Teacher and/or Educational Leader Preparation Programs for the Mentor credential requirements.*

Mentor Credential Waiver Application Process

Preparation providers are responsible for submitting the Mentor credential waiver application. The waivers will be issued on an individual basis. In order to apply for the waiver you will use [WizeHive](#) to complete applications for each mentor and submit the [attestation form](#). Additionally, you will provide information regarding the candidates to whom the Mentor teacher is supporting.

All providers must sign up as a new user for the mentor credential waiver application system. You should not log in using your previous credentials from past wize hive submissions. Please create only one account for your program. Upon submission of an application you will receive confirmation of receipt and a status of approval within 72 hours.

[Mentor Credential Waiver Application System](#)

[Mentor Credential Waiver Attestation Form](#)



Certification Policy Updates

At the June 16 meeting, BESE approved revisions to Bulletin 746, *Louisiana Standards for State Certification of School Personnel*. **These revisions will go into effect on October 20.**

The changes include:

- changes to bring policy into alignment with state and federal regulations;
- updates to clarify or amend requirements that are either outdated or inconsistent; and
- updates to the Mentor Assessment Series for Elementary teachers.



Certification Policy Updates

Updates to bring policy into alignment with federal and state regulations

- Align nomenclature in bulletin with state guidelines by replacing references to “hearing impaired” with “Deaf or Hard of Hearing”
- Update eligibility requirements for Child Nutrition Program Supervisor certification to align with federal regulations
- Align nomenclature in bulletin with new federal regulations relative to national accreditation by replacing references to “regionally-accredited” institutions with “institutions accredited pursuant to 34 CFR 602”
- In October 2016, BESE removed the teacher qualification provisions that were aligned with Title 20: Education, known as the federal "No Child Left Behind Act" as the federal regulations were repealed; this section still appears in bulletin and needs to be removed



Child Nutrition Program Supervisor

New Child Nutrition Program Supervisor Eligibility Requirements

- Valid for life with continuous service
- At least **eight hours** of food safety training
- Twenty-on (21) semester hour coursework requirement removed
- Master's degree **no longer required**
- Varying degree and experience requirements based on student enrollment size at school where serving
 - Bachelor's degree with major in food and nutrition or related field
 - Bachelor's degree of any major with relevant food service experience
 - Associate's degree with major in food and nutrition or related field and relevant food service experience
 - High school diploma and three years of food service experience
- As school population increases, degree and experience requirements change
- A provisional certificate is still available
- New application will be ready by **October 1**



Shift to National Accreditation

The United States Department of Education recently changed how it allows accrediting agencies to accredit colleges and universities. Universities are no longer required to be accredited by an accreditor from their region.

Effective October 20, an institution that is accredited by any ***regional institutional accreditor*** recognized by the United States Department of Education meets the requirements for national accreditation and BESE policy.

Please refer to the provided [list of BESE-approved accreditors](#) to be used for certification purposes.

An institution's national accreditation status may be verified via the Council for Higher Education Accreditation ([CHEA](#)) [website](#).



IN THE FUTURE

Certification Policy Updates

Revisions for consistency

- Non-practicing and operational role statuses: update policy to allow these statuses for educators with standard certificates, ancillary certificates, and CTTIE certificates
- Praxis waivers: Allow educators who are applying for an Out-of-State (OS) certificate or a Resident certificate to waive Praxis I with a Master's degree, as current policy allows this waiver for issuance of Practitioner's Licenses and Temporary Authority to Teach (TAT) authorizations
- Letter of Eligibility: Allow for a letter of eligibility for Educational Leadership 1 certificates; current policy allows for this for the Out-of-state (OS) certificate only
- Non-public certificates: Update advancement and renewal requirements for non-public certificates to align with advancement and renewal requirements for public certificates
- Renewals: Align Type C renewal requirements with renewal requirements for Level 1 certificates



IN THE FUTURE

Non-practicing & Operational Role Status

- Educators with standard certificates, ancillary certificates, and CTTIE certificates will be able to place certificates into non-practicing or operational role **without an appeal**
- **Non-practicing:**
 - a. Applies when an educator is no longer employed in a Louisiana school system
 - b. Educator must apply through last (previous) LA employing school system
 - c. Removed the requirement for being done within one year of ceasing employment
- **Operational role:**
 - a. Applies when an educator is serving in a role that cannot be evaluated via compass
 - b. LA employing school system must apply on educator's behalf and verify role
 - c. Only applies to teaching certificates



IN THE FUTURE

Praxis Waiver

Applicants possessing a **graduate degree** in a major *other than education* from a college or university accredited in accordance with 34 CFR 602 will be **exempted** from the Praxis core academic skills for educators exam requirements.

This means Praxis I **can be waived** with a master's degree for applicants for the Out-of-State (OS), Practitioner's License (PL), Resident (R), and Temporary Authority to Teach (TAT) certificates.

Official transcripts showing degree conferral must be submitted with the application to waive Praxis I requirements.



IN THE FUTURE

Nonpublic Certificates

Non-public certification may now be earned by completing a teacher evaluation program for *three* years at **any** nonpublic school, with the principal as an evaluator and satisfactory ratings.

Additionally, nonpublic certificates can now be renewed by earning **effective ratings per local personnel evaluations** for at least three years during the five year validity period.

Continuing Learning Units (CLUs) are **no longer required** for nonpublic certificate renewal.

New forms attesting to the effective/successful ratings will be part of the updated renewal packet beginning **October 1**.



Type C Certificates

Renewal of Type C certificates now aligns with renewal requirements for Level 1 certificates.

This means that Type C certificates may be renewed for an additional **one-year** period at the request of the LEA. Type C certificates are limited to **two** such extensions.



Certification Policy Updates

Technical updates

- Issue PL for one year instead of one school year, thus mitigating the need for extraneous renewals
- Remove outdated information throughout
- Update date of supervisor of student teaching certificate for serving as a mentor



Issuance of PL Certificate

Any application for a Practitioner’s License that is processed **on or after October 20** will be issued for **one year** instead of for one *school session*.

Please apply for the certificate **at least 3 weeks in advance** of the *employment start date* to ensure the educator has a valid Practitioner’s License in time for their employment,

Validity start and end date is dependent upon when the certificate is issued.



Supervisor of Student Teaching Endorsement

Revised Policy: Individuals who were issued the supervisor of student teaching certificate on or before **December 31, 2020**, may *serve* as a mentor until August 31, 2023.

Note: Educators who did not hold the Supervisor of Student Teaching as of December 31, 2018 must apply for the Mentor waiver in order to serve as a Mentor for the 2020-2021 academic year.

Applicants can **apply** to have the **Supervisor of Student Teaching** endorsement added if they meet one of the following criteria:

1. have a valid Type A or Level 3 Louisiana certificate in the field of the supervisory assignment;
2. have a valid Type B or Level 2 Louisiana certificate in the field of the supervisory assignment and successfully complete the three semester-hour course in the supervision of student teaching;
3. have a valid Type B or Level 2 Louisiana certificate in the field of the supervisory assignment and successfully complete assessor training through the Louisiana Teacher Assistance and Assessment Program;
4. have a valid Type B or Level 2 Louisiana certificate in the field of the supervisory assignment and National Board Certification.



Mentor Assessment Series

In June, BESE adopted a policy change that scales down (**from six to four** individual assessments) the Elementary assessment series.

BESE also directed the LDOE to provide an update report at the August meeting outlining how the Elementary assessment series will be scaled down from six to four.

The LDOE convened a work group consisting of approved providers of the Elementary Mentor training program and teachers who have passed the Elementary Mentor Teacher Assessment Series and are now supporting other teachers in passing the assessments to advise on implementation considerations.



Mentor Assessment Series

The recommendations from this work group include:

- Elementary teachers currently enrolled in the Mentor teacher training program should be grandfathered into the policy change adopted by BESE in June.
 - Elementary teachers who enrolled in the Mentor training prior to the 2020-2021 academic year should be certified based upon passing the two coaching assessments and any two content assessments of their choosing
- Mentor teachers should be able to take the assessments outlined on the next slide, based upon the training pathway that is most appropriate for them

Participants enrolled prior to the 2020-2021 academic year may submit an application for a provisional certificate when the policy goes into effect on October 20.



IN THE FUTURE

Elementary Mentor Assessment Series

All Elementary Mentors will take the ***two coaching assessments*** and ***two content assessments***.

Teaching Area	Mentor Training Pathway	Assessments
Departmentalized Elementary - ELA	Elementary	<ul style="list-style-type: none">● Reading Complex Grade-level Texts● Expressing Understanding of Text through Writing
Departmentalized Elementary - Math	Elementary	<ul style="list-style-type: none">● Demonstrating Math Content Knowledge● Facilitating Mathematically Productive Discussions
Departmentalized Elementary - subjects other than ELA or Math (i.e. - Science, Social Studies, Health/PE, Music, Art)	Universal	<ul style="list-style-type: none">● Building Knowledge through Content-Rich Non-Fiction● Adapting High-Quality Materials to Meet Student Needs
	Elementary	<ul style="list-style-type: none">● Choose 1 ELA● Choose 1 Math
Non-departmentalized Elementary (all subjects)	Elementary	



Mentor Certification Application

- All application materials need to be submitted to the [online certification portal](#).
- Complete pages 6-8 of the ancillary [application](#).
- Complete the [self-evaluation form](#) to ensure all application requirements are included.
 - Those applying for the full ancillary certificate will need to submit the **training provider attendance verification** and the **Bloomboard assessment completion certificate**.
- Participants who were enrolled in LDOE-led training pilot during the 2017-2018 and 2018-2019 academic year and attended at least seven days of training only need to submit your training attendance verification.
- A request for Mentor Teacher must be signed (*and should be submitted*) by the **employing Louisiana school system**.

Certification

Certificate Clarification

Temporary Authority to Teach (TAT):

- **Purpose:** temporary teaching certificate used while pursuing entrance into a teacher prep program
- **Requirements:** LEA-level workforce need area, baccalaureate degree, Praxis I (reading & writing), and 2.2 GPA
- Data abbreviation *TA*

Teaching Authorization (TA):

- **Purpose:** background check clearance for serving in a school (if uncertified)
- **Requirements:** clear background check--no felonies or prohibited offenses
- Data abbreviation *TZ*

Non-public Temporary (T):

- **Purpose:** granted to teachers in nonpublic schools who are working towards meeting nonpublic standards (Bulletin 741 NP)
- **Requirements:** employed in non-public school, baccalaureate degree
- Data abbreviation *T1*



DO NOW

New Applications

Some applications have been recently updated. Those applications include:

- **CTTIE application**
- **Educational Leadership Application**
- **Resident application**

Revision dates have been included both in the applications and on the website to assist you in determining if you have the latest application.

Please download and submit the current version of these applications from teachlouisiana.net.



DO NOW

Office Hours

Utilize office hours to discuss **complex** or **time-sensitive** applications.

Pre-populate office hours appointment with as much information as possible (case number, certificate number, educator name(s), scenario).

Expedite cases (through office hours) only **as needed**--schedule a 15 minute session to discuss case to be expedited.

Office hours link is to be utilized for **district personnel staff only**.



DO NOW

Payment Center

Earlier this year, the online teacher certification payment portal was updated with the link to the new payment center. All links to the payment center from online applications have also been updated.

Application revision dates have been included on the first page for update awareness.

Please only use the current [payment link](#) in the portal or current application links for payment processing.

Please also update any payment link you have bookmarked or in any written instructions to educators.



DO NOW

Certification Reminders

- When using Out-of-State Experience Verification Attestation forms, check to be sure that “**successful**” or “**unsuccessful**” is chosen before submitting application.
- When applying for mentor teacher certification, include:
 - Certificate of **training completion** for BESE approved mentor program
 - Certificate of **assessment completion** from Bloomboard
- Check teaching certificate on teachlouisiana.net prior to submitting applications
 - Due to automatic extensions, some may not need renewal right now.
 - We process renewal requests less than 90 days from expiration date.



Healthy Communities

Healthy Communities

Phase 3 Changes:

- Proclamation #118 JBE 2020 extended through October 9
 - Required vision and hearing screenings are suspended for the fall semester. Districts are encouraged to conduct screenings as much as possible, prioritizing students who have not been screened.
- Transportation
 - School buses may operate at 75 percent capacity.

Healthy Communities

School System Contacts Needed

- R.S. 17:17:1 - School Health Advisory Councils shall be established to advise local school boards on physical activity for students, physical and health education, nutrition and overall student health.
- Identify Wellness Lead in each school system to assist with the development of School Health Advisory Councils.

Healthy Communities

Blue Cross Blue Shield Louisiana Kids Marathon Challenge

- School system leads are needed to coordinate the virtual marathon in each system.

Contact Stephen.Guccione@la.gov

[Register](#) for the Blue Cross Kids Marathon Challenge

[Additional Information](#): LA Kids Marathon Challenge

Important Reminders/Call Summary

Super App Launch

This year's **Super App Launch is scheduled for November 6 and will be all virtual**. Sessions will be pre-recorded, shared in the weekly newsletter and posted to the Department's School Improvement Library on **November 6**.

During November, December and January, team monthly calls and office hours will provide opportunities for school system leaders to learn more about specific sections, ask questions and receive guidance.

Additionally, the Department will offer *School System Planning Super App Office Hours* beginning in November where teams can request specific guidance and support with planning, completing the workbook and aligning funding to priorities.

More information will be provided in coming weeks.

Questions should be emailed to LDOE.grantshelpdesk@la.gov. Please include "Super App" in the email subject line.



Department Contact Form

In order to streamline the process of collecting contact information from school system supervisors and ensure timely information is sent to school systems throughout the year, the **Department will continue to use the [Louisiana School System Contact Form](#).**

As a reminder, **personnel directors serve as the key point of contact for the form within school systems and are responsible for entering and updating contacts.** Please make sure that all contacts entered in the form are up-to-date.

Please note: In order to ensure an accurate contact list, all contacts, new and pre-existing, must be uploaded into this form. Please contact ldoecommunications@la.gov for a list of current contacts in the form.

Access this [guide](#) for more information.

A screenshot of the "LDOE Contact List" form. At the top, it features the Louisiana Department of Education logo with the text "DEPARTMENT of EDUCATION" and the slogan "Louisiana Believes". The form title is "LDOE Contact List". Below the title, there is a section "My School System is:" with a dropdown menu currently showing "001 Acadia Parish". Underneath, there is a section "I need to:" with three radio button options: "Create a new contact", "Update an existing contact", and "Delete a contact". A blue "Submit" button is located on the right side of the form. At the bottom, there is a field labeled "Admin Use Only" with a small triangle icon on the right.

Call Summary

Month	Key Dates/Deadlines	Support and Resources
September	<ul style="list-style-type: none">● Accountability Commission meeting - September 21● Superintendents' Advisory Council meeting - September 24● Early Childhood Care and Education Commission meeting - September 28●	<ul style="list-style-type: none">● 2020-2021 School System Support Calendar● Educator Resource Guide● School System Planning Resources● Family Support Toolbox Library● Certification Bulletin, Bulletin 746● Online Teacher Certification Portal, Teach LA Live!
October	<ul style="list-style-type: none">● Application deadline for Recruitment and Retention Fellowship: October 2● October 2020 BESE Meeting: October 13-14	<ul style="list-style-type: none">● Legislative and Policy Support Monthly Call: October 19