



**Minimum Foundation Program (MFP) Formula
Teacher Mentor Allocation
Frequently Asked Questions (FAQs)**

Louisiana Department of Education

January 2023

In what Level of the formula is the Teacher Mentor allocation located?

The Teacher Mentor allocation is located within Level 4 of the formula.

How much is the Teacher Mentor stipend?

Mentors are eligible to receive an annual stipend of \$2,000.

Who is defined as a Teacher Mentor?

A Teacher Mentor is defined as a mentor teacher or teacher serving as the assigned mentor of record responsible for supporting undergraduate and post baccalaureate resident teachers.

Will all eligible Teacher Mentors receive the \$2,000 stipend?

The final stipend allocation amount will depend on the amount of time the Mentor supports a resident(s) during the fiscal year. For example, if a Mentor spends the entire school year supporting one resident, then the \$2,000 stipend will be allocated based on that one resident. If a Mentor supports two residents, each for one half of the school year, the percent of the \$2,000 stipend is generated by the combination of the time dedicated to each resident to equal 1.0 FTE. If a Mentor supports one resident for one half of the school year, the allocation will be \$1,000 or half of the annual stipend.

What qualifications are required to be considered an eligible Teacher Mentor?

To be considered a Teacher Mentor eligible for the stipend allocation, a mentor teacher must hold one of the following on October 1, 2022: 1) Mentor Teacher Ancillary Certificate, or 2) Provisional Mentor Teacher Ancillary Certificate, or 3) Supervisor of Student Teaching Certificate, or 4) a Mentor Credential Waiver.

How is data collected to support the Teacher Mentor stipend allocation?

School systems submit data for each Teacher Mentor through the October 1 EdLink staffing data collection. The Teacher Mentor data collection is a subsystem of the EdLink staffing data collection.

How do school systems get support to submit the Teacher Resident data in EdLink?

Guidance can be accessed for the technical aspects of the data collection on the department's EdLink360 support page under the STAFF section.

On what data is the Teacher Mentor stipend allocation based?

A snapshot of the Teacher Mentor data is taken from the EdLink staffing data collection to identify eligible Teacher Mentor. The Mentor data is matched to the resident data to determine the percent of time each mentor spends with a Teacher Resident to generate the Teacher Mentor count data by school system. Each mentor is counted as 1.0 full-time equivalent unless they serve with a resident which participates in the program only a portion of the year. Then, the count may be less than 1.0.

How is Teacher Mentor data used in the allocation?

The Teacher Mentor count data is multiplied by the \$2,000 to generate an allocation amount.

How are school systems paid for Teacher Mentor stipends?

The school system in which the Teacher Mentor is employed will receive the total allocation amount in one payment separate from the MFP monthly payments.

When will Teacher Mentor stipend payments be released?

Payments will be released by the department in January 2023. Payments will be available in school system bank accounts 1 to 3 days within release depending on the banking institution utilized. Questions regarding availability of funds should be addressed to school system business managers.

Are school systems required to pay Teacher Mentors the stipend?

School systems receiving this funding allocation must provide the \$2,000 stipend to the qualifying mentor teacher(s) no later than the end of the school year.

Are school systems paid for retirement benefits in addition to the Teacher Mentor stipend?

Retirement benefits are not funded through the MFP formula for the Teacher Mentor stipend.