

Resident Teacher and Mentor Teacher Compensation Process



August 26, 2024

Agenda

- Background
- Eligibility
- Process Overview
- Mentor Waiver

Please contact believeandprepare@la.gov



Background



August 26, 2024

Policy Timeline Overview

2017-2018	LDOE launches a statewide training initiative to develop a cadre of Mentor Teachers and Content Leaders BESE approved regulations to establish mentor teacher and content leader credentials in the form of an ancillary certificate.
2019	LDOE begins to issue Content Leader and Mentor Teacher ancillary certificates to individuals who have successfully completed a state-approved Content Leader or Mentor Teacher training program, including state-led training, and have a passing score on the Louisiana Content Leader or Mentor Teacher Assessment Series
2020	Mentor Teacher ancillary certificate required for individuals who serve as a mentor of undergraduate or post-baccalaureate teacher residents



Funding Overview

In the 2024-2025 academic year, the data collection for the Mentor stipend will take place using the same process to what was used in 2023-2024.

- Mentors who support year-long undergraduate and post-baccalaureate candidates (first year PLs) will receive \$2,000.
- Through the teacher pay increase approved by the Legislature in 2019-20 (\$1000), 2021-22 (\$800), and 2022-23 (\$1,500) the Department will allocate funds for LEAs to pay \$3,300 to yearlong undergraduate residents who hold a resident certificate and are completing their residency in a public school.
- This funding is allocated to school systems who host residents. School systems should pay Mentors and Residents directly.
- Funding will be provided through the Minimum Foundation Program (MFP) formula via the certificated pay raise calculation.

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Eligibility



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Resident Eligibility

Who is eligible for the resident teacher pay raise compensation?

- The resident must hold a resident certificate with a valid from date **on or before** October 1, 2024.
 - Applications must be **submitted** by **September 1**.
 - Applications prioritized in September.
- Applies to Mentor Teacher Waiver
- The resident must serve in an MFP funded entity.
- The resident must serve with a mentor teacher in the **same** MFP funded entity as the resident teacher.

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Resident Eligibility

Who is eligible for the resident teacher pay raise compensation?

- The resident must serve with a mentor teacher that is reported in EDLink 360 Staffing with an object code of 112 (teacher) and a function code within the 1000s excluding 1530 (Pre-K) and 1531 (Head Start).
- The resident must serve with a mentor teacher holding one of the following on **October 1, 2024**: Mentor Teacher Certificate, Provisional Mentor Teacher Ancillary Certificate, or 2024-2025 Mentor Waiver Credential.

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Resident Eligibility for Post Baccalaureate Candidates

What does the post baccalaureate candidate need in order for their Mentor to be eligible?

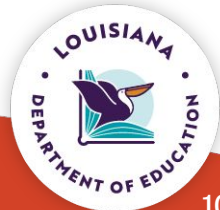
- The Practitioner teacher must hold a practitioner license with a valid from date on or before October 1, 2024.
- The candidate must serve in an MFP funded entity.
- The candidate must serve with a mentor teacher in the **same** MFP funded entity as the candidate.



Resident Eligibility for Post Baccalaureate Candidates

What does the post baccalaureate candidate need in order for their Mentor to be eligible?

- The candidate must serve with a Mentor Teacher that is reported in EdLink360 Staffing with an object code of 112 (teacher) and a function code within the 1000s excluding 1530 (Pre-K) and 1531 (Head Start).
- The candidate must serve with a mentor teacher holding one of the following on October 1, 2024: Mentor Teacher Certificate, Provisional Mentor Teacher Ancillary Certificate, or 2024-2025 Mentor Waiver Credential.



Mentor Eligibility

Who is eligible for the mentor teacher funding?

- Mentors of certificated undergraduate residents in yearlong residencies and Mentors of post-baccalaureate candidates who are on their first year of a practitioner's license are eligible for \$2,000. The resident they support **must** have a Practitioner's license or Resident license.
- The mentor teacher must hold one of the following on October 1, 2024:
 - Mentor Teacher Certificate
 - Provisional Mentor Teacher Ancillary Certificate
 - 2024-2025 Mentor Waiver Credential
- The Mentor teacher must have the correct FTE entered.
 - FTE=0 will not be included in the funding list.



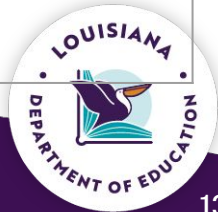
Resident and Mentor Teacher Data Collection



August 26, 2024

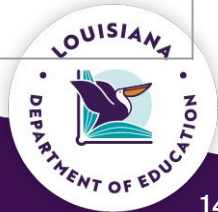
Fall Collection Timeline

August 26	Funding data collection process communicated to School Systems and Preparation Providers. Webinar held.
September 16	LDOE sends teacher prep list of resident and PLs issued so far to assist with ensuring all licenses are issued by October 1, 2024 deadline. Preparation programs review data and follow up on missing licenses.
October 5	LDOE sends school systems list of resident and PLs issued to assist with reporting.
October 5 -18	School Systems report Resident teacher and Mentor teacher data in EdLink360 Staffing for fall 2024 starts.



Fall Data Collection Timeline

October 19 -20	Make sure all Mentor and Resident data is reported, check mentor dashboard. Correct any errors or add any missing spring data for residents/mentors.
October 25	Snapshot of data is taken on this date.
November	LDOE verifies Mentor and resident eligibility for funding.
Winter	Preparation Providers and School Systems receive final funding list with rationale. Resident and Mentor teacher information is reported for MFP allocation. BESE receives allocation counts for funding for PreK residents and Mentors.



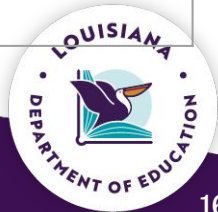
Spring Data Collection Timeline

May 2025	Funding data collection process communicated to School Systems and Preparation Providers.
June-July	School Systems report Resident teacher and Mentor teacher data in EdLink360 Staffing for spring 2025 starts. Note for post bacs this should be anyone who started after October 1, 2024 who was not reported in last year's reporting. For undergraduates this should be all of your January 2025 starts.
August 1	Make sure all Mentor and Resident spring data is reported.



Spring Data Collection Timeline

August 4 - 7	Correct any errors or add any missing spring data for residents/mentors
August 8	Snapshot is taken on this date of data
Winter	Preparation Providers and School Systems receive final funding list with rationale Resident and Mentor teacher information is reported for MFP allocation BESE receives allocation counts for funding for PreK residents and Mentors



Mentor Teacher and Resident Teacher Resources

Mentor Teacher and Resident Teacher FAQ

[Staff extract Layouts](#) (see [staff.tsv](#), [staff_ext.tsv](#), and [mentor_teacher_link](#) layout)

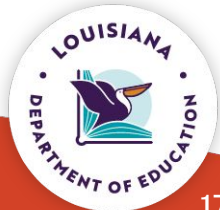
[staff.tsv](#) and [staff_ext.tsv SAMPLE](#) extracts

[mentor_teacher_link.tsv SAMPLE](#) extract

[Staff Reference TBL Tables](#)

[Mentor/Resident EdLink 360 FAQ](#), [Staff User Guide](#) and other documentation are posted on the [EdLink360 support page](#) under the STAFF section.

Email systemsupport@la.gov for technical assistance



2024-2025 Mentor Credential Waiver



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Mentor Teacher Credential 2024-2025

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

BESE has allowed a waiver of the Mentor credential for the 2020-2021, 2021-2022, 2022-2023, and 2023-2024 school years.

In April 2024 BESE approved policy to allow for Mentor waiver approval on a case by case basis.



Mentor Waiver

Mentor teacher waivers will be granted on a **case-by-case basis** through the application process established by the LDE and at no fee to the applicant, school system, or teacher preparation provider. The waiver will be issued by the LDE for educators highly recommended by the mentor's principal and who possess **one or more** of the following qualifications:

- Two years of Highly Effective Compass ratings;
- National Board Certification;
- Statewide or national distinction for excellence in teaching;
- Experience as a TAP mentor, master teacher, executive master teacher, or certified TAP evaluator;
- Content leader experience, as evidenced by participation in Content Leader training or redelivery of professional development; or
- Master's or doctorate in education and exemplary experience hosting student teachers.



Waiver Application Process

For the 2024-2025 school year, the application process for the Mentor waiver was completed entirely online through SurveyMonkey Apply. School system staff began the process by submitting the Mentor's name and email address and the principal's name and email address. The Mentor and principal were then sent an email notifying them that they needed to complete the application.

The Mentor completed the section of the application that asks for details about their certification and information about their mentee. The principal completed the portion of the application that asks which qualification the Mentor holds that qualifies them to serve in the role. This is a drop down list that contains the requirements listed above for the waiver. Both electronically sign the application.

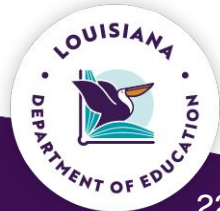


Mentor Waiver

Similar to previous years the mentor waiver will be granted on a **case-by-case basis** through the application process established by the LDOE and at no cost to the applicant, school system, or teacher preparation provider.

The 2024-2025 [Mentor Credential Waiver Application](#) opened on **August 1**. Refer to the [Mentor Waiver Application Guide](#) for details on completing this year's application.

The 2024-2025 Mentor waiver application portal will remain open until **June 12, 2025**.



Mentor Waiver - ALTERNATE Application

In April 2024 BESE also granted an Alternate Approval for those who did not meet the original waiver requirements.

An individual mutually agreed upon by the LEA and the teacher preparation program provider who does not meet one of the waiver criteria listed in the listed subsection may be approved for the waiver for a period of not more than two years.

The 2024-2025 [Mentor Waiver-ALTERNATE Application](#) opened on August 21, 2024.

The 2024-2025 [Mentor Waiver-ALTERNATE Application](#) portal will remain open until June 12, 2025.



Waiver ALTERNATE Application Process

For the 2024-2025 school year, the application process for the Mentor Alternative waiver will be completed entirely online through SurveyMonkey Apply.

School system staff began the process by submitting the Mentor's name and email address, the prep provider contact's name and email address and the principal's name and email address.

The application will be forwarded to all parties via email.

This application needs to be reviewed with completed attestation from the Mentor, the LEA, and the Teacher Prep Provider.

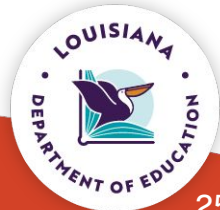
All will electronically sign the application.



Provisional License for Mentors

A Provisional License for Mentors is available to anyone who wishes to serve in the role of a Mentor, but does not yet hold the credential. To qualify for the provisional license an educator must be enrolled in an approved Mentor training program.

The provisional license can be held for one year while an educator completes a mentor training program and assessment series. The provisional license **cannot** be renewed.



Mentor Policy Reminders

At the April 2021 BESE meeting the board approved changes to Bulletin 746 regarding mentor credential requirements. These updates include:

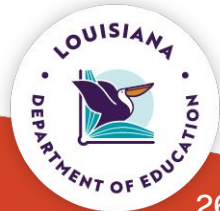
Honoring Previous Training and Experience

- EDL or previous administrative certifications
- NIET trained evaluators
- CLASS trained evaluators
- Supervision of Student Teachers

Removing the Content-Specific Assessments

Creating an Add-On Mentor Endorsement

This policy went into effect September 20, 2021.



Closing

Questions? Need Assistance? Contact believeandprepare@la.gov

For questions about EdLink 360 contact systemsupport@la.gov

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