

Purpose

The Louisiana Department of Education has designed a process for collecting and reporting Mentor and Content Leader training provider data to BESE.

Step	Description	2021 Timeline
<p>Initial Enrollment Submission</p>	<p>Training providers complete and submit the Enrollment Form prior to the start of training.</p> <p>Initial Enrollment forms to be submitted to</p> <ul style="list-style-type: none"> • believeandprepare@la.gov • sanya.kennedy@bloomboard.com <p>Providers using a cohort model will submit once in the Fall, Spring, and Summer.</p>	<p>Enrollment Form Submission Timeline</p> <ul style="list-style-type: none"> • Spring Cohort: 2/15/2021- 3/1/2021 • Summer Cohort: 6/14/2021-7/2/2021 • Fall Cohort: 9/15/2021-10/1/2021 <p>Providers that offer asynchronous programming should individually discuss the best timeline for tracking enrollment with Bloomboard.</p>
<p>Data Review</p>	<p>Providers receive assessment completion and facilitator credential reports from Bloomboard to help support in candidate assessment completion.</p>	<p>Monthly</p>
<p>Enrollment Verification</p>	<p>Annually, training providers verify the following enrollment data in an online verification portal:</p> <ul style="list-style-type: none"> • Participant Training Start Date • Participant Training Completion Status • Participant Assessment Series Completion Status • Earned Facilitator Micro-Credential 	<p>Training providers will review enrollment, confirm data, and provide rationale, if needed, inside the portal from 8/16/2021-9/3/2021.</p>
<p>BESE Report</p>	<p>Biannually, BESE receives a report that includes:</p> <ul style="list-style-type: none"> • Participant Assessment Series Completion Rates by Provider <ul style="list-style-type: none"> ○ Completion rates will include the count and percent of participants who completed their assessment series within 12 months of their training start date by provider and pathway • Active Provider Facilitators holding Facilitator Micro-Credential by Provider <ul style="list-style-type: none"> ○ Facilitator micro-credential count will include the count of facilitators employed by the provider who hold the facilitator micro-credential 	<p>October 2021 BESE Report will include:</p> <ul style="list-style-type: none"> • Participant Assessment Series Completion Rates from participants who began training between 8/1/2018 through 7/31/2020. • Active Provider Facilitators holding Facilitator Micro-Credential between 8/1/2020 through 7/31/2021. <p>October 2023 BESE Report will include:</p> <ul style="list-style-type: none"> • Participant Assessment Series Completion Rates from participants who began training between 8/1/2020 through 7/31/2022. • Active Provider Facilitators holding Facilitator Micro-Credential between 8/1/2021 through 7/31/2023. • <i>The appendix may include historical data from previous BESE reports.</i>