

Louisiana Believes

Personnel Director Webinar
August 20, 2020

Agenda

- Welcome (2 min.)
- COVID-19 Regulatory Flexibilities (15 min.)
 - Certificate Extensions
 - Mentor Waiver
- Policy updates approved by BESE in June (15 min.)
- Updates for the 2020-2021 School Year (15 min.)
 - Mentoring for Alternate Certification Candidates
 - Mentor and Resident Stipend Data Collection
 - Teacher Exit Survey
- Certification Updates (10 min.)
- Closing and next steps (3 min.)



COVID-19 Regulatory Flexibilities

Educator Evaluation and Certification: Regulatory Flexibilities

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

- 2019-2020 evaluations will be noted as “Score not calculated”
- School systems may enter data for formative evaluation purposes only
- Prior to the closeout of the 2019-2020 school year (August 31, 2020) please ensure that all rosters are up to date by manually dropping anyone in CIS who is no longer in your school/school system in the *Maintenance Tab*.

Compensation implications

State law requires that salary schedules provide for increases based on performance (based on effectiveness ratings), demand, and experience. Because effectiveness data will not be available, school systems may rebalance the salary schedule to the “demand” or “experience” factors.

Extension of Certificates

Certification implications

Based upon the evaluation waiver and feedback from LSASPA, BESE approved extensions for the following certificates. The status of the extension is included in the table below. The appendix includes additional information regarding the extension requirements and the specific certificates that were extended.

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 August 31
Out-of-field Authority to Teach	See following slides

Extension of Certificates

Update Regarding Certifications Not Reported in October 2019 PEP

Certificates can only be extended if the educator's information is included in PEP. Please submit all educators' information in the end of year PEP data submission by **August 28, 2020**. The certificates will be extended in September once the end of year PEP data submission is closed.

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 expired 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

Mentor Waiver Update

Background

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 endorsement. This waiver is for the 2020-2021 school year only.

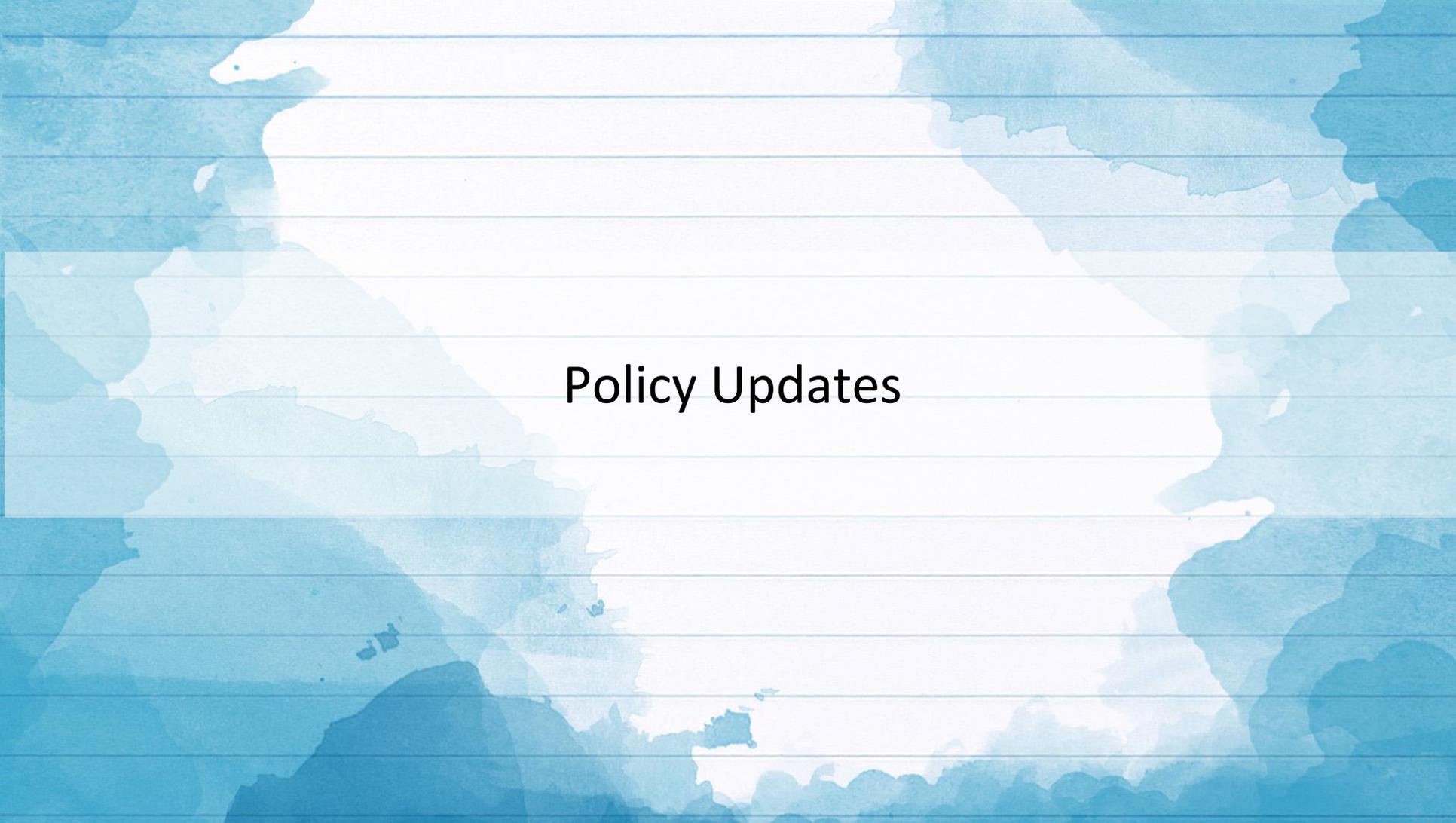
Each Mentor who **does not hold** one of the credentials listed above must be granted an individual waiver, based upon being highly recommended by their principal or their principal's designee.

Mentor Waiver Update

2020-2021 MENTOR CREDENTIAL WAIVER APPLICATION PROCESS

Each **teacher preparation provider** must submit a Mentor waiver request on behalf of their Mentors. The request will be submitted through an online portal and will include an attestation that needs to be signed by the Mentor, their principal (or designee), and the personnel director.

The attestation will be available on August 21. The application must be submitted by September 1.

The background of the slide is a watercolor-style illustration. It features soft, blended washes of light blue and white, creating a textured, ethereal effect. The colors are more saturated in some areas and lighter in others, giving it a painterly quality. The overall composition is centered and balanced.

Policy Updates

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 appendix includes a more detailed overview of the changes, which we discussed during the July webinar.

The following slides include key implementation updates regarding these changes including:

- The shift from six to four assessments for Elementary Mentor teachers
- Issuance of Practitioner Licenses
- A note regarding national accreditation

Policy Updates: 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 LDE to provide an update report at the August meeting outlining how the Elementary assessment series will be scaled down from six to four.

The LDE 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.

Policy Updates: 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 20th.

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	

Policy Updates: 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.

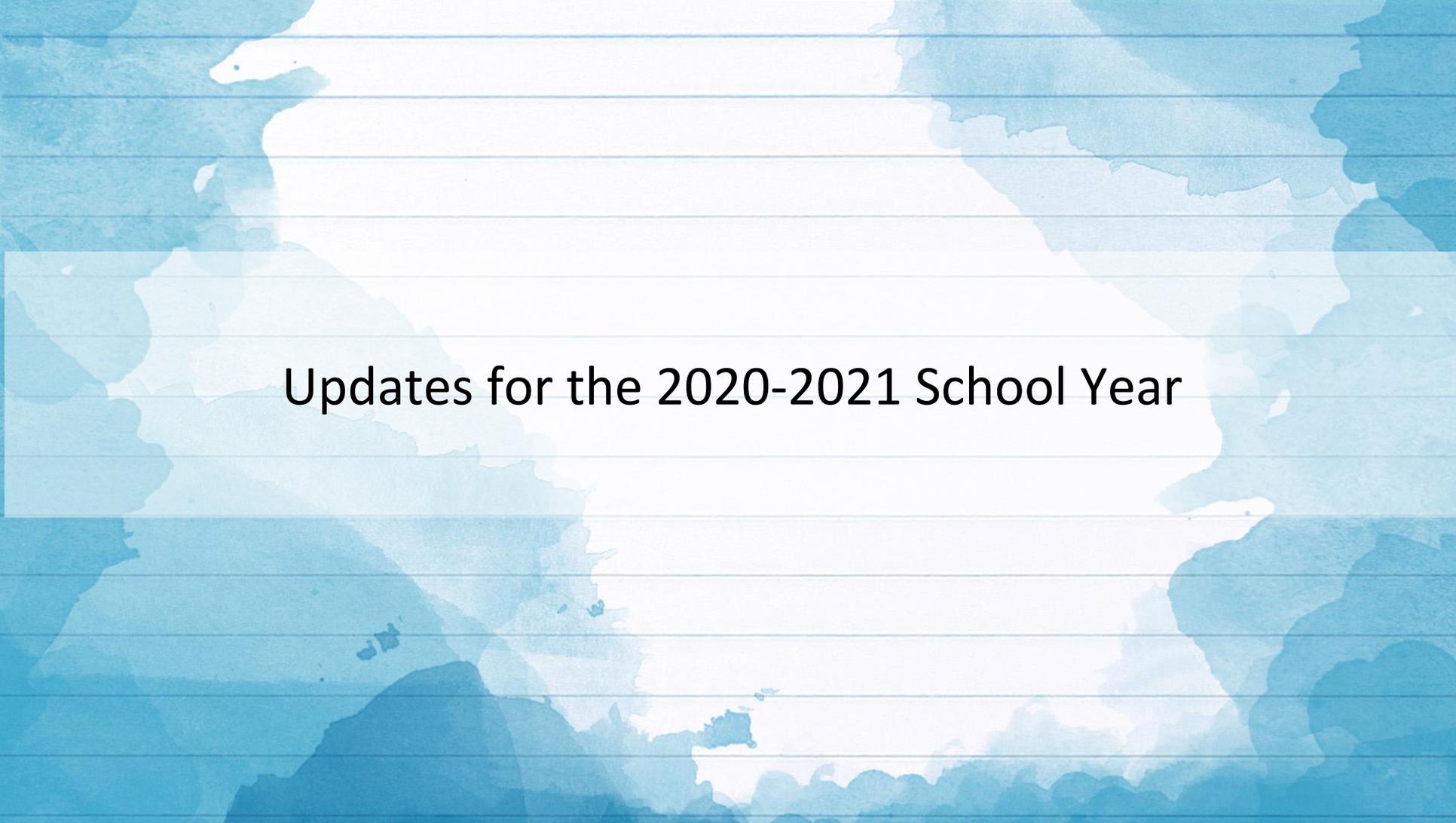
Shift to National Accreditation

Effective October 20, the certification team will verify an institution's national accreditation status via the Council for Higher Education Accreditation (CHEA) website. An institution that is accredited by any ***regional institutional accreditator*** recognized by the United States Department of Education meets the requirements for national accreditation and BESE policy.

Please refer to the [CHEA website](#) for a full list of ***regional institutional accreditors*** recognized by the U.S. Department of Education.

Discussion

- Are there any questions relative to these policy updates?



Updates for the 2020-2021 School Year

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.

This change removes outdated requirements, follows researched best practices, and allows school systems flexibility.

These new mentoring requirements go into effect beginning in the 2020-2021 academic year.

Mentoring for Alternate Certification Candidates

The Department will upload an Excel file of first year PLs to school systems' FTP every two weeks. This information will support school systems in identifying which candidates need to be mentored for five hours per week during this school year.

The first file "2020-21 First Year PL Candidates_08-19-2020" was uploaded to the FTP this week. The file contains the following fields:

- School System Code and Name (from the Teacher Certification Management System)
- Most Recent Employment School System Code and Name (2019 Oct PEP)
- Teacher Preparation Provider Name
- Full Name of Educator Holding PL
- Certificate Type and Number
- Certificate Issue Date, Valid From Date, and Valid To Date

Beginning this school year, school systems must verify that first year PL candidates were mentored for five hours per week. School systems will verify this by submitting the [mentoring attestation for alternate certification candidates with the PL renewal or with the request for the Level 1](#).

Mentoring Attestation for Alternate Certification Candidates



Attestation for Mentoring in Alternate Certification Programs *(PL Renewals Only)*

Beginning with the 2020-2021 academic year, in order to obtain the *first renewal only* of a Practitioner License (PL1, PL2, or PL3), practitioner candidates participating in a residency as a teacher of record, must receive mentorship by a school-based mentor teacher who may collaborate with other personnel providing mentoring support.

- The mentorship must be at least 15 percent, or 5 hours per week, of the instructional time of the school.
- The mentorship must include intensive individual supports, including:
 - co-teaching;
 - collaborative planning; and
 - observation and feedback sessions
- The school-based mentor teacher must hold either the Provisional Mentor Ancillary Certificate, the Mentor Ancillary Certificate, or the Supervisor of Student Teaching Certificate (accepted until September 1, 2023).

I attest that I received mentorship in accordance with the above policy during my first year on a Practitioner License. I agree that my electronic signature as entered on this form is the legal equivalent of my manual signature on this application.

Candidate Name:

Candidate Signature:

Date:

Mentoring Attestation for Alternate Certification Candidates

<i>I attest that I provided mentorship in accordance with the above policy during this candidate's first year on a Practitioner License. I agree that my electronic signature as entered on this form is the legal equivalent of my manual signature on this application.</i>	
Mentor Name:	<input type="text"/>
Mentor Signature:	<input type="text"/>
Date:	<input type="text"/>

<i>I attest that mentorship occurred in accordance with the above policy during this candidate's first year on a Practitioner License. I agree that my electronic signature as entered on this form is the legal equivalent of my manual signature on this application.</i>	
School System Representative Name & Title:	<input type="text"/>
School System Representative Signature:	<input type="text"/>
Date:	<input type="text"/>



Mentor and Resident Data Collection Process for Stipends

Funding Overview

Mentors of yearlong undergraduate residents will receive a \$1,000 stipend for the 2020-2021 academic year. The stipend will go to the employing school system, which will pay it to the Mentor.

Candidates completing a yearlong undergraduate residency will also receive a \$1,000 stipend via the MFP through the certificated teacher pay raise.

Eligibility

Who is eligible for the resident stipend?

- The resident must hold a resident certificate with a valid from date on or before October 1, 2020. *(It is suggested that providers apply for resident certificates by September 1 to ensure they are processed in time for the stipend.)*
- The resident must serve in a MFP funded entity.
- The resident must serve with a mentor teacher in the same MFP funded entity as the resident teacher.
- The resident must serve with a mentor teacher that is reported in PEP 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 that is not a contract employee.
- The resident must serve with a mentor teacher holding one of the following on October 1, 2020:
 - Mentor Teacher Ancillary Certificate
 - Provisional Mentor Teacher Ancillary Certificate
 - Supervisor of Student Teaching Certificate
 - 2020-2021 Mentor Credential Waiver

Eligibility

Who is eligible for the mentor stipend?

- Mentors of certificated **undergraduate** residents in yearlong residencies are eligible for a \$1,000 stipend.
- The mentor teacher must hold one of the following on October 1, 2020:
 - Mentor Teacher Ancillary Certificate
 - Provisional Mentor Teacher Ancillary Certificate
 - Supervisor of Student Teaching Certificate
 - 2020-2021 Mentor Credential Waiver

Resident Teacher and Mentor Teacher Data Reporting Timelines

Timeline	Window Dates
<p>Teacher Preparation Providers Review Undergraduate Residents</p> <ul style="list-style-type: none"> ● Excel file submission using sFTP ● Opportunity for programs to confirm all undergraduate resident certificates have been applied for and update the residency LEA listed on the certificate 	<p>9/7/2020 - 9/25/2020 <i>(3 week window)</i></p>
<p>School Systems Report Undergraduate Residents and Mentor Teachers</p> <ul style="list-style-type: none"> ● Excel file submission using sFTP ● School systems will use a reporting template to report undergraduate resident teachers serving within their school system and the mentor teacher that is providing support 	<p>10/12/2020 - 10/30/2020 <i>(3 week window)</i></p>
<p>Teacher Preparation Providers and School Systems Review Stipend Decisions</p> <ul style="list-style-type: none"> ● Opportunity to review undergraduate resident teachers who will be awarded the stipend and correct data submission errors for ones that will not 	<p>11/9/2020 - 11/20/2020 <i>(2 week window)</i></p>
<p>Final Report is Released Containing Stipend Decisions</p>	<p>Early December 2020</p>

School System Technical Assistance Webinars

Webinar #1 Details:

- Webinar Date and Time: Thursday, October 8; 1:00 PM- 2:00 PM
- Webinar
Link: <https://ldoe.zoom.us/j/7328306617?pwd=MjBxa25SVVJpYUM3OVc4V3FaQ2VQQT09>
- Webinar Phone Number: +1 646 876 9923
- Meeting ID#: 732 830 6617

Webinar #2 Details:

- Webinar Date and Time: Friday, October 9; 1:00PM-2:00PM
- Webinar
Link: <https://ldoe.zoom.us/j/7328306617?pwd=MjBxa25SVVJpYUM3OVc4V3FaQ2VQQT09>
- Webinar Phone Number: +1 646 876 9923
- Meeting ID#:732 830 6617

Guidance

The [slide deck](#) of the webinar detailing the process and a list of [frequently asked questions](#) for the Resident Teacher and Mentor Teacher Compensation can be found in the preparation library on LouisianaBelieves.com.

Questions? Need Assistance? Contact BelieveandPrepare@la.gov.

2019-2020 Teacher Exit Interview Survey

The data collection for the 2019-2020 Teacher Exit Interview Survey opened July 6 and is due September 4. The Teacher Exit Interview Survey collects information about teachers who left their roles in the 2019-2020 school year (including summer). Personnel directors in each school system will enter their school system's exit data in the Teacher Exit Interview data portal on the [Teach Louisiana website](#).

As a reminder, school systems are required by [state law](#) to report this information. Charter schools are not required to submit this data.

Certification Updates

New Applications

Some applications have been recently updated. Those applications include:

- **CTTIE application**
- **Educational Leadership 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.

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**.

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.

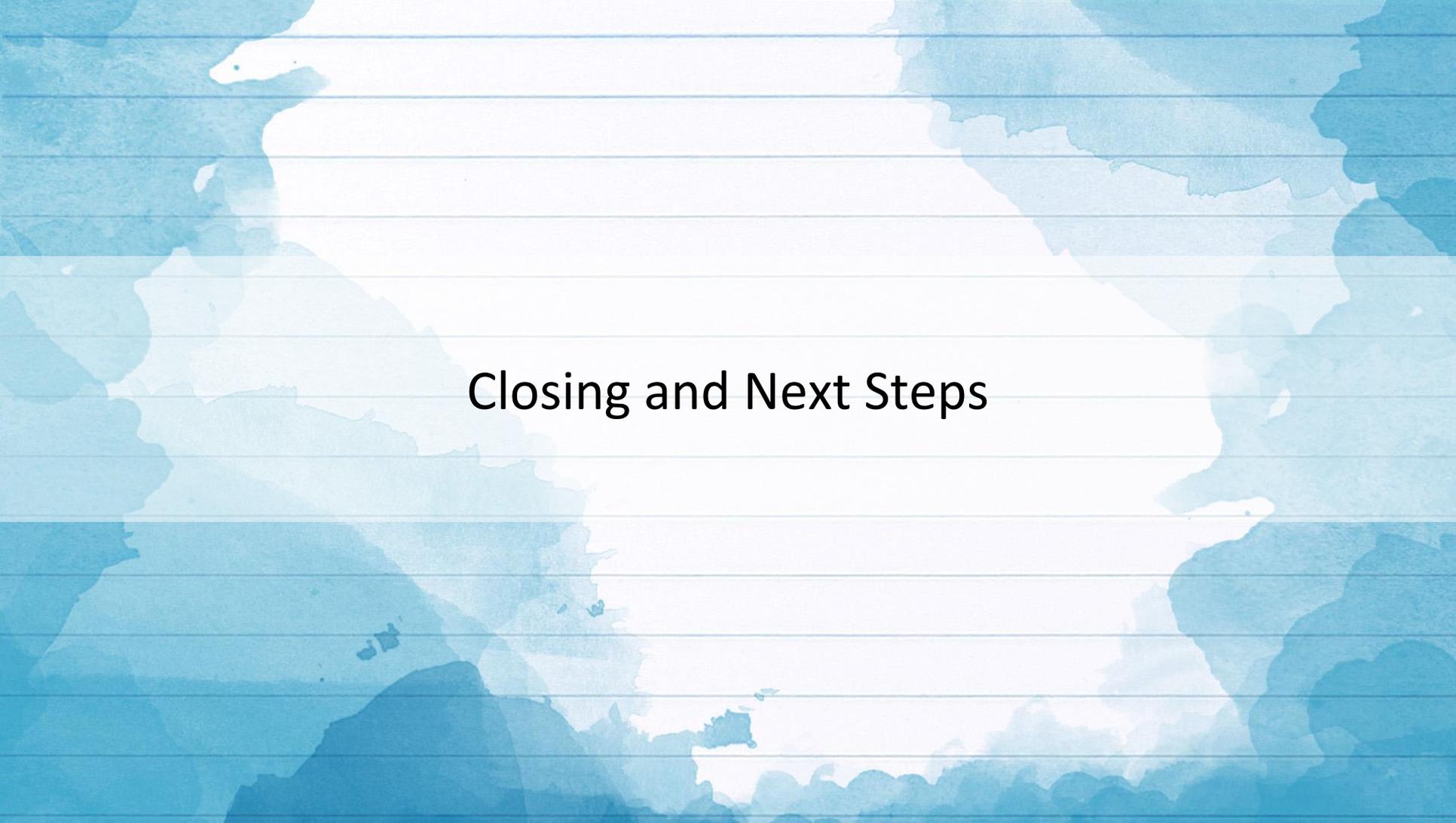
Application revision dates have been included on the first page for update awareness.

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.

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



Closing and Next Steps

Closing and Next Steps

Moving forward, information regarding certification and educator workforce will be held on the Policy and Governmental Affairs monthly calls.

The first call will be held on **September 21, 2020 at 10 AM.**

What topics would be helpful to cover during the next webinar?

Please send any additional topics to Ryan (ryan.n.gremillion@la.gov) by September 10.

Please email certification@la.gov with any certification questions.

Appendix

Extension of Certificates

Certificate extension requirements

- Educators was employed in a public school in the 2019-2020 academic year, as reported in the October 2019 Profile for Educational Personnel (PEP) data submission
- Certificate required an evaluation in order to be renewed or in order to advance to the next level
- Certificate was valid at any point during the 2019-2020 academic year

Update Regarding Certifications Not Reported in October 2019 PEP

The Department will update the certification extensions with refreshed data from the EOY PEP data submission. If a certificate was omitted from the extensions due to the educator not being reported in the October 2019 PEP data submission, please ensure they are submitted in the EOY PEP data submission by August 28, 2020 to meet the employment requirement. The updates will be made in September once the EOY PEP data submission is closed.

One-year Extension of Certificates

Certificate Types Eligible for Extension

Ancillary: Artist (Art, Creative Writing, Drama, Dance, Music, Theatre, or Visual Arts)	<ul style="list-style-type: none"> Ancillary: Mentor Teacher Provisional Mentor Teacher <i>(six month extension)</i> 	Level 1 (L1)	Out-of-State Superintendent (OSS)
Ancillary: Content Leader	Ancillary: Talented (Music, Theatre, or Visual Arts)	Level 2 (L2)	Practitioner License (PL)
Ancillary: Dyslexia Practitioner and Therapist	Career and Technical Trade and Industrial Education Level 2 (CTTIE-2)	Level 2* (L2* Non-Public)	School Guidance Counselor
Ancillary School Counselor and Librarian	Educational Leader in Special Education Ancillary (EDL in Sped Ancillary)	Level 3 (L3)	Temporary Authority to Teach (TAT)
Ancillary: Family & Consumer Science: Occupational	Educational Leader Level 1 (EDL1)	Level 3* (L3* Non-Public)	Turnaround Specialist Certificate (TSC)
Ancillary: Junior ROTC	Educational Leader Level 2 (EDL2)	Out-of-State Certificate (OS)	Type C (C)
Ancillary: Math for Professionals	Educational Leader Level 3 (EDL3)	Out-of-State Principal Level 1 (OSP1) and 2 (OSP2)	World Language Certificate (WLC)

Certification Policy Updates

BESE approved the updates on the following slides during the June 2020 meeting.

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

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

Certification Policy Updates

Addition of a Montessori training provider

- Add the International Montessori Council as a Montessori training provider

Technical updates

- Issue PL for one year instead of one school year, thus mitigating the need for extraneous renewals
- Remove outdated information throughout