

LOUISIANA DEPARTMENT OF EDUCATION PREPARATION PROVIDER MONTHLY EMAIL

Dear Believe and Prepare Community,

Congratulations on an incredible Teacher Preparation Quality Rating System [release](#)! Since the shifts in 2017 to strengthen preparation programs and ensure alignment to Birth-grade 12 classrooms, your programs rated the highest since our accountability system has been in place.

- Overall domain scores and ratings improved in both pathways.
- Post-baccalaureate pathways are scoring higher than undergraduate.
- 78% of pathways increased their score or remained the same, and 85% of pathways increased their level or remained the same.
- Only 2 of 46 providers decreased a level.
- 52% of the pathways increased their domain score for Meeting Workforce Needs.

These [results](#) also reflect the commitment your faculty and staff have had in ensuring teachers are ready on day one of the job. This ultimately means a more effective workforce and better outcomes for our students. My team is looking forward to continuing to celebrate your success and support your efforts for continuous improvement.

Em Cooper
Deputy Assistant Superintendent of Educator Development

UPCOMING DEADLINES

January 19: Deadline to submit [proposals](#) for Louisiana's Educators Rising state conference

UPCOMING EVENTS

January 5: Teacher Leader Summit early bird registration, [presenter applications](#), and [expo applications](#) open

January 31: Preparation provider [monthly call](#)

February 29: Louisiana state Educator's Rising conference at ULM

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NEWS AND OPPORTUNITIES

Preparation Provider Monthly Webinar

As a reminder, we will not have a call in December. Please join the next monthly webinar on Wednesday, January 31.

Webinar Details:

- **Webinar Date and Time:** January 31, 10 - 11 a.m.
- **Webinar Link:** <https://ldoe.zoom.us/j/440246097>
- **Webinar Phone Number:** 646-876-9923
- **Meeting ID#:** 440 246 097

Please contact nicole.bono@la.gov with questions.

Louisiana Educators Rising State Conference

Save the date for the Louisiana Educators Rising State Conference, which will be held on **February 29** at ULM. This year's state conference theme is Discover Your Legacy.

Registration is currently open for participants and exhibitors. The Deadline for attendee/exhibitor [registration](#) is **Thursday, February 1**.

Applications are currently being accepted for session proposals. **January 19** is the session proposal deadline; selected presentations will be announced by **February 2**. Review the [Call for Proposal](#) to view additional details to help prepare a session proposal submission.

Your students can register to compete by completing this [registration](#) before **January 19**.

Please contact weems@ulm.edu with questions.

Aspiring Educators Regional Conferences

Various universities will be hosting regional conferences for students engaged in the pre-educator work.

- **January 19:** McNeese will host *Unlock Education* at McNeese State University. [Registration](#) deadline is January 9.
- **February 7:** Northwestern University will host a regional conference. [Registration](#) closes December 13.
- **February 16:** LSUA will host their 6th Annual Educators Rising Regional Conference. If you would like further information please contact Morgan Willis at mwillis@lsua.edu or Maegan Schopper at maegan.schopper@rpsb.us.

Please contact believeandprepare@la.gov with any questions.

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Pre-Educator Pathway Site Visit

System Leads, Teacher Leaders, and Postsecondary Teacher Preparation Partners are invited to attend a Learning Visit for a day of learning and community building. During Learning Visits, participants will have an opportunity to observe Grow Your Own work that is being done in another school system and strategize to improve Grow Your Own efforts in their system. Please use this [registration link](#) to sign up for a visit.

- Bossier Parish- January 16
- St. Bernard/New Orleans- March 5

Please contact believeandprepare@la.gov with any questions.

Mentor Stipends

Currently the LDOE is verifying eligibility for mentor and resident funding. Once eligibility is confirmed, schools and school systems will receive a list of mentors that funding was allocated for in late December/early January. MFP allocations will be provided to your school system partners at this same time.

Please contact believeandprepare@la.gov with questions.

Professional Learning Partner Guide

Preparation partners can submit updates to their profile in the Professional Learning Partner Guide (PLPG) at any time. Trainings for all partners (Content Leader, Mentor Teacher, and Educator Preparation) were held prior to the release to review the process for updating your profile within the PLPG. Partners can access the presentation and resources in the PLP [Google folder](#).

School systems have begun the 2024-2025 [School System Planning](#) process where they can use PLPG to select preparation partners for various strategies.

Please contact amanda.slaughter@la.gov with questions.

Teacher Leader Summit

The 12th annual [Teacher Leader Summit](#) will be held **May 28-30, 2024**, in New Orleans at the Ernest N. Morial Convention Center. We are excited to begin "Leading the Next Level," our conference theme. The [Teacher Leader Summit Overview](#) outlines the specifics of the Summit.

The objectives for the Teacher Leader Summit are to

- improve the everyday practice of educators in Louisiana by building their knowledge and skill in key areas related to their role;
- provide opportunities for educators to collaborate and share best practices;
- introduce high-quality strategies, resources, and professional development aligned to the state priorities that can be adopted and scaled in schools and school systems across Louisiana; and
- foster a culture that celebrates and engages educators and empowers and inspires them to take on an even greater leadership role within their classrooms, schools, and school systems.

Early Bird Registration will open January 5, on a first-come, first-served basis and will close on February 2. Regular registration will open on February 3 and will close on March 15, or at sellout.

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Please contact events@emergentmethod.com with questions.

Teacher Leader Summit Presenter Applications

LDOE is looking for talented professional learning partners to apply to present sessions at this year's Summit. [Presenter applications](#) will open January 5 and will close February 2.

Applications on the following topics will be prioritized during selection:

- High Quality Professional Learning Cycle
- Observation and Feedback
- [Professional Learning Roadmap](#) Implementation
- Instructional Leadership Teams
- Teacher Collaboration
- Career Pipeline

Please contact events@emergentmethod.com with questions.

Teacher Leader Summit Education Expo Applications

LDOE is looking for high-quality professional learning partners and non-profit organizations to connect with Louisiana educators outside of the scheduled sessions at the 2024 Teacher Leader Summit at the Education Expo. The Education Expo provides for Q&A opportunities, relationship building, and the sharing of best practices with educators. [Education Expo applications](#) will open January 5 and will close February 2.

Please contact events@emergentmethod.com with questions.

January Summit Extensions

January [Summit Extensions](#) will continue to support school systems to develop and implement a comprehensive professional learning plan utilizing the [Professional Learning Roadmap](#).

Registration is currently open. All providers are encouraged to attend especially those with educational leadership programs.

- January 23: [Shreveport](#)
- January 24: [Baton Rouge](#)
- January 26: [Lake Charles](#)

Thanks to all of the school systems, partners, and providers that participated in the November Summit Extensions.

Please contact amanda.slaughter@la.gov with any questions.

Certification Reminders

New Applications. All certification applications have been revised and posted as of October 1. Effective **November 1**, all applications were required to be the October 1 version for processing. Effective **November 1**, applications will **no longer be placed on hold** waiting for evidence of payment. Any applications not including evidence of payment and/or accurate payment amount will be closed

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unprocessed.

Legal document

An educator's certificate is a public document owned by the educator. With the exception of the reasons listed in chapter 19 in [Bulletin 746](#) (criminal history, cheating, fraud, etc.), by decree of the governor, or as mandated by law, **all** changes to it must be **requested by the educator**, or in conjunction with a school system or teacher preparation provider.

The certification office **cannot** make changes to an educator's certificate without a request being formally made by the educator. That formal request must come in the form of an **application**.

Certification is **evidence-based**. The certification office can only determine eligibility based on the documentation provided or on file.

Application Minimum Requirements

Minimum requirements for a Certification Specialist to review/process an application:

- **Currently accepted application version**
- Fully **completed** (must actually make a request)
- Two forms of ID: **Social Security Card** (required) and **Driver's License/State ID**
- Fully completed **professional conduct form**
- All required signatures **less than 90 days from date submitted**
- Payment confirmation screen/email

This **does not** mean the request will be approved; only that it will be reviewed and processed.

90-Day Timeline

The certification office can only accept applications dated and signed **within the last 90 days**. Applications with signatures and dates *beyond 90 days* **will be returned unprocessed**.

Applications should be **complete** when submitted, however:

- Incomplete applications with **one** item missing will be declined, requesting missing information.
 - Missing item is submitted **within 90 days** of declination; **no additional** application or **fee** required. Unmet requirements are different from missing items.
 - Missing item is submitted **more than 90 days** from declination; a **new application and processing fee** required.
- Incomplete applications with **more than one** item missing, will be declined and will require a **new application and processing fee** be submitted.

There is a difference between unmet requirements and missing documents. Unmet requirements are any requirements not met before the application submission. Missing documents are for requirements met

Changing Portal Users

When adding or removing portal users, please use the [authenticated user signature form](#).

- Complete fields electronically
- Physically sign the form

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- Upload to the online portal as an application type “Authorized Signatures”
- Within the notes of the submission case, indicate specific user access needs (added, removed, or updated access to TeachLA Live! and/or TeachLouisiana.net)
- Schedule an office hours call to discuss the changes

Office Hours Protocol

We ask that the following steps be followed to schedule an office hours call:

- Login to HR account in online teacher certification portal, [TeachLA Live!](#)
- Use the “Ask a Question” feature along the top ribbon of the page
- Choose “HR/Prep Provider Office Hours” in the drop down menu
- Indicate certification questions, cases, candidates and details around certification questions
- Submit the question case and receive case number
- Use online scheduler and indicate the “office hours” question case number in the reservation

Please contact certification@la.gov with questions.

Certification Monthly Call

The Certification Office conducts a monthly call devoted solely to certification. Participants for this call should include individuals responsible for the implementation of certification policy in teacher preparation programs and school systems. Topics include legislative and policy updates, certification processing updates, and frequently asked questions. It will generally fall on the third **Monday** of each month at **10:30 a.m.** Any changes due to BESE meetings or holidays will be included on the [school system support calendar](#). The next call is **Monday, December 18**.

Webinar link: <https://ldoe.zoom.us/j/97801045748?pwd=N1JobWIDU1gvNnNYQk40Wjl3YmpxUT09>

Meeting ID: 978 0104 5748

Passcode: 959091

Please contact Arthur.Joffrion@la.gov or Christy.Bellue@la.gov with questions.

FTP Updated Link

The [FTP](#) (File transfer portal) has recently undergone maintenance, and the [link](#) has been updated. If you are having difficulties accessing the [FTP](#) please try the new access [link](#). If you continue to have difficulties accessing the FTP, please contact believeandprepare@la.gov.

TEACHER PREPARATION PROGRAM APPROVAL

April 2024 Program Approvals Full Application Now Open

Teacher, early childhood ancillary certificate program, educational leader proposals for initial approval, and mentor and content leader training proposals are accepted and considered by BESE twice per year. A panel of reviewers will evaluate proposals that meet all initial submission requirements to ensure they meet policy requirements. Applications that were submitted by December 10 are currently under review.

See the [Preparation Library](#) for program [approval resources](#), including application rubrics. Programs submitting applications for review should use these materials to ensure their applications align with policy requirements.

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Cycle	Application Window Opens	Notice of Intent Due	Full Application Due	Round 1 Evaluation Period Begins	Notification of Pending Decisions	Round 2 Evaluation and Notification (as needed)	BESE Consideration
Spring	September 1	October 1	December 10	December 11	February 15	TBD	April TBD
Fall	May 1	June 1	July 10	July 11	August 26	TBD	October TBD

Please contact believeandprepare@la.gov with questions.

TEACHER PREPARATION QUALITY RATING SYSTEM

On-Site Review Updates

The Teacher Preparation Quality Rating System (TPQRS) includes Preparation Program Experience as one of the domains. An on-site review by a third party is conducted to understand the quality of the programs once at least every four years. There will be no on-site reviews this fall. The LDOE will be providing more details about the next cycle of on-site reviews soon.

Each provider received their on-site review timeframe during the performance profile debriefing calls. If your assigned on-site review interferes with any other accreditation timeframe, please email believeandprepare@la.gov to request a change.