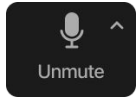


# EdLink and the School System Planning Guide

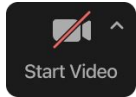


January 10, 2024

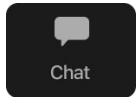
# Zoom Meeting Preparation



- Please make sure your phone or computer is muted to minimize background noise.
  - To do this, hover over the bottom left-hand side of your screen and click “Mute.”



- Please make sure you have turned off your camera to save bandwidth and prevent any connectivity issues.
  - To do this, hover over the bottom left-hand side of your screen and click “Stop Video.”



- Please submit questions during the presentation in the “Chat” function located on the bottom of your screen.

If you require an interpreter or have other accessibility needs for future LDOE meetings, please contact [LDOEcommunications@la.gov](mailto:LDOEcommunications@la.gov).



# School System Planning Overview



January 10, 2024

# School System Planning Guide Overview

[Louisiana's 2024-2025 School System Planning Guide \(SSPG\)](#) is a resource for LEAs and lead agencies to plan and budget resources to meet the needs of all students in Super App.

A new section in Super App is Recruitment and Retention (P4.10.9) which is required for school systems with CIR and/or UIR-A. The following information is required for this section:

- Percent of Teachers Departing in the 2022-2023 school year
- Percent of Departing Teachers in 2022-2023 with less than 2 years experience
- Percent of Uncertified Teachers in the 2023-2024 School Year
- Percent of Current Vacancies in the 2023-2024 school year
- Select strategies to increase recruitment and retention based on this data.

Please contact [believeandprepare@la.gov](mailto:believeandprepare@la.gov)



# Super App Questions

P.4.10.9 Using the EdLink 360 Workforce Dashboard, identify the workforce data for your school system. Fill in text boxes:

	Percent of Teachers Departing in the 2022-2023 School Year
	Percent of Departing Teachers in 2022-2023 with less than two years of experience
	Percent of Current Uncertified Teachers in the 2023-2024 School Year
	Percent of Current Vacancies in the 2023-2024 School Year

Check all the career pipeline strategies that the school system will use to increase recruitment and retention of educators. Systems with CIR/UIR-A schools must select at least two strategies.

- Strategy 1: Enroll paraprofessionals in the para-to-teacher training program.  

	Number of paraprofessionals that will be enrolled in the 2024-2025 para-to-teacher model.
--	---
- Strategy 2: Enroll new teachers in the New Teacher Experience.  

	Number of anticipated new teachers that will be registered for the New Teacher Experience for the 2024-2025 school year
--	---
- Strategy 3: Apply for a registered apprenticeship in teaching.  

	If yes, list Educator Preparation Program(s) who would serve as the related instruction provider.
--	---
- Strategy 4: Increase compensation for employees (Indicate the way(s) the school system is planning to increase educator compensation.)  


Other

- Strategy 5: Partner with an educator preparation program to increase certification rates.  
Identify up to the top three high need certification areas and the preparation program in which you will partner.

Certification Area	Preparation Program

- Strategy 6: Implement or expand the pre-educator pathway in high schools.  

	Number of new high schools that will implement the pre-educator pathway
	Number of high schools that will expand the pre-educator pathway
- Strategy 7: Enroll the Human Capital Leader in the Recruitment and Retention Fellowship.  

	Human Capital Leader Name
	Human Capital Leader Email

Please contact [believeandprepare@la.gov](mailto:believeandprepare@la.gov)



# Edlink Support



# EdLink Dashboard Guidance

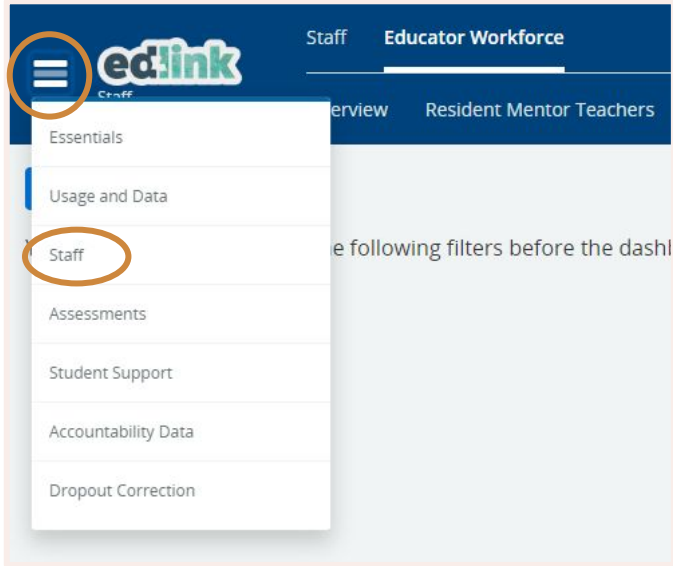
In May of 2022, the [EdLink](#) Workforce Dashboard was released making data available to district and school leaders in real-time. The EdLink workforce dashboard is a required state data system provided at no cost to Louisiana public schools. EdLink supports systems in making data-driven decisions when it comes to recruitment and retention of teachers.

System and site leaders can use the [EdLink dashboard guidance document](#) to obtain information regarding general information, support, and resources to assist in the implementation of [EdLink](#).

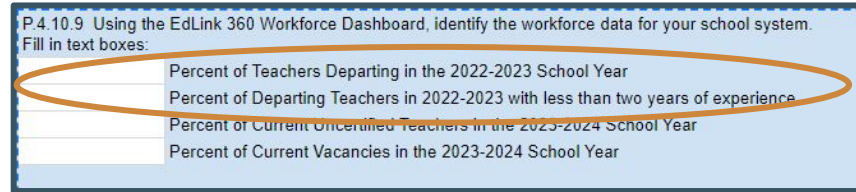
Please contact [believeandprepare@la.gov](mailto:believeandprepare@la.gov)



# Using EdLink to obtain Recruitment and Retention Data



- Log into [EdLink](#) Workforce Dashboard
- Click the 3 lines
- Click on Staff



Please contact [believeandprepare@la.gov](mailto:believeandprepare@la.gov)



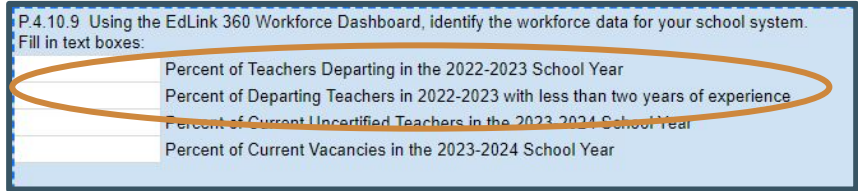


# Using EdLink to obtain Recruitment and Retention Data



You must select values from the following filters before the dashboard can be displayed: District

- Click on Educator Workforce
- Teacher Departure/ Mobility



Please contact [believeandprepare@la.gov](mailto:believeandprepare@la.gov)



# Using EdLink to obtain Recruitment and Retention Data

Staff Educator Workforce

Overview Resident Mentor Teachers Teacher Departure/Mobility Vacancy

Filter Data

District >

School >

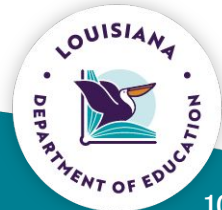
The following filters before the dashboard can be displayed: District

- Filter District and School Data

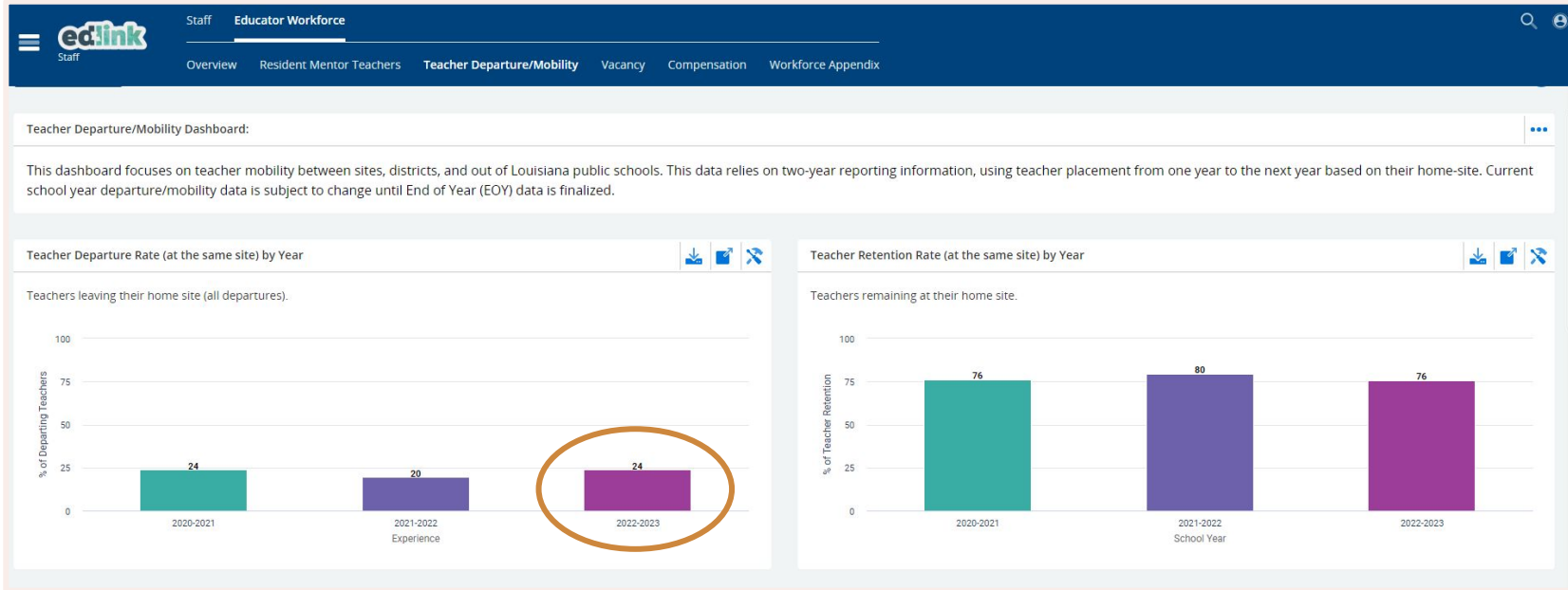
P.4.10.9 Using the EdLink 360 Workforce Dashboard, identify the workforce data for your school system. Fill in text boxes:

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	Percent of Departing Teachers in 2022-2023 with less than two years of experience
	Percent of Current Uncertified Teachers in the 2023-2024 School Year
	Percent of Current Vacancies in the 2023-2024 School Year

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# Teacher Departure/ Mobility Dashboard



P.4.10.9 Using the EdLink 360 Workforce Dashboard, identify the workforce data for your school system. Fill in text boxes:

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- Percent of Departing Teachers in 2022-2023 with less than two years of experience
- Percent of Current Uncertified Teachers in the 2023-2024 School Year
- Percent of Current Vacancies in the 2023-2024 School Year

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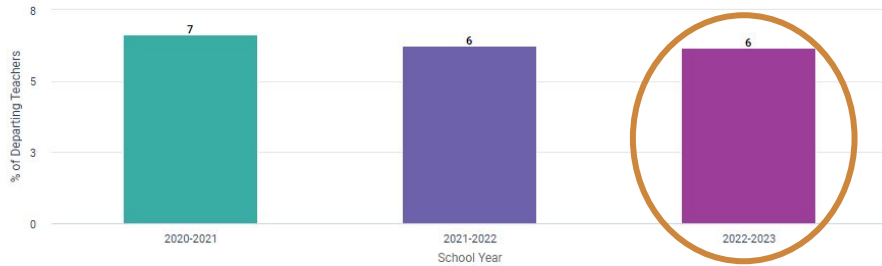


# Teacher Departure/Mobility Dashboard

Teacher Departure Rate within District



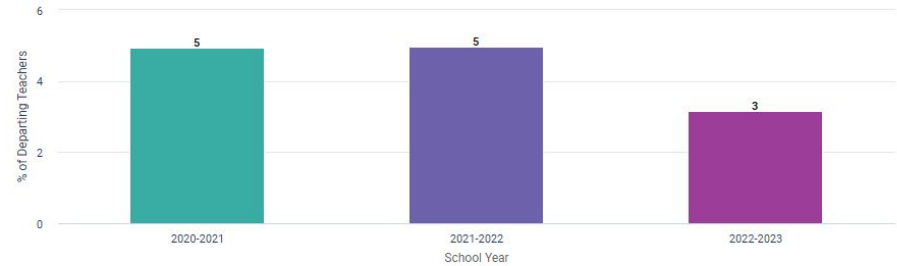
Teachers moving from one school to another school in the same district.



Teacher Departure Rate within State



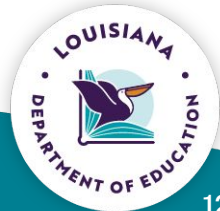
Teachers moving from one district to another Louisiana public school district.



P.4.10.9 Using the EdLink 360 Workforce Dashboard, identify the workforce data for your school system. Fill in text boxes:

- Percent of Teachers Departing in the 2022-2023 School Year
- Percent of Departing Teachers in 2022-2023 with less than two years of experience
- Percent of Current Uncertified Teachers in the 2023-2024 School Year
- Percent of Current Vacancies in the 2023-2024 School Year

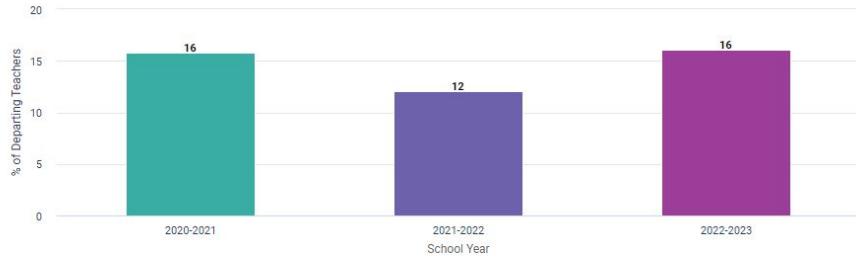
Please contact [believeandprepare@la.gov](mailto:believeandprepare@la.gov)



# Teacher Departure/Mobility Dashboard

Teacher Departure Rate out of State

Teachers no longer working in a Louisiana public school system.



How experienced are our departing teachers?

Teacher Departure Rates by Years of Experience



P.4.10.9 Using the EdLink 360 Workforce Dashboard, identify the workforce data for your school system.

Fill in text boxes:

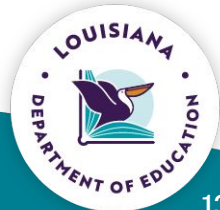
Percent of Teachers Departing in the 2022-2023 School Year

Percent of Departing Teachers in 2022-2023 with less than two years of experience

Percent of Current Uncertified Teachers in the 2023-2024 School Year

Percent of Current Vacancies in the 2023-2024 School Year

Please contact [believeandprepare@la.gov](mailto:believeandprepare@la.gov)



# Using EdLink to Obtain Uncertified Teacher Data

Staff **Educator Workforce**

Overview Resident Mentor Teachers Teacher Departure/Mobility Vacancy Compensation **Workforce Appendix**

Filter Data ▼ 2023-2024

Note:

You may use the workforce appendix to filter and export workforce data.

- Click on Educator Workforce
- Click on Workforce Appendix
- Filter data for the school system/site
- Select academic year to pull data

P.4.10.9 Using the EdLink 360 Workforce Dashboard, identify the workforce data for your school system. Fill in text boxes:

<input type="text"/>	Percent of Teachers Departing in the 2022-2023 School Year
<input type="text"/>	Percent of Departing Teachers in 2022-2023 with less than two years of experience
<input type="text"/>	Percent of Current Uncertified Teachers in the 2023-2024 School Year
<input type="text"/>	Percent of Current Vacancies in the 2023-2024 School year

Please contact [believeandprepare@la.gov](mailto:believeandprepare@la.gov)



# Using EdLink to Obtain Uncertified Teacher Data: Workforce Appendix

- To view uncertified teachers, click on the down arrow on the right of the screen
- Select the option to “Download Excel (.xls)”

The screenshot shows the EdLink Staff Educator Workforce dashboard. The top navigation bar includes 'Overview', 'Resident Mentor Teachers', 'Teacher Departure/Mobility', 'Vacancy', 'Compensation', and 'Workforce Appendix'. Below the navigation is a 'Note' section with the text: 'You may use the workforce appendix to filter and export workforce data.' The main content area is titled 'Workforce Certification Appendix' and contains a table with columns: COURSE SUBJECT, SEC, SCHOOL DEPARTMENT CODE, DEPARTMENT, and CERTIFICATION. The table lists two rows: Art (003133, RG, REGULAR, Certified) and Science (003336, RG, REGULAR, Certified). A dropdown menu is open on the right side of the table, with the 'Download Excel (.xls)' option circled in orange. Other options in the menu include 'Download Report (.pdf)' and 'Download Data (.csv)'. A 'Send' button is visible above the table.

P.4.10.9 Using the EdLink 360 Workforce Dashboard, identify the workforce data for your school system. Fill in text boxes:

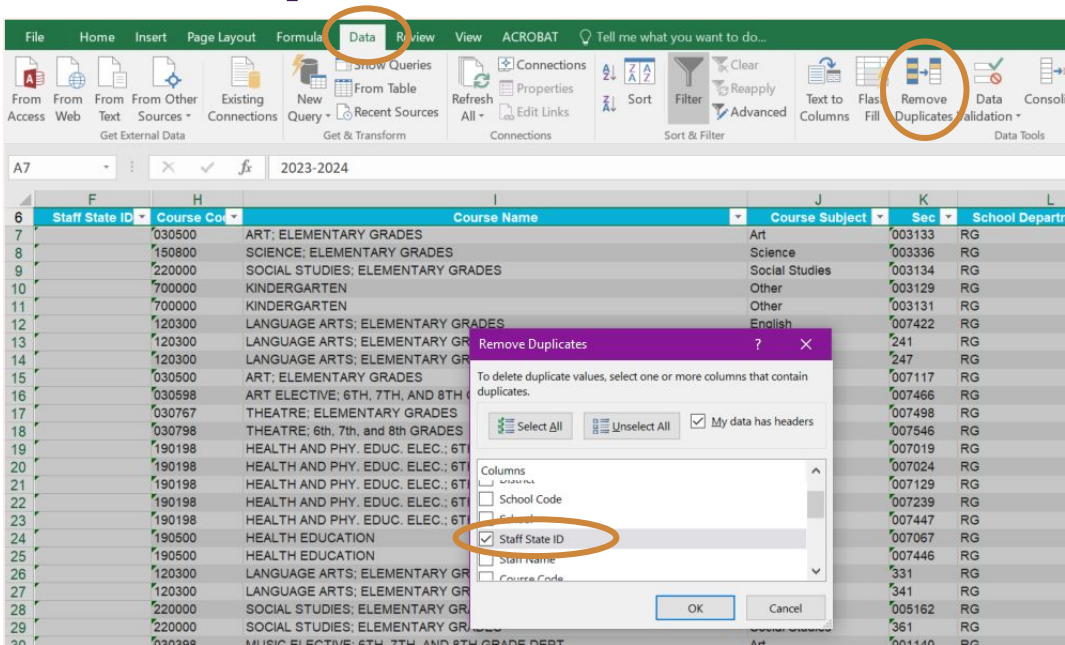
- Percent of Teachers Departing in the 2022-2023 School Year
- Percent of Departing Teachers in 2022-2023 with less than two years of experience
- Percent of Current Uncertified Teachers in the 2023-2024 School Year
- Percent of Current Vacancies in the 2023-2024 School year

Please contact [believeandprepare@la.gov](mailto:believeandprepare@la.gov)



# Using EdLink to Obtain Uncertified Teacher Data: Workforce Appendix Excel Spreadsheet

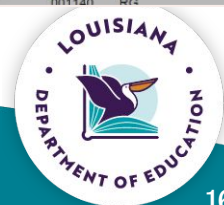
- After opening the excel spreadsheet, remove duplicates.
- Select data, remove duplicates, and unselect all.
- Select only Staff State ID, then click OK.



P.4.10.9 Using the EdLink 360 Workforce Dashboard, identify the workforce data for your school system. Fill in text boxes:

- Percent of Teachers Departing in the 2022-2023 School Year
- Percent of Departing Teachers in 2022-2023 with less than two years of experience
- Percent of Current Uncertified Teachers in the 2023-2024 School Year
- Percent of Current Vacancies in the 2023-2024 School Year

Please contact [believeandprepare@la.gov](mailto:believeandprepare@la.gov)





# Using EdLink to Obtain Uncertified Teacher Data: Workforce Appendix Excel Spreadsheet

Staff State ID	Course Co.	Course Name	Course Subject	Sec	School Department Code	Department	Certification Classification	Class Sta	Class En	# Student
030500	ART: ELEMENTARY GRADES	Art	007117	RG	REGULAR	Uncertified	8/10/2023	12/21/2023	19	
120300	LANGUAGE ARTS: ELEMENTARY GRADES	English	0331	RG	REGULAR	Uncertified	8/10/2023	5/23/2024	20	
120378	ENGLISH: 7TH AND 8TH GRADES DEPT.	English	0617	RG	REGULAR	Uncertified	8/10/2023	5/23/2024	21	
150800	SCIENCE: ELEMENTARY GRADES	Science	005166	RG	REGULAR	Uncertified	8/10/2023	5/23/2024	16	
030370	ELEMENTARY CLASSROOM MUSIC	Art	005106	RG	REGULAR	Uncertified	8/10/2023	5/23/2024	16	
220401	WORLD HISTORY	Social Studies	001021	RG	REGULAR	Uncertified	8/10/2023	5/23/2024	12	
030332	FINE ARTS SURVEY	Art	009116	RG	REGULAR	Uncertified	8/10/2023	5/23/2024	14	
120331	ENGLISH I	English	009009	RG	REGULAR	Uncertified	8/10/2023	5/23/2024	12	
030500	ART: ELEMENTARY GRADES	Art	015487	RG	REGULAR	Uncertified	8/10/2023	5/23/2024	14	
120378	ENGLISH: 7TH AND 8TH GRADES DEPT.	English	009109	RG	REGULAR	Uncertified	8/10/2023	5/23/2024	17	
030598	ART ELECTIVE: 6TH, 7TH, AND 8TH GRADE DEPT.	Art	015534	RG	REGULAR	Uncertified	8/10/2023	5/23/2024	17	
030370	ELEMENTARY CLASSROOM MUSIC	Art	001155	RG	REGULAR	Uncertified	8/10/2023	12/21/2023	11	

- Select Row 6, and then click Sort and Filter.
- In Column N (Certification Classification), use the down arrow to select Uncertified. Be sure to deselect Certified and Out of Field.
- Once filtered the bottom of the page will show the number of records found out of the total number of records. (ex: 77 of 298 records found).
- To find the percentage of uncertified divide the number found by the total number of records. ( $77 / 298 = 25\%$ )

P.4.10.9 Using the EdLink 360 Workforce Dashboard, identify the workforce data for your school system. Fill in text boxes:

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- Percent of Departing Teachers in 2022-2023 with less than two years of experience
- Percent of Current Uncertified Teachers in the 2023-2024 School Year
- Percent of Current Vacancies in the 2023-2024 School Year

Please contact [believeandprepare@la.gov](mailto:believeandprepare@la.gov)



# Using EdLink to obtain Vacancy Data



Staff **Educator Workforce**

Overview Resident Mentor Teachers Teacher Departure/Mobility **Vacancy** Compensation Workforce Appendix

Filter Data ▾

You must select values from the following filters before the dashboard can be displayed: District

- Click on Educator Workforce
- Click on Vacancy

P.4.10.9 Using the EdLink 360 Workforce Dashboard, identify the workforce data for your school system. Fill in text boxes:

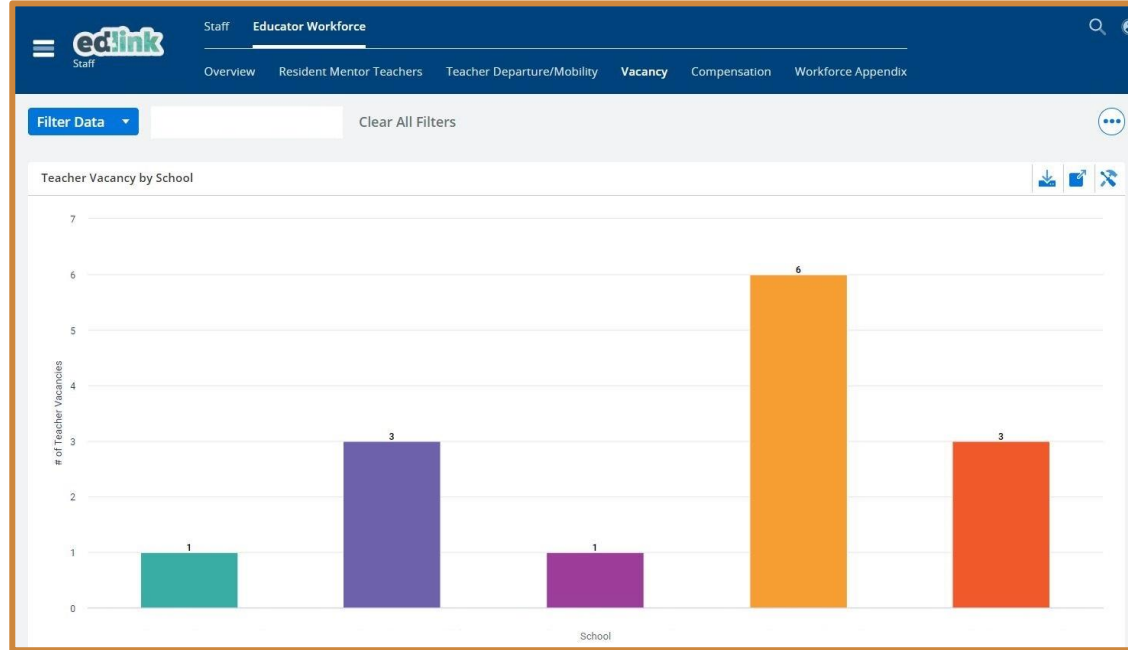
<input type="text"/>	Percent of Teachers Departing in the 2022-2023 School Year
<input type="text"/>	Percent of Departing Teachers in 2022-2023 with less than two years of experience
<input type="text"/>	Percent of Current Uncertified Teachers in the 2023-2024 School Year
<input type="text"/>	Percent of Current Vacancies in the 2023-2024 School Year

Please contact [believeandprepare@la.gov](mailto:believeandprepare@la.gov)



# Using EdLink to obtain Vacancy Data: Vacancy Dashboard

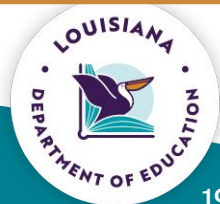
- The total number of teacher vacancies by school can be found on the Vacancy Dashboard.
- To get the percentage of vacancies to put in the Super App, divide the number of vacancies by the total number of teachers in your school system.



P.4.10.9 Using the EdLink 360 Workforce Dashboard, identify the workforce data for your school system. Fill in text boxes:

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- Percent of Departing Teachers in 2022-2023 with less than two years of experience
- Percent of Current Uncertified Teachers in the 2023-2024 School Year
- Percent of Current Vacancies in the 2023-2024 School Year

Please contact [believeandprepare@la.gov](mailto:believeandprepare@la.gov)



# Career Pipeline Strategies

School systems may request funds in the Super App to support the career pipeline strategies to increase recruitment and retention of educators. Systems with CIR/UIR-A schools must select at least two strategies.

- Strategy 1: Enroll paraprofessionals in the [para-to-teacher](#) training program.
- Strategy 2: Enroll new teachers in the [New Teacher Experience](#).
- Strategy 3: Apply for a [registered apprenticeship in teaching](#).
- Strategy 4: Increase [compensation](#) for employees.
- Strategy 5: Partner with an [educator preparation program](#) to increase certification rates.
- Strategy 6: Implement or expand the [pre-educator pathway](#) in high schools.
- Strategy 7: Enroll the Human Capital Leader in the [Recruitment and Retention Fellowship](#).

Please contact [believeandprepare@la.gov](mailto:believeandprepare@la.gov)



# Closing



# Resources

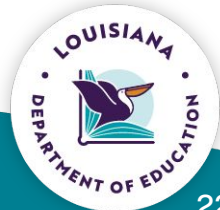
[School System Planning Guide](#)

[EdLink](#)

[EdLink 360 Support Page](#)

[EdLink 360 Permission Guides](#)

[2024-2025 Strategic Planning and Budgeting Workbook](#)



# Questions:

Email [believeandprepare@la.gov](mailto:believeandprepare@la.gov)

