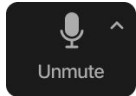


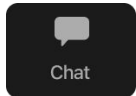
# Zoom Meeting Preparation



- 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).



# Educator Certification and Credentialing Monthly Call

February 24, 2025



# Certification Processing by the Numbers

- December 2024
  - 2636 Applications Processed
  - 45.45% Processed within 15 Business Days
  - Average Processing Time = 17.7 Business days
  - 840 Questions Solved
  - Questions Solved within 1.1 Business Days Average
- January 2025
  - 2668 Applications Processed
  - 74.63% Processed within 15 Business Days
  - Average Processing Time = 26.4 Business days
  - 1003 Questions Solved
  - Questions Solved within 1.1 Business Days Average



# Certification Processing by the Numbers 2024

- January through December 2024
  - **35,081 Applications** Processed
    - 57.9% Processed within 15 Business Days
    - Average Processing Time = 14 Business Days
  - **11,278 Questions** Submitted/Solved
    - 94.95% Closed within 5 Business Days
    - Average Response Time = 2.88 Business Days
    - Since new portal rollout, average response time = 1.5 days



# Educator Background Credentialing



# Clear Credential

- Certificates issued, renewed, advanced, or modified **after January 1, 2025**, where the educator has been fingerprinted for the purposes of certification using LDOE’s service code will have a “Clear Credential” indicator placed on them.
- Non-certificated individuals who have completed the new CBC process will be entered into the certification system and the “Clear Credential” indicator will be viewable online.

Please contact [educatorclearance@la.gov](mailto:educatorclearance@la.gov) with questions.



# Facts & Tips for Clear Credentials

- LDOE has issued approximately 1500 since January 1, 2025.
- Direct applicants to use the proper service code and enrollment link for certification purposes located on the [Educator Fingerprinting Packet](#).
- Applicants are encouraged to provide their Social Security Number (SSN) when scheduling and when fingerprinted.
- Typical time between fingerprinting and LDOE receiving the CBC is hours, but in some cases it may take up to three weeks.
- If requesting the issuance of a certificate from an eligibility letter (e.g. EDL, OS, etc.) LDOE will look for the Clear Credential or a CBC <5 years old before issuing the actual certificate.

Please contact [educatorclearance@la.gov](mailto:educatorclearance@la.gov) with questions.



# Certification Policy Updates





# Policy updates

The following items were adopted by BESE at the October 2024 meeting and were effective February 20, 2025:

- Changes to Educational Leader certification
- Changes to Out-of-State Administrator certification
- Addition of Computer Science and STEM Grades 1-5 endorsement
- Update to Computer Science
- Updates to Montessori Teacher Certification
- Updates to Temporary Employment Permit
- Adoption of new Praxis



# Educational Leader Certification Updates

The changes to Educational Leader certification include:

- Adoption of Bulletin 146 to replace Bulletin 125
  - New Performance Expectations:
    - School Mission, Vision, and Strategic Goal Setting
    - Instructional Leadership
    - Capacity Building
    - School and Community Environment
    - Professionalism and Integrity
    - School Operations/Management
- [Educational Leader: Alternate Path 2 \(240 Clock Hours\)](#) portfolios submitted on or after the policy changes are effective will be evaluated for alignment with the new Performance Expectations.



# Educational Leader Certification Updates

The changes to Educational Leader certification include:

- Changes to Alternate Pathway 4
  - Removing master's degree and replacing with graduate degree in designated areas
  - Five-year, non-renewable certificate for serving as a School Level Leader **only**
  - Leaders certified through this pathway who **do not** have three years of teaching experience required for EDL2 certification may be advanced upon meeting the standards of effectiveness for **five** years as a school leader.



# Out-of-State Administrator Updates

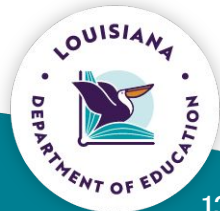
Updates to [Out-of-State Principal \(OSP1\)](#) include:

- Applicants with a **valid** out-of-state certificate to serve as a principal or comparable certificate may be issued OSP1. Experience as a principal is no longer required.
- Applicants with an out-of-state certificate to serve as a principal or comparable certificate that **is not valid** may be issued OSP1 with verification of at least one year of successful service as an assistant principal or principal within the five years immediately preceding first employment in Louisiana.
  - Applicants who do not have the experience above verified may be issued a one-year, non-renewable OSP certificate.
  - Leaders issued the one-year OSP certificate must earn an effective evaluation within the one-year validity to move to the five-year OSP1.



# Out-of-State Administrator Updates

- [Out-of-State Principal \(OSP2\)](#) will require verification of at least three years of successful experience as a principal or assistant principal, in addition to passing an adopted Louisiana leadership Praxis [exam](#).
  - Educators with a minimum of four years of successful experience as a principal in another state verified may be exempt from the exam requirement and would meet the experience requirement for OSP2.
- [Out-of-State Superintendent \(OSS\)](#) will now require a passing score on the Louisiana Superintendent [Praxis](#) exam, in addition to the previous requirements, to align with requirements in law.



# Computer Science and STEM Grades K-5

## Requirements to add this area

- Valid Out-of-State, Level 1, Type or higher
- One of the following:
  - Completion of K-5 Computer Science and STEM Praxis
  - 21 semester hours in computer science and STEM content (minimum of 3 semester hours in computer science or educational technology)
  - BESE-approved micro-credential Computer Science and STEM Grades K-5 training program
- Passing score on Principles of Learning and Teaching K-6
- 9 semester hours of reading or one of the approved literacy options
- Passing score for Teaching of Reading Elementary exam



# Computer Science 6-12 endorsement

Educators now have three options to fulfill the content requirements:

- BESE-approved micro-credential Computer Science Grades 6-12 training program *\*new\**
- 21 semester hours in the content area
- Computer Science Praxis

In addition to this requirement, three semester hours in the teaching of reading and literacy or [BESE-approved literacy foundations training](#) or adopted Teaching of Reading [Praxis](#).



# Montessori Teacher Certification

[Ancillary Montessori Teacher](#) and [Montessori Teacher](#) endorsement changes:

- Removed 'Nonpublic' from the Ancillary certificate. Authorizes serving in any Louisiana approved Montessori school.
- Updated approved training programs to include any program accredited by the Montessori Accreditation Council for Teacher Education (MACTE)
- Montessori levels will be updated to reflect on certificates in alignment with training program levels
- Literacy requirements added for all levels to align with law
  - Infant/Toddler, Early Childhood, and Elementary I: 9 semester hours
  - Elementary II: 6 semester hours
  - Secondary I and Secondary II (12-18): 3 semester hours
  - Infant/Toddler, Early Childhood/Primary, and Elementary I (to age 9): Earn a passing score on Teaching of Reading: Elementary





# Temporary Employment Permit (TEP)

Changes to the TEP are around renewal requirements. Previous renewal requirements stated an educator was required to successfully meet the standards of effectiveness ***at the level of highly effective or effective proficient.***

Policy was updated to remove ***at the level of highly effective or effective proficient*** and replaced with successfully meet the standards of effectiveness in accordance with [Bulletin 130](#).



# Certification Reminders



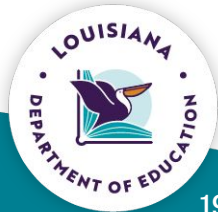
# Office Hours

Beginning February 1, 2025 we added 'new' certification specialist to the Office Hours rotation.

- Please answer any unknown number during your designated time. Calls will be coming from the area codes of 225, 318, 504, and 985.

As a reminder, please ensure you are following all five steps in the '[scheduling office hours](#)' link.

Office hours is reserved for human resources and program providers. Please do not share link with educators or allow educators to be on the call.



# Practitioner License Processing Update

As of **January 1, 2025**, all alternate certification program changes require a program **withdrawal** letter from the provider, with **acknowledging signature of teacher candidate**. Letter should include:

- University or Provider letterhead
- Candidate name and certificate number
- Program originally enrolled in (i.e. Certification only, Secondary Math)
- Program withdrawal date
- Program Dean (or designee) signature
- Teacher candidate signature



# Practitioner Licensing Processing Update

Changes in program area or provider are treated as an **initial** Practitioner License (PL);

- **Do not** require mentoring (or program progress) to change and be issued the new PL; requires **withdrawal letter**

**All** years on the PL **count** toward total allowable years on a PL.

When changing **certification areas, or program provider**, the residency year will have to be **restarted**.

When changing program types **within a provider**, PLs are considered on a case-by-case basis for eligibility of the residency continuing through the change.

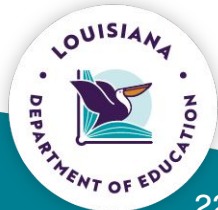


# Phase 1 of New System

The Teacher Certification Online portal, question and application system is being redesigned in phases.

- **Phase 1** - Question System revamped
  - Testing occurred **June 17** through **July 17**
  - Implementation occurred on Tuesday, October 22nd (after business hours)
  - Users need:
    - [MyLa account](#)
    - EdLink Security access (HR/Prep user roles only)
    - Access to the Teacher Certification ZenDesk Help Center
  - Accounts using generic emails will have to transition to individual accounts

Contact [Certification@la.gov](mailto:Certification@la.gov) with any questions.



# Phase 2 of New System

The Louisiana Educator Certification (LEC) portal will be a part of the Louisiana Educator Portal (LEP).

- **Phase 2** - Application submission through LEC
  - Anticipated launch **first quarter** of 2025.
  - Users need:
    - [MyLa account](#) (All users)
    - EdLink Security access (HR & Prep users) - More information on requesting access will be provided closer to implementation

Contact [Certification@la.gov](mailto:Certification@la.gov) with any questions.



# Certification Monthly Calls

There is a [new zoom link](#) for the 2024-2025 school year. Calls will be held on the following dates for the new school year.

<del>November 18, at 10:30 a.m.</del>	<del>December 16, at 10:30 a.m.</del>	<del>January 27, at 10:30 a.m.</del>
<del>February 24, at 10:30 a.m.</del>	March 17, at 10:30 a.m.	April 28, at 10:30 a.m.
May 19, at 10:30 a.m.	June 16, at 10:30 a.m.	July 21, at 10:30 a.m.

Please contact [certification@la.gov](mailto:certification@la.gov) with questions.





# Dates of Importance, Supports and Resources





# Important Dates

February 26: [Preparation Provider Monthly Call](#)

March 4: Mardi Gras Holiday (Offices Closed)

March 11: BESE Committee Meetings

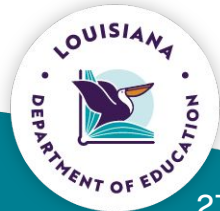
March 12: BESE Full Board Meeting





# Supports and Resources

- [School System Support Calendar](#)
- [Educator Resource Guide](#)
- [School System Planning Resources](#)
- [Family Support Toolbox Library](#)
- [Certification Bulletin, Bulletin 746](#)
- [Online Teacher Certification Portal, Teach LA Live!](#)
- [TeachLouisiana.net](#)



# Reminders



# Data Driven Decisions Using EdLink



# Steps to Request Access

There are a few key steps that human resources will need to take when it is time to gain access:

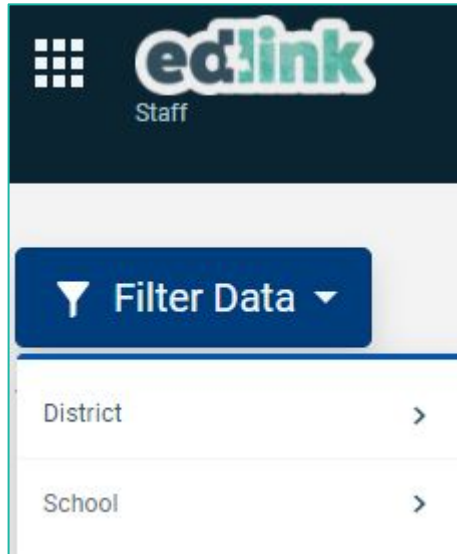
- Users create their own username and password.
- Users link their password with their eScholar Staff ID creating the linkage that authenticates them as a user.
- Users will utilize [EdLink Security](#) to request access to [EdLink](#).
- LEA Security Coordinators will utilize [EdLink Security](#) to approve/deny/modify requests.
- Users will login to the dashboard with the credentials they create.

# Working Through Graph Basics



# Accessing the Educator Workforce Dashboard

You must apply a filter before the graphs will appear



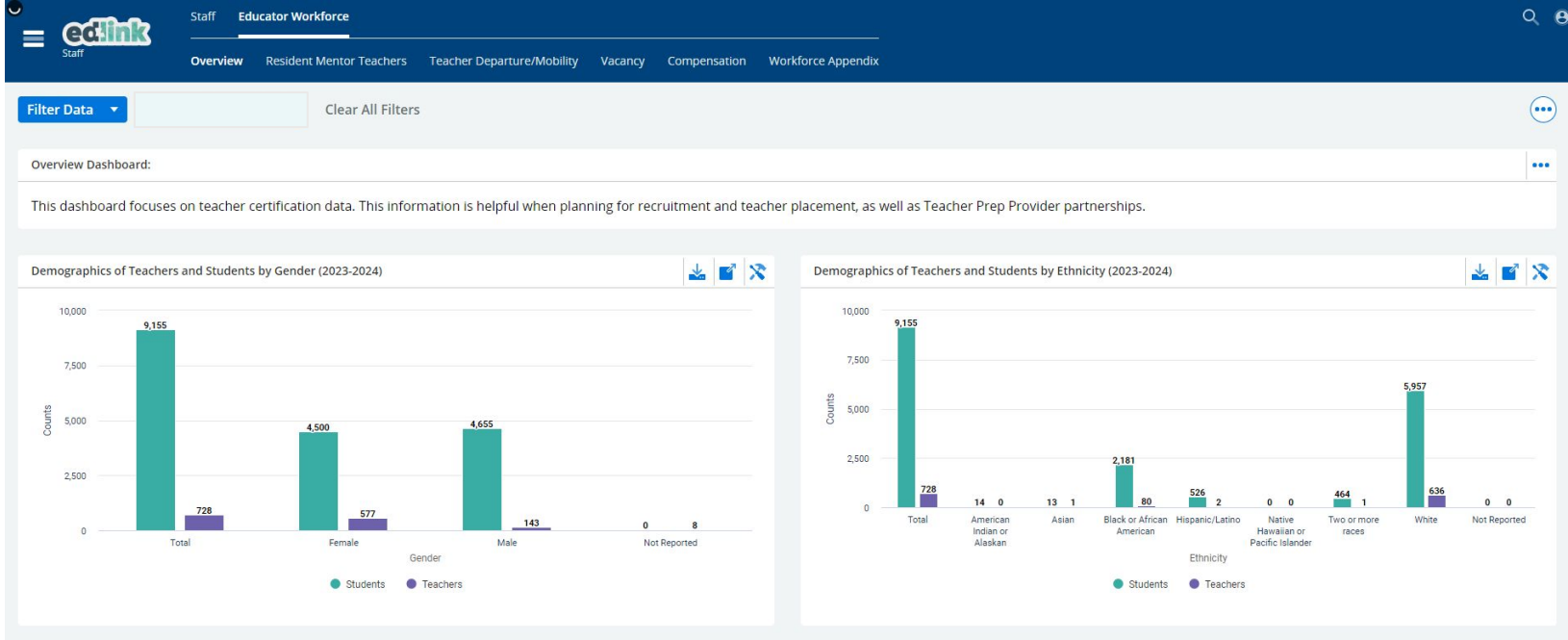
- Select your district.
- Human Resources will have the option of selecting “all” schools or single schools.
- Note: Remove the filter if moving between dashboards, or your graphs will disappear.



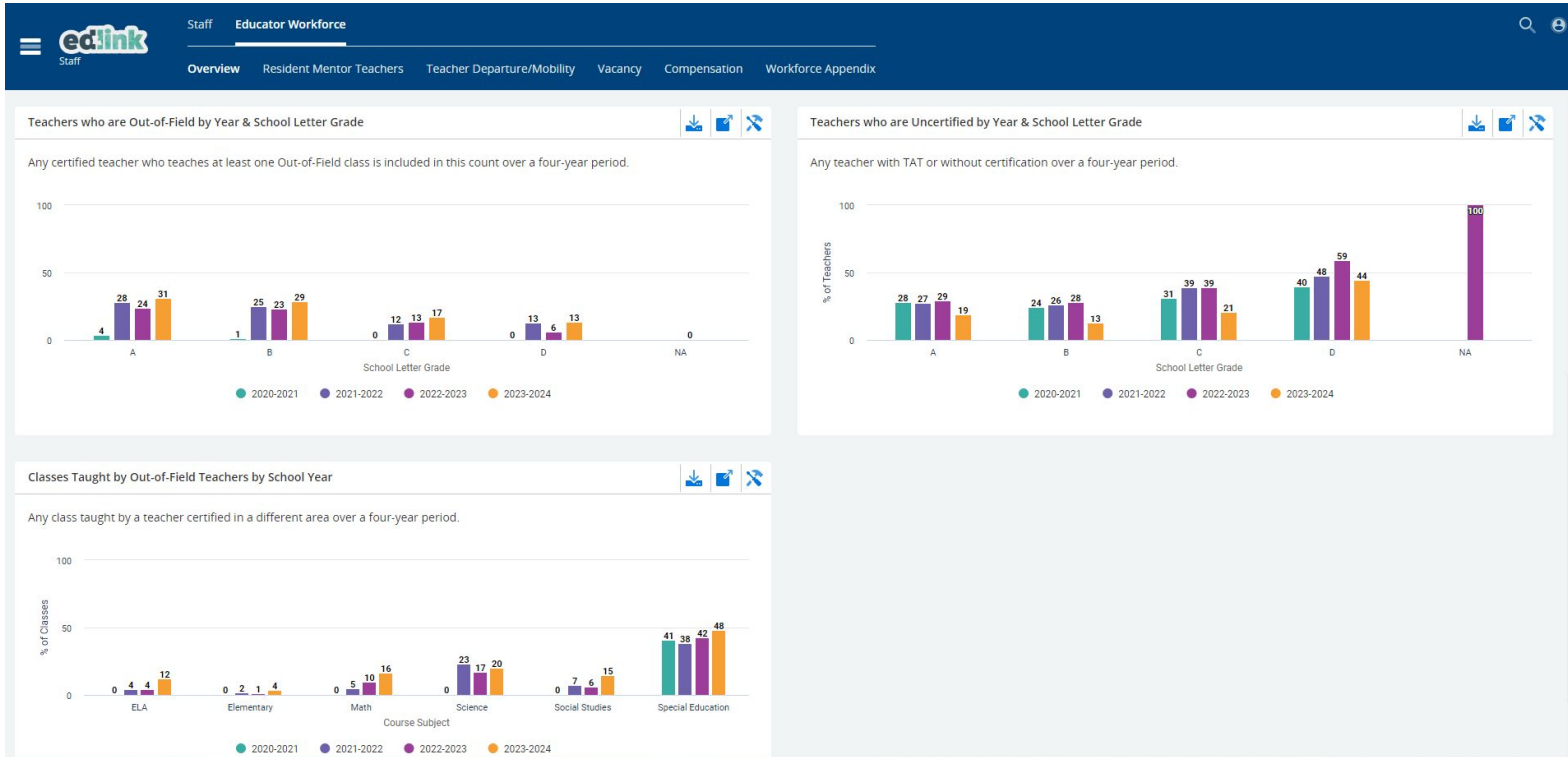
# Touring EdLink



# Overview



# Overview



# Resident Mentor Teacher

ecLink Staff
Staff Educator Workforce

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

Filter Data


Clear All Filters

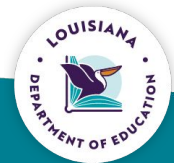
**Note:**

Snapshot for Mentor Resident Funding collection will be taken on Friday, October 27, 2023; therefore, the last day to submit data to EdLink to be included in this snapshot is Thursday, October 26, 2023. Please ensure that you have submitted all mentors and residents in the staff, staff assignments, and mentor teacher link extracts. Also, please verify that the resident's license is active. This can be verified on the Staff Qualifications dashboard located at Staff/Staff/Staff Qualifications.

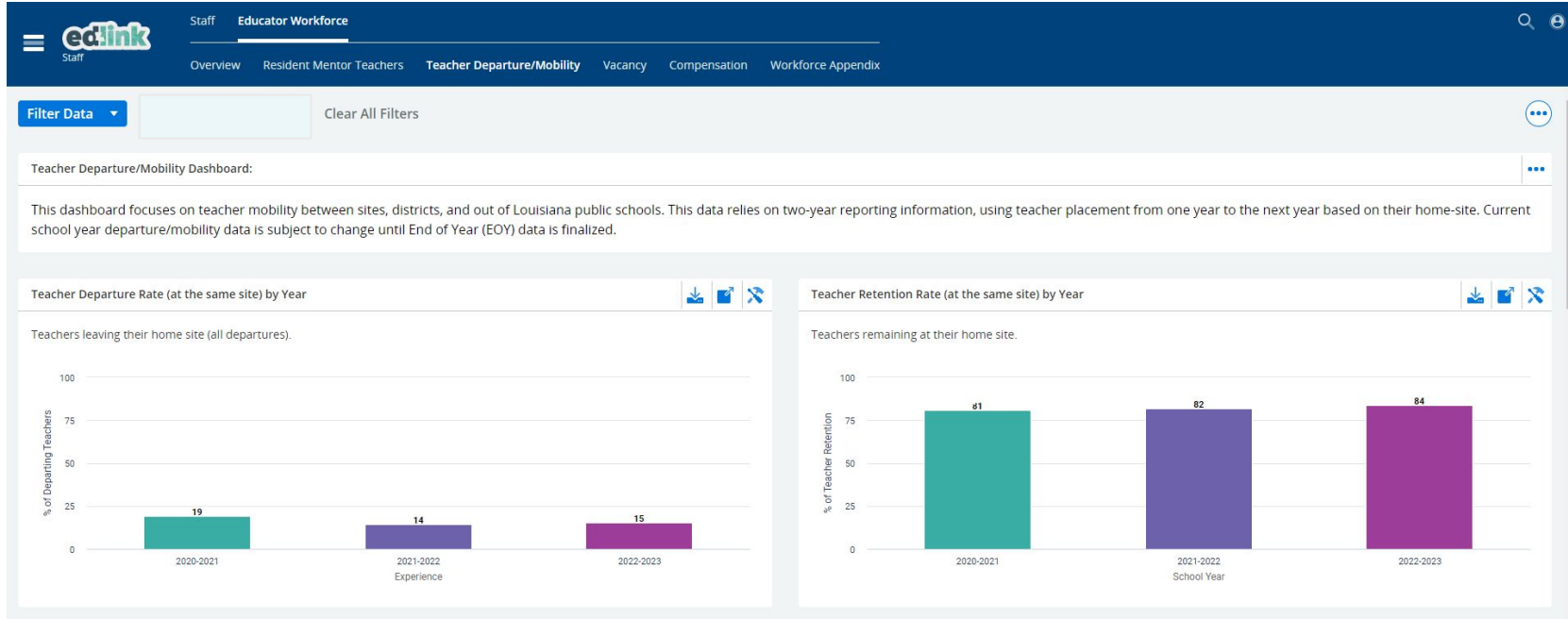
**Resident and Mentor Teachers**

Resident staff are only included if they hold a valid certificate on or before 10/1/2023 and reported as object code 112. Mentor staff are only included if they are reported as object code 112. Staff may be displayed multiple times if they have more than one object/function code combination. If staff are missing, please ensure they've been submitted in staff, staff assignments, and mentor teacher link extracts AND both Resident and Mentor have the same site code in staff assignments. Please also ensure that the SSN submitted in the Staff extract is the same SSN submitted in Teach Louisiana (TCMS); if they are different, we will not be able to make the match.

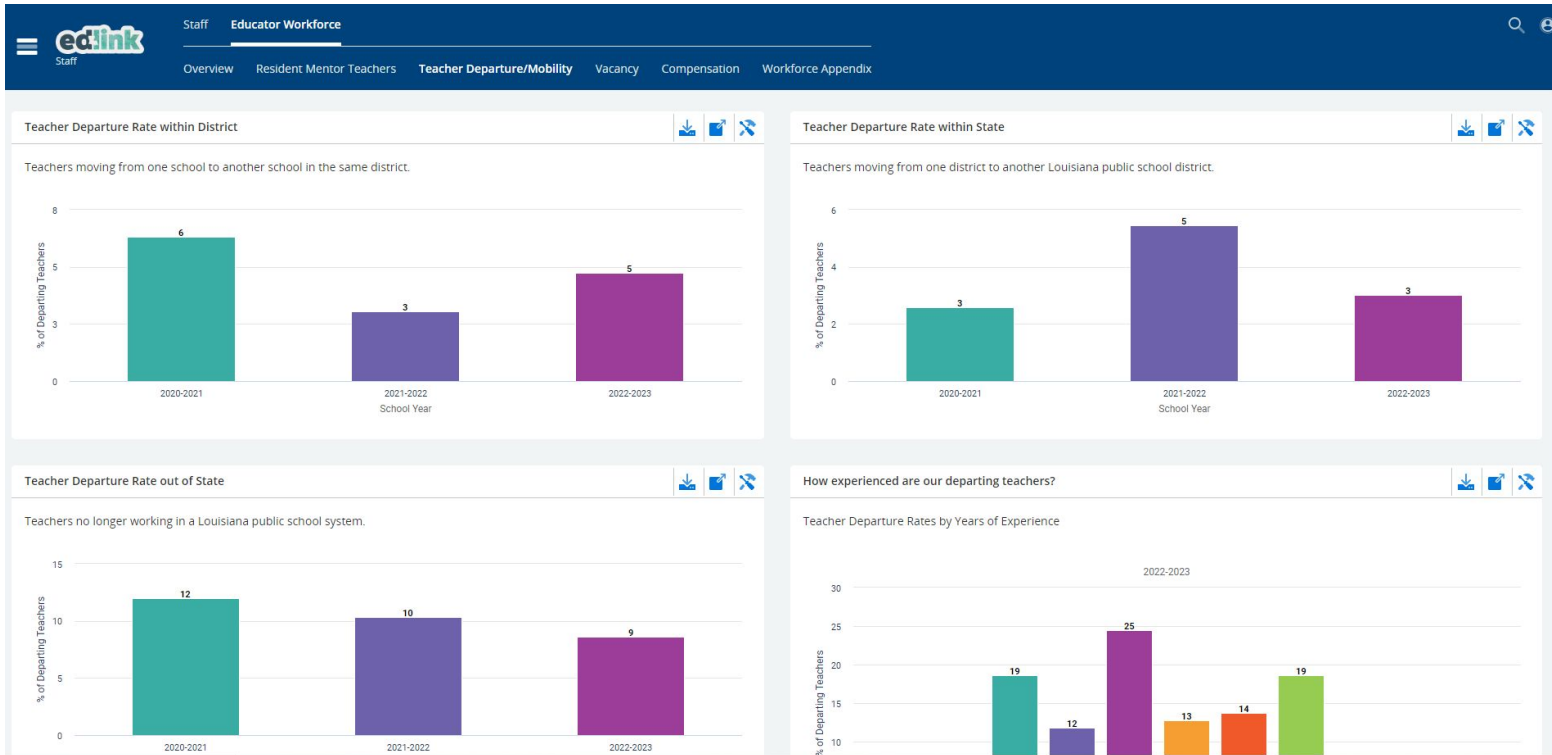
RESIDENT SPONSOR CODE	RESIDENT SPONSOR NAME	RESIDENT SITE CODE	RESIDENT SITE NAME	RESIDENT STATE ID	RESIDENT NAME	RESIDENT OBJECT CODE	RESIDENT FUNCTION CODE	RESIDENT CERTIFICATE TYPE CODE	RESIDENT CERTIFICATE N
001						112	1105	P2	
001						112	1105	P2	
001						112	1130	P2	
001						112	1130	P2	



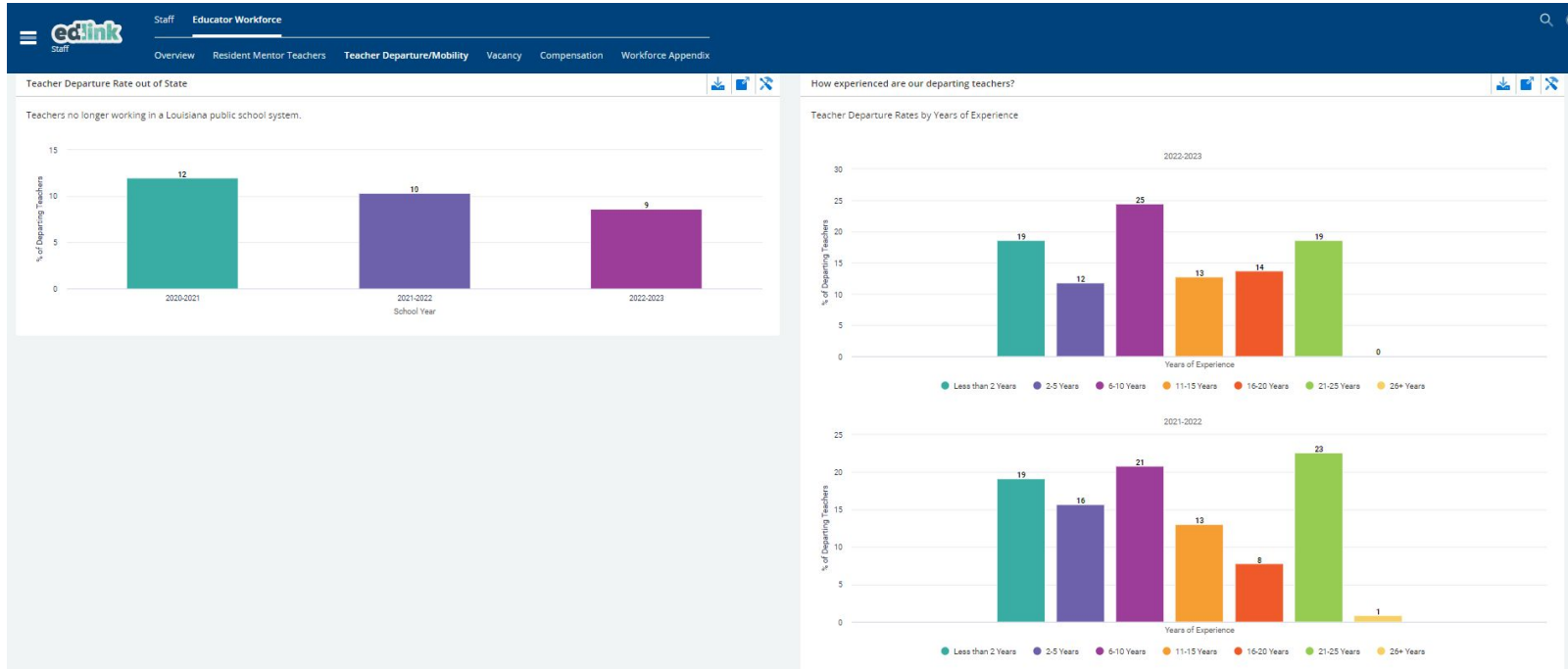
# Teacher Departure/ Mobility



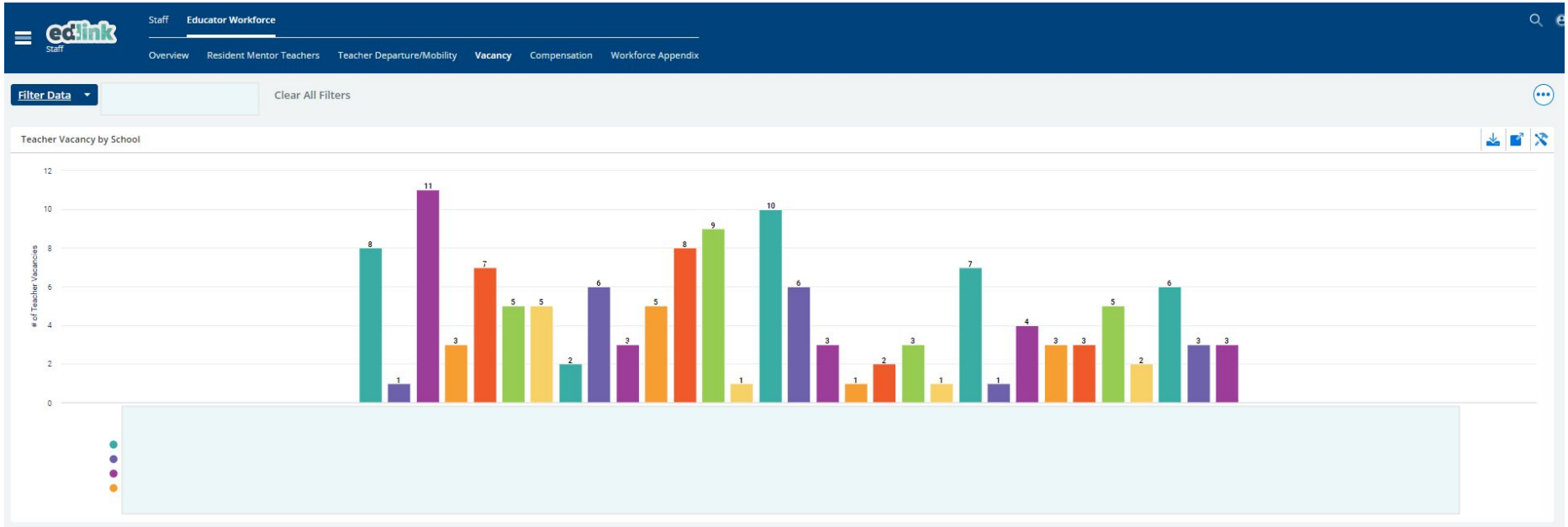
# Teacher Departure/ Mobility



# Teacher Departure/ Mobility



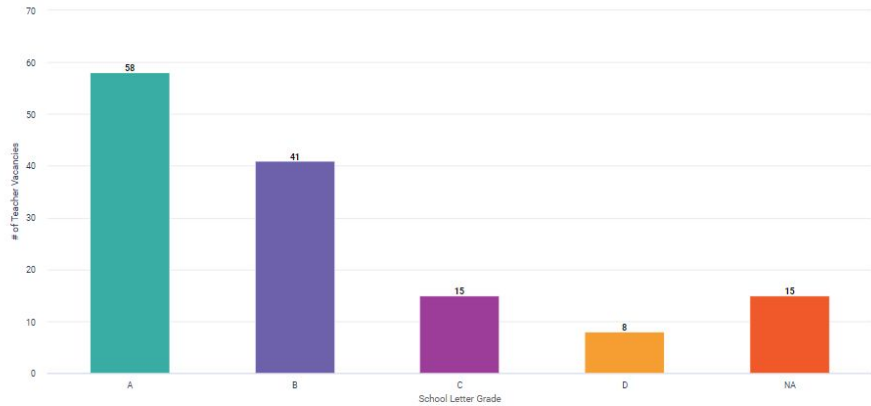
# Vacancy



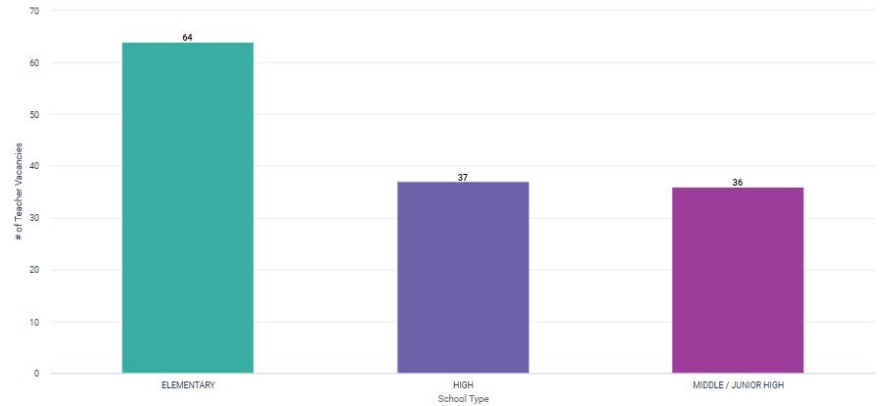


# Vacancy

Teacher Vacancy by School Letter Grade

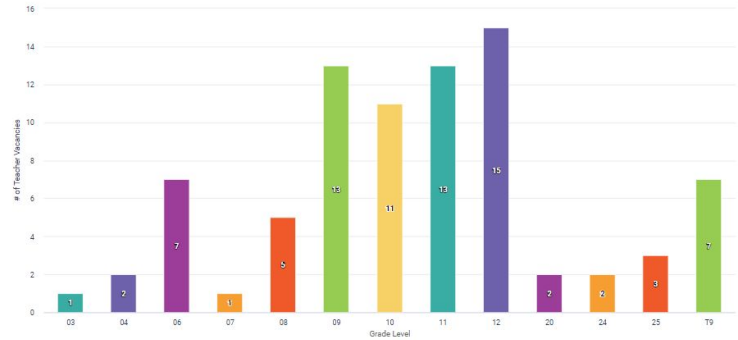


Teacher Vacancy by School Type

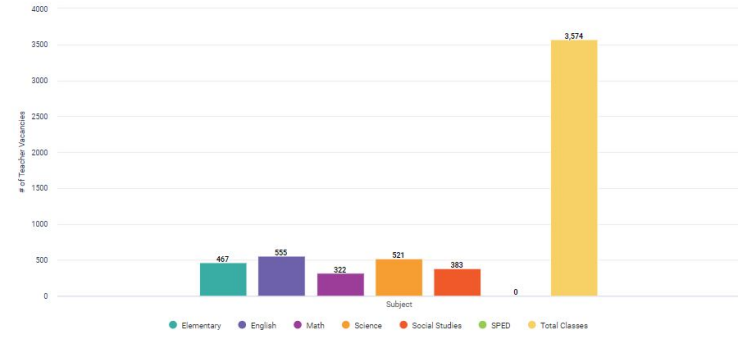


# Vacancy

Teacher Vacancy by Grade Level



Teacher Vacancy by Content Area

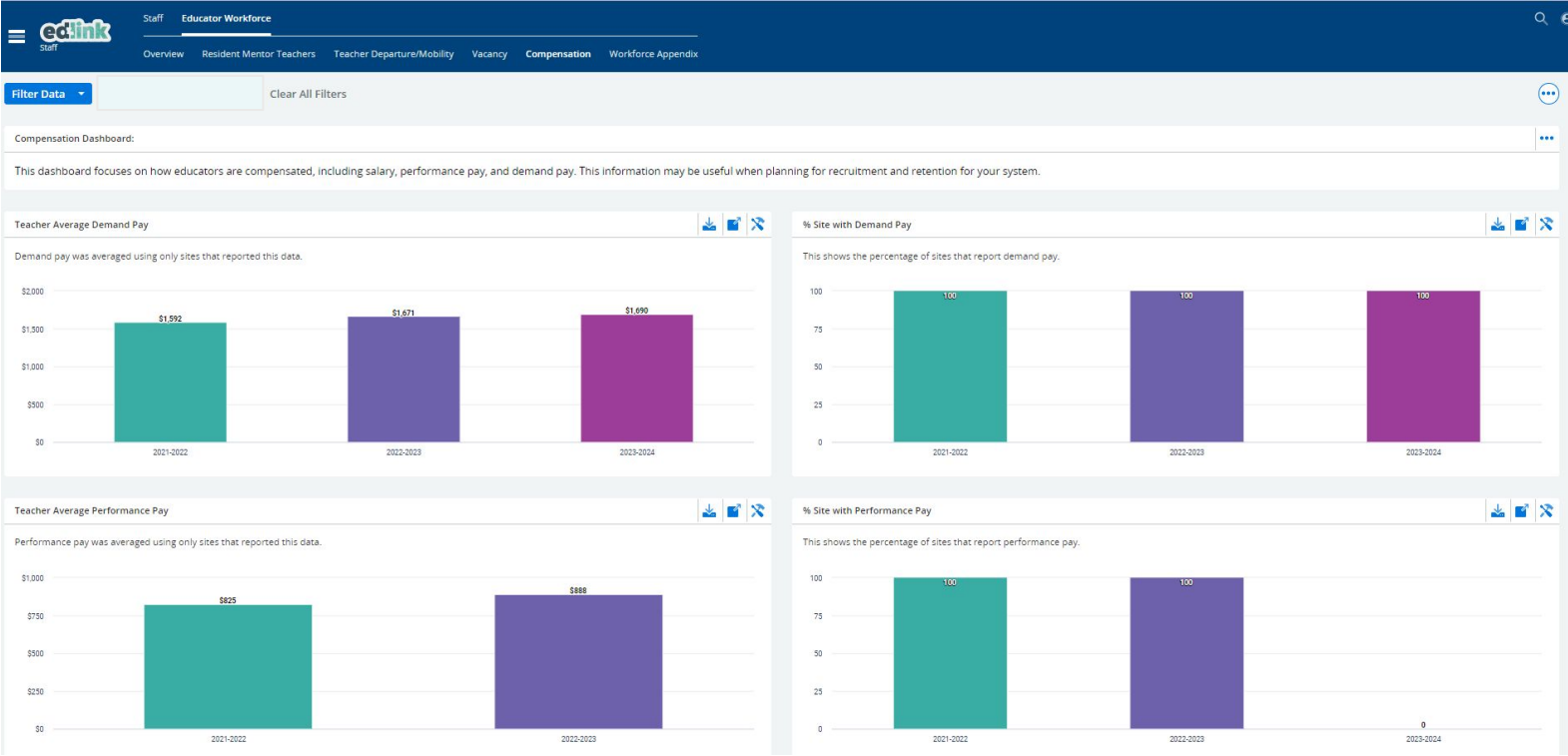


Teacher Vacancy by Subject

DISTRICT CODE	SCHOOL CODE	SCHOOL	COURSE CODE	COURSE NAME	SEC	COURSE SUBJECT	STAFF STATE ID
				COORDINATION/SUPERVISION		Other	
				AGRSCIENCE I		Technical	
				AGRSCIENCE I		Technical	
				AGRSCIENCE I		Technical	
				ART: ELEMENTARY GRADES		Art	
				ART: ELEMENTARY GRADES		Art	
				ART: ELEMENTARY GRADES		Art	



# Compensation



# Workforce Appendix

The screenshot shows the 'edlink Staff' interface for the 'Educator Workforce' section, specifically the 'Workforce Appendix' tab. The navigation bar includes 'Overview', 'Resident Mentor Teachers', 'Teacher Departure/Mobility', 'Vacancy', 'Compensation', and 'Workforce Appendix'. A filter dropdown is set to '2023-2024' with a 'Clear All Filters' button. A note states: 'You may use the workforce appendix to filter and export workforce data.' Below this is a table titled 'Workforce Certification Appendix' with columns: SCHOOL YEAR, DISTRICT CODE, DISTRICT, SCHOOL CODE, SCHOOL, STAFF STATE ID, STAFF NAME, COURSE CODE, COURSE NAME, COURSE SUBJECT, SEC, SCHOOL DEPARTMENT CODE, DEPARTMENT, and CERTIFICATION CLASSIFICATION. The table is currently empty, showing only the header row and a few rows of '2023-2024' in the 'SCHOOL YEAR' column.

Staff Educator Workforce

Filter Data 2023-2024 Clear All Filters

Note:

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

Workforce Certification Appendix

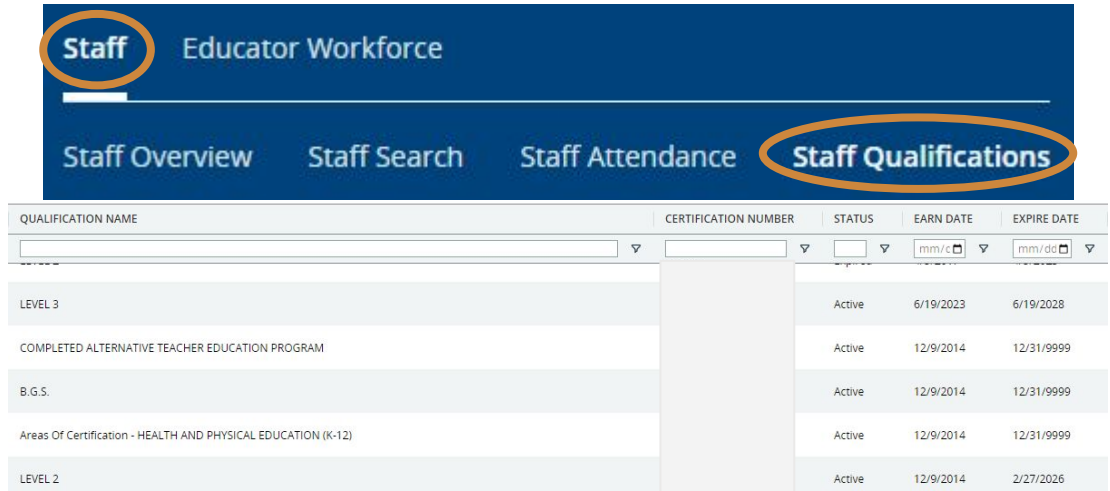
SCHOOL YEAR	DISTRICT CODE	DISTRICT	SCHOOL CODE	SCHOOL	STAFF STATE ID	STAFF NAME	COURSE CODE	COURSE NAME	COURSE SUBJECT	SEC	SCHOOL DEPARTMENT CODE	DEPARTMENT	CERTIFICATION CLASSIFICATION
2023-2024													
2023-2024													
2023-2024													
2023-2024													
2023-2024													
2023-2024													
2023-2024													
2023-2024													



# How do I view Certification Data?

Can I view certification expiration dates?

Instructions to view certification data can be found on [Louisiana Believes](#) or by following the QR code.



QUALIFICATION NAME	CERTIFICATION NUMBER	STATUS	EARN DATE	EXPIRE DATE
LEVEL 3		Active	6/19/2023	6/19/2028
COMPLETED ALTERNATIVE TEACHER EDUCATION PROGRAM		Active	12/9/2014	12/31/9999
B.G.S.		Active	12/9/2014	12/31/9999
Areas Of Certification - HEALTH AND PHYSICAL EDUCATION (K-12)		Active	12/9/2014	12/31/9999
LEVEL 2		Active	12/9/2014	2/27/2026

# Viewing Certification Status

edlink Staff Educator Workforce

Staff Overview Staff Search Staff Attendance **Staff Qualifications**

Filter Data  Clear All Filters

Staff Qualifications

STAFF STATE ID	STAFF NAME	CATEGORY CODE	CATEGORY NAME	QUALIFICATION CODE	QUALIFICATION NAME	CERTIFICATION NUMBER	STATUS	EARN DATE	EXPIRE DATE
			Degrees	01	B.A.		Active	2/10/2006	12/31/9999
			Degrees	14	M.ED.		Active	9/25/2012	12/31/9999
			Degrees	59	COMPLETED ALTERNATIVE TEACHER EDUCATION PROGRAM		Active	7/22/2007	12/31/9999
			Areas Of Certification	374	Areas Of Certification - ENGLISH 6-12		Active	7/22/2007	12/31/9999
			Areas Of Certification	374	Areas Of Certification - ENGLISH 6-12		Active	2/10/2006	12/31/9999
			Areas Of Certification	401	Areas Of Certification - ACADEMICALLY GIFTED		Active	6/9/2016	12/31/9999
			Areas Of Certification	401	Areas Of Certification - ACADEMICALLY GIFTED		Active	10/28/2013	12/31/9999
			OUT-OF-FIELD AUTHORITY TO TEA...	OF	OFAT		Expired	10/28/2013	6/30/2016
			PRACTITIONER TEACHER LICENSE	P2	PL 2		Expired	2/10/2006	5/31/2007
			TEACHING CERTIFICATE	L1	LEVEL 1		Expired	7/22/2007	7/22/2010
			TEACHING CERTIFICATE	L2	LEVEL 2		Expired	3/6/2009	3/6/2014
			TEACHING CERTIFICATE	L3	LEVEL 3		Active	9/25/2012	7/25/2028
			Degree	01	B.A.		Active	1/4/2005	12/31/9999
			Areas Of Certification	111	Areas Of Certification - ELEMENTARY GRADES 1-8		Active	1/4/2005	12/31/9999
			Areas Of Certification	953	Areas Of Certification - MENTOR TEACHER AUTHORIZED BY NIET TRAINING		Active	2/24/2023	12/31/9999
			TEACHING CERTIFICATE	L1	LEVEL 1		Expired	1/4/2005	1/4/2008
			TEACHING CERTIFICATE	L2	LEVEL 2		Expired	5/9/2008	5/9/2024



# Contact Information

Contact us at [believeandprepare@la.gov](mailto:believeandprepare@la.gov) if you have any questions or would like to set up a site or district EdLink tutorial to discuss your specific needs.

