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 <u>LDOEcommunications@la.gov</u>.

Educator Certification and Credentialing Monthly Call

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March 17, 2025

Certification Processing by the Numbers

- 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
- February 2025
 - 3257 Applications Processed
 - 61.47% Processed within 15 Business Days
 - Average Processing Time = 16 Business days
 - 1156 Questions Solved
 - Questions Solved within 0.9 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 Stats & Updates

- As of March 7, LDOE has issued approximately 2,400 Clear Credentials.
- Direct applicants to use the proper service code and enrollment link for certification purposes located on the <u>Educator Fingerprinting Packet</u>.
- 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.

Provide Feedback: How is the process working for you and your employees?

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Louisiana Educator Certification Portal



Several tools will be available to keep track of certification and applications within a specific school or system-wide depending on access.

LEP Educator Portal	⊟ Home Cer	tification Info N	Ay Educator Profile	•	Human Resou	rces		
i Ai Human Resources	List Of Sc	hools						
Certification Application Packets	School System: (041) Red River Par	ish School System	ų.			~		
Certification Expirations Status/Tracking of Certification Requests	(041) Red River Pa	rish School System	1.					
PRAXIS Search	Site Cd 🕈	School Name	Employee Co T	Certified Count Y	Certificate W 🝸	Expired Count 📍	Total Certifica 🝸	
Report: Employee Roster	041006	Adult Education	0					→
	041012	Red River Academic Academy	11	7			19	→
	041010	Red River Elementary School	103	70	3 expire soon		190	→
	041002	Red River High School	61	45	O 1 expire soon		128	→
	041011	Red River Junior High School	44	31	(1 expire soon		108	→
	041700	Red River Parish Central Office	67	17			58	→



Tools to easily notify specific educators to begin an application

-	vstem: adia Parish School	System					$\overline{}$		Request Application	×
	cadia Parish Schoo			Branch Elemen	ntary School			ERIN ROYER	Please select the packet you would like this user They will be sent a request to begin the applicati	
c. 🝸	Name of Sch T	Certificat		Name T	Certifica Y A.	тт		Send Start application Request	Select packet to request	
001700	Acadia Parish Central	65	→ [^]	ABEL BLAIR	No Certification	→	*		Renewal or Higher Level Teaching Certificate	
	Office					_			Include a message to the educator	
001777	Acadia Parish-				12 571502 V				Hi Erin,	*
									Your certificate will expire soon. Please begin t	he
									Canc	Request
										LOUISI

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(i)

Which applications would you like to be started only if you send a request?

Presenting with animations, GIFs or speaker notes? Enable our Chrome extension



How to Change the

hool Systen	ו:						
017) East Ba	aton Rouge Pari	ish School System				~	
(017) East B	aton Rouge Par	ish School System					HONOR, SABRINA
Name	SiteCd T	Applications			Ŧ		Application in progress: Click here to open the application: \rightarrow
		Ancillary Service Certificate Application (AS) - DT	Application Started	2/18/2025	→	-	Personal Information
			#73962 A	9/7/2005	→		Practitioner License - Initial - Program
			#130918 A	8/5/2008	→		In-State Experience
SABRINA	017002		#295149 A	9/8/2015	→	_	③ Section Review
HONOR	017002		#331634 A	3/22/2017	→	20	Section Review
			#461565 A	7/1/2021	→	-	③ Section Review
			#465731 A	8/17/2021	→		Check Out
		2	#575069 A	8/12/2024	→	-	



Most applications will start with the applicant. Some will only be available to be started through a request sent by authorized HR or Preparation Provider personnel.

LEP Educator Portal	Home Certification Info My Educator Profile
LANA HUTCHINSON	Fee: \$50.00
List of Applications	Renewal or Higher Level Teaching Certificate
Add New Application	This application is used for the following requests: (1) Renew a Level 1, Level 2, Level 3, or Type C teaching certificate. (2) Advance from a Level 1, 2, or Type C to a higher Level. (3) Advance from a three-year Out-of-State (OS) or five-year Out-of-State Military (OSm) to a Louisiana Level 1/2/3 certificate. If your certificate is the one-year
Le Certification Help	Out-of-State (OS1), DO NOT submit this application. The Out-of-State application is required to advance from the OS1 to the three-year OS or the Louisiana Level certificate. (4) Advance from an Temporary Employment Permit (TEP) to a Louisiana Level 1/2/3 certificate with five years of effective evaluation while serving on the TEP. TEP:
Certification Home	Preparation Program Completers lacking exams who have fulfilled exam requirements prior to completing five years on the TEP should contact their preparation program provider to be recommended for the Level certificate.
Add-on & Ancillary Endorsements	Fee: \$50.00



Applicants will complete their personal information, Professional Conduct form, indicate the request, and upload some supporting documents.

🏖 LANA HUTCHINSON	Renewal or Higher Certificate						
List of Applications	←Go back Nex	→ THIS APPLICATION CAN ONLY BE USED FOR THE FOLLOWING REQUESTS:					
Add New Application	Calastika aastifiaata kastuu awwastii kald	Renew a Level 1, Level 2/2*, Level 3/3*, or Type C teaching certificate.					
Level	Select the certificate that you currently hold.	 Advance from a Level 1 or Type C to a Level 2 or 3. Advance from an Out-of-State (OS)** or Out-of-State Military (OSm) to a 					
Teaching Certificate	Level 2/2* V	Louisiana Level 1/2/3 certificate.					
Applicant Section		Advance from an Temporary Employment Permit (TEP)*** to a Louisiana Level 1/2/3 certificate with five years of effective evaluation while serving on the TEP.					
✓ Personal Information	If the certificate you currently hold is not listed, DO NOT complete this application.	**If your certificate is the one-year Out-of-State (OS1) , DO NOT submit this application. The Out-of-State application is required to advance from the OS1 to the three-year OS					
Professional Conduct Form - Jan 2025	You can review the certificate you currently hold here: Verify a Certificate.	or the Louisiana Level certificate.					
		***TEP: Preparation Program Completers lacking exams who have fulfilled exam requirements prior to completing five years on the TEP should contact their preparation					
Renewal or Higher Certificate	Select the request for renewal or a higher certificate you wish to submit:	program provider to be recommended for the Level certificate.					
Section Review	Advance to a Higher certificate -OR-Renew my current certificate if higher cannot be issued V	If you wish to renew or advance any other certificate type , please return to the list of available applications to locate the appropriate option. Consult with your employing					
		school system or teacher preparation program provider if you are unsure which					
HR Section V	Note:	application you should complete. You may also submit a request for guidance from a					
	No Degrees Found.	Certification Specialist through the <u>Teacher Certification Help Center</u> .					



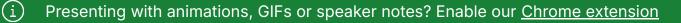
LANA HUTCHINSON	In-State	Exper	ience	with Up	oload O	ptions					
List of Applications											Next >
Add New Application	Teaching Exp	erience:									
Renewal or Higher Level Teaching Certificate		errence.									
Applicant Section	+ Add nev	v record									
HR Section V	School 🝸	Name 🝸	Туре О 🝸	Start d 🝸	End date 🗡	Subject Y	Grades T	Metho T			
	EBR	Liberty Magnet	High School	08/06/2021	05/31/2025	Biology	9-12	Compass/LEAD S	×	1	Ĵ
In-State Experience with Upload Options											
Section Review	Is the application current position			our school/sc	hool system?	? If yes, please	ensure the		O Ye	s () No
Toptions and Add-Ons	Do you have 0	out-of-State I	Experience Ve	erification Att	estation(s) to	include?			O Ye	s C) No
O Application Review											
T Check out	Upload the PD	F Out-of-Sta	te Experience	e Verification	Attestation(s), completed I	by the out-of-	state employi	ng autl	ority	
	Select files									~	/ Done
	OS Attes File(s) uploa	station.pdf ded successfully.									
	* A file upload	d is required									

HR personnel can review the portions completed by the applicant, including all attached files, and complete the HR section.





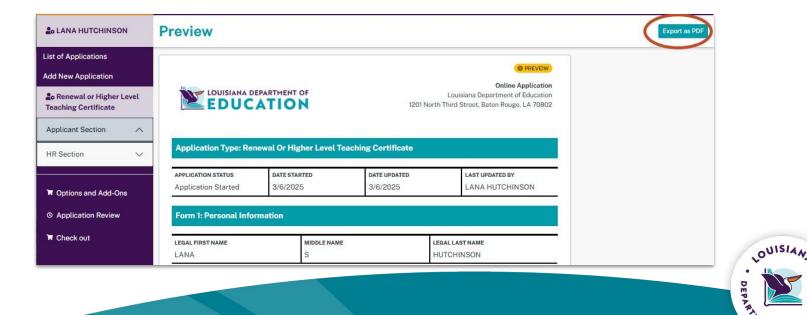
Would you prefer for applicants to have access to report experience on the In-State Experience verification form before sending an application to your office?





How to Change edit

Once you have completed the HR section, The Application Review option will allow you to export and save a PDF with all attached documents.



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 '<u>scheduling</u> <u>office hours</u>' 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.

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
- <u>Educational Leader: Alternate Path 2 (240 Clock Hours)</u> 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 <u>Out-of-State Principal (OSP1)</u> 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.

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Out-of-State Administrator Updates

- <u>Out-of-State Principal (OSP2)</u> 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 <u>exam</u>.
 - 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.
- <u>Out-of-State Superintendent (OSS)</u> will now require a passing score on the Louisiana Superintendent <u>Praxis</u> 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 <u>BESE-approved literacy foundations training</u> or adopted Teaching of Reading <u>Praxis</u>.



Montessori Teacher Certification

<u>Ancillary Montessori Teacher</u> and <u>Montessori Teacher</u> 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 <u>Bulletin 130</u>.



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 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



Certification Monthly Calls

There is a <u>new zoom link</u> for the 2024-2025 school year. Calls will be held on the following dates for the new school year.

November 18, at 10:30 a.m.	December 16, at 10:30 a.m.	January 27, at 10:30 a.m.
February 24, at 10:30 a.m.	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 with questions.

Dates of Importance, Supports and Resources





Important Dates

March 19-21: LSASPA

March 20: Superintendents' Advisory Council March 26: Preparation Provider Monthly Call April 8-9: BESE Committee Meetings April 18: Good Friday (State Office Closed)





Supports and Resources

- <u>School System Support Calendar</u>
- Educator Resource Guide
- <u>School System Planning Resources</u>
- Family Support Toolbox Library
- <u>Certification Bulletin, Bulletin 746</u>
- Online Teacher Certification Portal, Teach
 LA Live!
- <u>TeachLouisiana.net</u>



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:

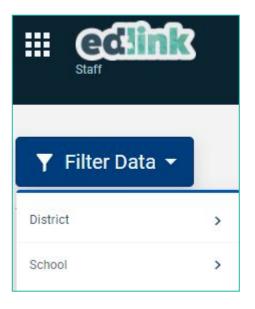
- Users create their own username and password.
- Users link their password with their eScholar Staff ID creating the linkage that authenticates them as a user.
- Users will utilize <u>EdLink Security</u> to request access to <u>EdLink</u>.
- LEA Security Coordinators will utilize <u>EdLink Security</u> 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



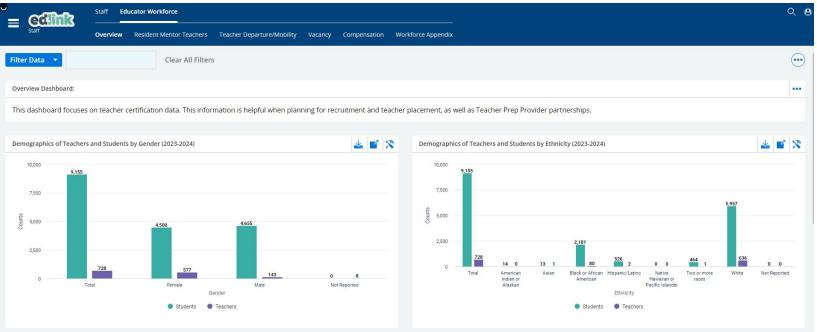
- Select your district.
- Human Resources will have the option of selecting "all" schools or single schools.
- Note: Remove the filter if moving between dashboards, or your graphs will disappear.



Touring EdLink

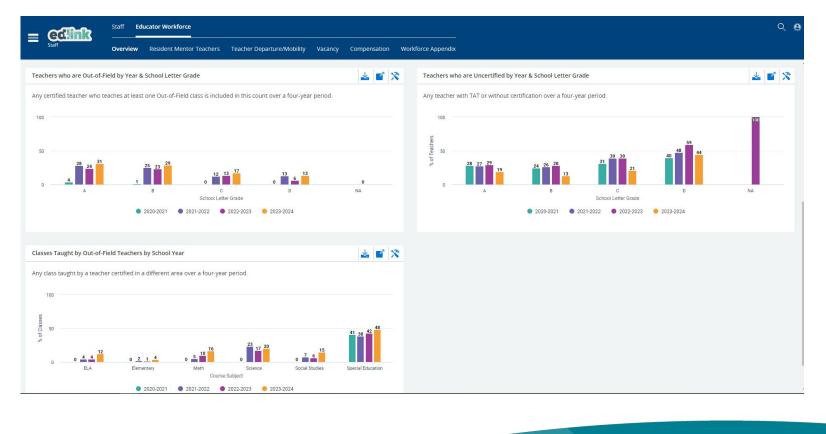








Overview





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Resident Mentor Teacher

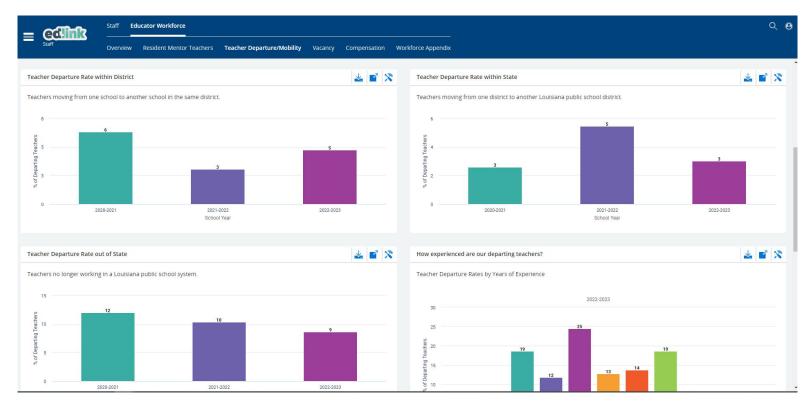
Staff	Overview R	sident Mento	Teachers	Teacher De	eparture/Mobility \	Vacancy	Compensation	Workforce Appendix						
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e:														
										snapshot is Thursday,				
itors and residents ir	in the staff, staff	assignments	and mento	r teacher li	ink extracts. Also, p	lease ve	rify that the resid	dent's license is active	This can be verified	on the Staff Qualifica	tions dashb	oard located at St	aff/Staff/Staff	Qualifications.
														1 -7
		valid certificate	on or before	10/1/2023 a	and reported as object	t code 11	2 Mentor staff are o	only included if they are	eported as object code	112 Staff may be displa	ved multiple t	imes if they have m	ore than one ob	
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Teacher Departure/ Mobility

- രദിനു	Staff Educator Workforce									
Staff	Overview Resident M	Mentor Teachers Teacher Departur	e/Mobility Vacancy Compensation W	orkforce Appendix						
Filter Data 🔻		Clear All Filters					\bigcirc			
Teacher Departure/Mobi	ility Dashboard:						•••			
		tween sites, districts, and out of Lo to change until End of Year (EOY) o	ouisiana public schools. This data relies on lata is finalized.	two-year reporting in	formation, using teacher pla	acement from one year to the next yea	r based on their home-site. Current			
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Teachers leaving their hor	me site (all departures).			Teachers remaining	g at their home site.					
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g Teacchers 22				Vo 75	61	82	84			
50 Teg 0 25	19	14	15	50 Leache						
0	2020-2021	2021-2022 Experience	2022-2023	0	2020-2021	2021-2022 School Year	2022-2023			



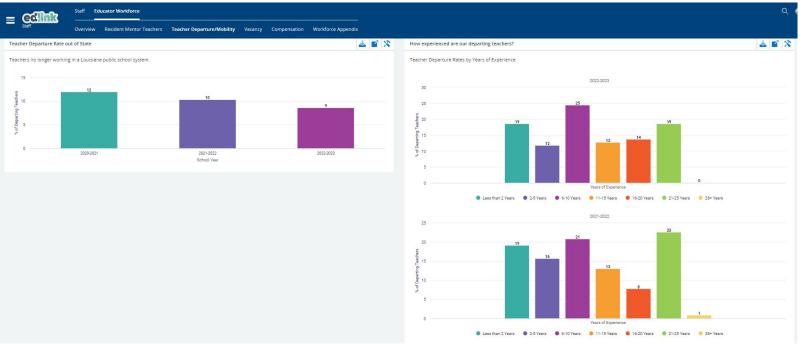
Teacher Departure/ Mobility





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Teacher Departure/ Mobility



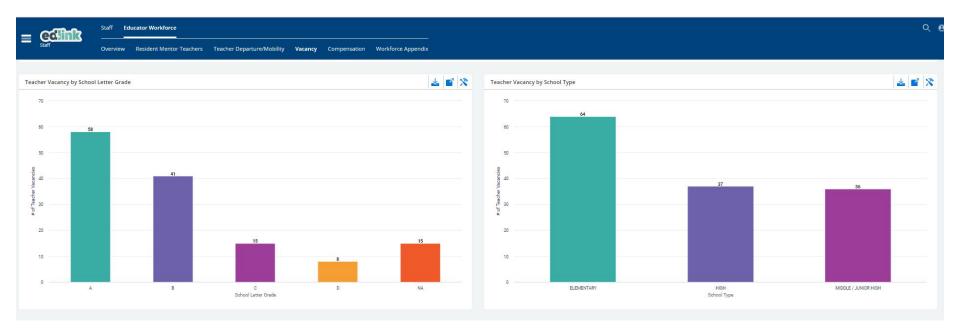






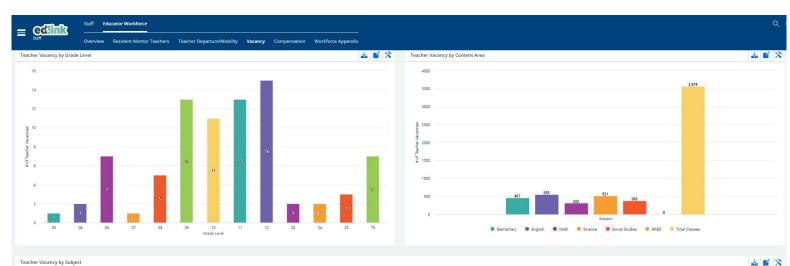








Vacancy



Teacher Vacancy by Subject

DISTRICT CODE

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

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Compensation

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2021-2022

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Staff Overview Resident Mentor Teachers Teacher Departure/Mobility	Vacancy Compensation Workforce Appendix			
Filter Data 💌				\odot
Compensation Dashboard:				•••
This dashboard focuses on how educators are compensated, including salary, performance	pay, and demand pay. This information may be useful when pla	nning for recruitment and retention for your system.		
Teacher Average Demand Pay	± ∎ X	% Site with Demand Pay		≅ ≈
Demand pay was averaged using only sites that reported this data.		This shows the percentage of sites that report demand pay.		
\$2,000 \$1,592 \$1,671	\$1,690	100 100	100	100
\$1,500		75		
\$1,000		50		
\$900		25		
50 2021-2022 2022-2023	2023-2024	0 2021-2022	2022-2023	2023-2024
Teacher Average Performance Pay	2 🖬 🛪	% Site with Performance Pay		1 🖬 🛪
Performance pay was averaged using only sites that reported this data.		This shows the percentage of sites that report performance p	bay.	
\$1,000	\$868	100 100	100	
5825 \$750	2558	75		
\$300		50		
2250		25		

2021-2022

2022-2023

2022-2023



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2023-2024

Workforce Appendix

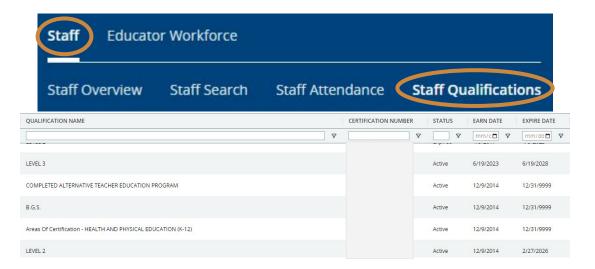
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Staff	Overview Resident Mentor Teachers Teacher Departure/Mobility Vacancy Compensation Workforce Appendix		
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Note:			•••
You may use the wor	cforce appendix to filter and export workforce data.		
Workforce Certification	Appendix	*	1 8
SCHOOL YEAR =	INSTRICT CODE = DISTRICT = SCHOOL CODE = SCHOOL = SCHOOL = SCHOOL = STAFF STATE ID = STAFF NAME = COURSE CODE = COURSE NAME = COURSE SUBJECT = SEC = SCHOOL DEPARTMENT CODE = DEPARTMENT =	CERTIFICATION CL	ASSIFIC
2023-2024			-
2023-2024			
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2023-2024			
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4			•



How do I view Certification Data?

Can I view certification expiration dates?

Instructions to view certification data can be found on <u>Louisiana</u> <u>Believes</u> or by following the QR code.







Viewing Certification Status

	aff Attendance Staff Qualificat	ions						
ualifications								*
STATE ID STAFF NAME CATEGORY CODE	CATEGORY NAME	QUALIFICATION CODE	QUALIFICATION NAME	V	CERTIFICATION NUMBER	STATUS	EARN DATE	EXPIRE DATE
	Degrees	01	BA			Active	2/10/2005	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	2/10/2005	5/31/2007
	TEACHING CERTIFICATE	u	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
	Degrees	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



Contact Information

Contact us at <u>believeandprepare@la.gov</u> if you have any questions or would like to set up a site or district EdLink tutorial to discuss your specific needs.

