

LOUISIANA DEPARTMENT OF EDUCATION

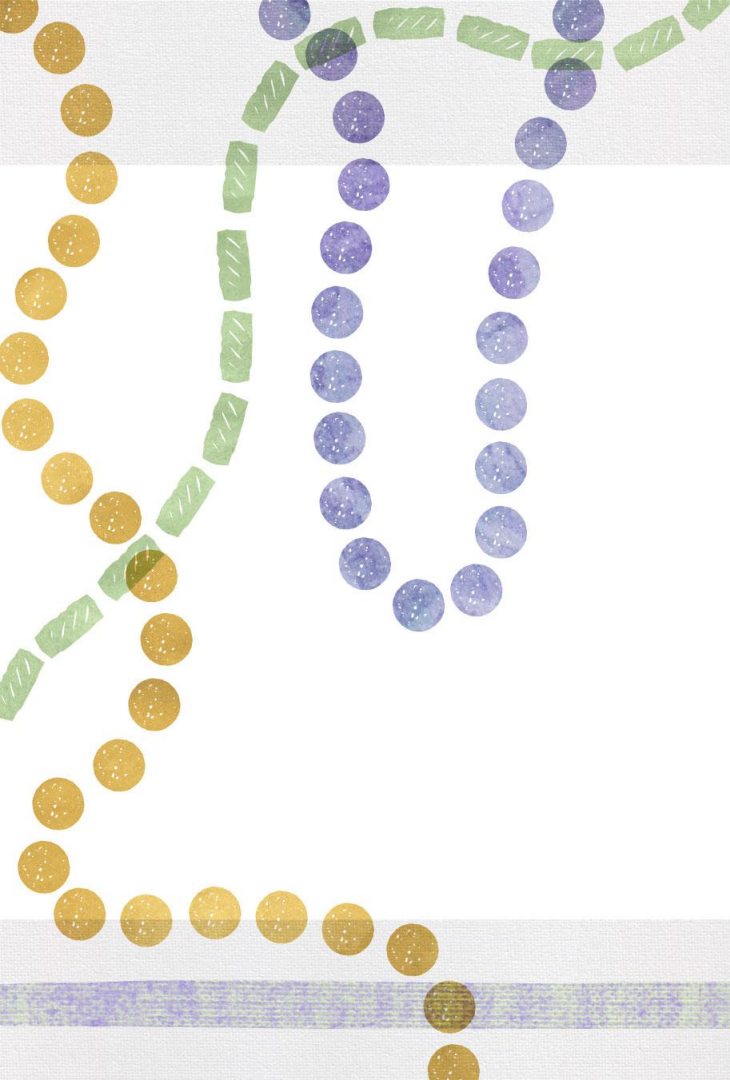


eSER Go LIVE
August 8, 2022

Agenda

- eSER is Live!
- eSER Resources
- Security for eSER
- Known Bugs
- Next Steps





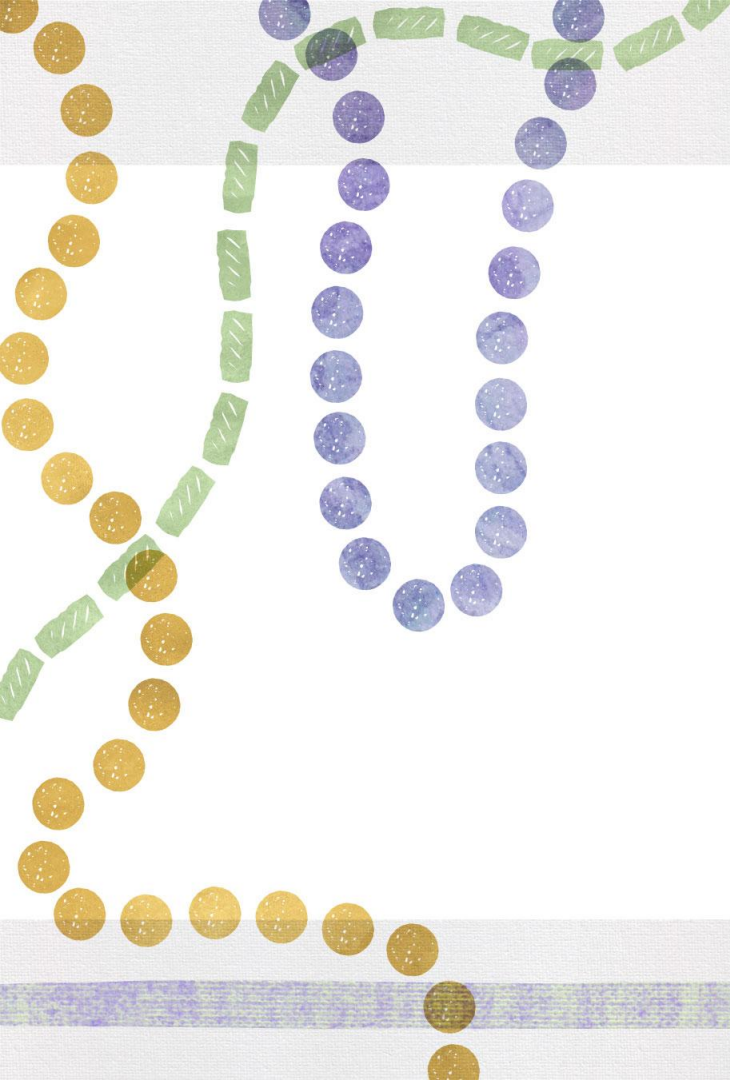
eSER is Live!



eSER Go Live Timeline

August 8 - The enhanced version of SER has been deployed in to production.

Enhanced SER Url: <https://serp.doe.louisiana.gov/ser> Data entry may resume.



eSER Resources

eSER Resources

eSER Videos

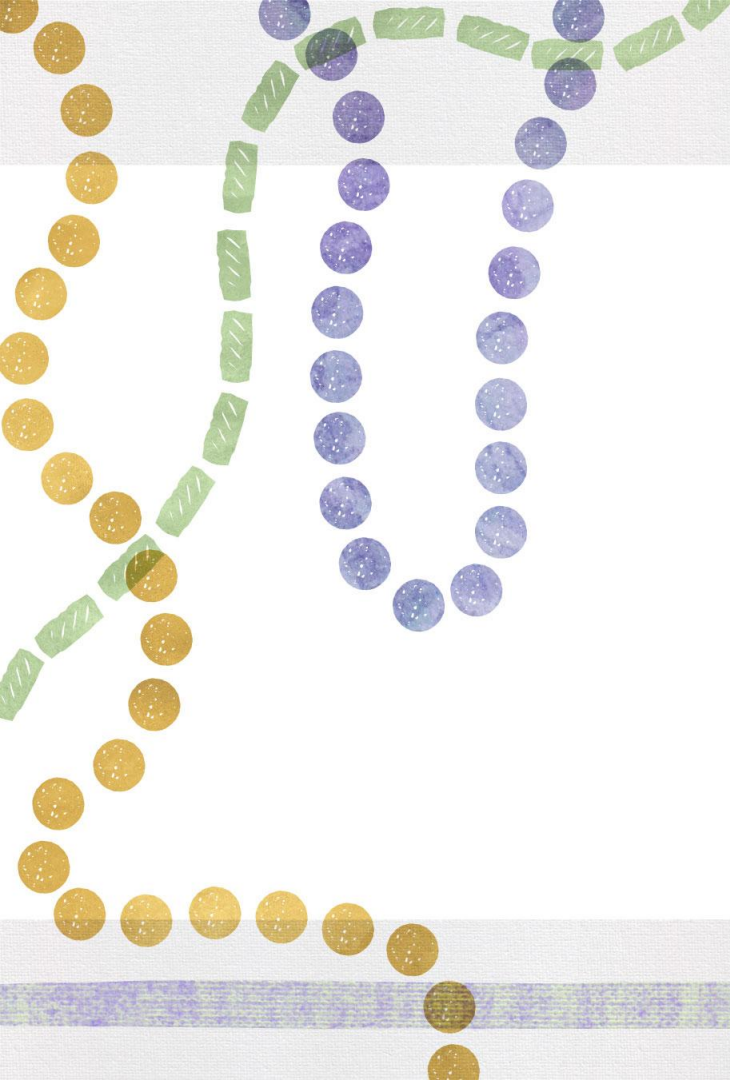
The training videos have been updated on the SER System support page.

- eSER Disable IEP Deep Dive
- eSER Gifted and Talented IEP

Currently, the eSER Menu Navigation and eSER IEP Navigation videos are accessible.

eSER User Guides

User guide will be available on 8/11.



Security for eSER

Security for eSER

- eSER will use the same URL as legacy SER once it goes live on August 8
- eSER will NOT use the same security as legacy SER
- eSER will utilize EdLink Security for provisioning access to the enhanced version of SER
- Basic steps:
 - Create username and password
 - Link username and staff ID
 - Request access
 - Receive approval for access and login on August 8

Security Resources

[Guide to Linking Username and Staff ID](#)

[Guide for Security Coordinators](#)

[EdLink Security User Guide](#)

TAS Roles and Permissions

- Select appropriate role
- Select All Sites in Sponsor
- Select Site/Sites needed

PRs Account Summary

Account Locked:	No
Questions Completed:	Yes

Application Systems

Account Permissions for SER

<All Sites In Sponsor>

- 395001 Martin Behrman Charter Acad of Creative Arts & So
- 395002 Dwight D. Eisenhower Academy of Global Studies
- 395003 William J. Fischer Accelerated Academy
- 395004 McDonogh #32 Literacy Charter School
- 395005 Lord Beaconsfield Landry-Oliver Perry Walker High
- 395007 Algiers Technology Academy
- 395700 RSD-Algiers Charter Schools Central Office
- 395888 Special Education Support-NonPublic/Homeschooled

Clear Sites

✔ Save | ✖ Cancel

- No Access
- SER_Data_Writer
- SER_Data_Reader
- SER_LASID_Writer

TAS Roles and Permissions

- Select appropriate role
- Select All Sites in Sponsor
- Select Site/Sites needed

Application Systems

Account Permissions for IEP

No Access

IEP_Form_Writer

IEP_Form_Approver

<All Sites In Sponsor>

395001 Martin Behrman Charter Acad of Creative Arts & Sci

395002 Dwight D. Eisenhower Academy of Global Studies

395003 William J. Fischer Accelerated Academy

395004 McDonogh #32 Literacy Charter School

395005 Lord Beaconsfield Landry-Oliver Perry Walker High

395007 Algiers Technology Academy

395700 RSD-Algiers Charter Schools Central Office

395888 Special Education Support-NonPublic/Homeschooled

Clear Sites

✔ Save | ✖ Cancel

EdLink Security Roles and Permissions

- Select Request Permissions
- Select appropriate site/location

Self Registration

Name: Bernetta Sims
Email: bernetta.sims@la.gov

User Id: bsims2
Staff Id: 9348565753

Permissions:

[Request Permission](#)

EdLink Security Roles and Permissions

- Select appropriate role
- Select One Role only

SER IEP Form Permission Request for [REDACTED]

Role	Permission	Status	
IEP Form	IEP Form Approver	Approved	7/13/2022
IEP Form	IEP Form Writer	Approved	7/13/2022

View Notifications

Add Notification

Close

Nonpublic and Early Childhood Selecting the Correct Permissions

- District level eSER users should only request access to their School System. Nonpublic and Early Childhood sites will be included in the school system request.
- For example:
 - Mickey's parish public school system services students at Donald's BESE approved nonpublic school and Minnie's childcare center.
 - The SER data manager would select Mickey's parish public school system in EdLink Security and would not select Donald's school or Minnie's childcare center.
 - eSER will be smart enough to automatically group Donald's school and Minnie's center with Mickey's public school system
- LDOE is working with the districts who had staff request individual access to early childhood and nonpublic sites to determine what should be approved/rejected.

SER Security Coordinator

- LDOE is working on a plan to allow for SER only security coordinators.
- **Tentative** release date is Early Spring 2023.
- Once SER only coordinators are set up the nonpublic and early childhood requests will route to the SER security coordinators.

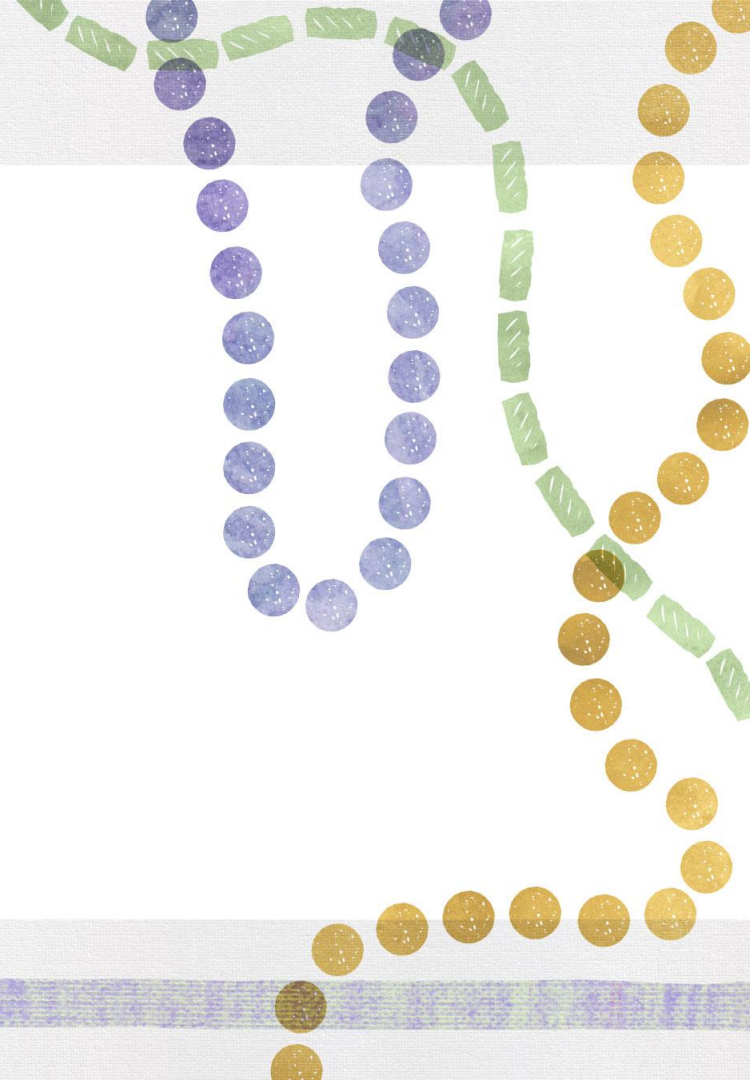
Confidentiality Policy Guidance

Annually, a Local security/confidentiality policy should be drafted to include the minimum requirements:

- **Each LEA** should:
 - have a written security policy that includes IEP security.
 - provide security guidelines and policies in local training annually.
- **Special Education Supervisors** or their designated representatives should:
 - govern user access to eSER to ensure confidentiality is maintained
 - work with the local Security Coordinator in performing an annual or semiannual review of users authorized to access eSER including eSER IEP Forms access
- **Each user** should:
 - be required to sign a confidentiality assurance statement annually
 - ensure they are in compliance with their LEA confidentiality policy .
- **Each Local Security Coordinator** should:
 - work with Special Education Supervisors to review all user requests for eSER access
 - maintain a current list of users authorized to access eSER including eSER IEP Forms
 - have a written procedure in place to remove eSER access as user status changes occur (employment ends, change in duties, etc.).



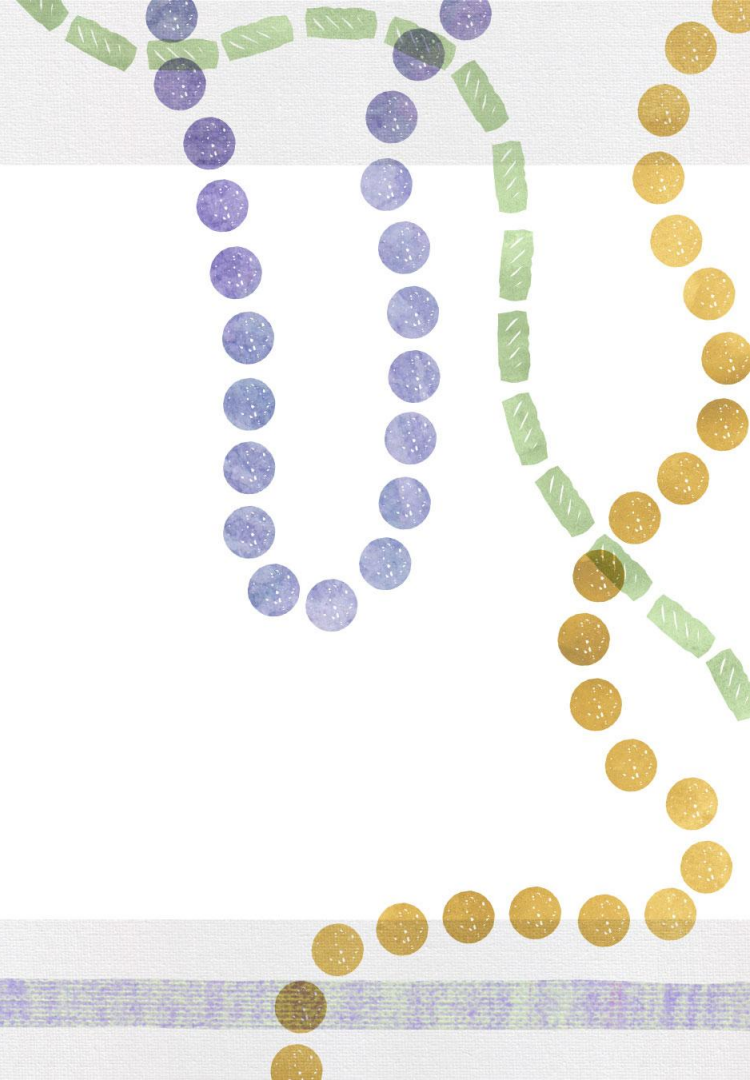
Known Bugs



Known Bugs

- The “print” functionality (it is actually better described as “export”, since we will be downloading a PDF that one may save or print at their discretion) is not yet deployed. It is under development and we are hoping to have it deployed very soon.
- Currently, districts are able to run their Student Detail Report and their compliance reports in the report section of SER.
- All data from the past 7 years was migrated except:
 - **Personnel Responsible** - this was an open text field with numerous different but similar pieces of data; we are working to consolidate the data entries for better data quality
 - **Provider name** - On the service record there may be a few providers left blank, these can be corrected on an as discovered basis, email systemsupport@la.gov with non PII information about the record and the name of the provider
 - **Attachments** - Data about the attachments has been pulled over, the actual attachments are still being pulled over

Next Steps



Next Steps Future eSER Users

- Security Coordinators ensure they are set up ([See One Pager](#))
- Ensure staff have usernames and passwords setup and linked to their staff ID ([See Guide](#))
- Once eSER goes live you will be able to login to eSER <https://serp.doe.la.gov/ser>
- Reach out to Systemsupport@la.gov with any EdLink Security or eSER questions or concerns

eSER Go Live Informational and Q&A sessions

- LDOE will continue holding weekly eSER Go Live Informational and Q&A sessions every Monday in August from 2:00 p.m. to 3:00 p.m.
- Zoom Information:
 - **Registration:** <https://ldoe.zoom.us/meeting/register/tJUucOiqgzwrGtK1U3E1YHfE87QKXzV9WsOa>
 - **Meeting Link:** <https://ldoe.zoom.us/j/91371257106>
 - **One tap mobile:** +14702509358,,95433357770# US (Atlanta)

Q and A

