

Data Coordinator Monthly Call

December 14, 2023



Agenda

- Data Sharing Agreements
- 2022-2023 Collection Closeouts
- Data Collections Calendar
- Data Collections: Getting Started
- eScholar
- eSER
- Interest and Opportunities
- EdLink 360: 2023-2024 Data Collections and Dashboards
- STS
- CIS
- EdLink 360 Resources



Data Sharing Agreements



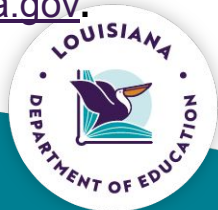
December 14, 2023

Data Sharing Agreements

Pursuant to R.S. 17:3914, school systems are required to have a contract or data sharing agreement in place with private vendors that deliver services in order to share personally identifiable student data (PII).

For the 2023-2024 school year, school systems will need to opt-in to any new or expiring data sharing agreements. Please use the [Data Sharing Agreement Tracker](#) for downloading agreements and for uploading agreements with the appropriate approvals.

For questions or concerns with Data Sharing Agreements, contact ldedata@la.gov.



2022-2023 Collection Closeouts



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2022-2023 Data Collection Closeouts

Annual Financial Reporting (AFR)

- **Deadline:**
 - ~~Initial Submissions for all Project Codes - Friday, September 29, 2023~~
 - ~~Excellent Rating - Tuesday, October 31, 2023~~
 - ~~Good Rating - Thursday, November 30, 2023~~
- **Collection Closed:** Final - Friday, December 29, 2023



Data Collections Calendar



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2023-2024 Data Collections

Application systems:

Data is reported during scheduled collection periods with specific open/close dates.

EdLink 360: Data is reported daily (when available) with snapshots taken at specific times during the school year.

Collection End Date (Snapshot or System Close)	12/15/2023	12/15/2023	1/12/2024	1/26/2024	2/9/2024	2/9/2024	2/23/2024	2/23/2024
EdLink 360 Extract File	2022-23 EOY Dropout Corrections	IAP Window #2 (Volunteer selected; Grades 5-8)	Oct CLASS (Staff and Student)	Middle of Year (MOY) Literacy Assessments	Spring LEAP 2025 HS Assessments	STS Mid-Year in (Legacy System)	Feb 1 MFP	Feb 1 Staff Vacancy

Refer to the [2023-2024 Benchmark Calendar](#) for details



Data Collections: Getting Started



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Security

LDOE is undergoing a multi year process to integrate all LDOE data systems with EdLink Security. During this time security will be provisioned for legacy systems through TAS and all systems that are new or have been recently enhanced will be provisioned through EdLink Security.

The [Security Resource Page](#) has information on gaining access to all LDOE data systems.

Totally Automated System (TAS)	EdLink Security Registration Portal
<ul style="list-style-type: none">• LEADS Portal• STS-Student Transcript System• SPS - Sponsor Site System• AFR - Annual Financial Reporting System• CIS - Compass	<ul style="list-style-type: none">• EdLink Security• EdLink 360• EdLink Ops• eSER• Canopy



EdLink Security Available Application Roles

- Data Analyst
- District Administrator
- Principal Administrator
- Homeless
- Accountability
- CTE Supervisor
- Finance (Business Manager)
- Human Resources
- School Counselor

- District
- Local
- Application Specific - eSER

- IEP Form
- SER Data
- SER LASID
- SMD Medicaid
- SER Data Services
- Re-Evaluation Data Review (RDR)

NOTE: SER (SMI) Medicaid Importer - The eScholar Direct Match process will be utilized for Medicaid matching in place of Medicaid Importer beginning with the 2022-2023 school year.





Scan me!

Scan this QR Code
for access to the
EdLink Security
User Guide.



eScholar



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eScholar DirectMatch

September - June: LDOE will run the statewide DirectMatch

- November SNAP state batch # 7279
- November TANF state batch # 7280
- November Medicaid-Free Lunch state batch #
- November Medicaid-Reduced Lunch state batch #

School systems will be responsible for resolving their near matches and loading the data into their local systems.

- Instructions for resolving near matches: Slides # 62-77 [DirectMatch Slide Deck](#)
- Instructions for downloading matched records: Slides # 81-85 [DirectMatch Slide Deck](#)
- DirectMatch resources are available on the [eScholar Support pg.](#)



eSER



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eSER Resources

- See the [eSER Resources](#) page for known Bugs, Enhancements, Recent Release Notes (reports in progress are noted here), and FAQs.
- The 2023 eSER User Guide Google Site has been posted to the [eSER Resources](#) page. Two 1-hour introductory training videos will be added soon!
- Report all questions to systemsupport@la.gov.
- eSER URL: [EdLink Security Applications Menu> Select SER](#)
- **New Reports available:**
 - Federal Evaluation Listing (Public and Private)
 - Evaluation Results Report - Alternate Assessment
 - Federal Evaluation Listing (Private Schools)



<https://sites.google.com/la.gov/eser-help-center/home>



New eSER Reports

New report available:

- Federal Evaluation Listing (Public and Private)

Further optimization is required to the IEP report. To increase speed for end users we are temporarily returning to the previous IEP print version and will optimize and relaunch an enhanced version as soon as we can.

Report Request for Federal Evaluation Listing (Public and Private) Report [Return to Report Request](#)

Enter the report parameter(s), then click the the "Submit" button. Required parameters are marked with an asterisk (*).

Description:

*Count:

*LEA:

Group By School:

Export Format:

Submit

Clear



Interests and Opportunities



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Interests and Opportunities: Data Sources

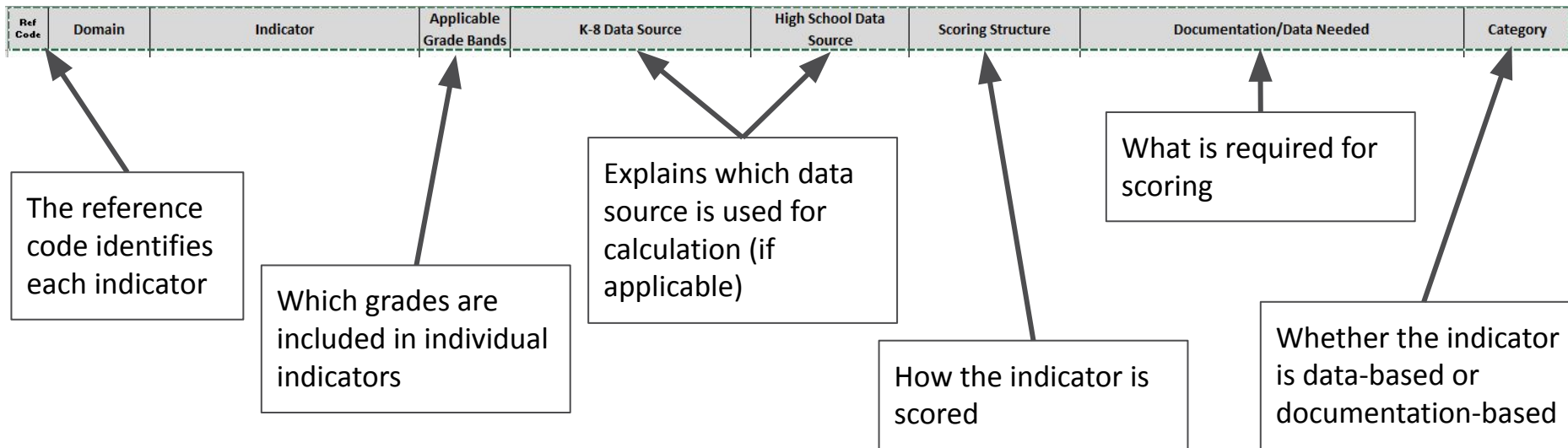
Scoring for data based indicators is dependent on the following data sources. Inaccurate data could lead to an inaccurate score. Collections will not be reopened or delayed for inaccurate Interests and Opportunities data submissions.

1. **CLASS Snapshot**
2. Super App Submissions
3. Student Transcript System
4. Ad Hoc Collections
 - a. World Languages team collections for World Languages programs
 - b. Annual Alternative Site application
 - c. Annual diploma endorsement submissions

It is critical that all data managers work with their accountability contacts to ensure that data is submitted correctly and on time.



Interests and Opportunities: Understanding the Menu



Interests and Opportunities: Data-Based Indicator Scoring

The Department will use data from existing collections to calculate the scores for data-based indicators. For this reason, it is **critical** that the data submitted is validated and correct as a part of the collection process annually.

Indicators that are based on course enrollment (or completion) are calculated based on the total number of students enrolled in the applicable grade levels and the total number of students in those grade levels in the listed course codes.



Interests and Opportunities: Scoring Structures

The two main scoring structures are detailed below.

1. No credit or full credit

- a. These indicators must meet the criteria in the Documentation/Data Needed column to earn full credit.
- b. If the data or documentation does not meet the criteria, the school will earn a 0 for the indicator.

2. 0-100% of Points Possible

- a. Indicators are calculated based on the data collected. If 75% of students are enrolled in the course codes listed, then the school will earn 75% of points available for the indicator or 28.125 points.



Interests and Opportunities: Materials

The 2023-2024 Interests and Opportunities materials are available in the [Accountability Library](#).

- In addition to the menu, the Accountability Policy team is publishing a new copy of the guidance which will include the business rules for calculating each indicator.
- New EdLink 360 dashboards are in development to support schools and systems in understanding their data and submissions throughout the school year.

If you have any questions regarding the Interests and Opportunities index, please contact accountability@la.gov. Emilia Urban and Chelsea Haley are responsible for the inbox and will respond as soon as possible.



EdLink 360: 2023-2024 Data Collections and Dashboards



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2023-2024 CLOSED Collections

School Year	Snapshot Group	Snapshot Taken
2023-2024	Fall LEAP 2025	09/29/2023
2023-2024	K3 Assessments Collection	10/13/2023
2023-2024	Oct 1 MFP/IDEA	10/25/2023
2023-2024	Mentor/Resident Collection	11/3/2023
2023-2024	Oct 1 Staff Vacancy	11/17/2023



Class Auditors Report

Class Auditors Report is now available in EdLink 360.

Usage and Data > Class Data Reports > Class Enrollment as of 10/1



The screenshot shows the top navigation bar of the EdLink 360 interface. On the left is the EdLink logo. The main navigation menu includes: Data Processing, Data Quality, Data Validation, Staff Data Reports, Student Data Reports, and Class Data Reports. The 'Class Data Reports' item is highlighted with a red box. Below the main menu, there are two sub-menu items: 'Usage and Data' and 'Class Enrollment as of 10/1', both of which are also highlighted with red boxes.

Filter Data ▾



Dropout Corrections

School Year	Snapshot Group	Snapshot Start Date	Snapshot End Date
2022-2023	Dropouts	9/23/2023	12/15/2023

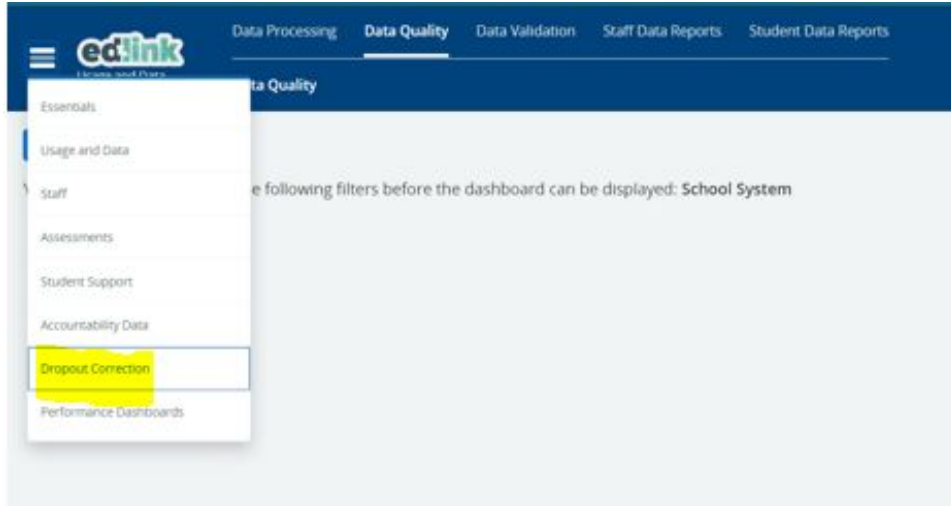
This process will be in the Dropout Correction Application in EdLink360.

- *Hamburger Icon/Dropout Corrections*
- *The application is open until Friday, December 15, 2023 @ 5:00PM (Open All Day Friday).*

Please refer to the [2023-2024 Benchmark Calendar](#) for a list of extracts that should be submitted.



2022-2023 Dropout Corrections



- Dropout corrections should be made in EdLink in the Dropout Correction Dashboard for 2022-23 potential dropouts
- For a records requests received:
 - Record request information should be entered in the dashboard
 - A copy of the records request should be kept on file at your school system.
 - Copies of actual record request paperwork should only be submitted to LDOE upon request (e.g. Audits)

A roster for 2022-23 Dropouts can be located in the Data Reports Dashboard.

- *Usage and Data/Student Data Reports/Dropout Roster*
 - Ensure Filter is set to School Year: 2022-23



HiSet Data

Due to data privacy and FERPA limitations school systems will need to request HiSET completion information directly from former students who earned their HiSET or their legal guardians.

Questions about data privacy can be submitted to ldedata@la.gov



October 1 CLASS (Student and Staff)

School Year	Snapshot Group	Snapshot End Date
2023-2024	Oct 1 CLASS	1/12/2024

This snapshot will capture staff, student, and class schedule data for students enrolled on and staff employed on October 2, 2023.

It will also capture data for students enrolled in CTE and CDF courses for the 1st and 2nd Semesters.

This data is used for:

- Calculating Value Added student growth data (VAM)
- Workforce Reporting
- CTE-Career Tech Education and CDF-Career Development Fund counts (funding),
- Class Size reporting (audit data)
- Interest and Opportunities K-8 class schedules
- For calculating the Interests & Opportunities index

Please refer to the [2023-2024 Benchmark Calendar](#) for a list of extracts that should be submitted.

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Oct 1 CLASS (Student and Staff) Dashboards

Step 1 Data Processing:

- *Usage and Data/Data Processing/File Errors*
 - Ensure all extracts for CALENDARS, ALL STUDENTS, ALL COURSES and ALL STAFF have loaded and processed at 100 percent.
- *Usage and Data/Data Processing/File Record Rejection*
 - Ensure any File Record Rejections have been corrected.

Step 2 Data Quality:

- *Usage and Data/Data Quality*
 - Review all CALENDARS, ALL STUDENTS, ALL COURSES and ALL STAFF Data Quality Buckets
 - Review Total Student, Calendar & Attendance, Staff and Other Data Quality Buckets

Step 3 Data Validation:

- *Usage and Data/Data Validation/CLASS Validation*
 - Ensure Filter is set with School Year: 2023-24 and Processing Period:CLASS
- *Usage and Data/Data Validation/Staff Validation*
 - Ensure Filter is set with School Year: 2023-24 and Processing Period: Staff CLASS

Step 4 Additional Staff Data Reports:

- *Usage and Data/Staff Data Reports/Staff Salary Data*



Associate Teacher Program Coding

Under [ACT 99](#) of the 2023 Regular Legislative Session and BESE policy, the State of Louisiana now allows elementary and secondary schools to hire candidates holding an associate's degree who are enrolled in a teacher education preparation program to serve as teachers of record. **The authorization for the associate teacher to be a teacher of record is issued by the LEA, not by the LDOE Certification Division.**

The participants in the program shall be coded as a teacher (Object Code 112, Function Code 1***) with an Ed_Level_Code of “06” (Associate degree) in the staff_ext extract.

Please contact arthur.joffrion@la.gov for questions.



Additional EdLink Dashboards

Essentials:

Hamburger Icon/Essentials/

- School System Calendar, Enrollment, SPED, Diverse Learners, Attendance, Discipline, Academics, Students
 - Note: Student Search is under Students section

Staff:

Hamburger Icon/Staff/

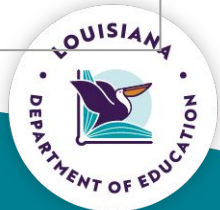
- Staff and Educator Workforce
 - Note: Staff Search and Staff Attendance are under the Staff section



K3 MOY

Only report composite scores for students that completed the Literacy Alternate Assessment Rubric (LAAR). Screening data for all other students will be directly reported to the LDOE by Amplify.

Field Name	Field Description
LITERACY_SCREENERS_EXCEPTION_CODE	05 = Student has a documented significant disability and was assessed with an approved alternate assessment
ALTERNATE_ASSESSMENT_REASON_CODE	07: Meets Alternate Assessment Criteria
LITERACY_SCREENERS_TEST_TYPE	Q - Alternative Assessment (Exception Code 06 or 07) MOY
LITERACY_ASSESSMENT_DETERMINATION_CODE	01: Alternative assessment



K3 MOY

Scoring composites for alternatively assessed students will be provided in the January 2024 Monthly Data Coordinator Call.

This includes:

- Kindergarten Score Sheet
- 1st Grade Score Sheet
- 2nd Grade Score Sheet
- 3rd Grade Score Sheet



STS



December 14, 2023

STS

School Year	System	Collection Start Date	Closure Date
2023-2024	STS	12/15/2023	9/30/2024



STS Resources

New 2023-2024 STS documents have been posted to the [STS Support Page](#) under the Useful Documents section.

Useful Documents:

- [Prior Year Request Form](#)

2023-2024 (BSSY 2023)

- [2023-Beyond STS Master Course Code List updated 10/25/23](#)
- [2023-Beyond STS IBC Matrix](#)
- [2023-Beyond Jumpstart Pathway IBCs](#)
- [2023-Beyond Jumpstart Pathway Course Sets](#)

Prior Year Request Forms should be emailed to systemsupport@la.gov



Act 567

In the 2022 Legislative Session [Act 567](#) was passed which requires the LDOE to share data with the Louisiana Workforce Commission (LWC) provided parental consent has been obtained. The legislation is specific in saying that parents must give permission for this purpose similar to the parental consent flag to share transcript data with LOSFA.

Beginning BSSY 2022, LDOE will be adding a field in **eScholar** to accommodate Act 567. Exact field requirements are forthcoming.

**The consent field will not be added to STS.*



Compass Information System (CIS)



December 14, 2023

Compass Information System (CIS) Reminders

Please use the [CIS 2022-2023 Timeline](#) to [monitor](#) data entry into the [Compass information System \(CIS\)](#). The following tasks should be complete at this time.

- School site rosters should be [updated](#).
- Evaluators should be [assigned](#).
- Teachers and leaders should have at least two [Student Learning Targets \(SLTs\)](#) entered and accepted.
- [Observations](#) should be entered as completed.

Please email compass@la.gov with questions.



2022-2023 Leader Evaluation Data

The deadline to [upload](#) 2022-2023 leader evaluations into the [Compass Information System \(CIS\)](#) is **January 8**. Only leader evaluations can be uploaded as the deadline has passed for all other evaluation types. Data cannot be entered or edited following this date.

Please contact compass@la.gov with questions.



EdLink 360 Resources



December 14, 2023

Statement of Affirmations

All Statement of Affirmation forms and JotForm return links are now available on the [EdLink360 Support Page](#). All forms are **due two weeks after a collection snapshot.**

2023-2024 SOA Return Links

NEW [District SOA Return Tracker](#)

Collection	Submission Link	SOA Blank Form
K3 BOY	Link	K3 BOY
K3 MOY	Link	K3 MOY
K3 EOY	Link	K3 EOY
Oct 1 MFP - Students	Link	Oct 1 MFP Students
SER IDEA Oct 1	Link	SER IDEA Oct 1
Oct 1 CLASS - Students	Link	Oct 1 CLASS Students
Oct 1 CLASS - Staff	Link	Oct 1 CLASS Staff
Feb 1 FMP	Link	Feb 1 MFP
SER MFP Feb 1	Link	SER Feb 1 MFP
EOY Students	Link	EOY Students
EOY Staff	Link	EOY Staff



Statement of Affirmation Returns

We have posted a Statement of Affirmation Return Tracker on the website. Please take a moment to review this document and ensure your District is up to date with your 2023-2024 Statement of Affirmation Returns.

A Statement of Affirmation should be returned two weeks following a snapshot. E.g. Snapshot Date= 12/1/2023, then the SOA is due 12/15/2023.

[Statement of Affirmation Return Tracker](#)



EdLink360 User Guides

All User Guides can be found on the [EdLink360 Support Page](#).

EdLink 360 Extract File Layouts, SAMPLE Layouts, Tables and User Guides

User Guides for data included in EdLink 360

- **NEW** Calendars and Attendance: [2023-2024 Calendars and Attendance User Guide](#)
- **NEW** Student Data Extracts: [2023-2024 Student User Guide](#)
- **NEW** Staff Data Extracts: [2023-2024 Staff User Guide](#)
- **NEW** Dropout Corrections: [2023-2024 Dropouts User Guide](#)

- [EdLink Frequently Asked Questions \(FAQ\)](#)

For troubleshooting and reporting issues, please email systemsupport@la.gov



Weekly Newsletters

We provide weekly newsletters for EdLink360 and post them to the [EdLink Support Page](#) on Mondays.

2023-2024 Weekly Newsletters

- [Tuesday, August 8](#)
- [Monday, August 14](#)
- [Monday, August 21](#)
- [Monday, August 28](#)
- [Tuesday, September 5](#)
- [Monday, September 11](#)
- [Monday, September 18](#)
- [Monday, September 25](#)
- [Monday, October 2](#)
- [Monday, October 9](#)



EdLink360 Trainings

If you are new to EdLink360 or work with a particular collection of data, please visit our EdLink360 Training Posts located on the [EdLink Support Page](#).

2023-2024 EdLink360 Trainings

August 22 2023	Introduction
August 29 2023	Dashboard Navigation
September 5 2023	Q/A session only
September 12 2023	Getting started
September 12 2023	LEAP 2025
September 19 2023	K-3 Assessment
September 26 2023	OCT 1 MFP
October 3 2023	Mentor& Resident <ul style="list-style-type: none">• Training• Compensation webinar



User Support Reminders

- All Data Collection questions to be emailed to systemsupport@la.gov.
- User Support Calls:

EdLink Weekly Q&A Session Tuesdays @ 11:00AM

August 2022	8/15, 8/22, 8/29
September 2023	9/5, 9/12, 9/19, 9/26
October 2023	10/3, 10/10, 10/17, 10/24, 10/31
November 2023	11/7, 11/14, 11/21, 11/28
December 2023	12/5, 12/12
January 2024	1/9, 1/16, 1/23, 1/30
February 2024	2/6, 2/20, 2/27
March 2024	3/5, 3/12, 3/19, 3/26
April 2024	4/2, 4/9, 4/16, 4/23, 4/30
May 2024	5/7, 5/14, 5/21, 5/28
June 2024	6/4, 6/11, 6/18, 6/25
July 2024	7/2, 7/9, 7/16, 7/23, 7/30
August 2024	8/6

eScholar Office Hours Thursdays @ 10:00AM

August 2023	8/31
September 2023	9/14, 9/28
October 2023	10/12, 10/26
November 2023	11/9
December 2023	12/14
January 2024	1/11, 1/25
February 2024	2/8, 2/22
March 2024	3/7, 3/21
April 2024	4/4, 4/18
May 2024	5/2, 5/16, 5/30
June 2024	6/13, 6/27

Training slide decks and recordings are posted on the [eScholar Support page](#).

Data Coordinator Monthly Webinar @ 1:00pm

August 2023	Thursday, August 17, 2023
September 2023	Thursday, September 14, 2023
October 2023	Thursday, October 12, 2023
November 2023	Thursday, November 9, 2023
December 2023	Thursday, December 14, 2023
January 2024	Thursday, January 11, 2024
February 2024	Thursday, February 8, 2024
March 2024	Thursday, March 14, 2024
April 2024	Thursday, April 11, 2024
May 2024	Thursday, May 9, 2024
June 2024	Thursday, June 13, 2024
July 2024	Thursday, July 11, 2024

Slide decks and recordings are posted on the [Webinars Resource Page](#).



Shout Outs!

Beginning in January, we will have shout outs for districts working hard to report on time and accurately.

