

LOUISIANA DEPARTMENT OF EDUCATION



EdLink360 Bootcamp 2023-2024

August 17, 2023

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Data Sharing Agreements

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.



EdLink Security

Security Criteria for EdLink 360

1. Submit Staff ID

A StaffID must be assigned in eScholar/EdLink 360 Security in order to report staff in the EdLink 360 extracts. Please contact your Security Coordinator or your eScholar StaffID administrator to verify a StaffID

2. Whitelist IP Address

Servers must be whitelisted in order to upload extract files to the PowerSchool sFTP. Whitelisting is performed by PowerSchool.

3. Credentials

A Username and Password are required to access the PowerSchool sFTP for uploading extract files. These credentials are assigned by PowerSchool.

4. EdLink Security Username/Password

The school system Security Coordinators are responsible for establishing access to EdLink 360. Security Coordinators will need to request security coordinator access/data analyst for EdLink 360 access. These approvals are performed by LDOE.

My.LA.gov Accounts

Overall Goal:

- My.LA.gov is a centralized user ID and password tool utilized by many state agencies. The goal of MyLA is that a user may have one user ID and password for all business with the state of Louisiana.
- As state agencies adopt the use of MyLA, users will be able to use their single account for business with that agency. (Two early adopters of MyLA are LDOE and DCFS.)

Usage for LDOE Systems:

- LDOE system users who support multiple different school systems or who need access to multiple education systems should only utilize ONE MyLA user ID. ***This is a change from how security was provisioned in legacy systems where multiple user IDs were required.***
- A user should NOT create and attempt to utilize multiple MyLA user IDs within LDOE systems. This will result in errors and potentially getting locked out of your account.
- eScholar Data Managers should NOT continually switch a user's user ID that is linked with the user's eScholar Staff ID.

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.

Provisioning Access for this Year's Cycle of Collections	
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● SER

EdLink Security Available Application Roles

EdLink360	EdLink Security	eSER
<ul style="list-style-type: none">● Data Analyst● District Administrator● Principal Administrator● Homeless● Accountability	<ul style="list-style-type: none">● District● Local	<ul style="list-style-type: none">● IEP Form● SER Data● SER LASID● SMD Medicaid● SER Data Services● Re-Evaluation Data Review (RDR) <p>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.</p>

Automatic Linking of User ID and Staff ID

EdLink has developed functionality that will help to automatically link a user ID created by a user with their staff ID. Please follow the [guide](#) for steps to utilize this feature.

- Ensure your school system has submitted Staff IDs for the school year.
- The purpose of this connection is to verify that a user has a staff ID upon logging in, users only need to link their user ID to one site within their school system in order to proceed.

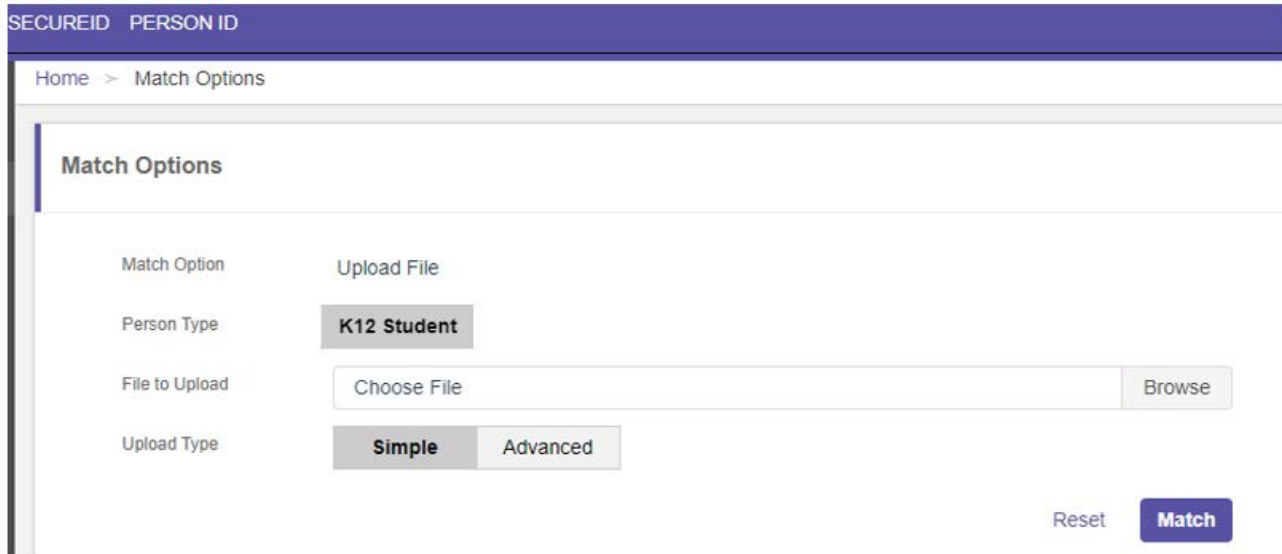


eScholar

eScholar PersonID (StudentID) - ESSY 2024

Districts should submit their expected student enrollment for LASID assignment

- <https://secureid.ldoe.la.gov/uid/login>
- Use the waffle icon  and toggle to PersonID
- Click on the Match button 



The screenshot shows the 'Match Options' page in the SECUREID PERSON ID system. The page has a purple header with 'SECUREID PERSON ID' and a breadcrumb trail 'Home > Match Options'. The main content area is titled 'Match Options' and contains the following fields:

Match Option	Upload File
Person Type	K12 Student
File to Upload	<input type="text" value="Choose File"/> <input type="button" value="Browse"/>
Upload Type	Simple <input type="button" value="Advanced"/>

At the bottom right of the form, there are two buttons: 'Reset' and 'Match'.

Students with LOFSA Issues

Problem Analysis and Resolution:

For student(s) who graduated in the 2022-2023 school year and it was determined there are issues with the student's transcript not being received by LOSFA due to missing demographic information:

- update the students information in your local system (SSN, parental consent, etc.)
- submit the student to Uniq-ID for the **2023-2024** school year:
 - **ESSY = 2024**
 - **Location Active Flag = 0 (inactive)**
 - **Parental Consent Flag = Y**
- submit the student to the Student Transcript System (STS)
- submit the graduation date
- certify the site



eScholar DirectMatch

- DirectMatch: Match students through Person ID, Upload File, Individual Match, Manual Authorization (Individually by LASID) or Address Matching
 - *Upload File and Individual Match – used by Early Childhood to identify student eligibility for Pre-K programs*
 - Identify **Direct Certification (DC)** students through SNAP, TANF, Medicaid Free and Medicaid Reduced
 - Identify **Direct Certification (DC) Extended** students (siblings or children living in the same household)
 - Identify **Other Source Categorical Eligibility** students enrolled in Head Start or Even Start programs, migrants, runaways, homeless, foster care
 - Calculate Identified Student Percentage (ISP), view and submit Population and Elections data for Community Eligibility Provision (CEP)
 - EdLink calculates counts of Economically Disadvantaged students

eScholar DirectMatch

- School systems can begin running DirectMatch **after** 2023-2024 expected student enrollments have been submitted to eScholar PersonID
- Files available in DirectMatch:
 - June SNAP/TANF - July 31
 - June Medicaid Free/Reduced - August 14
 - July SNAP/TANF - August 14
- **July - August 2023:** School systems are responsible for running eScholar DirectMatch, resolving near matches and loading the data into their local systems.
- **September - June:** LDOE will run the statewide DirectMatch and provide the batch number to school systems. School systems will be responsible for resolving their near matches and loading the data into their local systems.
- DirectMatch resources are available [here](#) including. (DirectMatch User Guide, SNAP/TANF monthly update schedule, Sample Income survey for CEP schools, FAQ, upload/download templates, training slide deck/recording, etc.)

eScholar StaffID

- Submit your **2023-2024 staff** to StaffID for ID assignment.
 - Submit returning and new staff at the beginning of the school year
 - Submit new staff hires throughout the year
- Staff who need EdLink dashboard or eSER access must be submitted to StaffID for the current year. **ESSY = 2024**
- If you do not have a current year record in eScholar StaffID you will see the error message below when you log into EdLink.

You do not have a valid user ID and staff ID linked. Please contact your local security coordinator for assistance



Whitelisting

Getting Whitelisted to Submit to the PowerSchool sFTP Server

The IP Address of the server that will be used to drop extracts on the PowerSchool sFTP will need to be whitelisted. If their school system IP Address has not been whitelisted, Security Coordinators should include the following in an email and send to

[LDOE LEA Support@powerschool.com](mailto:LDOE_LEA_Support@powerschool.com) :

- In the subject line, include the Sponsor Code and Name (e.g. 001 Acadia Parish) and the IP Address or range of IP Addresses for the School System
- In the body of the email, include any other pertinent information (e.g. identify other technical contacts and/or vendors who may require whitelisting of their IP Address(es))

NOTE: Home or private IP addresses cannot be whitelisted. When working from a location other than your school system office, work with your IT staff to set up VPN into your school system office



PowerSchool sFTP Server Access

Receiving User Credentials to Submit to the PowerSchool sFTP Server

Credentials are needed in order to access the PowerSchool sFTP server where the EdLink 360 extracts will be dropped. To request credentials, Security Coordinators should include the following in an email and send to

[LDOE LEA_Support@powerschool.com](mailto:LDOE_LEA_Support@powerschool.com) :

- In subject line, include the Sponsor Code and Name (e.g. 001 Acadia) and specify PowerSchool sFTP Credentials request.
- In body of the email, include any other pertinent information (e.g. identify other technical contacts and/or vendors who may need credentials, list the sponsor codes and sponsor names if support is provided for multiple school systems, etc.)

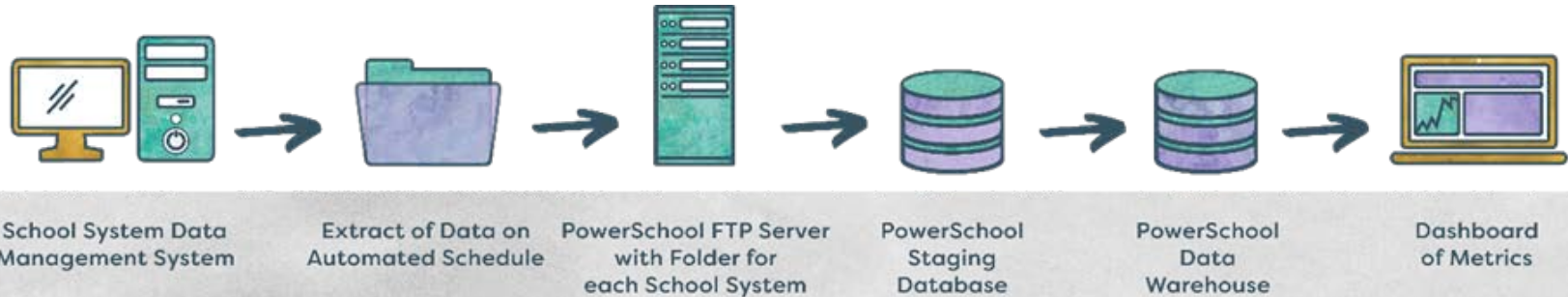
NOTE: Please do NOT include your password or any previous passwords you have used.

All Security Coordinators are sent credentials including a Username and Password.



Data Submission Process

The overall process of submitting the file



- Extract files will be dropped on the PowerSchool sFTP server, many on a daily basis.
- Files and records may be rejected.
- It is anticipated that many more records will be loaded since only high-level data validations will be performed.
- An audit log of possible errors will be available for review and downloading.
- Data quality dashboards will be available for further review and validation of the data to ensure it's complete accurate and complete.
- Similar to the current process a snapshot will be taken at specific times of the school year.

Details of the process

1. Download file

Data managers from a school district's local system download extract files from their local system

2. Loading

The extract files are then loaded to the sFTP.

3. File Processing

Files will load to Data Processing.
Files or records may be rejected if they don't meet all of the validation rules.
Only error-free records are loaded to the databases.

4. Data Quality

After the files have processed, review the Data Quality Dashboard to ensure all errors have been identified and cleaned back in the local system.

5. Validation

Confirm the validation report counts match the local reporting system.
A snapshot of the data is taken after the close of each data collection period noted on the Benchmark Calendar.

EdLink 360 Extract File Details

EdLink 360 Extract File Types

LEA vendors will program specific extracts using both standard and extension file extract specifications. The extension extract is joined on the primary key which essentially adds more fields to the standard extract:

- **Standard extracts** – include standard fields defined in the EdLink 360 Data Warehouse
- **Extension extracts (`_ext`)**– include additional fields not already available in the EdLink 360 Data Warehouse but are required by LDOE.
- **Partial file extracts** – includes a subset of records that would normally be included in a standard extract. (e.g. one enrollments_partial.tsv record, one enrollments_partial_ext.tsv record)

EdLink 360 Extract File Attributes

The extract files must be programmed by the vendors exactly as described in the extract file specifications:

- File names should be in lowercase the same as the extract name (e.g. calendars.tsv, calendars_ext.tsv)
- All extract files including partial file extracts should be tab delimited, with .tsv extension
- Files should have UTF-8 encoding without BOM (byte order mark)
- The column header names must match the extract file layout exactly and be in UPPER case. Underscores must be included. DATE_TYPE_VALUE, DISTRICT_CODE, etc.
- Ensure there are no extra columns, tabs or blanks following the last defined column header for the extract.
- Optional fields may be omitted (omit the header and the data)
- All date fields must be formatted as MM/DD/YYYY (including the slashes)

EdLink 360 Extract File Attributes

Character fields:

- Character fields should not include quotes, embedded tabs, or newlines.
- All character fields must be trimmed (no trailing blanks).

Numeric Fields

- Include the number before the decimal even if it is zero e.g. 0.5
- A whole number can be submitted as 1 or 1.0.

EdLink 360 Extract File Attributes

Required Fields

- Column header and data must be sent.

Non-required Fields

- Send data if it is available.
- If data is sometimes not available or applicable, send nulls (,tab><tab>)
- If you never have data, do not send the column header either.

Students, Courses & Calendar EdLink360 Extracts

Students:

students.tsv
students_ext.tsv
enrollments.tsv
enrollments_ext.tsv
discipline_incidents.tsv
discipline_incidents_ext.tsv
discipline_offenses.tsv
discipline_offenses_ext.tsv
discipline_actions.tsv
discipline_actions_ext.tsv
discipline_persons.tsv

program_membership.tsv
student_schedules.tsv
K3_assessments.tsv
homeless_services.tsv
attendance.tsv

Courses:

course_offerings.tsv
course_offerings_ext.tsv

Calendars:

calendars.tsv
calendars_ext.tsv

Note: All extract layouts, samples and the TBL reference tables can be found on the [EdLink Support Page](#)

Staff EdLink360 Extracts

Staff:

staff.tsv
staff_ext.tsv
staff_assignments.tsv
staff_assignments_ext.tsv
staff_course_offering_link.tsv
staff_absences.tsv
payroll_idoe.tsv
mentor_teacher_link.tsv

Vacant Staff:

vacant_staff.tsv
vacant_staff_ext.tsv
vacant_staff_assignments.tsv
vacant_staff_assignments_ext.tsv
vacant_staff_course_offering_link.tsv
vacant_payroll_idoe.tsv

Contract Staff:

contract_staff.tsv
contract_staff_ext.tsv
contract_staff_assignments.tsv
contract_staff_assignments_ext.tsv

contract_staff_course_offering_link.tsv

Note: All extract layouts, samples and the TBL reference tables can be found on the [EdLink Support](#)

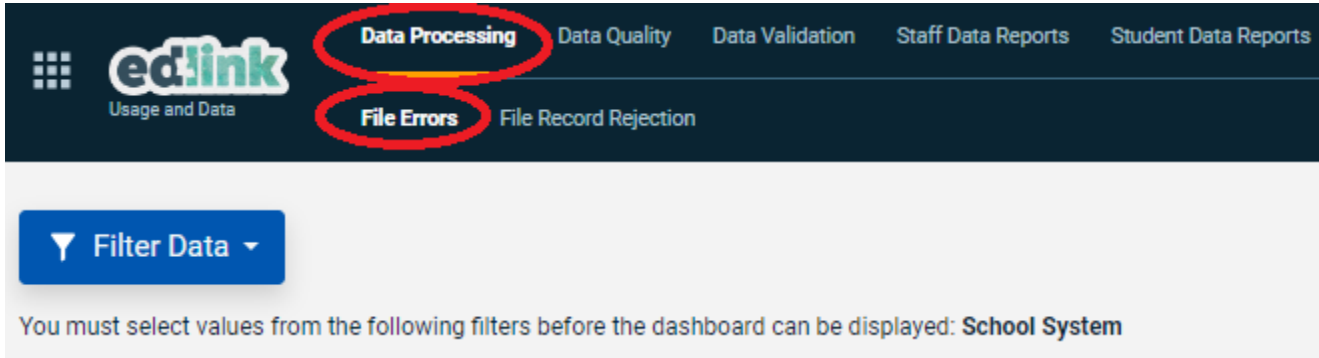
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EdLink 360 Dashboards

Usage and Data>Data Processing>File Errors

File Errors- Have your files loaded correctly?



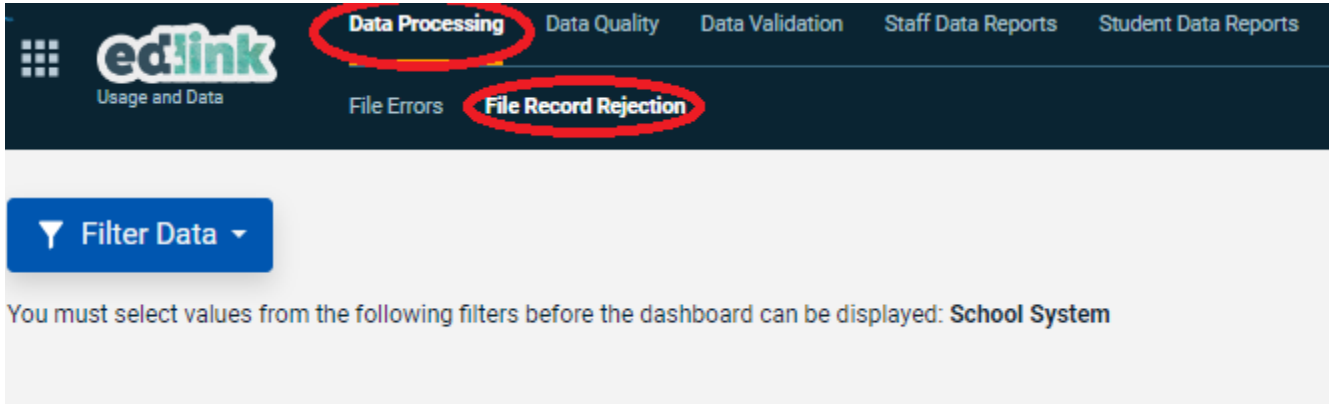
The screenshot shows the edlink dashboard navigation menu. The edlink logo is on the left, with the text "Usage and Data" below it. The navigation menu includes the following items:

- Data Processing** (highlighted with a red circle)
- Data Quality
- Data Validation
- Staff Data Reports
- Student Data Reports
- File Errors** (highlighted with a red circle)
- File Record Rejection

Below the navigation menu is a blue button labeled "Filter Data" with a downward arrow. Below the button is a message: "You must select values from the following filters before the dashboard can be displayed: **School System**".

Usage and Data>Data Processing>File Record Rejection

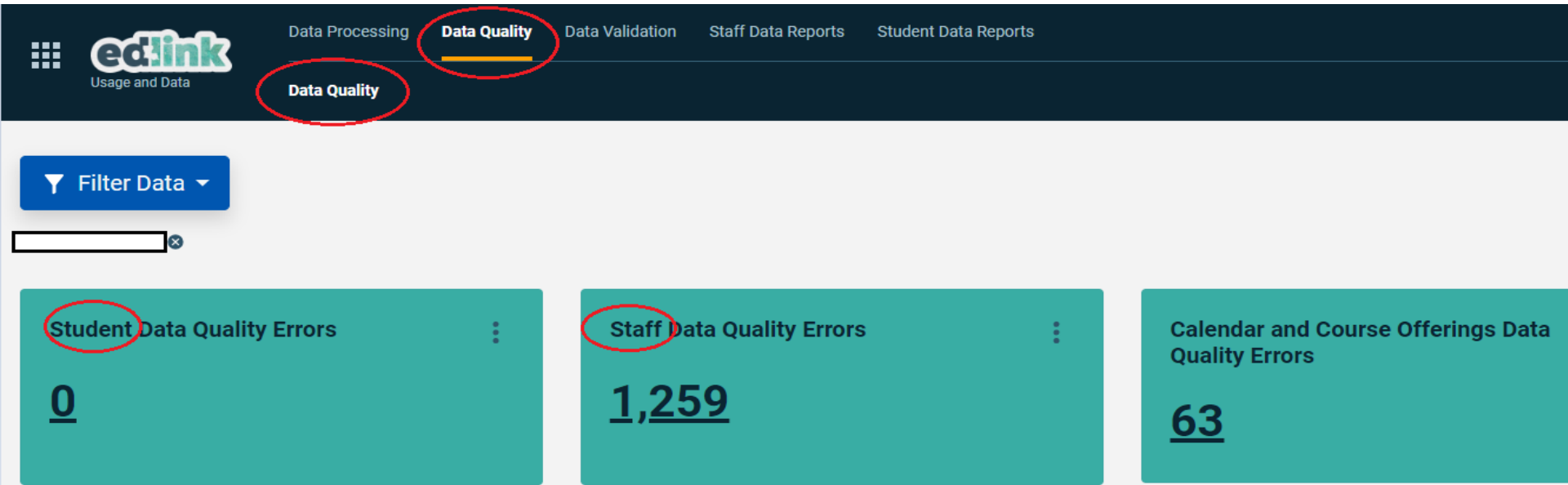
File Record Rejection - Why are the files not loading at 100%?



The screenshot shows the edlink interface. The top navigation bar includes the edlink logo (Usage and Data) and several menu items: Data Processing, Data Quality, Data Validation, Staff Data Reports, and Student Data Reports. The 'Data Processing' menu is expanded, showing 'File Errors' and 'File Record Rejection'. Both 'Data Processing' and 'File Record Rejection' are circled in red. Below the navigation bar is a blue 'Filter Data' button with a dropdown arrow. A message below the button states: 'You must select values from the following filters before the dashboard can be displayed: School System'.

Usage and Data>Data Quality>Data Quality

Data Quality - Are there any errors (ADQs)?



Usage and Data>Data Quality>Data Quality

Data Quality - How do I read the errors (ADQs)?

The screenshot shows the edLink 'Usage and Data' interface. The top navigation bar includes 'Data Processing', 'Data Quality' (circled in red), 'Data Validation', 'Staff Data Reports', and 'Student Data Reports'. Below the navigation bar, the 'Data Quality' section is highlighted. The main content area is titled 'School Calendar Data Quality Measures' and includes the instruction: 'Click on a row of the scorecard to display data and description of the specific Data Quality item.' Below this instruction is a table with the following data:

AUDIT CODE	MEASURE NAME	ERRORS	DAYS TO RESOLUTION
014	Missing_site level calendar	59	68

Below the table, the 'Course Offerings Data Quality Measures' section is visible, with the same instruction: 'Click on a row of the scorecard to display data and description of the specific Data Quality item.'

Usage and Data > Data Validation

Data Validation - How are your counts compared to your local system?

edlink Usage and Data

Data Processing Data Quality **Data Validation** Staff Data Reports Student Data Reports

Student Validation **Staff Validation** Class Validation Assessment Validation Graduates and 12th Graders

Filter Data

2022-2023 Staff End Of Year

Notes:

Snapshot for Staff EOY collection will be taken on Friday, August 11, 2023; therefore, the last day to submit data to EdLink is Friday, August 11, 2023. Please ensure that ALL staff who worked at any time between 7/1/2022 and 6/30/2023 are included in your submission.

Staff Counts

Classroom teachers defined as object code 112 and function code beginning with 1XXX. Principals defined as object code 111 and function code 241. Please verify Total Salary, Annual Minutes Worked, Contract Day Count, and Workday Minute Count if numbers appear to be inaccurate. FTE is calculated based on the number of days worked.

SCHOOL SYSTEM	VALIDATION MEASURE NAME	STAFF END OF YEAR, 2022-2023	STAFF CLASS, 2022-2023	STAFF END OF YEAR, 2021-2022
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Waffle Icon>Essentials>Student Search

To review student details:

Click Waffle Icon > Students > Student search > Enter Student State ID

The screenshot shows the edlink Essentials interface. The top navigation bar includes 'School System', 'Enrollment', 'SPED', 'Diverse Learners', 'Attendance', 'Discipline', 'Academics', and 'Students' (circled in red). Below this, the 'Student Search' link is circled in red. A dropdown menu is open, showing 'District', 'School', and 'Student State ID' (circled in red). A red arrow points to the search input field. The text 'Dashboard can be displayed: Student State ID' is visible on the right.

Waffle Icon>Staff>Staff Search

To review staff details:
Click Waffle Icon > staff
> staff search > Enter
staff State ID

The screenshot shows the edLink Staff interface. At the top, the 'Staff' menu item is circled in red. Below it, the 'Staff Search' option is also circled in red. A red arrow points from the 'Staff Search' option to a search input field. In the filter dropdown, 'Staff State ID' is circled in red.

edLink Staff

Staff Educator Workforce

Staff Overview **Staff Search** Staff Attendance

Filter Data

District >

Staff State ID >

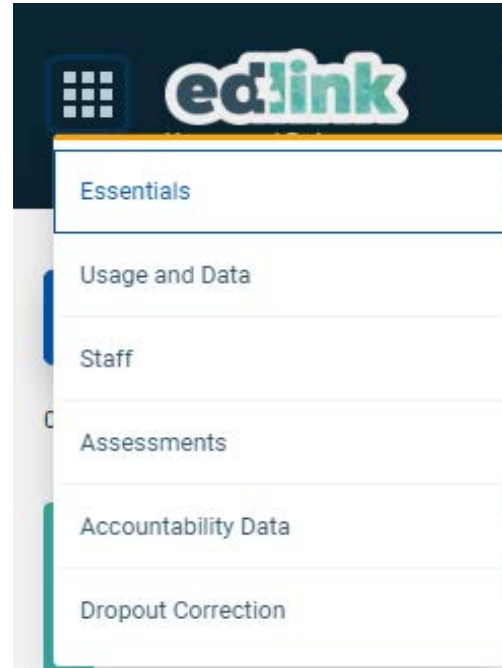
Enter text to filter by

Dashboard can be disp

EdLink 360 Dashboards

When you click Waffle Icon, you may see

- Essentials
- Usage and data
- Staff
- Assessments
- Accountability Data
- Dropout Correction



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2022-2023 Collection Closeouts

2022-2023 STS

School Year	System	Collection Start Date	Collection End Date
2022-2023	STS	1/9/2023	9/30/2023

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2023-2024 Collections

Benchmark Calendar 2023-2024

12/15/2023	3/29/2023	9/15/2023	10/13/2023	10/20/2023	10/27/2023	11/17/2023	12/15/2023	1/12/2024	1/26/2024	2/9/2024	2/9/2024	*****	*****	3/8/2024	5/3/2024 update edlink 3/18-5/3	5/24/2024 5/6-5/24	5/10/2024	7/12/2024	8/9/2024	9/30/2024
2021-22 EDY Dropout Corrections	Fall LEAP 2025 HS Assessments	IAP Window #1	K3 ASSESSMEN TS (Beginning of Year (BOY) Literacy	Oct 1 MFPI/DEA	Mentor & Resident Teacher Collection	Oct 1 Staff Vacancy Collection	IAP Window #2	Oct CLASS (Staff and Student)	Middle of Year (MIOY) Literacy Assessments	Spring LEAP 2025 HS Assessments	STS Mid-Year in (Legacy System)	Feb 1 MFP	Feb 1 Staff Vacancy	IAP Window #3	CVR (View Only) 3/20-5/5	CVR (Verification) 5/8-5/26	End of Year (EOY) Literacy Assessments	Student End-DI- Year	Staff End-DI- Year	STS End-DI-Year (Legacy System)

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

Fall LEAP 2025

School Year	Snapshot Group	Snapshot End Date
2023-2024	Fall LEAP 2025	09/29/2023

Fall LEAP 2025 Data: CALENDARS, STUDENTS, ENROLLMENTS, COURSE_OFFERINGS, STUDENT - Class Schedules, STAFF - Demographics, STAFF-Assignments, STAFF - Class Schedules, VACANT STAFF - Demographics, VACANT STAFF - Assignments, VACANT STAFF - Class Schedules, CONTRACT STAFF - Demographics, CONTRACT STAFF - Assignments, CONTRACT STAFF - Class Schedules

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

Mentor & Resident Teacher Collection

School Year	Snapshot Group	Snapshot End Date
2023-2024	Mentor & Resident Teacher Collection	10/27/2023

This snapshot will Mentor & Resident Teacher Collection data.

Mentor and Resident Teacher Data: CALENDARS and STAFF

This data will be used to provide mentor and resident stipends.

Note: [Fall 2023 Mentor/Resident Compensation Process Overview Webinar](#) is Tuesday, August 22, 2023 at 10:00 AM.

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

K3 Assessments

School Year	Snapshot Group	Snapshot End Date
2023-2024	K3 Assessments	10/13/2023

This snapshot will capture Kindergarten entry assessment data and K-3 Literacy assessment data for students enrolled within the first 30 days of school.

K3 Assessment Data: CALENDARS, STUDENTS, ENROLLMENTS, ASSESSMENTS

This data is used for kindergarten entry and K-3 literacy analysis.

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

Interest and Opportunities

Interests and Opportunities: Policy

Interests and Opportunities is an index included in school accountability. It is worth 5% of a school's overall SPS. In the past, K-8 sites scores were based on four course categories and their overall enrollment in the associated course codes. Starting in 2022-2023 and continuing in 2023-2024, **all K-12 sites** will select indicators to receive a score. This includes all K-12 sites (even K-2 stand alone sites), alternative schools, and nonpublic schools participating in the scholarship program.

Annually, all schools K-12, must select four indicators that will be evaluated to determine an overall Interests and Opportunities Index score. The indicators selected by the schools determine the data or documentation necessary for scoring.

Interests and Opportunities: Policy

Continuing in the 2023-2024 school year, the LDOE will use a “**menu-based**” approach for the Interests & Opportunities Index.

The LDOE annually publishes a list of **indicators** associated with each domain.

- **Domains** serve as broad groupings of offerings related to students’ interests (in BESE policy).
- **Indicators** are the specific measures that can capture the extent to which a school is advancing students’ interests and opportunities.

Interests and Opportunities: Indicator Selection

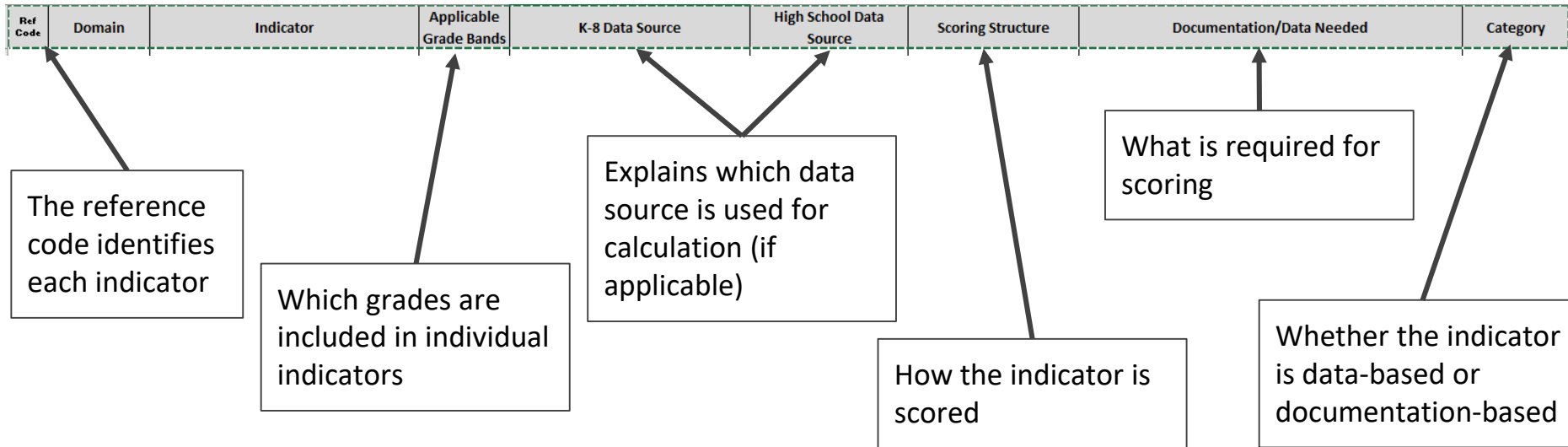
Schools select their indicators via Jotform and have their selections validated by school systems. Once they are selected and validated, they cannot be changed.

Selections must include:

- Total of 4 *different* indicators
- Represent 2 domains
- Minimum of 3 are data-based
- Represent all of the grade levels you serve

Not selecting indicators that meet these requirements will result in a 0 for the indicator.

Interests and Opportunities: Understanding the Menu



Interests and Opportunities: Data vs Documentation Based Indicators

Data-based Indicators	Documentation-based Indicators
<p>A minimum of three (3) indicators must be data-based indicators.</p> <p>Data-based indicators are calculated by using the data collected by the Department as a part of current data collections.</p>	<p>Up to one indicator per school can be based on data not currently collected by the LDOE. School systems will submit any documentation needed to substantiate an indicator via the Interests and Opportunities Data Review System.</p>

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: Calculating Points at the Indicator Level

The Interests and Opportunities Index is based on a 150 point scale. The total points possible across all the number of selected indicators would have to add up to 150.

As part of the “menu-based” approach, guidance is provided for each indicator that outlines how the indicator will be scored and what data or documentation would be used in the scoring determination for that indicator.

EXAMPLE: For the indicator “School has students who earn college-credit for World Languages courses (AP, IB, DE, CLEP, etc.),” the LDOE would leverage student course enrollment data already collected by the LDOE to determine the rate used in the scoring determination for that indicator.

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.

1. 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: Scoring Structures

In addition to the standard scoring structures, there are two indicators that have partial credit that can be earned.

S4 - School has adopted a high-quality science curriculum

- Schools will earn 100% of points (37.5) if the entire school has HQIM adoption
- Schools will earn 50% of points (18.75) if there is only partial HQIM adoption in certain grades/cohorts/classes

S8 - School submits an application and receives a nationally-recognized award in STEM or submits an application

- Schools will earn 100% of points (37.5) if they earn an award or certification
- Schools will earn 50% of points (18.75) if they submit an application but do not earn an award or certification

Interests and Opportunities: Data-Based Indicator Scoring

For example, TA2 is calculated by using the following steps.

1. Determine the total enrollment for all arts courses listed on the second tab.
2. Determine the number of students enrolled total in the grades applicable in column D.

For example, a K-3 school denominator would be their K-3 enrollment. A 4-6 school would have their 4-5 enrollment be their denominator.

1. Calculate the number of points earned by the number of enrolled in arts/the number of students total based on the grade band in column D.

Note: Students must be enrolled on both 10/1 **and** 2/1 count dates in the same site to earn credit.

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.

Staff Vacancy Collection

School Year	Snapshot Group	Snapshot End Date
2023-2024	Staff Vacancy Collection (Oct 1, Feb 1 & EOY)	Oct 1: 11/17/2023 Feb 1: 02/23/2024 EOY: 08/09/2024

Staff Vacancy Data: CALENDARS, VACANT STAFF - Demographics, VACANT STAFF - Assignments, VACANT STAFF - Class Schedules

In order to identify staffing vacancies across the state and within school systems, the Department is compiling current teaching vacancy data. It is crucial for the Department to have a complete set of data and understand current realities regarding vacancies; therefore, we are asking school systems to complete the “Vacant Staff” extract in Edlink360 by September 30. The data collected from Edlink360 will be used to support school systems with the recruitment and retention of educators throughout the state, and will be reported to BESE.

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

AFR

School Year	Snapshot Group	Snapshot End Date
2023-2024	AFR	See Below

Month	Date	System	Collection/Category	Action Item
Sep 2023	Tuesday, September 5, 2023	AFR	Fiscal Year (2022-23)	Collection Opens for 2022-23 Annual Financial Data. Refer to AFR User Guide for reports to run and verify after each submission including AFR630, Post Submission Audit Reviews. Validate all Fiscal Project Codes (FPC).
Sep 2023	Friday, September 29, 2023	AFR	Fiscal Year (2022-23)	Collection Deadline for initial AFR submission for all Project Codes. Louisiana Revised Statute 17:92, requires LEA Annual Financial Reports be submitted to LDOE by September 30th of each year.
Oct 2023	Tuesday, October 31, 2023	AFR	Fiscal Year (2022-23)	Collection Deadline for an error-free AFR data submission for all FPCs to receive an EXCELLENT rating (no outstanding AFR edit errors or unresolved issues)
Nov 2023	Thursday, November 30, 2023	AFR	Fiscal Year (2022-23)	Collection Deadline for an error-free AFR data submission for all FPCs to receive a GOOD rating (no outstanding AFR edit errors or unresolved issues), for LEAs who have not previously submitted.
Dec 2023	Friday, December 29, 2023	AFR	Fiscal Year (2022-23)	Collection Deadline for error-free AFR submissions for all Fiscal Project Codes (FPCs).

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

October 1 MFP

School Year	Snapshot Group	Snapshot End Date
2023-2024	Oct 1 MFP	10/20/2023

This snapshot will capture data for students enrolled on Monday, Oct 2, 2023, which is the count date.
Note: Due to October 1st being a Sunday the official count date will be Monday, October 2nd.

Oct 1 MFP Data: CALENDARS, STUDENTS, ENROLLMENTS, HOMELESS, DISCIPLINE - Incidents, DISCIPLINE - Offenses, DISCIPLINE - Actions, DISCIPLINE - Persons, PROGRAM_MEMBERSHIP, ATTENDANCE, STUDENT_MARKS

This data is Critical for IDEA and MFP Funding and ED Calculations.

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

eSER

eSER General Guidance

[eSER Resources](#)

- reported eSER issues and general updates
- enhancements
- report updates
- the eSER Training Google Site. *Live date: tentative 8/18/23*
- the SER calendar

Report all questions to the ticketing system systemsupport@la.gov If the issue is noted on the [eSER Resources](#), a new ticket is not necessary.

eSER Recent Updates

New Reports:

- Re-Eval Management Roster-Children Turning 9 Report
- Re-Eval Management Roster Summary-Children Turning 9 Report
- Re-Evaluation Management Roster Report
- Re-Evaluation Management Roster Summary Report

Reports Actively being worked on:

- LAA1
- Personnel Table
- Evaluation Results Report - Alternate Assessment
- Gifted Talented Summary (Count Report)
- Gifted Talented Referrals Listing
- Gifted/Talented Summary by LEA, Ethnicity and Gender
- Gifted/Talented Listing by LEA, Ethnicity and Gender

Allowable K-3 Literacy Screener Accommodations: (available soon)

- Communication assistance - related to hearing loss only
- Hearing Device
- Interpreter
- Audio Amplification System
- General Administration- Directions Clarified by test administrator
- Highlight Tool/Highlighter
- Headphones or Noise Buffers
- Magnification/Enlargement Device
- Redirect Student to the Test
- Large Print
- Color reading filters
- Color code material
- Extended Time/Increase the amount of time allowed to complete assignments and tests
- Allow breaks during work periods, between tasks, during testing

eSER Recent Updates

New Radio Button for K-2 Alternate Assessments:

- If a student qualifies for K-2 Alternate Assessments, support documentation must be uploaded. Users may experience issues when creating an amendment. This should be resolved soon.
- If accommodations are needed, use the new header: Alternative Assessments (K-12 includes LEAP Connect). Users may experience a validation error. This should be resolved soon.

K-2 Alternate Assessments--For students who have a significant cognitive disability or multiple disabilities that significantly impact cognitive and adaptive functioning; IEP goals and instruction that are linked to Louisiana state content standards supported by the Connector Standards; or students who require extensive, repeated, direct, individualized instruction and substantial support to achieve measurable gains in the grade level and age-appropriate curriculum; and/or LAC 28:XCVII.505.A.4 shall also apply to alternate assessment eligibility decisions for K-2 students. (The team must upload the K-2 Alternate Assessment Participation Decision-Making Tool under Supporting Documentation.)

Paper (3rd)		Alternative Assessments	LEAP
Social Studies	Science	(K-12 includes LEAP Connect)	Conne

SER Oct 1 (IDEA)

To be counted for IDEA, students must have the following as of 10/2/23

- a current submitted IEP,
- a current evaluation,
- open jurisdiction,
- open SPED activity, and
- open services.

Common Issues that prevent students from being counted:

- The start date for services is after 10/2/2023. Services must also be created in eSER before the official is run. Typically, the official is run toward the end of the count month and that date will be communicated to the field.
- A service record wasn't created. Services must be added separately. Only adding services in the IEP will not start a service record .
- SPED activity isn't open. Creating a service record should automatically open SPED activity if it's closed. Verify that SPED activity is open.
- If students still show as Not Counted and a resolution cannot be found, please report the LASID only to systemsupport@la.gov.

SER/SIS Crosscheck Reports: Issues corrected in eSER will fall off of the report. Issues corrected in SIS will not. For now, while this is being corrected, keep a record of SIS corrections. If that is all that remains on the report, please move forward in your work.

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.

- *Waffle Icon/Dropout Corrections*

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

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.

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.

STS

School Year	System	Collection Start Date	Snapshot End Date
2023-2024	STS	12/1/2023	9/30/2024

Spring LEAP 2025

School Year	Snapshot Group	Snapshot Start Date	Snapshot End Date
2023-2024	Spring LEAP 2025	1/3/2024	2/9/2024

Using the Usage and Data > Data Validation > Assessment Data Validation > Spring LEAP 2025 Dashboards

EdLink 360 Extract Data Types:

- CALENDARS
- STUDENTS
- ENROLLMENTS
- COURSE_OFFERINGS
- STUDENT - Class Schedules
- STAFF - Demographics
- STAFF-Assignments
- STAFF - Class Schedules
- VACANT STAFF - Demographics
- VACANT STAFF - Assignments
- VACANT STAFF - Class Schedules
- CONTRACT STAFF - Demographics
- CONTRACT STAFF - Assignments
- CONTRACT STAFF - Class Schedules

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

February 1 MFP

School Year	Snapshot Group	Snapshot Start Date	Snapshot End Date
2023-2024	Feb 1 MFP	1/3/2024	2/23/2024

This snapshot will capture data for students enrolled on February 1, 2023, which is the count date.

Feb 1 MFP Data: CALENDARS, STUDENTS, ENROLLMENTS, HOMELESS, DISCIPLINE - Incidents, DISCIPLINE - Offenses, DISCIPLINE - Actions, DISCIPLINE - Persons, PROGRAM_MEMBERSHIP, ATTENDANCE, STUDENT_MARKS (optional)

This data is Critical for MFP Funding and ED Calculations.

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

eSER Feb 1 MFP

School Year	Collection Group	Collection End Date
2023-2024	eSER Feb 1 MFP	2/23/2024

To be counted for MFP, students must have the following as of 2/1/24

- a current submitted IEP,
- a current evaluation,
- open jurisdiction,
- open SPED activity, and
- open services.

Common Issues that prevent students from being counted:

- The start date for services is after 2/1/2024. **Services must also be created in eSER before the official is run.** Typically, the official is run toward the end of the count month and that date will be communicated to the field.
- A service record wasn't created. Services must be added separately. Only adding services in the IEP will not start a service record .
- SPED activity isn't open. Creating a service record should automatically open SPED activity if it's closed. Verify that SPED activity is open.
- If students still show as Not Counted and a resolution cannot be found, please report the LASID only to systemsupport@la.gov.

SER/SIS Crosscheck Reports: Issues corrected in eSER will fall off of the report. Issues corrected in SIS will not. For now, while this is being

End of Year (EOY) - Students

School Year	Snapshot Group	Snapshot Start Date	Snapshot End Date
2023-2024	End of Year (EOY) - Students	2/24/2024	7/12/2024

Using the Usage and Data > Data Validation > Student Data Validation > EOY Dashboards

The EOY Snapshot will capture final data for students enrolled during the current school year:

- final/actual school calendars
- demographic data
- enrollment data
- free lunch data
- student attendance data
- student discipline data
- homeless and underage homeless data
- enrollment counts (MFP enrollment, total enrollment, cumulative enrollment, Extension Academy enrollment)
- student counts for special populations (English learners, SIFE, section 504, military affiliated, parent/expectant parent of a child, foster care, migrant, TANF, etc.)
- The Student Data Validation dashboard will flag students enrolled in more than 1 school system on the count date, sites with no enrollment and potential dropouts.

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

End of Year (EOY) - Staff

School Year	Snapshot Group	Snapshot Start Date	Snapshot End Date
2023-2024	End of Year (EOY) - Staff	1/13/2024	8/9/2024

Using the Usage and Data > Data Validation > Staff Data Validation > EOY Dashboards

The EOY Staff Snapshot will capture final data for staff for the current school year:

- final staff demographic data
- staff actual salary data
- staff tenure data
- staff attendance data
- course offerings
- class schedules for teachers who were employed during the school year
- The Class Data Validation dashboard will flag any of the course offerings who are missing students or teachers

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



NSLP Funding & SBP Funding

NSLP Funding & SBP Funding

In addition to benefits awarded directly to families, USDA made funding available to all operators of the National School Lunch (NSLP) and National School Breakfast (SBP) responsible for activities related to the FY 2023 State Pandemic Electronic Benefit Transfer (P-EBT).

The CFDA number is 10.649. Payments will contain the comment “FY23 FNS P-EBT R3” in the LaGOV payment system and were issued on 8/17.



Resources

EdLink Support page

- User Guides
- Contact List
- Benchmark Calendar
- ADQ List (coming soon)
- Newsletters
- File Layouts, Samples and Reference Tables
- One Pager Guidance Documents

Please refer to the [EdLink Support Page](#).



Periodical Meetings/ Announcements

Data Coordinators Monthly Webinar

Month	Session Dates
August	Thursday, August 17, 2023 (Bootcamp)
September	Thursday, September 14, 2023
October	Thursday, October 12, 2023
November	Thursday, November 9, 2023
December	Thursday, December 14, 2023
January	Thursday, January 11, 2024
February	Thursday, February 8, 2024
March	Thursday, March 14, 2024
April	Thursday, April 11, 2024
May	Thursday, May 9, 2024
June	Thursday, June 13, 2024
July	Thursday, July 11, 2024

Data Coordinators Monthly Webinar covers

- Updated information
- Announcement of upcoming collection
- Frequently Q&A

[Monthly Data Coordinator Call Registration Link](#)

Tuesday Weekly Office Hour

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

Tuesday Weekly Office Hour covers

- Short trainings for upcoming collections
- Updated Information
- Question & Answer time

[Data Coordinators Weekly Tuesday Call Registration Link](#)

eScholar Weekly Office Hours

Month	Session Date
August	8/17, 8/31
September	9/14, 9/28
October	10/12, 10/26
November	11/9, 11/23
December	12/7, 12/21
January	1/4, 1/18
February	2/1, 2/15, 2/29
March	3/14, 3/28
April	TBA
May	TBA
June	TBA

eScholar Biweekly Office Hour covers

- updates for eScholar

[eScholar Biweekly Call](#)

Weekly Newsletter

LDOE provides a weekly Newsletter for data managers. Each newsletter is posted Monday mornings on the [EdLink Support Page](#).

The weekly Newsletter includes

- Announcements
- Deadlines (extension)
- Frequently asked questions
- Upcoming meetings
- Resources
- Any changes

Thank you for joining the Bootcamp 2023-24

- System support page: <https://leads13.doe.louisiana.gov/lug/edLink360/EdLink360.htm>
- EdLink 360: systemsupport@la.gov
- STS: systemsupport@la.gov
- EdLink Security: systemsupport@la.gov
- Interest & Opportunity: accountability@la.gov
- Monthly Webinar Registration Link:
<https://ldoe.zoom.us/meeting/register/tJMrdOCvpzky7TShXjUhQC0heWIEcS4gng>
- Tuesday Weekly Office hour:
<https://ldoe.zoom.us/j/99518409518?pwd=a1ZTMWNISVpQUdZQb25CaU55QjlhUT09>
- eScholar: Jayanthi.Sothirajah@la.gov or Wanggan.Yang@la.gov