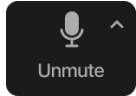
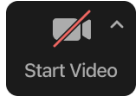


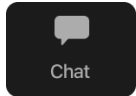
Zoom Meeting Preparation



- Please make sure your phone or computer is muted to minimize background noise.
 - To do this, hover over the bottom left-hand side of your screen and click “Mute.”



- Please make sure you have turned off your camera to save bandwidth and prevent any connectivity issues.
 - To do this, hover over the bottom left-hand side of your screen and click “Stop Video.”



- Please submit questions during the presentation in the “Chat” function located on the bottom of your screen.

If you require an interpreter or have other accessibility needs for future LDOE meetings, please contact LDOECommunications@la.gov



eScholar Office Hours

Visit the [eScholar Support Page](#) for a copy of the webinar deck



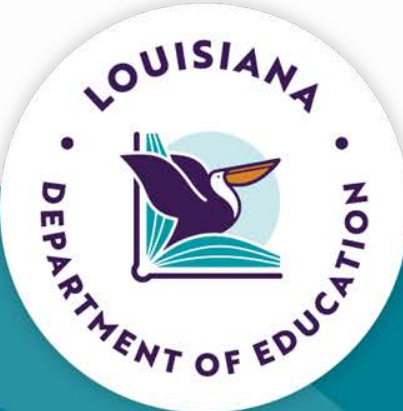
April 16, 2026

Agenda

- General Information
 - Security Coordinators
 - 2025-2026 LEA Contact List
 - Disabling eScholar User Accounts
 - Benchmark Calendar
- 2025-2026 eScholar
 - PersonID
 - DirectMatch
 - Statewide Matching
 - CEP
 - StaffID
 - EdLink Errors



General Information





Security Coordinators

Update the [2025-2026 LEA Contact List](#)

- Copy/paste your district's data into a new EXCEL sheet
- Review and edit (add/remove data managers)
- Send updated EXCEL file to [Submit Request](#)

Disable accounts of data managers who are no longer in your district.

- EdLink Security <https://registration.edlink.la.gov>
- eScholar PersonID/DirectMatch <https://secureid.ldoe.la.gov/uid/login>
- eScholar StaffID <https://louisianastaffid.escholar.com/uidmgr/>



Handy Links

New support page: [LDOE Data System Support](#)

New ticketing system: [Submit Request](#)

New Superintendent: <https://ldoeforms.jotform.com/251474463796873>

LEA Contact List: [2025-2026 LEA Contact List](#)

[eScholar Support](#)

[Benchmark Calendar](#)

Email: Anantha.Lakkakula@la.gov or Wanggan.Yang@la.gov





Student and Staff PII: LDOE Staff

- Do NOT email any student PII (e.g. full names, SSN, DOB, etc)
- Do NOT email any file that has student PII or staff PII
- Send the student's LASID or eScholar PersonID Batch #
- Send the StaffID, the first/last name of the employee or eScholar Staff ID Batch #



Please contact Anantha.Lakkakula@la.gov with questions.

2025-2026 eScholar Calendar

Audit	Date
LASID Audit # 4	5/4/2026
Staff ID Audit # 2	5/11/2026



Please contact Anantha.Lakkakula@la.gov with questions.

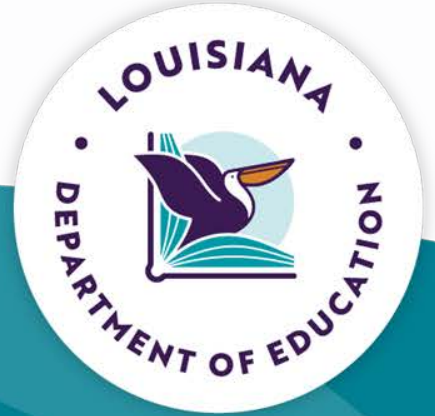
2025-2026 Benchmark Calendar

Collection	Start Date	End Date
Student EOY	3/2/2026	7/9/2026
Staff EOY	2/2/2026	8/6/2026



Please contact Anantha.Lakkakula@la.gov with questions.

2025-2026 eScholar PersonID



Reminders – Student Submission

- Submit newly enrolled students to eScholar PersonID for ID assignment
- **Do not re-submit exited students**
 - the new district will submit the student and claim the master record
 - new district needs the master record to:
 - run DirectMatch
 - add student eSER
 - DRC (test booklet coding)
- *When exporting your student file from your local SIS, make sure you select “**Exclude Inactive Students**”*



Audit Codes

EdLink Audit Codes U01, U02, U05

- Update your local SIS with the correct LASID and/or LocalID
- Submit the student to eScholar PersonID; ensure the correct LocalID was used

EdLink Audit Codes E01, E02

- Submit the student to eScholar PersonID with the Residing Parish Code (01-69)

Student is enrolled in your district	Your district holds the master record	Task
Y	Y	Edit the record; correct the residing parish code
N	Y	Edit the record; correct the residing parish code
Y	N	Resubmit student to PersonID with the residing parish code
N	N	Ignore the E01 or E02 audit code



eScholar PersonID and StaffID

Student EOY submission: July 9 (snapshot end date)

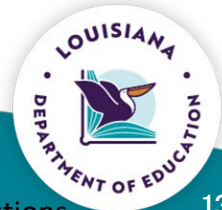
- Submit all new students and homeless students

Staff EOY deadline: August 6 (snapshot end date)

- Submit all new staff and those who need EdLink dashboard access
- Resolve pending near matches
- Contact Wanggan.Yang@la.gov if your district is unable to claim the master record

Retire IDs	Split IDs
Student RetireID template	Student SplitID template
Staff RetireID template	Staff SplitID template

LEAs must update the active Student/Staff ID in your local system and all LDOE data systems that use the Student/Staff ID for that student/employee.



eScholar DirectMatch





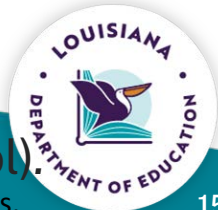
Qualified vs Allowed to Eat Free

A student who is allowed to eat free is different from a student who is qualified to eat free. **Make sure you are not submitting all your students as free lunch in your EdLink extracts.** The students may be allowed to eat free but they are not qualified to eat free. EdLink needs the counts of students who are qualified to eat free.

Your district should report students as free in EdLink 360 if they qualify to eat free:

- **Direct Certification (DC)** of students through SNAP, TANF, Medicaid Free Lunch
- **DC extended** (siblings or children at the same address)
- **Other Source Categorical Eligibility** *students enrolled in Head Start or Even Start programs, migrants, runaways, homeless, foster children*
- Qualified through income survey forms (if attending a CEP school)
- Qualified through lunch applications (if attending a non-CEP school)

Please contact Anantha.Lakkakula@la.gov with questions.



Qualified vs Allowed to Eat Free

The free lunch status supersedes the reduced lunch status no matter when the student was identified during the school year.

- Student is in free lunch now (SNAP, TANF, Medicaid-Free), and later in the school year, is in the Medicaid-Reduced file:
 - **keep the student as free lunch**
- Student is in the Medicaid-Reduced file, and later in the school year, is in the free lunch file (SNAP, TANF or Medicaid-Free):
 - **change the student's status to free lunch**
- Student is in the SNAP, TANF, Medicaid Free and Medicaid Reduced file:
 - **keep the student as free lunch**



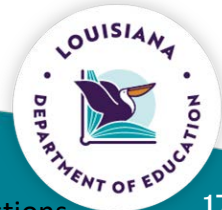
eScholar DirectMatch

- September - June: LDOE will run the statewide DirectMatch

March State Matches	Public Batch #	Non-Public Batch #
SNAP	13408	13415
TANF	13409	13410
Medicaid Free Lunch	13444	13451
Medicaid Reduced Lunch	13445	13449
Medicaid All	13448	NA

Districts will resolve the near matches, download the DM-Index files to load into your food service system and/or local SIS.

Do **NOT** load the Medicaid All file into your food service system or local SIS.



2025-2026 Community Eligibility Provision (CEP)

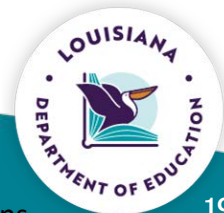


2025-2026 CEP Deadline

CEP Requirement	Deadline
Data Used to Calculate ISP	As of April 1, 2026
LEA Notification	April 15, 2026
State Agency Notification	April 15, 2026
State Agency Publication	May 1, 2026
Elect CEP for Following SY	June 30, 2026

By April 15, 2026: SFAs must confirm the Population Data in eScholar CEP Manager. All population data will automatically be pulled from the eScholar DirectMatch system.

By June 30, 2026: SFAs must make final elections regarding CEP participation for the 2026-2027 school year in **the CEP Manager in DirectMatch.**



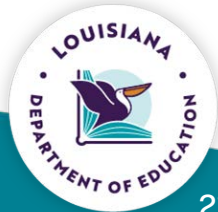
2025-2026 eScholar StaffID



eScholar StaffID

- Submit staff who need LDOE systems access for the 2025-2026 school year
- Submit newly hired staff for ESSY 2026
- LDOE creates new user accounts and updates existing accounts (deactivates accounts) for eScholar Staff ID application. Please keep your contact list updated with LDOE.

Please contact Wanggan.Yang@la.gov with questions.



EdLink Errors - StaffID

Error message:

- LOCAL_STAFF_KEY 1234567890 during 2025-2026 has a Staff ID that does not exist in eScholar at DISTRICT_CODE 061
- Audit Code = **U06**

The district submitted the StaffID in its nightly extracts to EdLink but did not submit the person to eScholar StaffID for ID assignment.

AUDIT CODE	MEASURE NAME	ERRORS	DAYS TO RESOLUTION
<u>U06</u>	<u>STAFFID does not exist for MENTOR_LOCAL_STAFF_KEY</u>	<u>17</u>	<u>3.4</u>
<u>U06</u>	<u>STAFFID does not exist for RESIDENT_LOCAL_STAFF_KEY</u>	<u>48</u>	<u>5.3</u>
<u>U06</u>	<u>StaffID Invalid for LOCAL_STAFF_KEY</u>	<u>97</u>	<u>9.8</u>

Solution:

Submit the person to eScholar StaffID for the 2025-2026 school year (ESSY = 2026).

EdLink tables sync with eScholar at about 5 pm (CST).

All eScholar updates must be made BEFORE 5 pm to clear U06 audit errors next day.

Please contact Wanggan.Yang@la.gov with questions.

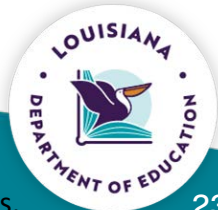


eScholar Applications monthly Maintenance

eScholar applications will be down for a scheduled monthly maintenance on Fourth Monday of the month from 1:00 am – 8:00 am. During this time, all eScholar applications will not be available for users and may experience some delays with Edlink Security.

- **Date: April 27, 2026**
- **Time: 1:00 am to 8:00 am CST**
- **Applications involved: Student ID, Direct Match, and Staff ID**

Please contact Anantha.Lakkakula@la.gov with questions.



Office Hours and Monthly Webinar

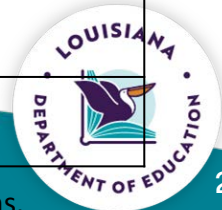
- **eScholar Office hours 10:00 am every other Thursday**
 - **Zoom link:** <https://ldoe.zoom.us/j/97031808633>
 - **Dial-In Phone Number:** (312) 626-6799
 - 4/30 5/14, 5/28 6/11, 6/25

- **Data Coordinator Monthly Webinar 1:00 pm usually the first Thursday of each month**
 - **Thursday, **May 7****
 - **Zoom Link:** <https://ldoe.zoom.us/j/976397929>
 - **Dial-In Phone Number:** (408) 638-0968
 - **Meeting ID#:** 976 397 929



eScholar Systems - Who to contact for support

Who to Contact for Support	For Assistance With
Anantha.Lakkakula@LA.GOV	<ul style="list-style-type: none"> • Retire/Split LASID or Staff ID, LASID/Staff ID Audits • Administrative functions such as system settings and configurations • eScholar Security (User Access/Role Based questions) • Enhancements • eScholar related EdLink ADQ/Dashboard/Security questions
Anantha.Lakkakula@la.gov Architha.Yerramalla@LA.GOV	<ul style="list-style-type: none"> • Student ID updates and maintenance • DirectMatch and CEP Manager (SNAP, TANF, Medicaid, Free/Reduced Lunch counts etc) • eScholar related EdLink ADQ/Dashboard questions • Security Coordinators needing eScholar Student ID credentials or assistance providing their staff with eScholar systems access
Wanggan.Yang@la.gov	<ul style="list-style-type: none"> • StaffID updates and maintenance • eScholar related EdLink ADQ/Dashboard questions • Security Coordinators needing escholar Staff ID credentials or assistance providing their staff with Staff ID portal access
support@escholar.com	<ul style="list-style-type: none"> • eScholar FTP Industry Based Credentials (IBCs)/HiSet folders • Software bugs (system outage, security issues etc.) • Requests for utilizing web services
Your LEA Security Coordinator	<ul style="list-style-type: none"> • System access for new users • Assistance with your eScholar login/password
Visit escholar support page	<ul style="list-style-type: none"> • User Guides, FAQs, Announcements, Office Hours/Trainings Recordings etc.



Please contact Anantha.Lakkakula@la.gov with questions.

Who to contact for support

- Email: [Submit Request](#) for any questions/concerns/issues for the systems/topics listed below.
 - Edlink360, EdLink Security, eSER, LEP, Security Coordinator updates
 - LEA Contact List updates
 - Systems accessed through the LEADS Application Portal
 - Student Transcript System (STS), STS Prior period opens, IBC uploads,
 - Edlink Ops-SPS,
 - Annual Financial Reporting (AFR),
 - School Finder and Principal and Superintendent Secure Portal
- *NOTE: Email sent to these boxes will be forwarded to the new ticketing system and tickets created for response. Please respond directly to those emails as you receive them.*
- Email LDOE_LEA_Support@powerschool.com for PowerSchool sFTP Credentials and Whitelisting Requests
- Email: childnutritionprograms@la.gov Summer Sun Bucks/CEP
- Email: LDEData@la.gov for Data Management FTP

