Contact information
systemsupport@la.gov

Weekly Newsletter

June 19, 2023

We exist to:

- Positively impact student outcomes by improving the insights Louisiana educators are getting from data.
- Provide education data and analysis to our stakeholders that is accurate, useful and timely.

June 2023

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
				1	2	3
4	5	6 Tuesday call	7	8	9	10
11	12	13 Tuesday call	14	15 Monthly Webinar	16	17
18	19	20 Tuesday call	21	22	23	24
25	26	27 Tuesday call	28	29	30	

What do we expect from you?

- Review the EdLink360 Dashboards:
  - Data Processing: Verify all extracts for the collection are loaded and there are no record rejections.
  - Data Quality: Verify all ADQs have been reviewed and cleaned up in the local system. Specifically any K ADQs must be cleared before each collection snapshot as these ADQs will keep data out of your counts.
  - Data Validation: Review your final counts and compare them to your local reports to ensure all students, staff and/or classes are counted prior to the snapshot date.

SPS Sites Codes

- If you are opening a new site: email Victoria Lloyd Victoria.Lloyd@LA.GOV>, to get you access to EdLink Ops to submit your application.
- If you are closing or making changes to an existing site: Click on this link https://form.jotform.com/231503832959158 to complete the JotForm as we have done in previous years.

Please review the SPS manual to determine if the changes can be done without LDOE approval.

- We do hope to transition to closures via EdLink Ops in the coming weeks, if you submit your closure request via the JotForm prior to this transition you will not need to also complete it via EdLink Ops.

- **The deadline to submit Open and Closure Requests is July 15, 2023.**
- **The deadline to submit Change requests is August 25, 2023.**

System Enhancement document: Click here for the detail

1. Frequent Questions

- **Entity Portal**
  - ETA for new public schools Applications release is April 17, 2023
  - Due to unforeseen delays in system development the release has been pushed back a week.
  - ETA for security set up in the new system will be the week of April 10 and training will be the week of April 17.
  - If you plan to **open** or **close** a site please email: **victoria.lloyd@la.gov** ASAP to begin the setup process.

- **I have pulled down the Statement of Affirmation from the EdLink360 system, where do I upload the signed document?**

  Each Statement of Affirmation has its own JotForm Return Link. These links are posted on the EdLink360 Support Page. We are aware of some issues with pulling these from EdLink360. We are working with our dashboard team to resolve these issues.

2. Benchmark Calendar

Snapshot Start Date	8/1/2022	8/1/2022	1/10/2023
Collection End Date (Snapshot or System Close)	7/7/2023	8/11/2023	9/30/2023
EdLink 360 Extract File	Student End-Of-Year	Staff End-Of-Year	STS End-Of-Year (Legacy System)
calendars.tsv calendars_ext.tsv	X	X	
students.tsv students_ext.tsv	X		
enrollments.tsv enrollments_ext.tsv	X		
k3_assessments.tsv			
homeless_services.tsv	X		
discipline_incidents.tsv discipline_incidents_ext.tsv	X		
discipline_offenses.tsv discipline_offenses_ext.tsv	X		
discipline_actions.tsv discipline_actions_ext.tsv	X		
discipline_persons.tsv	X		
program_membership.tsv	X		
attendance.tsv	X		
course_offerings.tsv course_offerings_ext.tsv	X	X	
student_schedules.tsv	X		
student_marks.tsv	X		
sts_demographics.tsv sts_transcript.tsv sts_ibc.tsv (Not submitted to EdLink for 2022-23			
staff.tsv staff_ext.tsv		X	
staff_assignments.tsv staff_assignments_ext.tsv		X	
staff_course_offering_link.tsv		X	
payroll_ldoe.tsv		X	
staff_absences.tsv		X	
mentor_teacher_link.tsv (NOT optional for 2022-2023)		X	
vacant_staff.tsv vacant_staff_ext.tsv		X	
vacant_staff_assignments.tsv vacant_staff_assignments_ext.tsv		X	
vacant_staff_course_offering_link.tsv		X	
vacant_payroll_ldoe.tsv		X	
contract_staff.tsv contract_staff_ext.tsv		X	
contract_staff_assignments.tsv contract_staff_assignments_ext.tsv		X	
contract_staff_course_offering_link.tsv		X	

Please refer to [EdLink 360 support page]() for updates.