



**Texas Education Agency
Policy Committee on Public Education Information
Tuesday, October 17, 2017**

Wm. B. Travis Building, 3-102
1701 N. Congress Avenue
10:00 a.m. – 2:00 p.m.

Meeting Minutes

Call to Order

Marcos Zorola

In the absence of Paul Clore, Vice Chair, Marcos Zorola was asked to preside over the meeting and called the PCPEI meeting to order at 10:07 a.m.

Roll call of the PCPEI members attending the meeting was taken by Bryce Templeton.

PCPEI members present:

Nanette Power for Paul Norton	Jennifer Carver for Jeff Goldhorn
Sharon Wermuth (alternate)	Lisa Garcia
Marcos Zorola for Brian Gottardy	Michelle Ailara (alternate)
Danny Lovett and Linda Hoffpaur	Suzie Jameson for Berhl Robertson
Mary Morgan for Dr. Clyde Steelman	Scott Lewis for Janet Spurgin
Bernadette Cardenas (alternate)	
Charlotte Baker, Mary Beth Matula and Dawn Cummings (alternate)	

ITF Member Present:

David McKamie

TEA Staff Present:

Melody Parrish	
Leanne Simons	
John Reese	
Jeanine Helms	
Terri Hanson	
Bryce Templeton	
Glenn Shelton	

Approve Minutes from the July 25, 2017 PCPEI Meeting**Action Item**

Marcos Zorola asked for a motion to approve the meeting minutes from the July 25, 2017 PCPEI meeting as presented. Sharon Wermuth made a motion to approve the July 25, 2017 PCPEI meeting minutes as presented. Mary Morgan seconded the motion.

The motion was passed unanimously.

Information Task Force (ITF) Report to the Policy Committee on Public Education Information (PCPEI) for the September 11, 2017 and September 26, 2017 ITF Meetings**Part A: September 11, 2017 ITF Meeting****1. Expansion of the C178 – CRISIS-CODE Code Table for the 2018-2019 School Year****Action Item**

Melissa Lemons presented the C178- CRISIS-CODE Code table changes for the 2018-2019 school year. She explained that a crisis code is used in a state health or weather-related event that impacts a group of students. The Crisis Code gives the TEA the capability to adjust school funding and accountability ratings when the displacement of students significantly impacts school funding and accountability of certain schools. Due to the recent assignment of Crisis Code 05 for Hurricane Harvey, it is proactive for the TEA to add additional codes to the C178 Crisis Code code table to be ready for additional crises in the future.

TEA staff proposed the addition of three (3) new codes to the C178 – CRISIS-CODE code table for the 2018-2019 school year:

- 08 - Reserved for Future Health or Weather Related Crisis
- 09 - Reserved for Future Health or Weather Related Crisis
- 10 - Reserved for Future Health or Weather Related Crisis

ITF Discussion:

Nancy Dunnam opened the floor for questions and discussion. Dennis Telas asked about Federal Emergency Management Agency (FEMA) requirements for schools having to report the parish or county a student is from when displaced by a disaster and if this data has been discussed as being reportable in PEIMS. Bryce Templeton stated that he was not aware of any state level reporting requirements for the residence of students displaced by a disaster. The TEA is attempting to collect data from the schools that serve displaced students.

ITF Action:

The ITF committee made a recommendation motion to approve the addition of the following new codes to the C178 – CRISIS-CODE code table:

- 08 - Reserved for Future Health or Weather Related Crisis
- 09 - Reserved for Future Health or Weather Related Crisis
- 10 - Reserved for Future Health or Weather Related Crisis

NOTE: In light of the recent hurricane disasters that have impacted the state of Texas, the TEA is requesting that the PCPEI override the original request for 3 additional Crisis Codes and instead add 23

new Crisis Code to be reserved for future use and as determined by the commissioner of education. This would result in the code table being extended through Code 30.

11 - Reserved for Future Health or Weather Related Crisis

to

30 - Reserved for Future Health or Weather Related Crisis

PCPEI Discussion:

David McKamie presented the ITF item and recommendation to the committee for the expansion of the C178 Crisis Code table to the PCPEI committee. David brought specific attention to the PCPEI committee the recommendation from TEA to expand the number of possible codes in the C178 table from 10 to 30.

Considering the recent hurricane disasters that have impacted the state of Texas, the TEA is requesting that the PCPEI override the original request for three (3) additional Crisis Codes and instead add 23 new crisis codes to be reserved for future use and as determined by the commissioner of education. This would result in the code table being extended through Code 30.

Bryce Templeton stated this action was necessary to ensure ample codes in the C178 code table for the immediate future. Danny Lovett agreed that having the additional codes for use was a reasonable request given the hurricane events of 2017.

With no further discussion, Marcos Zorola called for a motion.

PCPEI Action:

Motion: Danny Lovett made a motion to approve the ITF and TEA recommendation to approve the addition of 23 new crisis codes to the C178 Crisis Code table.

- 08 - Reserved for Future Health or Weather Related Crisis
- 09 - Reserved for Future Health or Weather Related Crisis
- 10 - Reserved for Future Health or Weather Related Crisis
- 11-30 - Reserved for Future Health or Weather Related Crisis

Jennifer Carver seconded the motion.

Vote: The motion passed unanimously.

2. Title I Services and Support Services Removal from the Student Title I Part A Program Association Extension Complex Type Action Item

Melissa Lemons presented the proposal for removal of the Title I Services and Support Services from the Student Title I Part A Program Association Extension as this was a requirement by the United States Department of Education but is no longer required for the 2018-2019 school year.

Due to a change in the federal data reporting requirements (P.L 107-110 Section 1115), beginning in the 2018-2019 school year, the seven (7) specific Title I services will no longer be reported to the TEA.

Under TEC 42.006, the TEA is permitted to only collect information which contains the data necessary for the legislature and the agency to perform their legally authorized functions in overseeing the public education system. Since the TEA has no further business use for the Title I Service and Support codes, the data must be removed from the TSDS data collections.

Melissa Lemons described the following changes that would be necessary for the 2018-2019 TSDS data collections:

Remove the following data elements from the TSDS PEIMS data collections:

- E1018 - TITLE-I-PART-A-READING-INDICATOR-CODE
- E1020 - TITLE-I-PART-A-MATHEMATICS-INDICATOR-CODE
- E1021 - TITLE-I-PART-A-SCIENCE-INDICATOR-CODE
- E1022 - TITLE-I-PART-A-SOCIAL-STUDIES-INDICATOR-CODE
- E1024 - TITLE-I-PART-A-GUIDANCE-COUNSELING-SERVICES-INDICATOR-CODE
- E1025 - TITLE-I-PART-A-SOCIAL-WORK-SERVICES-INDICATOR-CODE
- E1026 - TITLE-I-PART-A-HEALTH-SERVICES-INDICATOR-CODE

Revise the following TSDS reports to remove the Title I Service and Support data elements:

- PDM3-134-001 Title I Part A Student Summary by Grade
 - Column counts for each of the removed elements will be removed from the report.
- PDM3-134-002 Title I Part A Student Summary by Campus
 - Column counts for each of the removed elements will be removed from the report.
- PDM3-134-003 Title I Part A Participation Roster
 - Report currently displays removed indicators for each Title I student. These will be removed from the report.

Revise or delete the following TSDS data validation rules:

- 41461-000B (updated)
Remove the Title I Service and Support data elements.
- 41461-0005 (deleted)
- 41461-0006 (deleted)

ITF Discussion:

Nancy Dunnam opened the floor for discussion. Dennis Telas asked if there was any other required reporting for the Title I Service and Support data. Bryce Templeton stated that the data was collected for the express purpose of federal data reporting requirements and that there were no other specific purposes for the data.

Nancy Dunnam stated that TSDS Title I report PDM3-134-004 has been incorrect for over two years. Dara Fuller supported Nancy's statement. TSDS staff took note of the issue described and will investigate further.

ITF Action:

The ITF committee made a recommendation to approve:

1. The removal of Title I Services and Support Services from the StudentTitleIPartAProgramAssociationExtension Complex Type which would include the following elements:
 - E1018 - TITLE-I-PART-A-READING-INDICATOR-CODE
 - E1020 - TITLE-I-PART-A-MATHEMATICS-INDICATOR-CODE
 - E1021 - TITLE-I-PART-A-SCIENCE-INDICATOR-CODE
 - E1022 - TITLE-I-PART-A-SOCIAL-STUDIES-INDICATOR-CODE
 - E1024 - TITLE-I-PART-A-GUIDANCE-COUNSELING-SERVICES-INDICATOR-CODE
 - E1025 - TITLE-I-PART-A-SOCIAL-WORK-SERVICES-INDICATOR-CODE
 - E1026 - TITLE-I-PART-A-HEALTH-SERVICES-INDICATOR-CODE
2. The removal of the Title I Service and Support data elements from reports:
 - PDM3-134-001 Title I Part A Student Summary by Grade
 - Column counts for each of the removed elements will be removed from the report.
 - PDM3-134-002 Title I Part A Student Summary by Campus
 - Column counts for each of the removed elements will be removed from the report.
 - PDM3-134-003 Title I Part A Participation Roster
 - Report currently displays removed indicators for each Title I student. These will be removed from the report.
3. The changes to the following data validation rules:
 - 41461-000B (revised)
Remove the Title I Service and Support data elements.
 - 41461-0005 (deleted)
 - 41461-0006 (deleted)

PCPEI Discussion:

David McKamie presented the ITF item and recommendation to remove the Title I Services and Support Services data elements from the StudentTitleIPartAProgramAssociationExtension.

Marcos Zorola opened the floor for discussion.

There was no discussion from the committee. Marcos Zorola called for a motion.

PCPEI Action:

Motion: Sharon Wermuth made a motion to approve the ITF recommendation for the removal of the Title I Services and Support Services from the StudentTitleIPartAProgramAssociationExtension.

1. The removal of Title I Services and Support Services from the StudentTitleIPartAProgramAssociationExtension Complex Type which would include the following elements:
2.
 - E1018 - TITLE-I-PART-A-READING-INDICATOR-CODE
 - E1020 - TITLE-I-PART-A-MATHEMATICS-INDICATOR-CODE
 - E1021 - TITLE-I-PART-A-SCIENCE-INDICATOR-CODE
 - E1022 - TITLE-I-PART-A-SOCIAL-STUDIES-INDICATOR-CODE

- E1024 - TITLE-I-PART-A-GUIDANCE-COUNSELING-SERVICES-INDICATOR-CODE
- E1025 - TITLE-I-PART-A-SOCIAL-WORK-SERVICES-INDICATOR-CODE
- E1026 - TITLE-I-PART-A-HEALTH-SERVICES-INDICATOR-CODE

2. The removal of the Title I Services and Support Services data elements from reports:

- PDM3-134-001 Title I Part A Student Summary by Grade
 - Column counts for each of the removed elements will be removed from the report.
- PDM3-134-002 Title I Part A Student Summary by Campus
 - Column counts for each of the removed elements will be removed from the report.
- PDM3-134-003 Title I Part A Participation Roster
 - Report currently displays removed indicators for each Title I student. These will be removed from the report.

3. The changes to the following data validation rules:

- 41461-000B (revised)
Remove the Title I Services and Support Services data elements.
- 41461-0005 (deleted)
- 41461-0006 (deleted)

Danny Lovett seconded the motion.

Vote: The motion passed unanimously

3. HB 357 – PK Program for Star of Texas Award Recipients

Action Item

Melissa Lemons presented the PK Program for Star of Texas Award Recipients data collection proposal. She began by explaining that House Bill 357 (85th) establishes free prekindergarten for children of peace officers, firefighters, and first responders who are eligible for the Star of Texas Award. The Star of Texas Award is for peace officers, firefighters, and first responders who are either injured or killed while on duty.

Eligibility for prekindergarten under the Star of Texas Award provision is defined as a person who has been awarded the Star of Texas Award and has presented as proof, one of the following pieces of documentation:

1. Award Certificate
2. Letter from the Governor
3. Letter from local representative

Melissa Lemons described the following changes that would be necessary to collect the prekindergarten eligibility for the Star of Texas Award recipient student.

For the 2018-2019 school year, the TEA would make the following changes to the TSDS and TREx data standards:

- Add E1601 – STAR-OF-TEXAS-INDICATOR-CODE to the StudentExtension complex type to be reported for the Fall and Summer submissions. The data will be reported using the C088 Participation code table.
- Update the following TSDS reports to include the STAR-OF-TEXAS-INDICATOR-CODE:
 - PDM1-120-003 - Student Program Roster
 - PDM1-120-005 - Student Data Review
 - PDM3-120-007 - Unreported Students Presumed At Risk
 - PDM1-120-012 - Student Indicator Report By Grade
 - PDM1-120-013 - PK Student Roster
- Implement the following data validation rule changes:
 - 40100-new1 (new rule)
 - 40100-new2 (new rule)
 - 40100-0109 (revision)
- Add E1601 - STAR-OF-TEXAS-INDICATOR-CODE to the Texas Records Exchange (TREx) system for the 2018-2019 school year.

ITF Discussion:

Nancy Dunnam opened the floor for discussion. Dennis Telas asked when the Star of Texas Award is typically awarded in relation to PK students enrolling in school each year. Howard Morrison (Early Childhood Education Division) responded that the awards occur between September and October of each year which is why the data element includes Special Instructions to indicate that special early approval could be granted on a case by case basis for children of persons nominated for the award who have not yet received the award. Dennis Telas then asked if a candidate was approved during this interim period, would a formal letter come from Texas Education Agency? Howard Morrison stated that the formal acknowledgement of an award would come from the Texas Criminal Justice Division. Dennis then asked what the turnaround time would be on the case by case reviews, to which Howard responded that the waiting period would be about two weeks. Nancy Dunnam asked how the local schools would know about this program. Howard Morrison stated a To the Administrator Addressed (TAA) letter was sent to all LEAs explaining this program.

Dennis Telas and Nancy Dunnam both stated that updates should be made to the Student Attendance Accounting Handbook to include the details of this prekindergarten eligibility. Dennis Telas stated that

Round Rock ISD would add this to their school's enrollment process so that parents applying for prekindergarten enrollment would be aware of the Star of Texas Award eligibility option.

Nancy Dunnam asked about required documentation for audit purposes. Howard Morrison stated that schools could visually verify this documentation at the district level. Peggy Sullivan went out to the Star of Texas Award web site and said all who had earned this award were listed by year. She then stated there appears to be about 50 recipients a year of this award. She asked if this web site link could be added to the Data Standards sections 8.2.4 and 2.4. Bryce Templeton stated the link would be added to the TSDS TEDS.

ITF Action:

The ITF Committee made a recommendation to approve the addition of the following data element to the StudentExtension for both Fall and Summer submissions:

E1601 – STAR-OF-TEXAS-INDICATOR-CODE to the StudentExtension complex type for the Fall and Summer submissions.

Modify the following TSDS PEIMS reports to include the E1601 – STAR-OF-TEXAS-INDICATOR-CODE data element:

- PDM1-120-012
- PDM1-120-005
- PDM1-120-003
- PDM1-120-013
- PDM3-120-007

Update the following business validations:

- 40100-new1 (addition)
- 40100-new2 (addition)
- 40100-0109 (revision)

Add the E1601 - STAR-OF-TEXAS-INDICATOR-CODE to the TREx system for the 2018-2019 school year.

PCPEI Discussion:

David McKamie presented the ITF item and recommendation to add a new data element for the prekindergarten children of Star of Texas Award Recipients.

Marcos Zorola opened the floor for discussion.

Sharon Wermuth asked if the date would be the same date of the award. Bryce Templeton stated that in most cases this was true but the ITF report did show where Howard Morrison (Early Childhood Education Division) responded that the awards occur between September and October of each year which is why the data element includes Special Instructions to indicate that special early approval could be granted on a case by case basis for children of persons nominated for the award who have not yet received the award.

With no further discussion, Marcos Zorola called for a motion.

PCPEI Action:

Motion: Sharon Wermuth made a motion to approve the ITF recommendation for the PK Program for Star of Texas Award Recipients data collection consisting of the following items:

Add E1601 – STAR-OF-TEXAS-INDICATOR-CODE to the StudentExtension complex type for the Fall and Summer submissions.

Modify the following TSDS PEIMS reports to include the E1601 – STAR-OF-TEXAS-INDICATOR-CODE data element:

- PDM1-120-012
- PDM1-120-005
- PDM1-120-003
- PDM1-120-013
- PDM3-120-007

Update the following business validations:

- 40100-new1 (addition)
- 40100-new2 (addition)
- 40100-0109 (revision)

Add the E1601 - STAR-OF-TEXAS-INDICATOR-CODE to the TREx system for the 2018-2019 school year.

Mary Morgan seconded the motion.

Vote: The motion passed unanimously

4. HB 674 – Out of School Suspensions for Students Below Grade Three (3)

Action Item

Melissa Lemons presented the proposal for Out of School Suspensions for Students Below Grade 3. Prior to the introduction of TEC 37.0013 by HB 674 (85th), there was no restriction placed on public schools from placing a student in grades below grade three (3) into an Out-of-School Suspension (OSS) as a disciplinary action. HB 674 restricts placement for students in grades below grade 3 and amends TEC 37.005 to provide conditions under which a student covered by this bill may be placed into an OSS.

Melissa Lemons described the TSDS changes necessary as being data validation rules only. The TEA would add the following data validation rules to warn schools when they report data that is in violation of the statute.

- 44425-new3 - If this student's GRADE-LEVEL-CODE is "EE", "PK", "KG", "01", or "02", and DISCIPLINARY-ACTION-CODE is "05" or "25", then DISCIPLINARY-ACTION-REASON-CODE must be "04", "05", "11", "12", "13", "14", "27", "28", "29", "30", "31", or "32". (Special Warning)

Data validation rule 44425-new3 will fire if a student below grade 3 is reported as being placed in Out of School Suspension with any DISCIPLINARY-ACTION-REASON-CODE other than "04", "05", "11", "12", "13", "14", "27", "28", "29", "30", "31", or "32".

Since it is possible that a school can order the OSS for a student that should have been sent to a Positive Behavior Program instead of OSS, the validation error level is a special warning. It was determined that a Special Warning was more appropriate than a warning as the LEA never sends these certain students to OSS.

Bryce Templeton stated that House Bill 674 also establishes a Positive Behavior Program to be implemented by a district or open-enrollment charter school with OSS policies. The Positive Behavior Program is utilized instead of OSS for those instances when a school is prohibited from placing a student below grade three (3) in OSS.

He continued that though the placement to the Positive Behavior Program is in statute and that schools are required to utilize the program when necessary, the student disciplinary removal data reporting statute (TEC 37.020) was not amended to authorize the collection of the Positive Behavior Program placements by the TEA.

ITF Discussion:

Nancy Dunnam opened the floor for discussion. David McKamie asked if there was any way of adding guidance for districts to report all disciplinary removals. He continued that his department is continually having to remind districts that they should report what happened and not remove data records from the submission that do not show conformity with state laws and rules regarding student removals. Dara Fuller and Nancy Dunnam both suggested that the TSDS TEDS Appendix E would be the best place for information such as this. The TEA staff stated that they would need to consult with the school safety staff at TEA on the matter before adding this information to the TEDS.

ITF Action:

The ITF Committee made a recommendation to approve the addition of the new business validation "44425-new3" to warn schools when an OSS is reported for reasons that are contrary to the law.

If this student's GRADE-LEVEL-CODE is "EE", "PK", "KG", "01", or "02", and DISCIPLINARY-ACTION-CODE is "05" or "25", then DISCIPLINARY-ACTION-REASON-CODE must be "04", "05", "11", "12", "13", "14", "27", "28", "29", "30", "31", or "32".

PCPEI Discussion:

David McKamie presented the ITF recommendation to add a data validation rule that would warn schools for out-of-school suspensions of students below grade three (3).

Marcos Zorola opened the floor for discussion.

There was no discussion from the committee. Marcos Zorola called for a motion.

PCPEI Action:

Motion: Danny Lovett made a motion to approve the ITF recommendation to add a validation rule to warn schools in instances of out-of-school suspensions for students below grade three (3).

If this student's GRADE-LEVEL-CODE is "EE", "PK", "KG", "01", or "02", and DISCIPLINARY-ACTION-CODE is "05" or "25", then DISCIPLINARY-ACTION-REASON-CODE must be "04", "05", "11", "12", "13", "14", "27", "28", "29", "30", "31", or "32".

Lisa Garcia seconded the motion.

Vote: The motion passed unanimously

5. HB 1935 – Carrying of Knives

Action Item

Prior to the introduction of HB 1935, certain knives were referred to as an "illegal knife" in the Texas Family Code (TFC), Texas Penal Code (TPC), and as referenced in Texas Education Code (TEC) Chapter 37. HB 1935 implements changes in TFC 52.031, and TPC 46.01, 46.02, 46.03, 46.06 and 46.15 for the term "illegal knife" to be known as "location-restricted knife". The bill also changes TPC 46.03 to differentiate when the "location-restricted knife" is a Class C misdemeanor or a third-degree felony.

Melissa Lemons presented this item and explained that House Bill 1935 changes the wording from "illegal knife" to "location-restricted knife" in the statutes referenced above.

Melissa Lemons stated that TEA is proposing to:

1. Revise the C165 Disciplinary Action Reason Code table as follows: -

- DISCIPLINARY-ACTION-REASON-CODE 12 will be revised as follows:

Existing Code and Translation:

12 - "Unlawful Carrying of an Illegal Knife under Penal Code 46.02 - TEC 37.007(a)(1) (Illegal knife - blade longer than 5.5 inches)"

New Code and Translation:

12 - "Unlawful Carrying of a Location-Restricted Knife under Penal Code 46.02 – TEC 37.007(a)(1) (Location-Restricted Knife - blade longer than 5.5 inches)"

2. Revise the following TSDS reports to display the new language as necessary:

- PDM3-132-001 Student Disciplinary Action Roster
- PDM3-132-002 Student Disciplinary Action Detail by Reason
- PDM3-132-003 Student Disciplinary Action Summary
- PDM3-132-004 Student Disciplinary Action Detail by Incident Number
- PDM3-132-006 Student Disciplinary Action Incident Counts by Reason Code

ITF Discussion:

Nancy Dunnam opened the floor for discussion and inquired what does "location-restricted knife" mean. Bryce Templeton explained that the language is now tied to the location of a person possessing an otherwise legal knife, such as a school, or other public places where it would be prohibited.

David McKamie asked if this new verbiage changes the meaning of the code. Bryce Templeton stated that the meaning is the same, the definition is just simply updated to use a new terminology for an illegal knife.

Bryce Templeton made the committee aware that the legislation also removed from the definition of a "location restricted" knife certain items (dagger, Bowie knife, sword, spear, etc..) that were previously enumerated in the law. These items may need to be addressed in the local student code of conduct for each school to understand these removals which would no longer be coded as a Disciplinary Action Reason Code 12.

Location-restricted (~~illegal~~) knife" means a:

knife with a blade over five and one-half inches;

~~(B) hand instrument designed to cut or stab another by being thrown;~~

~~(C) dagger, including but not limited to a dirk, stiletto, and poniard;~~

~~(D) bowie knife;~~

~~(E) sword; or~~

~~(F) spear.~~

ITF Action:

The ITF Committee made a recommendation to approve the revision of the C165 Disciplinary Action Reason Code table as follows:

DISCIPLINARY-ACTION-REASON-CODE 12 will be revised as follows:

Existing Code and Translation:

12 - “Unlawful Carrying of an Illegal Knife under Penal Code 46.02 - TEC 37.007(a)(1) (Illegal knife - blade longer than 5.5 inches)”

New Code and Translation:

12 - “Unlawful Carrying of a Location-Restricted Knife under Penal Code 46.02 – TEC 37.007(a)(1) (Location-Restricted Knife - blade longer than 5.5 inches)”

The ITF Committee also made a recommendation to approve the revision of the following TSDS reports to display the new language as necessary:

- PDM3-132-001 Student Disciplinary Action Roster
- PDM3-132-002 Student Disciplinary Action Detail by Reason
- PDM3-132-003 Student Disciplinary Action Summary
- PDM3-132-004 Student Disciplinary Action Detail by Incident Number
- PDM3-132-006 Student Disciplinary Action Incident Counts by Reason Code

PCPEI Discussion:

David McKamie presented the ITF recommendation to revise the translation of Disciplinary Action Reason Code “12” to accommodate the statutory changes in TFC 52.031, and TPC 46.01, 46.02, 46.03, 46.06 and 46.15 for the term “illegal knife” to be known as “location-restricted knife”.

Marcos Zorola opened the floor for discussion.

There was no discussion from the committee. Marcos Zorola called for a motion.

PCPEI Action:

Motion: Nanette Power made a motion approve the revision of the C165 Disciplinary Action Reason Code table as follows:

DISCIPLINARY-ACTION-REASON-CODE 12 will be revised as follows:

Existing Code and Translation:

12 - “Unlawful Carrying of an Illegal Knife under Penal Code 46.02 - TEC 37.007(a)(1) (Illegal knife - blade longer than 5.5 inches)”

New Code and Translation:

12 - “Unlawful Carrying of a Location-Restricted Knife under Penal Code 46.02 – TEC 37.007(a)(1) (Location-Restricted Knife - blade longer than 5.5 inches)”

The ITF Committee also made a recommendation to approve the revision of the following TSDS reports to display the new language as necessary:

- PDM3-132-001 Student Disciplinary Action Roster
- PDM3-132-002 Student Disciplinary Action Detail by Reason
- PDM3-132-003 Student Disciplinary Action Summary

- PDM3-132-004 Student Disciplinary Action Detail by Incident Number
- PDM3-132-006 Student Disciplinary Action Incident Counts by Reason Code

Jennifer Carver seconded the motion.

Vote: The motion passed unanimously.

6. HB 441 – Memorial Day

Action Item

HB 441(85th) adds a provision that public schools may not operate on Memorial Day.

Melissa Lemons presented the Memorial Day proposal which would create a validation rule that warns schools when they report a student school day on Memorial Day.

The new data validation rule would be added as follows:

If CALENDAR-DATE is on the Memorial Day holiday (the last Monday in May), then SCHOOL-DAY-OPERATIONAL-MINUTES should be “0”.

ITF Discussion:

No discussion from ITF.

ITF Action:

The ITF Committee also made a recommendation to approve the addition of a new validation as follows:

If CALENDAR-DATE is on the Memorial Day holiday (the last Monday in May), then SCHOOL-DAY-OPERATIONAL-MINUTES should be “0”.

PCPEI Discussion:

David McKamie presented the ITF recommendation to add a data validation rule to warn schools when they reported a student school day on Memorial Day.

Marcos Zorola opened the floor for discussion.

Bryce Templeton noted that the data validation rule being proposed should also include a reference to the Instructional Minutes being 0 as well.

With no further discussion from the committee, Marcos Zorola called for a motion.

PCPEI Action:

Motion: Bernadette Cardenas made a motion to approve the ITF recommendation to add a data validation rule to warn schools when they reported a student school day on Memorial Day.

“If CALENDAR-DATE is on the Memorial Day holiday (the last Monday in May), then SCHOOL-DAY-OPERATIONAL-MINUTES and INSTRUCTIONAL-MINUTES should be “0”.”

Mary Morgan seconded the motion.

Vote: The motion passed unanimously

7. Sunset Review – TSDS PEIMS Staff Data

Action Item

Bryce Templeton presented the Sunset Review of TSDS PEIMS Staff Data. He went through the StaffExtension, StaffEducationOrgEmployment, ContractedInstructionalStaffFTE, PayrollExtension, StaffResponsibilitiesExtension, and TeacherSectionAssociation. He explained why and how each element is used by the Texas Education Agency. Bryce stated that none of the data elements would be removed at this time as all were being used and that all are still authorized in statute to be collected by the TEA.

Bryce stated that the TeacherSectionAssociation would be revisited as it is also part of the Classroom Link data collection and that the TEA is looking for a more efficient way to collect the data that is needed for the Student Assessment Data Portal as the current volume of data is a tremendous load on the summer collection and the TSDS application.

ITF Discussion:

Nancy Dunnam opened the floor for discussion by stating that she would like to know how the Student Assessment Data Portal data is used by the Texas Education Agency as that is not always clear. She continued that, if approved, she would like to add a statement that would then be reviewed by the Policy Committee regarding her inquiry on how the data is being used for the Student Assessment Data Portal.

Bryce Templeton assisted her with the statement as follows:

The committee will approve the continuation of the four staff data categories with the caveat that in regards to the Course Completion Data, that everything be validated with the customers to ensure the agency is not collecting more data than is required and utilized.

ITF Action:

The ITF Committee also made a recommendation to approve the Sunset Review of Staff Data and the data collections continue through the 2020-2021 school year with the following verbiage included for the Policy Committee's review:

The ITF committee will approve the continuation of the four staff data categories with the caveat that in regards to the Course Completion Data Sunset Review, (Classroom Link Data Collection) that everything be validated with the customers to ensure the agency is not collecting more data than is required and utilized.

PCPEI Discussion:

David McKamie presented the ITF recommendation for the results of the Sunset Review of TSDS PEIMS Staff Data. This review consisted of the StaffExtension, StaffEducationOrgEmployment, ContractedInstructionalStaffFTE, PayrollExtension, StaffResponsibilitiesExtension, and TeacherSectionAssociation complex types.

Marcos Zorola opened the floor for discussion.

There was no discussion from the committee. Marcos Zorola called for a motion.

PCPEI Action:

Motion: Lisa Garcia made a motion to approve the ITF recommendation to approve the continuation of these six (6) interchanges and that none of the data elements would be removed at this time as all were being used and that all are still authorized in statute to be collected by the TEA. There is a caveat in regard to the Course Completion Data Sunset Review, (Classroom Link Data Collection) that everything be validated with the customers to ensure the agency is not collecting more data than is required and utilized.

Mary Beth Matula seconded the motion.

Vote: The motion passed unanimously

8. LEAs submitting Crisis Code data through the TSDS Summer PEIMS collection starting September 15th Discussion Item

Terri Hanson began by stating that a 'To the Administrator Addressed' (TAA) Letter would be going out this week regarding the reporting of the Hurricane Harvey Crisis Code data through the TSDS Summer PEIMS collection. She continued by advising the committee that the school start window would be extended to the snapshot date of October 27, 2017.

LEAs serving students with a Crisis Code of '05' would need to load to the ODS for PEIMS submission 3 the following information: Organization Data, StudentExtension data, StudentEnrollment data, and StudentSchoolAssociation data. School districts and charter schools serving students displaced by Hurricane Harvey would need to report every Friday on a weekly basis starting on September 22, 2017 – Terri noted that it was originally going to be September 15, 2017 but with the delay in the TAA letter, this date would be modified.

She continued by explaining that the reason for this reporting is so that the Texas Education Agency can better support districts that need assistance and that requires knowing the number of displaced students.

ITF Discussion:

Keitha Ivey stated that their district does not have a way of sifting through students to just send students coded as '05'. Terri Hanson responded that they should send all students and the Texas Education Agency will pull out the Crisis Code '05' students. Terri Hanson added that more information would be provided in the TAA and FCN call on Tuesday.

Brenda Padalecki asked why are LEAs required to submit for summer instead of fall for this data. Terri Hanson responded that it is likely that students will continue to come in past October and thus summer data would be optimal; using the fall data files would distort the fall snapshot data after October 27, 2017. Terri Hanson continued by stating that the Texas Education Agency will be reporting based on information in the Operational Data Store (ODS). Terri Hanson stated this was being done as it is less burdensome on the LEAs to not be required to promote the data into the PEIMS Data Mart; TEA felt this was necessary due to the gravity of the situation as this is considered an emergency. Melody Parrish added that this information is needed so that a plan can be formulated to assist these districts with funding therefore real-time data is needed. Dennis Telas verified that the districts would basically be batching and processing and that is it. Terri Hanson confirmed.

PCPEI Discussion:

David McKamie presented the ITF report to the committee for the submitting Crisis Code data through the TSDS Summer PEIMS collection starting September 15th.

Marcos Zorola opened the floor for discussion.

David McKamie asked if Melody Parish or Terri Hanson would like to comment. Terri Hanson stated that a To the Administrator Letter (TAA) has been sent recently addressing the need to refine the collection of this data (changes to the C178 Crisis Code table). Specifically, the guidance splits Crisis Code 05 into 5A, 5B, and 5C to differentiate students moving to a different LEA, different campus, or remaining at the same campus but homeless due to Hurricane Harvey. Terri stated the collection of this data has gone very smoothly and greatly appreciated the work the SIS Vendors had done to create the Summer extractors so the LEAs could send this data to TEA. Terri stated that to date, approximately 50% of the students previously coded as 05 had been reported as 5A, 5B or 5C and that the remaining 50% should be recorded to 5A, 5B, or 5C by the next submission date. Nanette Power asked why this data is being sent for the Summer collection (submission 3) and why not for the Fall collection (submission 1). Terri Hanson responded that LEAs would need to report the weekly crisis code data beyond the fall snapshot date, therefore the weekly data submission needs to be in the Summer collection. Terri Hanson continued by stating that the TEA will be reporting based on information in the Operational Data Store (ODS). Terri Hanson stated this was being done as it is less burdensome on the LEAs to not be required to promote the data into the PEIMS Data Mart.

Part B: September 26, 2017 ITF Meeting

1. HB 2442 – Minutes Proposal

Action Item

Bryce Templeton presented the background on the House Bill 2442 (85th) stating that with the passage of House Bill (HB) 2610 in the 84th legislative session, Texas Education Code (TEC) §25.081 was updated to require school districts to provide at least 75,600 minutes of school operation instead of 180 days of instruction for students utilizing a 7-hour school day. HB 2610 essentially established a “one size fits all” requirement of a 75,600 operational minutes school year which brought unexpected challenges for schools that are permitted to operate less than full-day programs.

The 85th Legislature changed requirements for minutes of operation by establishing minimum instructional minutes requirements for certain academic programs or groups of students. HB 2442 (85th) also permits certain charter schools to operate on the basis of 180 school days instead of 75,600 operational minutes. Effective for the 2018–2019 school year, HB 2442 repeals the seven-hour (420 minutes) school day requirement from TEC §25.082(a); allowing school districts to use shortened or variable length school days as locally determined.

Bryce Templeton summarized all of the requirements for minimum operational minutes, instructional minutes, or days of operation by presenting the following chart.

Code	Instructional Program Type Code	Operational Minutes	Instructional Minutes	Days of Operation	Notes:
01	Standard Program for school district campus following 75,600 Operational Minutes (Does not include Pre-Kindergarten Programs/Grades)	75,600 Minimum	Not reported		Pre-Kindergarten must be on a separate track.
02	Charter School campus issued to operate after 1/1/2015 following 75,600 Operational Minutes (Does not include Pre-Kindergarten Programs/Grades)	75,600 Minimum	Not reported		Includes charter schools issued after 1/1/2015 required to follow 75,600 minutes and charter schools campus issued before 1/1/2015 electing to operate for 75,600 minutes. Pre-Kindergarten must be on a separate track.

Code	Instructional Program Type Code	Operational Minutes	Instructional Minutes	Days of Operation	Notes:
03	Charter School campus operating before 1/1/2015 and electing to follow a 180 day school year calendar. (Includes Pre-Kindergarten Program/Grades)	Not reported.	Not reported.	180 days @ a minimum of 240 minutes of instruction	Not available for school districts. Available to select charter schools only.
04	Pre-Kindergarten Program (including school districts and charter schools approved to operate after January 1, 2015)	Not reported.	32,400 Minimum		
05	Dropout Recovery Program/Campus TEC 12.114(c) or TEC 39.0548	Not reported.	43,200 Minimum		
06	Disciplinary Alternative Education Program /Campus TEC 37.008	Not reported.	43,200 Minimum		
07	Correctional Facility Program/Campus (Adult or Juvenile)	Not reported.	43,200 Minimum		
08	Residential Treatment Facility Program/Campus	Not reported.	43,200 Minimum		
09	Day Treatment Facility Program/Campus	Not reported.	43,200 Minimum		
10	Psychiatric Hospital Program/Campus	Not reported.	43,200 Minimum		
11	Medical Hospital Program/Campus	Not reported.	43,200 Minimum		
12	Charter School issued under TEC 29.259 (Excel Academy 227-827 Only)	Not reported.	43,200 Minimum		Applicable to CDN 227-827 only.

To implement the changes required for HB 2442, Bryce Templeton presented the following TSDS data reporting requirements changes to be effective with the 2018-2019 school year.

The 2018-2019 TSDS Texas Education Data Standards (TEDS) proposed changes are as follows:

1. Add NEW element E1600 INSTRUCTIONAL-PROGRAM-TYPE to the ReportingPeriodExtension complex type to be collected in PEIMS Submission 3.
2. Add NEW code table C215 INSTRUCTIONAL-PROGRAM-TYPE for use with new element E1600 above.
3. Add NEW element E1599 SCHOOL-DAY-INSTRUCTIONAL-MINUTES to the CalendarDateExtension complex type to be collected in PEIMS Submission 3. This element will be collected for all INSTRUCTIONAL-PROGRAM-TYPES except for:
 - a. Standard Program LEAs following 75,600 operational minutes.

- b. Charter schools following 180 days of instruction.
4. Update C204 CALENDAR-WAIVER-EVENT-TYPE-CODE code table
 - a. Delete code 03 – Shortened Waiver Day
 - b. Note: Per TAA letter dated August 31, 2017 - Effective for the 2018-2019 school year, the Texas Education Agency will no longer offer Early Release waivers. Any Early Release waivers previously approved for the 2018-2019 school year are rescinded.
 5. Update E1571 SCHOOL-DAY-OPERATIONAL-MINUTES from being mandatory to being optional in PEIMS Submission 3 for the CalendarDateExtension complex type.
 6. Retire C141 INSTRUCTIONAL-TRACK-INDICATOR-CODE code table.
 7. Update E0975 INSTRUCTIONAL-TRACK-INDICATOR-CODE to be numeric with a Domain of Values of 00-99 on the ReportingPeriodExtension, BasicReportingPeriodAttendanceExtension, and SpecialProgramsReportingPeriodAttendanceExtension complex types.
 8. Update TSDS PEIMS Report(s) to reflect code and element changes.
 9. Add and update data validations to support new and updated elements.

ITF Discussion:

Brenda Padalecki had a question concerning locally funded Prekindergarten (PK) programs and how these students would be reported in light of the requirements. Bryce Templeton stated that if a locally funded PK was made up of students who are not eligible for state PK funding, then these students would be reported with an ADA code that reflected their ineligible status as half-day or full-day students; ADA Eligibility Code 4 or 5. Additionally, because these students do not generate ADA funding, the TEA is not concerned with a minimum amount of instructional or operational minutes for these students. There was a general discussion among the group as to requiring a separate calendar track for PK students on a particular campus. David Marx stated that if a school wanted to operate a full-day PK program (75,600 operational minutes instead of 32,400 instructional minutes) that the school would not be required to setup the PK grade level on a separate calendar track. However, if a school wanted the PK grade level to attend on the basis of less than 75,600 operational minutes, then a separate calendar track reflecting the instructional minutes would be required.

Nancy Dunnam had a question concerning breakfast, lunch and recess counting towards the instructional minutes for Pre-K's. David Marx stated the specifics of how non-instructional time would count toward the instructional minutes would be included in the 2018-2019 Student Attendance Accounting Handbook which is scheduled to be published for public review and comment during the rule adoption process starting in November 2017. David went on to state that in-class breakfast would count towards the instructional minutes but lunch was yet to be determined by the TEA.

Keitha Ivy asked a question about full-day Pre-K's and what Instructional Program Type Code should be used from the new C215 code table to report these students. A group discussion ensued concerning all public PK; AM and PM PK students versus all day PK students. With input from David Marx, it was determined that an Instructional Program Type Code of '01' would be used for all day PK students following a 75,600 operational minutes calendar. David Marx reiterated that PK's which do not follow 75,600 operational minutes must be reported with Instructional Program Type Code '04' - Pre-Kindergarten Program following 32,400 instructional minutes.

Dennis Telas had a question about the deletion of the Staff Development Waiver Edit – 10200-0014. Bryce Templeton stated that the TEDS team would review this validation rule for any needed action in light of the staff development waivers being changed to a single block of 2100 minutes instead of a maximum of 5 days.

ITF Action:

The ITF Committee made a recommendation to approve the nine items as presented for the 2018-2019 school year TSDS TEDS:

1. Add NEW element E1600 INSTRUCTIONAL-PROGRAM-TYPE to the ReportingPeriodExtension complex type to be collected in PEIMS Submission 3.
2. Add NEW code table C215 INSTRUCTIONAL-PROGRAM-TYPE for use with new element E1600 above.
3. Add NEW element E1599 SCHOOL-DAY-INSTRUCTIONAL-MINUTES to the CalendarDateExtension complex type to be collected in PEIMS Submission 3. This element will be collected for all INSTRUCTIONAL-PROGRAM-TYPES except for:
 - a. Standard Program LEAs following 75,600 operational minutes.
 - b. Charter schools following 180 days of instruction.
4. Update C204 CALENDAR-WAIVER-EVENT-TYPE-CODE code table
 - a. Delete code 03 – Shortened Waiver Day
 - b. Note: Per TAA letter dated August 31, 2017 - Effective for the 2018-2019 school year, the Texas Education Agency will no longer offer Early Release waivers. Any Early Release waivers previously approved for the 2018-2019 school year are rescinded.
5. Update E1571 SCHOOL-DAY-OPERATIONAL-MINUTES from being mandatory to being optional in PEIMS Submission 3 for the CalendarDateExtension complex type.
6. Retire C141 INSTRUCTIONAL-TRACK-INDICATOR-CODE code table.
7. Update E0975 INSTRUCTIONAL-TRACK-INDICATOR-CODE to be numeric with a Domain of Values of 00-99 on the ReportingPeriodExtension, BasicReportingPeriodAttendanceExtension, and SpecialProgramsReportingPeriodAttendanceExtension complex types.
8. Update TSDS PEIMS Report(s) to reflect code and element changes.
9. Add and update data validations to support new and updated elements.

PCPEI Discussion:

David McKamie presented the ITF recommendation to change school year minutes reporting by adding requirements for minutes of operation, establishing minimum instructional minutes requirements for certain academic programs or groups of students, and different program types with varying calendar requirements. These changes also permit certain charter schools to operate on the basis of 180 school days instead of 75,600 operational minutes. Effective for the 2018–2019 school year, the seven-hour (420 minutes) school day requirement is repealed from TEC §25.082(a); allowing school districts to use shortened or variable length school days as locally determined.

Marcos Zorola opened the floor for discussion.

David McKamie asked Bryce Templeton about the change for 'Early Release' waivers. Bryce Templeton stated that since the seven-hour school day requirement had been repealed, the "Shortened School Day" waiver would no longer be needed.

Bryce Templeton stated there was a missing item on page 24, 3 b. Bryce stated that any charter school campus operating before January 1, 2015 and electing to follow a 180-day school year calendar would not need to report instructional minutes or operational minutes. The document will be updated to include this missing item.

With no further discussion, Marcos Zorola called for a motion.

PCPEI Action:

Motion: Sharon Wermuth made a motion to approve the ITF recommendation for the changed requirements for minutes of operation by establishing minimum instructional minutes requirements for certain academic programs or groups of students.

1. Add NEW element E1600 INSTRUCTIONAL-PROGRAM-TYPE to the ReportingPeriodExtension complex type to be collected in PEIMS Submission 3.
2. Add NEW code table C215 INSTRUCTIONAL-PROGRAM-TYPE for use with new element E1600 above.
3. Add NEW element E1599 SCHOOL-DAY-INSTRUCTIONAL-MINUTES to the CalendarDateExtension complex type to be collected in PEIMS Submission 3. This element will be collected for all INSTRUCTIONAL-PROGRAM-TYPES except for:
 - a. Standard Program LEAs following 75,600 operational minutes.
 - b. Charter schools following 180 days of instruction.
4. Update C204 CALENDAR-WAIVER-EVENT-TYPE-CODE code table
 - a. Delete code 03 – Shortened Waiver Day
 - b. Note: Per TAA letter dated August 31, 2017 - Effective for the 2018-2019 school year, the Texas Education Agency will no longer offer Early Release waivers. Any Early Release waivers previously approved for the 2018-2019 school year are rescinded.
5. Update E1571 SCHOOL-DAY-OPERATIONAL-MINUTES from being mandatory to being optional in PEIMS Submission 3 for the CalendarDateExtension complex type.
6. Retire C141 INSTRUCTIONAL-TRACK-INDICATOR-CODE code table.
7. Update E0975 INSTRUCTIONAL-TRACK-INDICATOR-CODE to be numeric with a Domain of Values of 00-99 on the ReportingPeriodExtension, BasicReportingPeriodAttendanceExtension, and SpecialProgramsReportingPeriodAttendanceExtension complex types.
8. Update TSDS PEIMS Report(s) to reflect code and element changes.
9. Add and update data validations to support new and updated elements.

Danny Lovett seconded the motion.

Vote: The motion passed unanimously

2. SB 490 – Counselors Proposal

Action Item

Bryce Templeton presented the SB 490 (85th) Monthly Minutes Counselor Proposal for the 2018-2019 school year.

Bryce Templeton presented the requirements from SB 490 stating that the legislation has both a local reporting and state reporting aspect. For the local reporting aspect, a counselor is required to report to a student and a parent of the student the number of times that a counselor has provided information under TEC 33.007(b). For the state reporting aspect, TEC 39.306 was amended (TEC 39.306(d-1) to require that the TEA include in a report the number of school counselors providing counseling services at each campus.

Further the legislation specifies the following action by the TEA:

TEC 42.006(a-2) The commissioner by rule shall require each school district and open-enrollment charter school to report through the Public Education Information Management System information regarding the availability of school counselors at each campus. The commissioner's rules shall require a district or school to report the number of full-time equivalent school counselors providing counseling services at a campus. For purposes of this subsection, "full-time equivalent school counselor" means 40 hours of counseling services a week. The agency shall maintain the information provided in accordance with this subsection.

To implement the requirements above, it is necessary for the TEA to collect more detailed data on the time that the counselors spend providing counseling services. For the current reporting and FTE computations, counselors are part of the non-instructional Roles and the FTE computation is a function of the percent day employed compared to the number of additional Roles that a counselor provides.

Bryce Templeton presented the following scenarios for an explanation of the FTE computations related to counselors.

1. If a counselor is a full time employed (Percent Day Employed = 100%) and the counselor role is the only role reported, the counselor is computed as a full-time counselor with 1.000 FTE.
2. If a counselor is also serving as a teacher, the TEA computes the teacher (instructional) partial FTE (PFTE) first and the counselor gets the remaining amount up to a maximum of 1.000 FTE. If the Teacher PFTE is computed as .450, then the counselor role is computed with a .550 PFTE.
3. If a counselor is also serving in another non-instructional role, and the person is full-time employed (Percent Day Employed = 100%) then the two roles are evenly split among the non-instructional roles (1.000 FTE/2 non-instructional roles = .500 PFTE for the counselor and .500 PFTE for the other non-instructional roles).

The need to collect additional data for the Role ID 008 (Counselor) is because of the third example above when TEA cannot precisely compute the counselor FTE and the reporting specified by TEC 39.306(d-1) necessitates more precision based on the requirements in TEC 42.006(a-2).

To accomplish the requirements of the legislation to report on “the number of school counselors providing counseling services at each campus”, TEA is proposing the following TSDS data reporting changes for the 2018-2019 school year.

1. Activate the existing E1057 – MONTHLY-MINUTES data element for ROLE-ID 008 – Counselors on the StaffResponsibilitiesExtension complex type.
2. Update TSDS PEIMS Report(s) to reflect the collection of this data.

Fall Standard Staff Sensitive reports:

PDM1-111-004 - TSDS PEIMS NON-CLASSROOM RESPONSIBILITY DATA

3. Add and update data validation rules to support the collection of this data and maintain a high quality of data. See the original ITF proposal for the complete list of data validation rule changes and requirements.

ITF Discussion:

Nancy Dunnam had a question regarding the definition of element E1057 - MONTHLY-MINUTES and the use of the word 'class' (see page 5 of the ITF proposal). Bryce Templeton suggested using the word 'service' instead of class to make the meaning on Monthly Minutes applicable to both instructional and non-instructional roles. The ITF committee has no objection to using the word 'service'. The TEA will revise the definition of Monthly Minutes to be the total number of minutes in a month devoted to a particular service.

The ITF committee had a lengthy discussion about duties counselors provide other than counseling services. Nancy Dunnam asked why the payroll record could not be used to compute the FTE's. Bryce Templeton reminded the committee that when the Staff Responsibilities record was revised in the PEIMS Legacy system in 2008, it was established there was not a direct correlation between the payroll data and the staff responsibility data that could always be relied upon for determining the Population Served Code for Staff Responsibilities data. The same disconnect is true for determining the FTEs for non-instructional Role IDs using the payroll data. Bryce referenced the third scenario above and reiterated that the problem of FTE computations becomes unsolvable with the existing data that is reported where a person is reported with two or more non-instructional roles; in this situation, a counselor and another non-instructional role(s). A review of the payroll data for counselors (Role ID 008) illustrated that if a counselor was coded as 100 percent of the time providing counseling services then computing the FTE's would not be problematic. Any deviation from this would not allow TEA to compute the FTE's correctly using the payroll data and the staff responsibility data.

There was additional discussion by the committee concerning if the data being collected will provide what the legislature is wanting to know. Jessica Snyder stated they would take the data that is collected and produce the specified report for the legislature and see if the data satisfies what was requested through the legislation.

There was additional ITF discussion regarding the definition of "counseling services". Bryce Templeton stated that the legislature may find it necessary to come back and provide a more precise definition of what counseling services means. Jessica Snyder stated that the current TAC rule provides all of the guidance that is currently available. TEC 33.007 and TAC §61.1071 both specify required counseling activities regarding post-secondary education opportunities guidance, but TEA recognizes that counselors do other activities within the scope of the public school experience.

Keitha Ivy had a question about reporting counselor services provided outside the normal school day. Bryce Templeton stated the TSDS TEDS specifies that the staff responsibilities are limited to reporting those activities that occur within the confines of the school day. The reference to the TSDS TEDS Staff Responsibilities Reporting Requirements is as follows: "*Staff responsibilities that occur before or after the normal school day for events where students do not receive credit are not reported (this includes but is not limited to sports practice, band practice, UIL clubs and practices).*"

Nancy Dunnam made a request to add the examples shown on page six of the proposal to be included in TEDS documentation. Bryce Templeton stated these examples would be added.

ITF Action:

The ITF Committee also made a recommendation to approve the following changes for the 2018-2019 school year:

1. The activation of TSDS data element E1057 – MONTHLY-MINUTES data element for ROLE-ID 008 – Counselors on the StaffResponsibilitiesExtension complex type. The TEA will revise the definition of Monthly Minutes to be the total number of minutes in a month devoted to a particular service.

2. Update TSDS PEIMS Report(s) to reflect the collection of this data.

Fall Standard Staff Sensitive reports:

PDM1-111-004 - TSDS PEIMS NON-CLASSROOM RESPONSIBILITY DATA

3. Add and update data validation rules to support the collection of this data and maintain a high quality of data. See the original ITF proposal for the complete list of data validation rule changes and requirements.

PCPEI Discussion:

David McKamie presented the ITF recommendation to collect the Monthly Minutes data element for persons reported as counselors (Role ID 008).

Marcos Zorola opened the floor for discussion.

David McKamie asked Bryce Templeton about the change being necessary as TEA cannot calculate the FTEs correctly for those Counselors with multiple non-instructional roles. Bryce Templeton reviewed the three scenarios on page 24 of the document to emphasize the need to gather the additional data for counselors.

With no further discussion, Marcos Zorola called for a motion.

PCPEI Action:

Motion: Mary Morgan made a motion to approve the ITF recommendation for the collection of Monthly Minutes for the Role ID 008 (Counselor).

1. The activation of TSDS data element E1057 – MONTHLY-MINUTES data element for ROLE-ID 008 – Counselors on the StaffResponsibilitiesExtension complex type. The TEA will revise the definition of Monthly Minutes to be the total number of minutes in a month devoted to a particular service.
2. Update TSDS PEIMS Report(s) to reflect the collection of this data.
Fall Standard Staff Sensitive reports:
PDM1-111-004 - TSDS PEIMS NON-CLASSROOM RESPONSIBILITY DATA
3. Add and update data validation rules to support the collection of this data and maintain a high quality of data. See the original ITF proposal for the complete list of data validation rule changes and requirements.

Danny Lovett seconded the motion.

Vote: The motion passed unanimously.

4. SB 1153 – Intervention Strategies and Section 504 Proposal Action Item

Bryce Templeton presented the SB 1153 (85th) Interventions Strategies and Section 504 proposal. He presented the detailed requirements of the legislation that require changes to the TSDS data collections for the 2018-2019 school year.

SB 1153 adds the following reporting requirements:

TEC 26.0081(a-3) The commissioner by rule shall require each school district and open-enrollment charter school to annually report through the Public Education Information Management System information regarding the total number of students, other than students described by Subsection (a-4), enrolled in the district or school with whom the district or school, as applicable, used intervention strategies, as that term is defined by Section 26.004, at any time during the year for which the report is made. The agency shall maintain the information provided in accordance with this subsection.

TEC 26.0081(a-4) The commissioner by rule shall require each school district and open-enrollment charter school to annually report through the Public Education Information Management System information regarding the total number of students enrolled in the district or school to whom the district or school provided aids, accommodations, or services under Section 504, Rehabilitation Act of 1973 (29 U.S.C. Section 794), at any time during the year for which the report is made. The agency shall maintain the information provided in accordance with this subsection.

Bryce Templeton presented the following TSDS reporting changes for the 2018-2019 school year to implement the subsection (a-3) and subsection (a-4) of the legislation.

1. To comply with subsection (a-3), add a new TSDS PEIMS data element E1602 – INTERVENTION-STRATEGY-INDICATOR-CODE to the StudentProgramExtension Complex Type. This element will be reported in the Fall and Summer submission and use the C088 code table.
2. To comply with subsection (a-4), add a new TSDS PEIMS data element E1603 – SECTION-504-INDICATOR-CODE to the StudentProgramExtension. This element will be reported in the Fall and Summer submission and use the C088 code table.
3. Add/Update TSDS PEIMS Report(s) to reflect new elements.
 - Fall Standard Student reports:
 - PDM1-120-003 Student Program Roster
 - PDM1-120-012 Student Indicator Report by Grade
 - Fall Special Education reports:
 - PDM1-121-006 Special Education Roster by Grade
 - PDM1-121-009 Special Education Student Data
 - Summer Standard Student reports:
 - PDM3-120-007 Student Indicator Report by Grade
4. Add validation rule(s) to support the collection of this data and maintain a high quality of data. See the original ITF proposal for the complete list of data validation rule changes and requirements.

ITF Discussion:

Nancy Dunnam asked the TEA staff to define what constitutes an intervention. Laurie Kash stated that a statewide communication would be sent from her department detailing what constitutes an intervention. Laurie Kash stated that best business practice would be to ‘not’ group these interventions together. Laurie stated that special education program students should not also be coded as 504 and the 504 students should not be coded as special education; a student should be one or the other but not both. Laurie emphasized that while this practice is not illegal that it is not a best practice and schools should not code the same student for both programs.

Dennis Telas had a question regarding the need for a new data validation rule to identify those situations where a school has coded a student for both special education and 504. Bryce Templeton stated that the TSDS TEDS team would add a new Special Warning data validation rule to fire when the Section 504 Indicator Code and the Special Education Indicator Code were both set to 'true', based on the C088 code table.

Dennis Telas asked that Laurie Kash's group include an RTI component or guidance in any communication sent out to the Special Education groups. Laurie stated that there would be To the Administrator Addressed (TAA) letter regarding these legislative changes.

Nancy Dunnam had a question as to how the LEAs would document these interventions locally. Laurie Kash stated her group was working to establish a 504 specialist at TEA to assist with these types of issues. She also stated that a Frequently Asked Questions document (FAQ) would be communicated out to both groups as well as a TAA letter.

ITF Action:

The ITF Committee also made a recommendation to approve for the 2018-2019 school year:

1. Add TSDS data element E1602 – INTERVENTION-STRATEGY-INDICATOR-CODE to the StudentProgramExtension Complex Type to be reported in the Fall and Summer submission and use the C088 code table.
2. Add TSDS data element E1603 – SECTION-504-INDICATOR-CODE to the StudentProgramExtension to be reported in the Fall and Summer submission and use the C088 code table.
3. Add/Update TSDS PEIMS Report(s) to reflect new elements.

Fall Standard Student reports:

- PDM1-120-003 Student Program Roster
- PDM1-120-012 Student Indicator Report by Grade

Fall Special Education reports:

- PDM1-121-006 Special Education Roster by Grade
- PDM1-121-009 Special Education Student Data

Summer Standard Student reports:

- PDM3-120-007 Student Indicator Report by Grade

4. Add validation rule(s) to support the collection of this data and maintain a high quality of data. See the original ITF proposal for the complete list of data validation rule changes and requirements.
5. Add a data validation rule to the to fire when the Section 504 Indicator Code and the Special Education Indicator Code were both set to 'true', based on the C088 code table (special warning).

PCPEI Discussion:

David McKamie presented the ITF recommendation to add new data elements for collecting Intervention Strategies and Section 504 data.

Marcos Zorola opened the floor for discussion.

There was no discussion from the committee. Marcos Zorola called for a motion.

PCPEI Action:

Motion: Sharon Wermuth made a motion to approve for the 2018-2019 school year:

1. Add TSDS data element E1602 – INTERVENTION-STRATEGY-INDICATOR-CODE to the StudentProgramExtension Complex Type to be reported in the Fall and Summer submission and use the C088 code table.
2. Add TSDS data element E1603 – SECTION-504-INDICATOR-CODE to the StudentProgramExtension to be reported in the Fall and Summer submission and use the C088 code table.
3. Add/Update TSDS PEIMS Report(s) to reflect new elements.

Fall Standard Student reports:

- PDM1-120-003 Student Program Roster
- PDM1-120-012 Student Indicator Report by Grade

Fall Special Education reports:

- PDM1-121-006 Special Education Roster by Grade
- PDM1-121-009 Special Education Student Data

Summer Standard Student reports:

- PDM3-120-007 Student Indicator Report by Grade

4. Add validation rule(s) to support the collection of this data and maintain a high quality of data. See the original ITF proposal for the complete list of data validation rule changes and requirements.
5. Add a data validation rule to the to fire when the Section 504 Indicator Code and the Special Education Indicator Code were both set to 'true', based on the C088 code table (special warning).

Mary Morgan seconded the motion.

Vote: The motion passed unanimously.

5. SB 1873 – Physical Fitness Proposal

Action Item

Bryce Templeton presented SB 1873 Physical fitness proposal to the committee. Senate Bill 1873, which was passed during the 85th legislative session, amends TEC 38.0141, to require that the commissioner complete a report on physical education provided by each school district and publish the results on the Texas Education Agency's website. The report must include the following:

1. the number of physical education classes offered at each campus in the district and detail the number of days, classes, and minutes offered each week by each campus;
2. the ratio of students enrolled in physical education classes in the district compared to the overall enrollment;
3. the average physical education class size at each campus in the district;
4. the number of physical education teachers in the district who are licensed, certified, or endorsed by an accredited teacher preparation program to teach physical education;
5. whether each campus in the district has the appropriate equipment and adequate facilities for students to engage in the amount and intensity of physical activity required under Section 28.002;
6. whether the district allows modifications or accommodations that allow physical education courses to meet the needs of students with disabilities; and
7. whether the district has a policy that allows teachers or administrators in the district to withhold physical activity from a student as punishment.

The TEA will need to collect additional data for item #1 to fulfill the reporting requirements.

Bryce Templeton went over each specific report requirement and what data source would be used to satisfy that reporting requirement.

Report Requirement	Data Source for Report Requirement
the number of physical education classes offered at each campus in the district and detail the number of days, classes, and minutes offered each week by each campus;	TSDS PEIMS (Eight new data elements being added with this proposal)
the ratio of students enrolled in physical education classes in the district compared to the overall enrollment;	TSDS PEIMS Staff Responsibility Data currently collected
the average physical education class size at each campus in the district;	TSDS PEIMS Staff Responsibility Data currently collected
the number of physical education teachers in the district who are licensed, certified, or endorsed by an accredited teacher preparation program to teach physical education;	State Board of Educator Certification (SBEC) ECOS system
whether each campus in the district has the appropriate equipment and adequate facilities for students to engage in the amount and intensity of physical activity required under Section 28.002;	School Health Survey administered by the Curriculum Standards and Student Support Division
whether the district allows modifications or accommodations that allow physical education courses to meet the needs of students with disabilities; and	School Health Survey administered by the Curriculum Standards and Student Support Division
whether the district has a policy that allows teachers or administrators in the district to withhold physical activity from a student as punishment.	School Health Survey administered by the Curriculum Standards and Student Support Division

Bryce Templeton presented the following TSDS reporting changes for the 2018-2019 school year to implement the legislation.

To meet the TSDS data requirements of Senate Bill 1873, the Texas Education Agency is proposing the addition of eight (8) new data elements to capture the number of physical education classes at each campus detailed by number of days and minutes the classes meet. These elements will be collected in Fall Submission and will be reported on the StaffResponsibilitiesExtension complex type.

The following changes are proposed for the 2018-2019 school year TSDS PEIMS data collections:

1. Add the following elements to indicate the number of days a physical education class is offered each week by campus to the StaffResponsibilitiesExtension Complex Type:
 - a. E1604 –NUMBER-DAYS-TAUGHT-WEEK-1
 - b. E1605 –NUMBER-DAYS-TAUGHT-WEEK-2
 - c. E1606 –NUMBER-DAYS-TAUGHT-WEEK-3
 - d. E1607 –NUMBER-DAYS-TAUGHT-WEEK-4
2. Add the following elements to indicate the number of minutes a physical education class is offered each week by campus to the StaffResponsibilitiesExtension Complex Type.
 - a. E1608 –NUMBER-MINUTES-TAUGHT-WEEK-1
 - b. E1609 –NUMBER-MINUTES-TAUGHT-WEEK-2
 - c. E1610 –NUMBER-MINUTES-TAUGHT-WEEK-3
 - d. E1611 –NUMBER-MINUTES-TAUGHT-WEEK-4
3. Add a new TSDS PEIMS Report(s) to reflect new elements.
 A new Fall Standard Staff Sensitive category report will be created:
 PDM1-111-xxx – Physical Education Class Data Report
 The report will list all staff reported in the StaffResponsibilitiesExtension with Week 1-4 Days and Minutes Taught. This should include Teachers with Role-ID -087 and 047 reported with a Physical Education Service ID listed in the C022 table.
4. Add validation rule(s) to support the collection of this data and maintain a high quality of data. See the original ITF proposal for the complete list of data validation rule changes and requirements.

ITF Discussion:

ITF members asked about the specific reporting mechanism for the last three report items that are collected through the School Health Survey administered by the Curriculum Standards and Student Support Division. Jessica Snyder confirmed that these three items would be collected through a survey sent to the school districts.

Nancy Dunnam asked if the eight new data elements would be tied to the physical education Service ID's. Bryce Templeton stated yes. The new data elements can only be reported for the persons with staff responsibilities with a physical education Service IDs.

There was a general discussion about reporting just on the Teacher of Record for the Physical Education course sections submitted and how to report if multiple classes are held at the same time under a single teacher of record. Bryce Templeton stated that only the teacher of record is reported with the Number Of Students In Class field for each academic staff responsibility. TEA will only use those rows where the Number Of Students In Class is greater than zero (0). The addition of the new data elements will not impact how the average class size is computed.

ITF Action:

The ITF Committee also made a recommendation to approve for the 2018-2019 school year:

1. The addition of the following TSDS PEIMS data elements, to indicate the number of days a physical education class is offered each week by campus, to the StaffResponsibilitiesExtension Complex Type:
 - a. E1604 –NUMBER-DAYS-TAUGHT-WEEK-1
 - b. E1605 –NUMBER-DAYS-TAUGHT-WEEK-2
 - c. E1606 –NUMBER-DAYS-TAUGHT-WEEK-3

- d. E1607 –NUMBER-DAYS-TAUGHT-WEEK-4
2. The addition of the following TSDS PEIMS data elements, to indicate the number of minutes a physical education class is offered each week by campus, to the StaffResponsibilitiesExtension Complex Type.
 - a. E1608 –NUMBER-MINUTES-TAUGHT-WEEK-1
 - b. E1609 –NUMBER-MINUTES-TAUGHT-WEEK-2
 - c. E1610 –NUMBER-MINUTES-TAUGHT-WEEK-3
 - d. E1611 –NUMBER-MINUTES-TAUGHT-WEEK-4
3. Add a new TSDS PEIMS Report(s) to reflect new elements.
 A new Fall Standard Staff Sensitive category report will be created:
 PDM1-111-xxx – Physical Education Class Data Report
 The report will list all staff reported in the StaffResponsibilitiesExtension with Week 1-4 Days and Minutes Taught. This should include Teachers with Role-ID -087 and 047 reported with a Physical Education Service ID listed in the C022 table.
4. Add validation rule(s) to support the collection of this data and maintain a high quality of data. See the original ITF proposal for the complete list of data validation rule changes and requirements.

PCPEI Discussion:

David McKamie presented the ITF recommendation to add additional data elements to the staff responsibility data reporting to capture the frequency of PE classes each week and the amount of time that PE classes meet each week.

Marcos Zorola opened the floor for discussion.

There was no discussion from the committee. Marcos Zorola called for a motion.

PCPEI Action:

Motion: Jennifer Carver made a motion to approve the ITF recommendation for the collection of additional data to satisfy the commissioner’s report on physical education.

1. The addition of the following TSDS PEIMS data elements, to indicate the number of days a physical education class is offered each week by campus, to the StaffResponsibilitiesExtension Complex Type:
 - a. E1604 –NUMBER-DAYS-TAUGHT-WEEK-1
 - b. E1605 –NUMBER-DAYS-TAUGHT-WEEK-2
 - c. E1606 –NUMBER-DAYS-TAUGHT-WEEK-3
 - d. E1607 –NUMBER-DAYS-TAUGHT-WEEK-4
2. The addition of the following TSDS PEIMS data elements, to indicate the number of minutes a physical education class is offered each week by campus, to the StaffResponsibilitiesExtension Complex Type.
 - a. E1608 –NUMBER-MINUTES-TAUGHT-WEEK-1
 - b. E1609 –NUMBER-MINUTES-TAUGHT-WEEK-2
 - c. E1610 –NUMBER-MINUTES-TAUGHT-WEEK-3
 - d. E1611 –NUMBER-MINUTES-TAUGHT-WEEK-4

3. Add a new TSDS PEIMS Report(s) to reflect the new elements.

A new Fall Standard Staff Sensitive category report will be created:

PDM1-111-xxx – Physical Education Class Data Report

The report will list all staff reported in the StaffResponsibilitiesExtension with Week 1-4 Days and Minutes Taught. This should include Teachers with Role-ID -087 and 047 reported with a Physical Education Service ID listed in the C022 table.

4. Add validation rule(s) to support the collection of this data and maintain a high quality of data. See the original ITF proposal for the complete list of data validation rule changes and requirements.

Lisa Garcia seconded the motion.

Vote: The motion passed unanimously

6. TSDS Reports Revisions – PDM3-120-004 / PDM4-470-001

Action Item

Bryce Templeton introduced this item stating that TEA has been working on the revisions being proposed for reports PDM3-120-004 and PDM3-470-001 since TEA began developing the requirements for the TSDS PEIMS Data Mart (PDM). The reports have been traditionally based on reporting the “number of days of student membership” for the categories that are listed on the reports. TEA determined there was a need for the Summer collection to provide more detail regarding the “number of students” associated with the categories listed on the report to assist schools in knowing how many students were served throughout the school year in different programs or categories. The “number of days of student membership” does not tell the average reader information that is useful.

Bryce Templeton presented the proposed changes to PDM3-120-004 and PDM3-470-001 reports. Those changes include:

- Add “Student Count” column to all sections *except*:
 - Days Membership by Ethnicity
 - Student Counts by Ethnicity
 - LEP Count by Gender
 - Individual Graduation Committee
 - Homeless/Unaccompanied Youth.
- Update the “Count” column headers to clarify the column contents. Most sections use “Days Memb.”. See mockup for details.
- Update the “%” column headers to clarify column contents. Most sections use “% Days Memb.”. See mockup for details.
- Add a footnote at the bottom of both pages of both reports that states: “Note: Flexible attendance data is not considered when calculating Days Membership.”

Page 1:

- Update the total row header from “LEA” to “Total” on the following sections:
 - Percent in Attendance
 - Total Refined ADA
 - Counts by Ethnicity

Page 2:

- Special Population section:
 - Remove “Days Memb.” column due to the potential data situations that could cause discrepancies and/or confusion.
 - Remove Career and Technical, Special Education, Bilingual, ESL, and Gifted & Talented because those are already displayed on page 1.
 - Remove “Total” row.
- Update the “Count” column header to “Student Count” for the following sections:
 - LEP Count by Gender
 - Individual Graduation Committee
 - Homeless/Unaccompanied Youth
- Homeless/Unaccompanied Youth section - remove the decimal from the “Student Count” column.
- Individual Graduation Committee section - remove “%” column.

ITF Discussion:

Nancy Dunnam had a question about the Title I reports that are currently incorrect. Bryce stated that perhaps a Title I section could be added to these reports. Candice DeSantis stated that these reports were being worked on to correct the currently reported errors on those reports.

The ITF committee has a general discussion about the calculation of Days Membership. Bryce Templeton stated that how Days Membership is currently being calculated would not change.

These proposed changes would be incorporated for the Summer Collection in the 2017-2018 school year.

Nancy Dunnam asked if the reports 'Help' section could be updated to include how all counts on the report are calculated. Glenn Shelton stated that the reports help section has not been worked on yet but this information can be included.

ITF Action:

The ITF Committee also made a recommendation to approve the following report revisions for the 2017-2018 school year Summer Collection.

- Add "Student Count" column to all sections *except*:
 - Days Membership by Ethnicity
 - Student Counts by Ethnicity
 - LEP Count by Gender
 - Individual Graduation Committee
 - Homeless/Unaccompanied Youth.
- Update the "Count" column headers to clarify the column contents. Most sections use "Days Memb.". See mockup for details.
- Update the "%" column headers to clarify column contents. Most sections use "% Days Memb.". See mockup for details.
- Add a footnote at the bottom of both pages of both reports that states: "Note: Flexible attendance data is not considered when calculating Days Membership."

Page 1:

- Update the total row header from "LEA" to "Total" on the following sections:
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 - Remove "Days Memb." column due to the potential data situations that could cause discrepancies and/or confusion.
 - Remove Career and Technical, Special Education, Bilingual, ESL, and Gifted & Talented because those are already displayed on page 1.
 - Remove "Total" row.
- Update the "Count" column header to "Student Count" for the following sections:
 - LEP Count by Gender
 - Individual Graduation Committee
 - Homeless/Unaccompanied Youth
- Homeless/Unaccompanied Youth section - remove the decimal from the "Student Count" column.
- Individual Graduation Committee section - remove "%" column.

PCPEI Discussion:

David McKamie presented the ITF recommendation to revise the TSDS PEIMS PDM3-120-004 and PDM3-470-001. David stated there is a need in the Summer collection to provide more detail regarding the “number of students” associated with the categories listed on the report to assist schools in knowing how many students were served throughout the school year in different programs or categories.

Marcos Zorola opened the floor for discussion.

David McKamie stated the changes would make the reports more meaningful for the LEAs.

With no further discussion, Marcos Zorola called for a motion.

PCPEI Action:

Motion: Nanette Power made a motion to approve the ITF recommendation for the proposed report changes to PDM3-120-004 and PDM3-470-001.

- Add “Student Count” column to all sections *except*:
 - Days Membership by Ethnicity
 - Student Counts by Ethnicity
 - LEP Count by Gender
 - Individual Graduation Committee
 - Homeless/Unaccompanied Youth.
- Update the “Count” column headers to clarify the column contents. Most sections use “Days Memb.”. See mockup for details.
- Update the “%” column headers to clarify column contents. Most sections use “% Days Memb.”. See mockup for details.
- Add a footnote at the bottom of both pages of both reports that states: “Note: Flexible attendance data is not considered when calculating Days Membership.”

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 - Remove “Total” row.
- Update the “Count” column header to “Student Count” for the following sections:
 - LEP Count by Gender
 - Individual Graduation Committee
 - Homeless/Unaccompanied Youth
- Homeless/Unaccompanied Youth section - remove the decimal from the “Student Count” column.
- Individual Graduation Committee section - remove “%” column.

Lisa Garcia seconded the motion.

Vote: The motion passed unanimously.

Open Discussion:

David McKamie requested that Linda Raney be named as his alternate on the ITF committee. Bryce Templeton stated that a vote could be taken.

Marcos Zorola asked for a motion for Linda Raney to be added as an alternate for David McKamie on the ITF committee.

Lisa Garcia made a motion that Linda Raney, ESC 12 be named as the ITF committee alternate for David McKamie.

Mary Morgan seconded the motion and the motion passed unanimously.

Bryce Templeton stated that Ray Cogburn suggested Evelyn Jenkins be named as an PCPEI alternate member for ESC 16.

Bryce Templeton told the committee that the majority of the bills had been reviewed by PCPEI for the 2018-2019 school year. Bryce stated that the current plan is for PCPEI to meet again in January 2018 to complete the TSDS changes for the 2018-2019 school year.

Bryce Templeton stated his team had done a tremendous job processing the volume of legislation in such a short amount of time for the ITF and PCPEI meetings.

Next PCPEI Meeting

Discussion Item

January 16, 2018

Adjournment

Discussion Item

Terri Hanson thanked Marcos Zorola for chairing today's PCPEI meeting.

Marcos Zorola asked for a motion to adjourn the PCPEI meeting.

Sharon Wermuth made the motion to adjourn the meeting.

Nanette Power seconded the motion.

The PCPEI meeting adjourned at 11:58 a.m.