

SPECIAL EDUCATION TEACHERS AND PARAPROFESSIONAL REPORTING

2020-2021 School Year

**Presented by: Stephanie
Sharp**

July 2020

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II. Data Collection

III. Validation Rules

IV. Reports

AGENDA

- Section 618 of the Individuals with Disabilities Education Act (IDEA) requires that each state submit data about children with disabilities who receive special education and related services under Part B of IDEA in two age groups:
 - students ages 3 through 5, and
 - Students ages 6 through 21
- The Office of Special Education Programs (OSEP) requires states to report the *unduplicated* number of children served and the full-time equivalents (FTEs) of Certified/Non-Certified Special Education Teachers or Paraprofessionals.
- Prior to the 2020-2021 school year, TEA utilized the PR1500, Equity Data Survey, provided for Title I reporting from eGrants to obtain the required data, however, this data is no longer reported for Title I. Due to the discontinuation of the PR1500, a new data element was added in addition to adding existing data elements to be collected in the PEIMS Fall Submission.

Question: What are paraprofessional certifications? How can LEAs verify an individual's certification status?

Certification Resources

There are three (3) levels of Educational Aide Certification that can be obtained per §231.641 of the Texas Administrative Code. More information can be found here:

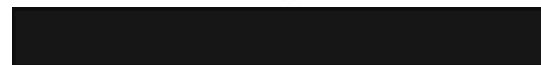
[Becoming an Educational Aide in Texas Resource](#)

Certifications can be searched for on the SBEC site at the following link:

[SBEC Online Certification Search Tool](#)

Texas Educator Certificate

This certifies that



*has fulfilled requirements of state law and regulations of the
State Board for Educator Certification
and is hereby authorized to perform duties as designated below:*

STANDARD			
Description	Effective Date	Expiration Date	Status
Educational Aide Educational Aide I	08/19/2016	04/30/2022	Valid

Official Record of Certification
Thursday, June 25, 2020

[New Search](#) [Close Window](#)

v4.2

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DATA COLLECTION

- **StaffResponsibilitiesExtension**
 - Add existing data element to complex type:
 - E0017 GRADE-LEVEL-CODE (TX-GradeLevel)
 - This element is only to be reported for Teachers (ROLE-ID 087), Substitute Teachers (ROLE-ID 047) and Educational Aides (ROLE-ID 033) serving special education students (POPULATION-SERVED-CODE 06).

- **StaffExtension**
 - Add New data element to complex type:
 - *NEW* E1670 PARAPROFESSIONAL-CERTIFICATION-INDICATOR-CODE TX-ParaprofessionalCertificationIndicator
 - PARAPROFESSIONAL-CERTIFICATION-INDICATOR-CODE indicates whether a paraprofessional staff person is certified.
 - This new element will be only reported for Educational Aides (ROLE-ID 033) serving special education students (POPULATION-SERVED-CODE 06).

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VALIDATION RULES

VALIDATION RULES

- New validation rules:

Rule #	Rule Text / Business Meaning	Error Level	TSDS	PEIMS Sub	Rule Applies To			
					ESC	LEA	Campus	Charter
30090-0120	If ROLE-ID is "033", "047" or "087" and POPULATION-SERVED-CODE is "06", then GRADE-LEVEL-CODE must not be blank.	F		1	Y	Y	Y	Y
	If this staff responsibility has a TX-StaffRole of paraprofessional "educational aide" (033), "substitute teacher" (047) or "teacher" (087) and serve TX-PopulationServed of "special education students" (06), then TX-GradeLevel must be reported.							

Rule #	Rule Text / Business Meaning	Error Level	TSDS	PEIMS Sub	Rule Applies To			
					ESC	LEA	Campus	Charter
30090-0121	For a particular TX-UNIQUE-STAFF-ID, if at least one responsibility is for ROLE-ID "033" and POPULATION-SERVED-CODE "06", then PARAPROFESSIONAL-CERTIFICATION-INDICATOR-CODE must not be blank.	F		1	Y	Y	Y	Y
	If a staff person has at least one paraprofessional role "educational aide" (033) serving TX-PopulationServed of "special education students" (06), then TX-ParaprofessionalCertificationIndicator must be reported.							

- Question: What if the paraprofessional serves a mix of Grade-Levels? How will the LEA report the paraprofessional in the StaffResponsibility records?
- Answer: Special Education paraprofessionals serving students in more than one grade level need to report a StaffResponsibilityExtension per grade level range outlined below:
 - EE-PK
 - KG-12
- One StaffResponsibilityExtension will report “EE” for the GRADE-LEVEL-CODE
- One StaffResponsibilityExtension will report the appropriate GRADE-LEVEL-CODE that is between KG-12

PARAPROFESSIONAL EXAMPLE — EE/PK

Element Name	Response	Explanation
DISTRICT-ID	256925	Indicates the district identification number for Learning ISD.
TX-UNIQUE-STAFF-ID	9990001128	A unique number or alphanumeric code assigned to a staff by a state education agency.
CAMPUS-ID	256925102	Indicates the county district campus number for Learning Elementary School.
ROLE-ID	033	Indicates Educational Aide
SERVICE-ID	SA000003	Indicates Instructional Educational Aide
CLASS-ID-NUMBER	00000000000001	Indicates the unique class identification numbers for each section.
POPULATION-SERVED-ID	06	Indicates Special Education Students are being served
GRADE-LEVEL-CODE	EE	<p>For Special Education paraprofessionals who serve only one grade level, report only one StaffResponsibilityExtension.</p> <p>For Special Education paraprofessionals who serve more than one grade level, report one StaffResponsibilityExtension per grade level range below:</p> <ul style="list-style-type: none"> • EE/PK – 1 record • KG-12 – 1 record
NUMBER-STUDENTS-IN-CLASS	000	Indicates 0 students are reported on instructional aide records since students are reported with teacher of record
CLASS-TYPE-CODE	01	Indicates that the setting for the instruction she provides is a "regular" class type.
MONTHLY-MINUTES	4200	<p>MONTHLY-MINUTES should be 8400 to indicate that 8400 minutes are spent for each of the aide's monthly duties.</p> <p>(420 minutes each day x 5 days in the week x 4 weeks) = 8400 minutes</p> <p>For Special Education paraprofessionals who serve more than one grade level, divide the MONTHLY-MINUTES based on the percent the paraprofessional serves each grade level range listed above.]</p>

PARAPROFESSIONAL EXAMPLE — KG-12

Element Name	Response	Explanation
DISTRICT-ID	256925	Indicates the district identification number for Learning ISD.
TX-UNIQUE-STAFF-ID	9990001128	A unique number or alphanumeric code assigned to a staff by a state education agency.
CAMPUS-ID	256925102	Indicates the county district campus number for Learning Elementary School.
ROLE-ID	033	Indicates Educational Aide
SERVICE-ID	SA000003	Indicates Instructional Educational Aide
CLASS-ID-NUMBER	00000000000001	Indicates the unique class identification numbers for each section.
POPULATION-SERVED-ID	06	Indicates Special Education Students are being served
GRADE-LEVEL-CODE	04	<p>For Special Education paraprofessionals who serve only one grade level, report only one StaffResponsibilityExtension.</p> <p>For Special Education paraprofessionals who serve more than one grade level, report one StaffResponsibilityExtension per grade level range below:</p> <ul style="list-style-type: none"> • EE/PK – 1 record • KG-12 – 1 record
NUMBER-STUDENTS-IN-CLASS	000	Indicates 0 students are reported on instructional aide records since students are reported with teacher of record
CLASS-TYPE-CODE	01	Indicates that the setting for the instruction she provides is a "regular" class type.
MONTHLY-MINUTES	4200	<p>MONTHLY-MINUTES should be 8400 to indicate that 8400 minutes are spent for each of the aide's monthly duties.</p> <p>(420 minutes each day x 5 days in the week x 4 weeks) = 8400 minutes</p> <p>For Special Education paraprofessionals who serve more than one grade level, divide the MONTHLY-MINUTES based on the percent the paraprofessional serves each grade level range listed above.</p>

- Question: What if the teacher serves a mix of Grade-Levels? How will the LEA report the teacher in the StaffResponsibility records?
- Answer: Special Education teachers serving students in more than one grade level need to report a StaffResponsibilityExtension per grade level range outlined below:
 - EE-PK
 - KG-12
- One StaffResponsibilityExtension will report “EE” for the GRADE-LEVEL-CODE
- One StaffResponsibilityExtension will report the appropriate GRADE-LEVEL-CODE that is between KG-12

TEACHER EXAMPLE – EE/PK

Element Name	Response	Explanation
DISTRICT-ID	256925	Indicates the district identification number for Learning ISD.
TX-UNIQUE-STAFF-ID	9990001128	A unique number or alphanumeric code assigned to a staff by a state education agency.
CAMPUS-ID	256925102	Indicates the county district campus number for Learning Elementary School.
ROLE-ID	087	Indicates Teacher
SERVICE-ID	01010000	Indicates PK teacher
CLASS-ID-NUMBER	000000000PK100	Indicates the unique class identification numbers for each section.
POPULATION-SERVED-ID	06	Indicates Special Education Students are being served
GRADE-LEVEL-CODE	PK	<p>For Special Education teachers who serve only one grade level, report only one StaffResponsibilityExtension.</p> <p>For Special Education teachers who serve more than one grade level, report one StaffResponsibilityExtension per grade level range below:</p> <ul style="list-style-type: none"> • EE/PK – 1 record • KG-12 – 1 record
NUMBER-STUDENTS-IN-CLASS	005	Indicates 5 students are reported since this is the teacher of record
CLASS-TYPE-CODE	01	Indicates that the setting for the instruction she provides is a "regular" class type.
MONTHLY-MINUTES	4200	<p>MONTHLY-MINUTES should be 8400 to indicate that 8400 minutes are spent for each of the teacher's monthly duties.</p> <p>(420 minutes each day x 5 days in the week x 4 weeks) = 8400 minutes</p> <p>For Special Education teachers who serve more than one grade level, divide the MONTHLY-MINUTES based on the percent the teacher serves each grade level range listed above.</p>

TEACHER EXAMPLE – KG-12

Element Name	Response	Explanation
DISTRICT-ID	256925	Indicates the district identification number for Learning ISD.
TX-UNIQUE-STAFF-ID	9990001128	A unique number or alphanumeric code assigned to a staff by a state education agency.
CAMPUS-ID	256925102	Indicates the county district campus number for Learning Elementary School.
ROLE-ID	087	Indicates Teacher
SERVICE-ID	01010000	Indicates PK teacher
CLASS-ID-NUMBER	000000FIRST100	Indicates the unique class identification numbers for each section.
POPULATION-SERVED-ID	06	Indicates Special Education Students are being served
GRADE-LEVEL-CODE	01	<p>For Special Education teachers who serve only one grade level, report only one StaffResponsibilityExtension.</p> <p>For Special Education teachers who serve more than one grade level, report one StaffResponsibilityExtension per grade level range below:</p> <ul style="list-style-type: none"> • EE/PK – 1 record • KG-12 – 1 record
NUMBER-STUDENTS-IN-CLASS	004	Indicates 4 students are reported since this is the teacher of record
CLASS-TYPE-CODE	01	Indicates that the setting for the instruction she provides is a “regular” class type.
MONTHLY-MINUTES	4200	<p>MONTHLY-MINUTES should be 8400 to indicate that 8400 minutes are spent for each of the teacher’s monthly duties.</p> <p>(420 minutes each day x 5 days in the week x 4 weeks) = 8400 minutes</p> <p>For Special Education teachers who serve more than one grade level, divide the MONTHLY-MINUTES based on the percent the teacher serves each grade level range listed above.</p>

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REPORTS

• PDM-111-001 Individual Staff Profiles

- Report includes whether staff is a Certified Paraprofessional and the Grade served:

Texas Education Agency
PDM1-111-001
vnn.n.n
CONFIDENTIAL
LEA: 020906 - Bugscuffle ISD

TSDS PEIMS INDIVIDUAL STAFF PROFILES
LEA-level Data
2013-2014 Fall Collection

Monday 4/5/2018 2:41PM
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Staff Unique ID: nnnnnnnnnn Staff ID: nnnnnnnn

Name: Gondwana Jane Devereaux
(first) (middle) (last)

Date of Birth: 3/12/1945
Sex: F
Race/Ethnicity: I
Total Years Experience: 33
Highest Degree Level: 0
Years Experience in LEA: 0
Auxiliary Role ID: nn
Number of Days Employed: 100
Percent Day Employed: 50
Certified Paraprofessional: 1

PAYROLL ACCOUNTING								STAFF RESPONSIBILITIES										
Activity	Fund	Func	Obj	Org	Yr	Prog	Budget Amount	Campus Code	Role ID	Service ID	Pop Serv	Students Served	ESC SSA	Class Type	Class ID	Monthly Minutes	FTE %	Grade
80	101	11	6112	999	1	11	\$ 5,000	201456001	033	SA00003	06	8	1	01	1234561233	11,119	.33	02
80			6122	999	1	11	\$ 50											

Number of Days Employed: 100
Percent Day Employed: 50

Certified Paraprofessional: 1

PAYROLL ACCOUNTING								STAFF RESPONSIBILITIES										
Activity	Fund	Func	Obj	Org	Yr	Prog	Budget Amount	Campus Code	Role ID	Service ID	Pop Serv	Students Served	ESC SSA	Class Type	Class ID	Monthly Minutes	FTE %	Grade
80	101	11	6112	999	1	11	\$ 5,000	201456001	033	SA00003	06	8	1	01	1234561233	11,119	.33	02
80			6122	999	1	11	\$ 50											

QUESTIONS?



www.texasstudentdatasystem.org

