



Class Roster

AGENDA

■ Class Roster

- Program Area Updates & Guidance
- 2021-2022
 - Data Element Updates
 - Report Updates
 - Business Rule Updates
 - Code Table Updates
- Timeline
- Frequently Asked Questions
- Technical Resources

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PROGRAM AREA UPDATES & GUIDANCE

- Teacher Incentive Allotment (TIA) Program Area
 - Grace Wu, Director of Strategic Compensation
 - Lyra Swinney, Project Coordinator

PROGRAM AREA UPDATES & GUIDANCE

- Spirit of legislation: reward highly effective teachers, incentivize highly effective teachers to work with **students** at high needs and rural campuses.
- Once a teacher is designated, TEA must have an automated method to determine eligibility, placement, and position **annually**.
- Commissioner rules for eligibility:
 - 087 Teacher in Winter Class Roster
 - Creditable year of service
- Statute: Allotment funding calculated based on campus of employment and designation level.

- Teacher Incentive Allotment (TIA) allows highly effective teachers to earn a designation, which is displayed on their teaching certificate.
- Teachers can earn a designation through either an approved LEA designation system or by achieving National Board certification.
- Do the new data elements apply to your LEA?
 1. Yes, if your LEA already has or will have an approved designation system.
 2. Yes, if your LEA employs a National Board-Certified Teacher (NBCT) or hired a teacher with a designation from another LEA.

PROGRAM AREA UPDATES & GUIDANCE

- How will LEAs identify designated teachers and National Board-Certified teachers (NBCTs)?
 - Check certificates for all new hires; designations are displayed in the top right corner of the virtual certificate
 - Starting this fall, ECOS will add teacher designations and expiry dates as optional fields in certification reports.
 - Search the National Board-Certified Teacher directory
 - For LEAs with designation systems, track teachers submitted for a new designation in Fall 2021
- The TIA program team will monitor designated teacher movement and notify LEAs in February once Fall PEIMS data is available.
- LEAs will only report designated teachers or NBCTs in Class Roster if they are still employed as a teacher.

2021-2022

- Report designated teachers in an atypical teaching position using the TeacherSchoolAssociation.
- Report centrally assigned designated teaching using a campus ending in “999”.
- TEA can automatically verify creditable year of service through a new data element CREDITABLE-YEAR-OF-SERVICE-INDICATOR-CODE.
- LEAs can track their designated teachers through a new data element TEACHER-INCENTIVE-ALLOTMENT-DESIGNATION-CODE.
- LEAs only report designated staff if reported as an 087 in the Winter Class Roster collection.

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2021-2022: DATA ELEMENT UPDATES

Expansion of Teacher Incentive Allotment in the Class Roster Winter Collection:

- For the Class Roster Winter Submission, TEA activated a former Texas Student Data System (TSDS) dashboard only complex type, **TeacherSchoolAssociation** to allow an LEA to report a TIA designated teacher in Class Roster Winter without a TeacherSectionAssociation.
- TEA has added two new data elements to the StaffExtension complex type:
 - **CREDITABLE-YEAR-OF-SERVICE-INDICATOR-CODE** (E1721)
 - **TEACHER-INCENTIVE-ALLOTMENT-DESIGNATION-CODE** (E1722),
- TEA has added one new code table to be reported only for TIA designated teachers:
 - **TEACHER-INCENTIVE-ALLOTMENT-DESIGNATION-CODE** (DC165)

2021-2022: DATA ELEMENT UPDATES

- Added Complex Type: 30310-Staff Association
 - TeacherSchoolAssociation (InterchangeStaffAssociationExtension)
 - E1524 TX-UNIQUE-STAFF-ID
 - E0266 CAMPUS-ID
- Only report TeacherSchoolAssociation for TIA designated or National Board-Certified teachers without a TeacherSectionAssociation.

2021-2022: DATA ELEMENT UPDATES

- Updates to Complex Type: 30040-Staff Basic Information
 - StaffExtension
 - E1721 CREDITABLE-YEAR-OF-SERVICE-INDICATOR-CODE
 - E1722 TEACHER-INCENTIVE-ALLOTMENT-DESIGNATION-CODE

- Only report E1721 and E1722 for TIA designated or National Board-Certified teachers.

- There can be multiple TEACHER-INCENTIVE-ALLOTMENT-DESIGNATION-CODEs (E1722) reported for a teacher.

- Example:

Mr. Noble (Role ID 087) has been employed by Learning ISD for a CREDITABLE-YEAR-OF-SERVICE and holds an active Exemplary designation for the Teacher Incentive Allotment. Learning ISD has submitted Mr. Noble for a Master designation.

Since Mr. Noble already holds one designation and has been submitted for a new designation, the LEA will report both the designation held and that Mr. Noble has been submitted for a new designation.

```
<StaffExtension>
```

```
.....
```

```
  <TX-CreditableYearOfServiceIndicator>1</TX-CreditableYearOfServiceIndicator>
```

```
    <TX-TeacherIncentiveAllotmentDesignation>
```

```
      <TX-TeacherIncentiveAllotmentDesignationCode>Active Teacher Incentive Allotment Designation</TX-TeacherIncentiveAllotmentDesignationCode>
```

```
      <TX-TeacherIncentiveAllotmentDesignationCode>LEA Submitted Designation Pending</TX-TeacherIncentiveAllotmentDesignationCode>
```

```
    </TX-TeacherIncentiveAllotmentDesignation>
```

```
</StaffExtension>
```

2021-2022: REPORT UPDATES

- The following Winter submission reports will be updated:
 - **CLS2-100-005 Staff Roster**
 - Added new data elements E1721 CREDITABLE-YEAR-OF-SERVICE-INDICATOR-CODE and E1722 TEACHER-INCENTIVE-ALLOTMENT-DESIGNATION-CODE to this report as new columns on the far right.
 - **CLS2-100-006 Submission Summary Report**
 - Add new subcategory 30310 Staff Association to the Staff Rows section of the report.

2021-2022: REPORT UPDATES

- Added a new Report for Winter submission:
 - **CLS2-100-007** report will display the following data for TIA designated staff.
 - The report will be at the **LEA/Campus level** and include the following data elements:
 - Teacher Name
 - Unique ID
 - Staff ID
 - Sex
 - Ethnicity/Race
 - Date of Birth
 - Campus ID
 - Designation Code (could have multiple codes)
 - Creditable Year of Service

2021-2022: BUSINESS RULE UPDATES

■ 2021-2022 New Staff Basic Validation Rules

Rule Type	Rule #	Rule Text / Business Meaning	Error Level	TSDS	PEIMS Sub	Rule Applies To			
						ESC	LEA	Campus	Charter
Business Context	30040-0054	If TEACHER-INCENTIVE-ALLOTMENT-DESIGNATION-CODE is not reported, then Teacher Class Assignment (Teacher Section Association) data must be reported with a matching TX-UNIQUE-STAFF-ID.	F	Y			Y		Y
		Teachers that are not designated with TEACHER-INCENTIVE-ALLOTMENT-DESIGNATION-CODE must be reported with teacher class assignment (teacher section association) data for the Class Roster Winter Submission.							

Rule Type	Rule #	Rule Text / Business Meaning	Error Level	TSDS	PEIMS Sub	Rule Applies To			
						ESC	LEA	Campus	Charter
Business Context	30040-0055	If TEACHER-INCENTIVE-ALLOTMENT-DESIGNATION-CODE is reported, then there must be a Teacher School Association or a Teacher Section Association with a matching TX-UNIQUE-STAFF-ID.	F	Y			Y		Y
		Teachers identified as Active National Board Certified, designated, or pending new or change of designation must be reported with Teacher School Association or Teacher Section Association data to generate allotment funding.							

2021-2022: BUSINESS RULE UPDATES

■ 2021-2022 New Staff Basic Validation Rules

Rule Type	Rule #	Rule Text / Business Meaning	Error Level	TSDS	PEIMS Sub	Rule Applies To			
						ESC	LEA	Campus	Charter
Business Context	30040-0056	If TEACHER-INCENTIVE-ALLOTMENT-DESIGNATION-CODE is not reported, then there must not be a Teacher School Association reported for this TX-UNIQUE-STAFF-ID.	F	Y			Y		Y
		The Teacher School Association data must only be reported for teachers who are Active National Board Certified, designated, or pending new or change of designation to generate allotment funding.							

Rule Type	Rule #	Rule Text / Business Meaning	Error Level	TSDS	PEIMS Sub	Rule Applies To			
						ESC	LEA	Campus	Charter
Business Context	30040-0058	If at least one TEACHER-INCENTIVE-ALLOTMENT-DESIGNATION-CODE is reported for a staff person, then CREDITABLE-YEAR-OF-SERVICE-INDICATOR-CODE must not be blank.	F	Y			Y		Y
		TX-CreditableYearOfServiceIndicator must be reported for all teachers with a TX-TeacherIncentiveAllotmentDesignationCode.							

2021-2022: BUSINESS RULE UPDATES

■ 2021-2022 New Teacher Class Assignment Validation Rules

Rule Type	Rule #	Rule Text / Business Meaning	Error Level	TSDS	PEIMS Sub	Rule Applies To			
						ESC	LEA	Campus	Charter
Business Context	30305-0027	If ROLE-ID is "047", then TEACHER-INCENTIVE-ALLOTMENT-DESIGNATION-CODE and CREDITABLE-YEAR-OF-SERVICE-INDICATOR-CODE must not be reported.	F	Y			Y		Y
		Any staff member reported as a substitute teacher must not be reported with TX-TeacherIncentiveAllotmentDesignationCode or TX-CreditableYearOfServiceIndicator on StaffExtension.							

Rule Type	Rule #	Rule Text / Business Meaning	Error Level	TSDS	PEIMS Sub	Rule Applies To			
						ESC	LEA	Campus	Charter
Business Context	30305-0028	For the Class Roster collection, if both Teacher School Association and Teacher Section Association data are reported with matching TX-UNIQUE-STAFF-ID but different CAMPUS-ID values, then a special warning message will be displayed asking for verification of this teacher's assignments.	S	Y			Y		Y
		Teachers reported for the Class Roster collection with both Teacher School Association and Teacher Section Association data at different campuses should have their assignment data verified.							

2021-2022: BUSINESS RULE UPDATES

■ 2021-2022 New Staff Association Validation Rules

Rule Type	Rule #	Rule Text / Business Meaning	Error Level	TSDS	PEIMS Sub	Rule Applies To			
						ESC	LEA	Campus	Charter
Business Context	30310-0001	For a Teacher School Association, there must be a staff person with a matching TX-UNIQUE-STAFF-ID and at least one TEACHER-INCENTIVE-ALLOTMENT-DESIGNATION-CODE.	F	Y			Y		Y
		For a Teacher School Association reported, there must be corresponding staff data reported as eligible for the Teacher Incentive Allotment.							

Rule Type	Rule #	Rule Text / Business Meaning	Error Level	TSDS	PEIMS Sub	Rule Applies To			
						ESC	LEA	Campus	Charter
Business Context	30310-0002	CAMPUS-ID must match an entry registered with the TEA as an active instructional campus in the reporting LEA ending in "001"-"698", or match an entry registered with the TEA as a financial campus ending in "999".	F	Y			Y		Y
		For a Teacher School Association, StateOrganizationId must be registered with the TEA as an active instructional campus in the reporting LEA ending in "001"-"698", or a financial campus ending in "999".							

2021-2022: BUSINESS RULE UPDATES

■ 2021-2022 New Staff Association Validation Rules

Rule Type	Rule #	Rule Text / Business Meaning	Error Level	TSDS	PEIMS Sub	Rule Applies To			
						ESC	LEA	Campus	Charter
Business Context	30310-0003	If the last three characters of CAMPUS-ID are "999" for a Teacher School Association reported for the Class Roster collection, then there should not be another Teacher School Association reported with a matching TX-UNIQUE-STAFF-ID where the last three characters are CAMPUS-ID are not "999".	S	Y			Y		Y
		If a teacher is centrally assigned (home bound, hospital class, off-home campus) with CAMPUS-ID ending in "999", they are generally not also assigned to a CAMPUS-ID that does not end in "999". Verify the Teacher School Association data for this teacher.							

Rule Type	Rule #	Rule Text / Business Meaning	Error Level	TSDS	PEIMS Sub	Rule Applies To			
						ESC	LEA	Campus	Charter
Field Validation	30310-000D	The combination of the following fields must be unique for each Teacher School Association: TX-UNIQUE-STAFF-ID and CAMPUS-ID.	F	Y			Y	Y	Y
		The combination of the following fields must be unique for each Teacher School Association: StaffUniqueStateld and StateOrganizationId.							

2021-2022: CODE TABLE UPDATES

- 2021-2022 New Code Table
 - DC 165 – TEACHER-INCENTIVE-ALLOTMENT-DESIGNATION-CODE

Code Table Id	Name	XML Name	Date Issued	Date Updated
DC165	TEACHER-INCENTIVE-ALLOTMENT-DESIGNATION-CODE	TX-TeacherIncentiveAllotmentDesignation	03/01/2021	
Code	Translation			
01	Active National Board Certified Teacher			
02	Active Teacher Incentive Allotment Designation			
03	LEA Submitted Designation Pending			
	NOTE: Active Teacher Incentive Allotment Designation – indicates a teacher holds an active Recognized, Exemplary, or Master Designation LEA Submitted Designation Pending – indicates a teacher has been submitted for a new or change of current designation			

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TIMELINE: 2021-2022 FALL

Fall Submission Due: October 21, 2021

Class Roster Collection – Fall Submission	
TSDS ready to load data to eDM	August 2, 2021
Class Roster Fall ready for users to promote data	September 13, 2021
Class Roster Fall snapshot date Last Friday in September	September 24, 2021
Class Roster Fall ready for users to complete	September 24, 2021
Class Roster Fall submission due date for LEAs	October 21, 2021

TIMELINE: 2021-2022 WINTER

Winter Submission Due: March 31, 2022

Class Roster Collection – Winter Submission	
TSDS ready to load data to eDM	August 2, 2021
Class Roster Winter ready for users to promote data	January 31, 2022
Class Roster Winter snapshot date Last Friday in February	February 25, 2022
Class Roster Winter ready for users to complete	February 25, 2022
Class Roster Winter submission due date for LEAs	March 31, 2022

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FREQUENTLY ASKED QUESTIONS

On the TeacherSchoolAssociation complex type, does an LEA need to send information about the classes the teacher is teaching?

An LEA will only report the Staff Unique ID and Campus ID on the TeacherSectionAssociation.

FREQUENTLY ASKED QUESTIONS

Will LEAs submit TeacherSchoolAssociation complex type in the Class Roster Fall submission?

No, this complex type will only be submitted in the Class Roster Winter submission for TIA designated teachers that are not reported on TeacherSectionAssociation complex types.

FREQUENTLY ASKED QUESTIONS

Can an LEA report both teacher school association and teacher section association data, for the same teacher, with a TIA designation?

The guidance in TEDS is to only report the teacher school association if there is not a teacher section association for the teacher (role id 087). However, there will not be a fatal stopping the LEAs from reporting both.

If the campus IDs are different from the teacher school association data and the teacher section association data, there will be a special warning issued asking the LEA to verify that the data is correct.

Only the teacher school association data will be promoted for those teachers that have at least one teacher incentive allotment designation code (E1722).

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TECHNICAL RESOURCES

- **Technical Specifications:**
 - [Texas Education Data Standards \(TEDS\)](#)

- **Technical Support:**
 - TSDSCustomerSupport@tea.texas.gov

- **TIA Program Area:**
 - tia@tea.texas.gov

- **Knowledge Base Articles:**
 - [TSDSKB-587](#) *General FAQs for Class Roster Collection*

TEA

Questions

tsds

