



Charter School Waitlist (CSW)

AGENDA

■ Charter School Waitlist

- Program Area Updates & Guidance
 - 2020-2021
 - Submission Updates
 - 2021-2022 Changes
 - Report Updates
 - Business Rule Updates
 - Code Table Updates
- Current Known Issues
- Timeline
- Frequently Asked Questions
- Technical Resources

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PROGRAM AREA UPDATES & GUIDANCE

- **2020 CSW Report:**

- This report was made available to view on the charter school website as of March 15, 2021.

- **CSAA (Charter Student Admission Application) waitlist form:**

- All open-enrollment charter schools are required to use the [Charter Student Admission Application \(CSAA\)](#).

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2020-2021: SUBMISSION UPDATES

- The 2020-2021 CSW yearly submission closed on **October 30, 2020**.

Final Status Count:

Completed – **182**

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2021-2022: REPORT UPDATES

- **CSW Roster Report: CSW0-100-001 :**

- A PDF version of the report will be developed for the ESC Level and will be available in the **September 10, 2021** release.

2021-2022: BUSINESS RULE UPDATES

- 2021-2022
 - No New Business Rules
 - No Updated Business Rules
 - No Deleted Business Rules

2021-2022: CODE TABLE UPDATES

- 2021-2022
 - No New Code Tables
 - No Updated Code Tables
 - No Deleted Code Tables

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CURRENT KNOWN ISSUES

■ CSW Roster Report: CSW0-100-001:

- The CSV version of the report is currently displaying a redundant row of data at the end of each campus that includes:
 - Enrollment Capacity
 - # of Charter Students Enrolled
 - Charter Admission Waitlist Indicator data.
- When the 'All' or 'Without Waitlist' parameter is selected for the PDF version of the CSW Roster report, campuses that do not have students on the waitlist are not displaying.
- The above issues are scheduled to be addressed in the **September 10, 2021** release.

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2021-2022 TIMELINE

Submission Due: October 29, 2021

Charter School Waitlist Collection

TSDS ready to load data to eDM	August 2, 2021
Charter School Waitlist ready for users to promote data	September 13, 2021
Charter School Waitlist ready for users to complete	September 24, 2021
Charter School Waitlist snapshot date Last Friday in September	September 24, 2021
Charter School Waitlist Submission due date for charter schools	October 29, 2021

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FREQUENTLY ASKED QUESTIONS

What if a student is on a charter school waitlist and does not have a Unique ID when applying to be on a charter waitlist?

Students on the waitlist who do not currently have a Unique ID should be assigned a UID. Every effort should be made to determine if the student has an existing UID.:

- Search in the UID system for the student
- Rely on any information provided by the parents or previous LEAs
- Students who already have a UID, should not be assigned a new UID

Program area staff at the Charter School should work with the individuals at their Charter who have been trained on the Unique ID system to assist in performing these searches.

FREQUENTLY ASKED QUESTIONS

When obtaining a UID for a new student, who is applying to be on a charter campus waitlist, what values do I select for Ethnicity Indicator and Ethnicity/Race, since they are not listed on the CSAA form?

If the Ethnicity and Ethnicity/Race codes are not known for a waitlist student, the Charter campus personnel will need to use the 'TEA Use Only' value field in the Unique ID system when obtaining a Unique ID.

Once the student enrolls in a charter or school district, then the enrolling entity must update the 'TEA Use Only' fields with the appropriate value provided during the enrollment process.

FREQUENTLY ASKED QUESTIONS

Does the charter school need to complete this data collection if they do not have a waitlist and they are not at capacity?

Yes. All open-enrollment charter schools must complete the CSW collection. If they are not at capacity and do not have a waitlist, they still must submit the following Education Organization data:

- E1674 NUMBER-CHARTER-STUDENTS-ENROLLED
- E1675 CHARTER-EDUCATIONAL-ENROLLMENT-CAPACITY
- E1676 CHARTER-ADMISSION-WAITLIST-INDICATOR-CODE

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TECHNICAL RESOURCES

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

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

- **CSW Program Area:**
 - [Charter School Authorizing and Administration Division page](#)
 - [Email: charterschools@tea.texas.gov](mailto:charterschools@tea.texas.gov)

- **Knowledge Base Articles:**
 - [TSDSKB-613 CSW: Charter School Waitlist - FAQs](#)
 - [TSDSKB-606 TEAL: TEAL Roles for Core Collections](#)

TEA

Questions

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