



Class Roster

Class Roster Collection - Fall Submission	Date
TSDS ready to load data to eDM	August 1, 2022
Class Roster Fall ready for users to promote data	September 12, 2022
Class Roster Fall snapshot date – Last Friday in September	September 30, 2022
Class Roster Fall ready for users to complete	September 30, 2022
Class Roster Fall submission due date for LEAs	October 20, 2022
Class Roster Fall data available to customers	November 3, 2022
Class Roster Collection - Winter Submission	Date
TSDS ready to load data to eDM	August 1, 2022
Class Roster Winter ready for users to promote data	January 30, 2023
Class Roster Winter ready for users to complete	February 24, 2023
Class Roster Winter snapshot date – Last Friday in February	February 24, 2023
Class Roster Winter submission due date for LEAs	March 30, 2023
Class Roster Winter data available to customers	April 13, 2023

Application Updates Since Spring Training

None

Frequently Asked Questions

Q1: How do LEAs report centrally assigned designated teachers for TIA?

A1: Centrally assigned teachers designated for TIA should be reported with a TeacherSchoolAssociation with a campus number ending in 999. In addition, the Staff demographics in the StaffExtension complex type would be reported since the staff member has a TeacherSchoolAssociation, and their role ID is an 087.

Q2: How do you report a TIA designated staff member that has a Role ID 087 for a course with a Service ID of "SA", "SE", "SR", "SS" or "8"? Should the TeacherSchoolAssociation and the Staff demographics be submitted for this staff member, or would they be excluded from reporting?

A2: When a teacher teaches a course with a **Service ID of "SA", "SE", "SR", "SS" or "8"**, the TeacherSchoolAssociation and Staff Extension should be submitted.

Q3: TWEDS states that the Class Roster Fall submission includes data as of the last Friday in September which includes organization, staff identification and demographics, class assignment, student identification and demographics, and class enrollment data. Does this mean the data is a "snapshot" of the classes and responsibilities ON the last Friday in September or is it a cumulative look from the first day of school through the last Friday in September?

A3: The LEA will report the classes for which the student is scheduled on the last Friday in September.

Known Issues

The following known issues for the Class Roster Winter submission are scheduled to be fixed in January 2023:

CLS2-100-005 Staff Roster report:

- The report is not including teachers with a TIA designation who are listed on the CLS2-100-007 Teacher Incentive Allotment Designated Staff report.
- The report is not displaying the teacher's name when there are two or more teachers with the exact same name.

[Spring Training Documents](#)

Spring Training Questions & Answers

	Question	Answer
1.	Which category will the TeacherSchoolAssociation complex type be added to for Class Roster Winter promotions?	<p>The category for the TeacherSchoolAssociation complex type is 30310 – StaffAssociation.</p> <p>The promotion logic for the Class Roster Winter submission teacher data is as follows:</p> <ul style="list-style-type: none"> • A Teacher School Association record will promote if at least one Teacher Incentive Allotment Designation code is found in the Staff record. • A Staff record will promote if a Teacher Section record OR a Teacher School Association record is found. • A Teacher Section record will promote if the Role ID is 087 or 047 AND the begin date is less than or equal to the WNTR snapshot date, AND the end date is greater than or equal to the WNTR snapshot date.
2.	For the Teacher Incentive Allotment (TIA), which campus TIA funding amount would be used when a teacher is reported at more than one campus?	<p>From the TIA Program area:</p> <p>When a teacher is reported at more than one campus, an average of the campuses will be used. The TIA Division does not look at time spent on each campus. The TIA Division can manually override the funding amount in special circumstances.</p> <p>Example of special circumstances: teachers at one campus with students who commute from other campuses to the teacher's campus.</p> <p>The TIA Division would develop an average over the students' campuses and can manually override the funding amount in special circumstances.</p>
3.	Has TEA reached out to ESCs and LEAs that have National Board-Certified Teachers in their ESC or LEA?	Yes, TEA provided each LEA's TIA contact a list of all teachers with a National Board-Certified or other locally approved designation.
4.	Can an LEA report more than one TEACHER-INCENTIVE-ALLOTMENT-DESIGNATION-CODE (E1722) per teacher?	Yes, a teacher may have and be reported with more than one TEACHER-INCENTIVE-ALLOTMENT-DESIGNATION-CODE (E1722).
5.	When will the LEA report their TIA teachers during the Class Roster Winter collection if an LEA has a "data capture year" of 2023-2024?	LEAs in the data capture year should not report TIA data elements to TEA during the Class Roster Winter submission.

	Question	Answer
6.	Can an LEA submit a TeacherSchoolAssociation complex type for each CAMPUS-ID (E0266) where the teacher provides instruction?	Yes, the LEA should report a TeacherSchoolAssociation complex type for each CAMPUS-ID where the teacher provides instruction if the teacher (ROLE-ID 087) is reported with a TEACHER-INCENTIVE-ALLOTMENT-DESIGNATION-CODE (E1722) on the StaffExtension complex type and the teacher is not reported with a TeacherSectionAssociationExtension complex type.