

An aerial photograph of a city skyline, likely Austin, Texas, featuring a river (the Colorado River) and a bridge. The city is filled with various high-rise buildings, some with glass facades reflecting the sky. In the foreground, there are green trees and a body of water. A white rectangular box is overlaid on the image, containing the text "ODS 3.x STAFF RESPONSIBILITIES".

ODS 3.x STAFF RESPONSIBILITIES

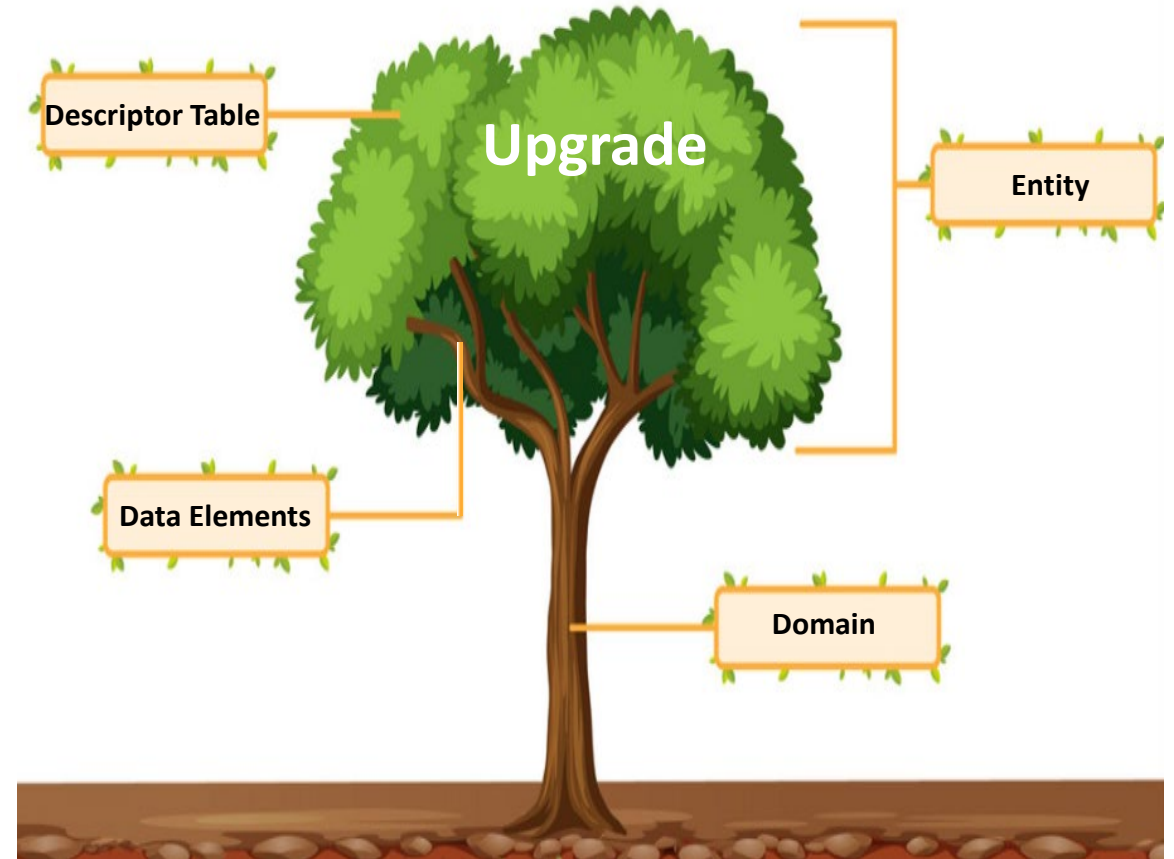
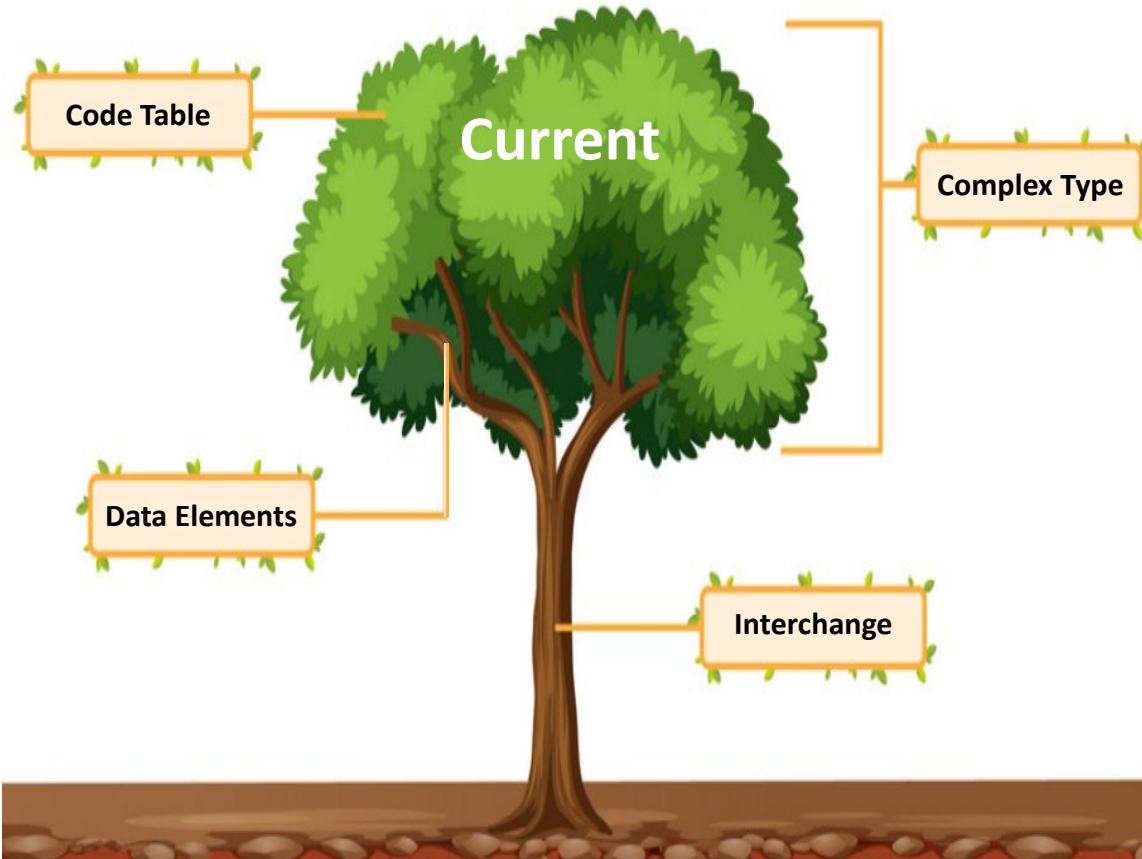
AGENDA



- Terminology
- Data Standards
- Examples
- Frequently Asked Questions
- Closeout
 - Key Takeaways
 - Questions



TERMINOLOGY



TEA

DATA STANDARDS

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STAFF RESPONSIBILITIES – CURRENT



- Currently Staff Responsibilities are collected through the **StaffResponsibilitiesExtension**.

Element ID	Data Element	XML Name	TSDS	FALL	MDYR	SUMR	EXYR	Length	Data Type	Code Table ID
StaffResponsibilitiesExtension										
**	EducationalOrgReferenceType	TX-LEAReference		M			M			
**	EducationalOrgIdentityType	EducationalOrgIdentity		M			M			
E0212	DISTRICT-ID	StateOrganizationId		M			M	6	Coded	
**	StaffReferenceType	TX-StaffReference		M			M			
**	StaffIdentityType	StaffIdentity		M			M			
E1524	TX-UNIQUE-STAFF-ID	StaffUniqueStateId		M			M	10	Numeric	
**	EducationalOrgReferenceType	TX-SchoolReference		M			M			
**	EducationalOrgIdentityType	EducationalOrgIdentity		M			M			
E0266	CAMPUS-ID	StateOrganizationId		M			M	9	Coded	
E0721	ROLE-ID	TX-StaffRole		M			M	3	Coded	C021
E0724	SERVICE-ID	TX-ServiceId		M			M	8	Coded	C022
E1056	CLASS-ID-NUMBER	TX-UniqueSectionCode		Y			Y	14	NameField	
E0747	POPULATION-SERVED-CODE	TX-PopulationServed		M			M	2	Coded	C030
E0017	GRADE-LEVEL-CODE	TX-GradeLevel		Y				2	Coded	C050
E0170	NUMBER-STUDENTS-IN-CLASS	TX-NumberOfStudentsInClass		Y			Y	3	Numeric	
E1015	ESC-SSA-STAFF-INDICATOR-CODE	TX-SharedServiceArrangementStaffIndicator		Y			Y	2	Coded	C169
E1055	CLASS-TYPE-CODE	TX-ClassTypeCode		Y			Y	2	Coded	C179
E1673	ADDITIONAL-DAYS-PROGRAM-TEACHER-INDICATOR-CODE	TX-AdditionalDaysProgramTeacherIndicator					Y	1	Coded	C088
E1057	MONTHLY-MINUTES	TX-MonthlyMinutes		Y				5	Numeric	
E1604	NUMBER-DAYS-TAUGHT-WEEK-1	TX-NumberDaysTaughtWeek1		Y				1	Numeric	
E1605	NUMBER-DAYS-TAUGHT-WEEK-2	TX-NumberDaysTaughtWeek2		Y				1	Numeric	
E1606	NUMBER-DAYS-TAUGHT-WEEK-3	TX-NumberDaysTaughtWeek3		Y				1	Numeric	
E1607	NUMBER-DAYS-TAUGHT-WEEK-4	TX-NumberDaysTaughtWeek4		Y				1	Numeric	
E1608	NUMBER-MINUTES-TAUGHT-WEEK-1	TX-NumberMinutesTaughtWeek1		Y				4	Numeric	
E1609	NUMBER-MINUTES-TAUGHT-WEEK-2	TX-NumberMinutesTaughtWeek2		Y				4	Numeric	
E1610	NUMBER-MINUTES-TAUGHT-WEEK-3	TX-NumberMinutesTaughtWeek3		Y				4	Numeric	
E1611	NUMBER-MINUTES-TAUGHT-WEEK-4	TX-NumberMinutesTaughtWeek4		Y				4	Numeric	

STAFF RESPONSIBILITIES – UPGRADED

- For non-instructional staff responsibilities, the necessary data elements will be reported using the **StaffEducationOrganizationAssignmentAssociation** entity in the **Staff** domain.

Entity	Data Element		Element ID	Data Type	Length
StaffEducationOrganizationAssignmentAssociation					
(may have multiple instances)	Staff		Reference		
	EducationOrganization				9
	StaffClassification		E0721	StaffClassification	
	BeginDate		E3010	Date	
	EndDate		E3020	Date	
	SharedServiceArrangementStaff	TX	E1015	SharedServiceArrangementStaff	
.StaffServiceSet					
(may have multiple instances)	StaffService	TX	E0724	StaffService	
	SPEDStudentAgeRange	TX	E3059	SPEDStudentAgeRange	
	PopulationServed	CETX	E0747	PopulationServed	
	MonthlyMinutes	TX	E1067	Number	
	StaffServiceBeginDate	TX	E3060	Date	
	StaffServiceEndDate	TX	E3061	Date	

STAFF RESPONSIBILITIES – UPGRADED

■ Non-Instructional Staff Responsibility

Current		Upgrade	
DISTRICT-ID	E0212	EducationOrganization	Reference
TX-UNIQUE-STAFF-ID	E1524	Staff	Reference
CAMPUS-ID	E0266	EducationOrganization	Reference
ROLE-ID	E0721	StaffClassification	E0721
SERVICE-ID	E0724	StaffService	E0724
CLASS-ID-NUMBER	E1056	Not needed since this is NOT a teaching record.	
POPULATION-SERVED-CODE	E0747	PopulationServed	E0747
GRADE-LEVEL-CODE	E0017	SPEDStudentAgeRange	E3059
NUMBER-STUDENTS-IN-CLASS	E0170	Not needed since this is NOT a teaching record.	
ESC-SSA-STAFF-INDICATOR-CODE	E1015	SharedServiceArrangementStaff	E1015
CLASS-TYPE-CODE	E1055	Not needed since this is NOT a teaching record.	
ADDITIONAL-DAYS-PROGRAM-TEACHER-INDICATOR-CODE	E1673	Not needed since this is NOT a teaching record.	
MONTHLY-MINUTES	E1057	MonthlyMinutes	E1067
NUMBER-DAYS-TAUGHT-WEEK-1-4	E1604-7	Not needed since this is NOT a teaching record.	
NUMBER-MINUTES-TAUGHT-WEEK-1-4	E1608-11	Not needed since this is NOT a teaching record.	

STAFF RESPONSIBILITIES – UPGRADED

- For instructional staff responsibilities, the necessary data elements will be reported using the **Section** and the **StaffSectionAssociation** entities in the **Teaching and Learning** domain.

Entity	Data Element		Element ID	Data Type	Length
Section					
(may have multiple instances)	CourseOffering		Reference		
	SectionIdentifier		E1056	String	255
.SectionSet					
	PopulationServed	TX	E0747	PopulationServed	
	SPEDStudentAgeRange	TX	E3059	SPEDStudentAgeRange	
	CourseSequence	TX	E0948	CourseSequence	
	NonCampusBasedInstruction	TX	E1072	NonCampusBasedInstruction	
	PKCurricula	TX	E1579	PKCurricula	
	HighQualityPKProgram	TX	E1580	Boolean	
	PKStudentInstruction	TX	E1558	PKStudentInstruction	
	PKSchoolType	TX	E1555	PKSchoolType	
	PKProgramEvaluationType	TX	E1626	PKProgramEvaluationType	
	ClassType	TX	E1055	ClassType	
	CTEHours	TX	E3011	Number	
	BeginDate	TX	E3010	Date	
	EndDate	TX	E3020	Date	

STAFF RESPONSIBILITIES – UPGRADED

- For instructional staff responsibilities, the necessary data elements will be reported using the **Section** and the **StaffSectionAssociation** entities in the **Teaching and Learning** domain.

Entity	Data Element		Element ID	Data Type	Length	
StaffSectionAssociation						
	Staff		Reference			
	Section					
	BeginDate		E1065	Date		
	EndDate		E1066	Date		
	ClassroomPosition		E1454	ClassroomPosition		
	SectionIdentifier		E1056	String	255	
	NumberOfStudentInClass	TX	E0170	Number	3	
	MonthlyMinutes	TX	E1057	Number	5	
	NumberDaysTaughtWeek1	TX	E1604	Number	1	
	NumberDaysTaughtWeek2	TX	E1605	Number	1	
	NumberDaysTaughtWeek3	TX	E1606	Number	1	
	NumberDaysTaughtWeek4	TX	E1607	Number	1	
	NumberMinutesTaughtWeek1	TX	E1608	Number	4	
	NumberMinutesTaughtWeek2	TX	E1609	Number	4	
	NumberMinutesTaughtWeek3	TX	E1610	Number	4	
	NumberMinutesTaughtWeek4	TX	E1611	Number	4	
	SharedServiceArrangementStaff		TX	E1015	SharedServiceArrangementStaff	

STAFF RESPONSIBILITIES – UPGRADED

■ Instructional Staff Responsibility

Current		Upgrade	
DISTRICT-ID	E0212	In the CourseOffering entity with a reference in Section.	
TX-UNIQUE-STAFF-ID	E1524	Staff	Reference
CAMPUS-ID	E0266	In the CourseOffering entity with a reference in Section.	
ROLE-ID	E0721	ClassroomPosition	E1454
SERVICE-ID	E0724	CourseOffering	Reference
CLASS-ID-NUMBER	E1056	SectionIdentifier	E1056
POPULATION-SERVED-CODE	E0747	PopulationServed	E0747
GRADE-LEVEL-CODE	E0017	SPEDStudentAgeRange	E3059
NUMBER-STUDENTS-IN-CLASS	E0170	NumberOfStudentsInClass	E0170
ESC-SSA-STAFF-INDICATOR-CODE	E1015	SharedServiceArrangementStaff	E1015
CLASS-TYPE-CODE	E1055	ClassType	E1055
ADDITIONAL-DAYS-PROGRAM-TEACHER-INDICATOR-CODE	E1673	Collected in the Staff entity.	
MONTHLY-MINUTES	E1057	MonthlyMinutes	E1057
NUMBER-DAYS-TAUGHT-WEEK-1-4	E1604-7	NumberDaysTaughtWeek1-4	E1604-7
NUMBER-MINUTES-TAUGHT-WEEK-1-4	E1608-11	NumberMinutesTaughtWeek1-4	E1608-11

If ClassroomPosition is:	
01	TEA will write StaffClassification 087
02	TEA will write StaffClassification 087
03	TEA will write StaffClassification 087
04	TEA will write StaffClassification 047

TEA

EXAMPLES

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INSTRUCTIONAL STAFF RESPONSIBILITY

- Ms. Elizabeth Zot is a teacher. She teaches 7th grade math to regular education students. She began teaching section 001 on **August 21, 2022**.

Section		
CourseOffering		Reference
		The reference will provide the campus and service ID for the course.
SectionIdentifier		Math7001MS
		Identifies the unique course section for a particular campus.
SectionSet	PopulationServed	01
		Regular Students
	SPEDStudentAgeRange	Only reported if the course is for special education students.
	CourseSequence	1
	NonCampusBasedInstruction	00
	PKCurricula	Not a PK section.
	HighQualityPKProgram	Not a PK section.
	PKStudentInstruction	Not a PK section.
	PKSchoolType	Not a PK section.
	PKProgramEvaluationType	Not a PK section.
		These data elements are not part of the staff responsibility record.
	ClassType	01
		Regular
	CTEHours	Not a CTE section.
		This data element is not part of the staff responsibility record.
BeginDate		08/21/2022
		The first day the characteristics of the section begin.
EndDate		The first day after the last day the SectionSet details were associated with the section.

INSTRUCTIONAL STAFF RESPONSIBILITY – cont.



StaffSectionAssociation		
Staff	Reference	Reference to the staff unique ID.
Section	Reference	Reference to the section.
BeginDate	08/21/2022	The first day the teacher began providing instruction in the referenced section.
EndDate	The first day after the last day the teacher provided instruction in the referenced section.	
ClassroomPosition	01	01 – TEA will write StaffClassification 087
SectionIdentifier	Math7001MS	Identifies the unique course section for a particular section.
NumberOfStudentsInClass	25	The number of students in the specific section. (Note: At a later date, TEA plans to calculate this number using the Student Section Association.)
MonthlyMinutes	1300	The number of minutes for this specific section.
NumberDaysTaughtWeek1	Not a PE section.	These data elements are not part of the staff responsibility record.
NumberDaysTaughtWeek2	Not a PE section.	
NumberDaysTaughtWeek3	Not a PE section.	
NumberDaysTaughtWeek4	Not a PE section.	
NumberMinutesTaughtWeek1	Not a PE section.	
NumberMinutesTaughtWeek2	Not a PE section.	
NumberMinutesTaughtWeek3	Not a PE section.	
NumberMinutesTaughtWeek4	Not a PE section.	
SharedServiceArrangementStaff	Not reported unless reported by an ESC.	

NON-INSTRUCTIONAL STAFF RESPONSIBILITY

- Ms. Bernadette is a **Counselor** beginning on **August 25, 2019**. She has been a counselor providing the same number of monthly minutes since August 25, 2019.

StaffEducationOrganizationAssignmentAssociation			
Staff		Reference	Reference to the staff unique ID.
EducationOrganization		Reference	Reference to the campus.
StaffClassification		008	Counselor
BeginDate		08/25/2019	The first day a staff member begins serving as a counselor.
EndDate		The end date, when reported, is the first day after the last day the staff member served as a counselor.	
SharedServiceArrangementStaff		Not reported unless reported by an ESC.	
StaffServiceSet	StaffService	SS007000	Counselor
	SPEDStudentAgeRange	Only reported if the entity is for a special education.	
	PopulationServed	Only reported if the entity is for a special education.	
	MonthlyMinutes	9600	The number of minutes providing counseling services.
	StaffServiceBeginDate	08/25/2019	The first day a staff member began
	StaffServiceEndDate	The end date, when reported, is the first day after the last day the details of the StaffServiceSet was in effect.	

PHYSICAL EDUCATION AIDE

- Mr. Conor is a PE Aide beginning on August 25, 2022.

StaffEducationOrganizationAssignmentAssociation			
Staff		Reference	Reference to the staff unique ID.
EducationOrganization		Reference	Reference to the campus.
StaffClassification		033	Educational Aide
BeginDate		08/25/2022	The first day a staff member begins serving as a PE aide.
EndDate		The end date, when reported, is the first day after the last day the staff member served as a PE aide.	
SharedServiceArrangementStaff		Not reported unless reported by an ESC.	
StaffServiceSet	StaffService	SA000003	Instructional Educational Aide
	SPEDStudentAgeRange	Only reported if the entity is for a special education aide.	
	PopulationServed	Only reported if the entity is for a special education aide.	
	MonthlyMinutes	9600	The number of minutes providing services as a PE aide.
	StaffServiceBeginDate	08/25/2022	The first day the staff member began providing services as a PE aide.
	StaffServiceEndDate	The end date, when reported, is the first day after the last day the details of the StaffServiceSet was in effect.	

PE AIDE CHANGE TO SPED AIDE

- Mrs. Penny is a PE aide beginning on August 25, 2022. Her last day as a PE aide is on October 16, 2022. On October 17, 2022, Mrs. Penny becomes a special education aide for 3rd and 4th grade students.

StaffEducationOrganizationAssignmentAssociation			
Staff		Reference	Reference to the staff unique ID.
EducationOrganization		Reference	Reference to the campus.
StaffClassification		033	Educational Aide
BeginDate		08/25/2022	The first day a staff member begins serving as an aide.
EndDate		The end date, when reported, is the first day after the last day the staff member served as an aide.	
SharedServiceArrangementStaff		Not reported unless reported by an ESC.	
StaffServiceSet	StaffService	SA000003	Instructional Educational Aide
	SPEDStudentAgeRange	Only reported if the entity is for a special education aide.	
	PopulationServed	Only reported if the entity is for a special education aide.	
	MonthlyMinutes	4800	The number of minutes providing services as a PE aide.
	StaffServiceBeginDate	08/25/2022	The first day the staff member began serving as a PE aide.
	StaffServiceEndDate	10/17/2022	The first day after the last day the staff member provided services as a PE aide.
StaffServiceSet	StaffService	SA000003	Instructional Educational Aide
	SPEDStudentAgeRange	02	Age 5 (Kindergarten) through age 21 students.
	PopulationServed	06	Special Education population services.
	MonthlyMinutes	4800	The number of minutes providing services as a special education aide.
	StaffServiceBeginDate	10/17/2022	The first day the staff member began serving as a special education aide.
	StaffServiceEndDate	The end date, when reported, is the first day after the last day the details of the StaffServiceSet was in effect.	

ADDITIONAL STAFF RESPONSIBILITY FOR TEACHER



- Mr. Cooper provides discipline management for one class period per day beginning on August 25, 2022.

StaffEducationOrganizationAssignmentAssociation		
Staff	Reference	Reference to the staff unique ID.
EducationOrganization	Reference	Reference to the campus.
StaffClassification	087	Teacher
BeginDate	08/25/2022	The first day a staff member begins serving as a teacher.
EndDate	The end date, when reported, is the first day after the last day the staff member served as a teacher.	
SharedServiceArrangementStaff	Not reported unless reported by an ESC.	
StaffServiceSet	StaffService	SR000001 Discipline Management
	SPEDStudentAgeRange	Only reported for a special education record.
	PopulationServed	Only reported if the entity is for a special education staff.
	MonthlyMinutes	1800 The number of minutes providing discipline management.
	StaffServiceBeginDate	08/25/2022 The first day the staff member began providing discipline management services.
	StaffServiceEndDate	The end date, when reported, is the first day after the last day the details of the StaffServiceSet was in effect.



FREQUENTLY ASKED QUESTIONS



FREQUENTLY ASKED QUESTIONS



When we send Staff domain data, specifically the StaffEducationOrganizationAssignmentAssociation, will every employee (professional and auxiliary) have a record?

No, the only staff reported with a StaffEducationOrganizationAssignmentAssociation will be professional staff members with a StaffClassification listed in the StaffClassification descriptor table. StaffClassification 087 (teacher) will only be reported in the StaffEducationOrganizationAssignmentAssociation to report additional responsibilities of teachers.

Auxiliary staff members are reported in the StaffEducationOrganizationEmploymentAssociation with an Auxiliary RoleId.

FREQUENTLY ASKED QUESTIONS



Does the StaffServiceBeginDate need to be the same as the BeginDate for the StaffEducationOrganizationAssignmentAssociation?

No, the StaffServiceBeginDate does not need to be the same as the BeginDate for the StaffEducationOrganizationAssignmentAssociation. However, the BeginDate for the StaffEducationOrganizationAssignmentAssociation should be equal to or earlier than the StaffServiceBeginDate. ([Example on Slide 17](#))

FREQUENTLY ASKED QUESTIONS



What is the definition of *EndDate* in the StaffSectionAssociation?

For the StaffSectionAssociation, the end date is the first day after the last day the teacher provided instruction in the referenced section in the current school year.

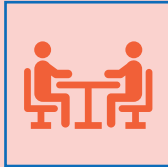
TEA

CLOSEOUT

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KEY TAKEAWAYS



Non-Instructional Staff Responsibilities will be collected through the **StaffEducationOrganizationAssignmentAssociation** entity.



Instructional Staff Responsibilities will be collected through the **Section** and **StaffSectionAssociation** entities.



The **ClassroomPosition** will be used to determine the *StaffClassification* (role) of a staff member in the **StaffSectionAssociation**.

Link to Current Upgraded Data Standards:

- [2022-2023 TEDS Pilot Year 2 Data Standards](#)

QUESTIONS

