



# Texas Education Data Standards

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# Ed-Fi Handbook

# TEA will publish a Handbook for each version of the data standards.

## StaffEducationOrganizationAssignmentAssociation

UML Type: Association Class

### MetaEd Metadata

MetaEd Entity Type: Association

MetaEd ID: 600

### Definition

This association indicates the education organization to which a staff member provides services.

### References

Property	UML Datatype	JSON Datatype	JSON Element Name	Other	Identity	Cardinality	Definition
BeginDate	Date	number	beginDate	MetaEd DSL Datatype: DateProperty SQL Recommended Datatype: DATE	Yes	required	Month, day, and year of the start or effective date of a staff member's employment, contract, or relationship with the education organization.
<a href="#">EducationOrganization</a>	Reference	object	educationOrganizationReference	MetaEd DSL Datatype: DomainEntityProperty	Yes	required	The education organization to which the staff member provides services.
<a href="#">Staff</a>	Reference	object	staffReference	MetaEd DSL Datatype: DomainEntityProperty	Yes	required	The staff assigned to the education organization.
<a href="#">StaffClassification</a>	Reference	object	staffClassificationDescriptor	MetaEd DSL Datatype: DescriptorProperty	Yes	required	The titles of employment, official status, or rank of education staff.
<a href="#">SharedServiceArrangementStaff</a> (from TX)	Reference	object	sharedServiceArrangementStaffDescriptor	MetaEd DSL Datatype: DescriptorProperty	No	optional	E1015, C169. SharedServiceArrangementStaff indicates whether the education service center staff responsibility being reported is part of a shared services arrangement for which the education service center is the fiscal agent.
<a href="#">StaffServiceSet</a> (from TX)	Reference	object	staffServiceSets	MetaEd DSL Datatype: CommonProperty	No	required collection	StaffServiceSet represents the non-instructional responsibilities of the associated staff.



## StaffServiceSet (TX)

UML Type: Composite Part

### MetaEd Metadata

MetaEd Entity Type: Common

### Definition

StaffServiceSet represents the non-instructional responsibilities of the associated staff.

### References

Property	UML Datatype	JSON Datatype	JSON Element Name	Other	Cardinality	Definition
<a href="#">StaffService</a>	Reference	object	staffServiceDescriptor	MetaEd DSL Datatype: DescriptorProperty Ed-Fi ODS/API Identity: Yes	required	E0724, C021. StaffService refers to the services supplied by staff.
StaffServiceBeginDate	Date	number	staffServiceBeginDate	MetaEd DSL Datatype: DateProperty SQL Recommended Datatype: DATE Ed-Fi ODS/API Identity: Yes	required	E3060. StaffServiceBeginDate indicates the month, day, and year the staff member began providing the particular services.
<a href="#">GradeLevel</a>	Reference	object	gradeLevelDescriptor	MetaEd DSL Datatype: DescriptorProperty Ed-Fi ODS/API Identity: No	optional	This descriptor defines the set of grade levels. The map to known Ed-Fi enumeration values is required.
MonthlyMinutes	Number	number	monthlyMinutes	MetaEd DSL Datatype: IntegerProperty SQL Recommended Datatype: INT Ed-Fi ODS/API Identity: No	required	E1057. MonthlyMinutes is the total number of minutes devoted to a particular service in a standard month. A standard month is considered to be the four weeks in October including the PEIMS Fall snapshot date (last Friday in October).
<a href="#">PopulationServed</a>	Reference	object	populationServedDescriptor	MetaEd DSL Datatype: DescriptorProperty Ed-Fi ODS/API Identity: No	optional	E0747, C030. Identifies the student population for which a student has been designed or is intended. It does not necessarily identify the program eligibility of the students who receive the service.
StaffServiceEndDate	Date	number	staffServiceEndDate	MetaEd DSL Datatype: DateProperty SQL Recommended Datatype: DATE Ed-Fi ODS/API Identity: No	optional	E3061. StaffServiceEndDate indicates the month, day, and year for when the services supplied by the staff becomes false.



## Staff Responsibilities and Payroll

Reported for the four weeks in October, which includes the PEIMS Fall snapshot date (last Friday in October).



## Current:

Currently reported using the **StaffResponsibilitiesExtension** complex type.

## Upgrade:

Depending on the StaffClassification, reported using the **StaffEducationOrganizationAssignmentAssociation** and the **StaffSectionAssociation**.

## StaffEducationOrganizationAssignmentAssociation Entity

Entity	Entity Ref	Data Element	Collection/Submission	Length	Data Type	Descriptor Table	Element ID
<b>StaffEducationOrganizationAssignmentAssociation</b>							
		Staff	PF				
		EducationOrganization	PF				
		StaffClassification	PF		Descriptor	C021	E0721
		BeginDate	PF	10	Date		E3010
		EndDate	PF	10	Date		E3020
		SharedServiceArrangementStaff	PF		Descriptor	C169	E1015
<b>StaffEducationOrganizationAssignmentAssociation&gt;StaffServiceSet</b> <i>(may have multiple instances)</i>							
		StaffService	PF		Descriptor	C343	E3072
		GradeLevel	PF		Descriptor	C050	E0017
		PopulationServed	PF		Descriptor	C030	E0747
		MonthlyMinutes	PF	5	Number		E1067
		NumberOfStudentsInClass	PF	3	Number		E0170
		StaffServiceBeginDate	PF	10	Date		E3060
		StaffServiceEndDate	PF	10	Date		E3061





Staff Classification	Short Description	Staff Classification	Short Description
003	Assistant Principal	004	Assistant/Associate/Deputy Superintendent
005	Psychological Associate	006	Audiologist
008	Counselor	011	Educational Diagnostician
012	District Instructional Program Director or Executive Director	013	Librarian
019	Physician	020	Principal
022	School Nurse	023	LSSP/Psychologist
024	Social Worker	027	Superintendent/Chief Admin Officer/Chief Executive Officer/President

Staff Classification	Short Description	Staff Classification	Short Description
028	Teacher Supervisor	030	Truant Officer/Visiting Teacher
040	Athletic Director	041	Teacher Facilitator
042	Teacher Appraiser	043	Business Manager
044	Tax Assessor and/or Collector	045	Director of Personnel/Human Resources
054	Department Head	055	Registrar
056	Athletic Trainer	100	Instructional Materials Coordinator
101	Legal Services	102	Communications Professional
103	Research/Evaluation Professional	104	Internal Auditor

Staff Classification	Short Description	Staff Classification	Short Description
105	Security	106	District/Campus Information Technology Professional
107	Food Service Professional (including but no limited to Dietician)	108	Transportation
109	Athletics (Other than Athletic Director)	110	Custodial
111	Maintenance	112	Business Services Professional
113	Other District Exempt Professional Auxiliary	114	Other Campus Exempt Professional Auxiliary
115	Psychiatric Nurse	116	Licensed Clinical Social Worker
117	Licensed Professional Counselor	118	Licensed Marriage and Family Therapist
119	Family and Community Liaison	120	Instructional Coach



**Sometimes 087 Teacher**

Entity	Entity Ref	Data Element	API Key	API Required	Content Mastery Teacher
<b>StaffEducationOrganizationAssignmentAssociation</b>					
		Staff	Yes	Yes	1234567890
		EducationOrganization	Yes	Yes	701603001
		StaffClassification	Yes	Yes	087
		BeginDate	Yes	Yes	08/20/2023
		EndDate	No	No	Blank
		SharedServiceArrangementStaff	No	No	Blank
<b>StaffEducationOrganizationAssignmentAssociation&gt;StaffServiceSet</b>			No	Yes	
		StaffService	Yes	Yes	SR000010
		GradeLevel	No	No	Blank
		PopulationServed	No	No	01
		MonthlyMinutes	No	No*	900
		NumberOfStudentsInClass	No	No	5
		StaffServiceBeginDate	Yes	Yes	08/20/2023
		StaffServiceEndDate	No	No	Blank

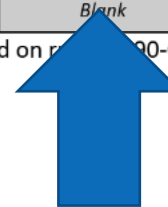
\*The current Ed-Fi handbook has MonthlyMinutes as being required. TEA will change this based on rule 30090-0008, which requires MonthlyMinutes to be blank for many StaffClassifications.

Table Identification	Name
C343	StaffService
Descriptor	Short Description
The following codes are to be used when reporting additional resp	
SR000001	Discipline Management
SR000003	Study Hall Or Home Room
SR000005	Tutorial (Any Subject)
SR000006	Adult Basic Education
SR000007	Unassigned Professional Classroom Duty
SR000008	High School Equivalency Program (HSEP)
SR000009	Adult Secondary Education
SR000010	Content Mastery
SR000011	Mentoring For Fellow Teachers
SR000012	Head Start
SR000013	Early Head Start
SR000014	Even Start

# Counselor to Assistant Principal

Entity	Entity Ref	Data Element	API Key	API Required	Counselor	No Longer Counselor	Assistant Principal
StaffEducationOrganizationAssignmentAssociation							
		Staff	Yes	Yes	1234567890	1234567890	1234567890
		EducationOrganization	Yes	Yes	701603001	701603001	701603001
		StaffClassification	Yes	Yes	008	008	003
		BeginDate	Yes	Yes	08/20/2023	08/20/2023	11/03/2023
		EndDate	No	No	Blank	11/03/2023	Blank
		SharedServiceArrangementStaff	No	No	Blank	Blank	Blank
StaffEducationOrganizationAssignmentAssociation>StaffServiceSet			No	Yes			
		StaffService	Yes	Yes	SS007000	SS007000	SS003000
		GradeLevel	No	No	Blank	Blank	Blank
		PopulationServed	No	No	Blank	Blank	Blank
		MonthlyMinutes	No	No*	9600	9600	Blank
		NumberOfStudentsInClass	No	No	Blank	Blank	Blank
		StaffServiceBeginDate	Yes	Yes	08/20/2023	08/20/2023	11/03/2023
		StaffServiceEndDate	No	No	Blank	11/03/2023	Blank

\*The current Ed-Fi handbook has MonthlyMinutes as being required. TEA will change this based on p 90-0008, which requires MonthlyMinutes to be blank for many StaffClassifications.



All of the data above will move from the LEA to the Individual Operational Data Store (IODS) and then the Transition Zone. TEA will use the BeginDate and EndDate to determine what will promote to the PEIMS Data Mart.

# Assistant Principal to Athletic Director

Entity	Entity Ref	Data Element	API Key	API Required	Assistant Principal	No Longer Assistant Principal	Athletic Director
StaffEducationOrganizationAssignmentAssociation							
	Ⓢ	Staff	Yes	Yes	1234567890	1234567890	1234567890
	Ⓢ	EducationOrganization	Yes	Yes	701603001	701603001	701603001
		StaffClassification	Yes	Yes	003	003	040
		BeginDate	Yes	Yes	08/20/2023	08/20/2023	09/13/2023
		EndDate	No	No	Blank	09/13/2023	Blank
		SharedServiceArrangementStaff	No	No	Blank	Blank	Blank
StaffEducationOrganizationAssignmentAssociation>StaffServiceSet			No	Yes			
		StaffService	Yes	Yes	SS003000	SS003000	SS011000
		GradeLevel	No	No	Blank	Blank	Blank
		PopulationServed	No	No	Blank	Blank	Blank
		MonthlyMinutes	No	No*	Blank	Blank	Blank
		NumberOfStudentsInClass	No	No	Blank	Blank	Blank
		StaffServiceBeginDate	Yes	Yes	08/20/2023	08/20/2023	09/13/2023
		StaffServiceEndDate	No	No	Blank	09/13/2023	


\*The current Ed-Fi handbook has MonthlyMinutes as being required. TEA will change this based on rule 30090-0008, which requires MonthlyMinutes to be blank for many StaffClassifications.



All of the data above will move from the LEA to the Individual Operational Data Store (IODS) and then the Transition Zone. TEA will use the BeginDate and EndDate to determine what will promote to the PEIMS Data Mart.





## Section Entity

Entity	Entity Ref	Data Element	Collection/Submission	Length	Data Type	Descriptor Table	Element ID
<b>Section</b>							
		CourseOffering	PF, PS, PE, CRF, CRW, PK, KG				
		SectionIdentifier	PF, PS, PE, CRF, CRW, PK, KG	255	String		E1056
<b>Section&gt;SectionSet</b>							
		PopulationServed	PF, PS, CRF, CRW	2	Descriptor	C030	E0747
		GradeLevel	PF		Descriptor	C050	E0017
		CourseSequence	PF, PS, PE, CRF, CRW, PK, KG	2	Descriptor	C135	E0948
		NonCampusBasedInstruction	PF, PS, CRF, CRW	2	Descriptor	C182	E1072
		PKCurricula	PK	2	Descriptor	C206	E1579
		HighQualityPKProgram	PK		Boolean		E1580
		PKStudentInstruction	PK		Descriptor	C311	E1558
		PKSchoolType	PK		Descriptor	C310	E1555
		ClassType	PF		Descriptor	C179	E1055
		CTEHours	PF, PS		Number		E3011
		BeginDate	PF, PS, PE, CRF, CRW, PK, KG		Date		E3010
		EndDate	PF, PS, PE, CRF, CRW, PK, KG		Date		E3020
		ChildCareOperationNumber	PK	8	String		E1726



All of the data above will move from the **LEA** to the **IODS** and then the **Transition Zone**. TEA will use the **BeginDate** and **EndDate** to determine what will promote to the **PEIMS Data Mart**.

StaffSectionAssociation

Entity	Entity Ref	Data Element	Collection/Submission	Length	Data Type	Descriptor Table	Element ID
StaffSectionAssociation							
		Staff	PF, PE, CRF, CRW, PK, KG				
		Section	PF, PE, CRF, CRW, PK, KG				
		BeginDate	PF, PE, CRF, CRW, PK, KG		Date		E3010
		EndDate	PF, PE, CRF, CRW, PK, KG		Date		E3020
		ClassroomPosition	PF, PE, CRF, CRW, PK, KG	18	Descriptor	C309	E1454
		NumberOfStudentInClass	PF, PE	3	Number		E0170
		MonthlyMinutes	PF	5	Number		E1057
		NumberDaysTaughtWeek1	PF	1	Number		E1604
		NumberDaysTaughtWeek2	PF	1	Number		E1605
		NumberDaysTaughtWeek3	PF	1	Number		E1606
		NumberDaysTaughtWeek4	PF	1	Number		E1607
		NumberMinutesTaughtWeek1	PF	4	Number		E1608
		NumberMinutesTaughtWeek2	PF	4	Number		E1609
		NumberMinutesTaughtWeek3	PF	4	Number		E1610
		NumberMinutesTaughtWeek4	PF	4	Number		E1611
		SharedServiceArrangementStaff	PF	2	Coded	C169	E1015

All of the data above will move from the **LEA** to the **IODS** and then the **Transition Zone**. TEA will use the **BeginDate** and **EndDate** to determine what will promote to the **PEIMS Data Mart**.

## PayrollExt Entity

Entity	Entity Ref	Data Element	Collection/Submission	Length	Data Type	Descriptor Table	Element ID
PayrollExt							
		EducationOrganization		6			
		Staff					
		FiscalYear	PF	1	Number		E0974
		PayrollAmount	PF	11	Number		E0425
		Fund	PF	3	Descriptor	C145	E0316
		Function	PF	2	Descriptor	C146	E0317
		Object	PF	4	Descriptor	C159	E0318
		Organization	PF	3	Number		E0319
		ProgramIntent	PF	2	Descriptor	C147	E0320
		PayrollActivity	PF	2	Descriptor	C019	E0424
		BeginDate	PF	10	Date		E3010
		EndDate	PF	10	Date		E3020

All of the data above will move from the **LEA** to the **IODS** and then the **Transition Zone**. TEA will use the **BeginDate** and **EndDate** to determine what will promote to the **PEIMS Data Mart**.

# What happens after PEIMS Fall Snapshot?

TEA will only promote data as of the **last Friday in October**.

LEAs will work with their vendor to determine if the API for Budget and Staff Payroll will continue sending data to the IODS. The LEA does **NOT** need to change its existing processes except to ensure that the BeginDate and EndDate reflect when the change occurs.

A background image showing a group of students walking up a wide, modern staircase with metal railings. The students are wearing backpacks and casual clothing. Large windows on the right side of the stairs provide a view of trees and a building outside. The overall scene is bright and airy.

# Frequently Asked Questions

**What happens when staff changes positions and salaries after the start of the school year? Will there be more than one payroll and staff responsibilities record for the staff?**

The staff and payroll information would be changed in the human resources and finance systems using the corresponding BeginDate and EndDate based on when the change occurred. The API would then transfer the data to the IODS. TEA will automatically retrieve the data and move the state reportable data into the Transition Zone. The LEA will promote the data to the PEIMS Data Mart. TEA will use the BeginDate and EndDate to determine which records are promoted. The LEA process in their human resources and finance systems should remain the same.



**Will there still be a snapshot date? If so, what happens to the changes made to staff and payroll data after the snapshot date?**

Yes, there will still be a snapshot date. TEA will promote the data for the PEIMS Fall Submission as of the last Friday in October. The BeginDate and EndDate will be used when the data is promoted to the PEIMS Data Mart. The LEA would continue to make changes as needed in their human resources and finance systems.



**New Resource**

ODS Upgrade Parallel Year	Released
2023-2024 ODS Upgrade Addendum Data Standards	
(Version 2024.2.0 based on Ed-Fi 4.0 standards)	
<a href="#">Domains</a>	07/01/2023
<a href="#">All Data Element Definitions</a>	07/01/2023
<a href="#">Begin and End Date Data Element Definitions</a>	07/01/2023
<a href="#">Descriptor Tables</a>	07/01/2023
<a href="#">Data Validation Rules</a>	07/01/2023
<a href="#">Change Log - Cumulative</a>	07/01/2023
<a href="#">Change Log - Descriptor Tables</a>	07/01/2023
<a href="#">Handbook</a>	07/26/2023
<a href="#">Combined Data Standard</a>	







**Questions?**