



**Texas Education Agency  
Policy Committee on Public Education Information  
Tuesday, January 17, 2017**

Wm. B. Travis Building, 5-103  
1701 N. Congress Avenue  
**10:00 a.m. – 2:00 p.m.**

**Meeting Minutes**

**Call to Order**

**Mary Ann Whiteker (Chair)**

Mary Ann Whiteker called the PCPEI meeting to order at 10:00 a.m.

Roll call of the PCPEI members attending the meeting was taken.

**PCPEI Members Present via GoToMeeting**

Mary Ann Whiteker	Paul Norton with Nanette Power
Paul Clore	Damon Jackson for Berhl Robertson
Leticia Gutierrez for Daniel Amador	Dr. Clyde Steelman
Jeff Goldhorn with Judi Sparks	Christina Chesshir for Dr. Gilbert Trevino
Lisa Garcia	Bernadette Cardenas
Marcos Zorola for Brian Gottardy	Scott Lewis for Janet Spurgin
Dr. David C. Harris	

**ITF Member Present:**

Dara Fuller for David McKamie

**Additional Guests Present:**

Tom Canby (TASBO)	Brenda Richmond (TASBO)
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**TEA Staff Present**

Melody Parrish	Terri Hanson
Leanne Simons	David Marx
Scott Johnson	Bryce Templeton
Quentin Suffren	Yolanda Walker
John Reese	Jeanine Helms (GoToMeeting)
Melissa Lemons	Kelly Ocasio

**Approve Minutes from the November 15, 2016 PCPEI Meeting****Action Item****Part A: November 15, 2016 ITF Meeting****1. Sunset Review for the Texas Student Data System Staff Data Interchange – Fall Collection Only** **Action Item**

Texas Education Code 42.006 specifies that the Commissioner of Education shall annually review the PEIMS data collections for continued authority to collect data. The sunset review process continues with the staff data for the Fall submission for the TSDS system PEIMS data elements.

**ITF Discussion:**

Bryce Templeton introduced the Staff Data Interchange (Fall Collection) Sunset Review. Bryce presented each element citing statutory justification for collecting the information. Though there were no questions regarding the elements mentioned, there were some minor edits requested by the ITF committee. These have since been updated as requested.

**ITF Action:**

The ITF committee made a recommendation to approve the Sunset Review for the Texas Student Data System Staff Data Interchange – Fall Collection Only.

**PCPEI Discussion:**

Dara Fuller presented the Sunset Review for the Staff Data Interchange (Fall Only) to the PCPEI members. There were no questions regarding the agenda item so Mary Ann Whiteker requested that the committee vote.

**PCPEI Action:**

**Motion:** Dr. Clyde Steelman made a motion to approve the ITF recommendation regarding the Sunset Review for the Texas Student Data System Staff Data Interchange – Fall Collection Only as presented. Paul Norton seconded the motion.

**Vote:** The motion passed unanimously.

**2. Post-Secondary Industry Certifications for FHSP students****Action Item**

For the 2017-2018 school year, House Bill 2804 revamps the Texas public school system accountability ratings measures. The Commissioner of Education is revising the collection methodology of the previously approved Post-Secondary Industry Certification data element by replacing the “earned” or “did not earn” an industry certification codes (Code Table C211) with actual industry certification codes.

The implementation of this TSDS design change will require the following TSDS-PEIMS changes for the 2017-2018 School Year:

- Rename CERTIFICATIONS-LICENSURES-POST-SECONDARY-CERTIFICATION-PERFORMANCE-ACKNOWLEDGEMENT to FIRST-POST-SECONDARY-CERTIFICATION-LICENSURES.
- Change the data element length for FIRST-POST-SECONDARY-CERTIFICATION-LICENSURES from 2 to 3 characters.
- Change the data element pattern for FIRST-POST-SECONDARY-CERTIFICATION-LICENSURES from \*\* to \*\*\*.
- Add new code table C214 INDUSTRY-CERTIFICATION-LICENSURE-CODE code table (Codes are being revised)
- Change the code table for FIRST-POST-SECONDARY-CERTIFICATION-LICENSURES from C211 to new code table C214.
- Add new element SECOND-POST-SECONDARY-CERTIFICATION-LICENSURES that will utilize code table C214.
- Add new element THIRD-POST-SECONDARY-CERTIFICATION-LICENSURES that will utilize code table C214.
- Revise existing validations and add new validations for the new Post Secondary Certification fields.

Quentin Suffren presented a list of 173 possible certifications that would be reportable upon graduation. An ITF member inquired as to how the list was generated. Quentin Suffren stated that the list is from the Perkins Effectiveness Report. An ITF member inquired whether this information was already reported since it is part of Perkins. Quentin responded that, though the information is reported, it is not per student and is instead aggregated at the district and state level. Quentin Suffren also stated that not all certifications are created equal as it would appear with binary reporting. The purpose of the element is to distinguish graduating students that have certifications reflective of end points aligned with industry needs.

#### **ITF Discussion:**

Bryce Templeton asked if the entire list will be used in Domain 4 for HB 2804 at which Quentin stated that, though the information may be reported, not all will be used for accountability.

Several ITF members inquired about the list of certifications having to be maintained in a historical format as schools will be unable to delete the certifications not being used for this reporting. Terri Hanson stated that vendors will need to treat this table like the C022 table (Service ID) and maintain the information longitudinally. Judi Sparks stated that vendors maintain code tables by school year and there are restrictions set in place to prevent previous inactive codes from being used.

#### **ITF Action:**

The ITF committee made a recommendation to the Post-Secondary Industry Certifications for FHSP Students proposal with the caveat that the alphanumeric with spaces numbering system is utilized.

See the January 10, 2017 ITF Meeting item for a revisit to this agenda item.

**PCPEI Discussion:**

Dara Fuller presented the Post-Secondary Industry Certifications for FHSP Students proposal that is found in Part A -Item 2 and Part B -Item 4 together. All of the discussion and actions related to action items is included on the Part B – Item 4 action item.

**PCPEI Action:**

**Motion:** See Part B - Item 4 for the PCPEI motion on this action item.

**Vote:** See Part B - Item 4 for the PCPEI vote on this action item.

## **Part B: January 10, 2017 ITF Meeting**

### **1. Staff Roles for Auxiliary Staff**

### **Action Item**

The Texas Education Agency (TEA) is proposing to expand the Staff Role ID reporting to classify non-academic auxiliary staff into role categories to facilitate the School Performance Reviews that are conducted under the oversight of the Texas Legislative Budget Board (LBB).

Yolanda Walker presented the Staff Roles for Auxiliary Staff proposal to the ITF Committee. She explained that the codes 058 (Other District Professional) and 080 (Other Campus Professional) would be retired and broken out into more detailed codes. This modification would be beneficial in determining how district expenses are being distributed across nonacademic roles as well as determining financial instability of schools. Tom Canby from Texas Association of Business Officials (TASBO) stated that the expansion of the Role IDs fulfills an essential need for districts to understand financial management. He continued by stating that the information is currently collected manually by the Legislative Budget Board (LBB). Tom Canby also mentioned that the list of expanded Role ID codes were generated by a project team made up of business managers from multiple districts of various sizes (ex. Cypress Fairbanks ISD, Wylie ISD, Richardson ISD, Austin ISD, and Wimberley).

Bryce Templeton presented the proposal to the committee. Part A covered the expansion of the current 058 and 080 Role IDs into additional codes and illustrated those to the committee. Part B adds a new data element to the staff employment complex (Auxiliary Role ID) and creates a new code table with roles for all auxiliary staff that are not considered to be professional staff of the school district. Bryce explained that all employees of a school district would be reported with either an Auxiliary Role ID or a Professional Role ID. In some cases, a staff person could be both. The reporting for each of these fields is driven off of the Object code in the staff person's payroll data. For example, if a teacher (ROLE ID 087) teaches classes all day and then drives a bus route before/after school, then the teacher is currently reported with two payroll records with Object Codes 6119 (Professional Salaries and Wages) and 6129 (Auxiliary Salaries and Wages).

### **Part A**

- Revise C021 – ROLE-ID code table
  - Delete 058 – Other Campus Professional Personnel from C021 – ROLE-ID code table
  - Delete 080 - Other Non-Instructional District Professional Personnel from the C021 – ROLE-ID code table
  - Add additional non-instructional district professional personnel auxiliary ROLE-ID codes to C021
    - Textbook Manager
    - Legal Services
    - Communication Professionals
    - Research/Evaluation Professionals
    - Internal Auditor
    - Security
    - Information Technology Professionals
    - Food Service Professional
    - Transportation
    - Athletics
    - Custodial
    - Maintenance
    - Business Services Professionals

- Other District Exempt Professional Auxiliary
- Other Campus Exempt Professional Auxiliary

## Part B

- Add new element AUXILIARY-ROLE-ID to the StaffEducationOrgEmploymentAssociationExtension Complex Type for the Fall submission
- Add new code table C213 – AUXILIARY-ROLE-ID

Code Table ID	Name	XML Name	Date Issued	Date Updated
C021	ROLE-ID	TX-StaffRoleType	4/2/1987	3/1/2017
Code	Translation			

100	Textbook Manager
101	Legal Services
102	Communications Professionals (Including but not limited to Public Information Officer, Community Liason)
103	Research/Evaluation Professionals (Including but not limited to Analysis, Grant Writers)
104	Internal Auditor
105	Security (Including but not limited to Chief of Police, Investigators, Police Officers)
106	Information Technology Professionals (Including but not limited to Programmer/Analyst, Network Specialist, Database Administrator, PEIMS Coordinator, Other)
107	Food Service Professional (Including but not limited to Dietician)
108	Transportation
109	Athletics (Other than Athletic Director)
110	Custodial
111	Maintenance
112	Business Services Professionals (Including but not limited to Accounting, Budget, Professional Payroll Staff)
113	Other District Exempt Professional Auxiliary - Assign this role to district staff who are professional-level, non-instructional staff who cannot be classified in any other role regardless of where assigned. Physical work location is not a determining factor.
114	Other Campus Exempt Professional Auxiliary - Serves as a professional staff member at one or more campuses. Do not use this role unless no other role applies to the staff member.
<b>PARAPROFESSIONAL/OTHER</b>	
033	Educational Aide Performs routine classroom tasks under the general supervision of a certified teacher or teaching team
036	Certified Interpreter A state or nationally certified interpreter for the deaf who translates/transliterates for students who are deaf or hard of hearing, according to ARD committee recommendations. (Certified interpreters may be either professional or para-professional, depending on district classification)

- Add business validations to support the new element
- Revise report PDM1-111-001 Individual Staff Profiles
- Revise report PDM1-111-002 Staff Roster

- Revise report PDM1-111-004 Non-Classroom Responsibility Data
- Revise report PDM1-110-006 Staff FTE by Role

Bryce presented the following chart to illustrate the reporting that would be required.

*Each person reported through the 30040 – StaffExtension Complex Type is required to have a value reported for either the Auxiliary Role ID in the 30050 - StaffEducationOrgEmploymentAssociationExtension Complex Type or/and the Role ID in the 30090 - StaffResponsibilitiesExtension Complex Type.*

*The reporting of the correct Role ID and Auxiliary Role ID for each staff person reported through the StaffExtension Complex Type is controlled by the Object Codes reported on the 30060 – PayrollExtension Complex Type. It is possible for a single staff person to have both an Auxiliary Role ID and a Role ID if the person is paid as a professional and a support person evidenced by multiple payroll entries.*

<b>Object Code from Payroll Data for Staff Person</b>	<b>Role ID Reported?</b>	<b>Auxiliary Role ID Reported?</b>
6119 - Salaries Or Wages-Teachers And Other Professional Personnel	Yes	No
6129 - Salaries Or Wages For Support Personnel	No	Yes
6119 - Salaries Or Wages-Teachers And Other Professional Personnel AND 6129 - Salaries Or Wages For Support Personnel	Yes	Yes
<b>Staff Type Code</b>	<b>Role ID Reported?</b>	<b>Auxiliary Role ID Reported?</b>
3 - Contracted Professional Staff (Instructional and Non-Instructional with ROLE-ID in C021 code table)	Yes	No

**ITF Discussion:**

Dennis Telas asked Bryce Templeton when a sunset was last done on the ROLE-ID and Bryce responded that the last sunset review occurred three years ago and that ROLE-ID would be reviewed later this year.

David McKamie inquired whether the project team had considered using the fields found in askTED. Tom Canby responded that it had been considered but that the manual collection currently used extends beyond the AskTED fields. Brenda Richmond of TASBO/Austin ISD included that, regarding the PEIMS Coordinator, that the person is not always classified as such in askTED.

Peggy Sullivan asked if Part A of the proposal only related to professionals to which Bryce Templeton confirmed that it only applies to professional staff. He went on to give an example of a district that has its own police department may classify their police chief as professional staff and the rank officers as auxiliary staff.

Dennis Telas asked where the statutory requirement was to collect this data to which Tom Canby referred him to the proposal which listed multiple TEC codes that supported the collection (ex. TEC 7.009). Dennis then requested that the explanatory information in the parentheses in the ROLE-ID code table be expanded so that the end user is more confident in which role to select.

Keitha Ivey inquired as to why the C022 – SERVICE-ID table could not be expanded with new Service IDs instead of the ROLE-ID table since the Service IDs are more fluid than Role IDs. Bryce Templeton responded that the ROLE-ID and SERVICE-ID accrues FTEs which is then applied to payroll – this could be an issue. He also included that it would take more steps to reach the same conclusion. Bryce concluded that TEA would need to study this approach for feasibility.

Tom Canby also included that the expansion of the Role IDs provides a more efficient, readily accessible review of aggregated data. He also stated that Service IDs are primarily used for teachers and the TEA Standard Report, which is used by districts to understand staffing patterns, displays the ROLE-ID and not SERVICE-ID.

With the new Auxiliary Role ID, every employee would be reported with a ROLE-ID or AUXILIARY-ROLE-ID and some may possibly report with both depending on their position at the district.

There was some concern regarding the business rules and how they are currently written. Bryce stated that they would require review. Keitha Ivey stated that the auxiliary staff would not have a service id – Bryce confirmed this statement.

Bryce asked the ITF SIS vendors for their input. Lynn Heatherly (ESC 20) stated that she was currently without an opinion as she is still trying to absorb the content. Nancy Smith (Skyward) agreed with Lynn and therefore did not provide any detail on how this would be programmed. After further discussions, Nancy Smith and Lynn Heatherly agreed that if this passed and was posted in the TEDS Final, which is published on March 1, then it was reasonable to have their software modified for the 2017-2018 school year. Brenda Richmond also stated that their vendor said that this change was not a major issue.

Yolanda Walker was asked to comment on the timeline to which she stated that this would be implemented in the 2017-2018 school year and reported in submission 1 and therefore this data would be available in February 2018.

#### **ITF Action:**

The ITF Committee made a recommendation to approve the deletion of the 058 and 080 codes from the C021- ROLE-ID code table and to expand the C021 – ROLE-ID code table to include more detailed non-instructional district professional personnel auxiliary codes. The ITF Committee also made the recommendation to approve the addition of new element AUXILIARY-ROLE-ID along with new code table C213 – AUXILIARY-ROLE-ID.

#### **PCPEI Discussion:**

Dara Fuller presented the Staff Roles for Auxiliary Staff proposal. There were no questions regarding this proposal so Mary Ann Whiteker requested that the committee make a motion.

#### **PCPEI Action:**

**Motion:** Damon Jackson made a motion to approve the ITF recommendation to delete the 058 and 080 codes from the C021- ROLE-ID code table and to expand the C021 – ROLE-ID code table to include more detailed non-instructional district professional personnel auxiliary codes as described above, and to approve the recommendation to

add the new element AUXILIARY-ROLE-ID along with new code table C213 – AUXILIARY-ROLE-ID. Dr. Clyde Steelman seconded the motion.

**Vote:** The motion passed unanimously.

## **2. Update Data Standards for HOMELESS-STATUS-CODE to reflect ESSA definition Action Item**

With the passage of the Every Student Succeeds Act (ESSA), the definition of homeless children and youth under the McKinney-Vento Act was updated. In order to comply with the ESSA, the TSDS homeless reporting requirements need to be updated.

Bryce Templeton introduced the proposal to retire code 1 and add code 5 to the C189 – HOMELESS-STATUS-CODE code table. Due to changes in the McKinney Vento Act and ESSA, the phrase “or are awaiting foster care placement” is no longer valid for determining a student to be homeless.

- Update E1082 – HOMELESS-STATUS-CODE by deleting “or are awaiting foster care placement” from definition
- Revise C189 – HOMELESS-STATUS-CODE code table
  - Delete code 1 – Student lives in a shelter, transitional housing, or is awaiting foster care at any time during the current school year.
  - Add code 5 – Student lives in a shelter or transitional housing at any time during the current school year.

### **ITF Discussion:**

Dennis Telas stated that the language being removed is also found in the Title I Indicator Code code table C122 and asked if it would be removed from there as well. Bryce Templeton stated that TEA would need to review that with the Title I group, but that it is likely the C122 code table needs to be revised as well.

Nancy Smith inquired if current students identified with a code of 1 should be changed to a 5. Bryce explained that each student would need to be reviewed as the definition has changed and therefore some students who were only coded homeless because of the fact that they were “awaiting foster care placement” would no longer be identified as homeless and none of the codes would be applicable unless other circumstances of the students living arrangements would qualify the student as homeless.

The ITF committee asked when this would take effect. Bryce replied that the change took effect in December of the 2016-2017 school year but, due to the timing of when the information was conveyed, TEA would be unable to make the change until the 2017-2018 school year.

### **ITF Action:**

The ITF Committee made a recommendation to approve the deletion of code 1 from the C189- HOMELESS-STATUS-CODE code table and add code 5.

### **PCPEI Discussion:**

Dara Fuller presented the Update Data Standards for HOMELESS-STATUS-CODE to Reflect the ESSA Definition proposal. There were no questions regarding this proposal so Mary Ann Whiteker requested that a motion be made.

**PCPEI Action:**

**Motion:** Paul Clore made a motion to approve the ITF recommendation to delete code 1, as described above, from the C189-HOMELESS-STATUS-CODE code table and add code 5 as described above. Lisa Garcia seconded the motion.

**Vote:** The motion passed unanimously.

**3. Update HOME-LANGUAGE-CODE Code Table Name and XML Name Interchange Action Item**

The HOME-LANGUAGE-CODE code table has historically been linked to the element HOME-LANGUAGE-CODE (E0895), but with the addition of the STUDENT-LANGUAGE-CODE (E1590), it now represents two elements. The TEA is proposing to update the code table C092 – HOME-LANGUAGE-CODE to simply be LANGUAGE-CODE while the XML Name will be updated to TX-LanguageType.

Melissa Lemons presented this proposal explaining the need to align the C092 – HOME-LANGUAGE-CODE code table with the elements that use it. She explained that it could be confusing for an end user to see the HOME-LANGUAGE-CODE associated with the HOME-LANGUAGE-CODE code table and then the STUDENT-LANGUAGE-CODE also associated with the same table. Updating the table to be LANGUAGE-CODE code table to better represent two elements would be less confusing. She also mentioned the need to update the XML Name as well as it currently is TX-HomeLanguageType.

**ITF Discussion:**

There were no questions presented by the ITF committee regarding the HOME-LANGUAGE-CODE code table change request.

**ITF Action:**

The ITF Committee made a recommendation to approve the update of C092-HOME-LANGUAGE-CODE code table to be LANGUAGE-CODE code table along with updating the XML Type to be TX-LanguageType.

**PCPEI Discussion:**

Dara Fuller presented the Update HOME-LANGUAGE-CODE Code Table Name and XML Name Interchange proposal. There were no questions regarding this proposal so Mary Ann Whiteker requested that the committee make a motion.

**PCPEI Action:**

**Motion:** Paul Norton made a motion to approve the ITF recommendation to approve the update of C092-HOME-LANGUAGE-CODE code table to be LANGUAGE-CODE code table along with updating the XML Type to be TX-LanguageType. Jeff Goldhorn seconded the motion.

**Vote:** The motion passed unanimously.

**4. Post-Secondary Industry Certifications for FHSP students****Action Item**

For the 2017-2018 school year, House Bill 2804 revamps the Texas public school system accountability ratings measures. The Commissioner of Education is revising the collection methodology of the previously approved Post-Secondary Industry Certification data element that was previously approved, by replacing the simple “earned” or “did not earn” codes (Code Table C211) with actual industry certification codes for the 2017-2018 public school accountability ratings.

Quentin Suffren introduced the a revised version of the post-secondary industry certifications list that would be used in the Domain 4 accountability ratings. The final list is due out next week as it is still open to public comment.

This was originally proposed during the November 15, 2016 meeting but since then, the post-secondary industry certification list was updated and therefore required additional review.

**ITF Discussion:**

Dennis Telas asked if there would be an “other” field that users could select. Quentin responded that there would not be an “other” option. Keitha Ivey asked if there was a way to have other certifications considered. Quentin explained the process on how to have a certification considered. Annually the list would be reviewed and public input would be sought. Keitha Ivey then verified that this information was only reported for students who were graduates and had a certification. Bryce Templeton confirmed her statement.

**ITF Action:**

The ITF Committee made a recommendation to approve the new list of Post-Secondary Industry Certifications as presented in the proposal.

**PCPEI Discussion:**

Mary Ann Whiteker opened the floor for discussion by asking Quentin Suffren why the original list presented on November 15, 2016 was modified to only 67. Quentin Suffren explained that the original list included some certifications that, while beneficial, do not have a clear focus for career readiness or are part of a coherent sequence of study. For example, Quentin explained that Cardio Pulmonary Resuscitation (CPR) is beneficial for many career paths and contributes to a student’s overall knowledge but on its own does not lead to employment and therefore would not qualify as part of the Post-Secondary Industry Certification collection.

Mary Ann Whiteker then inquired if consideration was given to school districts that are limited on what programs are offered due to financial constraints. Quentin Suffren suggested that feedback be provided through the public comment window that is currently open. Paul Clore

requested confirmation that this list will be adjusted over time as economic needs change. Quentin confirmed that the list would be adjusted as needed.

Mary Ann Whiteker stated that the request to approve the list of 67 certifications seems premature considering it is still open to public comment. Quentin Suffren explained that the proposal is currently in place to approve the collection of Post-Secondary Industry Certifications and not necessarily the specific ones currently presented. Mary Ann then asked when the final list would be available. Quentin let her know that it would be available in June.

Paul Clore stated that many districts work with community colleges to provide courses with post-secondary certifications so it may be a year or more after the student leaves high school before the certification is complete. Paul asked if school districts receive credit for assisting the student in attaining the certification even though it was not received by their graduation date. Quentin Suffren stated that the Industry Certification is only one way to acknowledge student achievements in Domain IV. Another aspect of Domain IV is the sequence of study for CTE courses – which the scenario presented by Paul Clore would fall under.

Mary Ann Whiteker stated that school districts often offer courses based on community needs. She went on to ask if this was considered when creating the list. Quentin Suffren stated that the Texas Education Agency worked with the Texas Workforce Commission (TWC), the Coordinating Board, and various community colleges on coming up with the Industry Certification list presented to the PCPEI committee.

Mary Ann Whiteker asked if regional needs were considered. She gave an example that East Texas does not have a high petroleum concentration so certifications in this area would be of less value but it does have Logging and therefore certifications in Logging and Forestry would be useful and could assist a student in procuring employment after graduation. Quentin stated that regional considerations were reviewed.

Mary Ann Whiteker asked regarding the LVN program – this program goes beyond graduation as the student cannot obtain a certification while in high school. Quentin explained that the district would receive credit for the coherent sequence of courses in CTE but not for the Industry Certification as it was not complete prior to graduation.

Mary Ann Whiteker asked that the list of certifications be sent to each committee member. Bryce Templeton stated that he would send the information out to them at her request.

Paul Clore stated that this will be an adjustment for districts to align their programs based on the Industry Certifications list and may not have the funding to do so unless there is legislation to support the CTE programs. Quentin responded that there is no penalty in not offering the courses on the list.

### **PCPEI Action:**

**Motion:** Paul Clore made a motion to approve the ITF recommendation to replace the CERTIFICATIONS-LICENSURES-POST-SECONDARY-CERTIFICATION-PERFORMANCE-ACKNOWLEDGEMENT data element with the FIRST-POST-SECONDARY-CERTIFICATION-LICENSURES, SECOND-POST-SECONDARY-CERTIFICATION-LICENSURES, and THIRD-POST-SECONDARY-CERTIFICATION-LICENSURES data elements and to utilize code table C214 with the specific Industry Certification options for FHSP graduates as presented. Jeff Goldhorn seconded the motion.

**Vote:** The motion passed unanimously.