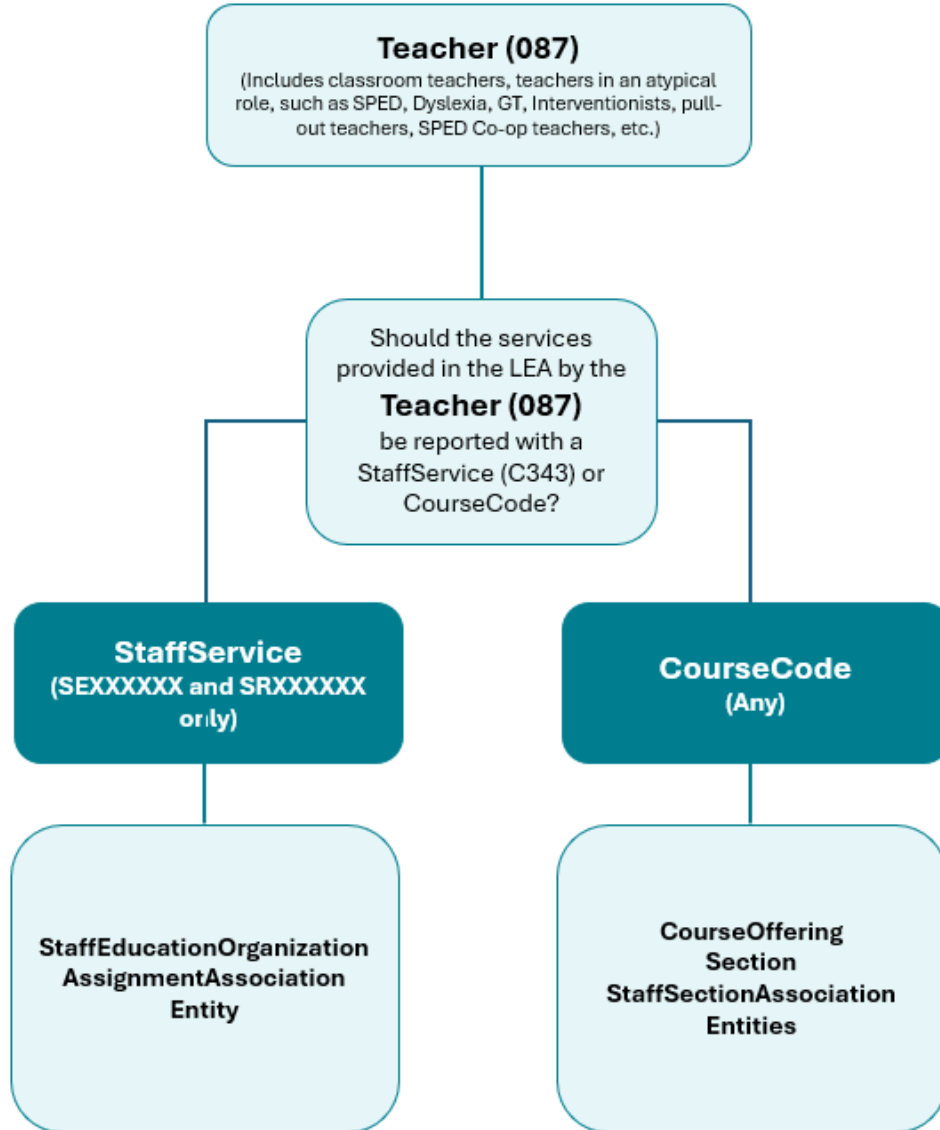




STAFF RESPONSIBILITIES – PEIMS Fall Submission Teacher (087)

For the latest [Texas Education Data Standards \(TEDS\)](#), see the Texas Student Data System (TSDS) Web-Enabled Data Standards (TWEDS). Detailed reporting guidance is found in the TWEDS under the **StaffEducationOrganizationAssignmentAssociation** and **StaffSectionAssociation** Entities.



Note: a local education agency (LEA) **MUST** report all professional services provided by teachers (*StaffClassification* 087) at an LEA through the **StaffEducationOrganizationAssignmentAssociation** entity, the **StaffSectionAssociation** entity or both for the Texas Education Agency (TEA) to compute the teacher full-time equivalent (FTE) calculations for the LEA. If data for a staff member is reported through both entities, TEA will

combine the data to accurately reflect the Staff FTE.

The *StaffEducationOrganizationAssignmentAssociation* Entity can be reported with a *StaffClassification* 087 (teacher) to report the additional responsibilities of teachers (*StaffService* SRXXXXXX) or when the services provided are special education and related services (*StaffService* SEXXXXXX). All other instructional services provided by *StaffClassification* 087 (teacher) should be reported using the *StaffSectionAssociation*.

StaffEducationOrganizationAssignmentAssociation

Data Element	Cardinality	Descriptor Table
Staff	Required	
School	Required	
StaffClassification	Required	C021
BeginDate	Required	
EndDate	Optional	
SharedServiceArrangementStaff	Optional	C169
StaffServiceSet (may have multiple instances)	Required	
StaffService	Mandatory	C343
SPEDStudentAgeRange	Mandatory	C342
PopulationServed	Optional	C030
MonthlyMinutes	Optional	
NumberOfStudentsInClass	Optional	
StaffServiceBeginDate	Mandatory	
StaffServiceEndDate	Optional	

StaffService	
Special Education and Related Services	
SE000001	Special Education, Generic
SE000002	Speech Therapy
SE000003	Speech Assessment
SE000004	Adaptive Physical Education
SE000005	Visually Impaired
SE000006	Auditorily Impaired
SE000007	Preschool Program For Children With Disabilities
Additional Responsibilities of Teachers	
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

StaffService	
SR000011	Mentoring For Fellow Teachers
SR000012	Head Start
SR000013	Early Head Start
SR000014	Even Start

The **CourseOffering**, **Section**, and **StaffSectionAssociation** entities are primarily used to report the responsibilities of a *StaffClassification* 087 (teacher) when the services provided by the teacher match one or more *CourseCode*. This includes but is not limited to teacher of record, assistant teacher, support teacher, or substitute teacher assigned to classes in the LEA master schedule, and teachers in an atypical role such as SPED, Dyslexia, GT, Intervention, pull-out teachers, etc., not assigned to a specific class but providing services with a corresponding *CourseCode*. **The LEA must determine the appropriate *CourseCode* based on the services provided by the teacher to the students.**

An LEA can also report special education and related services (*StaffService* SEXXXXXX) and additional responsibilities of teachers (*StaffService* SRXXXXXX) through the **StaffSectionAssociation**.

CourseOffering

Data Element	Cardinality	Descriptor Table
School	Required	
Session	Required	
Course	Required	
LocalCourseCode	Required	



Section

Data Element	Cardinality	Descriptor Table
CourseOffering	Required	
SectionIdentifier	Required	
SectionSet (may have multiple instances)	Optional	
PopulationServed	Optional	C030
SPEDStudentAgeRange	Conditionally Mandatory*	C342
CourseSequence	Conditionally Mandatory*	C135
ClassType	Optional**	C179
BeginDate	Conditionally Mandatory*	
EndDate	Optional	

*When a *SectionSet* is reported, data elements listed as Conditionally Mandatory **MUST** be reported.

If the *ClassroomPosition* is Teacher of Record, Assistant Teacher, Support Teacher, or Substitute Teacher, and the *CourseCode* does not start with an “S,” *ClassType* **MUST be reported. (30090-0007)

StaffSectionAssociation

Data Element	Cardinality	Descriptor Table
Staff	 Required	
Section	 Required	
BeginDate	Required	
EndDate	Optional	
ClassroomPosition	Required	C309
NumberOfStudentsInClass	Optional**	
MonthlyMinutes	Optional**	
NumberDaysTaughtWeek1	Optional	
NumberDaysTaughtWeek2	Optional	
NumberDaysTaughtWeek3	Optional	
NumberDaysTaughtWeek4	Optional	
NumberMinutesTaughtWeek1	Optional	
NumberMinutesTaughtWeek2	Optional	
NumberMinutesTaughtWeek3	Optional	
NumberMinutesTaughtWeek4	Optional	
SharedServiceArrangementStaff	Optional	C169

If the *ClassroomPosition* is Teacher of Record, Assistant Teacher, Support Teacher, or Substitute Teacher, and the Course does not start with an “S,” *NumberOfStudentsInClass* and *MonthlyMinutes*, **MUST be reported. (30090-0007) If more than one classroom staff member is serving a group of students during the same class period, the person who *ClassroomPosition* is Teacher of Record is reported with all the students for *NumberOfStudentsInClass*. The other *ClassroomPositions* are reported with *NumberOfStudentsInClass* as 0.

Note: The *StaffClassification* (C021) values are promoted based on the ClassroomPosition (C309) descriptor values published. Any CourseCode in the CourseCode table is promoted except SAXXXXXX.

ClassroomPosition Reported	Actual Promoted StaffClassification
01 (Teacher of Record)	087 (Teacher)
02 (Assistant Teacher)	087 (Teacher)
03 (Support Teacher)	087 (Teacher)
04 (Substitute Teacher)	047 (Substitute Teacher)