



ecds_pk_verify_hr_reprts

Table of Contents

Personnel elements can be verified by running the following reports:

Personnel > Reports > User Created Reports

The screenshot shows a web interface for configuring a report. At the top, there is a 'Report Title' field containing 'Staff Demo verification'. Below this is an 'Employee Nbr:' field with a dropdown arrow and an 'Active Employees Only' checkbox. A section titled 'Employee Demographic' contains a grid of checkboxes for various fields. The following table represents the visible options in this section:

Field	Field	Field	Field	Field
☒ Employee Nbr	☒ Staff ID/SSN	☐ Maiden Name	☐ Phone Area Cd	☐ Last Cl
☒ Texas Unique Staff ID	☐ Address Number	☐ Former Prefix	☐ Phone Nbr	☐ Citizen
☒ Name Prefix	☐ Street/P.O. Box	☐ Former First Name	☐ Bus Phone Area	☐ Marita
☒ First Name	☐ Apt	☐ Former Middle Name	☐ Bus Phone Nbr	☐ Other
☐ Middle Name	☐ City	☐ Former Last Name	☐ Bus Ext	☐ Local U
☒ Last Name	☐ State	☐ Former Generation	☐ Cell Area Cd	☐ Local U
☐ Generation	☐ Zip	☐ Driver's License	☐ Cell Phone Nbr	☐ Email

Use the User Created Report to verify staff demo data.

Personnel > Reports > Personnel Reports > HRS1600 - Certification Report

The screenshot displays a table of teaching specifications and a dropdown menu for the 'PEIMS PK Teacher Requirement'. The table has columns for 'Delete', 'Teaching Spec Code', and 'Teaching Description'. The dropdown menu is open, showing a list of requirements.

Delete	Teaching Spec Code	Teaching Description
	01	PK 01
	02	PK 02
	03	PK 03
	04	PK 04
	05	PK 05
	06	PK 06

PEIMS PK Teacher Requirement

- 01 Certification offered through an AMI or MACTE accredited center
- 03 Employed as PK teacher in district where PK prof development is met
- 05 A Child Development Associate (CDA) credential
- 06 Documented completion of the TSR Comprehensive
- 07 A degree in early childhood education or a related field
- 08 8+ yrs tchg exp natl accredited child care pgm or Texas Rising Star Pgm
- 09 Contract Entity-2+ yrs tch natl chld care pgm/TXRisingStar & CDA/TEA appd EC cred
- 10 Contract Entity-2+ yrs tch natl chld care pgm/TXRisingStar & cert aced AMI/MACTE
- 11 Contract Entity-Emplyd PK teacher that met specific Pre-K prof develop reqmnts
- 12 Contract Entity-A degree in early childhood education or a related field
- 13 Contract Entity-8+ yrs tchg exp natl accred child care pgm or TX Rising Star Pgm

State Reporting

Date Run:		Employee Certification Report					Program: HRS1600	
Cnty Dist: 001-901		TXEIS ISD					Page: 1 of 1	
							Frequency: 6	
Emp Nbr	Employee Name	Certification Type		Specialty Area	Teaching Specialization		Special Credentials	
		Date Cert	Date Expire		Yrs Taught	ExCET Yr	Sem Hrs	Year
000207	ALVARADO, ALICE JANE GAIL	F - Professional 07-01-2010	52 - EARLY CHILD EDUCATIO 06-30-2020	PK2 - EARLY CHILDHOOD 02			PDAS - KILLEEN 2003	4.0
Total Employees for District:		1						
End of Report								

HRS1600 allows you to view a list of instructors assigned to a particular teacher specialization code that is associated with the PK teacher certification requirement.



Back Cover