



responsibilities

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OBSOLETE - Responsibilities - Quick Reference by Professional or Auxiliary Role ID 1

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This page is obsolete as of the 8.1200 Release. Visit the [TSDS Web-Enabled Data Standards website](#), select the appropriate **School Year**, and review the Data Components > Entities > StaffEducationOrganizationAssignmentAssociation Entity page for additional guidance on entering responsibility records.

| Professional (P) or Auxiliary (A) Role ID Required | Job Duties | Role ID | Service ID | Pop Served | Object Code | Function |
|--|--|---------|---|------------|-------------|-------------------|
| | Non-Classroom Responsibilities - Professional and Auxiliary staff | | Monthly Minutes, Class ID, Class Type, and Student Count NOT Required | | | |
| P | Superintendent | 027 | SS013000 | 01 | 6119 | 41 |
| P | Assistant Superintendent | 004 | SSXXXXXX | 01 | 6119 | 12,13,21,31-61,81 |
| P | District Instructional Program Director | 012 | SS001XXX, SS002000, SS004XXX, SS005XXX, SS006000, SS007000, SS011000 | 01 | 6119 | 12,13,21,31 |
| P | Principal | 020 | SS003000 | 01 | 6119 | 23 |
| P | Assistant Principal | 003 | SS003000 | 01 | 6119 | 23 |
| P | Business Manager/CFO - Professional | 043 | SS013000 | 01 | 6119 | 41 |
| P | Other Business Services Professional (including but not limited to Accounting, Budget, Professional Payroll staff) | 112 | SS013000 | 01 | 6119 | 41 |
| A | Other Business Non-Professional (Accounting clerk, Accounts Payable Clerk, Payroll Clerk, Purchasing Clerk) | 201 | | 01 | 6129 | |

| Professional (P) or Auxiliary (A) Role ID Required | Job Duties | Role ID | Service ID | Pop Served | Object Code | Function |
|---|---|----------------|--------------------|-------------------|--------------------|-----------------|
| A | Campus Office /Clerical(Receptionist, Secretary, Certification Specialist, Bookkeeper, Data Clerk, PEIMS Data Clerk, Registrar) | 202 | | | 6129 | |
| P | Counselor | 008 | SS007000 | 01 | 6119 | 31 |
| P | Human Resources | 045 | SS013000 | 01 | 6119 | 41 |
| A | Human Resources Non-Professional (Certification Specialist, HR Specialist) | 205 | | | 6129 | |
| P | District Registrar | 055 | SS013000 | 01 | 6119 | 23, 41 |
| P | Campus Registrar | 055 | SS003000 | 01 | 6119 | 23 |
| P | PEIMS Coordinator | 106 | SS025000 | 01 | 6119 | |
| P | Nurse (RN,LVN) - Health Svc | 022 | SS009000 | 01 | 6119 | 33 |
| P | Librarian Professional | 013 | SS002000 | 01 | 6119 | 12 |
| A | Library Aide Non-Professional (checks books in/out, re-shelves, etc...) | 202 | | | 6129 | |
| P | Truant Officer | 030 | SS020000 | 01 | 6119 | 32 |
| P | Security Professional (Including but not limited to Chief of Police, Investigators, Police Officers) | 105 | SS020000, SS021000 | 01 | 6119 | 52,53 |
| A | Safety/Security Non-Professional | 220 | | | 6129 | |
| P | Food Service/Cafeteria Professional (Including but not limited to Dietician) | 107 | SS012000 | 01 | 6119 | 35 |
| A | Child Nutrition Non-Professional | 204 | SS012000 | | 6129 | |
| P | Athletics Professional (Other than Athletic Director) | 109 | SS011000 | 01 | 6119 | 11, 36 |
| P | Athletic Director | 040 | SS011000 | 01 | 6119 | 36 |
| P | Athletic Trainer | 056 | SS011000 | 01 | 6119 | 36 |
| P | Custodial Professional | 110 | SS014000 | 01 | 6119 | 51 |
| A | Custodial Non-Professional | 213 | SS014000 | 01 | 6129 | 51 |

| Professional (P) or Auxiliary (A) Role ID Required | Job Duties | Role ID | Service ID | Pop Served | Object Code | Function |
|---|---|----------------|-----------------------------|-------------------|--------------------|-----------------|
| P | Maintenance Professional | 111 | SS014000 | 01 | 6119 | 51 |
| A | Maintenance Non-Professional | 214 | SS014000 | 01 | 6129 | 51 |
| A | Plumber | 215 | SS014000 | 01 | 6129 | 51 |
| A | Painter | 216 | SS014000 | 01 | 6129 | 51 |
| A | HVAC | 217 | SS014000 | 01 | 6129 | 51 |
| A | Electrician | 218 | SS014000 | 01 | 6129 | 51 |
| A | Warehouse | 219 | | 01 | 6129 | |
| P | Transportation - Professional | 108 | SS010000 | 01 | 6119 | 34 |
| A | Transportation Non-Professional | 221 | SS010000 | 01 | 6129 | 34 |
| P | District / Campus Technology Professional (Including but not limited to Programmer/Analyst, Network Specialist, Database Administrator, PEIMS Coordinator, Other) | 106 | SS015000-SS018000, SS025000 | 01 | 6119 | 53 |
| A | Campus Technology Specialist | 207 | | | 6129 | |
| A | Information Technology (Computer Tech, PEIMS Coordinator, Help Desk Tech, Telecommunication Tech) | 206 | | | 6129 | |
| P | Department Head | 054 | SS002000, SS004000-SS006000 | 01 | 6119 | 13, 21 |
| P | Other District Exempt Professional Auxiliary (Professional-level, non-instructional staff who cannot be classified in any other role. | 113 | SS013000, SS023000 | | 6119 | 11-36, 53, 61 |
| A | Other Non-Exempt Auxiliary (Volunteers) | 222 | | | 6129 | |

| Professional (P) or Auxiliary (A) Role ID Required | Classroom Professional | | Monthly Minutes, Class ID, Class Type, and Student Count Required | Pop Served | Class Type | Function |
|---|---------------------------------------|-------------------|--|-------------------|-------------------|-----------------|
| P | Occupational Therapist | 016 | SE000001 | 06 | 02 | 11 |
| P | Speech Pathologist/Therapist | 026 | SE000002-SE000003 | 06 | 02 | 11 |
| P | Teacher | 087 | Course Service ID (All except invalid: SS001000-SS010000, SS012000-SS019000, SAXXXXXX) | * | ** | 11, 13 |
| P | Teacher (Self-Paced/Online Classroom) | 087 | SR000005 | * | 02 | 11 |
| P | DAEP Teacher of Record | 087 | Course Service ID | * | 02 | 11 |
| P | Long Term Substitute | 047 | Course Service ID (All except invalid: SS001000-SS010000, SS012000-SS019000, SAXXXXXX) | * | ** | 11, 13 |
| P | ***WBL Site Coordinator | 032 | Course Service ID (All except invalid: SAXXXXXX, SSXXXXXX, SE000002-SE000006) | 05 | 01 | 11 |
| P | Certified Interpreter | 036 | SA000004 | | | 11 |
| P | Head Coach | 087 | Course Service ID | 01 | 01 | 11 |
| Classroom Para-Professional or Professional | | | Monthly Minutes, Class ID, Class Type, and 000 Student Count Required | Pop Served | Class Type | Function |
| Regular Ed Classroom Aide | 033 | SA000003 | | 01 | 01 | 11, 12 |
| Spec Ed Classroom Aide | 033 | SA000003 | | 06 | ** | 11 |
| Pull Out Teacher | 087 | Course Service ID | | * | ** | 11 |
| Floating Sub | 047 | SR000007 | | 01 | 01 | 11 |
| Assistant Coaches | 087 | Course Service ID | | 01 | 01 | 11 |
| Disc Setting/ISS | 087 | SR000001 | | 01 | 02 | 11 |
| DAEP Not Teacher of Record | 087 | SR000001 | | 01 | 02 | 11 |