



staffjobjobinforubdaysempld

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Image

The screenshot displays a software interface with several tabs: Employment Info, Pay Info, Job Info, Distributions, Deductions, and Leave Balance. Below the tabs is a table with columns: Delete, Selected, Job Code, Primary, % Assigned, and Pay Type. The Job Code is '0050 - HIGH SCHOOL TEACHER' and the % Assigned is '100%'. The Pay Type is 'Contracted employee', which is circled in red. Below the table, it says 'Rows: 1 of 1' and has an '+ Add' button. Underneath is a 'Contract Info' section with a 'Pay Type' dropdown set to '1 Contracted employee', also circled in red. Other fields include Pay Grade: T01, Pay Step: 16, Sched, Max Days, Total: 59,675.00, Balance: 4,972.88, # of Annual Pymts: 12, Remaining Pymts: 1, Concept, # of Months in Contract: 10, State Min Days: 187 Valid basic days in contract, and Base Annual: 59,675.44.

| TxEIS field | Element ID | Data Element | Description | PEIMS Submission |
|---------------------------------------|------------|----------------------|---|------------------|
| Calendar/Local Info - # of Days Empld | E0160 | NUMBER-DAYS-EMPLOYED | <p>Indicates the actual number of at-work days within the school year the employee is scheduled to work in the district for the selected calendar. This number does not include holidays, weekends, and any other days the employee is not scheduled to work. If an employee does not work the same amount of days as shown on the contract (e.g., the person does not begin work at the start of the school year), the actual number of days the employee will work must be reported.</p> <p>If a workday calendar is set up on Human Resources > Tables > Workday Calendars, the field is set according to the selected calendar. If a calendar is not set up, the field is determined by the Begin Date and End Date fields on the Job Info tab, or can be manually entered.</p> | Summer Fall |

| TxEIS field | Element ID | Data Element | Description | PEIMS Submission |
|--------------------|-------------------|---------------------|---|-------------------------|
| Pay Type | E1073 | STAFF-TYPE-CODE | Indicates if the staff person is on the district payroll or is a contracted instructional staff person. All staff working at a public school must be reported to the TEA for the fall submission. | Summer |