fall_submission_verify_master_sched

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fall_submission_verify_master_sched i

Data in the district master schedule can be verified by running the following reports:

Grade Reporting > Reports > Grade Reporting Reports > Master Schedules > SGR0220 – Invalid Service ID

Date Run: 11/10/2025
Cnty-Dist: 001-906

Invalid Service ID
TEXAS ISD
Sch Year: 2026

Program ID: SGR0220
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Course Number	Title	Service ID	Abbrev Name	Nbr Sems	Self Paced	Graded Course	Credit Level
0751	P.E. 7 (B)	03823000	PE7B	2	0	Y	M
0752	P.E. 7 (G)	03823000	PE7G	2	0	Y	M
0753	ATHLETICS 7 (B)	03823000	ATH7B	2	0	Y	M
0754	ATHLETICS 7 (G)	03823000	ATH7G	2	0	Y	M
0851	P.E. 8 (B)	03823000	PE8B	2	0	Y	M
0852	P.E. 8 (G)	03823000	PE8G	2	0	Y	M

The SGR0220 report compares the district CourseCode (labeled as Service ID in the system) to the list of Course Codes (formerly known as the SERVICE-ID (C022) code table) in TWEDS for the current year. Any courses with invalid course codes are listed in the report.

Grade Reporting > Reports > Grade Reporting Reports > Master Schedules > SGR0050 – District Master List (Grd Rpting)

Date Run: 11/10/2025 8:55 AM
Cnty-Dist: 001-906

District Master List (Grade Reporting)
TEXAS ISD
Sch Year: 2026

Program ID: SGR0050
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Course Number	Title	Abbrev Name	Slf Pcd	Nbr Sem	Exm Sem	Prd Ctrl	Core Crs Cd	ELA Wgt	Auto Grade	Crd Lvl	Prtl Crdt	Credit	Crdt Seq	Grd Crs	Gender Rstr	HR Cd	HR Tbl	HR Wgt	GA Th	GA Wgt	Service ID	Service ID Description	Dept	Textbook ISBN	Spec Crs Consid	Incl Elig	Priority Cd	AAR Use	PEIMS CTE Hours	PEIMS CTE Tier	PEIMS Course Seq	PEIMS Pop Srv	PEIMS Role ID	PEIMS Instr Set	PEIMS Class Typ
0001	Homeroom PK 3	HMRM PK3	N	2	1	2	Z			E	N	0.0	4	N		R	0	R		0	01010000	PRE-KIND				N	R					03	087		01
0020	Homeroom PK 4	HMRM PK4	N	2	1	2	Z			E	N	0.0	4	N		R	0	R		0	01010000	PRE-KIND				N	R					03	087		01
0030	Homeroom KG	HMRM KG	N	2	1	0	Z			E	N	0.0	4	N		R	0	R		0	01020000	KINDER				N	R					01	087		01
0040	Homeroom Multi	HMRM SPE	N	2	1	0	Z			E	N	0.0	4	N		R	0	R		0	SE000001	SPE GENER				N	R					06	087		01
00SH	STUDY HALL	STUDHALL	N	2	1	2				M	Y	0.0	4	Y		R	1	R		1	83800STH					Y	E	T				01	087		01
0100	Homeroom 1	HMRM 1	N	2	1	2	Z			E	N	0.0	4	N		R	0	R		0	8EXCLUDE	EXCL STAFF				N	R					01	087		01
0111	ELAR 1	ELAR 1	N	2	1	2	L			E	N	0.0	4	Y		R	1	R		1	02625010	ELA, READ 1				Y	R					01	087		01
0121	Math 1	Math 1	N	2	1	2	M			E	N	0.0	4	Y		R	1	R		1	02640010	MATH,G-1				Y	R					01	087		01
0131	Soc Studies 1	SS 1	N	2	1	2	S			E	N	0.0	4	Y		R	1	R		1	02660010	SOCST,G-1				Y	R					01	087		01
0141	Science 1	Sci 1	N	2	1	2	X			E	N	0.0	4	Y		R	1	R		1	02650100	SCI,GR-1				Y	R					01	087		01
0151	PE 1	PE	N	2	1	2	Z			E	N	0.0	4	Y		R	0	R		0	02530003	PE 1-6				N	R					01	087		01
0162	Fine Arts 1	Fn Art 1	N	2	1	2	Z			E	N	0.0	4	Y		R	0	R		0	80300FNA					N	R					01	087		01
0169	TECH APP	TECH APP	N	2	1	2				E	N	0.0	4	Y		R	1	R		1	02670010	TECAP G-1				Y	R					01	087		01
0171	Conduct 1	CNDT 1	N	2	1	0	Z			E	N	0.0	4	Y		R	0	R		0	8EXCLUDE	EXCL STAFF				N	R					01	087		01
0200	Homeroom 2	HMRM 2	N	2	1	2	Z			E	N	0.0	4	N		R	0	R		0	8EXCLUDE	EXCL STAFF				N	R					01	087		01

The SGR0050 report, sorted by Service ID, allows you to easily identify any duplicate Local CourseCodes. Local CourseCodes must be unique for each distinct course within the district. This report also allows users to verify **Pop Serv**, **Role ID**, and **Class Type** for all courses.

Grade Reporting > Reports > Grade Reporting Reports > Instructors > SGR0140 - Instructor List

Date Run: 11/10/2025 1:29 PM
Cnty-Dist: 001-906 001

Instructor Listing
001 School
Sch Year: 2026

Program ID: SGR0140
Page: 1 of 3

Instr ID	Name	Staff ID	Campus	Grd Lvl	Section	Homeroom	Dept	Excl from PEIMS
901	SCHULZ, ROSALINDA	001324	001					N
902	SALAZAR, REYNA N	001272	001					N
903	GONZALEZ, JAMES M	000620	001					N
904	CANTU, CARLA	000207	001					N
905	GARCIA, GISELLE	000525	001					N
906	MITCHELL, LUCIA V	000953	001					N
907	SCHULTE, ROSALINDA L	001323	001					N
908	SMITH, SAN J	001356	001					N
909	REYES, NICHOLETTE M	001162	001					N
910	RODRIGUEZ, RAMON E	001237	001					N

The SGR0140 report allows you to:

- Ensure all temporary staff IDs have been updated
- Verify that staff IDs are correct
- Verify Excl From Fall PEIMS setting for instructors

NOTE: If staff data should not be extracted from Grade Reporting for Fall PEIMS, select the **Excl From Fall PEIMS** field on *Grade Reporting > Maintenance > Master Schedule > Campus Schedule > Instructor*. This sets the SGR0140 indicator to **Y**.

Grade Reporting > Reports > Grade Reporting Reports > Instructors > SGR2500 - Schedule of Classes

Date Run: 11/10/2025 01:31 PM
Cnty-Dist: 001-906
Campus: 001

Format: Course Title
Course-Section, Enrollment
Room Number, Days MET
TEA Course Number
Class Role

Schedule of Classes
001 School
Sch Year: 2026
Semester: 1

Program ID: SGR2500
Page: 1.1 of 43

Instructor	Period 00	Period 01	Period 02	Period 03	Period 04	Period 05	Period 06	Period 07	Period 08
No Instructor Instr ID: Total Students: 46		SEE COUNSELOR 1000-01 5 MTWThF 8EXCLUDE 01-Teacher of Record	SEE COUNSELOR 1000-02 4 MTWThF 8EXCLUDE 01-Teacher of Record	SEE COUNSELOR 1000-03 4 MTWThF 8EXCLUDE 01-Teacher of Record	SEE COUNSELOR 1000-04 7 MTWThF 8EXCLUDE 01-Teacher of Record	SEE COUNSELOR 1000-05 5 MTWThF 8EXCLUDE 01-Teacher of Record	SEE COUNSELOR 1000-06 10 MTWThF 8EXCLUDE 01-Teacher of Record	SEE COUNSELOR 1000-07 7 MTWThF 8EXCLUDE 01-Teacher of Record	SEE COUNSELOR 1000-08 4 MTWThF 8EXCLUDE 01-Teacher of Record
AGUILAR, A Instr ID: 943 Stf ID=000013 Total Students: 3	SPED POP 9014-99 1 307 MTWThF 85000SPD 01-Teacher of Record	RESOURCE RDG 9660-01 0 307 MTWThF 84000RRD 01-Teacher of Record							

The SGR2500 report provides a count of students in each instructor's class, as well as CourseCode (labeled as Service ID in the system) and total students.

It allows you to:

- Identify course sections with no students enrolled
- Verify several data elements within the following data entities: **Course**, **CourseOffering**, **Section**, and **StaffSectionAssociation**.

Recommendations:
• Delete any course sections that have no students enrolled and are not in use. This prevents the system from sending incorrect or unnecessary data during processing.

• For districts that use the multi-period scheduling for elementary grade reporting, each subject should have a unique period. This is recommended by the TEA for classroom linking.

Grade Reporting > Reports > Grade Reporting Reports > Master Schedules > SGR0110 – Master Schedule PEIMS

Date Run: 10/14/2025 2:43 PM
Cnty-Dist: 001-906
Campus: 001

Master Schedule PEIMS Information
001 School
Sch Year: 2026

Program ID: SGR0110
Page: 1 of 116
Bold indicates district data
Gray indicates invalid Svc ID
Inactive Instructor

Sec	Inst	Inst Name	Class Role	Sem	Days Met	Per Beg	Per End	Beg Time	End Time	Entry Date	Withdraw Date	Svc ID	Class Type	Pop Srv	Role ID	Cls Seg	PK Curr	High Qual PK	Stu Instr	PK Sch Type	Child-Care Opm Nbrs	Home Room Ind	On Ramps	Dual Crd	Adv Tech Crd	CTE Hrs	CTE Tier	Teacher Cert	College Sem1	Credit Hours Sem2
	Course Number		00SH		Title			STUDY HALL																						
04		excluded	01		MTWThF	04	04			8/05/2025		83800ST	01	01	087							0		0	0			N	0	0
05		RODRIGUEZ	01		MTWThF	05	05			8/05/2025		83800ST	01	01	087							0		0	0			N	0	0
	Course Number		0600		Title			SEE COUNSELOR				85000CO																	0	0
	Course Number		0601		Title			LEADERSHIP				83800LD																	0	0
	Course Number		0602		Title			ESL INT				83800ES																	0	0
	Course Number		0603		Title			ACTIV OF DL				SE00000																	0	0

The SGR0110 report provides campus-level PEIMS information for the current school year.
It allows you to verify campus course information at the section level.

NOTE: Section level settings override district level settings.

REMINDER: Specific to the StaffSectionAssociation

- **BeginDate (E3010)** Enter the first instructional day in the current school year the staff is assigned to the section.
- **EndDate (E3020)** Enter the last instructional day the staff was assigned to the section.

NOTE: When extracted for reporting, the system automatically adds one day to this date. This reported date represents the first day after the last instructional day. **This is the only instance where the system adds days to the entered date**, as a date after the last day of the school year cannot be manually entered.

- The following fields are used to calculate **MonthlyMinutes** (E1057): **Days** (of the week), **Time Begin**, and **Time End**.
  - If **Time Begin** and **Time End** are blank, the TSDS Crosswalks are used to calculate **MonthlyMinutes** (E1057).
  - If **Time Begin** and **Time End** are not blank, the extract uses these values along with the **Days** (of the week) to calculate **MonthlyMinutes** (E1057).

Recommendations:
• For campuses with a set bell schedule, use Crosswalk **042 Responsibilities – From Campus/Period to Minutes** to assign **MonthlyMinutes** (E1057) based on the period. Only enter the **Time Begin** and **Time End** fields for the specific course sections that do not follow the standard bell schedule.

• For course sections where daily subject minutes may fluctuate, such as elementary teachers whose subject times vary, use Crosswalk **043 (Responsibilities – From Campus/Service ID to Minutes)** to assign **MonthlyMinutes** (E1057) based on the CourseCode, formerly known as SERVICE-ID.