fallpeimsbusiness

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Created:
Reviewed:
Revised:

This document outlines key Business data that is submitted during the Fall PEIMS Submission. As the year progresses, this information may be updated to include additional fields of data. This document refers to data in the TSDS Web-Enabled Data Standards (TWEDS) on TEA's website (https://www.texasstudentdatasystem.org/tsds/teds/tweds-upgrade).

This document assumes you are familiar with the basic features of the ASCENDER Business system and have reviewed the ASCENDER Business Overview guide.

Some of the images and/or examples provided in this document are for informational purposes only and may not completely represent your LEA's process.

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* The red text indicates the domain's submission level as it appears on the District Administration > Options > TSDS > Domains & Entities page.

Education Organization Domain

First Level Submission

The Education Organization domain provides information about any public, charter, education service center, organization or agency.

Information from AskTED is imported into the Operational Data Store (ODS). As you send data, TEA matches the School ID (county district number) to existing district and campus information to ensure that the reported data is credited to the correct Local Education Agency (LEA).

❑ EducationServiceCenter Entity

Descriptor	Descriptor Table	Populated From	Example(s)
Education Organization Category	C331		01=ESC; 02=LEA
NameOfInstitution (E3037)	N/A	Populated from AskTED	

Descriptor	Descriptor Table	Populated From	Example(s)
EducationServiceCenterId (E1091)	N/A – Region the ESC or LEA resides in	Populated from AskTED	

❑ **LocalEducationAgency Entity**

Descriptor	Descriptor Table	Populated From	Example(s)
Education Organization Category	C331		01=ESC; 02=LEA
NameOfInstitution (E3037)	N/A	Populated from AskTED	
LocalEducationAgencyId (E0212)			LEA's County-district number (CCCDDD)
LocalEducationAgencyCategory (E3036)	C337	Populated from AskTED	

❑ **School Entity**

Campus Enrollment Type Set

Descriptor	Descriptor Table	Populated From	Example(s)
CampusEnrollmentType (E1641)	C219		02=transfers accepted
BeginDate (E3010)	N/A – YYYYMMDD = first day of employment		First instructional day for campus
EndDate (E3020)	N/A – YYYYMMDD = day after last day of employment		Last instructional day for campus + 1

NSLP Type Set – Completed by PEIMS Coordinator

❑ **SSAOrgAssociationExt Entity** - Report of LEA's membership in any Shared Service Arrangements (SSAs)

Descriptor	Descriptor Table	Populated From	Example(s)
SSAType (E0776)	C049		02=Bilingual/English as a Second Language
FiscalAgentDistrictId (E0777)	N/A – County-district number (CCCDDD) = Fiscal Agent’s county-district number		123456 = ESC XX

For more information about what qualifies as an SSA and other useful tips, reference the current year TWEDS > Data Components > Domain > Education Organization > SSAOrgAssociationExt (under Entities).

Additional Information

- Most data comes from AskTED or will be completed by the PEIMS Coordinator.

- The Ed-Org Domain should be reported before anything else to ensure all other data is tied to it correctly.
- TEA will pre-populate the Individual Operational Data Store (IODS) with the following administrative campuses:
    - 699
    - 701-703
    - 720
    - 750-751
    - 998-999
- LEAs should **only** report instructional campuses. ESCs will not report a campus at all.
- The Fall PEIMS submission includes information about your LEA's SSA memberships and who serves as the fiscal agent. Fiscal Agents will report data about what was spent on each member district’s behalf in the Mid-Year submission. Specific guidance is provided in the FAR module of the Financial Accountability System Resource Guide (FASRG) on TEA’s website.
- The SSA data is used by TEA to match SSA participants and fiscal agents for financial reporting purposes. This data figures into the maintenance of effort (MOE) for special education spending thresholds for state and federal allotments. TEA also uses the SSA information reported through this entity to check for consistent SSA financial reporting between Fiscal Agents and Member Districts.
- Other fields of data are included in this Domain, but PEIMS Coordinators will complete that data. PEIMS Coordinators may complete much of what is defined here as well, but we included it for reference. Work with your PEIMS coordinator to ensure proper distribution of tasks for reporting to be successful.

Finance Domain

Third Level Submission

The Finance domain provides the financial information captured in accounts (both actuals and budgeted).

PriorYearActualExt (TX) SharedServiceArrangementExt (TX) PayrollExt (TX) (TX)

❑ **BudgetExt Entity**

Descriptor	Descriptor Table	Populated From	Example(s)
BudgetFund (E0316B)	C145B		199=General Fund, 240=National School Breakfast and Lunch Program
BudgetFunction (E0317B)	C146B		11= Instruction, 36=Extracurricular Activities
BudgetObject (E0318B)	C159B		5711=Taxes, Current Year Levy, 6100=Payroll Costs
Organization (E0319)	N/A – Follow FAR Guide		001=High School Campus, 701=Superintendent

Descriptor	Descriptor Table	Populated From	Example(s)
FiscalYear (E0974)	N/A – Last digit in school year funds were granted		5=2024-2025
BudgetProgramIntent (E0320B)	C147B		11= Basic Educational Services, 36=Early Education Allotment
BudgetAmount (E0321)	N/A		Dollar value budgeted, rounded to the nearest dollar
BeginDate (E3010)	N/A - YYYYMMDD = first day in force		20241015 means on Oct 15, 2024 the budget was amended
EndDate (E3020)	N/A - YYYYMMDD = first day no longer in force		Typically, the day after the end of the fiscal year, so 20250901= end date for the 2024-2025 school/fiscal year.

❑ **ContractedInstructionalStaffFTEExt Entity**

Descriptor	Descriptor Table	Populated From	Example(s)
CIStaffProgramIntent (E0320C)	C147C		11= Basic Educational Services, 23=Services to Students with Disabilities
TotalContractedInstrStaffFTETotal (E0980)	N/A - measurement in relation to the standard workday		0.50=1 contracted instructional staff working every school day for half of the day

FTE calculations will consider the following:

- Percent of day worked (Hours worked / hours in standard day)
- Percent of week worked (Days worked / 5 days in standard week)
- Percent of weeks worked (Weeks worked / weeks in work year)

For example, Mrs. Jones is hired to teach the tuba to three players on a contracted instructional staff basis. Her contract specifies that she will work two hours each Monday and each Friday for the entire school year. Her FTE is 0.25 (two hours worked divided by the eight-hour workday in the LEA) multiplied by 0.40 (two days divided by five days) multiplied by 1.0 (36 weeks worked divided by the 36-week instructional year) for a reported FTE of 0.10.

❑ **PayrollExt Entity** - Staff are reported by Staff ID in the Staff Domain. This data is tied to that existing data.

Descriptor	Descriptor Table	Populated From	Example(s)
PayrollFund (E0316P)	C145P		199=General Fund, 205=Head Start
PayrollFunction (E0317P)	C146P		11= Instruction, 36=Extracurricular Activities
PayrollObject (E0318P)	C159P		6112=Salaries or Wages for Substitute Teachers, 6149=Employee Benefits

Descriptor	Descriptor Table	Populated From	Example(s)
Organization (E0319)		N/A – Follow FAR Guide.	001=High School Campus, 701=Superintendent
FiscalYear (E0974)		N/A – Last digit in school year funds were granted	5=2024-2025
PayrollProgramIntent (E0320P)	C147P		11= Basic Educational Services, 36=Early Education Allotment
PayrollAmount (E0425)	N/A		Dollar value budgeted, rounded to the nearest dollar
PayrollActivity (E0424)	C018		02=UIL Athletics, 80=Base Salary
BeginDate (E3010)	N/A - YYYYMMDD = first day in force		Contract Begin date. So, 20241015 means the employee began working Oct 15, 2024
EndDate (E3020)	N/A - YYYYMMDD = first day no longer in force		Contract end date + 1 day. So, 20250525 means the employee last worked on May 24, 2025.

Additional information can be found in the General Reporting Requirements and Special Reporting Requirement sections of the Data Standards. See current year TWEDS > Data Components > Domain > Finance > Payroll Ext (under Entities).

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