



## **Core Collection: Early Childhood Data System - PK Submission (Updated 2023-2024)**



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# Core Collection: Early Childhood Data System - PK Submission (Updated 2020-2021)

The Early Childhood Data System (ECDS) collection is one of the TSDS Core Collections. This guide covers the submission of prekindergarten (PK) data. ([Kindergarten data is submitted separately.](#)) The reporting of PK program data for ECDS is mandatory for all public school districts. The reporting of private PK program data is optional.

LEAs are required to submit specific demographic, classroom link, and special program data elements for the 2020-2021 ECDS PK collection. All elements will be submitted in the PEIMS Summer Collection.

**The ECDS PK submission is due June 24, 2021.**

**NOTE:** The assessment vendor will provide the ECDS PK assessment data directly to LEAs in TWEDS-compliant XML format. LEAs will load the assessment data files into TSDS.

[Extract Rules and Edits for 2020-2021](#)

## Prerequisites

[Prerequisites:](#)

- Verify that all roles and users are correct in ASCENDER Security Administration.

[Terminology:](#)

- **Interchange:** A file that contains data in the correct format to be transferred to TEA.
- **Complex Type:** A grouping of Elements within an Interchange.
- **Element:** A specific unit of data that must be reported to the TEA.

[Hard-coded elements](#)

The following values are built into the program, are the same each time they are extracted, and cannot be changed by the user:

- ORGANIZATION-CATEGORY (E1240) is the classification of the education agency according to

the level of administrative and operational control granted by the state. **This is hard coded in the program as “ESC,” “LEA,” or “School” according to the county-district number.**

- STUDENT-IDENTIFICATION-SYSTEM (E1090) is the coding scheme used for identification and record-keeping purposes by schools, social services, or other agencies to refer to a student. **This is hard coded in the program as “State” and the student’s SSN is used.**

## I. Verify ASCENDER Business Data

Verify data for each element in the ASCENDER Personnel application. **It is suggested that you run reports first, and then use the maintenance pages in the Personnel application to update data where needed.**

### Personnel

- [Personnel Reports](#)

Personnel elements can be verified by running the following reports:

***Personnel > Reports > User Created Reports***

**Report Template**

Public

**Report Title**

Employee Nbr:   Active Employees Only

**Employee Demographic**

<input type="checkbox"/> Employee Nbr	<input checked="" type="checkbox"/> Staff ID/SSN	<input type="checkbox"/> Maiden Name	<input checked="" type="checkbox"/> Phone Area Cd	<input type="checkbox"/> Last Change Date
<input checked="" type="checkbox"/> Texas Unique Staff ID	<input checked="" type="checkbox"/> Address Number	<input type="checkbox"/> Former Prefix	<input checked="" type="checkbox"/> Phone Nbr	<input type="checkbox"/> Citizenship
<input checked="" type="checkbox"/> Name Prefix	<input checked="" type="checkbox"/> Street/P.O. Box	<input type="checkbox"/> Former First Name	<input type="checkbox"/> Bus Phone Area	<input type="checkbox"/> Marital Stat
<input checked="" type="checkbox"/> First Name	<input checked="" type="checkbox"/> Apt	<input type="checkbox"/> Former Middle Name	<input type="checkbox"/> Bus Phone Nbr	<input type="checkbox"/> Other Language
<input type="checkbox"/> Middle Name	<input checked="" type="checkbox"/> City	<input type="checkbox"/> Former Last Name	<input type="checkbox"/> Bus Ext	<input type="checkbox"/> Local Use 1
<input checked="" type="checkbox"/> Last Name	<input checked="" type="checkbox"/> State	<input type="checkbox"/> Former Generation	<input type="checkbox"/> Cell Area Cd	<input type="checkbox"/> Local Use 2
<input type="checkbox"/> Generation	<input checked="" type="checkbox"/> Zip	<input checked="" type="checkbox"/> Driver's License	<input type="checkbox"/> Cell Phone Nbr	<input type="checkbox"/> Email
<input type="checkbox"/> Sex	<input type="checkbox"/> Zip+4	<input type="checkbox"/> DL State	<input type="checkbox"/> Local Restriction	<input type="checkbox"/> Home Email

Use the User Created Report to verify staff demo data.

**Personnel > Reports > Personnel Reports > HRS1600 - Certification Report**

Delete	Teaching Spec Code	Teaching Description	PEIMS PK Teacher Requirement
	01	PK 01	01 Certification offered through an AMI or MACTE accredited center
	02	PK 02	02
	03	PK 03	03
	04	PK 04	04
	05	PK 05	05
	06	PK 06	06

Date Run: [REDACTED]		Employee Certification Report						Program: HRS1600	
Cnty Dist: 001-901		TXEIS ISD						Page: 1 of 1	
		Certification Type		Specialty Area		Teaching Specialization		Special Credentials	
Emp Nbr	Employee Name	Date Cert	Date Expire	Yrs Taught	ExCET Yr	Sem Hrs	Year	Classroom Hrs	
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.

- Personnel > Maintenance > Staff Demo > Demographic Information

Employee: 000016 : ATKINS, AMELIA MARIE		Retrieve	Directory	Add Emp																																									
<table border="1"> <thead> <tr> <th colspan="2">DEMOGRAPHIC INFORMATION</th> <th>CREDENTIALS</th> <th>VERIFICATION</th> <th>INSURANCE</th> <th>SERVICE RECORD</th> <th>RESPONSIBILITY</th> </tr> </thead> <tbody> <tr> <td>Staff ID/SSN:</td> <td>152-17-6300</td> <td>Texas Unique Staff ID:</td> <td>7727912433</td> <td></td> <td></td> <td>Last Change:</td> </tr> <tr> <td colspan="7"> <table border="1"> <thead> <tr> <th colspan="5">Name</th> </tr> </thead> <tbody> <tr> <td>Legal:</td> <td>AMELIA</td> <td>MARIE</td> <td>ATKINS</td> <td></td> </tr> <tr> <td>Former:</td> <td></td> <td></td> <td></td> <td></td> </tr> <tr> <td>Title</td> <td>First</td> <td>Middle</td> <td>Last</td> <td>Generation</td> </tr> </tbody> </table> </td> </tr> </tbody> </table>					DEMOGRAPHIC INFORMATION		CREDENTIALS	VERIFICATION	INSURANCE	SERVICE RECORD	RESPONSIBILITY	Staff ID/SSN:	152-17-6300	Texas Unique Staff ID:	7727912433			Last Change:	<table border="1"> <thead> <tr> <th colspan="5">Name</th> </tr> </thead> <tbody> <tr> <td>Legal:</td> <td>AMELIA</td> <td>MARIE</td> <td>ATKINS</td> <td></td> </tr> <tr> <td>Former:</td> <td></td> <td></td> <td></td> <td></td> </tr> <tr> <td>Title</td> <td>First</td> <td>Middle</td> <td>Last</td> <td>Generation</td> </tr> </tbody> </table>							Name					Legal:	AMELIA	MARIE	ATKINS		Former:					Title	First	Middle	Last	Generation
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## Reported Elements from Demographic Information:

Element	Code Table	Data Element	ASCENDER Name
E1524	---	TX-UNIQUE-STAFF-ID	Texas Unique Staff ID
E0703	---	FIRST-NAME	Legal - First
E0705	---	LAST-NAME	Legal - Last

- Personnel > Tables > Credential > Teaching Specialization

MAJOR / MINOR	COLLEGE CODE	CERTIFICATION TYPE	SPECIALTY AREA	TEACHING SPECIALIZATION	SERVICE RECORD NOTES
				<input type="button" value="Retrieve"/> <input type="button" value="Print"/>	
				<input type="button" value="Delete"/> <input type="button" value="Teaching Spec Code"/> <input type="button" value="Teaching Description"/> <input type="button" value="PEIMS PK Teacher Requirement"/>	

  

Delete	Teaching Spec Code	Teaching Description	PEIMS PK Teacher Requirement
<input type="checkbox"/>	PK1	EARLY CHILDHOOD 01	01 Certification offered through an AMI or MACTE accredited center
<input type="checkbox"/>	PK3	EARLY CHILDHOOD 03	03 Employed as PK teacher in district where PK prof development is met
<input type="checkbox"/>	PK5	EARLY CHILDHOOD 05	05 A Child Development Associate (CDA) credential
<input type="checkbox"/>	PK6	EARLY CHILDHOOD 06	06 Documented completion of the TSR Comprehensive
<input type="checkbox"/>	PK7	EARLY CHILDHOOD 07	07 A degree in early childhood education or a related field
<input type="checkbox"/>	PK8	EARLY CHILDHOOD 08	08 8+ yrs tchg exp natl accredited child care pgm or Texas Rising Star Pgm
<input type="checkbox"/>	PK9	EARLY CHILDHOOD 09	09 Contract Entty-2+ yrs tch natl chld care pgm/TXRisingStar & CDA/TEA appd EC cred
<input type="checkbox"/>	P10	EARLY CHILDHOOD 10	10 Contract Entty-2+ yrs tch natl chld care pgm/TXRisingStar & cert acrcd AMI/MACTE
<input type="checkbox"/>	P11	EARLY CHILDHOOD 11	11 Contract Entty-Emplyd PK teacher that met specific Pre-K prof develop reqmnts
<input type="checkbox"/>	P12	EARLY CHILDHOOD 12	12 Contract Entty-A degree in early childhood education or a related field
<input type="checkbox"/>	P13	EARLY CHILDHOOD 13	13 Contract Entty-8+ yrs tchg exp natl accred child care pgm or TX Rising Star Pgm

## Interchange: StaffAssociationExtension Complex Type: StaffExtension

The **PEIMS PK Teacher Requirement** field is used to indicate if a particular teaching specialization code is associated with required additional qualifications for the High Quality Prekindergarten Program.

Setting up codes for all **PEIMS PK Teacher Requirement** codes (one for each code in table C207) is recommended but not required.

- Personnel > Maintenance > Staff Demo > Credentials

DEMOGRAPHIC INFORMATION	CREDENTIALS	VERIFICATION	INSURANCE	SERVICE RECORD	RESPONSIBILITY																																													
<b>Education</b> <table border="1"> <tr> <td>Delete</td> <td>College</td> <td>Year</td> <td>Major</td> <td>Minor</td> <td>Degree</td> </tr> <tr> <td></td> <td>AS - ANGELO STATE UNIV</td> <td>1988</td> <td></td> <td></td> <td>1 Bachelor's</td> </tr> <tr> <td colspan="6"> <a href="#">Refresh College</a> <span style="float: right;">+ Add</span> </td> </tr> </table> <b>Certification</b> <table border="1"> <tr> <td>Delete</td> <td>Certification Type</td> <td>Date</td> <td>Sociality Area</td> <td>Teaching Specialization</td> <td>Date Expire</td> <td>ExCET Yr</td> <td>Yrs Taught</td> <td>Sem Hrs</td> </tr> <tr> <td></td> <td>2 Professional</td> <td>05-13-1988</td> <td>KI - KINDER PK-KG</td> <td>01 - PK 01</td> <td>05-01-2025</td> <td></td> <td></td> <td></td> </tr> <tr> <td colspan="9"> <span style="float: right;">+ Add</span> </td> </tr> </table>						Delete	College	Year	Major	Minor	Degree		AS - ANGELO STATE UNIV	1988			1 Bachelor's	<a href="#">Refresh College</a> <span style="float: right;">+ Add</span>						Delete	Certification Type	Date	Sociality Area	Teaching Specialization	Date Expire	ExCET Yr	Yrs Taught	Sem Hrs		2 Professional	05-13-1988	KI - KINDER PK-KG	01 - PK 01	05-01-2025				<span style="float: right;">+ Add</span>								
Delete	College	Year	Major	Minor	Degree																																													
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<span style="float: right;">+ Add</span>																																																		

### Reported Elements from Credentials:

Element	Code Table	Data Element	ASCENDER Name
E1581	C207	PK-TEACHER-REQUIREMENT	PEIMS PK Teacher Requirement/Teaching Specialization

## II. Verify ASCENDER Student Data

Verify data for each element in the ASCENDER Student applications. **It is suggested that you run reports first, and then use the maintenance pages in the Student applications to update data where needed.**

### Grade Reporting

- Grade Reporting Reports

Grade Reporting elements can be verified by running the following reports:

**Grade Reporting > Reports > Grade Reporting Reports > Master Schedules > SGR0110 - Master Schedule PEIMS (Grd Rptng)**

Date Run: 2/23/2021 3:37 PM			Master Schedule PEIMS Information										Program ID: SGR0110			
Cnty-Dist: 031-776			001 School										Page: 1 of 77			
Campus: 001			Sch Year: 2021										# Inactive Instructor			
Sec	Inst	Inst Name	Class Role	Sm	Days Met	Per Beg	Per End	Beg Time	End Time	Entry Date	Withdraw Date	Non Campus Based	Svc ID	Class Pop	Role Crd	PK
01	01	SEE COUNSELOR	0100	3	MTWThF	01	01			08/17/2020		00	8EXCLUD	01 01	087	High
02	01		0100	3	MTWThF	02	02			08/17/2020		00	8EXCLUD	01 01	087	Qual
03	01		0100	3	MTWThF	03	03			08/17/2020		00	8EXCLUD	01 01	087	Stu
08	01		0100	3	MTWThF	08	08			08/17/2020		00	8EXCLUD	01 01	087	Sch
03	1111	VASQUEZ	1111	3	MTWThF	03	03			08/17/2020		00	03220100	01 09	087	Prog

For PK course-sections, verify the instructor's **Class Role**, **Entry Date**, **Withdraw Date**, as well as **PK Curr**, **High Qual PK**, **Stu Instr**, **PK Sch Type**, **PK Prog Eval Type**, and **Home Room Ind.**

**Grade Reporting > Reports > Grade Reporting Reports > Student Schedules > SGR0000 - Student Course Enrollment Listing**

Date Run: 4/27/2021 11:58 AM		Student Course Enrollment Listing 101 School Sch Year: 2021										Program ID: SGR0000 Page: 1 of 77		
Course Number	Sec Nbr	Sem Nbr	Course Title	Inst ID	Student ID	Student Name	Grd Cyc1	Grd Cyc2	Grd Cyc3	Grd Exam	Grd Sem	Grd Fin	Crs Dt Entry	Crs Dt Withdraw
0001	01	1	MATH KG	892	700296	ARREDONDO, ADRIENNE							08/17/2020	
0001	01	1	MATH KG	892	700221	BHAKTA, MATTHEW P							08/17/2020	
0001	03	1	MATH KG	339	700306	METZGER, JULISSA D							08/18/2020	
0001	03	1	MATH KG	339	506034	MOYA, JAYLAN C							08/17/2020	11/12/2020
0001	03	1	MATH KG	339	700093	MUNOZ, NICKOLAS C							08/17/2020	

For PK course-sections, verify the **Crs Dt Entry** and **Crs Dt Withdraw** fields for all students.

- Grade Reporting > Maintenance > Master Schedule > Campus Schedule > Section

COURSE SELECTION COURSE SECTION INSTRUCTOR COPY COURSE SECTION																
<input type="text"/> Course Number <input type="button" value="Retrieve"/>																
Del	Details	Course	Title	Sec	Max Seats	Stu Enroll Sem 1	Stu W/D Sem 1	Stu Enroll Sem 2	Stu W/D Sem 2	Multi Svc Ind	Incl UIL Elig	Lock	Dst Lrng	Non Campus Based		
<input type="button" value=""/>	<input type="button" value=""/>	<input type="button" value=""/>	<input type="button" value=""/>	<input type="button" value=""/>	<input type="button" value=""/>	<input type="button" value=""/>	<input type="button" value=""/>	<input type="button" value=""/>	<input type="button" value=""/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="button" value=""/>	<input type="button" value=""/>		
<input type="button" value="Add"/>																
=> Crs Nbr: <input type="text"/> Svc ID: <input type="text"/> Multi Svc Ind: <input type="checkbox"/> Lock: <input type="checkbox"/> Include UIL Elig: <input type="checkbox"/> Section: <input type="text"/> Max Seats: <input type="text"/> Enrolled Students Sem 1: <input type="text"/> Sem 2: <input type="text"/> Non Campus Based: <input type="text"/> Dst Lrng: <input type="text"/>																
<b>Section Information</b> Pop Srvd: <input type="text"/> Crs Seq: <input type="text"/> Instruct Sett: <input type="text"/> Wks/Mnth: <input type="text"/> Class Type: <input type="text"/> PK Curricula: <input type="text"/> High Qual PK Prog: <input type="text"/> Stu Instr: <input type="text"/> PK Sch Type: <input type="text"/>				<b>Restrictions</b> Type Rstrctn: <input type="text"/> Team Code: <input type="text"/> Gender Rstrctn: <input type="text"/> Grade Rstrctn: <input type="text"/>				<b>Course Codes and Credits</b> Dual Crdt: <input type="text"/> Adv Tech Crdt: <input type="text"/> AAR Use: <input type="text"/> Grad Plan Use: <input type="text"/> Special Consid: <input type="text"/> <input type="text"/> College Credit Hrs Sem 1: <input type="text"/> Sem 2: <input type="text"/> OnRamps: <input type="text"/>				<b>District Information</b> Crs Seq: <input type="checkbox"/> Exam/Sem Pat: <input type="checkbox"/> Gender Rstrctn: <input type="checkbox"/> Instruct Set: <input type="checkbox"/> AAR Use: <input type="checkbox"/> Self Paced: <input type="checkbox"/> Pop Srvd: <input type="checkbox"/> Grad Plan Use: <input type="checkbox"/> Class Type: <input type="checkbox"/> Role ID: <input type="checkbox"/> Special Consid: <input type="checkbox"/> CPR: <input type="checkbox"/> Nbr Sem: <input type="checkbox"/> Incl UIL Elig: <input type="checkbox"/> Speech: <input type="checkbox"/> OnRamps: <input type="checkbox"/>				
<b>Campus Information</b> Grade Rstrctn: <input type="checkbox"/> Rstrctn Addl: <input type="checkbox"/>																
Del	Sem	Days	Per Begin	Per End	Room	Time Begin	Time End	Lckout	Instr ID	Instructor	Class Role	Role ID	CTE	Entry Date	Withdraw Date	ADSY
<input type="button" value=""/>	<input type="button" value="01"/>	<input type="button" value="1"/>	<input type="button" value="05"/>	<input type="button" value=""/>	<input type="button" value=""/>	<input type="button" value=""/>	<input type="button" value=""/>	<input type="button" value=""/>	<input type="button" value=""/>	<input type="button" value=""/>	<input type="button" value="01"/>	<input type="button" value=""/>	<input type="button" value=""/>	<input type="button" value=""/>	<input type="button" value=""/>	<input type="button" value=""/>
<input type="button" value="Add"/>																

## Reported Elements from Section:

Element	Code Table	Data Element	ASCENDER Name
E1580	C088	HIGH-QUALITY-PK-PROGRAM INDICATOR	High Qual PK Prog
E1555	DC152	PK-SCHOOL-TYPE	PK Sch Type
E1579	C206	PK-CURRICULA	PK Curricula
E1558	DC153	STUDENT-INSTRUCTION	Stu Instr
E1440	--	HOMEROOM-INDICATOR	Home Room Ind
E1726	--	CHILD-CARE-OPERATION-NUMBER	Operation Number

**IMPORTANT:** Be sure **Home Room Ind** is selected for at least one class for all PK students, and that the student was enrolled in this class on the reading assessment date.

- A student can only have one home room selected. (This is a new TEA edit for 2018-2019.)
- If a student was in one homeroom from the beginning of the school year, then moved to another home room on December 1 (for example), but tested in the first home room class, the second class must not have the homeroom indicator set.

The home room indicator identifies the instructor in the ECDS PK system who will be used in the ECDS PK reports. For each PK homeroom **Instructor**, verify the following on **Grade Reporting > Maintenance > Master Schedule > Campus Schedule > Instructor:**

- The instructor must not be excluded from PEIMS Reporting. Be sure **Exclude from PEIMS** is not selected.
- The instructor must have a valid **Staff ID** or **SSN**.

Element	Code Table	Data Element	ASCENDER Name
E1065	--	ASSIGNMENT-BEGIN-DATE	Entry Date
E1066	--	ASSIGNMENT-END-DATE	Withdraw Date

### • Grade Reporting > Maintenance > Student > Individual Maint > Crs Assign

The screenshot shows the 'Crs Assign' section of the Grade Reporting interface. It displays two tables, one for Semester 1 and one for Semester 2. Each table lists student records with columns for Del, Act, Crs, Course, Sec, Title, Per, Entry Date, WD Date, Xfr Crs, and Sif Pcd. The 'Entry Date' and 'WD Date' columns are circled in red to indicate they are the focus of the reporting element.

## Reported Elements from Crs Assign:

Element	Code Table	Data Element	ASCENDER Name
E1069	--	STUDENT-BEGIN-DATE	Entry Date

Element	Code Table	Data Element	ASCENDER Name
E1070	--	STUDENT-END-DATE	WD Date

## Registration

- Registration Reports

Student registration elements can be verified by running the following reports:

### **Registration > Reports > Create Registration Report**

**Report Title**

**Campus Options**

Campus 101  
 All Campuses

Demo1

Demographic Information

Sch Yr       Campus ID       Student ID       Grade       Entry Dt       Track       Orig Entry  
 Withdrawal Dt       Reason       Portal ID       Last Name       First Name       Middle Name       Gen  
 Nickname       SSN Denied       SSN       Masked SSN       Prior SSN       TX Unique Stu ID       Medicaid Eligible  
 Medicaid ID       Sex       DOB       Hispanic/Latino       Aggregate Race/Ethnicity       Comments

Race

White       Black/African American       Asian       American Indian/Alaskan Native       Hawaiian/Pacific Isl

Student Indicators

Elig       Attribution       Camp ID Resid       Eco Disadvan       Military Connected       Foster Care       Star of Texas Award  
 Rep Excl       Active       Record Status       Cnty Residence       NSLP

Current / Next Year Information

Control Num       CY Team       Next Yr Cntrl       NY Team       Nxt Yr Camp       Here Last Yr       CY Transfer Factor       NY Transfer Factor

  

Bil/ESL

Bil/ESL

Campus       Entry Date       Exit Date       Reason       Bil Type       ESL Type       EB Cd  
 Par Perm Cd       Bil/ESL Fund Cd       Alt Lang Cd       Home Language       Student Language       Yrs US Sch       Date HLS Admin

Use the Create Registration Report to verify student demographic data, as well as the EB indicator.

### **Registration > Reports > Registration Reports > Program > SRG1200 - Student Status Changes by Program**

Date Run: 4/27/2021 10:55 AM  
 Cnty-Dist: 031-776  
 Campus: 101

Student Status By Program Changes  
 101 School  
 Sch Year: 2021

Program ID: SRG1200  
 Page: 4 of 46

## Enrollment Records:

Stu ID	Student Name	Grd	SSN	Orig Entry	Entry	Withdraw	Wd Rsn	Stat	Exclsn	Elig	Trk	Attrib	Camp Res	CTE Elg	Yrs Sch	US Dis	Eco	Stu Lang	
700312	SHELTON, LEANDRO P	PK	XXX-XX-XXXX	08-26-2020	08-26-2020	10-27-2020	82	1	2	03	00			1	01	98			
	Comment: The Student has this comment																		
700294	SKELTON, JESSICA A	PK	XXX-XX-XXXX	08-17-2020		08-17-2020				1	2	03	00		1	01	98		
	Comment: The Student has this comment																		
700239	SPEEDY, SADIE	PK	XXX-XX-XXXX	08-17-2020		08-17-2020				1	2	03	00		1	01	98		
	Comment: The Student has this comment																		
700307	TERRY, MARICELLA L	PK	XXX-XX-XXXX	08-24-2020		08-24-2020				1	2	03	00		1	02	01		
	Comment: The Student has this comment																		
700279	THOMPSON, JAMES T	PK	XXX-XX-XXXX	08-17-2020		08-17-2020				1	2	03	00		1	01	98		
	Comment: The Student has this comment																		
700309	WINANS, ISIAH E	PK	XXX-XX-XXXX	08-25-2020		08-25-2020				1	2	03	00		1	01	98		

Set the **Print Enroll Records** parameter to Y to verify student entry and withdrawal dates.

Date Run: 4/27/2021 10:44 AM  
 Cnty-Dist: 031-776  
 Campus: 101

Student Status By Program Changes  
 101 School  
 Sch Year: 2021

Program ID: SRG1200  
 Page: 4 of 7

## Special Education Records:

Stu ID	Student Name	Grd	SSN	Entry	Withdraw	Wd Rsn	Pri Disab	Instruct Set	Multi Disab	Speech	CTE Elig	Reg Day Sch	Deaf	RDSD	Fiscal Agent
506170	FLORES, JAYMI M	05	XXX-XX-XXXX	08-17-2020		08	41	No	0	1	1	0			
505221	GARZA, KRISTAL M	05	XXX-XX-XXXX	08-17-2020		08	40	No	0	1	1	0			
505135	GONZALEZ, AIDAN I	05	XXX-XX-XXXX	08-17-2020		08	40	No	0	1	0				
504769	HALL, ALYSSA A	05	XXX-XX-XXXX	08-17-2020		06	41	No	0	1	0				
505332	HORELKA, ANIYAH J	05	XXX-XX-XXXX	08-17-2020		08	41	No	0	1	0				
506264	LEE, KORBIN M	05	XXX-XX-XXXX	09-14-2020		10	41	No	0	1	0				
506286	LEYVA, REBECCA I	05	XXX-XX-XXXX	01-25-2021		08	41	No	0	1	0				
506287	LOERA, JOSE A	05	XXX-XX-XXXX	01-25-2021		08	41	No	0	1	0				
505404	LOPEZ, MAYSON D	05	XXX-XX-XXXX	08-17-2020		02	41	No	0	1	0				
506144	LUGO, SERENITY A	05	XXX-XX-XXXX	08-17-2020		08	41	No	0	1	0				
506265	MCQUAY, BRAXTON L	05	XXX-XX-XXXX	09-14-2020		10	41	No	0	1	0				
505376	PAXSON, CARLOS M	05	XXX-XX-XXXX	08-17-2020		08	40	No	0	1	0				
505895	PINTADO, LOGAN A	05	XXX-XX-XXXX	08-17-2020	10-08-2020	80	08	41	No	0	1	0			
505895	PINTADO, LOGAN A	05	XXX-XX-XXXX	10-20-2020		08	41	No	0	1	0				
505354	RAMOS, SAVANNAH	05	XXX-XX-XXXX	08-17-2020		08	41	No	0	1	0				
505090	RENDON, OMAR N	05	XXX-XX-XXXX	08-17-2020		08	40	No	0	1	0				
505110	ROSALES, HAYLEE	05	XXX-XX-XXXX	08-17-2020		02	41	No	0	1	0				
505570	TORRES, LANDON T	05	XXX-XX-XXXX	08-17-2020		09	00	No	1	1	0				

## Bilingual/ESL Records:

Stu ID	Student Name	Grd	SSN	Date Entry	Date Withdraw	Wd Rsn	Bil	ESL	LEP Cd	Stu Lang	Home Lang	HLS Admin Date	Par Perm Cd	Yrs US Sch	Alt Lang Cd	Bilingual ESL Fund Cd
700286	MOORE, ALEXXA L	PK	XXX-XX-XXXX	08-20-2020	--		0	2	1	01	01	08-19-2020	K	00	BE	
700307	TERRY, MARICELLA L	PK	XXX-XX-XXXX	08-26-2020	--		0	2	1	01	01	--	K	00		
700086	CERNA, ROCKY D	PK	XXX-XX-XXXX	08-17-2020	--		0	2	1	01	01	--	K	00	BE	
800005	CORONADO, MARISELA	PK	XXX-XX-XXXX	08-17-2020	--		0	2	1	01	01	--	K	00	BE	
700079	DARROW, DANICA M	PK	XXX-XX-XXXX	08-17-2020	--		0	2	1	01	01	--	K	00	BE	
700313	GONZALES, MEAGAN D	PK	XXX-XX-XXXX	09-04-2020	09-08-2020	80	0	2	1	01	01	--	K	00	BE	
700072	HERNANDEZ, OMAR E	PK	XXX-XX-XXXX	08-17-2020	--		0	2	1	01	01	--	K	00	BE	
700108	NATIVIDAD, ARIANA	PK	XXX-XX-XXXX	08-17-2020	--		0	2	1	01	01	--	K	00	BE	

## PK Enroll Records:

Stu ID	Student Name	Grd	SSN	Entry	Withdraw	Wd Rsn	Elig Cd	PK Program Cd	PK Funding Source	PK Secondary Funding
700247	AGUILAR, EDWARD L	PK	XXX-XX-XXXX	08-17-2020			2	02	2	
700284	AMADOR, ZACHARY N	PK	XXX-XX-XXXX	08-17-2020			5	02	2	
700249	AMBRIZ, JOSE B	PK	XXX-XX-XXXX	08-17-2020			2	02	2	
700246	BAILEY, DARCY R	PK	XXX-XX-XXXX	08-17-2020			2	02	2	
700254	BALBOA, TRAVIS Y	PK	XXX-XX-XXXX	08-17-2020			2	02	2	
700300	BOSQUEZ, JOHNNY H	PK	XXX-XX-XXXX	08-17-2020			5	02	2	
700243	CARRILLO, CODY A	PK	XXX-XX-XXXX	08-17-2020			2	02	2	
700242	CLEARLEY, EMMITT S	PK	XXX-XX-XXXX	08-17-2020			2	02	2	
700233	CORONADO, TRISTEN L	PK	XXX-XX-XXXX	08-17-2020			2	02	2	
700287	CULBREATH, MIGUEL E	PK	XXX-XX-XXXX	08-17-2020			2	02	2	
700283	DELACERDA, CAIRO J	PK	XXX-XX-XXXX	08-17-2020			5	02	2	
700272	DILLON, ZAHARA E	PK	XXX-XX-XXXX	08-17-2020			2	02	2	
700203	DOUGLAS, JONATHAN R	PK	XXX-XX-XXXX	08-17-2020			2	02	2	
700328	DOUGLAS, LANDON	PK	XXX-XX-XXXX	11-02-2020			2	02	2	

Set the **Print Special Ed Records**, **Print Bilingual/ESL Records**, and **Print PK Enroll Records** parameters to Y to verify program information. These reports can be run individually.

- Registration > Maintenance > Student Enrollment > Demo1

DEM01 DEM02 DEM03 GRADUATION AT RISK CONTACT WIR ENROLL SPEC ED G/T BIL/ESL TITLE I PRS LOCAL PROGRAMS PK ENROLL FORMS

**Demographic Information**

Grade: 10 Entry Dt: 08-16-2021 Track: 00 Orig Entry: 08-16-2021 Withdrawal Dt: Portal ID: bxDr/v56zeZ

Name: ALYSSA First: EMMA Middle: AGUILAR Last: Gen Nickname:

Social Security Number Denied:  SSN: 452-14-4368 Prior SSN: Texas Unique Student ID: 2161986836 Medicaid Eligible:  Medicaid ID:

Sex: F DOB: 02-16-2006 Hispanic/Latino:  Aggregate Race/Ethnicity: H - Hispanic

White:  Black/African American:  Asian:  American Indian/ Alaskan Native:  Hawaiian/Pacific Isl:

**Phone / Address**

Addr/Tel/Res:  Phone Nbr: 555-445-3766 Cell Ph Nbr:  E-mail:

Mailing: 4305 BRUNSWICK Num: Street: Direction: Apt: City: Alamo City State: TX Zip: 47498 +

Physical: 4305 BRUNSWICK Num: Street: Direction: Apt: City: Alamo City State: TX Zip: 47498 +

**Attendance Zones**

Campus	From Grd Lvl	Thru Grd Lvl
no rows		

**Student Indicators**

Eligibility Code:  Record Status:  Attribution Code:  NSLP:  Campus ID Resid:  Child Find: SPPH-11:  Active Cd:  Child Find: SPPH-12:  Ctry Residence:  As of Status Last Friday October:  Reporting Excl:  As of Status Last Day Enrollment:

**Current / Next Year Information**

Control Num: 298 Next Yr Cntrl:  Here Last Yr:  Next Yr Camp:  CY Xfer Factor:  NY Xfer Factor:  CY Team Code:  NY Team Code:

**Economic Disadvantage**

**Foster Care**

**Military Connected**

### Reported Elements from Demo1:

Element	Code Table	Data Element	ASCENDER Name
E0703	---	FIRST-NAME	Name - First
E0704	---	MIDDLE-NAME	Name - Middle
E0705	---	LAST-NAME	Name - Last
E1523	---	TX-UNIQUE-STUDENT-ID	Texas Unique Student ID
E0004	---	SEX-CODE	Sex
E0006	---	DATE-OF-BIRTH	DOB
E1064	---	HISPANIC-LATINO-CODE	Hispanic/Latino
E1063	---	WHITE-CODE	White
E1061	---	BLACK-AFRICAN-AMERICAN-CODE	Black/African American
E1060	---	ASIAN-CODE	Asian
E1059	---	AMERICAN-INDIAN-ALASKA-NATIVE-CODE	American Indian/ Alaskan Native
E1062	---	NATIVE-HAWAIIAN-PACIFIC-ISLANDER-CODE	Hawaiian/Pacific Isl
E0785	C054	ECONOMIC-DISADVANTAGE-CODE	Eco Disadvan
E0017	---	GRADE-LEVEL-CODE	Grade

- Registration > Maintenance > Student Enrollment > Demo2



STUDENT: 297513 : JACKSON, STEVEN ISABEL

[Comments](#)

TEXAS UNIQUE STU ID: 6517119639

DEMO1
DEMO2
DEMO3
GRADUATION
AT RISK
CONTACT
W/R ENROLL
SPEC ED
G/T
BIL/ESL

**Counselor Information**

Counselor:

Dt Entry 5th Grd:  

Dt Entry 8th Grd:  

Dt Entry 9th Grd:  

District Entry Date:  

Birth City:

Birth State:

Birth Country:  

Cohort:

**Miscellaneous**

Primary Language:  

Immig Tracking:

Headstart Code:  

Alien Tuition Cd:

Parent Federal Connected:

Att Zone Home Campus:

SAT-ACT-TSIA

Reimburse:

**Dual Language Immersion**

Year	Language
01:	<input type="text"/> 
02:	<input type="text"/> 
03:	<input type="text"/> 
04:	<input type="text"/> 
05:	<input type="text"/> 

Assessment Date:  

Completion Year:

**Receive/Transfer**

Previous District:

Previous Campus:

Last Year Campus:

Last Year Grade:

Records Request:  

Records Forward:

**Locker**

Number:

Combination 1:

Combination 2:

**ECDS Assessments**

PK Beginning of Year:	<input type="text" value="--"/> 
PK End Of Year:	<input type="text" value="--"/> 
KG Beginning of Year:	<input type="text" value="--"/> 

**Local Use**

Local Use Code 1  Function 1  Undefined Pgm

Local Use Code 2  Function 2

Local Use Code 3

Local Use Code 4

**Magnet School**

Magnet this year:

Magnet next year:

## Reported Elements from Demo2:

Element	Code Table	Data Element	ASCENDER Name
E1397	--	ADMINISTRATION-END-DATE	--

- Registration > Maintenance > Student Enrollment > W/R Enrollment

DEMO1	DEMO2	DEMO3	GRADUATION	AT RISK	CONTACT	W/R ENROLL	SPEC ED	G/T	BIL/ESL	TITLE I	PRS	LOCAL PROGRAMS			
Delete	Details	Campus	Entry Date	Exit Date	Reason	Status	Exclusion	Grade	Elig Cd	Track	Attrib Cd	Camp Res	CTE Elig	Comnts	Res Fac
		101	08-16-2021	--		1		PK	2	01	00	--	<input checked="" type="checkbox"/>		<input type="checkbox"/>

## **Reported Elements from W/R Enroll:**

<b>Element</b>	<b>Code Table</b>	<b>Data Element</b>	<b>ASCENDER Name</b>
E0975	---	INSTRUCTIONAL-TRACK-INDICATOR-CODE	Track

- Registration > Maintenance > Student Enrollment > SpecEd

DEM01 DEM02 DEM03 GRADUATION AT RISK CONTACT W/R ENROLL SPEC ED G/T BIL/ESL TITLE I PRS LOCAL PROGRAMS

Delete Campus Entry Date Exit Date Reason Prim Dis Sec Dis Tert Dis Multi Dis Medical Fragile Instrl Set Child Cnt Fund CTE Elig

101 08-05-2022 09-02-2022 33 +33 00 00 00 00 00 00 00 00 00 00

### Reported Elements from SpecEd:

Element	Code Table	Data Element	ASCENDER Name
E0794	C088	SPECIAL-ED-INDICATOR-CODE	Entry/Exit Date

- Registration > Maintenance > Student Enrollment > Bil/ESL

DEM01 DEM02 DEM03 GRADUATION AT RISK CONTACT W/R ENROLL SPEC ED G/T BIL/ESL TITLE I PRS LOCAL PROGRAMS

Delete Details Campus Entry Date Exit Date Reason BIL\_Type ESL\_Type EB\_Cd Par Perm Cd BIL/ESL Fund Cd Alt Lang Cd

101 08-15-2022 08-31-2022 33 0 0 1 00

### Reported Elements from Bil/ESL:

Element	Code Table	Data Element	ASCENDER Name
E0790	C061	EMERGENT-BILINGUAL-INDICATOR-CODE	EB Cd

**IMPORTANT:** The **EB Code** cannot be updated from the State Reporting > Maintenance > Summer > Student > Demo page. It must be correct on this tab so that it is correct in the *Student* interchange.

- Registration > Maintenance > Student Enrollment > PK Enroll

DEM01 DEM02 DEM03 GRADUATION AT RISK CONTACT W/R ENROLL SPEC ED G/T BIL/ESL TITLE I PRS LOCAL PROGRAMS PK ENROLL

PK Program

Delete Details Campus Entry Date Exit Date Reason PK Program PK Elig Prev Yr

101 08-16-2021 -- 02 00

Campus: 101 PK Program Code: 02 : PK eligible; 4 or more hrs instruc

Entry Date: 08-16-2021 PK Elig Prev Year:

Exit Date: --

Reason: +33

PK Funding Source

Delete Details Fund Order Fund Source Begin Date End Date

1 4 08-16-2021 --

2 2 08-16-2021 --

Fund Order: 1 Begin Date: 08-16-2021

Fund Source: 4 : Federal funding End Date: --

### Reported Elements from PK Enroll:

Element	Code Table	Data Element	ASCENDER Name
E1078	C185	PK-PROGRAM-TYPE-CODE	PK Program Code
E1079	C186	PRIMARY-PK-FUNDING-SOURCE-CODE	PK Funding Source
E1080	C186	SECONDARY-PK-FUNDING-SOURCE-CODE	PK Secondary Funding

**IMPORTANT:** The **EB Code** cannot be updated from the State Reporting > Maintenance > Summer > Student > Demo page. It must be correct on this tab so that it is correct in the *Student* interchange.

### III. Verify Data and Create XML File

- [Review the Family Plan Engagement Link](#)

The following Organization data is always maintained from the maintenance pages; there is no extract, unless you used the Import External File utility.

**NOTE:** The Family Engagement Plan Link is no longer Mandatory and an incomplete tagline will no longer generate if the field is left blank.

- If not selected, you will receive a Special Warning upon submission.

***State Reporting > Maintenance > Organization > County District***

<input type="button" value="Save"/>	<input type="button" value="Retrieve"/>																																						
<table border="1"> <tr> <td>COUNTY DISTRICT</td> <td>CAMPUS ID</td> <td>SHARED SERVICES ARRANGEMENT</td> <td>CONTRACTED INSTRUCTIONAL STAFF</td> <td>PRIOR YEAR CAMPUSES</td> <td>PRIOR YEAR SSA</td> </tr> </table>		COUNTY DISTRICT	CAMPUS ID	SHARED SERVICES ARRANGEMENT	CONTRACTED INSTRUCTIONAL STAFF	PRIOR YEAR CAMPUSES	PRIOR YEAR SSA																																
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<p>Complex Type - LocalEducationAgencyExtension</p> <table border="1"> <tr> <td>District ID:</td> <td>964964</td> <td>ASVAB:</td> <td>01</td> </tr> <tr> <td>District Name:</td> <td>TEXAS ISD</td> <td colspan="3">Family Engagement Plan Link:</td> </tr> <tr> <td>Total Nbr School Brd Requests:</td> <td></td> <td colspan="3"></td> </tr> <tr> <td>Total Cost School Brd Requests:</td> <td></td> <td colspan="3"></td> </tr> </table>						District ID:	964964	ASVAB:	01	District Name:	TEXAS ISD	Family Engagement Plan Link:			Total Nbr School Brd Requests:					Total Cost School Brd Requests:																			
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Pull-Out	<input type="checkbox"/>																																						
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	011																																						
Delete	Operation Number																																						
Rows:																																							
<input type="button" value="Add"/>																																							

### Reported Elements from County District:

Element	Code Table	Data Element	ASCENDER Name
E0212	--	DISTRICT-ID	District ID
E0213	--	DISTRICT-NAME	District Name
E1583	--	FAMILY-ENGAGEMENT-PLAN-LINK	--
E1626	C216	PROGRAM-EVALUATION-TYPE	Code this element on <i>Registration &gt; Maintenance &gt; District Profile &gt; District Maintenance &gt; State Reporting</i>

### State Reporting > Maintenance > Organization > Campus ID

COUNTY DISTRICT	CAMPUS ID	SHARED SERVICES ARRANGEMENT	CONTRACTED INSTRUCTIONAL STAFF	PRIOR YEAR CAMPUSES	PRIOR YEAR SSA																																																															
<p>Complex Type - School</p> <table border="1"> <tr> <td>Delete</td> <td>Campus</td> <td>Campus Name</td> </tr> <tr> <td></td> <td>001</td> <td>001 School</td> </tr> <tr> <td></td> <td>002</td> <td>002 School</td> </tr> <tr> <td></td> <td>003</td> <td>003 School</td> </tr> <tr> <td></td> <td>004</td> <td>004 School</td> </tr> <tr> <td></td> <td>007</td> <td>007 School</td> </tr> <tr> <td></td> <td>010</td> <td>010 School</td> </tr> </table> <table border="1"> <tr> <td colspan="2">Campus Enrollment Type</td> <td>NSLP</td> <td>PK Waiver</td> <td>Bullying Incidents</td> <td>Cyberbullying Incidents</td> </tr> <tr> <td>02 Zoned Enrollment - Transfers Accepted</td> <td><input type="button" value="03"/></td> <td><input type="checkbox"/></td> <td><input type="checkbox"/></td> <td>00000</td> <td>00000</td> </tr> <tr> <td>02 Zoned Enrollment - Transfers Accepted</td> <td><input type="button" value="03"/></td> <td><input type="checkbox"/></td> <td><input type="checkbox"/></td> <td>00000</td> <td>00000</td> </tr> <tr> <td>06 ISS/DAEP/JJAEP</td> <td><input type="button" value="03"/></td> <td><input type="checkbox"/></td> <td><input type="checkbox"/></td> <td>00000</td> <td>00000</td> </tr> <tr> <td>05 Blended Enrollment</td> <td><input type="button" value="03"/></td> <td><input type="checkbox"/></td> <td><input type="checkbox"/></td> <td>00000</td> <td>00000</td> </tr> <tr> <td>06 ISS/DAEP/JJAEP</td> <td><input type="button" value="03"/></td> <td><input type="checkbox"/></td> <td><input type="checkbox"/></td> <td>00000</td> <td>00000</td> </tr> <tr> <td>07 Selective Enrollment - Special Programs</td> <td><input type="button" value="03"/></td> <td><input type="checkbox"/></td> <td><input type="checkbox"/></td> <td>00000</td> <td>00000</td> </tr> </table>						Delete	Campus	Campus Name		001	001 School		002	002 School		003	003 School		004	004 School		007	007 School		010	010 School	Campus Enrollment Type		NSLP	PK Waiver	Bullying Incidents	Cyberbullying Incidents	02 Zoned Enrollment - Transfers Accepted	<input type="button" value="03"/>	<input type="checkbox"/>	<input type="checkbox"/>	00000	00000	02 Zoned Enrollment - Transfers Accepted	<input type="button" value="03"/>	<input type="checkbox"/>	<input type="checkbox"/>	00000	00000	06 ISS/DAEP/JJAEP	<input type="button" value="03"/>	<input type="checkbox"/>	<input type="checkbox"/>	00000	00000	05 Blended Enrollment	<input type="button" value="03"/>	<input type="checkbox"/>	<input type="checkbox"/>	00000	00000	06 ISS/DAEP/JJAEP	<input type="button" value="03"/>	<input type="checkbox"/>	<input type="checkbox"/>	00000	00000	07 Selective Enrollment - Special Programs	<input type="button" value="03"/>	<input type="checkbox"/>	<input type="checkbox"/>	00000	00000
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### Reported Elements from Campus ID:

Element	Code Table	Data Element	ASCENDER Name
E0266	--	CAMPUS-ID	Campus

Element	Code Table	Data Element	ASCENDER Name
E0267	--	CAMPUS-NAME	Campus Name

- Create XML file.

**State Reporting > Utilities > Create TSDS Core Collections Interchanges**

Run

Core Collection: Early Childhood Data System - PK ▼

Ending School Year: 2021-2022

Campus: 101

As-Of Date: - - -

**Early Childhood Data System - PK**

All TSDS Early Childhood Data System - PK Interchanges

Education Organization Interchange

Master Schedule Interchange

Staff Association Interchange

Student Enrollment Interchange

Student Parent Interchange

Student Program Interchange

Selected Students: ...

Selected Staff: ...

<b>Core Collection</b>	Select the submission. For the ECDS PK submission, select <i>Early Childhood Data System - PK</i> .
<b>Ending School Year</b>	(Display only) The submission year, as entered in the <b>Submission Year</b> field on <a href="#">State Reporting &gt; Options</a> , is displayed.  For example, for the 2020-2021 ECDS-PK submission, the field would display 2021.
<b>Campus</b>	Type the three-digit campus ID. Leave blank to select all campuses in the district.

<b>As-Of Date</b>	<p>(Required) Enter the as-of date for running this utility.</p> <p><b>NOTES:</b></p> <ul style="list-style-type: none"> <li>◦ This date is used as the staff association date as well as for determining the course-section in the master schedule.</li> <li>◦ When determining which record to retrieve, the system first references the <b>PK End Of Year</b> date, if blank, then references the <b>PK Beginning Of Year</b> date. If both of those dates are blank, the entered <b>As-of Date</b> is used to determine which record to retrieve.</li> </ul>
-------------------	--

Select the following individual interchanges for the ECDS PK submission.

- All TSDS Early Childhood Data System - PK Interchanges
- Education Organization Interchange
- Master Schedule Interchange
- Staff Association Interchange
- Student Enrollment Interchange
- Student Parent Interchange
- Student Program Interchange

Only courses with service ID 01010000 are included.

<b>Selected Students</b>	<p>The field is enabled if you selected all interchanges or a student-related interchange. Type or click the ellipsis to select the students for whom you want to create an interchange. Separate multiple students (Texas unique student IDs) with a comma (e.g., 6895409515,1628657282,2986961713). Leave blank to select all students.</p> <p><b>Note:</b> The <b>As-Of Date</b> field must be completed in order for this field to retrieve students.</p>
<b>Selected Staff</b>	<p>The field is enabled if you selected all interchanges or a staff-related interchange. Type or click the ellipsis to select the employees for whom you want to create an interchange. Separate multiple employees (Texas unique staff IDs) with a comma (e.g., 4732877094,2568052155). Leave blank to select all staff.</p> <p><b>Note:</b> The <b>As-Of Date</b> field must be completed in order for this field to retrieve staff.</p>

Click **Run**.

When the process is complete, you are prompted to save a .zip file containing the individual files for the completed interchanges.

The default name of the zipped folder is *District\_YYYY-MM-DD.HH-MM-SS.TSDS.zip*, where:

- *District* is the six-digit county-district number
- *YYYY-MM-DD* is the date when the folder was created

- *HH-MM-SS* is the hour, minute, and second when the folder was created

Example: 015101-2020-05-15.15-30-22.TSDS.zip

The default name for the individual files is

*District\_Campus\_Collection\_TimeStamp\_Interchange.xml*, where:

- *District* is the six-digit county-district number
- *Campus* is the three-digit campus ID
- *Collection* is the nine-character collection (ending school year & submission)
- *TimeStamp* is the 12-digit date-time-stamp when the interchange was created (YYYYMMDDHHMM)
- *Interchange* is the name of the interchange created.

Example:

015101\_000\_2021TSDS\_202005151420\_InterchangeStudentProgramExtension.xml

**NOTE:** The Student Program only extracts for Special Education; therefore, not all students will be written into this interchange, which may result in a blank interchange.

If errors are encountered:

1. Correct the data in ASCENDER.
2. Re-run the interchange(s).



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