



ASCENDER GUIDES



County District

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Update data for the *LocalEducationAgencyExtension* complex type as needed.

The *LocalEducationAgency* (LEA) complex represents an administrative unit at the local level which exists primarily to operate schools or to contract for educational services. It includes school districts, charter schools, charter management organizations, and other local administrative organizations.

Modify a record:

District ID	DISTRICT-ID (E0212) Type the six-digit district ID number registered with the TEA. This field initially displays the county-district number entered when you logged on to ASCENDER.
District Name	Type the name of the district as you want it to appear on your submission data, up to 34 characters.
Total Nbr School Brd Requests	TOTAL-NUM-SCHOOL-BOARD-REQUESTS (E1556) (S3) Type the total number of requests submitted outside of a school board meeting by a member of the district's board of trustees (school board) for information, documents, and records as specified in TEC (Texas Education Code) Section 11.1512.
Total Cost School Brd Requests	TOTAL-COST-SCHOOL-BOARD-REQUESTS (E1557) (S3) Type the cost of fulfilling the total number of requests submitted outside of a board meeting by a member of the district's board of trustees for information, documents, and records as specified in TEC (Texas Education Code) Section 11.1512.
ASVAB	ARMED-SERVICES-VOC-APT-BATTERY-INDICATOR-CODE (E1625) (S1) (Code table C217) Select the code indicating if the district or open-enrollment charter school provides students in grade levels 10-12 an opportunity to take the Armed Services Vocational Aptitude Battery (ASVAB) test or a comparable substitute. This field is not displayed prior to 2018-2019. NOTE: As of the 2019-2020 school year, the field is not mandatory at campuses that do not offer grade levels 10-12, per TEDS 2020.2.0. The field is required at campuses with grade levels 10-12.
Family Engagement Plan Link	FAMILY-ENGAGEMENT-PLAN-LINK (E1583) (S3) Type the website address used by the LEA to provide its Family Engagement Plan.

District-wide Gifted and Talented	GIFTED-TALENTED-PROGRAM-CODE (E1645) (S1) Code table: C223 Select the gifted and talented programs established by the LEA that are consistent with the state plan developed under TEC 29.123.				
CTE Programs of Study	PROGRAM-OF-STUDY (E1643) (S1) Code table: C220 Add the program(s) of study offered by the LEA. A program of study is a comprehensive, structured approach for delivering academic and career and technical education to prepare a student for post-secondary education and career success. <input type="checkbox"/> Click +Add to add a blank row. <table border="1" data-bbox="371 629 1479 869"> <tr> <td data-bbox="371 629 496 674">Prog Cd</td><td data-bbox="504 629 1479 674">Select the program of study offered by the LEA.</td></tr> <tr> <td data-bbox="371 685 496 869">  </td><td data-bbox="504 685 1479 869"> Delete a row. Click  to delete a row. The row is shaded red to indicate that it will be deleted when the record is saved. Click Save. </td></tr> </table>	Prog Cd	Select the program of study offered by the LEA.		Delete a row. Click  to delete a row. The row is shaded red to indicate that it will be deleted when the record is saved. Click Save .
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Child Care Partnership	CHILD-CARE-OPERATION-NUMBER (E1726) identifies the operation number of the childcare facility which participates in a partnership with a Local Education Agency. <input type="checkbox"/> Click +Add to add a blank row. <table border="1" data-bbox="371 1070 1479 1308"> <tr> <td data-bbox="371 1070 655 1115">Operation Number</td><td data-bbox="663 1070 1479 1115">Type the 8-digit number.</td></tr> <tr> <td data-bbox="371 1126 655 1308">  </td><td data-bbox="663 1126 1479 1308"> Delete a row. Click  to delete a row. The row is shaded red to indicate that it will be deleted when the record is saved. Click Save. </td></tr> </table>	Operation Number	Type the 8-digit number.		Delete a row. Click  to delete a row. The row is shaded red to indicate that it will be deleted when the record is saved. Click Save .
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☐ Click **Save**.

Retrieve	Retrieve data from last save. Discard unsaved changes, and retrieve information since the last time data was saved.
Warning	Click to view warning messages for all tabs on the page.
Errors	The button appears if errors or warnings are encountered, and a pop-up window opens automatically which lists the tab name containing the error/warning, and the error/warning message. Click the tab name to go to the tab where the error exists. The field(s) containing errors are highlighted red. The Error pop-up window is updated as errors are corrected. If you close the Error pop-up window and errors still exist, click the Errors button to re-open the pop-up window.



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