



Core Collection: Early Childhood Data System - KG Submission (Updated 2023-2024)

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Core Collection: Early Childhood Data System - KG Submission (Updated 2023-2024)

The Early Childhood Data System (ECDS) collection is one of the TSDS Core Collections. This guide covers the submission of kindergarten (KG) data. (Pre-kindergarten data is submitted separately.) The reporting of KG program data for ECDS is mandatory for all public school districts and open-enrollment charter schools that administer a test from the [Commissioner's List of Approved Kindergarten Assessment Instruments](#).

LEAs are required to submit specific demographic, classroom link, and special program data elements for the ECDS KG collection. All elements will be submitted in the TSDS Core Collections.

The ECDS KG submission is due January 25, 2024.

NOTE: The assessment vendor will provide the ECDS KG assessment data directly to TEA. LEAs should contact their assessment vendor for any issues or for the specific timeframe for when their results will be provided to TEA.

[Extract Rules and Edits for 2022-2023](#)



IMPORTANT: Each LEA will have unique situations. Some of the dates, images, and examples provided in this document are for informational and instructional purposes only and may not completely represent your LEA's process.

Prerequisites

- Verify that all roles and users are correct in ASCENDER Security Administration.
- For Student-only districts, the campus must have either entered staff information in District Administration or used the Staff Import utility in State Reporting.

I. Verify ASCENDER Data

Verify data for each element on the following pages and reports. It is suggested that you run reports first, and then use the maintenance pages to update data where needed.

NOTE: 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 “LEA,” or “School” according to the county-district number.**

Business

Personnel > Maintenance > Staff Demo > Demographic Information

Reported Elements from Demographic Information:

Element	Code Table	Data Element	ASCENDER Name
E0703	--	FIRST-NAME	Legal - First
E0704	--	MIDDLE-NAME	Legal - Middle
E0705	--	LAST-NAME	Legal - Last

RUN REPORT FOR VERIFYING DATA:

Staff demo data can be verified by running the following report:

Personnel > Reports > User Created Reports

<input type="button" value="Save"/>	<input type="button" value="Create Report"/>	<input type="button" value="Delete"/>	<input type="button" value="Reset"/>																																																															
<p>Report Template</p> <p>STAFF DEMO VERIFICATION <input type="checkbox"/> Public <input type="button" value="Retrieve"/> <input type="button" value="Directory"/></p>																																																																		
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Student

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

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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 ADS <table border="1"> <tr> <td><input type="checkbox"/></td> <td>01</td> <td><input type="text"/></td> <td>05</td> <td><input type="text"/></td> <td>01</td> <td><input type="text"/></td> <td>209</td> <td><input type="text"/></td> <td><input type="text"/></td> <td><input type="text"/></td> <td>534</td> <td><input type="text"/></td> <td>GRANGER, HERMIONE</td> <td>01</td> <td><input type="text"/></td> <td>087</td> <td><input type="checkbox"/></td> <td><input type="checkbox"/></td> <td>08-09-2021</td> <td><input type="text"/></td> <td><input type="checkbox"/></td> </tr> </table>															<input type="checkbox"/>	01	<input type="text"/>	05	<input type="text"/>	01	<input type="text"/>	209	<input type="text"/>	<input type="text"/>	<input type="text"/>	534	<input type="text"/>	GRANGER, HERMIONE	01	<input type="text"/>	087	<input type="checkbox"/>	<input type="checkbox"/>	08-09-2021	<input type="text"/>	<input type="checkbox"/>
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Reported Elements from Section:

Element	Code Table	Data Element	ASCENDER Name
E1440	--	HOMEROOM-INDICATOR	Home Room Ind

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

- A student can only have one home room selected.

The home room indicator identifies the instructor in the ECDS KG system who will be used in the ECDS KG reports. For each KG home room **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**.

Use SGR0400 and SGR0900 to ensure that all students are enrolled in a specific homeroom course.

Element	Code Table	Data Element	ASCENDER Name
E1067	--	CLASS-ROLE	Class Role

NOTE: Only Class Role 01 (Teacher of Record) will be extracted. Class Roles 02 and 03 are not reported in the ECDS KG submission. **All homeroom classes must have a Teacher of Record.**

^Element^Code Table^Data Element^ASCENDER Name^

E1065	---	ASSIGNMENT-BEGIN-DATE	Entry Date
E1066	---	ASSIGNMENT-END-DATE	Withdraw Date

RUN REPORT FOR VERIFYING DATA:

Master schedule data can be verified by running the following reports:

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

Registration > Maintenance > Student Enrollment > Demo1

STUDENT: 003942 : BABB, RICKELYN ANDREW	TEXAS UNIQUE STU ID: 3577856647				
<input type="button" value="Comments"/>					
DEMO1 DEMO2 DEMO3 AT RISK CONTACT W/R ENROLL SPEC ED G/T BIL/ESL TITLE I P					
Demographic Information					
Grade: <input type="text" value="12"/> <input type="button" value="▼"/>	Entry Dt: <input type="text" value="08-09-2021"/>	Track: <input type="text" value="01"/> <input type="button" value="▼"/>	Orig Entry: <input type="text" value="08-09-2021"/>	Withdrawal Dt: <input type="text" value="--"/>	
Name: <input type="text" value="RICKELYN"/>	<input type="text" value="ANDREW"/>	<input type="text" value="BABB"/>	First	Middle	Last
Social Security Number Denied: <input type="checkbox"/>	SSN: <input type="text" value="574-98-3641"/>	Prior SSN: <input type="text" value="--"/>	Texas Unique Student ID: <input type="text" value="3577856647"/>	Mo	
Sex: <input type="text" value="M"/> <input type="button" value="▼"/>	DOB: <input type="text" value="03-02-2004"/>	Hispanic/Latino: <input type="checkbox"/>	Aggregate Race/Ethnicity: W - White		
White: <input checked="" type="checkbox"/>	Black/African American: <input type="checkbox"/>	Asian: <input type="checkbox"/>	American Indian/ Alaskan Native: <input type="checkbox"/>	Hawaiian/Pacific Isl: <input type="checkbox"/>	Mo
<input type="button" value="Student Indicators"/>			<input type="button" value="Current / Next Year Information"/>		

Interchange: StudentExtension

Complex Type: StudentExtension

The following elements from the *StudentExtension* complex type are included in the ECDS KG submission:

- FIRST-NAME Name - First** (E0703) is the student's legal first name. Do not use an initial unless an initial is the legal first name.
- MIDDLE-NAME Name - Middle** (E0704) is the student's legal middle name as shown on the identification documentation used for school enrollment. If the student has no middle name, the field must be blank. The middle name can be reported as blank for students only when the student does not have a middle name on his identification documentation. Do not use text such as NONE or NA.
- LAST-NAME Name - Last** (E0705) is the student's legal last name.
- STUDENT-ID SSN** (E0001) is the student's SSN or state-approved alternate ID. The first character of the ID must be S or 0-8.
- SEX-CODE Sex** (E0004) indicates the student's gender.
- DATE-OF-BIRTH DOB** (E0006) is the month, day, and year of the student's birth.
- HISPANIC-LATINO-CODE Hispanic/Latino** (E1064) indicates a person of Cuban, Mexican, Puerto Rican, South or Central American, or other Spanish culture or origin, regardless of race.
- WHITE-CODE White** (E1063) indicates a person having origins in any of the original peoples of Europe, the Middle East, or North Africa.

- BLACK-AFRICAN-AMERICAN-CODE Black/African American** (E1061) indicates a person having origins in any of the black racial groups of Africa.
- ASIAN-CODE Asian** (E1060) indicates a person having origins in any of the original peoples of the Far East, Southeast Asia, or the Indian subcontinent.
- AMERICAN-INDIAN-ALASKA-NATIVE-CODE American Indian/ Alaskan Native** (E1059) indicates a person having origins in any of the original peoples of North and South America (including Central America), and who maintains a tribal affiliation or community attachment.
- NATIVE-HAWAIIAN-PACIFIC-ISLANDER-CODE Hawaiian/Pacific Isl** (E1062) indicates a person having origins in any of the original peoples of Hawaii, Guam, Samoa, or other Pacific Islands.

Interchange: StudentEnrollmentExtension

Complex Type: StudentSchoolAssociationExtension

The following elements from the *StudentSchoolAssociationExtension* complex type are included in the ECDS KG submission:

- GRADE-LEVEL-CODE Grade** (E0017) is the student's current grade level.

RUN REPORT FOR VERIFYING DATA:

- Demo1 data can be verified by running the following reports:

Registration > Reports > Create Registration Report

Report Template

Public

Report Title

Campus Options

Campus 001 All Campuses

Demo1

Demographic Information

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

Race

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

Registration > Maintenance > Student Enrollment > Demo2

ECDS Assessments		
PK Beginning of Year:	<input type="text"/>	
PK End Of Year:	<input type="text"/> - -	
KG Beginning of Year:	<input type="text"/> 10-05-2021	

The date, if entered, is used by the ECDS Interchanges in State Reporting. If left blank, the ECDS KG Student interchange extract logic will default to the As-Of Date entered on State Reporting > Utilities > Create TSDS Core Collections Interchanges > ECDS KG.

KG Beginning of Year	Enter the date the beginning-of-year reading assessment was administered to the student.
NOTE: This field is optional and can be left blank.	

Registration > Maintenance > Student Enrollment > Bil/ESL

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

Interchange: StudentExtension
Complex Type: StudentExtension

The following element from the *StudentExtension* complex type is included in the ECDS KG submission:

EMERGENT-BILINGUAL-INDICATOR-CODE EB Cd (E0790) indicates whether the student has been identified as an emergent bilingual (EB) student/English learner (EL) by the Language Proficiency Assessment Committee (LPAC) or is non-emergent bilingual/non-English Learner (non-EL) (19 TAC §89.1220), according to criteria established in 19 TAC §89.1226.

RUN REPORT FOR VERIFYING DATA:

The EB indicator can be verified by running the following report:

Registration > Reports > Create Registration Report


The screenshot shows a list of checkboxes for selecting data fields. The 'EB Cd' checkbox is highlighted with a red box, indicating it is the selected option. Other checkboxes include: BIL/ESL, BIL/ESL, Campus, Entry Date, Exit Date, Reason, BIL Type, ESL Type, Yrs US Sch, Par Perm Cd, BIL/ESL Fund Cd, Alt Lang Cd, Home Language, Student Language, Date Flds Admin.

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

Collection	Select the submission. For the ECDS KG submission, select <i>Early Childhood Data System - KG</i> .
Ending School Year	(Display only) The submission year, as entered in the Submission Year field on State Reporting > Options , is displayed. For example, for the 2022-2023 ECDS KG submission, the field would display 2023.
Campus	Type the three-digit campus ID. Leave blank to select all campuses in the district.
As-Of Date	(Required) Enter the as-of date for running this utility. NOTE: This date is only used as the reading assessment date if the corresponding ECDS Assessment date on Registration > Maintenance > Student Enrollment > Demo2 is blank. However, this date is required regardless, because it is used as the staff association date as well as for determining the course-section in the the master schedule.

Select the following individual interchanges for the ECDS KG submission.

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

Courses with the following service IDs are included:

- 01020000
- 02520004
- 02530002
- 02540005
- 02550020

- 02560005
- 02640005
- 02650000
- 02660009
- 02670000
- 02562005
- 02625001
- 02562005 Added/New
- 02625001 Added/New

Selected Students	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. Note: The As-Of Date field must be completed in order for this field to retrieve students.
Selected Staff	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. Note: The As-Of Date field must be completed in order for this field to retrieve staff.

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: 015102-2020-01-15.15-30-22.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: 015102_000_2021TSDS_202001151420_InterchangeStudentProgramExtension.xml

If errors are encountered:

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



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