



demotab

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Demo and Experience (Extended) 1

Demo and Experience (Extended)

State Reporting > Maintenance > Extended > Staff > Demo and Experience

Update data for the *StudentExtension* and *StudentProgramExtension* complex type as needed.

The *StudentExtension* complex represents a student for whom instruction and/or services are provided in an elementary, secondary, or post-secondary educational program under the jurisdiction of an LEA.

The *StudentProgramExtension* complex represents any program designed to work in conjunction with or to supplement the main academic program. Programs may provide instruction, training, services or benefits through federal, state, or local agencies. Programs may also include organized extracurricular activities for students.

[Cross reference for Staff Demo and Experience tab:](#)

State Reporting Field	Element	ASCENDER Field(s)
District Admin > Maintenance > Non-Employee		
Staff Type	STAFF-TYPE-CODE (E1073) (Code table: C181)	Extracted as 1 unless a non-employee record exists
Human Resources > Maintenance > Staff Demo > Demographic Information		
Name - First	FIRST-NAME (E0703)	Legal - First
Name - Middle	MIDDLE-NAME (E0704)	Legal - Middle
Name - Last	LAST-NAME (E0705)	Legal - Last
Generation	GENERATION-CODE (E0706) (Code table: C012)	Legal - Generation
TX Unique Staff ID	TX-UNIQUE-STAFF-ID (E1524)	Texas Unique Staff ID
Date of Birth	DATE-OF-BIRTH (E0006)	DOB
Sex	SEX-CODE (E0004) (Code table: C013)	Sex
Hispanic	HISPANIC-LATINO-CODE (E1064) (Code table: C088)	Hispanic/Latino
Races - American Indian	AMERICAN-INDIAN-ALASKA-NATIVE-CODE (E1059) (Code table: C088)	
Races - Asian	ASIAN-CODE (E1060) (Code table: C088)	
Races - Black	BLACK-AFRICAN-AMERICAN-CODE (E1061) (Code table: C088)	
Races - Pacific Islander	NATIVE-HAWAIIAN-PACIFIC-ISLANDER-CODE (E1062) (Code table: C088)	
Races - White	WHITE-CODE (E1063) (Code table: C088)	
Human Resources > Maintenance > Staff Job/Pay Data > Employment Info		
Percent of Day	PERCENT-DAY-EMPLOYED (E0760)	Percent Day Employed

State Reporting Field	Element	ASCENDER Field(s)
District Years	YEARS-EXPERIENCE-IN-DISTRICT (E0161)	Years Experience - Professional - In District
Total Years	TOTAL-YEARS-PROF-EXPERIENCE Years (E0130)	Experience - Professional - Total
Highest Degree	HIGHEST-DEGREE-LEVEL-CODE (E0730) (Code table: C015)	Highest Degree
Auxiliary Role ID	AUXILIARY-ROLE-ID PEIMS (E1594) (Code table: C213)	Auxiliary Role ID
Human Resources > Maintenance > Staff Job/Pay Data > Job Info		
Days Employed	NUMBER-DAYS-EMPLOYED (E0160)	Calendar/Local Info - # of Days Empld

Modify a record:

Select a staff person

To retrieve a staff person's records, select the staff person in one of the following ways:

Staff	Begin typing the staff ID. As you begin typing the staff ID, a drop-down list displays staff whose ID matches the numbers you have typed. From the drop-down list you can select the staff person.
Texas Unique Staff ID	Begin typing the staff person's Texas Unique Staff ID. As you begin typing the Texas Unique Staff ID, a drop-down list displays staff whose ID matches the numbers you have typed. From the drop-down list you can select the staff person.
Directory	Click Directory to select a staff person from the Staff Directory .

Click **Retrieve** to retrieve the selected staff member.

Under **Demographic Information**:

First Name	FIRST-NAME (E0703) Type the employee's legal first name, up to 50 characters.
Middle Name	MIDDLE-NAME (E0704) Type the employee's legal middle name, up to 50 characters.
Last Name	LAST-NAME (E0705) Type the employee's legal last name, up to 50 characters.
Generation	GENERATION-CODE (E0706) Code table: C012 Select the generation suffix attached to the employee's name.

TX Unique Stu ID	TX-UNIQUE-STAFF-ID (E1524) Type the employee's ten-digit unique staff ID. The ID cannot begin with zero. The Texas Unique Student ID is assigned to employees by TEA and issued to schools by the TSDS TX Unique ID application; it cannot be generated by a Local Education Agency (LEA).										
Date of Birth	DATE-OF-BIRTH (E0006) Type the employee's date of birth in the MMDDYYYY format.										
Sex	SEX-CODE (E0004) Code table: C013 Select the person's gender.										
Hispanic	HISPANIC-LATINO-CODE (E1064) Code table: C088 Select if the person is of Cuban, Mexican, Puerto Rican, South or Central American, or other Spanish culture or origin, regardless of race.										
Races	Code table: C088 Select one or more races, regardless of whether the person is Hispanic/Latino: <table border="1" data-bbox="411 931 1474 1702"> <tr> <td data-bbox="411 931 587 1079">American Indian</td> <td data-bbox="587 931 1474 1079"> AMERICAN-INDIAN-ALASKA-NATIVE-CODE (E1059) Has origins in any of the original peoples of North and South America (including Central America). </td> </tr> <tr> <td data-bbox="411 1079 587 1299">Asian</td> <td data-bbox="587 1079 1474 1299"> ASIAN-CODE (E1060) Has origins in any of the original peoples of the Far East, Southeast Asia, or the Indian subcontinent (including Cambodia, China, India, Japan, Korea, Malaysia, Pakistan, the Philippine Islands, Thailand, and Vietnam). </td> </tr> <tr> <td data-bbox="411 1299 587 1413">Black</td> <td data-bbox="587 1299 1474 1413"> BLACK-AFRICAN-AMERICAN-CODE (E1061) Has origins in any of the black racial groups of Africa. </td> </tr> <tr> <td data-bbox="411 1413 587 1561">Pacific Islander</td> <td data-bbox="587 1413 1474 1561"> NATIVE-HAWAIIAN-PACIFIC-ISLANDER-CODE (E1062) Has origins in any of the original peoples of Hawaii, Guam, Samoa, or other Pacific Islands. </td> </tr> <tr> <td data-bbox="411 1561 587 1702">White</td> <td data-bbox="587 1561 1474 1702"> WHITE-CODE (E1063) Has origins in any of the original peoples of Europe, the Middle East, or North Africa. </td> </tr> </table>	American Indian	AMERICAN-INDIAN-ALASKA-NATIVE-CODE (E1059) Has origins in any of the original peoples of North and South America (including Central America).	Asian	ASIAN-CODE (E1060) Has origins in any of the original peoples of the Far East, Southeast Asia, or the Indian subcontinent (including Cambodia, China, India, Japan, Korea, Malaysia, Pakistan, the Philippine Islands, Thailand, and Vietnam).	Black	BLACK-AFRICAN-AMERICAN-CODE (E1061) Has origins in any of the black racial groups of Africa.	Pacific Islander	NATIVE-HAWAIIAN-PACIFIC-ISLANDER-CODE (E1062) Has origins in any of the original peoples of Hawaii, Guam, Samoa, or other Pacific Islands.	White	WHITE-CODE (E1063) Has origins in any of the original peoples of Europe, the Middle East, or North Africa.
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Paraprofessional Certification	PARAPROFESSIONAL-CERTIFICATION-INDICATOR-CODE (E1670) Code table: C088 Select for paraprofessional employees who provide services to Special Education students. Educational Aides (ROLE-ID 033) serving Special Education students (POPULATION-SERVED-CODE 06).										


 Under **Experience**:

Days Employed	<p>NUMBER-DAYS-EMPLOYED (E0160)</p> <p>Type the actual number of at-work days within the school year that the employee is scheduled to work. Do not include holidays, weekends, or any other days the employee is not scheduled to work.</p> <p>If the employee does not work the same number of days as shown on the contract (e.g., the person does not begin work at the start of the school year), the actual number of days the employee will work must be reported.</p>
Total Years	<p>TOTAL-YEARS-PROF-EXPERIENCE (E0130)</p> <p>Type the number of verifiable years of creditable experience as specified in 19 TAC, chapter 153.</p>
District Years	<p>YEARS-EXPERIENCE-IN-DISTRICT (E0161)</p> <p>Type the number of completed years the person has been employed in any professional position in the current district or education service center, whether or not there has been any interruption in service.</p>
Percent of Day	<p>PERCENT-DAY-EMPLOYED (E0760)</p> <p>Type the percentage of a standard district work day for which the employee is hired to work. For an employee on contract, determine the percentage directly from the contract (i.e., full-time=100, half-time=050, etc).</p> <p>For a non-contract employee, determine the percentage as follows: Example: The standard work day for the district is 7 hours. The employee is hired to work for 4 hours a day. In this case, type 057 for the employee because $4/7 = .571$, which is rounded down.</p> <p>Employees such as cafeteria workers and bus drivers who work only a few hours each day should not be reported as 100. Do not look at the job, but rather the number of hours worked in relation to the standard district work day.</p>
Highest Degree	<p>HIGHEST-DEGREE-LEVEL-CODE (E0730)</p> <p>Code table: C015</p> <p>Select the highest post-secondary degree the person has earned from an accredited institution.</p>
Staff Type	<p>STAFF-TYPE-CODE (E1073)</p> <p>Code table: C181</p> <p>Indicate if the employee is on the district payroll or is a contracted instructional staff person.</p>

**Auxiliary
Role ID**

AUXILIARY-ROLE-ID (E1594)

Code table: C213

Click  to select the capacity in which a non-exempt auxiliary employee serves. This must be reported for all employees who serve in a non-professional or non-paraprofessional role. Employees reported with an Auxiliary Role ID are reported with the base pay associated with object code 6129.

Professional and paraprofessional staff may also be reported with an Auxiliary Role ID if they serve the LEA in a non-professional or non-paraprofessional role. A classroom teacher (Role ID 087) who also drives a bus route for the school would require an Auxiliary Role ID to be reported. In this case, the employee would have at least two payroll accounting entries: one with object code 6119, and one with object code 6129.

Because there may be duplication between Role ID and Auxiliary Role ID, the district must use its discretion in determining if the employee is serving in a professional or non-professional capacity.

Click **Save**.

Add

[Add a student.](#)

Click to add a student who does not already exist in ASCENDER State Reporting tables. Manual entry of a student is rare and generally only needed when a district is using ASCENDER State Reporting only. Most districts extract the data from ASCENDER. If you add or modify a student record in ASCENDER State Reporting, you should also update in ASCENDER (live).

State Stu ID	This field is required only if you are adding a new student in State Reporting. Otherwise, the ID is extracted from Registration and not editable. <ul style="list-style-type: none"> • The first character must start with S or 0-8. • The first three characters cannot be 000, 666, or 900-999. • The middle digits (4th and 5th digit) cannot be 00. • The last four digits cannot be 0000. • The number cannot be 123456789, 219099999, or 078051120.
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The following fields are required:

Fall	Summer	Extended
<ul style="list-style-type: none"> • State Stu ID • First Name • Last Name • Sex • Date of Birth • Grade Level • At least one race must be selected. • TX Unique Student ID • Attribution Code • Economic Disadvantage • Homeless Status • Asylee/Refugee • As of Status 	<ul style="list-style-type: none"> • State Stu ID • First Name • Last Name • Sex • Date of Birth • Grade • At least one race must be selected. • TX Unique Student ID • Attribution Code • Economic Disadvantage • Homeless Status • Asylee/Refugee • As of Status • Campus • Foundation Coursework • Unaccompanied Youth Status (if Homeless Status is not 0) • Career and Technical Ed • Foster Care • Military Connected 	<ul style="list-style-type: none"> • State Stu ID • First Name • Last Name • Sex • Date of Birth • Grade Level • At least one race must be selected. • TX Unique Student ID • Foster Care

Click **Save**.

+Add	Add a course completion record for the student.
Delete	<p>Delete all of the student's records.</p> <p>Click Delete to delete all of the student's records. A confirmation message is displayed.</p> <p>Click OK to continue. Otherwise, click Cancel.</p>
Change ID	<p>Change the student's ID.</p> <p>The Change ID button is disabled until a student is retrieved on the page.</p> <p>Retrieve a student, and click Change ID. The Change Student ID section is displayed at the top of the page.</p> <p>In the New Student ID field, type a valid social security number that you would like to change the existing ID to, and then click Submit.</p> <p>The Change Student ID dialog box is displayed prompting you to review the change ID request information and accept the information if it is correct.</p> <p>Click OK to continue. Otherwise, click Cancel.</p>
Prev and Next	<p>Scroll through students.</p> <p>Once a student is retrieved, click Prev or Next to scroll to the previous or next student alphabetically.</p>



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