PIMS Staff Student Course Template (Pennsylvania)

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Report Logic | Generate the Staff Student Course Template | Report Layout

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The Staff Student Course Template reports a record for each student enrolled in a course for each Primary Teacher and Other Teacher who has a percent value entered that is assigned to that course.

See the PIMS Reporting article for additional PIMS Reporting information.

Report Logic

Instructional Responsibility Weight | Instructional Relationship Weight | State Exclude Logic

Students need to be enrolled in a course during the reporting period (on or between the Prior Reporting Date and the Effective Date entered on the report editor).

The Primary Teacher or Other Teacher needs to be assigned to the course during the reporting period (on or between the Prior Reporting Date and the Effective Date entered on the Report Editor). It is assumed the assigned Primary Teacher is the teacher of record for the entire duration of the course, as noted in the Percent field on the Staff History tool.

This extract has a **Course Collection Field** on the Report Editor. The entered date is the opening date of the course collection and will be populated with 2014-01-06 for the 2013-14 school year.

Instructional Responsibility Weight

The Instructional Responsibility Weight (field 20) reports the percentage of instruction for which the teacher is responsible for the course/grade/subject by individual student.

The Instructional Responsibility Weight will account for shared instruction of a student in a course. Reports a percent value if entered for the Primary Teacher or Regular Teacher that was assigned to a course during the reporting period (Prior Reporting Date and Effective Date on Report Editor) otherwise it is calculated as noted.

- All Primary Teachers Report at 100% (Default) unless the following:
- Report Actual percentage if it is populated (Both Primary and Regular Teachers)
- Due to possible difference in end dating of teachers, customer will be responsible to make sure all Primary or Regular teachers assigned to course = 100%

Instructional Relationship Weight

The Instructional Relationship Weight reports the percentage of school days during which a student and a teacher are enrolled together (concurrently enrolled) in a subject/grade/course, from day one (1) of the course up to and including the last school day This value uses the total number of course days (not instructional days), allowing districts to accurately report this percentage for those course sections that do not meet on a daily basis. It will report on all Primary Teachers and Teachers who have a Percent value on the Staff History Detail. If a student is enrolled for a period of time, withdrawals (drops), and then re-enrolls, the value reported considers the amount of time for both the staff person and the student during all periods of enrollment in the course section.

State Exclude Logic

Students do not report when:

- The enrollment record is marked as state exclude or as no show.
- The grade level of enrollment is marked as state exclude.
- The calendar of enrollment is marked as state exclude.

Generate the Staff Student Course Template

1. Select **Staff Student Course Template** from the **Extract Type** from the dropdown list.
2. Enter the **Effective Date** of the extract in *mmddyy* format or use the calendar icon to select a date.
3. Enter the **Prior Reporting Date** of the extract in *mmddyy* format or use the calendar icon to select a date.
4. Enter the **Course Collection Date** in *mmddyy* format or use the calendar icon to select a date.
5. Select the **Format** of the extract.
6. Select a **Staff Ad hoc Filter**, if desired.
7. Select the appropriate **Calendar(s)** from which to include data on the extract.
8. Click the **Generate Extract** button or the **Submit to Batch** button, if available. The extract displays in the selected format.

STAFF_STUDENT_COURSE Records:9574

StaffDistrictCode	StaffID	StudentDistrictCode	StudentID	SchoolYearDate	CourseDistrictCode	CourseLocationCode	CourseC
105	0000000000	105	1234567890	2012-06-30	105	2052	0006
105	0000000000	105	2345678901	2012-06-30	105	2052	0006
105	0000000000	105	3456789012	2012-06-30	105	2052	0006
105	0000000000	105	4567890123	2012-06-30	105	2052	0006
105	0000000000	105	5678901234	2012-06-30	105	2052	0006
105	0000000000	105	6789012345	2012-06-30	105	2052	0006
105	0000000000	105	7890123456	2012-06-30	105	2052	0006
105	0000000000	105	8901234567	2012-06-30	105	2052	0006
105	0000000000	105	9012345678	2012-06-30	105	2052	0006

Staff Student Course Template, HTML Format

Staff Student Course Template, State Format (Comma Delimited)

Report Layout

Data Element	Description	Campus Interface
Staff District Code	Reports the state-assigned district number of the school district where the staff person has instructional responsibility. *Numeric, 9 digits*	System Administration > Resources > District Information > State District Number District.number
Staff ID	Reports the state-assigned staff number for all certificated and non-certificated staff with direct instructional responsibility for the course. This reports from the State Staff ID field for ALL reporting periods. *Numeric, 10 digits*	Census > People > Demographics > Person Identifiers > Staff State ID Person.staffStateID
Student District Code	Reports the state-assigned district number of the school district where the student receives instruction. *Numeric, 9 digits*	System Administration > Resources > District Information > State District Number District.number
Student ID	Reports the student's state-assigned student number. *Numeric, 10 digits*	Census > People > Demographics > Person Identifiers > Student State ID Person.stateID

Data Element	Description	Campus Interface
School Year Date	Reports a single date representing the entirety of the school year. This field always reports as June 30 for the selected calendar/school year. *Date field, 10 characters, YYYY-06-30*	System Administration > Calendar > Calendar > School Years Calendar.endYear
Course District Code	Reports the state-assigned District Number indicating the district where the course is taught. *Numeric, 9 digits*	System Administration > Resources > District Information > State District Number District.number
Course Location Code	Reports the State School Number in which the course is taught. This code reports from the Alt School Number field on the School editor. If that field is not populated, the State School Number field on the School editor is used. The school number reports for the employer of the Teacher of Record for the course location UNLESS the majority or totality of direct instruction occurs in a physical instructional setting assigned to a school code different than that of the employer of the teacher of record. *Numeric, 4 digits*	System Administration > Resources > School > Alt School Number, State School Number School.altNumber School.number
Course Code	Reports the locally assigned Course Number assigned by the school or district. *Alphanumeric, 30 characters*	Scheduling > Courses > Course > Number Course.number
Supplementary Course Differentiator	Reports the general span of time in which a course and its sections are offered. This field identifies a specific course as unique when the same Course Code is applied to multiple, non-current course offerings during a single school year. *Text field, N/A*	Scheduling > Courses > Course > Custom Data Elements > Semester Code Section.semester

Data Element	Description	Campus Interface
Section Code	Reports the number assigned to the local education agency to identify the distinct classes within a course offering. *Text, 30 character*	Scheduling > Courses > Course > Section > Section Number Section.number
Reporting Date	Reports the date from the Course Collection Date field entered on the Report Editor. This reports as 2014-01-06 for the 2013-14 school year. *Date field, 10 characters, YYYY-MM-DD*	N/A
Relationship Start Date	Reports the opening date of the school year. This field reports as 2023-07-01 for the 2023-24 school year. *Date field, 10 characters, YYYY-M-DD*	N/A
Filler Fields 13-15	These fields do not report.	N/A
Instructional Responsibility Weight	Reports the percentage of instruction for which the teacher is responsible for the course/grade/subject by individual student. This field does account for any shared instruction in a course. See the Report Logic section for additional information. *Numeric, 3 digits*	Scheduling > Courses > Course > Section > Staff History > Staff History Detail > Percent SectionStaffHistory.percent
Filler Fields 17-19	These fields do not report.	N/A
Instructional Relationship Weight	Reports the percentage of school days during which a student and a teacher are enrolled together (concurrently enrolled) in a subject/grade/course from day one of the course up to and including the last school day before the testing window opens. See the Report Logic section for additional information. *Numeric, 3 digits*	Calculated, data not stored