District Assignments (California)

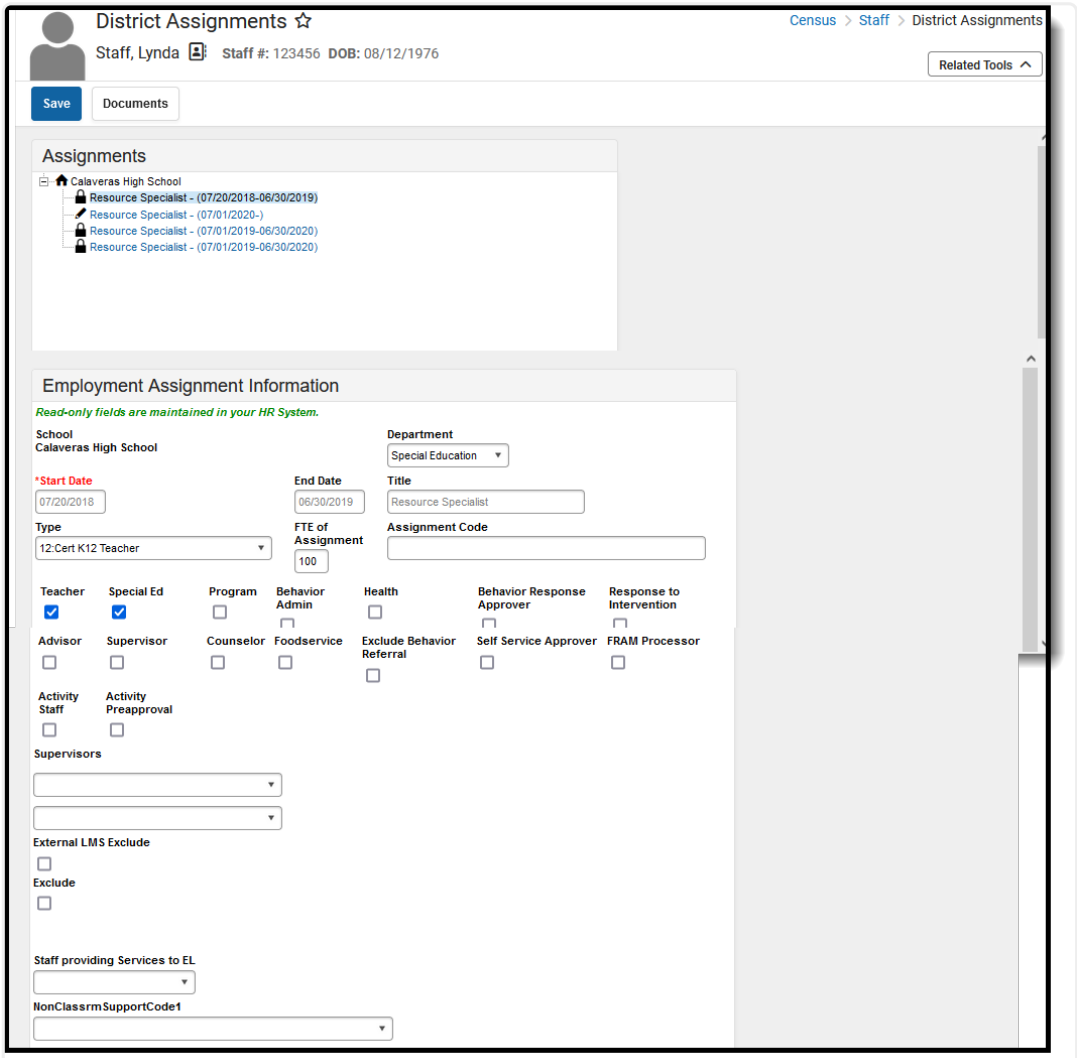
Last Modified on 11/12/2026 3:32 pm CST

Path: Census > Staff > District Assignments

The District Assignments tab lists the location where the staff member is working. Users can view the school where the person works, the start date and title, type of employment and assignment code. District Assignments are used when assigning course sections to teachers. Only teachers in the selected school who are employed during the date range can be assigned to sections.

Essentially, a staff member's employment record is broken down into two areas - the district of employment and the school(s) to which the person is assigned.

See the District Assignments article for information on entering assignment data.



The District Assignments tool lists where the staff person works and what their role is.

Field	Description	Location	Reports and Resources
Type	Identifies whether a staff member is a Certificate or Non-Certificated Staff. The following Staff Type Codes are reported in CALPADS: • 10: Cert K12 Administrator • 11: Cert K12 Pupil Service • 13: Teacher: Instructional Assignment Inactive values display when they were previously selected for the staff person. Inactive values are indicated by two asterisks (**) at the end of the selected value. They cannot be selected for new district assignment records.	**Database:** EmploymentAssignment.type **Ad hoc:** Person > Staff > Assignment > type **(schoolEmployment.type)**	• Community Day Attendance Report • Staff Demographics • Staff Assignment • Course Section • Student Course Section, Fall version

Field	Description	Location	Reports and Resources
FTE of Assignment	FTE values are entered as percentages and indicate the amount of time, relative to a full-time position, that a staff person spends in a particular assignment. This value is reported on the CALPADS Staff Assignment Extract as a sum of FTE from all district assignments with the same type. FTE is entered as a decimal on the District Assignments editor. 100% or 1.0 FTE is entered as 100 or 100.0.	**Database:** EmploymentAssignment.fte **Ad hoc:** Person > Staff > Assignment > fteInAssigment **(schoolEmployment.fteInAssignment)**	
Non-Classroom Support Codes	A Non-Classroom Support Code describes the work of a Certificated staff person and are assigned based on the Staff Type. There are seven fields for each staff person.	**Database:** EmploymentAssignment.nonClassroom1 EmploymentAssignment.nonClassroom2 EmploymentAssignment.nonClassroom3 EmploymentAssignment.nonClassroom4 EmploymentAssignment.nonClassroom5 EmploymentAssignment.nonClassroom6 EmploymentAssignment.nonClassroom7 **Ad hoc:** Person > Staff > Employment > Assignment > CustomEmployment Assignment > staffTypefor ELService **(customEmploymentAssignment.nonClassroom1, nonClassroom2, nonClassroom3, nonClassroom4, nonClassroom5, nonClassroom6, nonClassroom7)**	

Field	Description	Location	Reports and Resources
Staff Providing Services to EL	This field indicates the staff person is a California-authorized teacher or paraprofessional providing instructional services to EL students. This data is currently not included in any State Reporting.	**Database:** EmploymentAssignment.staffTypeForELService **Ad hoc:** Person > Staff > Employment > Assignment > Custom Employment Assignment > staffTypeforELService **(customEmploymentAssignment.staffTypeForELService)**	