District Assignments (California)

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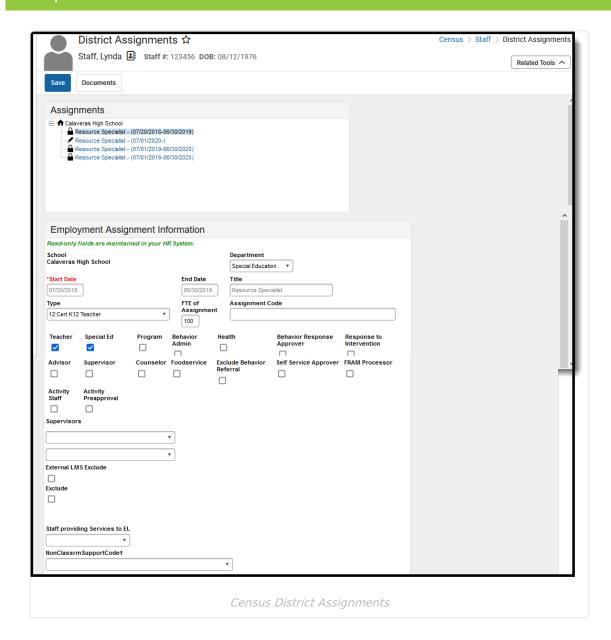Staff Type | FTE of Assignment | Non-Classroom Support Codes | Staff Providing Services to EL

Tool Search: 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 page for information on entering assignment data.

Census District Assignments

Staff Type

The Staff Type identifies Certificates vs. Non-Certificated Staff. This selection is reported in the Community Day Attendance Report and the following CALPADS extracts. Descriptions are provided for those that are reported in CALPADS.

- Staff Demographics
- Staff Assignment
- Course Section
- Student Course Section, Fall version

▶ Click here to expand...

FTE of Assignment

FTE values are entered as percentages and indicates 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.

- If not using **Campus Human Resources**, FTE is entered as a decimal on the District Assignments editor. 100% or 1.0 FTE is entered as 100 or 100.0.
- If using **Campus Human Resources**, FTE is entered as a numeric value (e.g., 1 for full time) in the Position FTE field on the Work Assignments editor.
  - Staff who have multiple work assignments should have a separate Work Location entry with the Percent field populated for how much FTE applies to that particular work assignment. The CALPADS Staff Assignment Extract reports from this field when it is populated (otherwise, it reports from the Position FTE field).

Non-Classroom Support Codes

A Non-Classroom Support Code describes the work of a Certificated staff person. There are seven fields for each staff person.

- Any staff type can report Code 6018.
- Type 10 or 25 staff only report codes 0100-0160, 0171, 0199, 0301-0302, 0307 or 0318.
- Type 11 staff only report codes 0202-0226, 0228, 0400 or 0407.
- Type 12, 26 or 27 staff only report codes 6006-6007, 6010-6011, 6014, 6017, 6019-6020 or 6099.

▶ Click here to expand...

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.

Code	Name	Description
1	Authorized Teacher	Authorized Teacher Providing Instructional Services to English Learners. Appropriately authorized teacher who is currently providing instruction to English learners through English language development (ELD) and/or instruction in language arts, mathematics, science, or social studies either through primary language instruction and/or Specially Designed Academic Instruction in English (SDAIE).

Code	Name	Description
3	Bilingual Paraprofessional	Bilingual paraprofessional who is providing primary language support to English learners. All paraprofessionals should meet district criteria that ensure paraprofessionals: 1) are able to speak, understand, read, and write English and the primary language of the ELs; and 2) are familiar with the cultural heritage of the ELs.