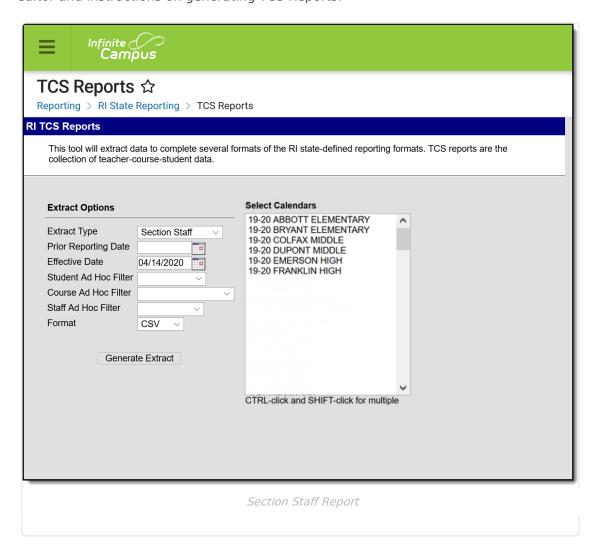# Section Staff TCS Report (Rhode Island)

Last Modified on 10/21/2024 8:22 am CDT

Tool Search: TCS Reports

TCS Report Editor | Generate the Section Staff TCS Report | Report Layout

The Section Staff TCS Report lists all teachers who are assigned to an active course section as either a Primary Teacher or Other Teacher.

See the TCS Reports article for information on report logic, descriptions of the fields on the report editor and instructions on generating TCS Reports.
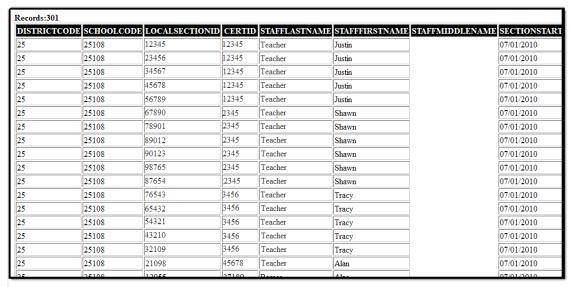

Section Staff Report

SQL Query

```
EXEC [get_RI_TCSReportSectionStaff] @calendarList = '13,14', @effectiveDate ='2/17/2011', @courseList ='699, 734', @personList ='8934,4534'
```

TCS Report Editor

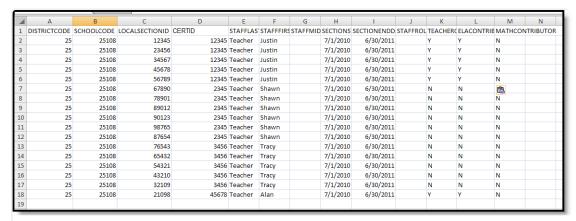| Field	Description
Extract Type	Determines which extract generates.
Prior Reporting Date	Date report information was generated in the past. Dates are entered in mmddyy format or use the calendar icon to select a date.
Effective Date	Date determines what data is reported on the extract. Dates are entered in mmddyy format or use the calendar icon to select a date.
Student Ad hoc Filter	Selection limits the students included in the extract to those in the ad hoc filter.
Course Ad hoc Filter	Selection limits the courses included in the extract to those in the ad hoc filter.
Staff Ad hoc Filter	Selection limits the staff included in the extract to those in the ad hoc filter.
Format	Determines how the report will generate - in HTML or CSV.
Calendar Selection	Indicates from which calendar and year the data reports. At least one calendar needs to be selected in order to generate the report.

Generate the Section Staff TCS Report

1. Select **Section Staff** from the **Extract Type** field.
2. Enter the **Prior Reporting Date**.
3. Enter the desired **Effective Date**.
4. Select an **Ad hoc Filter**, if desired, to narrow the individuals included in the report to just those included in the ad hoc filter.
5. Select the desired Format.
6. Click the **Generate Report** extract. The report displays in the selected format.

Section Staff Report - HTML Format

Section Staff Report - CSV Format

Report Layout

Data Element	Description	Location
District Code	The number assigned to the local education agency by the state education agency. *Numeric, 2 digits*	System Administration > Resources > District Information > State District Number District.stateNumber
School Code	State-assigned school code. *Numeric, 5 digits*	System Administration > Resources > School > School Detail > State School Number School.stateNumber

Data Element	Description	Location
Local Section ID	Combination of the Course Number and the Section Number. When the PK Course Number field is populated, the course number value reports from that field. If the Course Number-Section Number value or the PK course Number-Section Number value is greater than 20 digits, the first 20 digits reports. *Numeric, 20 digits*	Scheduling > Courses > Course > Section > Section Number Section.number Scheduling > Courses > Course > Course Information > Number, PK Course Number Course.number Course.altStatecode
CERTID	Identification number of the license assigned to the staff person by the state. *Numeric, 10 digits*	Census > People > District Employment > Employment Information > License Number Employment.license Number
Staff Last Name	Staff person's last name *Alphanumeric, 50 characters*	Census > People > Demographics > Person Information > Last Name Identity.lastName
Staff First Name	Staff person's first name *Alphanumeric, 50 characters*	Census > People > Demographics > Person Information > First Name Identity.firstName
Staff Middle Name	Staff person's middle name *Alphanumeric, 50 characters*	Census > People > Demographics > Person Information > Middle Name Identity.middleName

Data Element	Description	Location
Section Start Date	Date the staff person began teaching the course section, as noted on the Section Staff History tab. If the Assignment Start Date is blank, the first day of the first scheduled term reports. *Date field, 10 characters (MM/DD/YYYY)*	Scheduling > Courses > Course > Sections > Staff History > Staff History Detail > Assignment Start Date SectionStaffHistory.startDate
Section End Date	Date the staff person stopped teaching the course section, as noted on the Section Staff History tab. If the Assignment End Date is blank, the last day of the last scheduled term reports. *Date field, 10 characters (MM/DD/YYYY)*	Scheduling > Courses > Course > Sections > Staff History > Staff History Detail > Assignment End Date SectionStaffHistory.endDate
Staff Role ID	Reports the most recent active staff person's Assignment Code based on the start date from the District Assignment. *Alphanumeric, 10 characters*	Census > People > District Assignments > Employment Assignment Information > Assignment Code DistrictAssignment.AssignmentCode

Data Element	Description	Location
Teacher of Record	Indicates the staff person as being the primarily responsible teacher for the instruction that takes place in the class. Reports Y when the Teacher Role value is: • Teacher of Record • Teacher of Record - ELA Contributor • Teacher of Record - Match Contributor • Teacher of Record - ELA and Match Contributor *Alphanumeric, 1 character (Y or N)*	Scheduling > Courses > Course > Section > Staff History > Staff History Detail > Role SectionStaffHistory.role
ELA Contributor	Signifies the educator provides English Language Arts/Literacy development through this course. Reports Y when the Teacher Role value is: • Teacher of Record • Teacher of Record - ELA Contributor • Teacher of Record - Match Contributor • Teacher of Record - ELA and Match Contributor *Alphanumeric, 1 character (Y or N)*	Scheduling > Courses > Course > Section > Staff History > Staff History Detail > Role SectionStaffHistory.role

Data Element	Description	Location
Math Contributor	Signifies the educator provides Math development through this course. Reports Y when the Teacher Role value is: • Teacher of Record • Teacher of Record - ELA Contributor • Teacher of Record - Match Contributor • Teacher of Record - ELA and Match Contributor *Alphanumeric, 1 character (Y or N)*	Scheduling > Courses > Course > Section > Staff History > Staff History Detail > Role SectionStaffHistory.role