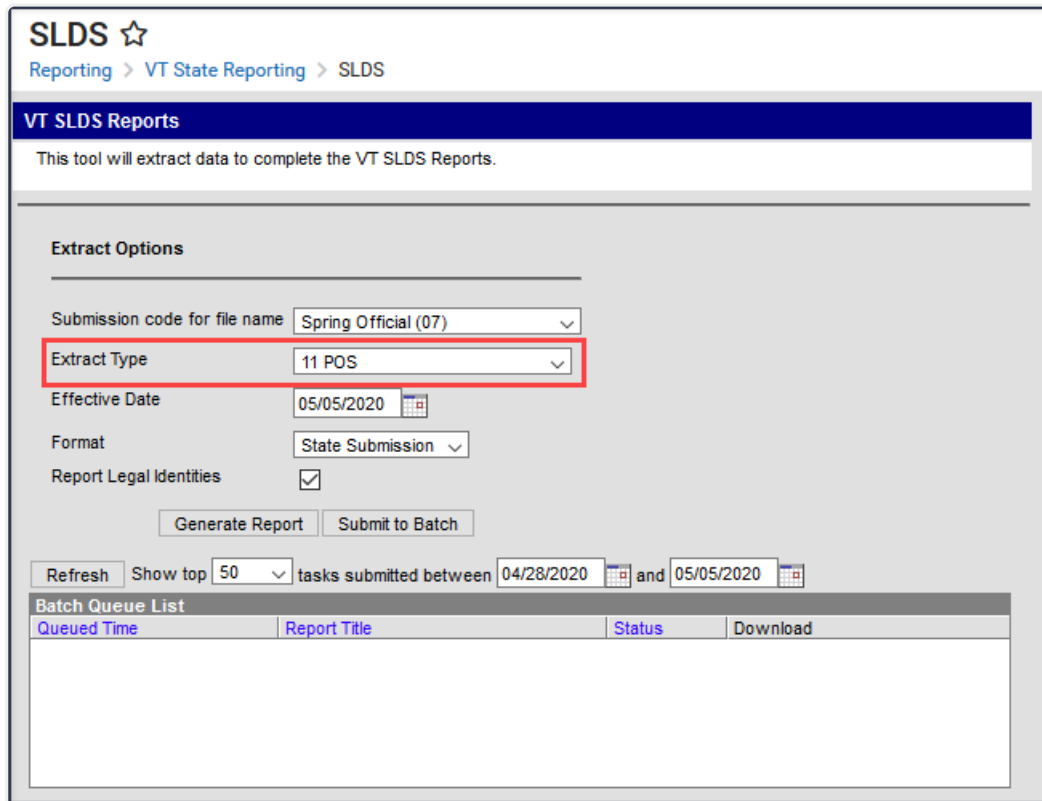# Position (SLDS) (Vermont)

Last Modified on 12/14/2025 8:45 pm CST

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Tool Search: SLDS

The Position extract enhances Vermont's ability to efficiently and accurately manage, analyze, and use education data.



*Example 11 POS Extract Editor*

# Report Logic

- Reports all staff with active employment any time during the calendar year that is on or prior to the effective date.
- Staff are not included if their District Assignment is marked as Exclude.
- To report, staff must have an EDUCATORID assigned to them.

# Report Editor

| Field | Description |
|---|---|
| **Submission Code for File Name** | The report naming convention based on the submission time frame of the report. |
| **Extract Type** | 11 POS |
| **Effective Date** | The date from which data is pulled for the report. |
| **Format** | Determines the format for the report. Use **State Submission** when submitting the final data. Use **HTML** for data review and testing. |
| **Select Calendars** | The calendar(s) from which data is pulled for the report. This option is only available when you select *HTML* for the **File Format** and can assist you with verifying data for individual calendars. |
| **Generate Report Submit to Batch** | Users have the option of submitting the report request to the batch queue by clicking **Submit to Batch** instead of **Generate Extract**. This process allows larger reports to generate in the background without disrupting the use of Campus. |

# Report Layout

| Element | Logic | Campus Location |
|---|---|---|
| **ADMINID** | The VT AOE assigned unique identifier for the Supervisory Union/District that is submitting data.<br><br>*Alphanumeric, 6 characters* | School & District Settings > District Information > District Detail > State District Number<br>District.number |
| **EmpOrgid** | The VT AOE assigned unique identifier for the district employing the employee. The Organization ID reports unless the staff member has the Title "109: SPED Ungraded Teachers" or "112: SPED Paraprofessionals." These staff members report the ADMINID (State District Number).<br><br>*Alphanumeric, 6 characters* | School & District Settings > School Information > School Detail > Organization ID<br><br>School.employerID<br><br>School & District Settings > District Information > District Detail > State District Number<br><br>District.number |

| Element | Logic | Campus Location |
|---|---|---|
| **POSID** | The VT AOE assigned unique identifier for the organization representing the "Place of Service" where the employee is performing a role.<br><br>*Alphanumeric, 6 characters* | Census > People > District Assignment > Employment Assignments > School<br><br>School.number |
| **EDUCATORID** | The VT AOE assigned unique staff person identifier. This number is distinct for each employee over time.<br><br>*Numeric, 10 digits* | Census > People > Demographics > Person Identifiers > State Staff ID<br><br>Person.staffStateID |
| **POSBEGDATE** | The start date for the employment assignment.<br><br>*Date Field MM/DD/YYYY* | Census > People > District Assignment > Employment Assignments > Employment Assignment Information > Start Date<br><br>EmploymentAssignment.startDate |
| **POSENDDATE** | The end date for the employment assignment.<br><br>*Date Field MM/DD/YYYY* | Census > People > District Assignment > Employment Assignments > Employment Assignment Information > End Date<br><br>EmploymentAssignment.endDate |
| **POSFTE** | The amount of time, expressed as an equivalency of full time status, an individual spent performing a role at the place of service. 100% reports as "1."<br>If the staff person has multiple assignments at one location, the FTE of Assignments are added together.<br><br>*Numeric N.NN* | Census > People > District Assignments > Employment Assignment Information > FTE of Assignment<br><br>EmploymentAssignment.fte |
| **SY** | The school year for which data is being submitted.<br><br>*Numeric, 4 digits YYYY* | N/A |