PIMS Staff Student Subtest - Teacher-Student (Pennsylvania)

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Tool Search: PIMS Extract

The Staff Student Subtest template contains a record for each teacher/student instructional relationship for each assessment type selected in the extract editor. The report must be submitted cumulatively indicating all instructional relationships related to PSSA and Keystone Assessments for the school year.

This report is due in Winter and Spring.

See the PIMS Reporting article for additional PIMS Reporting information.

PIMS Staff Student Subtest - Teacher-Student Extract Editor

Report Logic

Any active students enrolled in a course as of the Effective Date selected on the extract editor report. All active, Primary Teachers for a course report.

All Enrollment types report: Primary, Partial, and Special Education.

Student enrollments marked as State Exclude do not report.

Generate Report

1. Select Staff Student Subtest - Act 13 Educator from the Extract Type from the dropdown list.
2. Select a Reporting P**eriod** from the dropdown. Options include September, October, November, December, January, and February.
3. Enter a **Start Date** of the extract in *mmddyy* format or use the calendar icon to select a date.

4. Enter the **Effective Date** of the extract in *mmddyy* format or use the calendar icon to select a date.
5. Select the **Format** of the extract. Options are Comma Separated (CSV) or HTML.
6. Mark the **All Students** checkbox, if desired.
7. Select an **Ad hoc filter**, if desired.
8. Select the desired **Grades** to include.
9. Select the appropriate **Calendar(s)** from which to include data on the extract. This defaults to the calendar selected in the Campus toolbar. At least one calendar is required.
10. Click the **Generate Extract** button or the **Submit to Batch** button. The extract generates in the selected format.

Report Layout

Data Element Label	Description	Location
State District Number	The unique, 9-digit Administrative Unit Number (AUN) assigned by the Pennsylvania Department of Education. Reports the State District Number. *Numeric, 20 digits*	District Information > State District Number
Staff ID	A unique identifier assigned by the Pennsylvania Department of Education to each staff member reported in PIMS. Reports the Staff State ID. *Numeric, 12 digits*	Demographics > Person Identifiers > Staff State ID
Student District Number	The unique, 9-digit Administrative Unit Number (AUN) assigned by the Pennsylvania Department of Education. Reports the State District Number. *Numeric, 20 digits*	District Information > State District Number
Student ID	The unique, 10-digit identifier (PAsecureID) assigned by the Department of Education to each student. Reports the Student State ID number. *Numeric, 12 digits*	Demographics > Person Identifiers > Student State ID

Data Element Label	Description	Location
School Year Date	A single date representing the entirety of the school year. To designate a School Year Date, use the reported school year followed by June 30. Reports the School Year. *Date, YYYY-MM-DD*	Calendar > School Years
Assessment District Number	The unique, 9-digit Administrative Unit Number (AUN) assigned by the Pennsylvania Department of Education. Reports a value of 999999999. *Numeric, 20 digits*	N/A
Test Description	The unique code that represents the assessment for which this teacher is assigned instructional responsibility. When the Reporting Period is: • September, 1 reports. • October, 2 reports. • November, 3 reports. • December, 4 reports. • January, 5 reports. • February, 6 reports. *Alphanumeric, 60 characters*	Calculated
Assessment School Year	A single date representing the entirety of the school year. To designate a School Year Date, use the reported school year followed by June 30. Reports the School Year. *Date, YYYY-MM-DD*	Calendar > School Years

Data Element Label	Description	Location
Subtest Identifier	The unique code that corresponds with the reporting period for this template. When the Reporting Period is: • September, TSL1 reports. • October, TSL2 reports. • November, TSL3 reports. • December, TSL4 reports. • January, TSL5 reports. • February, TSL6 reports. *Numeric, 200 digits*	Calculated PIMS Extract Page > Extract Type: Staff Student Subtest Template for Teacher-Student Linkages > Reporting Period: October/January
Not Collected	N/A	N/A
Not Collected	N/A	N/A
Not Collected	N/A	N/A