

DATE: August 16th, 2013

TO: District Administrators, CESA Coordinators, 2R Charter School Administrators and Charter Authorizers, Software Vendors Providing Support for the PI-1202 Fall Staff Report, Special Education Directors, and PI-1202 Contacts

FROM: Kari Tenley
Division for Libraries and Technology
Data Warehouse and Decision Support Team

SUBJECT: Upcoming 2013-2014 *PI-1202 Fall Staff Report data collection.*

For the 2013-2014 school year, there are changes to the data collection timeline and a few assignments. Changes to Assignment codes are listed below under Additions, Deletions and Changes. The data collection timeline has been changed this year; the application will be opening Mid-September.

The project to enhance the PI-1202 application has been moved 2014-2015 school year. We do plan on upgrading and enhancing the PI-1202 application. Some of the anticipated enhancements include upgrading the application to current programming technology, making the PI-1202 open year round for data collection and real time preliminary audit checks. We will keep you posted as details come forward.

The **Proposed** 2013-2014 timeline for districts to report is as follows:

Date	Description
August 26th	Letters containing passwords will be sent to District Administrators
September 13th September 16th	Fall Staff Report Application will be opened.
November 8th November 11th	Reporting deadline and closing of the Fall Staff Report. - Or 7 weeks after collection opens.
November	DPI will start running audits where the PI-1202 has been locked and submitted. Once audits are complete, if needed, districts can make corrections based upon audit results.
March 1st	All final corrections must be done and the collection locked.
April 30th	Staff data reports will be published on the DPI web site.
May 31st	DPI's due date to report information to the U.S. Dept of Education.
First week in July	Final audits to determine highly qualified teacher status are run at the end of the school year.

2013-2014 Assignment Updates:

Additions:

Code	Title
64-5000	Program Coordinator / School Social Work
64-5400	Program Coordinator / Guidance Counseling
64-5500	Program Coordinator / School Psychologist
64-7500	Program Coordinator / School Nursing
64-0031	Program Coordinator / RTI (Response to Intervention) Coordination
64-0032	Program Coordinator / Early Childhood Coordination
99-9092	Other Professional Staff in a Non-educational role / Transportation
99-9091	Other Professional Staff in a Non-educational role / Director of Aquatics
99-9069	Other Professional Staff in a Non-educational role / Executive Assistant/Support Supervision

Deletions:

Code	Title	Comments
53-0001	Teacher / Non-Teaching Time	This code is being discontinued since it is rarely used (or used in an inconsistent manner) by districts/CESAs across the state. Therefore, the resulting data makes comparisons difficult, and of limited value. Replace with: If grant writing, use code 99-9140, otherwise allocate non-teaching time across assignments proportionally.
53-0815	Teacher / Orthopedic Impairment	Minimal use
53-0832	Teacher / Other Health Impairment	Minimal use
64-0815	Program Coordinator / Orthopedic Impairment	Minimal use
64-0832	Program Coordinator / Other Health Impairment	Minimal use
98-9091	98-9091 Other Support Staff / Director of Aquatics	Use 99-9091 Other Professional Staff in a Non-educational role / Director of Aquatics
98-9069	98-9069 Other Support Staff / Executive Assistant/Support	Use 99-9069 Other Professional Staff in a Non-educational role / Executive Assistant/Support Supervision

Changes:

Code	Title	Comments
9092	Area 9092 title has been changed from "Director of Transportation" to "Transportation"	All Transportation staff with the exception of Bus Drivers (98-9067) and Special Education Bus Aides (97-0880) should use 9092. <ul style="list-style-type: none">• Transportation Director should be reported with position 99 (99-9092).• All other transportation staff should be reported with position 98 (98-9092).
64	Position 64 description has been changed to eliminate "and diagnostic teachers".	Provides coordination and support to all staff regarding their specific area and does not supervise licensed staff. For special education includes program support teachers. and diagnostic teachers. Usually at a district level; not a school level.
0940	For area 0940 a description has been added.	"Use for level 1 interventions in all subjects except reading."

All other PI-1202 technical documentation for 2013-2014 will be posted on the website by mid September. <http://lbstat.dpi.wi.gov/fallstaff>

If you have questions, please contact us at 608-267-3166 or dpistats@dpi.wi.gov.

Thank you!

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