

PI 1202 Fall Staff Report

2010–2011 Training

Topics:

- ▶ Race Ethnicity Changes
 - ▶ Number of Classes
 - ▶ NCLB Core Classes
 - ▶ FTE Calculations
 - ▶ New Reports
 - ▶ Common Errors (i.e. no principals, etc)
 - ▶ File Structure changes
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Race/Ethnicity changes

- ▶ The old 1 character alpha code will no longer be accepted
 - ▶ File upload will now utilize the new 4 digit race_key code
 - ▶ The employee screen will be updated to include a two part question
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Race/Ethnicity Two Part Question

Employee Information  [MAIN MENU](#) | [? HELP](#)

SSN: 111-22-1111 File Number:

Last Name: First Name:

Middle: Personal Suffix:

Former Last Name:

Gender: Year of Birth: (Enter as YYYY)

Race/Ethnicity

Part One: *Select one* Hispanic/Latino NOT Hispanic/Latino

Part Two: *Check all that apply*

Amer Indian/Alaska Native Asian Black/African Amer Hawaiian/Pacific Islander White

Highest Degree:

Years of Experience

Within District: Contract Days:

Total Years: Contract Salary:

Fringe Benefits:

Is the salary final for this school term? Yes No

Local Use:

For more info about Race/Ethnicity Reporting

- ▶ See DPI's webpage for Maintaining, Collecting and Reporting Racial Data :
<http://dpi.wi.gov/lbstat/datarac.html>
- ▶ Crosswalk for mapping 4 digit race_key code to the two part question can be found on this webpage.
- ▶ This crosswalk is used for other DPI applications as well

Excerpt from Crosswalk – Race Key

RACE_KEY	Hispanic or Latino (X = Y)	Indian / Alaskan Native (X = Y)	Asian (X = Y)	Black (X = Y)	Pacific Islander (X = Y)	White (X = Y)	Aggregate Reporting Category
0003	X			X			H
0020	X	X		X		X	H
0034			X				A
0036					X		P
0038		X	X				T
0059		X	X	X		X	T



When submitting individual level data, look for the combination of answers provided in the two part question to determine the Race_Key needed for file uploads.

Crosswalk –Reporting Categories

RACE_KEY	Hispanic or Latino (X = Y, null = N)	Indian or Alaskan Native (X= Y)	Asian (X= Y)	Black (X= Y)	Pacific Islander (X= Y)	White (X= Y)	Aggregate Reporting Category
0003	X			X			H
0020	X	X		X		X	H
0034			X				A
0036					X		P
0038		X	X				T
0059		X	X	X		X	T

In aggregate reports, the Aggregate Reporting category will be used..



Sample Summary Report

Licensed Staff Positions

REPORTS STAFF LIST MAIN MENU														
Position	American Indian/ Alaska Native		Asian		Black/ African American		Hispanic/Latino		Hawaiian/ Pacific Islander		White		Two or More Races	
	F	M	F	M	F	M	F	M	F	M	F	M	F	M
50 - School Social Worker	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	1.00	0.00	0.00	0.00
53 - Teacher	0.00	0.00	0.00	0.00	0.00	0.00	0.00	1.00	0.00	0.80	4.10	5.00	0.00	0.00
Total By Gender	0.00	0.00	0.00	0.00	0.00	0.00	0.00	1.00	0.00	0.80	5.10	5.00	0.00	0.00
Total By Ethnic Group	0.00		0.00		0.00		1.00		0.80		10.10		0.00	

Number of Classes:

Why we are collecting it

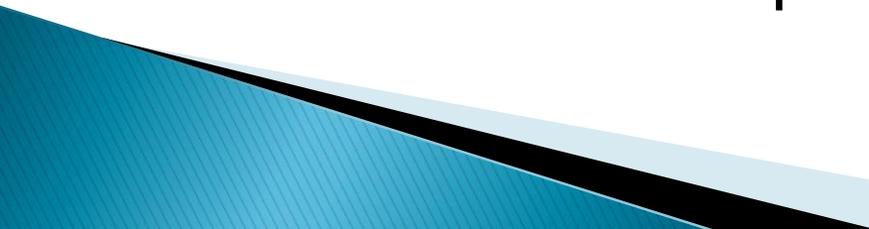
Per ESEA provisions, states are required to report the number and percentage of core academic classes taught by highly qualified teachers.

How it is used:

The number of classes is combined with licensing audit information to determine the number of NCLB core academic classes that are taught by highly qualified teachers



Definition of a class

- ▶ A class is a setting in which organized instruction of course content is provided to one or more students (including cross-age groupings) for a given period of time.
 - ▶ Instruction, provided by one or more teachers or other staff members, may be delivered in person or via a different medium.
 - ▶ Classes that share space should be considered as separate classes if they function as separate units for more than 50 percent of the time.
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Exclusions

- ▶ Exclude tutorials, pull-out programs and other instruction that is not classroom-based.

Reporting Classes at the Elementary School Level

- ▶ count self-contained classrooms as one class
 - ▶ A class with multiple grades would be counted as two classes if they function as separate units for more than 50 percent of the time
 - ▶ subject area specialists and resource teachers should also be counted as teaching one class.
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Reporting Classes at the Secondary School Level

- ▶ Each subject taught for which students are receiving credit toward graduation should be counted.
 - ▶ Example class load: two year-long ninth grade Algebra, a semester-long Trigonometry, a year-long Pre-Algebra, a semester-long Calculus, and a year-long Geometry classes. This would be counted as six classes since there are actually two separate Algebra classes.
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Reporting Classes at the Middle School Level

- ▶ departmentalized setting: count like the secondary teachers.
 - ▶ not in a departmentalized setting: count like the elementary teachers.
 - ▶ Schools identified as middle, junior high, and high school on the PI-1280 Public School Update would have teachers reported as secondary.
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Reporting Classes for Special Education Assignments

- ▶ The assignment code for most Special Education teaching assignments does not provide enough information about what NCLB Core Subjects are being taught.
 - ▶ In order to capture that information for middle and secondary classes, the number of classes by core NCLB subject must be submitted.
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NCLB Core Subject Screen

Assignment Related Questions

 [MAIN MENU](#) | [? HELP](#)

Work LEA: 0119

Work School: 0040

SSN:

Position: 53 - Teacher

Name:

Assignment: 0811 - Learning Disabilities

Grade assignments 9-12

Identify the number of classes taught as the primary teacher in core academic subject areas:

NCLB Core Subject Areas	Number of Classes
English/Language Arts/Reading	<input type="text" value="0"/>
Mathematics	<input type="text" value="0"/>
Science	<input type="text" value="0"/>
Social Studies (History, Geography, Economics, Civics and Government)	<input type="text" value="0"/>
World Languages (French, German, Spanish, etc.)	<input type="text" value="0"/>
Arts (Art, Music, Dance, and Theater)	<input type="text" value="0"/>

 [SAVE & GO TO STAFF LIST](#)

 [SAVE & GO TO TEACHER LIST](#)

 [SAVE & ADD ASSIGNMENT](#)

 [CANCEL & GO TO STAFF LIST](#)

 [CANCEL & GO TO TEACHER LIST](#)

NCLB Classes in Core Subjects

- ▶ NCLB English – English, language/arts, reading, speech, and journalism.
 - ▶ NCLB Math – all related courses in the subject area, examples, algebra, calculus, geometry, etc.
 - ▶ NCLB Science – all related courses in the subject area, examples, chemistry, physical sciences, physics, earth science, etc.
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NCLB Classes in Core Subjects

- ▶ NCLB Social Studies – history, geography, economics, and civics and government.
 - ▶ NCLB World Language – all world languages (examples, Spanish, Chinese, French, German, etc.)
 - ▶ NCLB Arts – art, music, dance, and theater.
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How NCLB Class Data is Used

- ▶ The audit checks will be run off the assignment code to determine if a teacher has an appropriate license for that assignment.
 - ▶ The information about NCLB core classes will be used for federal reporting requirements to determine which subjects are being taught.
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FTE Calculations

- ▶ used for federal reporting
- ▶ Used in average salary calculations. If FTE data is incorrect, it can throw off average salary data.

FTE Data Element

- ▶ **FTE:** Full-time equivalency expressed as a whole number. Must be a whole number > 1 and $= < 100$ (i.e., 100 = full time, 50 = half-time, 75 = $\frac{3}{4}$ time, etc.).
- ▶ Do **not** include time spent on extracurricular duties such as coaching or as a student advisor.

FTE Calculation

For Professional Staff

of hours the person works in a year

of hours in the district's standard work year
for that employee's classification

For Support Staff

of hours the person works

2,080



New Reports

- ▶ All Staff Report by Work Location
 - ▶ No Principal at School Report
 - ▶ Draft Administrative Salary Report has been modified to include Licensed and Support Staff
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No Principal At School

School Year: 2011
District: 2814 - Kewaunee Sch Dist
PI 1202 - No Principal at School Report

Please review this *No Principal at School Report*.

The schools displayed below have no principals (missing position #51 and assignment/area 0000).

If this report is incorrect, return to the  [Staff & Assignment List](#) to correct the staff data.

If the report is correct, please check the box below and click submit.

I accept this report

 [REPORTS](#) |  [STAFF LIST](#) |  [MAIN MENU](#) |  [HELP](#) |  [EXIT](#)

School Number	School Name
0180	Kewaunee Intermediate
0490	Lakeshore Alternative School

Salary Report For Licensed Staff

Filter by Position Type:

Position - Licensed Staff	Name	Gender	Race	Birth Year	Salary	Fringe	FTE	Contract Days	Local Years	Total Years	High Degree
53 - Teacher	Candy Cane	F	W	1963	\$284	\$72	0.40	260	9	13	6
53 - Teacher	Perry D Como	M	B	1985	\$330	\$92	1.00	191	4	5	4
53 - Teacher	Alice Cooper	M	H I	1972	\$383	\$191	1.00	191	9	9	4
53 - Teacher	Betty D Davis	F	B	1973	\$284	\$98	0.40	260	9	13	6
53 - Teacher	Okie L Dokie	F	B	1977	\$330	\$92	1.00	191	2	3	4
53 - Teacher	Steven Even	M	A	1986	\$325	\$91	1.00	191	2	2	4
53 - Teacher	Morgan Freeman	M	B	1982	\$333	\$95	1.00	191	5	6	4

Staff Report By Work Location

WISCONSIN DEPARTMENT OF PUBLIC INSTRUCTION

PI-1202 FALL STAFF REPORT

School Year: 2011
 District: 8115 - Tenor High School
 PI-1202 Staff Assignment Report - by Work Location

Search by Work School Location: (0400) Tenor High School

School Search

REPORTS | STAFF LIST | MAIN MENU | HELP | EXIT

Name: Adams, Adam M **SSN:** ~ **File Number:**
Former Last Name: **Contract Final:** Y **Year of Birth:** 1965 **High Degree:** 4
Gender: M **Race:** W **LEA Years:** 4 **Total Years:** 4 **Salary:** \$34,477 **Benefits:** \$20,301 **Contract Days:** 190

LEA	Sch	Position	Assignment	Grades	FTE	Num of Classes	Biling ESL	LgTrm Sub	Alt Ed Prog	Priv Contr	Contr Agency	Contracted Agcy Site
8115	0400	53 Teacher	0300 English	0911	50	10	N	N	N	N	N	

Common Errors

- ▶ Failure to update salary and fringe information
 - ▶ Failure to delete employees that are no longer employed by the district
 - ▶ Invalid FTE
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Questions?

For more information please contact: Educational Statistics Helpdesk

dpistats@dpi.wi.gov

608-267-3166

or via the online helpdesk software at

<http://www.dpi.wi.gov/lbstat/helptool.html>