Texas Census

Last Modified on 10/22/2022 9:45 am CDT

Demographics | **District Employment | **District Assignment

The Census module tracks every person entry in Infinite Campus - parents, staff, students, emergency contacts, doctors, etc. Demographic data is used throughout Campus, utilizing historic details of each person. Some fields in the Census module are unique to each state. Other fields in the Census module do not require unique, state-specific data. However, many of these fields are required and data entry in these fields is necessary. For more information on these fields, see the Census page.

> State Reporting **_relies_** on fields marked with an **. Leaving these fields blank prevents the proper generation of state reports.

Demographics

Classic View: *Census > People > Demographics*

Person Information Editor

**Social Security Number

A Social Security Number is required for all teaching staff. If this field is left blank, any courses or students tied to the staff member fail to report.

The Social Security Number does NOT report for students. For those using Social Security Number as the Previous State ID, the Social Security Number MUST be entered in the Previous State ID field.

▶ Click here to expand...

Country of Birth

The Country of Birth is the country listed on the student's birth certificate during initial enrollment. Please refer to the International Organization of Standards directory for more information on country codes.

▶ Click here to expand...

Country of Origin

Country of Origin indicates the country from which the student is entering the United States. Please refer to the International Organization of Standards directory for more information on country codes.

▶ Click here to expand...

Date Entered US

Indicates the date the student entered the United States.

▶ Click here to expand...

Date Entered US School

Indicates the date on which the student enrolled in a US school.

▶ Click here to expand...

Asylee Refugee

Indicates whether a student's initial enrollment in a school in the United States, in grades 7 through 12, was as an unschooled asylee or refugee.

▶ Click here to expand...

Home Primary Language

The Home Primary Language field allows a district to record the language spoken in the student's home, as determined by the student's home language survey. Please refer to the International Organization of Standards directory for more information on language codes.

▸ Click here to expand...

Student Primary Language

The Student Primary Language allows a district to record the language spoken by the student, as determined by the student's home language survey. Please refer to the International Organization of Standards directory for more information on language codes.

▸ Click here to expand...

Previous State ID

Previous State ID is the student's Social Security number or a state-approved alternative identification number.

> For those using the Social Security Number field, the Social Security Number MUST be entered in this field.

▸ Click here to expand...

Person Identifiers

The state of Texas has moved to using Unique ID for state reporting. The new Student and Staff Unique ID fields are now located in Person Identifiers. The Unique State ID field that was in Person Information is now called Previous State ID; some Texas state reports still use the Previous State ID. However, most state reports will now pull data from the Person Identifiers fields.

Person Identifiers Editor

Student Unique State ID

 Student Unique State ID is a unique number assigned to a student by the Texas Education Agency.

▶ Click here to expand...

**Staff Unique State ID

 Staff Unique State ID is a unique number assigned to a staff member by the Texas Education Agency. If this field is left blank, any courses or students tied to the staff member fail to report.

▶ Click here to expand...

Parent Unique State ID

Parent Unique State ID is a unique number assigned to a parent by the Texas Education Agency.

▶ Click here to expand...

**District Employment

District Employment must have active district employment record. Please see the District Employment article for more information.
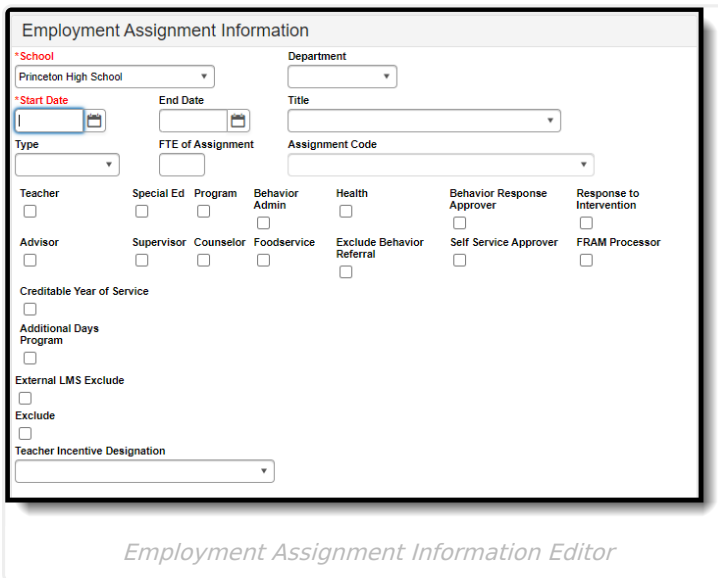
**District Assignment

The District Assignments tool lists the location where the staff member is working. Users can view

the school where the person works, the start date and title, type of employment and assignment code. Fields that are specific to the state of Texas are further described below. For all other inquiries, please see the District Assignments article.

District Assignments MUST have an active district assignment with a Title that is mapped to 047: Substitute Teacher or 087: Teacher *if* reporting as a section staff assignment.

All other staff assignments must have a district assignment with the appropriate Title.

> Staff with multiple Titles will have *multiple* District Assignments to the same school.

Employment Assignment Information Editor

Creditable Year of Service

This checkbox indicates a teacher who either qualifies for an allotment or will be compensated as such.

Additional Days Program

This checkbox is used to indicate if a staff member teaches during an additional days program.

Teacher Incentive Designation

This drop list indicates a teacher's incentive allotment designation code.

01: Active National Board Certified Teacher

02: Active Teacher Incentive Allotment Designation

03: LEA Submitted Designation Pending

Employment Assignment Information Editor- 090 Record Fields

090 Record Fields

These fields allow users to manually create a Staff Assignment record.

It is important to note that field information entered here is independent of information entered in other areas of Infinite Campus. These fields do NOT override values entered elsewhere.

In order for a record created here to report, the following fields **MUST** be populated: Role ID (only certain values), Non-Teaching Service ID, Class ID Number, Monthly Minutes, Class Type Code, Population Served, and Number of Students.

Role ID

Use this field to select the position the employee holds within the district. See Staff Association Report for information on the role IDs that generate reporting.

Only certain Role IDs are considered for state reporting. Please see the StaffResponsibilitiesExtension (TX-ServiceID) section of the Staff Association extract for more

▶ Click here to expand...

Non-Teaching Service ID

The State Code refers to the services supplied by the staff. In Texas, this is referred to as the Service ID. See the *TEDS Section 4:C022 Code Table* document for a complete list of Service ID codes. For information on setting up state Codes for each course, please see the Course Codes article. The Non-Teaching Service ID Code should be the same as the State Code selected for the Course.

▶ Click here to expand...

School Year

This indicates the school year for the creation of this record.

▶ Click here to expand...

Class ID Number

The Class ID Number identifies a unique course section, that is unique for a particular school year, Campus, and Service ID.

▶ Click here to expand...

Class Type Code

Indicates the type of class providing instruction to students in particular class settings.

▶ Click here to expand...

Monthly Minutes

This field indicates the total number of minutes in a month devoted to a particular service. A month is generally considered to be the 4 weeks prior to the as-of-date.

▶ Click here to expand...

Population Served

Use this field to indicate the student population for which a service has been designed or is intended. It does not necessarily identify the program eligibility of the students who receive the service.

▶ Click here to expand...

Grade Level

Grade Level of majority of students in the Course/Section.

▶ Click here to expand...

Number of Students

Use this field to indicate the number of students in the staff member's class as of the PEIMS reporting date.

▶ Click here to expand...