

# Section Staff TCS Report (Rhode Island)

Last Modified on 10/22/2022 10:36 am CDT

[TCS Report Editor](#) | [Generate the Section Staff TCS Report](#) | [Report Layout](#)

**Classic View:** [RI State Reporting](#) > [TCS Reports](#) > [Section Staff](#)

**Search Terms:** [TCS Reports](#)

The Section Staff TCS Report lists all teachers who are assigned to an active course section as either a Primary Teacher or Other Teacher.

See the [TCS Reports](#) article for information on report logic, descriptions of the fields on the report editor and instructions on generating TCS Reports.

*Section Staff Report*

## SQL Query

```
EXEC [get_RI_TCSReportSectionStaff] @calendarList = '13,14', @effectiveDate = '2/17/2011', @courseList = '699, 734', @personList = '8934,4534'
```

# TCS Report Editor

Field	Description
<b>Extract Type</b>	Determines which extract generates.
<b>Prior Reporting Date</b>	Date report information was generated in the past. Dates are entered in mmddyy format or use the calendar icon to select a date.
<b>Effective Date</b>	Date determines what data is reported on the extract. Dates are entered in mmddyy format or use the calendar icon to select a date.
<b>Student Ad hoc Filter</b>	Selection limits the students included in the extract to those in the ad hoc filter.
<b>Course Ad hoc Filter</b>	Selection limits the courses included in the extract to those in the ad hoc filter.
<b>Staff Ad hoc Filter</b>	Selection limits the staff included in the extract to those in the ad hoc filter.
<b>Format</b>	Determines how the report will generate - in HTML or CSV.
<b>Calendar Selection</b>	Indicates from which calendar and year the data reports. At least one calendar needs to be selected in order to generate the report.

## Generate the Section Staff TCS Report

1. Select **Section Staff** from the **Extract Type** field.
2. Enter the **Prior Reporting Date**.
3. Enter the desired **Effective Date**.
4. Select an **Ad hoc Filter**, if desired, to narrow the individuals included in the report to just those included in the ad hoc filter.
5. Select the desired Format.
6. Click the **Generate Report** extract. The report displays in the selected format.

Records:301

DISTRICTCODE	SCHOOLCODE	LOCALSECTIONID	CERTID	STAFFLASTNAME	STAFFFIRSTNAME	STAFFMIDDLENAME	SECTIONSTART
25	25108	12345	12345	Teacher	Justin		07/01/2010
25	25108	23456	12345	Teacher	Justin		07/01/2010
25	25108	34567	12345	Teacher	Justin		07/01/2010
25	25108	45678	12345	Teacher	Justin		07/01/2010
25	25108	56789	12345	Teacher	Justin		07/01/2010
25	25108	67890	2345	Teacher	Shawn		07/01/2010
25	25108	78901	2345	Teacher	Shawn		07/01/2010
25	25108	89012	2345	Teacher	Shawn		07/01/2010
25	25108	90123	2345	Teacher	Shawn		07/01/2010
25	25108	98765	2345	Teacher	Shawn		07/01/2010
25	25108	87654	2345	Teacher	Shawn		07/01/2010
25	25108	76543	3456	Teacher	Tracy		07/01/2010
25	25108	65432	3456	Teacher	Tracy		07/01/2010
25	25108	54321	3456	Teacher	Tracy		07/01/2010
25	25108	43210	3456	Teacher	Tracy		07/01/2010
25	25108	32109	3456	Teacher	Tracy		07/01/2010
25	25108	21098	45678	Teacher	Alan		07/01/2010
25	25108	12345	56789	Teacher	Alan		07/01/2010

Section Staff Report - HTML Format

	A	B	C	D	E	F	G	H	I	J	K	L	M	N
1	DISTRICTCODE	SCHOOLCODE	LOCALSECTIONID	CERTID	STAFFLASTNAME	STAFFFIRSTNAME	STAFFMIDDLENAME	SECTIONSTART	SECTIONENDD	STAFFROL	TEACHERC	ELACONTRIE	MATHCONTRIBUTOR	
2	25	25108	12345	12345	Teacher	Justin		7/1/2010	6/30/2011	Y	Y	N		
3	25	25108	23456	12345	Teacher	Justin		7/1/2010	6/30/2011	Y	Y	N		
4	25	25108	34567	12345	Teacher	Justin		7/1/2010	6/30/2011	Y	Y	N		
5	25	25108	45678	12345	Teacher	Justin		7/1/2010	6/30/2011	Y	Y	N		
6	25	25108	56789	12345	Teacher	Justin		7/1/2010	6/30/2011	Y	Y	N		
7	25	25108	67890	2345	Teacher	Shawn		7/1/2010	6/30/2011	N	N	N		
8	25	25108	78901	2345	Teacher	Shawn		7/1/2010	6/30/2011	N	N	N		
9	25	25108	89012	2345	Teacher	Shawn		7/1/2010	6/30/2011	N	N	N		
10	25	25108	90123	2345	Teacher	Shawn		7/1/2010	6/30/2011	N	N	N		
11	25	25108	98765	2345	Teacher	Shawn		7/1/2010	6/30/2011	N	N	N		
12	25	25108	87654	2345	Teacher	Shawn		7/1/2010	6/30/2011	N	N	N		
13	25	25108	76543	3456	Teacher	Tracy		7/1/2010	6/30/2011	N	N	N		
14	25	25108	65432	3456	Teacher	Tracy		7/1/2010	6/30/2011	N	N	N		
15	25	25108	54321	3456	Teacher	Tracy		7/1/2010	6/30/2011	N	N	N		
16	25	25108	43210	3456	Teacher	Tracy		7/1/2010	6/30/2011	N	N	N		
17	25	25108	32109	3456	Teacher	Tracy		7/1/2010	6/30/2011	N	N	N		
18	25	25108	21098	45678	Teacher	Alan		7/1/2010	6/30/2011	Y	Y	N		
19														

Section Staff Report - CSV Format

# Report Layout

Data Element	Description	Location
<b>District Code</b>	The number assigned to the local education agency by the state education agency.  <i>Numeric, 2 digits</i>	System Administration > Resources > District Information > State District Number  District.stateNumber
<b>School Code</b>	State-assigned school code.  <i>Numeric, 5 digits</i>	System Administration > Resources > School > School Detail > State School Number  School.stateNumber

Data Element	Description	Location
<b>Local Section ID</b>	<p>Combination of the Course Number and the Section Number.</p> <p>When the PK Course Number field is populated, the course number value reports from that field.</p> <p>If the Course Number-Section Number value or the PK course Number-Section Number value is greater than 20 digits, the first 20 digits reports.</p> <p><i>Numeric, 20 digits</i></p>	<p>Scheduling &gt; Courses &gt; Course &gt; Section &gt; Section Number</p> <p>Section.number</p> <hr/> <p>Scheduling &gt; Courses &gt; Course &gt; Course Information &gt; Number, PK Course Number</p> <p>Course.number Course.altStatecode</p>
<b>CERTID</b>	<p>Identification number of the license assigned to the staff person by the state.</p> <p><i>Numeric, 10 digits</i></p>	<p>Census &gt; People &gt; District Employment &gt; Employment Information &gt; License Number</p> <p>Employment.license Number</p>
<b>Staff Last Name</b>	<p>Staff person's last name</p> <p><i>Alphanumeric, 50 characters</i></p>	<p>Census &gt; People &gt; Demographics &gt; Person Information &gt; Last Name</p> <p>Identity.lastName</p>
<b>Staff First Name</b>	<p>Staff person's first name</p> <p><i>Alphanumeric, 50 characters</i></p>	<p>Census &gt; People &gt; Demographics &gt; Person Information &gt; First Name</p> <p>Identity.firstName</p>
<b>Staff Middle Name</b>	<p>Staff person's middle name</p> <p><i>Alphanumeric, 50 characters</i></p>	<p>Census &gt; People &gt; Demographics &gt; Person Information &gt; Middle Name</p> <p>Identity.middleName</p>

Data Element	Description	Location
<b>Section Start Date</b>	<p>Date the staff person began teaching the course section, as noted on the Section Staff History tab.</p> <p>If the Assignment Start Date is blank, the first day of the first scheduled term reports.</p> <p><i>Date field, 10 characters (MM/DD/YYYY)</i></p>	<p>Scheduling &gt; Courses &gt; Course &gt; Sections &gt; Staff History &gt; Staff History Detail &gt; Assignment Start Date</p> <p>SectionStaffHistory.startDate</p>
<b>Section End Date</b>	<p>Date the staff person stopped teaching the course section, as noted on the Section Staff History tab.</p> <p>If the Assignment End Date is blank, the last day of the last scheduled term reports.</p> <p><i>Date field, 10 characters (MM/DD/YYYY)</i></p>	<p>Scheduling &gt; Courses &gt; Course &gt; Sections &gt; Staff History &gt; Staff History Detail &gt; Assignment End Date</p> <p>SectionStaffHistory.endDate</p>
<b>Staff Role ID</b>	<p>Reports the most recent active staff person's Assignment Code based on the start date from the District Assignment.</p> <p><i>Alphanumeric, 10 characters</i></p>	<p>Census &gt; People &gt; District Assignments &gt; Employment Assignment Information &gt; Assignment Code</p> <p>DistrictAssignment.AssignmentCode</p>

Data Element	Description	Location
<b>Teacher of Record</b>	<p>Indicates the staff person as being the primarily responsible teacher for the instruction that takes place in the class.</p> <p>Reports Y when the Teacher Role value is:</p> <ul style="list-style-type: none"> <li>• Teacher of Record</li> <li>• Teacher of Record - ELA Contributor</li> <li>• Teacher of Record - Match Contributor</li> <li>• Teacher of Record - ELA and Match Contributor</li> </ul> <p><i>Alphanumeric, 1 character (Y or N)</i></p>	<p>Scheduling &gt; Courses &gt; Course &gt; Section &gt; Staff History &gt; Staff History Detail &gt; Role</p> <p>SectionStaffHistory.role</p>
<b>ELA Contributor</b>	<p>Signifies the educator provides English Language Arts/Literacy development through this course.</p> <p>Reports Y when the Teacher Role value is:</p> <ul style="list-style-type: none"> <li>• Teacher of Record</li> <li>• Teacher of Record - ELA Contributor</li> <li>• Teacher of Record - Match Contributor</li> <li>• Teacher of Record - ELA and Match Contributor</li> </ul> <p><i>Alphanumeric, 1 character (Y or N)</i></p>	<p>Scheduling &gt; Courses &gt; Course &gt; Section &gt; Staff History &gt; Staff History Detail &gt; Role</p> <p>SectionStaffHistory.role</p>

Data Element	Description	Location
<p><b>Math Contributor</b></p>	<p>Signifies the educator provides Math development through this course.</p> <p>Reports Y when the Teacher Role value is:</p> <ul style="list-style-type: none"> <li>• Teacher of Record</li> <li>• Teacher of Record - ELA Contributor</li> <li>• Teacher of Record - Match Contributor</li> <li>• Teacher of Record - ELA and Match Contributor</li> </ul> <p><i>Alphanumeric, 1 character (Y or N)</i></p>	<p>Scheduling &gt; Courses &gt; Course &gt; Section &gt; Staff History &gt; Staff History Detail &gt; Role</p> <p>SectionStaffHistory.role</p>