

Core Ed-Fi Suite v3.6.1, Data Standard v4.0: Staffs

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Summary

This entity represents an individual who performs specified activities for any public or private education institution or agency that provides instructional and/or support services to students or staff at the early childhood level through high school completion.

Object Triggering Logic

Action	Business Rule(s)
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<p>Post</p>	<p>Reports a record when a person has a District Employment or District Assignment record that overlaps the configured year AND they have a Staff Unique ID.</p> <ul style="list-style-type: none"> • A record is only reported for District Employments/District Assignments in the same School Year as the Ed-Fi Connection sending the record. <ul style="list-style-type: none"> ◦ School Year dates are defined in School Year Setup. <ul style="list-style-type: none"> ▪ If Start Date is NULL, 07/01/StartYear will be used. ▪ If End Date is NULL, 06/30/EndYear will be used. • The "Staff Unique ID" can change with every connection on what field is actually being used. You can see the selection that was made by going into the Connection Details of the Ed-Fi Configuration. • Do not report a record if the any of the following exclusions are present: <ul style="list-style-type: none"> ◦ Person has a NULL Staff Unique ID (whatever field is being used for the staffUniqueld data element below). ◦ District Assignment Exclude ◦ School Exclude
<p>Delete /Post Put</p>	<p>A DELETE / POST will be performed if the data element being altered is part of the resource's natural key. A PUT will be performed otherwise.</p> <ul style="list-style-type: none"> • When any of the following information is changed on Identity: <ul style="list-style-type: none"> ◦ Identity ID (New Identity) ◦ Effective Date ◦ Birth Date ◦ First Name ◦ Middle Name ◦ Last Name ◦ Suffix ◦ Gender ◦ Legal Gender ◦ Race Checkboxes ◦ Is the individual Hispanic/Latino? • When any of the following information is changed on Demographics: <ul style="list-style-type: none"> ◦ Ed-Fi ID ◦ Local Staff Number ◦ Staff State ID ◦ Email ◦ Email Private ◦ Secondary Email ◦ Secondary Email Private

	<ul style="list-style-type: none"> • When any of the following information is changed on District Employments: <ul style="list-style-type: none"> ○ District Employment ID (New District Employment) ○ Start Date ○ End Date ○ License Number ○ Education Level • When any of the following information is changed on District Assignments: <ul style="list-style-type: none"> ○ District Assignment ID (New District Assignment) ○ Start Date ○ End Date ○ Exclude • When any of the following information is changed on Credentials: <ul style="list-style-type: none"> ○ Credential ID (New Credential) ○ Credential Type ○ Date Credential Obtained ○ Education Level ○ Start Date ○ End Date • Changes to Resource Preferences mappings do NOT trigger. A manual resync must be performed on the resource if mappings are changed.
Delete	<ul style="list-style-type: none"> • Staffs records are shared amongst all districts and cannot be deleted. When the Staff Education Organization Assignment Association is deleted, the district will no longer have the authorization to see or perform a delete on the Staffs record.

Required Resources (Upstream)

The following resources must be sent prior to this resource:

- People

Dependent Resources (Downstream)

The following resources are dependent on this resource (must be sent after this resource):

- Discipline Actions
- Discipline Incidents
- Staff Cohort Associations
- Staff Discipline Incident Associations
- Staff Education Organization Assignment Associations
- Staff Education Organization Employment Associations
- Staff Program Associations
- Staff School Associations
- Staff Section Associations
- Student Special Education Program Associations

Error Log

The following are potential Tier 1 (Ed-Fi API generated) or custom (Campus generated) errors you may receive when posting, updating, or deleting this resource. Please keep in mind that the "Error Message" below may not match your exact error message.

Error Message	Possible Causes / How to Fix
400: Validation of ' RESOURCE ' failed. FIELD is required.	<p>An element of the JSON that is required is missing and needs to be added.</p> <ul style="list-style-type: none"> • Double check that all bolded data elements below are reporting a valid value and no data elements below are reporting an invalid value.

<p>400: 'RESOURCE' failed. RESOURCE reference could not be resolved.</p>	<p>A resource that was referenced from a difference resource does not yet exist.</p> <ul style="list-style-type: none"> • Resync the resource being mentioned in the error, then resync the errored resource. Alternatively, the resource being referenced may be incorrect. This can happen with Schools and the Ed-Fi School ID being used as an example. Double check the referenced values being sent are valid.
<p>403: Authorization denied. The claim does not have any established relationships with the requested resource.</p>	<p>The key/secret being used does not have permission to send a record for the resource / referenced resource.</p> <ul style="list-style-type: none"> • Double check your API credentials (key/secret). Sometimes specific keys/secrets cannot report specific resources. • The referenced person (student, staff, parent, contact, etc.) has not yet been associated to the key /secret. Resync their "linking" resource (Students Student School Associations, Staffs Staff Education Organization Assignment Associations, etc.) then resync the errored resource. • The referenced person (student, staff, parent, contact, etc.) may not exist in the ODS yet. Resync the "person" resource and the "linking" resource (Students Student School Associations, Staffs Staff Education Organization Assignment Associations, etc.) then resync the errored resource.
<p>404: Failed to delete 'RESOURCE'. Record does not exist.</p>	<p>The attempt to delete a specific Ed-Fi record ID in the ODS failed because it did not exist.</p> <ul style="list-style-type: none"> • This error can be ignored. The ID was cleared from the Ed-Fi Identity Mapping Report and will not attempt to delete again.
<p>409: A natural key conflict occurred when attempting to create a new resource 'RESOURCE' with a duplicate key.</p>	<p>The Ed-Fi API has a natural key system alongside a standard REST ID system. This error is often protecting against the erroneous creation of a duplicate record in the API. However, it may also indicate that the natural key requirements of the Ed-Fi API have not been satisfied, and the key needs to be modified.</p> <ul style="list-style-type: none"> • Check for duplicate data in your Campus site. If no duplicate data can be found, report the issue to Campus Support. <ul style="list-style-type: none"> ◦ This can be caused by numerous issues. Our code may be attempting to send duplicate records when it should not. The natural key (bolded fields below) may not be unique enough to satisfy Ed-Fi requirements in all cases. Most times this error will require a code change to fix.

<p>409: The resource (or a subordinate entity of the resource) cannot be deleted because it is a dependency of the 'RESOURCE' entity.</p>	<p>The resource that the application is attempting to delete is referenced from another entity.</p> <ul style="list-style-type: none"> • Use the Delete Tool to delete the referenced resource in the error message. Then retry the delete on the original resource that errored.
<p>500: Internal Server Error.</p>	<p>Something unexpected happened and no specific error message could be returned.</p> <ul style="list-style-type: none"> • This issue usually occurs when the ODS is having issues. Confirm that there are no issues with the ODS the data is being sent to and then attempt to retry the errored record. • Contact Campus Support if 500 errors continue to occur, can be replicated consistently, and the ODS the data is being sent to has no ongoing issues. <ul style="list-style-type: none"> ○ There is a chance that Campus Ed-Fi code is sending an invalid JSON request resulting in the 500 error. ○ There is a chance that an Ed-Fi Data Standard / API bug is causing the issue. ○ Investigation is needed in these cases as there are many different potential causes.

Object Data Elements Logic


Data element labels below in **BOLD** are part of the natural key of this resource and are required data elements for the record to send through Ed-Fi.

- The Mandatory / Conditional / Optional column indicates what the state requires for each data element. For Core Ed-Fi connections, it indicates what the data standard requires for each data element.

	Data Element Label	Business Rule(s)	Mandatory (M) Conditional (C) Optional (O)	Data Source GUI Path	Database Field	Uses Template Logic (✓ / ✗ / EXT)
1	staffUniqueid (<i>string</i>)	<p><i>A unique alphanumeric code assigned to a staff.</i></p> <hr/> <p>Reports based on the selection made for Staff Unique ID when the Ed-Fi Configuration was created:</p> <ul style="list-style-type: none"> • Reports Ed-Fi ID if Ed-Fi ID was selected. • Reports Local Staff Number if Local Staff Number was selected. • Reports Staff State ID if Staff State ID was selected. • You can see the selection that was made by going into the Connection Details of the Ed-Fi Configuration. <ul style="list-style-type: none"> ○ This selection cannot be changed after the creation of the Ed-Fi Configuration. 	M	Demographics	Person .edFiID Person .staffNumber Person .staffStateID	✓

2	birthDate (date)	<p><i>The month, day, and year on which an individual was born.</i></p> <hr/> <p>Reports the Birth Date from the most recent Identity record.</p> <ul style="list-style-type: none"> • Does not report if Birth Date is NULL. 	O	Identities	Identity .birthdate	✔
3	electronicMails (array)	<p><i>An unordered collection of staffElectronicMails. The numbers, letters, and symbols used to identify an electronic mail (e-mail) user within the network to which the individual or organization belongs.</i></p> <hr/> <p>Reports the following data elements in an array. Do not report if the Email Address is marked as Private.</p> <ul style="list-style-type: none"> • electronicMailTypeDescriptor <ul style="list-style-type: none"> ◦ Reports Work if reporting the Email. ◦ Reports Home/Personal if reporting the Secondary Email. • electronicMailAddress <ul style="list-style-type: none"> ◦ Reports the Email Address of the Email or Secondary Email. • The following data elements do not report: <ul style="list-style-type: none"> ◦ doNotPublishIndicator ◦ primaryEmailAddressIndicator 	O	Demographics	Contact .emailPrivate Contact .secondaryEmailPrivate Contact .email Contact .secondaryEmail	✔

4	firstName (<i>string</i>)	<p><i>A name given to an individual at birth, baptism, or during another naming ceremony, or through legal change.</i></p> <hr/> <p>Reports the First Name from the person's most recent Identity record.</p> <ul style="list-style-type: none"> • This does NOT consider legal information. We only report based on the preferred information. 	M	Identities	Identity.firstName	✓
5	generationCodeSuffix (<i>string</i>)	<p><i>An appendage, if any, used to denote an individual's generation in his family (e.g., Jr., Sr., III).</i></p> <hr/> <p>Reports the Suffix from the person's most recent Identity record.</p> <ul style="list-style-type: none"> • This does NOT consider legal information. We only report based on the preferred information. 	O	Identities	Identity.suffix	✓

6	highestCompleted LevelOf EducationDescriptor	<p><i>The extent of formal instruction an individual has received (e.g., the highest grade in school completed or its equivalent or the highest degree received).</i></p> <hr/> <p>Report if the staff member has a Credential record that overlaps the configured year with a Credential Type = <i>ED: Education</i> and the Education Level selected is mapped to a valid Ed-Fi code in Resource Preferences.</p> <ul style="list-style-type: none"> • This mapping can be found in the Resource Preferences of the Ed-Fi Connection under the Staffs resource. • If the staff does not have a valid credential record, report the Ed-Fi Code mapped to the value selected on Education on the person's District Employment record that overlaps the configured year. • If there is no Education record or the Ed-Fi code value is NULL, do not report. 	O	Credentials District Employment	EmploymentCredential . employmentCredentialType Employment . educationLevel	
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7	highlyQualifiedTeacher (boolean)	<p><i>An indication of whether a teacher is classified as highly qualified for his/her assignment according to state definition. This attribute indicates the teacher is highly qualified for ALL Sections being taught.</i></p> <hr/> <ul style="list-style-type: none"> • Report True if the staff member has a Credential record that overlaps the configured year with a Credential Type = <i>HQ: Highly Qualified</i> and a Staff History record on a Section. • Report False if the staff member has a Staff History record on a Section but does NOT have a Credential record that overlaps the configured year with a Credential Type = <i>HQ: Highly Qualified</i>. • Do not report in all other situations. 	O	<p>Credentials</p> <p>Section Staff History</p>	<p>EmploymentCredential . employmentCredentialType</p> <p>SectionStaffHistory . sectionStaffID</p>	✓
8	hispanicLatinoEthnicity (boolean)	<p><i>An indication that the individual traces his or her origin or descent to Mexico, Puerto Rico, Cuba, Central, and South America, and other Spanish cultures, regardless of race. The term, "Spanish origin," can be used in addition to "Hispanic or Latino."</i></p> <hr/> <ul style="list-style-type: none"> • Report True when <i>Is the individual Hispanic /Latino?</i> is set to <i>Y: Yes</i> on the current Identity record. • Report False in all other situations. 	O	Identities	Identity .hispanicEthnicity	✓
9	identificationCodes (array)	<p><i>An unordered collection of staffIdentificationCodes. A unique number or alphanumeric code assigned to a staff member by a school, school system, a state, or other agency or entity.</i></p>	O	<p>Demographics</p> <p>District Employment</p>	<p>Person .staffNumber</p> <p>Employment . licenseNumber</p>	✓

		<p>Reports the following data elements in an array. This array will report if the Local Staff Number or License Number fields have a value:</p> <ul style="list-style-type: none"> • staffIdentificationSystemDescriptor <ul style="list-style-type: none"> ◦ Reports District for the Local Staff Number. ◦ Reports State for the License Number. • identificationCode <ul style="list-style-type: none"> ◦ Reports the Local Staff Number or the License Number. <ul style="list-style-type: none"> ▪ If reporting for License Number, report from the most recent District Employment. The Start Date must be on or before today's date and the End Date must be on or after today's date. ▪ If the most recent District Employment has a License Number that is NULL, report from the Credentials tab when the Type is Licensure/Certification. The Start Date must be on or before today's date and the End Date must be on or after today's date. <ul style="list-style-type: none"> • If the person has multiple eligible credential records, use the one with the most recent Start Date. If multiple with the same Start Date, use the highest Credential ID. • The following data elements do not report: <ul style="list-style-type: none"> ◦ assigningOrganizationIdentificationCode 		<p>Credentials</p>	<p>EmploymentCredential . licenseNumber</p>	
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10	lastSurname (<i>string</i>)	<p><i>The name borne in common by members of a family.</i></p> <hr/> <p>Reports the Last Name from the person's most recent Identity record.</p> <ul style="list-style-type: none"> • This does NOT consider legal information. We only report based on the preferred information. 	M	Identities	Identity .lastName	✓
11	middleName (<i>string</i>)	<p><i>A secondary name given to an individual at birth, baptism, or during another naming ceremony.</i></p> <hr/> <p>Reports the Middle Name from the person's most recent Identity record.</p> <ul style="list-style-type: none"> • This does NOT consider legal information. We only report based on the preferred information. 	O	Identities	Identity .middleName	✓

12	<p>races (array)</p>	<p><i>An unordered collection of staffRaces. The general racial category which most clearly reflects the individual's recognition of his or her community or with which the individual most identifies. The way this data element is listed, it must allow for multiple entries so that each individual can specify all appropriate races.</i></p> <hr/> <p>Reports the following data elements in an array:</p> <ul style="list-style-type: none"> • raceDescriptor <ul style="list-style-type: none"> ○ Reports the Ed-Fi Code mapped to each race checkbox that is checked in the current Identity record. <ul style="list-style-type: none"> ▪ This mapping can be found in the Resource Preferences of the Ed-Fi Connection under the Staffs resource. 	O	Identities	RaceEthnicity .raceID	✓
13	<p>sexDescriptor (string)</p>	<p><i>A person's gender.</i></p> <hr/> <p>Reports the Legal Gender from the person's most recent Identity record. Will report based on Gender if Legal Gender is NULL.</p> <ul style="list-style-type: none"> • Male reports Male. • Female reports Female. • All other codes report Not Selected. <ul style="list-style-type: none"> ○ This will error. This is by design to indicate that the Gender selected cannot be reported. 	O	Identities	Identity .legalGender Identity .gender	✓
14	<p>personReference</p>	<p>This data element is optional and does not report.</p>	O	N/A	N/A	N/A

15	addresses	This data element is optional and does not report.	O	N/A	N/A	N/A
16	ancestryEthnicOrigins	This data element is optional and does not report.	O	N/A	N/A	N/A
17	citizenshipStatusDescriptor	This data element is optional and does not report.	O	N/A	N/A	N/A
18	credentials	This data element is optional and does not report.	O	N/A	N/A	N/A
19	identificationDocuments	This data element is optional and does not report.	O	N/A	N/A	N/A
20	internationalAddresses	This data element is optional and does not report.	O	N/A	N/A	N/A
21	languages	This data element is optional and does not report.	O	N/A	N/A	N/A
22	loginId	This data element is optional and does not report.	O	N/A	N/A	N/A
23	maidenName	This data element is optional and does not report.	O	N/A	N/A	N/A
24	oldEthnicityDescriptor	This data element is optional and does not report.	O	N/A	N/A	N/A
25	otherNames	This data element is optional and does not report.	O	N/A	N/A	N/A
26	personalIdentification Documents	This data element is optional and does not report.	O	N/A	N/A	N/A
27	personalTitlePrefix	This data element is optional and does not report.	O	N/A	N/A	N/A
28	recognitions	This data element is optional and does not report.	O	N/A	N/A	N/A

29	telephones	This data element is optional and does not report.	O	N/A	N/A	N/A
30	tribalAffiliations	This data element is optional and does not report.	O	N/A	N/A	N/A
31	visas	This data element is optional and does not report.	O	N/A	N/A	N/A
32	yearsOfPrior ProfessionalExperience	This data element is optional and does not report.	O	N/A	N/A	N/A
33	yearsOfPrior TeachingExperience	This data element is optional and does not report.	O	N/A	N/A	N/A

Appendix