

NM Ed-Fi Suite v3.6.2, Data Standard v4.0: Staff Education Organization Employment Associations

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Summary

This association indicates the education organization an employee, contractor, volunteer or other service provider is formally associated with typically indicated by which organization the staff member has a services contract with or receives compensation from.

Object Triggering Logic

| Action | Business Rule(s) |
|--------|------------------|
|--------|------------------|

Post

Report a record when a person has a District Employment record that overlaps the configured year.

- A maximum of one record will report per staff per year.
- If multiple District Employments are active, report data from the most recent:
 - Latest Start Date
 - Latest End Date
 - NULL is considered latest
 - Highest District Employment ID
- Do not report a record if the any of the following exclusions are present:
 - SSN is NULL.

| | |
|-------------------------------|--|
| <p>Delete/Post</p> <p>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 the following information on the District Employment changes: <ul style="list-style-type: none"> ◦ Employment Status ◦ Start Date ◦ End Date • When the following information on the District Assignment changes: <ul style="list-style-type: none"> ◦ Start Date ◦ End Date ◦ Exclude ◦ Type • When the following information on an Identity record changes: <ul style="list-style-type: none"> ◦ Social Security Number |
| <p>Delete</p> | <ul style="list-style-type: none"> • If data is sent prior to the Exclude check boxes are checked, the data will remain, and the user will need to use the Delete Tool to remove data. • When a District Employment is deleted. |

Required Resources (Upstream)

The following resources must be sent prior to this resource:

- Staffs
- Local Education Agencies (Pre-populated)
- Schools (Pre-populated)

Dependent Resources (Downstream)

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

- N/A

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 |
|---------------|------------------------------|
| | |

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.

| | Data Element Label | Business Rule(s) | Mandatory (M) Conditional (C) Optional (O) | Data Source GUI Path | Database Field | Uses Template Logic (✓/✗/EXT) |
|---|---|--|--|--|---|----------------------------------|
| 1 | employmentStatusDescriptor (string) | <p><i>Reflects the type of employment or contract.</i></p> <hr/> <p>Reports based on the following priority order:</p> <ul style="list-style-type: none"> • If District Employment has the District Staff checkbox checked: <ul style="list-style-type: none"> • Reports the Code of the Qualification Status value selected. • Reports N (Non-certified Personnel) if NULL. • Otherwise reports based on the primary District Assignment: <ul style="list-style-type: none"> • Reports the Code of the Qualification Status value selected. • If NULL, reports based on the Type: <ul style="list-style-type: none"> • Certified reports as C (Certified Personnel). • All other situations report as N (Non-certified Personnel). • Primary District Assignment is calculated as follows: <ul style="list-style-type: none"> • Look at all active District Assignments - determine which one has the highest total FTE value. • If FTE is null or multiple assignments have the same highest value, derive using most recent. <div style="border: 1px solid green; padding: 5px; margin-top: 10px;"> ✓ CATs </div> | M | District Employment District Assignment | CustomEmployment .value EmploymentAssignment .alternateType EmploymentAssignment.type | ✗ |
| 2 | hireDate (date) | <p><i>The month, day, and year on which a contract between an individual and a governing authority specifies that employment is to begin (or the date on which the agreement is made valid). NEDM: Contract Beginning Date. The Original Hire Date will never change. Required for Certified staff.</i></p> <hr/> <p>Report the Teaching Start Year.</p> <ul style="list-style-type: none"> • If NULL, report the District Employment Start Date. <div style="border: 1px solid green; padding: 5px; margin-top: 10px;"> ✓ CATs </div> | M | District Employment | Employment .teachingStartYear Employment .startDate | ✗ |

| | | | | | | |
|---|---|---|---|--|--|---|
| 3 | educationOrganizationReference <i>(reference)</i> | <p><i>A reference to the Local Education Agencies or Schools resource associated with the Staff Education Organization Employment Association being reported.</i></p> <hr/> <p>Reports the Ed-Fi District Number.</p> <div style="border: 1px solid green; padding: 5px; margin-top: 10px;"> ✔ CATs </div> | M | District Information | District.entityID | ✔ |
| 4 | staffReference <i>(reference)</i> | <p><i>A reference to the Staffs resource associated with the Staff Education Organization Employment Association being reported.</i></p> <hr/> <p>Reports the fields that are part of the Natural Key for the Staffs resource.</p> <div style="border: 1px solid green; padding: 5px; margin-top: 10px;"> ✔ CATs </div> | M | N/A | N/A | ✔ |
| 5 | endDate <i>(date)</i> | <p><i>The month, day, and year on which a contract between an individual and a governing authority ends or is terminated under the provisions of the contract (or the date on which the agreement is made invalid). NEDM: Contract Ending Date. Required if Separation Reason is present. All dates must be entered in ISO format (YYYY-MM-DD).</i></p> <hr/> <p>Reports when the Staff member's Primary District Assignment has a Title mapped to a valid Ed-Fi Staff Classification Descriptor code.</p> <ul style="list-style-type: none"> Report the District Employment End Date Do not report if NULL Primary District Assignment is calculated as follows: <ul style="list-style-type: none"> Look at all active District Assignments - determine which one has the highest total FTE value. If FTE is null or multiple assignments have the same highest value, derive using most recent. <div style="border: 1px solid green; padding: 5px; margin-top: 10px;"> ✔ CATs </div> | C | District Employment District Assignment | Employment.endDate EmploymentAssignment .title EmploymentAssignment .fte | ✘ |
| 6 | hourlyWage <i>(number)</i> | <p><i>Hourly wage associated with the employment position being reported. Base salary of staff member budgeted for current year. This is not an hourly wage (as the Ed-</i></p> | C | District Employment | Employment .salary | ✘ |

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| | | <p><i>F1 field name implies) but an annual salary for 1 FTE. Salary must equate to 1 FTE.</i></p> <hr/> <p>Reports the Salary from the District Employment.</p> <ul style="list-style-type: none"> Does not report if: <ul style="list-style-type: none"> District Employment has District Staff checked and Qualification Status is R, S, or T. District Employment does NOT have District Staff checked and Primary District Assignment has Qualification Status is R, S, or T. <ul style="list-style-type: none"> Primary District Assignment is calculated as follows: <ul style="list-style-type: none"> Look at all active District Assignments - determine which one has the highest total FTE value. If FTE is null or multiple assignments have the same highest value, derive using most recent. <div style="border: 1px solid green; padding: 5px; margin-top: 10px;"> ✔ CATs </div> | | | | |
| 7 | separationReasonDescriptor (string) | <p><i>Reason for terminating the employment; for example: Employment in education Employment outside of education Retirement Family/personal relocation Change of assignment.</i></p> <hr/> <p>Reports the Ed-Fi Code mapped to the value selected for Exit Reason on District Employment.</p> <ul style="list-style-type: none"> Only reports if the endDate data element is reporting a value. <div style="border: 1px solid green; padding: 5px; margin-top: 10px;"> ✔ CATs </div> | C | District Employment | Employment .exitReason | ✘ |
| 8 | highestCompleted LevelOfEducation InstitutionDescriptor (string) | <p><i>Indicates the Institution or State that conferred Highest Degree. Required for certified staff.</i></p> <hr/> <p>Reports the Ed-Fi Code mapped to the value selected for Highest Degree Institution on District Employment.</p> <ul style="list-style-type: none"> Only reports if: <ul style="list-style-type: none"> District Employment has District Staff checked AND Qualification Status is C. OR District Employment does NOT have District Staff checked and Primary District Assignment has Type of <i>Certified</i>. <ul style="list-style-type: none"> Primary District Assignment is calculated as | C | District Employment | CustomEmployment .value | EXT |

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| | | <p>follows:</p> <ul style="list-style-type: none"> Look at all active District Assignments - determine which one has the highest total FTE value. If FTE is null or multiple assignments have the same highest value, derive using most recent. <ul style="list-style-type: none"> Do not report in all other situations. <div style="border: 1px solid green; padding: 5px; display: inline-block;"> ✔ CATs </div> | | | | |
| 9 | baccalaureate LevelOfEducation InstitutionDescriptor (string) | <p><i>Baccalaureate Degree Institution of staff member. Where they earned their Bachelor's degree. Required for certified staff.</i></p> <hr/> <p>Reports the Ed-Fi Code mapped to the value selected for Baccalaureate Degree Institution on District Employment.</p> <ul style="list-style-type: none"> Only reports if: <ul style="list-style-type: none"> District Employment has District Staff checked AND Qualification Status is C. OR District Employment does NOT have District Staff checked and Primary District Assignment has Type of <i>Certified</i>. <ul style="list-style-type: none"> Primary District Assignment is calculated as follows: <ul style="list-style-type: none"> Look at all active District Assignments - determine which one has the highest total FTE value. If FTE is null or multiple assignments have the same highest value, derive using most recent. Do not report in all other situations. <div style="border: 1px solid green; padding: 5px; display: inline-block;"> ✔ CATs </div> | C | District Employment | CustomEmployment .value | EXT |
| 10 | nationalCertified (boolean) | <p><i>The data is used to determine if a Staff Member is a National Board Certified Teacher. "If the teacher is national board certified you will mark the staff as Y = Yes. If they are not you will mark them as N = No. If the staff members are not designated as teachers you will mark them as N = No.</i></p> <hr/> <ul style="list-style-type: none"> Report True if National Board Certified Teacher is checked on District Employment. Report False in all other situations. | M | District Employment | Employment .certified | EXT |

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| | | <div style="border: 1px solid green; padding: 2px; display: inline-block;"> ✔ CATs </div> | | | | |
| 11 | teacherOr PrincipalYears InDistrict (Placeholder) | <p><i>The total number of years that an individual has previously held a Teacher or Principal position in the current district. "This field is only required for those Staff reported in a TEACHER or PRINCIPAL staff assignment code. Only report years experience for their CURRENT position: If both a principal and teacher, then only report years experience as it relates to their MAIN position, which in this case would be Principal. Only include years experience as a Principal or Teacher, not both. Excludes "Substitute Teaching" years experience. This number should be an integer and reflect any gaps in employment when the staff member left the district. Use normal rounding logic to handle partial years. Use value of 0 until 1 year has been completed for 1st year teachers or principals</i></p> <hr/> <p>Reports when the Staff has any District Assignment in the current configuration year with a Title of code 00, 14-19, 20-23, 25, 28, 30, 73-75, 94, 96-97, 101, 103-104, 106, 110, 110S, 139, or 140.</p> <ul style="list-style-type: none"> Report 0 if calculated number is less than 1. Reports Yrs Experience in District. If NULL, reports the difference between value reported for hireDate and the value reported for endDate. <ul style="list-style-type: none"> If endDate is NULL, the calculation will use Today's Date. The reported value will always be rounded to the nearest whole number if greater than 1. <ul style="list-style-type: none"> Normal rounding rules apply (.5 goes up, .4 goes down). <p>Do not report in all other situations.</p> | C | District Employment | CustomEmployment .value | EXT |
| | | <div style="border: 1px solid green; padding: 2px; display: inline-block;"> ✔ CATs </div> | | | | |
| 12 | teacherOrPrincipal YearsOverall (number) | <p><i>The total number of years that an individual has previously held a Teacher or Principal position overall. "This field is only required for those Staff reported in a TEACHER or PRINCIPAL staff assignment code. Only report years experience for their CURRENT position: If both a principal and teacher, then only report years</i></p> | C | District Employment | CustomEmployment .value | EXT |



| | | | | | | |
|----|---------------|--|---|---------------------|--------------------------|-----|
| | | <p>experience as it relates to their <i>MAIN</i> position, which in this case would be Principal. Only include years experience as a Principal or Teacher, not both. Excludes “Substitute Teaching” years experience. This number should be an integer and reflect any gaps in employment when the staff member left the district. Use normal rounding logic to handle partial years. Use value of 0 until 1 year has been completed for 1st year teachers or principals.</p> <hr/> <p>Reports when the Staff has any District Assignment in the current configuration year with a Title of code 00, 14-19, 20-23, 25, 28, 30, 73-75, 94, 96-97, 101, 103-104, 106, 110, 110S, 139, or 140.</p> <ul style="list-style-type: none"> • Report 0 if calculated number is less than 1. • Reports Yrs Experience in District + Teaching Years Modifier. • If NULL, reports the difference between value reported for hireDate and the value reported for endDate + Teaching Years Modifier <p>.</p> <ul style="list-style-type: none"> • If endDate is NULL, the calculation will use Today's Date. • The reported value will always be rounded to the nearest whole number if greater than 1. <ul style="list-style-type: none"> • Normal rounding rules apply (.5 goes up, .4 goes down). <p>Do not report in all other situations.</p> <div style="border: 1px solid green; border-radius: 5px; padding: 5px; display: inline-block;"> ✔ CATs </div> | | | | |
| 13 | licenseNumber | <p><i>Indicates the PED issued license number.</i></p> <p><i>Required for all licensed staff. This will be the primary method for linking License Number of Staff to the Licensure System.</i></p> <hr/> <ul style="list-style-type: none"> • Report the License Number on the District Employment record. <ul style="list-style-type: none"> • If NULL, do not report. <div style="border: 1px solid green; border-radius: 5px; padding: 5px; display: inline-block;"> ✔ CATs </div> | C | District Employment | Employment.licenseNumber | EXT |



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|----|----------------------|------------------------------------|---|-----|-----|-----|
| 14 | credentialReference | This is optional, does not report. | O | N/A | N/A | N/A |
| 15 | department | This is optional, does not report. | O | N/A | N/A | N/A |
| 16 | fullTimeEquivalency | This is optional, does not report. | O | N/A | N/A | N/A |
| 17 | offerDate | This is optional, does not report. | O | N/A | N/A | N/A |
| 18 | separationDescriptor | This is optional, does not report. | O | N/A | N/A | N/A |