# APPENDIX C – Secondary Data Elements

**Student, teacher and principal administrative data variables**

Below we list the names of the files and variables we will be requesting from NM PED on students, teachers and principals as a part of the analysis. The information is based on the Student Teacher Accountability Reporting System (STARS) Volume 1 User Guide, 2014-15. STARS is a comprehensive student, staff, and course information system that provides a standard data set for each student served by New Mexico’s 3Y/4Y – Grade 12 public education system. STARS uses the eScholar data warehouse which integrates detail student, staff, and course information via a standard set of templates that provide a consistent format for loading data from various student information systems used in public school districts or charter schools. For each data requested we list the Domain name, Template Name, and variable name and a variable description.

***Staff Domain, Staff Assignment Template***

|  |  |
| --- | --- |
| **Field Name** | **Description** |
| District Code | |  | | --- | | PED defined three character district code. | |
| Staff ID | Masked Staff ID fixed across years and locations |
| Assignment Code | PED defined assignment or position codes. |
| School Year Date | School Year |
| Location Code | PED defined three character location code of school |
| Assignment Date | Report Date |
| Percentage of Time Assigned | The portion of the staff member’s time that is allocated to the assignment. |

***Staff Domain, Staff Development Fact Template***

|  |  |
| --- | --- |
| **Field Name** | **Description** |
| District Code | |  | | --- | | PED defined three character district code. | |
| Staff ID | Masked Staff ID fixed across years and locations |
| Activity Code | Professional Development Activity Code |
| Activity Start Date | Professional Development Activity Start Date |

***Staff Domain, Staff Template***

|  |  |
| --- | --- |
| **Field Name** | **Description** |
| District Code | |  | | --- | | PED defined three character district code. | |
| Staff ID | Masked Staff ID fixed across years and locations |
| Gender Code | Gender of Staff Member |
| Ethnic Code | Ethnicity Code of Staff Member |
| Teaching of Principal Years of Experience | The number of years that the staff member has been employed by any school district in any state as a TEACHER or PRINCIPAL (includes current district). |
| Teaching of Principal Years of Experience in District | The number of years that the staff member has been employed by the current school district as a TEACHER or PRINCIPAL. |
| Highest Degree Earned | Highest degree earned by the staff member. |
| Staff Qualification Status | Staff Qualification Status such as Certified or Substitute teacher |
| Hispanic Indicator | Indicator of whether the staff member is of Hispanic ethnicity |
| Tribal Affiliation | The primary New Mexico Tribe or Pueblo with which the staff member is affiliated or enrolled |

***Student Domain, Student Template***

|  |  |
| --- | --- |
| **Field Name** | **Description** |
| District Code | |  | | --- | | PED defined three character district code. | |
| Student ID | State issued student identification number. |
| Alternate Student ID | District's local student identifier. |
| Location Code | PED defined three character location code of school |
| School Year Date | School Year |
| Current Grade Level | Student current grade level |
| Birthdate | Student date of birth. |
| Gender Code | Gender code of Student |
| Ethnic Code | Ethnicity Code of Student |
| Hispanic Indicator | Indicator of whether the student is of Hispanic ethnicity |
| Economic Status | Student participation in free or reduced lunch program. |
| Economic Disadvantaged Status Code | Identifies the type of Direct Cert the student is receiving, e.g. SNAP, TANF, Homeless. |
| Special Education | Student is IEP Y/N |
| Level of Integration | Amount of special education service. |
| Repeating Last Year | If student is in grades K-12, Y/N for retained or failed to be promoted following the completion of the past school year |
| Gifted Participation Code | Indication of whether the student is Gifted |
| Migrant Status | Indicator of migratory status |
| English Proficiency Code | Current or former ELL student. |

***Assessment Domain, Assessment Fact Template***

|  |  |
| --- | --- |
| **Field Name** | **Description** |
| District Code | |  | | --- | | PED defined three character district code. | |
| Student ID | State issued student identification number. |
| Test Description | Description of type of test |
| Assessment School Year Date | School Year |
| Item Description Code | Item description code |
| Test Date | Date of Assessment |
| Location Code | PED defined three character location code. |
| Score | Score of administered test. |
| Scoring Model | The Measurement used to determine the outcomes the respective assessment |

***Attendance Domain, Student Daily Attendance Template***

|  |  |
| --- | --- |
| **Field Name** | **Description** |
| District Code | |  | | --- | | PED defined three character district code. | |
| Student ID | State issued student identification number. |
| Location Code | PED defined three character location code. |
| Attendance Date | Report date of student unexcused absence. |
| Attendance Code | Provide the Attendance Code that indicates the unexcused absence status for the date. |

***Attendance Domain, Student Summary Attendance Template***

|  |  |
| --- | --- |
| **Field Name** | **Description** |
| District Code | |  | | --- | | PED defined three character district code. | |
| Student ID | State issued student identification number. |
| Location Code | PED defined three character location code. |
| School Year Date | School Year |
| Period Start Date | Attendance period start date. |
| Period End Date | Attendance period end date. |
| Days Present | Provide the total number of days within the Reporting Period that the student was marked as Present at the location. |
| Days Enrolled | Provide the total number of days within the Reporting Period that the student was counted as Enrolled at the location. |

***Course and Grades Domain, Course Template***

|  |  |
| --- | --- |
| **Field Name** | **Description** |
| District Code | |  | | --- | | PED defined three character district code. | |
| Location Code | PED defined three character location code. |
| School Year Date | School Year |
| Course Name | Course Name |
| Semester | Indicator of reporting period |
| Course Code | PED-defined 8 character course code offered by the school. |

***Course and Grades Domain, Course Instructor Template***

|  |  |
| --- | --- |
| **Field Name** | **Description** |
| District Code | |  | | --- | | PED defined three character district code. | |
| Location Code | PED defined three character location code. |
| School Year Date | School Year |
| Primary Instructor ID | State issued student identification number. |
| Course Name | Course Name |
| Semester | Indicator of reporting period |
| Course Code | PED-defined 8 character course code offered by the school. |
| Section Code | Class section number assigned by school district to identify distinct classes. |
| Snapshot Date | Field indicating the report date. See valid values. |
| Special Course Indicator | Indicator for honors, gifted, special education, etc. |

***Course and Grades Domain, Student Course Enrollment Template***

|  |  |
| --- | --- |
| **Field Name** | **Description** |
| District Code | |  | | --- | | PED defined three character district code. | |
| Location Code | PED defined three character location code. |
| School Year Date | School Year |
| Enrollment Period | Reporting date |
| Student ID | State issued student identification number. |
| Section Code | Class section number assigned by school district to identify district classes. |
| Course Code | PED-defined 8 character course code offered by the school. |

***Enrollment Domain, School Enrollment Template***

|  |  |
| --- | --- |
| **Field Name** | **Description** |
| District Code | |  | | --- | | PED defined three character district code. | |
| Location Code | PED defined three character location code. |
| School Year Date | School Year |
| Student ID | State issued student identification number. |
| Enrollment Date | The actual date the mobility transaction occurred. |
| Enrollment Code | Code identifying the type of mobility transaction. |
| Enroll Change Code | Provide a code that indicates the student enrollment was a result of SCHOOL CHOICE. |

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| **NM TEACH Reflect Data**  Below we list the variables we will be requesting from NM PED from the Teachscape operated REFLECT teacher evaluation data system. |
| Staff ID that is consistent across school years and data sources |
| Teacher Evaluation Group (A, B, or C) |
| Graduated Consideration Tag |
| District ID |
| ·         School year |
| ·         School NCES ID |
| Masked Evaluator ID |
| Observation number |
| Observation date |
| NM TEACH Summative evaluation component - Observation Element name |
| NM TEACH Summative evaluation component - Observation Element Score (Level of Performance) |
| NM TEACH Summative evaluation component - Student Achievement measure name |
| NM TEACH Summative evaluation component - Student achievement measure score |
| NM TEACH Summative evaluation component - Multiple measure name |
| NM TEACH Summative evaluation component - Multiple measure score |
| NM TEACH Summative evaluation overall score |
| NM TEACH Summative evaluation effectiveness rating |

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| --- |
| **Principal and Teacher contact information**  **File 1 – Principal contact information** |
| Principal Last Name |
| ·         Principal First Name |
| ·         Principal Middle Name or initial |
| Principal Maiden Name |
| Principal primary email address |
| Principal secondary email address |
| School Name |
| ·         School year |
| ·         School NCES ID |
| **File 2 – Teacher contact information** |
| Teacher Last Name |
| ·         Teacher First Name |
| ·         Teacher Middle Name or initial |
| Teacher Maiden name |
| Teacher primary email address |
| Teacher secondary email address |
| School Name |
| ·         School year |
| ·         School NCES ID |