

Educator Equity Data Collection in EDS

How to Reduce the Number of Teachers
Displayed in the Course Definition Tab



Agenda

1

The generic Elementary course code WA0007 and what other codes you can use.

2

Not entering a class/course codes

3

S-275 reporting errors



Reason 1:

WA0007 Elementary Course Code

- WA0007 is the elementary curriculum course code.
- It aligns to the elementary endorsement.

Problem: When WA0007 is used for specialists such as art, music and PE if the educator does not hold an elementary endorsement as these teachers are only in-field when teaching the subjects aligned to their endorsement. They are considered out-of-field for WA0007 since the all elementary content areas do not align to their endorsement.

Solution: Use the content-specific K-8 course codes.



Common Elementary Course Codes to Use Instead of WA0007

| Content | Kinder/TK | Grade 1 | Grade 2 | Grade 3 | Grade 4 | Grade 5 | Grade 6 | Grade 7 | Grade 8 |
|---------------------------------|-----------|---------|---------|---------|---------|---------|---------|---------|---------|
| Art | 05180 | 05181 | 05182 | 05183 | 05184 | 05185 | 05186 | 05187 | 05188 |
| Lang. Arts | 01028 | 01029 | 01030 | 01031 | 010132 | 01033 | 01034 | 01035 | 01036 |
| Mathematics | 02030 | 02031 | 02032 | 02033 | 02034 | 02035 | 02036 | 02037 | 02038 |
| Music | 05130 | 05131 | 05132 | 05133 | 05134 | 05135 | 05136 | 05137 | 05138 |
| Physical Ed. | 08030 | 08031 | 08032 | 08033 | 08034 | 08035 | 08036 | 08037 | 08038 |
| Physical/ Health Ed. | 08104 | 08105 | 08106 | 08107 | 08108 | 08109 | 08110 | 08111 | 08112 |
| Reading | NA | 01041 | 01042 | 01043 | 01044 | 01045 | 01046 | 01047 | 01048 |
| Science | 03230 | 03231 | 03232 | 03233 | 03234 | 03235 | 03236 | 03237 | 03238 |
| Social Studies | NA | 04431 | 04432 | 04433 | 04434 | 04435 | 04436 | 04437 | 04438 |
| Writing | 01130 | 01131 | 01132 | 01133 | 01134 | 01135 | 01136 | 01137 | 01138 |
| Homeroom | 23003 | 23004 | 23005 | 23006 | 23007 | 23008 | 23009 | 23010 | 23011 |

Additional Courses Codes Aligned to an Elementary Endorsement ([CEDARS](#) Data Manual, Appendix V)

- Early Childhood Education 23001
- Social Emotional Learning: 22253
- Technology: 10003 Computer and Information Technology; 10004 Computer Applications; 10009 Internet Skills; 10010 Computer Literacy; 12006 Word Processing

Reason 2: Not Entering a Course Code

| Program | Course Code |
|--|---|
| ELL Program | 01008 English as a Second Language |
| Bilingual Program | Code each content area taught (see previous slide for course codes) |
| Reading Supports and Services such as those funded by Title I-A or LAP | 01067 Assisted Reading |
| Math Supports and Services such as those funded by Title I-A or LAP | 02994 Math Proficiency Development |

Course Codes for Special Education

Special Education is a service, not a course, yet there are ways to code special education teachers that may be applicable in your LEA

| Special Education Program Model | Course Code |
|---|--|
| Self-contained life skills | 19257 Life Skills (do not use a “miscellaneous” course code) |
| Self-contained courses included in a student's IEP | Use the content course code of the subject area, e.g.,02062 Integrated Math I |
| Inclusion model where the special education teacher co-teaches in the general education classroom | For each course: <ul style="list-style-type: none">• Enter “I” as the teacher indicator for the special education teacher.• Enter “P” as the teacher indicator for the general education teacher. |

Reason 3: S-275 Reporting Error

- The S-275 is a reporting process for certificated and classified personnel.
- An LEA will report each person's duty code such as teacher, school counselor, principal, paraeducator, etc.

Problem 1: A non-teacher, such as school counselors or principals, have a teacher duty code in the S-275.

Problem 2: A teacher is reported to the wrong school.

Solution: Correct the S-275 Report



Reason 3: S-275 Reporting Error, cont.



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Personnel Reporting

The S-275 reporting process is an electronic personnel reporting process which provides a record of certificated and classified employees of the school districts and educational service districts of the state of Washington. Data collected by the S-275 reporting process are either mandated by state law, necessary for calculating state funding, or are needed for responding to requests by the federal government, the Legislature, or other organizations. Please contact the Personnel Supervisor if you have questions or would like the publication in a different format.

Contact Information

[School Apportionment](#) 

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[Staff Contacts](#)

[2024-25](#) [2023-24](#) [2022-23](#) [2021-22](#) [2020-21](#) [2019-20](#)

S-275 Reporting Process Instructions

[2024-25 S-275 Personnel Reporting Handbook for Form S-275 \(PDF\)](#)

For assistance on S-275
[Personnel Reporting](#):

SAFS@k12.wa.us

360-725-6300

EEDC Resources Links

- [Educator Equity Data Collection webpage](#)
- [Elementary Course Codes - PESB Google Drive](#)
- AskSI@k12.wa.us
- [Personnel Reporting webpage](#)

