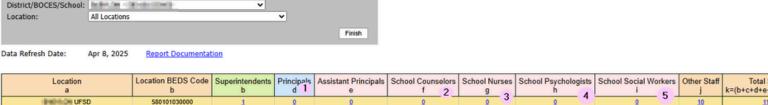


Assignment data for nonteaching personnel in LEAs is used for State and federal reporting and for educator evaluations.

- Report one (1) record for each location and assignment related to the staff person.
- The grade level the person is responsible for only needs to be reported for building principals.
- If a staff member is responsible for assignments within more than one building in the LEA, report each of those specific buildings.
 - This includes pupil personnel (e.g., counselors, social workers) and health services staff (nurses). If they have district-wide responsibility, they may report the district code so that only one record would be reported.
- L2RPT > Content > District > SEDDAS > Staff > SIRS 334 Staff Assignment Verification Summary
- SIRS Manual: Who Should be Reported?

School Year:

2024-25



a	b	b	d 1	е	f 2	9 2	h	i 5	j	k=(b+c+d+e+f+g+h+i+j)
MINION UFSD	580101030000	1	0	0	Q	0	0	0	10	<u>11</u>
ELEMENTARY SCHOOL	580101030003	Q	1	Q	1	1	Q	0	2	5
HIGH SCHOOL	580101030002	0	1	1	4	1	2	1	9	19
GRADE SCHOOL	580101030001	0	1	0	0	1	3	0	1	6
Total		1	3	1	5	3	5	1	22	41

- 1. Principal Every school building must be reported with a Principal
 - a. A Principal can have more than one assignment (IE Principal is also the Superintendent; they receive a Staff Assignment record for both titles)
- 2. School Counselor Every school building should have a School Counselor reported
 - a. Counselors who are shared across the district should receive a Staff Assignment record for each building they serve
 - b. Guidance for Part 100 Counseling Programs
- 3. School Nurse Every school building must be reported with a School Nurse
 - a. 2022 NYSED Memo RE: Reporting Nurses
- 4. School Psychologist Report in the building where their office is located
- 5. School Social Worker Report in the building where their office is located