

**PEIMS  
DATA QUALITY  
SERVICES**

**SERVICES AGREEMENT  
for  
2009-2010**

**EDUCATION SERVICE CENTER  
REGION XI  
MANAGEMENT INFORMATION SYSTEMS**

**3001 North Freeway  
Fort Worth, Texas 76106**

**PEIMS DATA QUALITY SERVICES AGREEMENT 2009-2010  
EDUCATION SERVICE CENTER REGION XI  
MANAGEMENT INFORMATION SYSTEMS**

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**PEIMS DATA QUALITY SERVICES AGREEMENT 2009-2010  
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**ARTICLE I SERVICES AGREEMENT**

This agreement, made and entered into by and between

\_\_\_\_\_  
Name of District

\_\_\_\_\_  
TEA County/District No.

\_\_\_\_\_  
Address

\_\_\_\_\_  
City and Zip Code

hereinafter referred to as the "School District" and Education Service Center Region XI, 3001 North Freeway, Fort Worth, Texas 76106, hereinafter referred to as the "Education Service Center," provides for the performance of services according to and under the following terms and conditions.

Management Information Systems is the division of the Education Service Center directly responsible for providing the services agreed upon. Management Information Systems will hereinafter be referred to as "MIS". PEIMS Data Quality Services (PDQS) will function within MIS to provide the services of this contract.

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**ARTICLE II STATEMENT OF SERVICES TO BE PERFORMED**

The Education Service Center agrees to perform the PEIMS consulting services that are described in the following sections. All services that are to be provided for School District by or through Education Service Center are shown in the following sections. If changes in the specified PEIMS services become desirable, an additional supplementary written "Agreement for the Provision of PEIMS Services" shall be made between School District and Education Service Center.

**ARTICLE III TERM OF SERVICE**

This agreement covers services that are to be performed for School District during the fiscal year beginning September 1, 2009, and ending August 31, 2010. However, due to the nature of the PEIMS reporting function, these services may begin before September 1, 2009 and may extend beyond August 31, 2010.

**ARTICLE IV PAYMENT FOR SERVICES**

The School District should complete this agreement in its entirety and email the entire service agreement to rbryan@esc11.net. Please print page 14, have the superintendent sign that page, and fax it to Attn: Richard Bryan at (817) 740-3643. A copy of page 14 will be returned to you after being signed by Education Service Center Region XI.

Payment is due upon receipt of invoice and may be paid quarterly or annually.

Please do not send a check back with the service agreement

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**ARTICLE V PEIMS DATA QUALITY SERVICES**

**PEIMS DATA QUALITY SERVICES (PDQS)**

TEA has charged the ESC with assisting the school district in its responsibility for submitting PEIMS data in accordance with the PEIMS Data Standards. This service was funded through state core funds and was provided to all school districts in Region XI at no cost to the district for sixteen years. However, since state funds are not available to the service center for PEIMS as a result of state legislation, a fee is charged to each user so that PEIMS assistance will continue at the same level as in the past. This fee allows a continuation of the following services provided by ESC PEIMS staff:

- ESC will assist the districts with its PEIMS data submission to TEA through EDIT+.
- ESC will provide training in all aspects of PEIMS data collection and submission.
- ESC will present multiple training sessions concerning PEIMS finance, staff, and student reporting with an emphasis on new areas of concern.
- ESC will supply telephone consultation throughout the PEIMS process as needed.
- ESC will inform the district of crucial areas of scrutiny by TEA (e.g., PID, Underreported Leavers, Discipline, etc.).
- ESC will review PEIMS EDIT+ data reports for consistency and possible errors.
- ESC will inform the district of changes and updates in PEIMS as they occur.
- ESC will provide consultation as needed to:
  - Answer questions concerning the Data Standards and the Student Attendance Accounting Handbook
  - Provide guidance through the EDIT+ process
  - Organize the data submission schedule and procedure
  - Interpret Fatal Errors, Warnings, and Special Warnings
  - Provide solutions in the PID correction process
  - Clarify various EDIT+ reports and emphasize their significance
- ESC will “ACCEPT” the district data file, finalizing the submission/resubmission to TEA:
  - After reviewing selected EDIT+ reports (if problems are found, the district will be notified and allowed to make corrections, if necessary)
  - When the Superintendent completes the Superintendent Approval Form (SAF)

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**ARTICLE VI PEIMS DATA QUALITY SERVICES FEES**

**PDQS FEE**

Each district will pay PEIMS Data Quality Services (PDQS) fees as indicated in the PDQS Fee Table on the next page. The PDQS Fee covers all services by the ESC Region XI PEIMS Staff as outlined above in Article V. This fee does not purchase software or software support for any commercial product. The PDQS staff will work within the EDIT+ framework and other online services provided by TEA. The PDQS Fee Tables are located in ARTICLE VII.

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<b>ARTICLE VII PEIMS DATA QUALITY SERVICES FEE TABLES</b>
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**PEIMS DATA QUALITY SERVICES FEE TABLE**

Districts will use the PEIMS Data Quality Services Fee Table below to determine the PDQS fee.

The PDQS Fee is determined by the 2008 Fall PEIMS Enrollment totals. An enrollment table showing your PEIMS fall 2008 enrollment has been provided for your convenience on the following pages. The enrollment table will show the number of students in your district for choosing the correct PDQS fee in the table below.

**PDQS Fee Table for 2009-2010**

<b>Number of Students in District</b>					<b><u>PDQS Fee</u></b>
<b><u>At least ...</u></b>		<b><u>and up to</u></b>			
<b>1</b>	<b>to</b>	<b>500</b>	<b>...</b>		<b>\$1,000</b>
<b>501</b>	<b>to</b>	<b>1,000</b>	<b>...</b>		<b>\$1,500</b>
<b>1,001</b>	<b>to</b>	<b>2,000</b>	<b>...</b>		<b>\$2,000</b>
<b>2,001</b>	<b>to</b>	<b>4,000</b>	<b>...</b>		<b>\$2,500</b>
<b>4,001</b>	<b>to</b>	<b>8,000</b>	<b>...</b>		<b>\$3,000</b>
<b>8,001</b>	<b>to</b>	<b>16,000</b>	<b>...</b>		<b>\$3,500</b>
<b>16,001</b>	<b>to</b>	<b>32,000</b>	<b>...</b>		<b>\$4,000</b>
<b>32,001</b>	<b>to</b>	<b>64,000</b>	<b>...</b>		<b>\$4,500</b>
<b>64,001</b>	<b>to</b>	<b>128,000</b>	<b>...</b>		<b>\$5,000</b>

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**ARTICLE VII PEIMS DATA QUALITY SERVICES FEE TABLES (Continued)**

<b>CCCD</b>	<b>Name of District</b>	<b>Type</b>	<b>PEIMS Fall 2008 Enrollment</b>
184907	Aledo	ISD	4,579
126901	Alvarado	ISD	3,273
249901	Alvord	ISD	719
061910	Argyle	ISD	1,744
220901	Arlington	ISD	63,045
220802	Arlington Classics Acad.	Charter	461
061907	Aubrey	ISD	1,696
220915	Azle	ISD	5,773
220902	Birdville	ISD	22,576
072904	Bluff Dale	ISD	93
249902	Boyd	ISD	1,005
213801	Brazos River Charter	Charter	137
249903	Bridgeport	ISD	2,347
184909	Brock	ISD	812
126902	Burleson	ISD	9,591
049905	Callisburg	ISD	1,218
220919	Carroll	ISD	7,839
220917	Castleberry	ISD	3,517
220815	Chapel Hill Academy	ISD	127
249904	Chico	ISD	629
126903	Cleburne	ISD	6,935
184801	Crosstimbers Academy	Charter	136
220912	Crowley	ISD	15,031
249905	Decatur	ISD	2,971
061901	Denton	ISD	22,189
072902	Dublin	ISD	1,319
220918	Eagle Mountain Saginaw	ISD	15,292
220811	East FW Montessori	Charter	313
049906	Era	ISD	451
220803	Erath Excels Academy	Charter	160
220904	Everman	ISD	4,929
057817	Focus Learning Center	Charter	412
220905	Fort Worth	ISD	79,285
220804	Fort Worth Can Academy	Charter	649
220809	FWAFA	Charter	385
049901	Gainesville	ISD	2,667
184911	Garner	ISD	194
213901	Glen Rose	ISD	1,723
126911	Godley	ISD	1,554
182901	Gordon	ISD	188
182902	Graford	ISD	321
111901	Granbury	ISD	6,919
126904	Grandview	ISD	1,122
220906	Grapevine-Colleyville	ISD	13,822
220813	Harmony Science Academy	Charter	915
220916	HEB	ISD	20,565



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**ARTICLE VII PEIMS DATA QUALITY SERVICES FEE TABLES (Continued)**

CCCCDD	Name of District	Type	PEIMS Fall 2008
			Enrollment
072908	Huckabay	ISD	192
126905	Joshua	ISD	4,650
126906	Keene	ISD	805
220907	Keller	ISD	30,299
220914	Kennedale	ISD	3,169
061905	Krum	ISD	1,562
061912	Lake Dallas	ISD	3,978
220910	Lake Worth	ISD	2,839
061803	Legends	Charter	Projection
061902	Lewisville	ISD	50,216
049907	Lindsay	ISD	519
072909	Lingleville	ISD	212
111902	Lipan	ISD	302
061914	Little Elm	ISD	5,855
220908	Mansfield	ISD	30,759
220808	Metro Charter	Charter	313
184904	Millsap	ISD	747
182903	Mineral Wells	ISD	3,652
072910	Morgan Mill	ISD	96
049902	Muenster	ISD	495
061911	Northwest	ISD	13,012
182906	Palo Pinto	ISD	79
072801	Paradigm Accelerated	Charter	220
249906	Paradise	ISD	1,045
184908	Peaster	ISD	1,104
061903	Pilot Point	ISD	1,472
061906	Ponder	ISD	1,194
184901	Poolville	ISD	575
221801	Responsive Ed Solutions	Charter	3,834
220812	Richard Milburn	Charter	217
126907	Rio Vista	ISD	886
061908	Sanger	ISD	2,634
182904	Santo	ISD	499
049909	Sivells Bend	ISD	73
249908	Slidell	ISD	236
184902	Springtown	ISD	3,588
072903	Stephenville	ISD	3,499
182905	Strawn	ISD	187
220816	Summit Int'l Prep	Charter	502
220814	Texas Elem Sch of Arts	Charter	153
061802	The Education Center	Charter	790
072901	Three Way	ISD	43
111903	Tolar	ISD	596
220801	Treetops School Internat.	Charter	341
049903	Valley View	ISD	665
126908	Venus	ISD	1,783

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ARTICLE VII PEIMS DATA QUALITY SERVICES FEE TABLES (Continued)

<b>CCCDDD</b>	<b>Name of District</b>	<b>Type</b>	<b>PEIMS Fall 2008 Enrollment</b>
049908	Walnut Bend	ISD	73
184903	Weatherford	ISD	7,506
220810	Westlake Academy	Charter	408
220920	White Settlement	ISD	5,878

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**ARTICLE VIII PEIMS DATA QUALITY SERVICES RESPONSIBILITIES**

**DUTIES OF TEA (from PEIMS Data Standards)**

- TEA will explain the overall data requirements to ESC personnel
- TEA will provide and maintain the *PEIMS DATA STANDARDS* and the *STUDENT ATTENDANCE ACCOUNTING HANDBOOK*
- TEA will provide the ESC and district with a standard editing and reporting system (EDIT+)

**DUTIES OF EDUCATION SERVICE CENTER (from PEIMS Data Standards)**

- Send the data required (ACCEPT) by the current year PEIMS Data Standards to TEA by the specified due dates for each submission/resubmission.
- Review the district data using edit rules supplied by TEA, assuring all fatals are corrected.
- Assist the district with its data submission to TEA's EDIT+ server.
- Notify district when its data has been approved by the ESC and made available for further processing by TEA.
- Facilitate the accuracy and timely delivery of data.
- Explain the overall data collection requirement to school district personnel.
- Train school district personnel to adequately meet the data submission requirement, covering:
  - Overall data flow
  - Delivery schedule
  - Data element definitions
  - Data Submission formats
  - Editing requirements
  - Correction cycle
  - Approval of the summary report and error listing
  - Operation of the web-based PEIMS EDIT+ system
- Consultation will be provided to assist the school district in preparing the data submission and to ensure data quality and compliance to the schedules.
- ESC PEIMS staff will coordinate assistance by:
  - Answering questions about the Data Standards and Student Attendance Accounting Handbook
  - Organizing the data submission schedule
  - Answering questions about the edit and summary reports
  - Organizing the error correction schedule
  - Initiating the final approval of the district's submission to TEA

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**ARTICLE VIII PEIMS DATA QUALITY SERVICES RESPONSIBILITIES (Continued)**

**DUTIES OF DISTRICT (from *PEIMS Data Standards*)**

- School district will submit the data required by the current PEIMS Data Standards to the ESC in accordance with the specifications of the data standards.
- The required data will be approved by both the district and the ESC by the due dates
- School district will follow the ESC-established deadlines to allow sufficient time for technical assistance by the ESC.
- School district will validate/edit the district data file using EDIT+.
- School district will get approval of its data file by ESC.
- Errors found by the ESC during the editing/validation process will be corrected by the school district in a timely manner.
- District must approve the content of the data submission by completion of the SAF by the Superintendent, as available through EDIT+.

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**ARTICLE IX PEIMS DATA QUALITY SERVICES COMMITMENT FOR SERVICES**

District \_\_\_\_\_ Coordinator \_\_\_\_\_ Phone \_\_\_\_\_

**PEIMS SERVICES**

<b>PEIMS Data Quality Services (PDQS)</b>	
<b>PEIMS Data Quality Services Fee</b>	<b>\$ _____</b>
<b>TOTAL PEIMS DATA QUALITY SRVS COMMITMENT \$</b>	<input type="text"/>
<b>Transfer this Total PEIMS Data Quality Commitment amount to Page 14.</b>	

**Retain the original PDF document for your records.**

**Return a copy of the completed PDF document by June 19, 2009 to: rbryan@esc11.net**

MIS mail address:

MIS Department  
Education Service Center Region XI  
3001 North Freeway  
Fort Worth, Texas 76106

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**ARTICLE X COMMITMENT AND AUTHORIZATION FOR SERVICES**

\_\_\_\_\_ has approved the PEIMS Data Quality Services Agreement for the 2009-2010 school year. The district agrees to pay for the contracted services as indicated in this service agreement for the total amount of \_\_\_\_\_.

\_\_\_\_\_  
**Superintendent of Schools**

\_\_\_\_\_  
**Date**

**THIS AGREEMENT IS ACCEPTED BY EDUCATION SERVICE CENTER REGION XI AS INDICATED ABOVE.**

\_\_\_\_\_  
**Executive Director  
Education Service Center Region XI**

\_\_\_\_\_  
**Date**

**Education Service Center will return a copy of this page to the School District.**

**Retain the original PDF document for your records.**

**Please do not send payment with this document.**

Return a copy of the completed PDF document by June 19, 2009 to: rbryan@esc11.net  
FAX this page after the superintendent has signed it to: Attn: Richard Bryan at (817) 740-3643  
OR mail the entire document to Richard Bryan.

MIS mail address: MIS Department  
Education Service Center Region XI  
3001 North Freeway  
Fort Worth, Texas 76106