

Board of Trustees

Meeting Date: August 19, 2025

Executive Summary of Board Agenda Item

Subject/Title for Agenda Posting: Approval of 2025-2026 Memorandum of Understanding between Canutillo ISD and ESC Region 19 Texas Student Data Systems (TSDS) Support Cooperative.

Justification Statement: The TSDS Support Cooperative is designed to provide support with the TSDS initiative by the Texas Education Agency. The Texas Student Data System is the statewide system that modernizes and improves the quality of data collection, management and reporting in Texas education. Using the train-the-trainer model, ESC Region 19 will provide training to the LEA's TSDS stewards on all modules necessary in order to support TSDS. The goal of the TSDS Cooperative is to continue to provide in-depth timely information on critical issues, support and training.

Purpose of Agenda Item: ☐ Information ☒ Discussion ☒ Action
Item Type: ☐ Curriculum & Instruction ☐ Human Resources ☒ Business Services

Staff Responsible: Oscar Rico
Signature of Requester(s)
Signature of Presenter(s)
Cristina Pulley
Business Services Approval (Initials) 08/06/2025
Date

Agenda Summary:

This cooperative provides:
Support and train-the-trainer sessions to the LEA's TIMS steward;
Support and train-the-trainer sessions to the LEA's Technical steward;
Support and train-the-trainer sessions to assist LEA's with TSDS PEIMS;
Support and train-the-trainer sessions to support the current TSDS Core Collections;
Provide two sessions on the latest updates affecting all TSDS collections;
Provide one half-day session, an introduction to PEIMS, including TEDS, UID, and TREX;
Monitor and review all LEA's data submissions to ensure that TEA due dates are being met;
Provide LEA's PEIMS Coordinators with TSDS PEIMS file comparisons with prior year submissions;
After hours support services, ESC Region 19 TSDS personnel will work collaboratively with the LEA's TSDS stewards to assist with required TSDS submissions, to meet state mandated deadlines. This service provided only on dates files are due to TEA, provided advance notice is received.

RECOMMENDATION: It is recommended that the Board approve for the district to join the ESC Region 19 TSDS Cooperative to receive the services listed.

PRIOR BOARD ACTION: Approved AWARDED: 12/17/24 AWARDED AMOUNT: \$1,250.00

AMOUNT(S): \$1,250.00

ACCOUNT NO(S): 199.53.6239.00.728.99

PROCUREMENT METHOD TYPE: (3 Quotes, Cooperative Contract Quotes, Sole Source, Formal Bid)
Memorandum of Understanding

REQUESTING DEPARTMENT:
Operations/Information Technology

CONSEQUENCES OF NON-APPROVAL:
The district will not receive the level of support to maintain the LEA's steward's knowledge base or the support for current and new collections on TSDS.

IMPLEMENTATION TIMELINE:
Annually: Upon fully executed MOU

ATTACHMENT(S): ✓ Texas Student Data Systems (TSDS) Support Cooperative 2025-2026 MOU





**Texas Student Data Systems (TSDS) Support Cooperative
2025-2026 Memorandum of Understanding (MOU)
071907 – Canutillo ISD**

The above listed LEA agrees to participate in the Texas Student Data Systems (TSDS), Support Cooperative with Education Service Center Region 19 (ESC Region 19) during the 2025-2026 school year,

Description:

The TSDS Support Cooperative is designed to provide support with the TSDS initiative by the Texas Education Agency. The Texas Student Data System is the statewide system that modernizes and improves the quality of data collection, management, and reporting in Texas education. Using the train-the-trainer model, ESC Region 19 will provide training to the LEA's TSDS stewards on all modules necessary to support TSDS. The Goal of the TSDS Cooperative is to continue to provide in-depth timely information on critical issues, support, and training with current and new TSDS initiatives for the LEA's TSDS Stewards.

The TSDS Support Cooperative cost,

- **TSDS Support (\$1,250)** - This level of support will maintain the LEA's steward's knowledge base and provide support for all current and any new core collections for TSDS.

TSDS support provided to all ESC Region 19's LEAs free of charge from local ESC funds:

- Provide telephone support and technical assistance to the LEA's TSDS stewards.
- Assist LEAs with their PEIMS data submissions to meet published deadlines.
- Utilize the edit rules in the Data Standards in the review of the data submitted by LEA's.
- Verify that the LEA's submissions contain data for all records required by the collections.
- Ensure that all fatal errors are corrected.
- Accept the LEA's PEIMS submissions by the specified due dates for each collection.
- Include the LEA's Stewards on the appropriate ESC- R19 TSDS Stewards email list-serve.
- Monitor the LEA's UID PET file submissions.
- Provide access to PEIMS-related training materials on the ESC Region 19 PEIMS website.
- Assist the LEA in identifying resources which can be used to answer PEIMS-related questions.

LEA's joining the ESC Region 19 TSDS Cooperative will receive the services listed above at no charge; as well as the additional services and training opportunities listed below.

TSDS Fee Based Services - ESC Region 19 agrees to:

- Provide support and train-the-trainer sessions to the LEA's TSDS TIMS steward.
- Provide support and train-the-trainer sessions to the LEA's Technical steward.
- Provide support and train-the-trainer sessions to assist LEA's with TSDS PEIMS.
- Provide support and train-the-trainer sessions to support current TSDS Core Collections.
- Provide two sessions on the latest updates affecting all TSDS collections.
- Provide monthly zoom meetings to cover the latest updates from TEA regarding TSDS.
- Monitor and review all LEA's data submissions to ensure that TEA due dates are being met.
- Provide LEA's PEIMS Coordinators with TSDS PEIMS file comparisons with prior year submissions.
- After hours support services, ESC Region 19 TSDS personnel will work collaboratively with the LEA's TSDS stewards to assist with required TSDS Submissions, to meet state mandated deadlines. This service provided only on dates files are due to TEA provided advance notice is received.



Each participating LEA agrees to:

- Attend all applicable TSDS sessions to ensure that all materials are received and discussed, if attendance is not possible a copy of the presented material will be made available.
- Provide contact information for all the LEA's TSDS Stewards.
- Meet the ESC's established due dates for all TSDS data submissions to allow sufficient time for ESC Region 19 personnel to review and accept the LEA's data before the TEA deadline.
- This Memorandum of Understanding, its fees or services may be modified or amended if required.

Membership Options

Initial the Selected Option

_____ **Option 1.) TSDS Co-op Member – Membership Fee \$1,250.00**

- Membership covers the cost for 4 LEA attendees per session, after which there will be a charge of \$250.00 per attendee / session
- Unlimited support for TSDS

_____ **Option 2.) Non-Member – Membership Fee \$0.00**

- All TSDS session fees: \$500.00 per attendee / session
- TSDS fee-based support \$100.00 per hour (1/4-hour minimum)
- *(Open / Blanket Purchase Order Required)*

Option Choice: _____ **PO Number:** _____

Signature of Superintendent / Designee **Date**

Name of LEA Contact **Phone Number** **email**

Name of LEA Secondary Contact **Phone Number** **email**

Education Service Center Region 19 Executive Director **Date**

For additional information, contact:

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