



## SOUTH SAN ANTONIO INDEPENDENT SCHOOL DISTRICT

### Agenda Item Summary

Meeting Date: December 15, 2025

Agenda Section : Consent

Agenda Item Title: Teacher Incentive Allotment Designation Fees

From: Department of Academics

Additional Presenters if Applicable: N/A

Description: Districts submit a \$500.00 Teacher Incentive Allotment designation fee based on the number of new or higher designations in the yearly final data submission file. Designation fees only apply to teachers submitted for a new or higher designation. No fees are required to maintain existing teacher designations. All designation fees are reimbursed the following year through the Foundation School Program September Settle-Up, regardless of data validation results.

Historical Data: SSAISD participated in the TEA Teacher Incentive Allotment last school year 2024-2025

Recommendation: We recommend that the board approve the payment of the TIA designation Fees for the Teacher Incentive Allotment

Purchasing Director and Approval Date: Victoria Cantu November 20, 2025

Funding Budget Code and Amount: 199 E 11 6499 00 999 0 11 0 00

Goals: Goal 2-SSAISD will recruit, develop, support and retain effective teachers, principals and other instructional staff. Performance Objective 3 Strategy 2

Rose.chapa1

Role: LEA Representative

LEA: 015908 - SOUTH SAN ANTONIO ISD

Help

Exit

[Home](#) / TIA Fees Payment

## TIA Fees Payment

School Year: 2025-2026

Please click on the check box(es) to pay the fees.

CDN#	LEA Name	LEA Representative	Fee Type	Notes		Amount	Payment Status
015908	SOUTH SAN ANTONIO ISD	Rose.chapa1	Teacher Designation Fees		<input type="checkbox"/>	\$24,500.00	Not Paid

[Pay Selected Fees Online](#)[Cancel Payment](#)



# TIA Fee Payments in SCOMS

## OVERVIEW

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The Strategic Compensation Operations Management System (SCOMS) is a TEAL-based web application used for the Teacher Incentive Allotment (TIA). SCOMS allows district users to view, sort, filter, and export annual allotment data and teacher designation records. Districts employing eligible designated teachers will verify and confirm their annual allotment in SCOMS. Beginning in November 2024, districts will pay TIA-related fees in SCOMS.

## TIA FEES

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Participating districts must pay fees in SCOMS at data submission and system renewal. All fees are reimbursed annually in September.

### Teacher Designation Fees

- Due in late November, after the district's data file is accepted
- \$500 per new or higher designation submitted

### System Renewal Fees

- Due in mid-April upon submission of renewal application
- \$2,500 for rural districts
- \$10,000 for non-rural districts

### Payment Protocols

- Districts may use the original email with amount due as an invoice, if required.
- Fees must be paid online in SCOMS using an ACH electronic check or credit card.
- Credit card transactions are limited to \$10,000 or less.
- TEA cannot accept purchase orders.
- TEA does not complete vendor forms. Fees are state level payment and not a vendor transaction.

## REQUESTING ACCESS TO SCOMS

Each district may have up to five user accounts.

TEA recommends user accounts for: the TIA lead (if applicable), human resources and PEIMS designees, and the district business office. For new users:

1. Sign into your TEAL account. To create a new account, please visit <https://tea.texas.gov/abouttea/other-services/secure-applications/teal-account-and-password-help>.
2. Click "My Application Accounts".
3. Request New Account.
4. Select SCOMS from the Application IDs.
5. Click "Add Access".
6. Type in your LEA for "Employing Organization".
7. Select "LEA Representative" Role.
8. Notify district TEAL approver if needed. This is typically the district superintendent. Once the account is requested and approved by the district approver, TEA should approve within two business days.

## SUBMITTING FEE PAYMENTS

1. From the Home Screen, click on "TIA Fees Payment".



2. From the TIA Fees Payment Screen, select your fee type and click "Pay Selected Fees Online".



3. Select your Payment Type using the drop down, and then click "Pay Now".  
ACH transactions will not have a processing fee. Credit card transactions are limited to \$10,000 and have a processing fee. See the [Texas.gov Fee Schedule](#) for processing fee amounts; TxPay Direct rates apply. Processing fees for credit card users will be included in the reimbursement rounded down to the nearest dollar.

Home > Payment Amount Confirmation

### Payment Amount Confirmation

School Year: 2024-2025

Please note that a processing fee will be applied to credit card payments. TIA fee amounts of up to \$10,000 can be paid via credit card. TIA fee amounts greater than \$10,000 can be processed via ACH payment (electronic check) only.

Payment Type: ACH Direct

Fee Type: Teacher Designation Fee

Processing Fee: \$0.00

Total Payment Amount: \$23,500.00

Total Amount: \$23,500.00

[Pay Now](#) [Cancel Payment](#)

4. SCOMS will transfer users to the secure online payment site for Texas.gov Payment Services. Proceed with payment by following the directions on the site.

For ACH transactions, users should notify their bank ahead of time to ensure the ACH transaction is not automatically returned. If requested, the company ID is 2146000311.

Account Information

Account Type: Select

Routing Number: 054000224

Account Number: 0000123456789010

Confirm Account Number: 0000123456789010

Personal Checking  
Personal Savings  
Business Checking  
Business Savings

First Name: First Name

Last Name: Last Name

Address Line 1: Address Line 1

Address Line 2: Address Line 2

City: City

State: Select

Zip: Zip

Country: United States of America

Phone: Phone

Email: Email

\* Required Fields

5. Once the fee is paid, the user will be transferred back to SCOMS. The Fee Payment status on the TIA Fees Payment page will now display as "Paid".

### TIA Fees Payment

School Year: 2024-2025

Please click on the check boxes to pay the fees.

CDN#	LEA Name	LEA Representative	Fee Type	Notes	Amount	Payment Status
000000	000000	000000	Teacher Designation Fees		\$23,500.00	Paid

[Pay Selected Fees Online](#) [Cancel Payment](#)

# VIEW FEE PAYMENT HISTORY

Districts can view transaction history and details on the View Fee Payment History screen. Users may export payment history to Excel if needed.

Home / Payment History

## Payment History

School Year: 2024-2025

Close

Show 25 entries

Export to Excel

Date/Time	Payor/User	Payment Type	Payment Mode	Amount	Local Ref ID/Trace	Fee Type	Result
Filter...	Filter...	Filter...	Filter...	Filter...	Filter...	Filter...	Filter...
9/30/2024 6:40 PM	Test User	Credit Card	Online	\$2,500.00	701TA42480308	System Renewal Fees	Approved
9/30/2024 6:37 PM	Test User	Electronic Check	Online	\$2,000.00	701TA95049258	Teacher Designation Fees	Approved

Showing 1 to 2 of 2 entries

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