

**PEIMS
DATA QUALITY
SERVICES**

**SERVICES AGREEMENT
for
2007-2008**

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

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

**PEIMS DATA QUALITY SERVICES AGREEMENT 2007-2008
EDUCATION SERVICE CENTER REGION XI
MANAGEMENT INFORMATION SYSTEMS**

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**PEIMS DATA QUALITY SERVICES AGREEMENT 2007-2008
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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, 2007, and ending August 31, 2008. However, due to the nature of the PEIMS reporting function, these services may begin before September 1, 2007 and may extend beyond August 31, 2008.

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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ARTICLE VII PEIMS DATA QUALITY SERVICES FEE TABLES

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 2006 Fall PEIMS Enrollment totals. An enrollment table showing your PEIMS fall 2006 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 2007-2008

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

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ARTICLE VII PEIMS DATA QUALITY SERVICES FEE TABLES (Continued)

CCCD	Name of District	Type	PEIMS Fall 2006 Enrollment
184907	Aledo	ISD	4,213
126901	Alvarado	ISD	3,340
249901	Alvord	ISD	714
061910	Argyle	ISD	1,700
220901	Arlington	ISD	63,082
220802	Arlington Classics Acad.	Charter	404
061907	Aubrey	ISD	1,503
220915	Azle	ISD	5,837
220902	Birdville	ISD	22,541
072904	Bluff Dale	ISD	71
249902	Boyd	ISD	1,038
213801	Brazos River Charter	Charter	135
249903	Bridgeport	ISD	2,240
184909	Brock	ISD	759
126902	Burleson	ISD	8,553
049905	Callisburg	ISD	1,071
220919	Carroll	ISD	7,791
220917	Castleberry	ISD	3,341
249904	Chico	ISD	675
126903	Cleburne	ISD	6,638
184801	Crosstimbers Academy	Charter	110
220912	Crowley	ISD	14,175
249905	Decatur	ISD	2,821
061901	Denton	ISD	19,722
072902	Dublin	ISD	1,310
221801	Eagle Charter	Charter	2,548
220918	Eagle Mountain Saginaw	ISD	12,655
220811	East FW Montessori	Charter	247
049906	Era	ISD	375
220803	Erath Excels Academy	Charter	140
220904	Everman	ISD	4,504
220905	Fort Worth	ISD	79,457
220804	Fort Worth Can Academy	Charter	620
220809	FWAFA	Charter	368
049901	Gainesville	ISD	2,951
184911	Garner	ISD	179
213901	Glen Rose	ISD	1,684
126911	Godley	ISD	1,,493
182901	Gordon	ISD	176
182902	Graford	ISD	323
111901	Granbury	ISD	6,830
126904	Grandview	ISD	1,115
220906	Grapevine-Colleyville	ISD	13,936
220813	Harmony Science Academy	Charter	356
220916	HEB	ISD	20,238
072908	Huckabay	ISD	200

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ARTICLE VII PEIMS DATA QUALITY SERVICES FEE TABLES (Continued)

CCCCDD	Name of District	Type	PEIMS Fall 2006
			Enrollment
126905	Joshua	ISD	4,476
126906	Keene	ISD	817
220907	Keller	ISD	27,905
220914	Kennedale	ISD	3,057
061905	Krum	ISD	1,441
061912	Lake Dallas	ISD	3,952
220910	Lake Worth	ISD	2,751
061902	Lewisville	ISD	49,060
049907	Lindsay	ISD	512
072909	Lingleville	ISD	216
111902	Lipan	ISD	290
061914	Little Elm	ISD	5,175
220908	Mansfield	ISD	28,015
220808	Metro Charter	Charter	568
184904	Millsap	ISD	796
182903	Mineral Wells	ISD	3,665
072910	Morgan Mill	ISD	103
049902	Muenster	ISD	519
061911	Northwest	ISD	10,388
182906	Palo Pinto	ISD	81
072801	Paradigm Accelerated	Charter	75
249906	Paradise	ISD	1,043
184908	Peaster	ISD	1,080
061903	Pilot Point	ISD	1,505
061906	Ponder	ISD	1,077
184901	Poolville	ISD	549
220812	Richard Milburn	Charter	214
126907	Rio Vista	ISD	901
061908	Sanger	ISD	2,542
182904	Santo	ISD	503
049909	Sivells Bend	ISD	63
249908	Slidell	ISD	252
184902	Springtown	ISD	3,575
072903	Stephenville	ISD	3,536
182905	Strawn	ISD	195
Combined	Texas Youth Commission	TYC	4,021
061802	The Education Center	Charter	341
220806	Theresa B Lee Academy	Charter	276
072901	Three Way	ISD	61
111903	Tolar	ISD	595
220801	Treetops School Internat.	Charter	226
049903	Valley View	ISD	670
126908	Venus	ISD	1,754

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ARTICLE VII PEIMS DATA QUALITY SERVICES FEE TABLES (Continued)

049908	Walnut Bend	ISD	79
184903	Weatherford	ISD	7,247
220810	Westlake Academy	Charter	350
220920	White Settlement	ISD	5,410

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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

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

Retain the original PDF document for your records.

Return a copy of the completed PDF document by June 20, 2007 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 2007-2008 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. All invoices will be mailed by September 15, 2007.

Return a copy of the completed PDF document by May 20, 2007 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