BEDS Data Collection

For the 2014-15 year, Personnel Master File (PMF) data will be collected electronically. Teachers will complete an electronic form by logging into the TAA (Teacher Access and Authorization) system at <https://eservices.nysed.gov/taa/>. No teachers will be able to access an ePMF form until a Staff Snapshot record is loaded for him/her. Details will follow soon on our implementation of that process. To facilitate ease of data entry, please capture your data on the form below on BEDS day 10/1/14 before you enter it online.

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| --- | --- |
|  | |
| **BEDS Code for Location per building (see below)**  **Travelling teachers use district** |  |
| **Professional Development – (High Quality)**   * **Except 1st Year or Teachers on Leave 2013-2014** |  |
| **Employment Information** |  |
| **Number of Years Employed in This District** |  |
| **Total Years Employed (including nonpub)** |  |
|  |
| **Percent of Time Employed in This District** | 100% |
| **Number of Months Employed Per Year** | 10 (full year teachers) |
| **Current Annual Salary** |  |

**Assignments (See Assignment Code Chart)**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Assignment Code** | **Assignment Name** | **Grade\*** | **Registration (# of students)** | **Core Class? (Yes/No)** |
|  |  |  |  |  |
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Notes:

* Grade - If 75% or more of the students in your class are in any one grade, please enter that grade.
* Grade - If less than 75% of the students are from any one grade, enter an "E" for "Mixed Elementary", an “M” for "Mixed Middle" or an "S" for "Mixed Secondary" grades.
* Core classes have one asterisk on assignment code chart sheet, two asterisks indicate the class could be core.