

**EMPLOYMENT INFORMATION SYSTEM (EIS) DATA ELEMENTS**

**Change History**

Change Dates	Change Description
07/15/2020	Removed Funding Codes: 02 Title II and 03 Both
09/19/2019	Added Position Codes: 317 Professional Development Consultant (ROE Only) and 318 Grant Coordinator (ROE Only)
03/11/2019	Moved Employment End Date to new End Employment\batch file
03/11/2019	Moved Employment End Reason to new End Employment\batch file
03/11/2019	Edited Records Submitted with No IEIN
03/11/2019	Edited FTE Validations
03/11/2019	Edited Position End Date
03/11/2019	Added Position Codes: 199, 399, 699 to Work Location
01/28/2019	Added "Contract Days Override" to batch
09/25/2018	Added "Actual Days Paid" to both online and batch
09/25/2018	Added "Percent of Full-Time" to both online and batch
09/25/2018	Added "Contract Days Full-Time" to online only not included in batch
09/25/2018	Added "Calculated FTE" as a calculation = $[(\text{Percent of Full-Time})(\text{Actual Days Paid})]/\text{Contract Days Full-Time}$
09/25/2018	Removed "Days Expected" from both online and batch
09/25/2018	Renamed "Actual Days Worked" from both online and batch
09/25/2018	Removed FTE from Employment\Position template
09/25/2018	Removed Position End Date from Employment\Position template
09/25/2018	Removed Employment End Date from Employment\Position template
09/25/2018	Removed Employment End Reason Code from Employment\Position template
09/25/2018	Added Percent Full-Time to Employment\Position template
09/25/2018	Added Workload to Employment\Position template
09/25/2018	Added Position End date to Salary template
09/25/2018	Added Employment End Date to Salary template
09/25/2018	Added Employment End Reason Code to Salary template

09/25/2018	Created 2019 Employment\Position request file
08/02/2018	Added Calculated FTE to Employment\Position web page
08/02/2018	Renamed "Days Expected" to "Actual Days Worked" in Salary Batch File
08/02/2018	Added "Percent of Full Time" to Employment\Position Batch File
08/02/2018	Added Percent of Full Time to Employment\Position Batch File
08/02/2018	Renamed "Days Expected" to "Actual Days Worked"
08/02/2018	Added Work Load to "Work Locations" for School Year 2019
08/02/2018	Added "Percent of Full Time" to Positions for School Year 2019
03/22/2018	Added "Days Absent" and "Days Expected" to Salary batch template
03/22/2018	Added "Days Absent" and "Days Expected" to salary web tab
03/22/2018	Put absence and batch dashboard into production
10/25/2017	Updated Position code tab with Ed360 Role (default) column
09/25/2017	Added Absence tab Updated Position Code tab - Replaced 209 with 126 and 210 with 127 and added 902 (removed 900 and 901) Added Ed360 User tab Added Ed360 User Role to Position tab
10/24/2016	Added Email Address in Employment/Position tab
09/06/2016	Updated Position Code tab - Removed 106 Student Dean & 110 Department Chair, replaced with 124 Dean of Students Administrator (administrative endorsement held) & 125 Head of General Education (Department Chair) or Supervisor for a Specific Subject Administrator (administrative endorsement held). To Match ISBE 23 Illinois Administrative Code 1.705, the following codes were renamed - 111 Director of an Area Vocational Center or Supervisor of More Than One Field in Career and Technical Education, 120 Supervisor of One Field in Career and Technical Education, 121 Administrator in a Bilingual Education Program, 151 Assistant Special Education Director, 152 Special Education Director, 153 Special Education Supervisor, 154 Supervisor of More Than One School Support Personnel Area, 155 Supervisor of One School Support Personnel Area. To align with endorsements and approvals, the following codes were renamed - 309 Library Information Specialist, 354 Cued Speech Interpreter, 359 Sign Language Interpreter, 372 School Counselor, 373 School Counselor Intern. To align with ELIS, which maintains a complete list of licensed positions, the following codes were added - 208 Career and Technical Educator (CTE), 209 Dean of Students Teacher (no administrative endorsement), 210 Head of General Education (Department Chair) or Supervisor for a Specific Subject Teacher (no administrative endorsement)

11/16/2015	Retired Employment End Reason Code 05- Termination Added Employment End Reason Code 06- Termination Due to Evaluation Results Added Employment End Reason Code 07- Termination (Other)
10/26/2015	Added code for Regional Superintendent (122) <b>ROE ONLY</b> Added code for Regional Assistant Superintendent (123) <b>ROE ONLY</b> Removed code 205 Pre-Kindergarten Teacher Changed definition of IEIN Removed code 07 Termination Not Due to Evaluation Results
07/07/2015	Added tab for Employee Evaluation Updated Employment end Reason
06/05/2015	Updated FTE definition on Employment tab and Funding Source definition on Salary tab.
04/29/2015	Updated Position Codes table by adding Minimum Salaries field. Updated the Salary definitions.
03/04/2015	Updated on the Employment tab, the Description field for Work Location RCDTS to include codes 372 and 379. Also updated the Position Code tab to show that Codes 372 - School Guidance Counselor and 379 - School Social Worker require a school level Work Location and not be put at the District level.
01/27/2015	Updated Position Code tab - Added a new Position code 306 - "Curriculum Specialist" to the Position code table.
01/14/2015	Updated Employment tab - Modified Primary Work Location data element to be mandatory for all position codes. Updated Position Codes tab - Changed the column "Primary Work Location Required?" to Yes for all position codes. All positions will require the Primary Work Location flag to be checked for one location per position. Also, added a new Position code - 611 - Resource Teacher Other
01/06/2015	Updated Employment tab - Modified the codes for First Year Flag field , the codes for Work Location RCDTS field, the codes for Grade Level Assignment field and the codes for Primary Work Location field. Updated the Position Codes tab - Changed Position Code 119 from Yes to No for School Level Work Location Required and Primary Work Location Required.

12/18/2014	<p>Updated Position Time Frame tab by removing data elements - Code 03 and Code 99. Added the rule to Code 02 that the FTE must be between .10 and .50 and that the FTE will not be included in the maximum FTE for all teaching positions/locations.</p> <p>Updated Positon Codes tab - added Resource Teacher codes 601-610, added 308 - Instructional Coach. Also added columns for various Y/N indicators that are required for certain positions.</p> <p>Updated Employment tab - Changed Position Code definition to include rule that one employee is allowed multiple positions of the same code but each position must have a different Work Location. Changed Work Location RCTDS definition to include rule that certain Position codes must be at the school level. Also added new data element titled "Grade Level Assignment" and new data element "Primary Position" to the Employment tab.</p> <p>Added new tab - Grade Level Assignment - codes 01 for Pre-Kindergarten, 02 for Kindergarten, 03 for Elementary, 04 for High School.</p> <p>Added new tab - Funding Source - codes 01 for Title I, 02 for Title III, 03 for Both, and 04 for Other.</p> <p>On Salary tab, updated Funding Source to show "Title I", "Title III" or "Both" or "Other" and they are only required for certain positions. Added the 600 Series Codes for Resource Teacher to all required Salary data elements.</p>
08/18/2014	<p>Updated the Salary tab with the following changes. Added the phrase "in public school districts" to the end of the sentence, "Only required for the following positions" in every definition the sentence occurs. Eliminated "Federal TRS" from Retirement Benefits definition. In the Other Benefits definition changed the words "Such as" to "Examples are" and eliminated "Social Security", "Medicare", "Workers Compensation", "Unemployment Insurance", "Reduced Tuition", "Housing", "FICA" and "Medicaid" from the definition.</p>
07/07/2014	<p>Created new tab "Non-certified Categories. Added the 5 Non-certified Categories to Data Elements.</p> <p>Updated the Salary tab. Changed data element title "Retirement Enhancements" to "Retirement Benefits", edited "Paid in Part or in Full", Base Salary, and Sick Days descriptions.</p>
06/24/2014	<p>Updated Salary tab with a change to the "Base Salary", "Retirement Enhancements" and "Other Benefits" descriptions.</p>
05/08/2014	<p>Updated Position Code tab with new salary limit for code 107.</p>
05/06/2014	<p>Updated Position Code tab with new salary limit for code 379.</p> <p>Updated Salary Tab with new definitions for Base Salary and Other Benefits.</p>
03/14/2014	<p>Updated Salary Tab. Enhanced Definitions.</p>
03/04/2014	<p>Added Leave of Absence Position code</p>
02/26/2014	<p>Updated Position Code tab, Added new codes and removed all non Certified codes</p>
09/24/2013	<p>Updated Employment Tab. Edited FTE Length to 4,2</p>

02/21/2013	Updated Salary Tab. Edited description "Paid in Part or in Full with Title I Funds". Updated Employment Tab. Edited description "Bilingual Language Code". Changed Name of Position Code 314 from "Other Athletic Worker" to "Other Athletic/Extracurricular Worker"
02/01/2013	Updated Position Codes Tab. Added codes (315 – Testing Coordinator/Supervisor, 316 – Committee or In-Service Participation & 406 - Information Technology Staff)
01/31/2013	Updated Employment Tab. Edited description "First Year Flag".
01/02/2013	Position Codes Tab: Removed 205 - Student Teacher. Added Position Codes 314 - Other Athletic Worker, 405 - Other Office Staff, and 542 - Lunch/Recess or other Duty
11/01/2012	Creation of EIS Data Elements