TREx Data Standards FAQ

1. The preliminary *TREx Data Standards* examples provided at the ESC PEIMS training show more detail on the homeless indicator field than is normally collected by districts. Do you suggest districts change the registration forms to include that information?

   Answer: No. The HOMELESS indicator data element has been changed to be a participation flag only in the *2007-2008 TREx Preliminary Data Standards*, which are available at http://www.tea.state.tx.us/trex/.

2. Does the high school transcript extract file transmit the state course number or just the description? Is it the SERVICE ID in PEIMS?

   Answer: The *2007-2008 TREx Preliminary Data Standards* include data elements for both a COURSE NAME and COURSE NUMBER. The COURSE NUMBER should correspond to the TEA-assigned number for a course or a district-campus-assigned number for a locally-developed course. The COURSE NAME may be the abbreviated or the full Course Name corresponding to the SERVICE ID in PEIMS.

3. Why is the PEIMS ID data element called the STUDENT ID in TREx?

   Answer: TREx is not part of the PEIMS family of applications, which includes PET and PID. While naming conventions are similar in some cases, you also will find some differences to data elements found and new data elements related to academic achievement record standards, assessment reporting, and focus group input.

4. If TREx takes the place of sending an official transcript, how will the other data (Special Education, TAKS, immunization, etc.) be sent to requesting organizations?

   Answer: TREx transfers both high school transcript and student records. In the TREx process, a student record is the data transferred between schools. A student record file includes indicators for special programs and designations, immunization data fields, and assessment test reporting.

   The transcript extract file in TREx includes the high school transcript record sent to colleges and universities from a district/campus. A transcript does not include the data such as immunization records; a transcript extract file includes data required for an Academic Achievement Record (AAR) only.

   If information, such as the immunization record, is sent as an attachment with a student record, districts/campus must follow the attachment file naming convention described in Section 1 of the *2007-2008 TREx Preliminary Data Standards*. Transcript extract files do not include attachments.

5. Is TREx HIPA- and FERPA-compliant?

   Answer: Yes. Additionally TREx conforms to all TEA security standards and uses SSL Level 2 encryption, which is similar to the level of encryption required by banks that offer on-line banking to their customers.

6. Why are there data elements for both the LAST DAY OF ATTENDANCE and the LAST WITHDRAWAL DATE in the example of the *TREX Preliminary Data Standards*?

   Answer: The LAST DAY OF ATTENDANCE must be at least one calendar day prior to the LAST WITHDRAWAL DATE. Conversely, the LAST WITHDRAWAL DATE must follow the LAST DAY OF ATTENDANCE by one calendar day.

7. Can we send more than one parent/guardian name with a student record in TREx? Why does the parent/guardian name appear as a single data element in the list of preliminary data elements and as separated first/middle/last fields in TREx?

   Answer: TREx allows you to include multiple parent or guardian names in a student record. TREx limits the student name to one per student record.

   The preliminary list of data elements used a more general approach in listing names and addresses than is used in database applications. All extract files should follow the *TREx Data Standards* and schema. You can find the *2007-2008 TREx Preliminary Data Standards*, which includes the TREx schema in Appendix B, on the TEA web site at http://www.tea.state.tx.us/trex/.

8. Are area codes included in the phone and fax data elements?

   Answer: Districts should include the area code with the phone/fax numbers in the CAMPUS FAX and CAMPUS PHONE data elements. Both of these data elements are text fields, which allow you to include dashes in the format as well as extension numbers.

9. What is the definition of the PLACED IN GRADE data element?

   Answer: This data element allows a district/campus to indicate the student was placed in a grade based on a means outside of promotion, such as skill-level testing.

10. For assessment test scores, do we need to indicate the grade level of the student when they received a specific score?

    Answer: Yes, while the ASSESSMENT NAME data element includes the range of grades in which an assessment can be given, be sure to indicate the grade level in that field.

11. Is the TAKS score indicated as a scale score, raw score, or achievement of mastery?

    Answer: For the TAKS assessment, include the scale score in the ASSESSMENT SCORE data element unless only the mastery indicator is appropriate by grade level or available. For high school transcripts, the scale score is required for the exit-level assessments.

12. How is the CLASS PERIOD data element defined in TREx?

    Answer: The CLASS PERIOD data element allows a district/campus to indicate on a student record the period during the day when a class was taken (e.g. 1 = first period, 8:10 a.m. – 9:05 a.m., 2 = second period, 9:15 a.m. – 10:10 a.m., etc.). CLASS PERIOD is a free-form text area and is optional.

13. If a student transfers during the second semester, will their grade and course credit for the first semester work appear on the transcript but the second semester grades appear on their student record under Current Coursework?

    Answer: The high school transcript includes coursework completed for a full semester as well as the coursework in progress. Partial coursework underway is included in the student record under Current Coursework and completed coursework is included in the Academic Session Type.

14. Does GRADUATION DATE include expected date of graduation?

    Answer: Yes, the GRADUATION DATE data element can include future dates to indicate the expected date of graduation.

15. Does the TEXAS GRANT code appear more than once on the transcript?

    Answer: No, the TEXAS GRANT indicator appears once on the transcript and is required before the completion of Grade 11.

16. Are course records limited to high school transcripts and are not included for Grades K-8 unless for high school credit?

    Answer: No. Current Year Coursework data are included on the Student Record, which is used for Grades PK-12.

17. Will each Academic Year be shown with course data on the high school transcript to reflect when the coursework was completed?

    Answer: Yes, the data standards allow the ACADEMIC YEAR data element to be repeated within the Student Record and Transcript as needed. The placement on a record or transcript is determined by the complex type in which the data element is included in the extract file schema. We will work with focus groups to ensure the best means for formatting high school transcripts.

18. Can you give us the preliminary format of all TREx data elements? How can districts and focus groups give input without seeing the standards?

Answer: You can find the *2007-2008 TREx Preliminary Data Standards* on the TEA web site at http://www.tea.state.tx.us/trex/. We will continue to gather input from focus groups during June and input we receive through the TREx project email (TREx@tea.state.tx.us).