TEXAS WORKFORCE COMMISSION
Workforce Development Letter

ID/No:	WD 16-20
Date:	August 25, 2020
Keyword:	Child Care; TWIST
Effective:	Immediately

To: Local Workforce Development Board Executive Directors
              Commission Executive Offices
              Integrated Service Area Managers
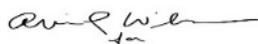
From: Reagan Miller, Director, Child Care & Early Learning Division

Subject: **TEA Student ID Reconciliation Process**

PURPOSE:

The purpose of this WD Letter is to provide Local Workforce Development Boards (Boards) with guidance on reconciling Texas Education Agency (TEA) Student ID records returned with one or more near-matches.

RESCISSIONS:

None

BACKGROUND:

"TEA Student ID" is the term that the Texas Workforce Commission (TWC) uses for the Public Education Information Management System (PEIMS) number. TEA assigns PEIMS numbers, which TEA calls "Unique IDs," to all public-school students and staff.

House Bill 680 (HB 680), passed by the 86th Texas Legislature, Regular Session (2019), and enacted September 1, 2019, requires TWC to coordinate with TEA to assign PEIMS numbers for each child enrolled in the child care subsidy program who is younger than age six. Assigning TEA Student IDs to young children participating in TWC's child care subsidy system lays the foundation for longitudinal analyses of cradle-to-work services, participation, and outcomes.

TWC collaborated with TEA to develop and manage a process that allows TWC to request a unique ID, which is created by TEA's Texas Student Data System (TSDS), and transfer that ID back to The Workforce Information System of Texas (TWIST). Requests and responses (assigned IDs or near-matches) will occur automatically in nightly batches beginning in mid-August.

Every child under age six with an active referral will receive a TEA Student ID. For each child in TWIST, one of the following scenarios will occur:

- The child is identified by TSDS as already having a TEA Student ID—That ID will automatically be assigned in TWIST.
- The child is not in TSDS—A new TEA Student ID will be assigned to that child in TSDS and TWIST.
- The child has one or more potential matches in TSDS—TEA will send back the near-matches. Board staff will resolve near-matches in Child Care Claims and Allocations (CCCA) by:
  - ➢ selecting a match; or
  - ➢ indicating that no match was found and requesting that a new ID be assigned.

A TEA Student ID will then be assigned the next time the batch job is run.

PROCEDURES:

No Local Flexibility (NLF): This rating indicates that Boards must comply with the federal and state laws, rules, policies, and required procedures set forth in this WD Letter and have no local flexibility in determining whether and/or how to comply. All information with an NLF rating is indicated by "must" or "shall."

Local Flexibility (LF): This rating indicates that Boards have local flexibility in determining whether and/or how to implement guidance or recommended practices set forth in this WD Letter. All information with an LF rating is indicated by "may" or "recommend."

NLF: Boards must establish a local process and assign specific Board staff members and/or child care contractor staff members to process TEA Student ID near-match resolutions.

NLF: Boards must ensure that beginning September 1, 2020, TEA Student ID near-match resolutions are processed weekly, as described in Attachment 1: Texas Education Agency Unique Student ID Resolution Desk Aid.

LF: It is recommended that Boards monitor the *Workforce Report 273-TEA Student ID Assignment Report* regularly to ensure that TEA Student ID near-matches are resolved timely.

INQUIRIES:

Send inquiries regarding this WD Letter to childcare.programassistance@twc.state.tx.us.

ATTACHMENTS:

Attachment 1: Texas Education Agency Unique Student ID Resolution Desk Aid

REFERENCES:

House Bill 680