THE STATE EDUCATION DEPARTMENT / THE UNIVERSITY OF THE STATE OF NEW YORK
ALBANY, NY 12234
DIRECTOR OF EDUCATIONAL DATA AND RESEARCH
Information and Reporting Services

TO:	District Superintendents
	Superintendents of Schools
	Public School Administrators
	Charter School Administrators
	RIC Directors
	Data Warehouse Project Managers
FROM:	Rose LeRoy *Rose M. LeRoy*
DATE:	11/16/2019
SUBJECT:	Release of the NYSED Course to Certification Crosswalk

Beginning in the 2020-21 school year, the New York State Education Department (NYSED) will be utilizing a new crosswalk to map the 1,900 State-approved course codes to nearly 1,000 State certification titles contained in the NYSED TEACH database.

Courses are reported by local education agencies (school districts, BOCES and charter schools) to the NYSED Student Information and Repository System (SIRS), based on the National Center for Education Statistics (NCES) School Codes for the Exchange of Data (SCED).

Following a submission of these courses to the SIRS using the *Course Instructor Assignment* template, the Department will perform a match of the reported courses for each reported Primary Instructor, Special Education Instructor, and English as a New Language Instructor against the teacher's certifications contained in the TEACH database. This match will identify the appropriate instructor certifications for each reported course. The Department will continue to produce certification status reports for LEA review.

There are significant improvements as to how this certification match process will work as compared to prior years:

1. In 2020-21, the SCED courses will replace the BEDS PMF assignment codes as the official source of course data http://www.p12.nysed.gov/irs/courseCatalog/home.html .

2. In prior years, due to processing limitations, LEAs were not able to review the certification match findings until later in the school year. Moving forward, the Department plans to perform the match in the SIRS (Level 2 Data Warehouse). As such, we have developed a Cognos report for LEAs to view the status of the matches earlier in the school year.

3. The Cognos reports will display each reported teacher's certification(s) with expiration dates to assist districts in staying apprised of upcoming expirations.

4. The new crosswalk, provided each year to LEAs via the NYSED Business Application Portal (IRSP), will contain updates of new courses and certifications. This mapping will assist districts in determining which courses are appropriate for teachers based on their certifications.

In 2019-20 an indicator was introduced on the *Course Instructor Assignment* template for school districts and BOCES to indicate courses being taught outside of a teacher's certification area on an "incidental" basis.

Please note, incidental teaching assignments must be authorized by the BOCES District Superintendent and limited to 5 classroom hours per week. For most year-long courses, this would be equivalent to one (1) course. Please visit the Office of Teaching Initiatives for additional information concerning incidental teaching.

For future reference, the new Computer Science certificate and Statement of Continued Eligibility (SOCE) will be included in the 2022-2023 crosswalk. The acceptable certificates for computer science teaching assignments would be adjusted accordingly and will be shared with the field in advance of the release of the 2022-2023 crosswalk.

To assist with planning for the 2020-21 school year, you should find a preliminary copy of the crosswalk on the NYSED IRSP. The certification match for the 2019-20 school year will still be based on the legacy BEDS data submitted by teachers in the Teacher Access and Authorization (TAA) application.

For more information, contact the Office of Information and Reporting Services at Datasupport.

c. Office of Teaching Initiatives
   Office of Curriculum Services