



WISEstaff

WISEGuide

Residential Care Facility (RCC): WISEstaff Reporting Guidance

General Guidance

All RCC teachers providing education to **public school students** are required to be reported in the WISEstaff data collection and should be licensed to teach the assignments reported.

The school/district where an RCC enrolled student is receiving the educational service/program should report the teachers teaching these students.

Staff providing instruction to Parentally Placed Private students are not required to be reported, even though parentally placed private (PPP) school students need to be reported in WISEdata.

The WISEstaff submitting LEA is not responsible for a student without an IEP who is placed in an RCC for illness/medical issues by their parents. You can refer to the [Reporting Uncommon WISEdata Situations webpage for Students Receiving Off-Site Services, Students in a Residential Care Center \(RCC\) section](#) for more details.

Assignment Codes for FAPE Responsible LEA

LEA responsible for reporting RCC teachers should use the following assignment codes:

Regular Education Teachers:

- Code as Assignment Position 53 and normal Assignment Area Code - **AND** -
- Answer, “YES,” to the Alternative Education question, “Is this assignment part of a School Board approved alternative education Program?” - **AND** -
- Answer, “Yes,” to the question, “Is this assignment begin performed by a subcontracted individual or a teacher of RCC public school students?”
 - Selecting “Yes” to this question means that WISEstaff Contract information is **not** required to be reported for this assignment.

Special Education Teachers:

- Use WISEstaff Assignments 53-0800 Cross Categorical or 53-0830 Emotional Behavioral Disability (EBD) Assignment for Special Education - **AND** -
- Answer, “Yes,” to the question, “Is this assignment begin performed by a subcontracted individual or a teacher of RCC public school students?”
 - Selecting “Yes” to this question means that WISEstaff Contract information is not required to be reported for this assignment.

Assignment Related Questions

Full Time Equivalent for this assignment [FTE Help](#)

Grades for which this assignment is performed K3 K4 PK KG 01 02 03 04
 05 06 07 08 09 10 11 12

Is this assignment being performed by a long term substitute? Yes No

Does this employee teach in a state or locally funded bilingual education program? Yes No

Is this assignment part of a School Board approved alternative education Program? Yes No

Is this assignment being performed by a subcontracted individual or a teacher of RCC public school students? Yes No

If you need help adding assignment information, please visit the [Person Search Menu of the WISEstaff User Guide, Person Search/Edit section](#).

Other Staff Reporting Recommendations

- Report the teacher’s ‘Working School’ as the same school that holds the student enrollment record, as reported in WISEdata Portal.
- You can read more details on the [Working School data element page](#).



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