

2025 Accountability Ratings Appeals: PEIMS Working Submission Guidance

Before submitting your appeal, please review the following important information regarding 2023-2024 PEIMS Summer Working Submission:

Districts may submit a 2023-2024 PEIMS Summer Working Submission specifically for:

- College Preparatory Course Completion
- Industry-Based Certification (IBC)

Only 2025 ratings under the 2025 Accountability Rating System Manual will reflect PEIMS Working Submission data.

Working Submission Instructions

Please coordinate with your ESC to promote updated data for discrepancies in the PEIMS Summer Working Submission. The reports generated from the Working Submission will be provided to the appropriate TEA program area divisions.

To submit a valid appeal using the PEIMS Summer Working Submission, follow these steps:

1. **Log in to TSDS PEIMS**, select the correct **School Year** (2023-24), **Submission** (Summer), and **Instance** (Accepted and Working).
2. **Generate reports from the Accepted Submission** showing inaccurate or incomplete data.
3. **Promote, validate and verify updated data in the Working Submission.**
4. **Generate matching reports from the Working Submission** showing accurate data. Only send reports displaying corrected data. Please send the same reports as generated for the Accepted Submission.
5. **The Superintendent shall submit an email with a signed letter and the reports attached to** Terri Hanson, Associate Commissioner, Business Management, Office of Information Technology Services: terri.hanson@tea.texas.gov. The email should include the following:
 - Description of the error
 - Explanation of why it occurred
 - LEA's plan to prevent recurrence
 - PEIMS PDM Reports with corrected data

Submitting the Appeal Registration

1. After you have received an email confirmation from the Office of Information Technology Services that acknowledges your Working Submission, submit your State Accountability Intent to Appeal Registration Form within TEAL Accountability application.
2. Prepare your appeal packet and submit the packet using the Qualtrics Appeal Data Transmission Form, hand-delivery or by mail. The appeal letter and supporting documentation should include the following:
 - The district and campus recalculation of the relevant domain and overall scaled scores and ratings
 - Corrected PEIMS 2023 - 2024 Summer Collection, Working Submission PDM Report(s)
 - **College Prep Courses:** Course Completion: Students Completing Courses by Pass/Fail Indicator (PDM3-133- 001)
 - **Industry Certification:** Student: Student Advanced Academic Roster by Grade (PDM3-120-010) or Industry-Based Certification Roster (PDM3-120-019)
 - PEIMS Working Submission acknowledgement email from the Office of Information Technology Services/Customer Relationship Management and Data Standards Department or TEA response letter received on August 13th if working submission was submitted prior to July 7th.

Note: *For a PEIMS Working Submission based appeal, no student-level data should be submitted in the appeal packet other than the information contained in the PDM3 reports.*

Reminders

- Only appeals that result in a changed scaled score will be considered.
- For its appeal to be considered, a district, charter school, or campus must explain how the proposed change will affect the district, charter school, or campus rating.
- Ratings may be updated, but the original data and calculations will remain unchanged in public reports.
- 2026 and 2027 accountability will not reflect data submitted in the working submissions.
 - In this case, for 9-11th graders in the 2023-2024 school year, **those errors will remain reflected** in the 2026, 2027 and 2028 A-F ratings.

- For detailed instructions on submitting an accountability rating appeal, please refer to “Chapter 8—Appealing the Ratings” of the [Accountability Rating System Manual](#).