

Welcome to Wednesday's Wisdom – A weekly dose of support! April 29, 2015

Announcements

Civil Rights Data Collection (CRDC)

The 2013-2014 Civil Rights Data Collection (CRDC) submission opened on April 16th. The submission window will be open for 75 days.

Below are known issues with the iPASS CRDC v2 tool that are in testing at this time. Once testing is completed the fixes will be going out in a patch release. You can continue to validate your data, just be aware of the following field issues until the patch is released. We will keep you updated.

LEA File

- LEA_PS_IND – Not exporting Yes/No
- LEA_PSELIG_ALL – Exporting blank
- LEA_DESEG_PLAN – Exporting blank

School File

- SCH_FTETEACH_FY – missing from non-ipass School set up
- SCH_FTETEACH_SY – missing from non-ipass School set up
- SCH_ENR_HI – All Hispanic counts by school not counting properly
- SCH_ABSENT_HI – All Hispanic counts by school not counting properly
- SCH_DISCWDIS_SINGOOS_IDEA – All fields exporting as zero
- SCH_RET_(Grade Level)_ID – Grade specific School Retention Indicator not exporting correct value

May Conference

Due to May now being full of MCAS and PARCC testing, we decided not to hold our annual May Conference and in its place offer other options for our customers. We believe these options offer more flexibility and targeted outcomes.

Upcoming:

- Regional Topic-Based User Group Meetings – The April and June “Going Paperless with iPass” and “Managing At-Risk Students with iPass” User Group meeting topics kick off the new iPASS regional offerings. *(See more information under the Reminders section below)*
- End-of-Year Procedures WebEx – iPASS will be offering an EOY Procedures WebEx on several dates to accommodate varying schedules. *More details to come.*
- Summer Workshops – iPASS will be offering summer workshops on a variety of topics. *More details to come.*

Ongoing:

- Monthly WebEx User Group Meetings – Scheduled for the 2nd Wednesday of every month.
- Site-Based Training & Workshops – iPASS continues to offer districts topic- and user-specific training for their staff. Contact Sharon O'Connor at 508-626-8682 x18 for more information.
- Scheduling – iPASS offers one-on-one and small group Student Scheduling assistance at your school or in our Framingham office. Contact Sharon O'Connor at 508-626-8682 x18 for more information.

If you have any questions or concerns you can contact Laura Patton at lpatton@harriscomputer.com or Sharon O'Connor at sjoconnor@harriscomputer.com.

Frequently Asked Questions

Q. Where does the CRDC v2 get the count values for the following FTE fields: Total FTE of Teachers, FTE of teachers who are certified, FTE of teachers who are not certified, FTE of teachers in their first year of teaching, FTE of teachers in their second year of teaching and Total FTE of Counselors?

A. Some of these values are calculated based on iStaff Career Records and some must be entered in the non-ipass School Set Up screen.

iPASS calculates the following fields based on what is entered in iStaff:

SCH_FTETEACH_TOT

- iPASS looks to see if the teacher has a Job Type for one of these state reporting codes: 2305, 2306, 2308, 2310, 2325, 2330;
- iPASS looks for an iStaff Career Record with a blank end date (active);
- iPASS tallies the FTE values for all found above

SCH_FTETEACH_CERT

- iPASS looks to see if the teacher has a Job Type for one of these state reporting codes: 2305, 2306, 2308, 2310, 2325, 2330;
- iPASS looks for an iStaff Career Record with a blank end date (active);
- iPASS looks in the active Career Record at the “Licensed for Job?” box – If checked off (Yes) it is included;
- iPASS tallies the FTE values for all found above

SCH_FTETEACH_NOTCERT

- iPASS looks to see if the teacher has a Job Type for one of these state reporting codes: 2305, 2306, 2308, 2310, 2325, 2330;
- iPASS looks for an iStaff Career Record with a blank end date (active);
- iPASS looks in the active Career Record at the “Licensed for Job?” box – If **NOT** checked off (No) it is included;
- iPASS tallies the FTE values for all found above

SCH_FTECOUNSELORS

- iPASS looks for a Job Type with state reporting codes: 3329;
- iPASS looks for an iStaff Career Record with a blank end date (active);
- iPASS tallies the FTE values for all found above

Not in iPASS and must be entered in the non-ipass School Set Up:

SCH_FTETEACH_FY (First Year)

- This information is not calculated by iPASS and must be entered on the non-ipass School set up screen (for each school)

SCH_FTETEACH_SY (Second Year)

- This information is not calculated by iPASS and must be entered on the non-ipass School set up screen (for each school)

Reminders

**** SCHEDULED FOR TODAY and TOMORROW ****

Harris School Solutions is pleased to offer User Group meetings for our Massachusetts iPass customers.

Wednesday, April 29 – Fowler School in Maynard

9:00 - 11:30am “Going Paperless with iPass”
12:30 - 3:00pm “Managing At-Risk Students with iPass”

Thursday, April 30 – Nipmuc Regional High School in Upton

9:00 - 11:30am “Going Paperless with iPass”
“Managing At-Risk Students with iPass”
12:30 - 3:00pm “Going Paperless with iPass” **(repeat of morning session)*
“Managing At-Risk Students with iPass” **(repeat of morning session)*

“Going Paperless with iPASS”

Learn how to use different components in iPASS to become a paperless district. Publish documents, report cards, progress reports and transcripts electronically to staff, students and parents. Learn process and best practices in the use of iParent and iStudent portals. Incorporate Google Docs into teacher assignments, health records and discipline details. Going paperless can save a school district thousands of dollars each year and allow for data analyzation on distribution.

“Managing At-Risk Students with iPASS”

Utilize different components in iPASS to effectively identify failing or at-risk students. Identify sub-groups of students such as ELL, ESL, Special Ed and 504 and create Student Success Plans to capture all of the information in one document. Run biographical, grading, export reports for the sub-groups by using the Activity/Group system.

Attendees are encouraged to bring their iPASS database administrators with them to the sessions to ensure that they have access to the items in iPASS that they will need to make the most of the day.

Please take the [Survey](#) to let us know which meeting you would like to attend.

***Change of Dates:* Additional Sessions will be offered on June 9 and 11 at the Framingham Office. Details coming soon!**

Maynard details: Fowler School
3 Tiger Drive
Maynard, MA 01754

There are three schools on Tiger Drive, which is off route 117. Fowler is the one in the middle. Parking is in front of the building, use the main entrance, sign in and get a visitor badge. Proceed to the Assembly Hall.

Nipmuc Regional High School Details: 90 Pleasant Street
Upton, MA 01568

Use the Main entrance, sign in at the office and get a visitor badge. Sessions are in rooms 136 and 137.

Contact [Sharon O'Connor](#) at 508-626-8682 x18 if you have any questions.