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Upcoming Events

Batch Scheduling
January 30th
9:00 AM—3:00 PM

Office Closed
December 25th, 26th
January 1st



**Student Services
Labs**

- ◆ Every Friday, August 2017 through June 2018
9:00 AM to 3:00 PM
- ◆ Please register by email to Jennifer Schwartz:
jschwartz@noacsc.org
- ◆ Include the time you plan to arrive as well as the topic(s) to be covered

Ad Hoc Reports—Attendance

• The **Attendance** folder now contains new House Bill 410 related reports for administrators. The proper security settings must be configured in StudentInformation in order to view and/or run these reports. If a student is approaching an absence threshold, the corresponding value is highlighted in yellow. If a student has exceeded an absence threshold, the corresponding value is highlighted in red. The following reports are now available:

• **Yearly Absence Summary** – Provides a summary of the yearly totals for all student absences. From this report, you can run the **Daily Absence Summary**, **Consecutive Absence Summary**, **Monthly Absence Summary**, and **Absence Thresholds Summary** reports for a single student by clicking on **Daily**, **Consecutive**, **Monthly**, or **Threshold** respectively in the row of their name.

• **Daily Absence List** – Displays all attendance statistics for a selected date range from the **Daily Absence List** screen as well as the year-to-date (YTD) unexcused, excused, and total absence hours for all students.

• **Daily Absence Summary** – Lists each absence during the school year for all students. This report does not identify absence thresholds.

• **Consecutive Absence Summary** – Identifies if any students have consecutive unexcused absences and habitual truancy and if they are approaching or have exceeded the threshold. If there are no consecutive unexcused absences for a student, you receive the message, “No Data Qualified for this Report.”

• **Monthly Habitual Truancy and Excessive Absences** – Displays all student absences by month and identifies if they are approaching or have exceeded the threshold for each month.

• **Absence Thresholds Summary** – Lists the type of threshold each student has exceeded and the trigger date(s). If a trigger date is within the last 7 days of running the report, it is highlighted in blue.

TO IDENTIFY ANY POTENTIAL ERRORS IN ENTERED ABSENCES OR SCHOOL CONFIGURATION, YOU CAN RUN THE FOLLOWING TWO REPORTS:

• **Attendance Process Warnings** – Identifies incorrectly entered absences that cause students to be skipped during the calculations and displays messages to indicate the issues.

• **Attendance Skipped Student** – Identifies students that are skipped during the calculations and displays messages to indicate the issues.

(ProgressBook StudentInformation HB410 District Task List)

Note to Security Admins: Please refer to [October](#) Student Services Hints & Tips page 1.



December 2017

www.noacsc.org

2018-2019 School Year Initialization Survey



All building information will need to be submitted online through the survey link shown below.

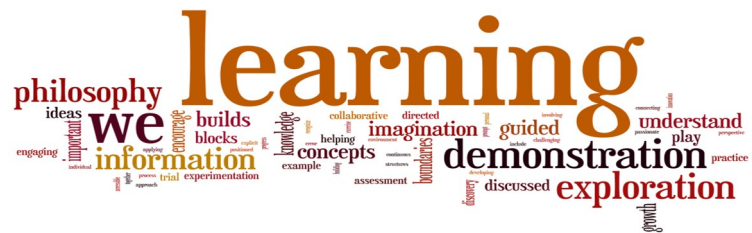
What you need to do:

1. Go to <http://survey.noacsc.org/survey/index.php?r=survey/index/sid/97464/lang/en> to access the online survey and submit your building information.
2. Submit one survey for each building within your school district. You may also access the survey through the NOACSC website (www.noacsc.org) Student Services<<Studentinformation<<[Initialization Survey](#).

Batch Scheduling: January 30, 2018 9:00am - 3:00pm

If you are new to the Student Information Batch Scheduling process or simply would like to refresh your scheduling knowledge, then you will want to attend the Batch Scheduling Training session offered by NOACSC. This is a lecture training session (no hands on at the computer) conducted at NOACSC ITC office. Topics covered in the Batch Scheduling Training include: Student Promotion & Enrollment, Course Maintenance, Course Groups, Course Requests Public Course Requests, Student Information Batch Scheduler, Resolving Conflicts.

To register, click the Sign Up For Training [link](#) on the NOACSC website.



SI Import of KRA Assessments (scale score report) **Update**



The KRA testing company has revised the Scaled Score Reports effective immediately. Any SSR downloaded from 1:30 p.m. on 11/30/17 forward is in the correct file layout and can be imported without a work around. If your districts have an older file that has not yet been imported, they should download a new file and import it so that no work around is required.