

Enclosed please find the Release highlights for both **ClearTrack 200** and **RTI Edge**. These are enhancements and modifications to the system that can be accessed anywhere from within the product by clicking the new "8.07 Release Highlights" button. The enclosed tasks do not include everything from the release, but they are the tasks to be most aware of.

Some major changes include:

- New Tips and Tricks feature
- New Attendance and Behavior Referral Alerts
- Modified Assign Students to Groups in Teacher Interface
- New warning on Medicaid Providers screen if they have claims to sign
- New Preferred Name in Demographics
- New SEL Standard Area and RTI Skill Area, Skills and Goals in RTI Edge

Please read on for more details.....

Highlights

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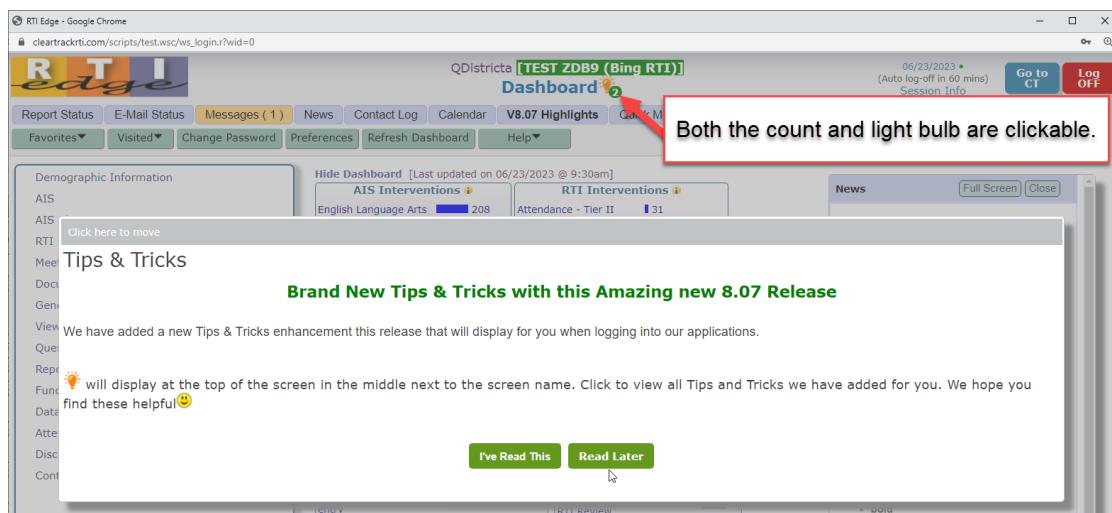
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Task 264220 – A brand new Tips and Tricks has been added.

Rationale: To provide useful tips or reminders to end users from the development team.

Submitter(s)/District: Development

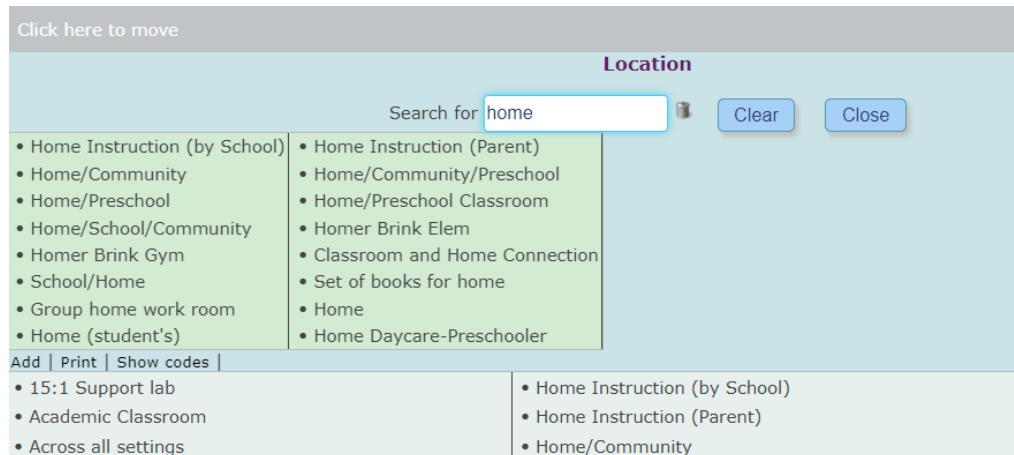
- Main Menu or Specific Screen (if we specify) – Tips and Tricks window will display helpful information.
- This will display tips that the development team posts for end users. They will display on the Main Menu when users initially log in or may display from a specific screen, if we specify the screen name. The user will have 2 buttons available from the Tips and Tricks window (I've Read this or Read Later). At the top center of the screen, a new orange light bulb icon displays if there are tips available. In addition a green circle with the count of tips display. Both are clickable. The counter will count down if the user clicks the 'I've Read This' button. If they click the 'Read Later' button, the counter does not count down and the Tip will redisplay on return to Main Menu or next login. Clicking the orange light bulb icon will open a window displaying all Tips and Tricks available with a close and view all button. View All displays all tips available from Main Menu and specific screens.

**Task 267374 – Updated various other lookups to a more updated and efficient.**

Rationale: Consistency and easy searches.

Submitter(s)/District: Development

- Various lookups
- A few other lookups (single lookups with many codes from All Other Tables) have been modified to be similar to the other lookup improvements. Now more efficient use of a floating lookup which has superior search skills, faster to display and can fit more descriptions on the screen by using the whole width of the window.



Attendance

Task 250843 – New alert added, Absent at least xx days.

Rationale: To help identify students that have excessive absence with an alert.

Submitter(s)/District: Development

- Main Menu | Control | Setup | Initial Setup
- New alert added, Absent at least xx days. Set the number of days.
- This looks at Daily Attendance records that have an Absence code and a duration of 1 full day.
- Also added new alert 'xx Behavior Referrals' in RTI Edge.



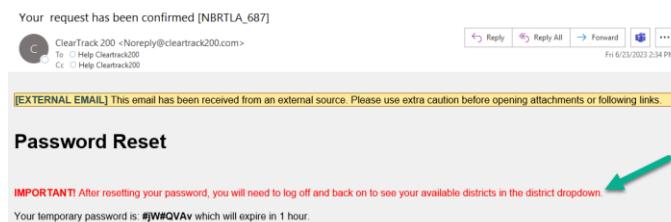
BOCES/Agency

Task 257444 – Modification for BOCES/Agency users who reset their own passwords.

Rationale: To prevent users from calling BOCES to load users after BOCES/Agency user resets their own password.

Submitter(s)/District: Tammy Dry, Connie Sue Lockwood/St. Mary's School for the Deaf

- Main Menu | Control | Utilities
- When BOCES user resets their password from the 'Forgot password' link, they will see an important note in their temporary password e-mail, "IMPORTANT: After resetting your password, you must log off and back on to see your available districts in the district dropdown."
- The message will also display when initially resetting their temporary password.



Task 215591 – New ability to update the disability/student type record at the BOCES/Agency from the mapped district.

Rationale: Would ensure accurate information in the BOCES CT database.

Submitter(s)/District: Deanna Durante/Madison-Oneida BOCES

- Main Menu | Control | Defaults | System Defaults
- If a student is mapped to a district, then every night it will check that district for current disability and student type information.



- A history icon will display on the Demographic browse and edit screen to show the changes. The user will be EOD - "End of Day".



Canned Reports

Task 221252 – When finalizing a document, Report Status will now show Student Name in addition to Student ID.

Rationale: Easier to identify when looking back.

Submitter(s)/District: Lake Placid

- Report Status



A screenshot of a report status list. The table has columns for Report Name, Date, Time, and Status. The first row shows a header. The second row is highlighted with a yellow arrow pointing to the student name 'Astudentb, Leo'. The third row shows a PDF icon and the text 'STATE MANDED IEP newest (03/29/2023) [Student: Astudente, Milo] (538.7K)'. The fourth row shows a PDF icon and the text 'All Selected Students (86.2K)'. The fifth row shows a PDF icon and the text 'Student: 000999188 - Astudentb, Leo (60.5K)'. The sixth row shows a PDF icon and the text 'Student: 000802056 - Astudente, Milo (45.2K)'. All rows have a 'Copy to Portal' button and a 'Ready for viewing' status.

	Report Name	Date	Time	Status
Tuesday, June 27th, 2023 (Today)				
<input type="checkbox"/>	IEP: STATE MANDED IEP newest PDF(s) created for: 000999188 Astudentb, Leo 000802056 Astudente, Milo	06/27/2023	12:34 PM	
<input type="checkbox"/>	STATE MANDED IEP newest (03/29/2023) [Student: Astudente, Milo] (538.7K)	06/27/2023	12:34 PM	Ready for viewing
<input type="checkbox"/>	IEP: STATE MANDED IEP newest	06/27/2023	12:34 PM	
<input type="checkbox"/>	All Selected Students (86.2K)	06/27/2023	12:34 PM	Ready for viewing
<input type="checkbox"/>	Student: 000999188 - Astudentb, Leo (60.5K)	06/27/2023	12:34 PM	Ready for viewing
<input type="checkbox"/>	Student: 000802056 - Astudente, Milo (45.2K)	06/27/2023	12:34 PM	Ready for viewing

- Also made it easier to read.

Task 252098 – Recommended Services Report – the Teacher/Provider field is now multiple select.

Rationale: Enhanced functionality.

Submitter(s)/District: Jesse Todd/Cattaraugus-Allegany BOCES

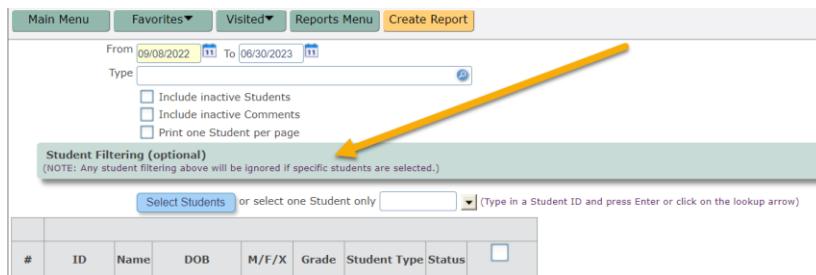
- Main Menu | Reports | Recommended Services Report
- It will only print those services for the teacher/providers selected.

Task 265222 – Comments report - Select student filtering added.

Rationale: Currently no way to select multiple students for students on their class list.

Submitter(s)/District: RTI Teachers/ Oriskany Central School District

- Main Menu | Reports | Comments Report



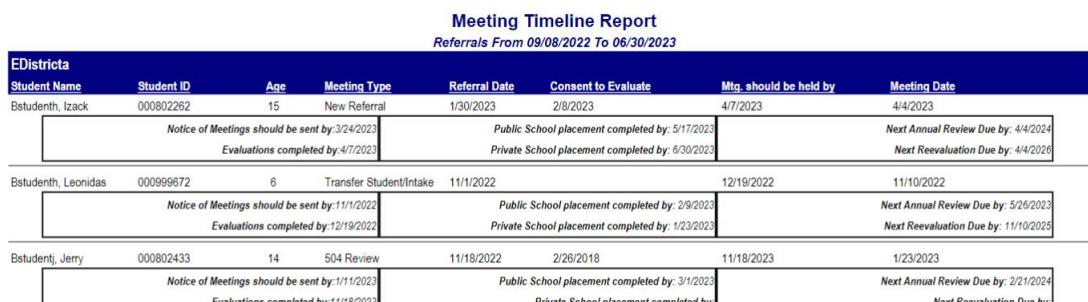
A screenshot of the Comments Report interface. At the top, there are buttons for Main Menu, Favorites, Visited, Reports Menu, and Create Report. Below that is a search bar with 'From 09/08/2022' and 'To 06/30/2023'. A 'Type' dropdown is shown. Below the search bar are three checkboxes: 'Include inactive Students', 'Include inactive Comments', and 'Print one Student per page'. A yellow arrow points to a section titled 'Student Filtering (optional)' with the note '(NOTE: Any student filtering above will be ignored if specific students are selected.)'. This section contains a dropdown menu 'Select Students' with the placeholder 'Type in a Student ID and press Enter or click on the lookup arrow'. At the bottom is a table with columns: #, ID, Name, DOB, M/F/X, Grade, Student Type, Status, and a checkbox.

Task 263322 – Meeting Timeline Report converted to Crystal Report.

Rationale: Part of the report conversion from Report Builder to Crystal.

Submitter(s)/District: Development

- Main Menu | Reports | Meeting Timeline Report



A screenshot of the Meeting Timeline Report Crystal Report. The title is 'Meeting Timeline Report' and the subtitle is 'Referrals From 09/08/2022 To 06/30/2023'. The table has columns: EDistricta, Student Name, Student ID, Age, Meeting Type, Referral Date, Consent to Evaluate, Mtg. should be held by, and Meeting Date. The table shows three rows of data for students Bstudenth, Izack, Bstudent, Leonidas, and Bstudentj, Jerry. Each row has a 'Notice of Meetings should be sent by' and 'Evaluations completed by' section, and a 'Public School placement completed by' and 'Private School placement completed by' section. There are also 'Next Annual Review Due by' and 'Next Reevaluation Due by' fields.

EDistricta	Student Name	Student ID	Age	Meeting Type	Referral Date	Consent to Evaluate	Mtg. should be held by	Meeting Date
Bstudenth, Izack		000802262	15	New Referral	1/30/2023	2/8/2023	4/7/2023	4/4/2023
					Notice of Meetings should be sent by: 3/24/2023 Evaluations completed by: 4/7/2023	Public School placement completed by: 5/17/2023 Private School placement completed by: 6/30/2023	Next Annual Review Due by: 4/4/2024 Next Reevaluation Due by: 4/4/2026	
Bstudent, Leonidas		000999672	6	Transfer Student/Intake	11/1/2022		12/19/2022	11/10/2022
					Notice of Meetings should be sent by: 11/1/2022 Evaluations completed by: 12/19/2022	Public School placement completed by: 2/9/2023 Private School placement completed by: 1/23/2023	Next Annual Review Due by: 5/26/2023 Next Reevaluation Due by: 11/10/2025	
Bstudentj, Jerry		000802433	14	504 Review	11/18/2022	2/26/2018	11/18/2023	1/23/2023
					Notice of Meetings should be sent by: 1/11/2023 Evaluations completed by: 11/18/2023	Public School placement completed by: 3/1/2023 Private School placement completed by	Next Annual Review Due by: 2/21/2024 Next Reevaluation Due by	

Task 246888 – New Sort By Grade in Program Modification/Supplementary Aids Report

Rationale: District would like to sort this report by grade level without running a custom report.

Submitter(s)/District: Danielle Duprey, Cheryl Laplant/Edwards-Knox Central School

- Main Menu | Reports | Program Modification/Supplementary Aids Report



To print active as of a specific date, enter that date in both fields.
To print all active, including future, leave both dates blank.
Otherwise, entering a date range will print any active during range.

Active During: From To
School(s)
Grade(s)
Program Modification Codes
 Run Report only for Teacher Aides and Assistants (sort by provider name)
Student Id
Student Type
Include Students Active Inactive Both
 Print one Student per page
Sort By School Student Name Grade
 Export to Excel

Task 261999 – Emergency Contacts Report converted to Crystal Report.

Rationale: Part of the report conversion from Report Builder to Crystal.

Submitter(s)/District: Development

- Main Menu | Reports | Emergency Contacts Report

EDistricta Emergency Contacts Report						
Placement as of 06/08/23						
Student ID	Student Name	Address	City	State	Zip	
000998545	Asstudent, Avery	3227 Education Drive	Part 200 Town	NY	55555	
Guardian Name/Relationship	Home Phone	Address	City	State	Zip	
Rparent*	(123) 557-1652	3227 Education Drive	Part 200 Town	NY	55555	
Mother		Work Phone: (123) 457-1652	Ext: 224			
Spouse Name/Relationship						
Spouse						
Guardian Name/Relationship	Home Phone	Address	City	State	Zip	
Sparento	(123) 557-1653	3228 Education Drive	Part 200 Town	NY	55555	
Father		Work Phone: (123) 457-1653				
Spouse Name/Relationship						
Spouse						

Task 264969 – Results of New CSE Referrals converted to Crystal Report.

Rationale: Part of the report conversion from Report Builder to Crystal.

Submitter(s)/District: Development

- Main Menu | Reports | Results of New CSE Referrals Report

EDistricta Results of New CSE Referrals Report				
School	New Referrals	Non Disabled	Classified	
Not Specified	1	0	1	
KSchool	9	2	7	
LSchool	1	0	1	
Totals	11	2	9	

Task 263608 – Disability Breakdown by School (CRDC Audit) converted to Crystal Report.

Rationale: Part of the report conversion from Report Builder to Crystal.

Submitter(s)/District: Development

- Main Menu | Reports | Disability Breakdown by School (CRDC Audit)

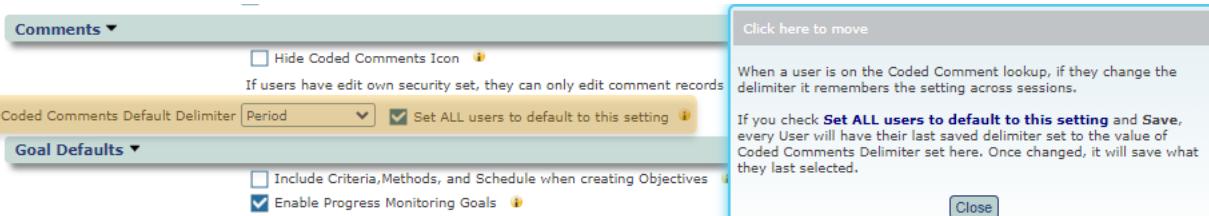
Control

Task 260220 – New System Default under Comments "Coded Comment Default Delimiter" where you can set a default for new users and force the option for all users.

Rationale: District wants to be able to default all users to using the Comma separator so data prints in a comma separated paragraph instead of separated by lines.

Submitter(s)/District: Lynn Esposito/Utica

- Main Menu | Control | Defaults | System Defaults | Coded Comment Default Delimiter



- New System Default under Comments "Coded Comment Default Delimiter" where you can set a default for new users. In addition, you can click "Set ALL users to default to this setting" at any time. That will push out the setting. If users change from there, it will keep their changes unless this is pushed out again.

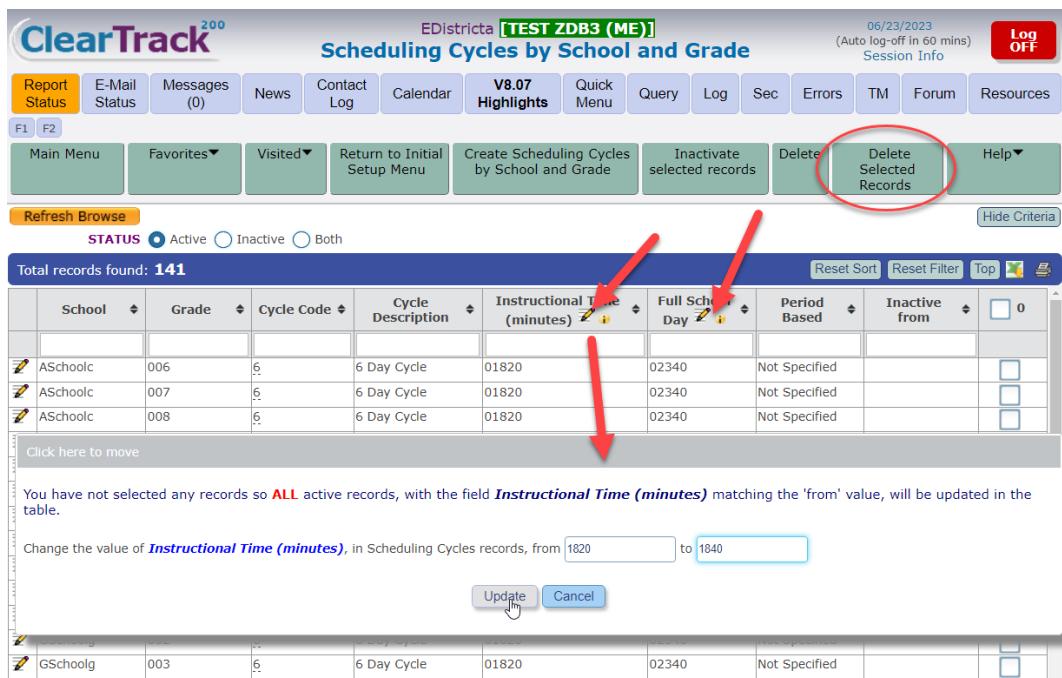
Control - Setup

Task 260220 – Improved functionality added to the Scheduling Cycle by School and Grade.

Rationale: Enhanced and improved functionality.

Submitter(s)/District: Danielle Duprey/NERIC

- Main Menu | Control | Setup | Initial Setup | Scheduling Cycles by School and Grade
- New edit update column pencil has been added to the Instructional Time (minutes) and Full School Day columns. When clicked, this will prompt to update the selected records minutes from xxx minutes to xxx minute. If you do not select any records, then, ALL active records will be updated based on user input. Click the update button to update or cancel.
- Also, a new button 'Delete Selected Records' has been added to mass delete records no longer needed.



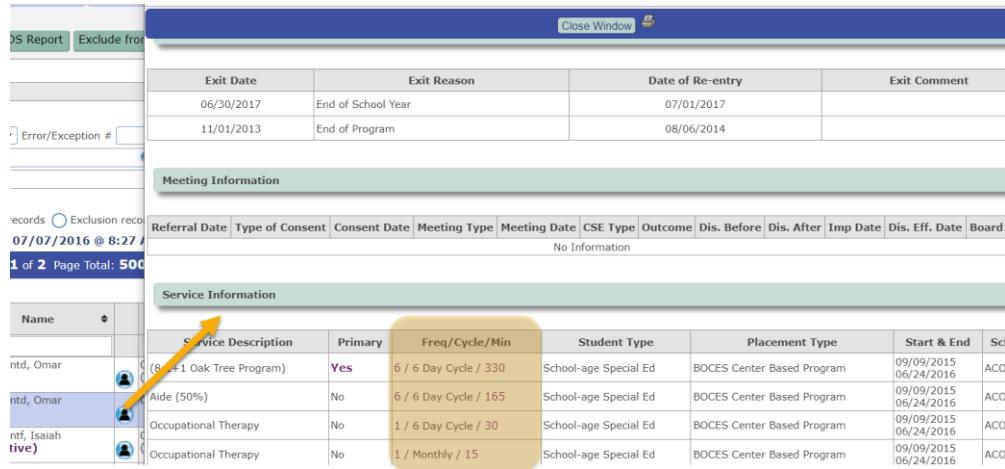
Data Warehouse

Task 223409 – Freq/Cycle/Min column added to the Service grid on all Data Warehouse browsers.

Rationale: If I want to check minutes I go to the pencil, but then I lose my sort when I come back.

Submitter(s)/District: Sweet Home

- Main Menu | Data Warehouse | any extract | demographic icon



The screenshot shows a Data Warehouse service grid. The columns include Service Description, Primary, Freq/Cycle/Min, Student Type, Placement Type, Start & End, and School. The 'Freq/Cycle/Min' column is highlighted with a yellow box and an orange arrow pointing to it. The data in the grid is as follows:

Service Description	Primary	Freq/Cycle/Min	Student Type	Placement Type	Start & End	Sch
ntd, Omar (8+1 Oak Tree Program)	Yes	6 / 6 Day Cycle / 330	School-age Special Ed	BOCES Center Based Program	09/09/2015 06/24/2016	ACO
ntd, Omar Aide (50%)	No	6 / 6 Day Cycle / 165	School-age Special Ed	BOCES Center Based Program	09/09/2015 06/24/2016	ACO
ntf, Isaiah (Isaiah)	No	1 / 6 Day Cycle / 30	School-age Special Ed	BOCES Center Based Program	09/09/2015 06/24/2016	ACO
ntf, Isaiah (Isaiah)	No	1 / Monthly / 15	School-age Special Ed	BOCES Center Based Program	09/09/2015 06/24/2016	ACO

- Also added the ability to use the student list and up/down arrows on the Data Warehouse screens.



The screenshot shows a student list interface with a search bar containing 'Student ID 800000967' and up/down arrows for sorting.

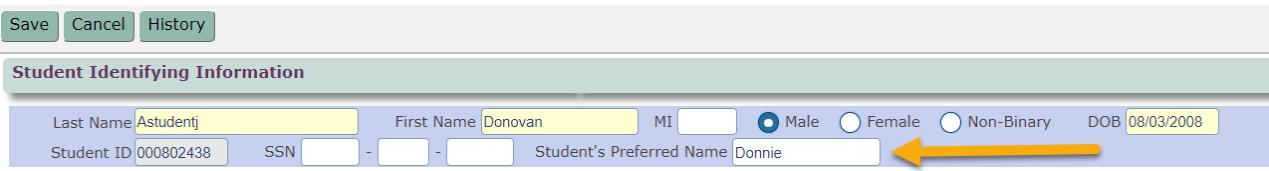
Demographics

Task 266706 – New Preferred Name field in Demographics.

Rationale: The district wants to be able to refer to the student by the nickname without removing the legal name. The district added the other name in parenthesis behind the legal name in ClearTrack however this is getting overwritten by the legal name from SMS.

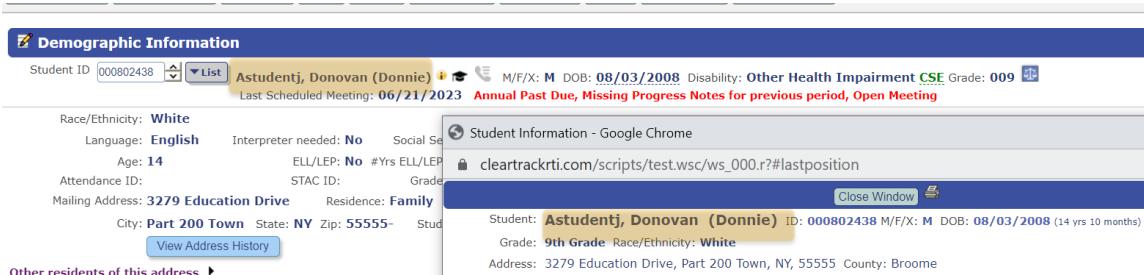
Submitter(s)/District: Oneida

- Main Menu | Demographic Information | edit



The screenshot shows the 'Student Identifying Information' section of the demographic edit screen. The 'Student's Preferred Name' field is highlighted with a yellow arrow. The data in the field is 'Donnie'.

- This is currently not brought in by the SMS but can be manually entered in ClearTrack/RTI Edge.
- The name will appear in brackets after the first name in headers and student lookups, e.g. Astudenta, Jameson (Jimmy). It will NOT appear on Reports or name variables (except the new one below).



The screenshot shows the 'Demographic Information' screen. The 'Student's Preferred Name' field is populated with 'Donnie'. The browser address bar shows the URL 'cleartrackrti.com/scripts/test.wsc/ws_000.r?#lastposition'.

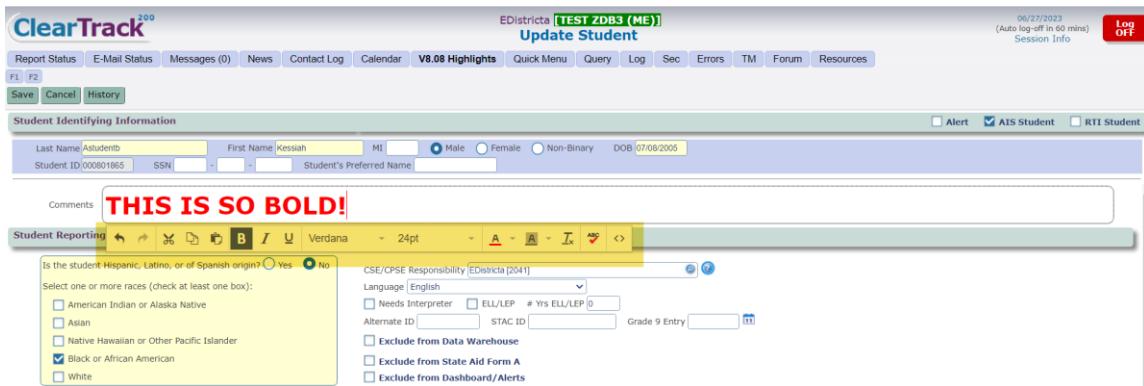
- There is a new variable that can be used: %[namepref]. If the field is blank, then First Name will appear.

Task 263919 – Rich Text Format added to the Comment Section in Demographics.

Rationale: Ability to change font/color, etc. so comments stand out more.

Submitter(s)/District: Deanna Durante

- In Demographics, you click the pencil icon to edit to bring up Comments. Here, the Rich text box does not appear until you click in the comment box.



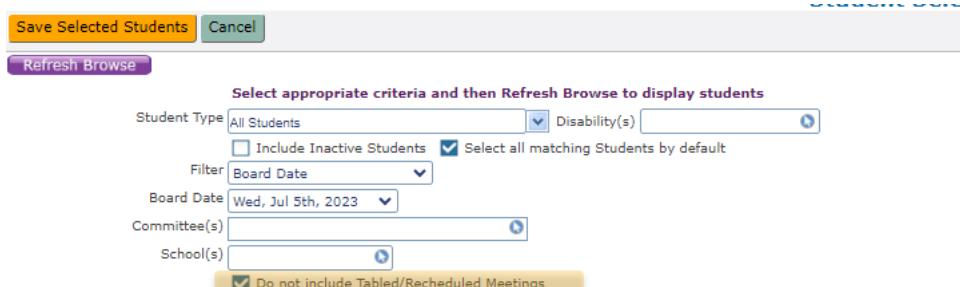
Generate Letters

Task 265566 – New option under Student Selection filter for Board Date, "Do not include Tabled/Rescheduled Meetings".

Rationale: Tabled/Rescheduled meetings are typically excluded.

Submitter(s)/District: Deanna Durante

- Main Menu | Generate Letters | Select Students



Main Menu

Task 266072 – New clock icon will show if there is a Sticky note set for the future.

Rationale: Noticed if you schedule a Sticky note in the future that is was no longer editable.

Submitter(s)/District: Tammy Dry

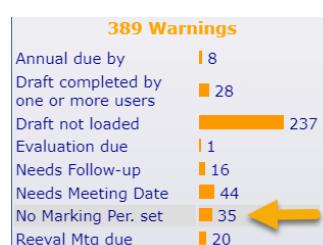
- Main Menu | Sticky Note
- If there are future notes, a clock icon will display. Click the new Clock icon to see the future notes. The note will temporarily display to be edited.



Task 254825 – New Dashboard Alert Warning "No Marking Per. Set".

Rationale: Sometimes add a new School during a lookup in Recommended Services and forget to put in marking periods. It causes problems later on when teachers can't enter notes.
Submitter(s)/District: Tammy Dry

- Main Menu | Dashboard



- The alert will show a list of students with schools where the Marking Period is not set for the current year. The students will be hyperlinked to take you to the school missing the marking period dates.

Student Name	Grade	School
UGS 05	BOCES/Linnaeus West	
KFD 09	Parent (Choice) Teach at Home	
UGS 04	Home Teaching Elem.	
UGS 12	Home Teaching High School	
UGS 10	Parent (Choice) Teach at Home	
UGS 12	Home Teaching High School	
UGS 03	Parent (Choice) Teach at Home	
UGS 11	Home Teaching Elem.	
UGS 11	Home Teaching High School	
UGS 05	Parent (Choice) Teach at Home	

Medicaid

Task 266062 – Outdated message removed for first time Medicaid users.

Rationale: Message removed due to outdated, unnecessary information.

Submitter(s)/District: Anna Fuller

- Removed outdated popup message that Medicaid users would have seen upon their first login to ClearTrack.

Task 266307 – Added last 10 dropdown for Medicaid Providers on Medicaid Calendar form.

Rationale: Quality improvement.

Submitter(s)/District: Development

- Main Menu | Medicaid Information | Medicaid Calendar
- Click in the Provider box for the last 10 dropdown to appear.

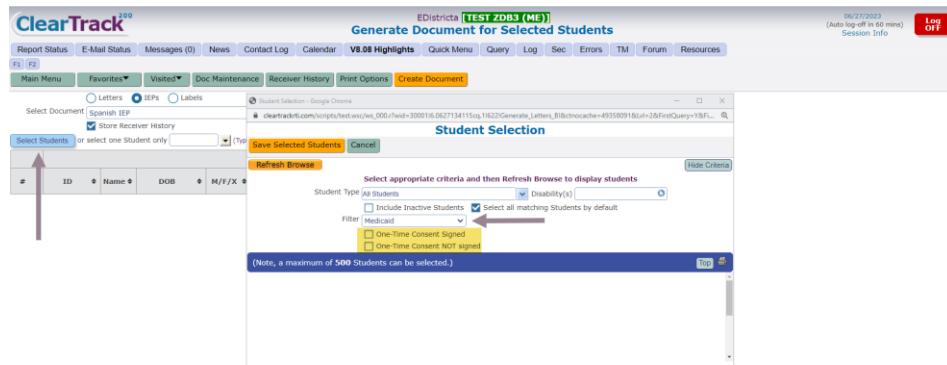
Provider
000999551 KTEACHERH KRISTEN
Itsekereh, Kristen
Ateacher, Rebecca
Cteacher, Courtney
Cteacher, Theresa
Co, Laisha
Tteaching, Jessie
Cteacher, Retty
Gteacher, Safa
Lteambard, Rebecca

Task 230389 – New option for 'One-Time Consent Signed' and 'One-Time Consent NOT Signed' in Select Students.

Rationale: Helpful and efficient to differentiate the sort.

Submitter(s)/District: Anna Fuller

- Under Generate Letters, when using the Student Selection filter and choosing "Medicaid", there is now an option to select students with one-time consent signed and one-time consent NOT signed.

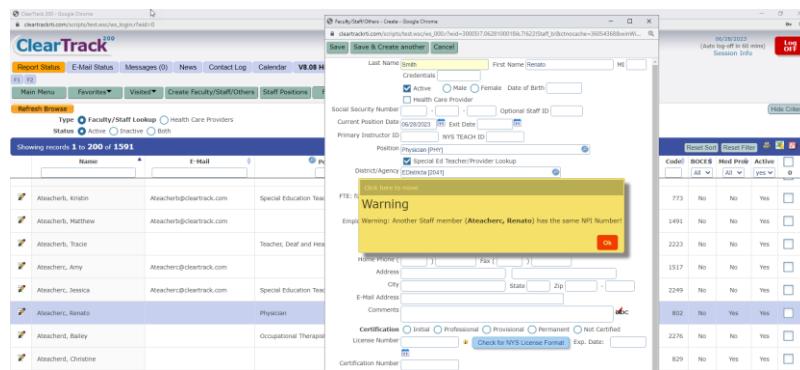


Task 224304 – Added warning if a duplicate NPI/license is entered for a new user.

Rationale: Helps prevent duplicate NPI/license entered.

Submitter(s)/District: Steve Quick/Brentwood UFSD

- Helpful when an existing staff member gets entered as a new user after they get married/change their name; or sometimes the same staff has two different positions in small districts and they have to make two staff records; or they may have inactivated a record when a staff left and made a new one when the staff returned years later.
- There is now a warning popup that will tell you a duplicate NPI exists and who has it.



- In eMedNY the license and NPI # will be the same. (Names are not sent in the Medicaid files, just the NPI# and license are used).
- When a provider changes their name, edit the Faculty/Staff table and Security from the old name to the new name (user name).

Task 237308 – Made wording more clear for From/To for Active Medicaid Billing Supervisors.

Rationale: More concise wording leads to less errors.

Submitter(s)/District: Karen Gill-Leighton

- Main Menu | Control | Setup | Security. From here, edit a user then edit to add a supervisor.
- In "From", you enter the start date that the individual will start supervising. It now notes: Leave "To" blank for supervision to be continuous or enter a date if supervision is going to end.

Medicaid – Teacher Interface

Task 264599 – There is a new button in the Medicaid Calendar "View Progress Monitor Data".

Rationale: Therapists have been asked to include progress data scores for the session (ex. 90%) in their session notes. Is it possible to link these scores to the progress monitoring area in the goal section so the scores will be automatically copied from the session notes with date and data to the progress monitoring boxes? This way the therapists wouldn't have to enter the same information twice.

Submitter(s)/District: Lori Wiseburn/Rome

- Teachers Interface | Work on Medicaid/Session Notes

- When selected, the student's Progress Monitoring goals appear where they can view or enter.

Task 210738 – Warning message now displays for Medicaid users that have claims that need to be signed.

Rationale: Helps to ensure claims are signed before it is too late to bill for them.

Submitter(s)/District: Connie Sue Lockwood

- Teacher Interface Main Menu | Work on Medicaid/Session Notes
- The following message will display in orange on the Medicaid Menu if there are any claims that need to be signed. During the State of Emergency (SOE), cosigners had 90 days to sign. The SOE ended on 07/01/23 reverting the time to sign back to 45 days. Depending on when the claim was created, this message in orange will show up from 0-84 days to expiry (if created before 07/01/23) OR 0-39 days to expiry (if created after 07/01/23).

ClearTrack²⁰⁰

Binghamton City School District **TEST ZDB5 (Binghamton)**
Medicaid Menu

07/11/2023
(Auto log-off in 500 mins)

Log off

Query Log Sec Errors TM

Previous Menu Main Menu View Created Reports

Click on the section of Medicaid you want to work on

There are claims which need to be signed in order to be timely for billing. Please go to the Sign Billing screen to review.

- Work on Monthly Service Forms
- Sign Billing
- Run a Medicaid Report
- View Signed Sessions
- My Medicaid Settings
- Assign Students to Medicaid Groups

- The following message will display in red on the Medicaid Menu if there are claims that need to be signed within 6 days of being ineligible for signing.

ClearTrack²⁰⁰

Binghamton City School District **TEST ZDB5 (Binghamton)**
Medicaid Menu

07/11/2023
(Auto log-off in 500 mins)

End Emulation

Query Log Sec Errors TM

Previous Menu Main Menu View Created Reports

Click on the section of Medicaid you want to work on

There are claims which urgently need to be signed or they will pass the allowable timeline for billing. Please go to the Sign Billing screen to sign.

- Work on Monthly Service Forms
- Sign Billing
- Run a Medicaid Report
- View Signed Sessions
- My Medicaid Settings
- Assign Students to Medicaid Groups

Medicaid - Reports

Task 221868 – Medicaid Parental Consent History Report now shows “Invalid” for one-time parent consents that are no longer valid.

Rationale: Useful information to have on the report.

Submitter(s)/District: Anna Fuller/Waterville Central School District

- Main Menu | Medicaid | Reports, Imports, Exports, Other | Medicaid Parental Consent History Report
- “Invalid” now appears on report. The wording has also been updated on the Medicaid Info screen. It will also display in the Filed Document Report.

Student Name	Student Id	CIN	Gender	DOB	Parent Consent	Notification Date(s)
Ystudentc, Caden	000999337	FS13289T	M	06/02/2016	08/18/22	08/04/2022 Notification Date
Ystudentc, David	000804186	QU56460K	M	12/14/2006	10/12/17	07/11/2022 Notification Date 07/13/2021 Notification Date (Expired) 07/29/2020 Notification Date (Expired) 09/13/2019 Notification Date (Expired) 09/25/2017 Notification Date (Expired)
Ystudentc, Emily	000801969	EH70073S	F	12/27/2008	09/03/19	07/11/2022 Notification Date 07/13/2021 Notification Date (Expired) 07/29/2020 Notification Date (Expired)
Ystudentd, Ryan	000997311	EX99320P	M	03/20/2013	10/28/19 (Invalid)	07/11/2022 Notification Date 05/09/2022 Notification Date (Expired) 11/02/2020 Notification Date (Expired) 09/16/2019 Notification Date (Expired) 12/27/2018 Notification Date (Expired)

Task 265233 – The Next Annual Review Date is now included on the Medicaid Expired Orders Report.

Rationale: Since the prescriptions need to be updated upon the Annual Review Date, it is important to have on the report.

Submitter(s)/District: Connie Sue Lockwood/Wellsville Central School

- Main Menu | Medicaid | Reports, Imports, Exports, Other | Medicaid Expired Orders Report

EDistricta						
Medicaid Expired Order Report						
Student Name/Id	DOB	Gender	Disability	Grade	School	
Bstudenth, Alora 000802263	8/30/2008	Female	Learning Disability	8th Grade	MSchoola	
	Document Name Written Order or Referral for Speech Services Filed	Date Filed 9/6/2022	Withdrawn/End (E) 06/23/23	Expires Expired	Ordering Practitioner Iteacher, Dalamy	ICD10 Codes F80.0
		Next Annual Review Date: 11/1/2023				
Cstudent, Ambrose 000997169	5/25/2009	Male	Other Health Impairment	8th Grade	MSchoola	
	Document Name Counseling Written Referral	Date Filed 9/7/2022	Withdrawn/End (E) 06/23/23	Expires Expired	Ordering Practitioner Jteacherq, Vanessa	ICD10 Codes Z71.9
		Next Annual Review Date: 11/1/2023				
Estudentz, Cullen 000999075	2/15/2014	Male	Other Health Impairment	3rd Grade	KSchoola	
	Document Name Written Order for OT Services	Date Filed 9/8/2022	Withdrawn/End (E) 06/23/23	Expires Expired	Ordering Practitioner Steacherb, Robert L.	ICD10 Codes F82
	Written Order or Referral for Speech Services Filed	Date Filed 9/16/2022	Withdrawn/End (E) 06/23/23	Expires Expired	Ordering Practitioner Mteacher, Sydney	ICD10 Codes F80.1
		Next Annual Review Date: 12/8/2023				

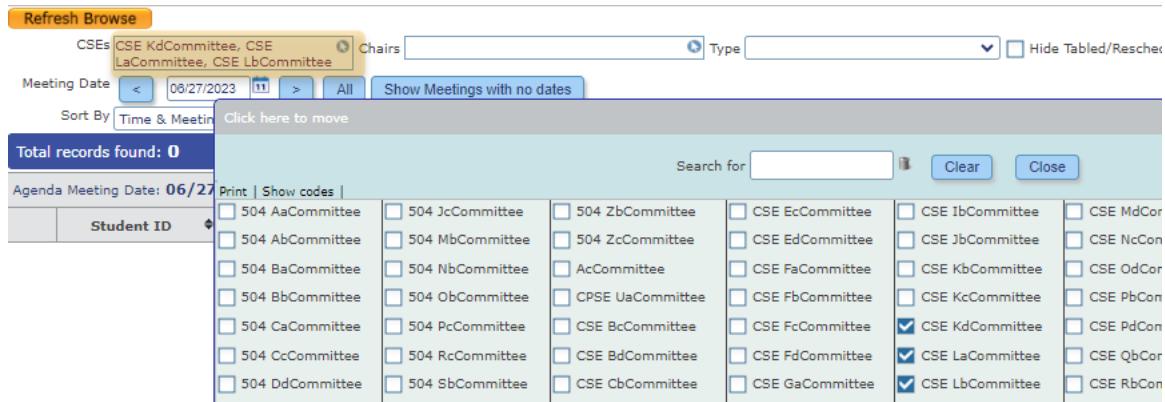
Meeting

Task 265207 – From the Agenda, the CSEs and Chairs dropdowns have been changed to a multi-select.

Rationale: We have secretaries that cover committees for 4 different CSE chairs and would love to see all at once if possible.

Submitter(s)/District: Elmira

- Main Menu | Special Education/Meeting Information | Agenda



Refresh Browse

CSEs CSE KdCommittee, CSE LaCommittee, CSE LbCommittee Chairs Type Hide Tabled/Researc

Meeting Date < 06/27/2023 > All Show Meetings with no dates

Sort By Time & Meeting Click here to move

Total records found: 0

Agenda Meeting Date: 06/27/2023

Student ID
504 AaCommittee
504 AbCommittee
504 BaCommittee
504 BbCommittee
504 CaCommittee
504 CcCommittee
504 DdCommittee
504 JcCommittee
504 MbCommittee
504 ZbCommittee
504 ZcCommittee
AcCommittee
504 NbCommittee
504 ObCommittee
504 PdCommittee
504 RcCommittee
504 SbCommittee
504 ZdCommittee
CSE EcCommittee
CSE EdCommittee
CSE FaCommittee
CPSE UaCommittee
CSE BcCommittee
CSE BdCommittee
CSE CbCommittee
CSE DcCommittee
CSE FcCommittee
CSE GcCommittee
CSE IcCommittee
CSE JcCommittee
CSE KbCommittee
CSE KcCommittee
CSE LcCommittee
CSE MCommittee
CSE NcCommittee
CSE OdCommittee
CSE PbCommittee
CSE QbCommittee
CSE RbCommittee
CSE MdCommittee
CSE JbCommittee
CSE KbCommittee
CSE KdCommittee
CSE LaCommittee
CSE LbCommittee
CSE QdCommittee
CSE RdCommittee

- Because you can now multi-select, the last 10 dropdown was removed.

Task 265299 – Modified verbiage on Roster from “Role” to “Role/Notes” as it can be used for a comment.

Rationale: District were typing random things into the Person Attending field rather than adding a note in the Role section. A note can be typed here as well.

Submitter(s)/District: Development

- Main Menu | Special Education/Meeting Information | Agenda and Individual Meeting | Roster



Persons Attending	Position	Role/Notes	Chair	Invited	Attended	Excused
Maximus Astudentg (Age 14)			<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Aparentm [P/G]	Parent [PP]		<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Vanessa Jteacherq	Director of Special Education E		<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>

- Also updated System Defaults and the Agenda report. Most of this was done pre-release.

Task 265032 – If a district does Spring Reviews, they can now schedule an Amendment no Meeting Held without a meeting date.

Rationale: When creating an Amendment w/out a Meeting (AWOM) to get the PWN to request consent the district doesn't have a meeting date but are forced to enter one to create the meeting.

Submitter(s)/District: Lynn Esposito and Pam Smoulcey/Utica

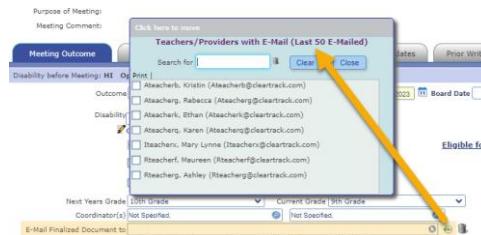
- Main Menu | Special Education/Meeting Information | Agenda and Individual Meeting
- It will NOT create a draft. A draft can be added after a meeting date is scheduled. This is only available for individual meetings and not scheduling in mass.

Task 266108– New history icon next to the 'E-Mail Finalized Document to' field which will remember up to the last 50 providers selected.

Rationale: If emailing the same people this would make it easier to select them.

Submitter(s)/District: B. Nickerson/Pioneer

- Main Menu | Special Education/Meeting Information | Agenda and Individual Meeting | edit meeting



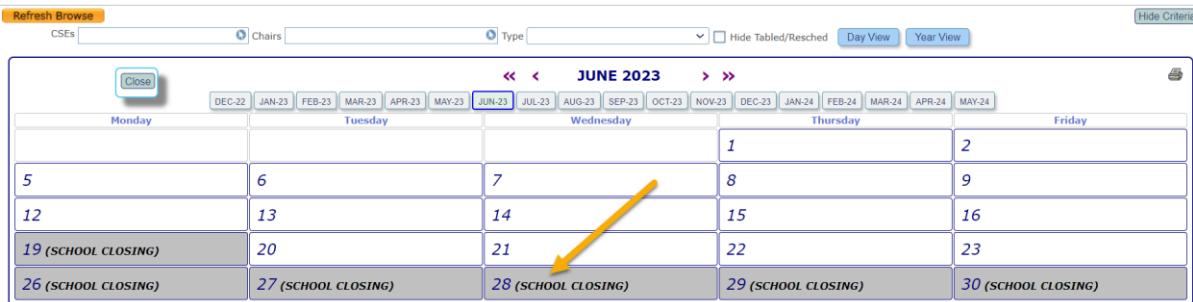
- For the 'Also Email field', it will create a new history icon where it will store your last 50 staff used.

Task 265402 – When viewing Agenda by month, added feature to grey out days for school closings.

Rationale: To prevent meetings from being scheduled on days the school is not open.

Submitter(s)/District: April Krug/Elmira Heights Central School District

- Main Menu | Special Education/Meeting Information | Agenda | Month View



Task 265919 – New option in System Defaults to "Allow Safety Net checkbox to be edited".

Rationale: "We cannot uncheck the safety net option, even for elementary students. According to the regulation they are only eligible if they receive a low score on the regents test.

Submitter(s)/District: Scott Rudnicki/Franklinville

- Main Menu | Control | Defaults | System Defaults | Allow Safety Net checkbox to be edited

Meetings ▾

Backfill Notice of Recommendation information

Allow editing of Next Annual/Next Reevaluation Dates

Hide Coordinator field

Allow Safety Net checkbox to be edited

Enable Follow-Up Tab

Enable PWN and NOR tabs for 504 Student

Progress Notes ▾

Report on Goals Report on Goals & Obj

Disable editing of Progress notes with a date

For TI Progress Notes entry & report (Select)

Include Electronic Signature on Progress Report

Hide Note creator on Progress Report

Click here to move

Option Allow Safety Net checkbox to be edited
When NOT selected, the Safety Net checkbox in the Meeting Outcome screen is available for checking and unchecking for declassified and 504 students only. When selected, the Safety Net checkbox will be enabled for school-age classified students as well. (Otherwise, it is automatically set to Yes once the student is classified and the checkbox disabled.) Some areas do not like to see this box checked for elementary school students.

- If set, then the checkbox is editable in the Meeting screen.

Parent Portal

Task 243109 – If the Parent portal is enabled, from Parent/Guardian update, there are 4 new optional fields to track 'Opted out of paper notices' and 'Opted out of electronic notices' for both the primary guardian and spouse.

Rationale: A way to document that parents have opted out of paper notices or electronic notices.

Submitter(s)/District: Tammy Dry/Cuba Rushford CSD

- Main Menu | Demographics | Parent/Guardian update
- If the Parent portal is enabled, from Parent/Guardian update, there are 4 new optional fields to track 'Opted out of paper notices' and 'Opted out of electronic notices' for both the primary guardian and spouse. If a date is entered into the 'Opted out of electronic notices' field, then 'opted out' will backfill to the Parent/Guardian Portal Maintenance screen and the student information overlay.

Save Cancel Help ▾

Parent/Guardian Identifying Information

Student 000800880 Astudentm, Laurel M/F/X: F DOB: 06/11/2007 Disability: Emotional
Disability CSE Grade: 010

Parent/Guardian Nparenta Relationship to Student Father

Active Emergency contact
 Primary Guardian Send the IEP to this person(s)
 Send Correspondence to this person
 Same address as the Student

Portal Status: INACTIVE

Opted out of paper notices Opted out of electronic notices 05/15/2023

Spouse/Other Details

Name Nspousea
Spouse Portal Status: INACTIVE (No E-Mail)

Opted out of paper notices Opted out of electronic notices

E-Mail
Relationship to Student

This field will backfill 'opted out' to Portal maintenance and student info icon

- To see the list of parents opted out of electronic notices, typed "Opted" in the student column.

Refresh Browse Hide Criteria

The Parent Portal is ENABLED and is ACTIVE and is RUNNING

Include Parent/Guardians with no E-Mail

Showing records 1 to 3 of 3

PG Name E-Mail Portal Status Last Access Students

000997521 Rstudentg, Kellan [M 09/03/2014 3rd Grade] (P/G)
000801865 Astudentb, Kessiah [M 07/08/2005 11th Grade] (P/G) (Opted Out)

000998261 Astudentg, Rocco [M 11/17/2015 1st Grade] (Spouse) (Opted Out)
000800466 Nstudentg, Kendel [F 09/19/2004 12th Grade] (P/G) (Opted Out)

000998261 Astudentg, Rocco [M 11/17/2015 1st Grade] (Spouse) (Opted Out)
000800466 Nstudentg, Kendel [F 09/19/2004 12th Grade] (Spouse) (Opted Out)

Reset Sort Reset Filter

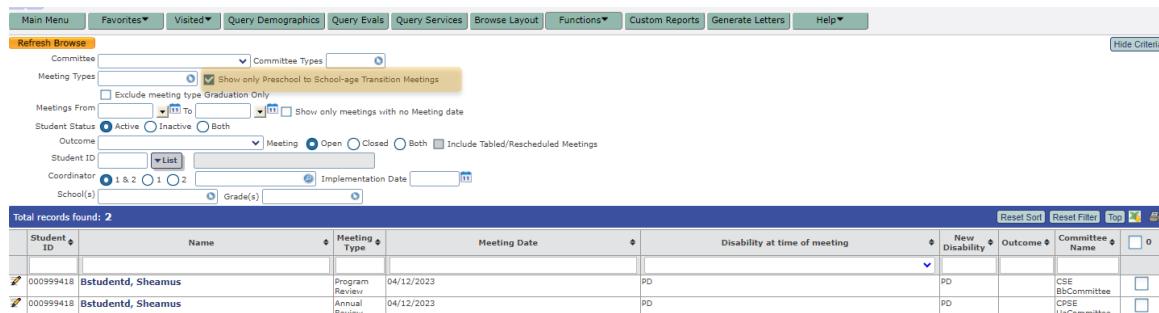
Query Lookup/Custom Reports

Task 248368 – Query Meetings - New option "Show only Preschool to School-age Transition Meetings".

Rationale: Helpful to see both of the meetings that are linked to a Transition meeting.

Submitter(s)/District: Deanna Durante

- Main Menu | Query Lookup/Custom Reports | Query Meetings
- New option "Show only Preschool to School-age Transition Meetings". If checked both meetings that have Preschool transition will appear (Preschool review and School-age review).



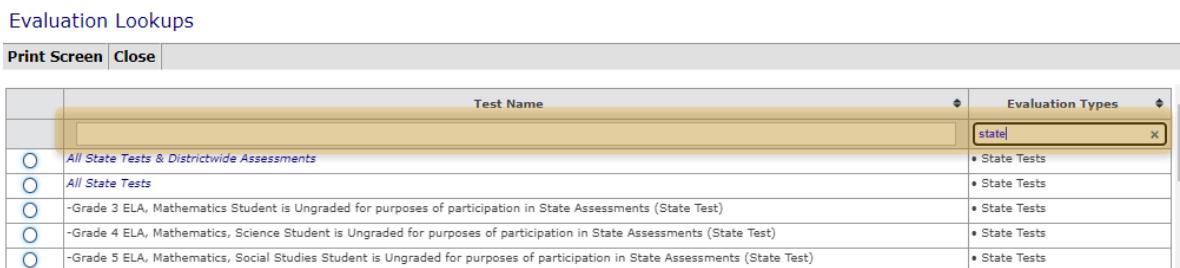
The screenshot shows the 'Query Meetings' search interface. A yellow box highlights the 'Show only Preschool to School-age Transition Meetings' checkbox, which is checked. The interface includes fields for Committee, Meeting Types (with a radio button for 'Preschool to School-age Transition Meetings'), and various filters for Student ID, Outcome, and Coordinator.

Task 266312 – Query Evaluations - Evaluations lookup will now use the newer sort/select feature.

Rationale: Newer feature and great for narrowing specific tests.

Submitter(s)/District: Development

- Main Menu | Query Lookup/Custom Reports | Query Evaluations | Test lookup



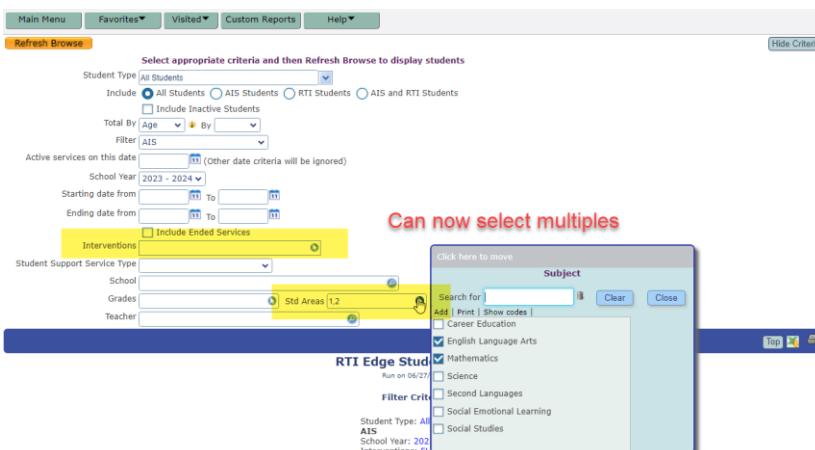
The screenshot shows the 'Evaluation Lookups' interface. A yellow box highlights the 'Evaluation Types' dropdown, which is a multi-select dropdown with 'state' typed into it. The dropdown list shows various test categories.

Task 228986 – Student Totals – Intervention and Standard are lookups changed to multi-select.

Rationale: Helpful to select multiple interventions or standard areas.

Submitter(s)/District: Gitty Guttman/Kiryas Joel UFSD

- Main Menu | Query Lookup/Custom Reports | Student Totals
- The Intervention and Standard Area Lookup have been changed to a multiple select. Also, added the selected criteria to the top of the student detail display.



The screenshot shows the 'Student Totals' interface. A yellow box highlights the 'Interventions' dropdown, which is a multi-select dropdown. A modal window titled 'Subject' is open, showing a list of subjects with checkboxes. The 'Mathematics' checkbox is checked. The modal has buttons for 'Add' and 'Print'.

Task 265982 – Query Evaluations - Added the Browse layout button.

Rationale: to customize the browse and add RTI Ranking description to the browse when looking at Universal Test data.

Submitter(s)/District: Development

- Main Menu | Query Lookup/Custom Reports | Query Evaluations
- Added the Browse layout button to Query Eval with the option to add 'Ranking' to the browse. Ranking will pull the RTI Universal Test default ranking description that is set for the test in the Universal Screening Test Table. Also made the test date from field mandatory.

The screenshot shows the 'Query Evaluations' page. At the top, there is a navigation bar with buttons for Main Menu, Favorites, Visited, Query AIS, Query Demographics, Query Meetings, **Browse Layout** (highlighted with a red arrow), Custom Reports, Generate Letters, and Help. Below the navigation bar is a 'Refresh Browse' section with various filters like Test (All Tests), Gender (M, F, X, All), Eth (Ethnicity), Student Status (Active, Inactive, Both), Regular Ed. District, Test dates from (09/01/2022), Current School, Current Grade(s), and Standards Met. There are also 'Sort Options' (Date Descending) and a 'Total Records Found: 0' button. To the right of these filters is a 'Query Eval Column Settings' dialog box. This dialog has tabs for 'Use Defaults', 'Save Changes', and 'Cancel'. It shows sorting options: 'Sort by Demograph.LNAME' (Ascending/Descending), 'then by Demograph.FNAME' (Ascending/Descending), and 'then by' (Ascending/Descending). Below this is a table with 'Field' and 'Label' columns. The 'Field' column contains dropdowns for Demograph.Student_ID, Student Name, Grade, School, Date, Test Name, Score & Error/Alt Assessment, Standard Met, Comments, and Ranking. The 'Label' column contains text boxes for ID, Name, Grade, School, Date, Test Name, Score & Error/Alt Assessment, Standard Met, Comments, and Ranking. A red arrow points to the 'Ranking' field in the 'Field' column. At the bottom of the dialog are buttons for 'Top', 'View All', and a print icon.

Recommended Services

Task 259151 – Modified the View IEP services grid for 504 Students.

Rationale: 504 services or regular ed service types that print on the 504 plan are not included on this tab.

Submitter(s)/District: Development

- Main Menu
- The verbiage for 504 students on the View IEP Service Grid tab from Recommended Services has been modified to 'View Service Grid'. Services that have a Regular Education (RE) service type will display under a 'Services' heading. In addition the IEP_Rec_serv2 variable has been updated.

The screenshot shows the 'View IEP services grid for 504 Students' tab. At the top, there is a header with Student ID (000801919), Name (Astudentc, Natalie), M/F (F), DOB (06/26/2007), Disability (Section 504 Disability), and Grade (010). Below this is a 'Last Scheduled Meeting: 06/23/2023' and a '2022-2023' school year indicator. The tab bar includes buttons for Special Education Services, Supplementary Aids/Program Modifications, Assistive Technology, Personnel Supports, Test Accommodations, and **View Service Grid** (highlighted with a red arrow). The main content area has a table with columns for Special Education Program/Services, Service Delivery Recommendations, Frequency, Duration, Location, and Projected Beginning/Service Date(s). The 'Special Education Program' section has a 'Related Services:' table with a 'Services:' row (highlighted with a red arrow). The 'Services:' row contains a '504 Accommodation Plan' table with columns for Service, Frequency, Duration, Location, and Projected Beginning/Service Date(s). The table shows a single entry for 'General education academic program' with dates from 09/07/2023 to 04/24/2024.

Task 201916 – New Social Emotional Learning as an AIS Standard Area and RTI Skill Area in RTI Edge.Rationale: NEW SED SEL Goals available - <https://www.p12.nysed.gov/sss/sel.html>.

Submitter(s)/District: Development

- Main Menu | Control | Tables | All Other Tables – Standard Area

Table Name: **Standard Area** 

Status Active Inactive Both Sort By Code Alternate Sort Code Description

Please note, Alternate Sort Codes can be entered to bring certain entries to the top of user lookups 

Total records found: **7**

Table Name: **Standard Area**

	Code 	Alternate Sort Code 	Description
	1		English Language Arts
	2		Mathematics
	3		Science
	4		Social Studies
	6		Career Education
	7		Second Languages
	8		Social Emotional Learning



- Main Menu | Control | Tables | All Other Tables – RTI Skill Area and RTI Skills
- Linked SEL skill area code to Behavior Subject. Also added 3 new RTI Skills = Self-awareness, Social awareness and interpersonal skills, and Decision-making. New SED SEL goals available to import, if needed.

Table Name: **RTI Skill Area (Locked)** 

Status Active Inactive Both Sort By Code Alternate Sort Code Description

Please note, Alternate Sort Codes can be entered to bring certain entries to the top of user lookups in the order specified by 

Total records found: **18**

Table Name: **RTI Skill Area**

	Code 	Alternate Sort Code 	Description	Subject
	AT		Attendance	B
	B		Behavior	B
	SEL		Social Emotional Learning	B
	SL		Speech/Language	ELA


Task 201916 – New option added to RTI Defaults - 'Hide DIBELS Composite score for grades'.

Rationale: District does not use all DIBELS tests for all kids, we find that it just confuses people.

Submitter(s)/District: Jim Lucenti/Afton

- Main Menu | Control | Defaults | RTI Defaults
- New option added to RTI Defaults - 'Hide DIBELS Composite score for grades'. If a grade is entered, no composite scores created or displayed if grade matches grade in RTI defaults.

Save Cancel

RTI School Year **2022 - 2023**

Instructional Needs

Number of Instructional Needs Rankings to use **3** 

Display Weighting on Review Universal Scores 

Hide the Instructional Needs column on RTI Class List 

Hide DIBELS comp score for grades **001,002** 

Click on the arrow to display a lookup list. 

Universal Screening Schedule 

Task 258445 – New RTI class List option added to 'Update Case Manager'.

Rationale: Would like a way to mass update the RTI Case Manager field for RTI records copied to the next school year.

Submitter(s)/District: Teachers/Maine-Endwell

- Main Menu | RTI | RTI Class List –
- From RTI Class List - New option added to 'Update Case Manager' from the Create/Copy/Update button.

Click here to move

Update Case Manager

Current Case Manager: Ateacherb, Raina (6) New Case Manager: Ateacherb, Raina

Fstudentb, Kinzly (Gd 003)	Operations and Algebraic Thinking (II)	Case Manager: Ateacherb, Raina	<input checked="" type="checkbox"/>
Gstudentt, Yesmi (Gd 003)	Operations and Algebraic Thinking (II)	Case Manager: Ateacherb, Raina	<input checked="" type="checkbox"/>
Hstudenta, Byron (Gd 003)	Operations and Algebraic Thinking (II)	Case Manager: Ateacherb, Raina	<input checked="" type="checkbox"/>
Mstudenti, Treyvion (Gd 003)	Operations and Algebraic Thinking (II)	Case Manager: Ateacherb, Raina	<input checked="" type="checkbox"/>
Pstudenty, Malia (Gd 003)	Operations and Algebraic Thinking (II)	Case Manager: Ateacherb, Raina	<input checked="" type="checkbox"/>
Zstudentl, Remmie (Gd 003)	Operations and Algebraic Thinking (II)	Case Manager: Ateacherb, Raina	<input checked="" type="checkbox"/>

Task 261470 – Referring Teacher name will now backfill when saving their work'.

Rationale: would save time on data entry and ensure that all who've entered into it are included as referring teachers.

Submitter(s)/District: Lianne Nimey / Utica City School District

- Main Menu | RTI | RTI Class List – RTI Referral Form (pink paper icon)
- When RTI Referral record is 1st created it will backfill users name if they have an associated staff record into the referring teacher field. If another user then updates the record it will add them once the RTI referral record is saved.

Save Save No Exit Cancel

Student 500059324 Zstudentl, Remmie ⓘ M/F/X: M DOB: 06/03/2014 Grade: 003

Referral Date 03/18/2020 No Meeting required Ready to generate/e-mail 'Referral Made - Schedule Meeting' alert

Reasons for Referral Learning: Low academic performance, Learning: Math difficulties, Learning: Reading difficulties, Learning: Writing difficulties

Referral Types Referral to Response to Intervention Team (RTI)-ELA, Referral to Response to Intervention Team (RTI)-Math

Referring Teacher(s) Uteacherb, Marjorie; Ateacherb, Raina; Ateacherb, Raina

School DSchoola [07]

Target Concerns

Teacher Concerns slow progress with foundational reading, writing and math skills Still working on writing his name with all letters legibly. Some times refuses to do any academic tasks. abc abc abc

Student Strengths & Talents Likes to be read to, likes to play, likes adult attention., Is proud of skills learned. abc abc abc

Student Weaknesses Lack of regular attendance. sometimes moody and refuses to do work. abc abc abc

Academic Reasons/Functions for Behavior

Task 213579 – New Team Decision comment field added with security.

Rationale: Looking for an easy way from the Review Universal Scores screen to easily go down through and notate soft notes and team decisions from a grade level review.

Submitter(s)/District: Data Review Team/ Fairport Central School

- Main Menu | RTI | Review Universal Scores
- New Team Decision comment field added. The user will need security access to this comment to see or edit. This can be updated from Review Universal scores screen using the screening notes icon.

User ID: admin - BOCES Admin
Parent Module: RTI Legend: █ - Off █ - Can Modify █ - On

Module	Can Access	Can Create	Can Edit All	Can Edit Own	Edit Inactive	Can Delete All	Can Delete Own	Change Browse	Change Status
Can view ALL RTI Students	<input type="checkbox"/>								
Universal Screenings	<input checked="" type="checkbox"/>								
Review Universal Scores	<input checked="" type="checkbox"/>								
Team Decision Comment	<input checked="" type="checkbox"/>								
Tier Assignment	<input checked="" type="checkbox"/>								
Other Assessments	<input checked="" type="checkbox"/>								
Parent/Teacher Grade Level Report	<input checked="" type="checkbox"/>								
State Test Predictor	<input type="checkbox"/>								

End of year

Comments: Yellow Rush Flag abc

Team Decision: This is a new Team note, which requires security to access or update abc

Created 05/19/2023 16:45 by System

Task 243746 – BIP icon in RTI Edge will now display a finalized BIP if it exists.

Rationale: To have same functionality that Cleartrack has.

Submitter(s)/District: Deanna Durante/Utica City School district

- Main Menu | Any student screen that displays a BIP icon.
- BIP documents when finalized in RTI Edge will be viewable when clicking the BIP icon.
- From document maintenance, the document must be set as a BIP type.

Save Cancel

Document Type **PDF**

Description: Behavior Intervention Plan for use in RTI

Word document type DOC DOCX

Document used for AIS Plan RTI Plan BIP Other Documents

Document can be copied Portal

Automatically copy Finalized document to Portal

A signature is required by Parent/Guardians who view this document on the Parent Portal

Document Variable Options

Meeting Option Used Last Scheduled Meeting Last Closed Meeting

Finalized PDF options

Document can be Finalized SMS users can view the Finalized PDF

SMS users can view the Finalized PDF

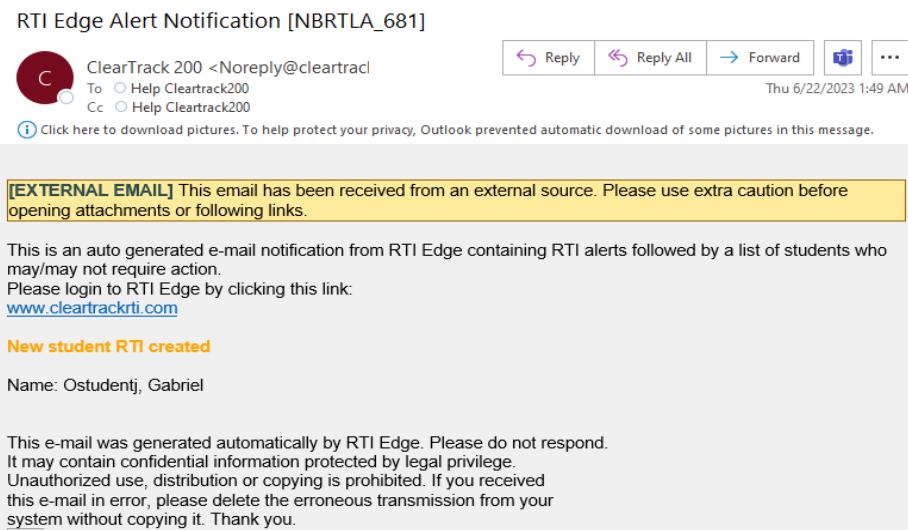
Do not send automatic e-mails when finalized documents are created (IEP/PDFs only)

Task 203910 – New RTI alert/warning ‘New student RTI created’ added.

Rationale: if RTI records are created by another staff member and Teacher A is attached as the Provider, alert the provider.

Submitter(s)/District: Multiple Teachers/Utica City School district

- Main Menu | Control | Setup | Initial Setup | RTI Alerts
- Will be generated when the RTI provider is not equal to the creator of the RTI student record or one of the 4 conditions are met: 1. The RTI creator has no associated staff record, 2. The Case Manager does not match the associated staff record, 3. An Intervention exists with a provider 1 that does not match the associated staff record or 4. An Intervention exists with a provider 2 that does not match the associated staff record.

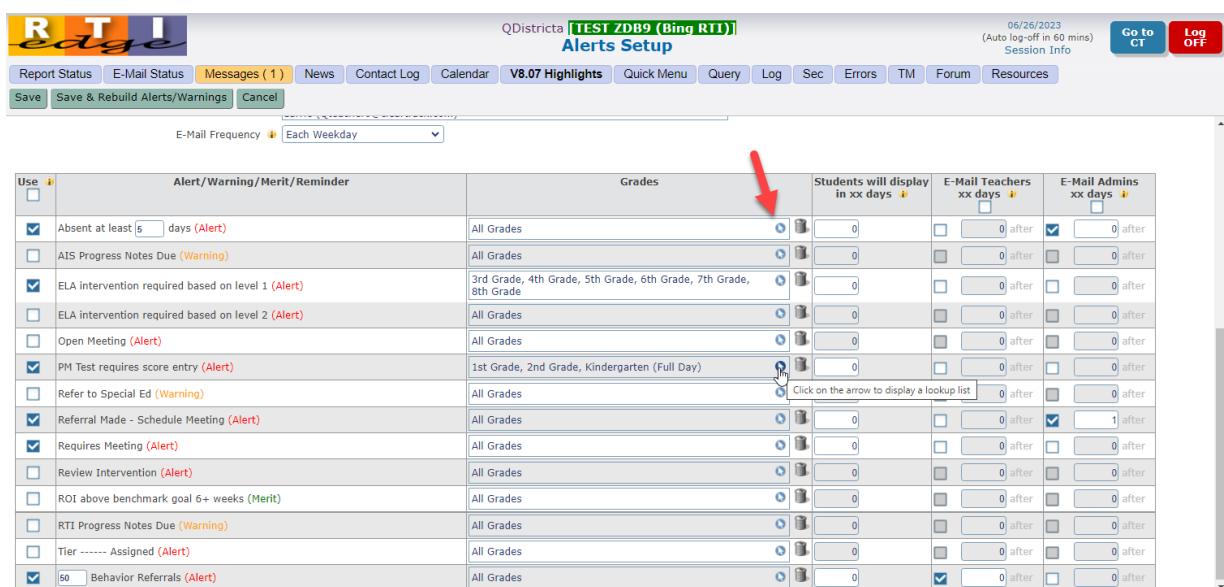


Task 260445 – RTI alerts setup has new grade filter for each alert.

Rationale: Some districts do not do Progress Monitoring at the higher grades (7-8) but still want the RTI records in the system. If they can have the option to not use the alerts regarding Progress Monitor tests and scores but still have them active for other grades, that would be great.

Submitter(s)/District: Amie Orzell/Rome City School district

- Main Menu | Control | Setup | Initial Setup | RTI Alerts
- RTI alerts setup has new grade filter for each alert.



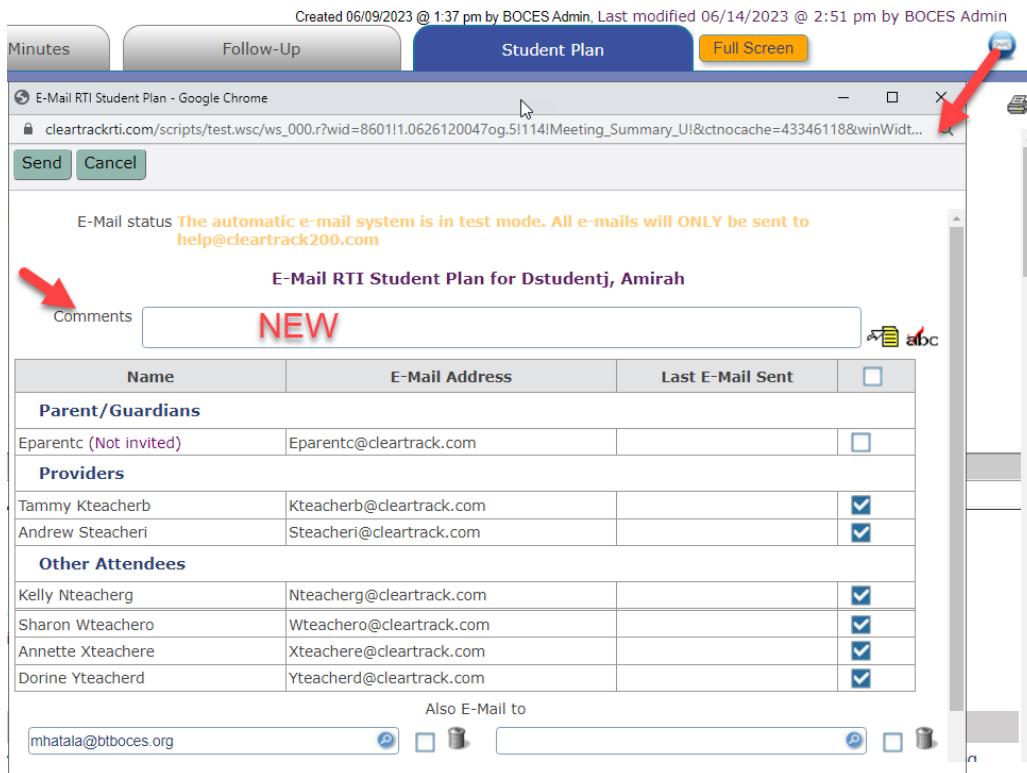
RTI Meetings

Task 210550 – New comment field added to the RTI Plan e-mail.

Rationale: to send a customized note when e-mailing the Student Plan.

Submitter(s)/District: Jill Coleman/Binghamton City School District

- Main Menu | Meeting/Other Information | Meeting Individual Student OR Agenda - edit meeting – Student Pan tab



Task 210045 – Modified Student RTI plan e-mail to work like the meeting agenda e-mail.

Rationale: Rather than adding them to the roster as invited, would like an Also Email To option.

Submitter(s)/District: Deanna Durante

- Main Menu | Meeting/Other Information | Meeting Individual Student OR Agenda - edit meeting – Student Pan tab
- Now has the option to uncheck/check providers/other attendees with the option to also e-mail to.

See screen cap above for task 210550.

Task 261791 – Meeting event checklist added to RTI Edge.

Rationale: District wants to be able to track things like Outcome Entered, Roster Updated, Parent Letter sent home (they should be able to link their own letter), Minutes Entered. We would also need the Pending on Checklist added to the Query Meetings browse so they can query based on the pending list.

Submitter(s)/District: Teresa Lynch/Utica City School District

- Main Menu | Meeting/Other Information | Meeting Individual Student OR Agenda
- Meeting event checklist added to RTI Edge. Items include: Update Roster, E-Mail Agenda, Outcome entered, Minutes entered, Services entered, Parent Notified, Follow-Up meeting created, Follow-Up Recommendations Created, Follow-up Interventions/Strategies Entered, Goals Entered, Student RTI Plan Finalized. All items will auto update to completed except for the Services (AIS or RTI). This will need to be manually checked once all student services have been entered.
- Setup from Main Menu | Control | Setup | Initial Setup

Total records found: 3 Expand All

Agenda Meeting Date: 06/21/2023 (Wednesday)

Student ID	Student Name	Grad	Follow up	HR Teacher	0
500058970	Pstudentz, Jace	00	<input checked="" type="checkbox"/>	ITeacherw, Jessica	<input type="checkbox"/>
500059246	Dstudentj, Amirah	00	<input checked="" type="checkbox"/>	Stacheri, Andrew	<input type="checkbox"/>
500062459	Ostudent, Gabriel	01	<input checked="" type="checkbox"/>		<input type="checkbox"/>

Meeting Checklist - Google Chrome
cleartrackrti.com/scripts/test.wsc/ws_000.r#lastposition

Save Save No Exit Cancel

Student: Pstudentz, Jace DOB: 02/15/2016
Meeting: Informal Conference Date: 06/21/2023
Legend: Completed Not Completed Not Applicable

Event	Completed Yes No N/A	Last Updated
Referral date	<input type="radio"/> <input checked="" type="radio"/> <input type="radio"/>	
Update Roster	<input type="radio"/> <input checked="" type="radio"/> <input type="radio"/>	
E-Mail Agenda	<input type="radio"/> <input checked="" type="radio"/> <input type="radio"/>	
Outcome entered	<input type="radio"/> <input checked="" type="radio"/> <input type="radio"/>	
Minutes entered	<input type="radio"/> <input checked="" type="radio"/> <input type="radio"/>	
Services entered	<input type="radio"/> <input checked="" type="radio"/> <input type="radio"/>	
Parent Notified	<input type="radio"/> <input checked="" type="radio"/> <input type="radio"/>	
Follow-Up meeting created	<input type="radio"/> <input checked="" type="radio"/> <input type="radio"/>	
Follow-Up Recommendations Created	<input type="radio"/> <input checked="" type="radio"/> <input type="radio"/>	
Follow up Interventions/Strategies Entered	<input type="radio"/> <input checked="" type="radio"/> <input type="radio"/>	
Goals Entered	<input type="radio"/> <input checked="" type="radio"/> <input type="radio"/>	
Student RTI Plan Finalized	<input checked="" type="radio"/> <input type="radio"/> <input type="radio"/>	06/21/2023 @ 12:52 pm by BOCES Admin

Comments:

RTI Reports

Task 265970 – Class Universal Scores Progress Report – added the export to excel option.

Rationale: to have the option to export the test, score, period and ranking description from this report.

Submitter(s)/District: Dansville

- Main Menu | Reports | Class Universal Scores Progress Report
- Added the 'export to excel' option to the RTI Class Universal Scores Progress Report, which includes the Ranking description for the student.

Skill Area: Literacy School Year: 2022 - 2023

Student ID: List

Grade: 1st Grade Teacher: All Teachers Class Group: No Class Groups found

Student Type: All Students

School:

Sort By: Student Name View in Excel friendly format

Fountas & Pinnell Reading iReady Comprehension Informational Text iReady Comprehension Literature iReady High Frequency Words iReady Phonological Awareness iReady Phonics iReady Reading Overall iReady Vocabulary All Tests

Binghamton RTI
RTI Class Universal Scores Progress Report
2022 - 2023
Skill Area: Literacy Grade: 1st Grade School: All Schools Teacher: All Teachers
Student Type: All Students
Fountas & Pinnell Reading

Student Name	Student ID	Teacher	Test Name	Score (Beginning)	Goal	Rank	Teacher	Score (Middle)	Goal	Rank	Teacher	Score (End)	Goal	Rank
M	500061567	Megan Keu	Fountas & Pinnell Reading	D	D	Low Risk	Megan Keu	F	G	Some Risk				
R	500060897	Jessica J. J.	Fountas & Pinnell Reading	H	D	Above-Beyond	Jessica J. J.	I	G	Above-Beyond				
Z	500060723	Shilo Morales	Fountas & Pinnell Reading	C	D	Some Risk	Shilo Morales	D	G	At Risk				

Task 257567 – Next Year's School field added to the RTI Yearly Universal Scores report.

Rationale: This is more for secondary schools to see the Next Year School field as there is more than one middle school.

Submitter(s)/District: Amy Sessler / Fairport Central School

- Main Menu | RTI | RTI Review Yearly Scores Report
- Next Year's School field added to the RTI Yearly Universal Scores report when option is checked to view in excel friendly format

Refresh Report

Skill Area: Literacy School Year: 2022 - 2023

Student ID: List

Grade: 5th Grade Teacher: All Teachers

Student Type: All Students

School:

Sort By: Student Name Hide Tests with no scores View in Excel friendly format

QDistricta
RTI Review Yearly Universal Scores Report
2022 - 2023

Skill Area: Literacy Grade: 5th Grade School: All Schools Teacher: All Teachers
Student Type: All Students

(Please note that depending on the number of Tests, Landscape mode may need to be selected in printer options when this report is printed.)

Student Name	Student ID	Teacher	Next Yr School	School	Indicators	FP	FP	FP	IRCIT	IRCIT	IRCIT	IRCL	IRCL	IRHF	IRHF	IRHF	IRRO
Astudent, Daron	500058350	Bteacher, Jeffrey	Not Specified	FSchoola	IEP	Beg	Mid	End	Beg	Mid	End	Beg	Mid	End	Beg	Mid	End
Astudent, Haylee	500053047	Xteacherw, Zoe	Not Specified	ISchoola	RTI												
Astudent, Aleesha	500056121	Cteacherj, Marchea	Not Specified	ESchoola													

Task 253057 – Teacher name and student indicator added to the RTI Yearly Universal Scores report.

Rationale: to include additional information from Review Scores on the Review Yearly Scores report.

Submitter(s)/District: Amy Sessler / Fairport Central School

- Main Menu | RTI | RTI Review Yearly Scores Report
- New columns added to the RTI Review Yearly universal scores report for the teacher name and student indicator (IEP, 504, ELL, RTI, or AIS).

Sort By: Student Name Hide Tests with no scores View in Excel friendly format

QDistricta
RTI Review Yearly Universal Scores Report
2022 - 2023

Skill Area: Literacy Grade: 5th Grade School: All Schools Teacher: All Teachers
Student Type: All Students

(Please note that depending on the number of Tests, Landscape mode may need to be selected in printer options when this report is printed.)

Student Name	Student ID	Teacher	Next Yr School	School	Indicators	FP	FP	FP	IRCIT	IRCIT	IRCIT	IRCL	IRCL	IRHF	IRHF	IRHF	IRRO
Astudent, Daron	500058350	Bteacher, Jeffrey	Not Specified	FSchoola	IEP	Beg	Mid	End	Beg	Mid	End	Beg	Mid	End	Beg	Mid	End
Astudent, Haylee	500053047	Xteacherw, Zoe	Not Specified	ISchoola	RTI												
Astudent, Aleesha	500056121	Cteacherj, Marchea	Not Specified	ESchoola													

Security

Task 265015 – New alert when inactivating user linked as active Homeroom Teacher for student(s).

Rationale: Currently, the user is reset to active in nightly process.

Submitter(s)/District: Rhiannon Hart/Acoca Central Schools

- Main Menu | Control | Setup | Security | Inactivate User
- New alert added in security when inactivating a user that is linked as a an active Homeroom Teacher for active students. Alert, The following users are the Homeroom Teacher for active students and cannot be inactivated. Oteacher, Shannon The inactivation was cancelled.

RTI edge

QDistricta [TEST ZDB9 (Bing RTI)] Security

03/28/2023 (Auto log-off in 60 mins)
Session Info Go to CT Log Off

Report Status E-mail Status Messages (1) News Contact Log Calendar V8.07 Highlights Quick Menu Query Log Sec Errors TM Forum Resources

Main Menu Favorites Visited Create Group/User Groups User Options Login History Functions Change Password Student Access Delete Help

Refresh Browse User ID begins with: STATUS: Active Inactive Both

User Name contains: shann Show only Medicaid Providers

Sort By: User ID Last Login Date before:

Total records found: 3

User ID User Name Group (if any) Email/SSO ID Import ID Expiry Date Staff Table Name Student Access # Students Active

alimontis Oteacher, Shannon %RTIJEFF - RTI/AIS Oteacher@cleartrack.com Oteacher, Group Restricted Yes

stouts Zteacher, Shannon Click here to move Alert Restricted Yes

swalker Zteacher, Shannon The following users are the Homeroom Teacher for active students and cannot be inactivated. Oteacher, Shannon The inactivation was cancelled.

Ok

Task 246569 – The User Security Report now has fields for Disallow Account Inactivation, Disallow Password Reset, and Allow Emulation of another User.

Rationale: Added fields make report more useful.

Submitter(s)/District: Deanna Durante

- Main Menu | Control | Setup | Security | Functions | User Security Report

The screenshot shows the 'User Security Report' page for a user named 'abuchak'. The page includes sections for 'User Name' (abuchak), 'Member of Group' (%Teachers - teachers special ed), 'Import ID' (08090), 'Staff Table Name' (Mteacher, Amanda), 'SMS User ID' (abuchak), and 'Disallow Account Inactivation' (No). It also lists 'PROGRESS NOTES' (Electronically Sign: No), 'MEDICAID' (Electronically Sign: No), and 'Comments' (Initial Login Screen: Teachers Interface, PDF Access: View last 2 PDFs, Attachment Security: None, Menu access to Control menu: No, Allow use of Student navigation buttons: No, Student Lockup includes: Alerts are Alerts are displayed, User has access to the following comment groups: All). The 'User Security Report' section shows 'Description' (Mteacher, Amanda), 'Account Expiration', 'Allow Student Schedule import to overrule current security' (Yes), 'Email Address' (Mteacher, cleartrack.com), 'Can access PDFs remotely' (Yes), and 'Disallow password Reset' (No). The 'Countersign' section shows 'Countersign: No' and 'Countersign: No'. The 'Inactivity Timeout (Mins)' is set to 30. The 'PDF Security' is set to 'Use System Defaults (Password required, cannot print)'. The 'Contact Log Security' is set to 'Public & Private'. The 'User can send messages to other Districts' is Yes. The 'Overwrite record lock if in use by some user' is Yes. The 'Open for Entry Status' note states: 'This User can create/edit information for Students with a last scheduled meeting that is , from days before to days that meeting. If the meeting is a New Referral, Transfer Student/Intake, or 504 Meeting, then the User also has an additional days at the end of the above day range as long as the meeting is Open/Closed.' The 'Use Group Student Access Settings, or users own Student Access Settings' is 'User Settings'. The 'This user can access Students that satisfy all of the following criteria:' section is empty.

Task 267258– Last 10 added to User ID begins and User Name contains in security.

Rationale: I'm often selecting a specific user all the time in security when debugging and to speed things up I use the ID begins with field.

Submitter(s)/District: Development

- Main Menu | Control | Setup | Security

The screenshot shows the 'User Security Report' search interface. The 'User ID begins with' field is set to 'ann'. The 'User Name contains' field is also set to 'ann'. Other search criteria include 'STATUS' (Active), 'Include BOCES/Agency Users' (unchecked), 'Show only Medicaid Providers' (unchecked), and 'Sort By' (Last 10....). The 'Total records found: 5' are listed in a table. The table columns are: User ID, User Name, Group (if any), E-Mail/SSO ID, Import ID, Expiry Date, Staff Table Name, Student Access # Students, Active, and a checkbox. The data rows are:

User ID	User Name	Group (if any)	E-Mail/SSO ID	Import ID	Expiry Date	Staff Table Name	Student Access # Students	Active	
aosterhout	Wteacher, Anna	%RegEd - Regular Ed Teachers View IEP's	Wteacher@cleartrack.com			Wteacher, Anna	Restricted	Yes	<input type="checkbox"/>
joanne	Joanne Demetry (BOCES USE)		jdemetry@btboices.org			No Staff associated	Full (-Historic)	Yes	<input type="checkbox"/>
jperrino	Bteachern, Julianne	%RegEd - Regular Ed Teachers View IEP's	Bteachern@cleartrack.com			Bteachern, Julianne (Inactive)	Group Restricted	Yes	<input type="checkbox"/>

Task 228377– New field to Mass Update Account Expiration Date and Student Expiration Date in Student Access. Also update the categories and look of both the Mass Update screen and the Security screen.

Rationale: Districts are really trying to tighten up their security and using the expiration dates on user accounts and/or student access can help greatly with this. Having the ability to assign/update these in mass would be very helpful and a huge time saver.

Submitter(s)/District: Westmoreland

- Main Menu | Control | Setup | Security | Mass Assign User Security Settings

Save Cancel

Note: If you selected a group i.e. a user name beginning with %, any changes you make here will also apply to all members of that group too.

Account Access

Allow Student Schedule import to overwrite current security YES NO

Set Account Expiration Date 06/30/2023

Set Student Expiration Date in Student Access 06/30/2023

Student Access - Include Future Students YES NO

Attachment & Contact Log Security

Attachment Security None Private Public & Private

Contact Log Security None Private Public & Private

Receive Attachment Notification YES NO

Document Access

Document Access

Document Access for 'Generate Letters'

Document Access for 'Other Documents'

Document Sign-off is required YES NO

Login

Assign temp pwd & force change on login (excludes BOCES users) Temp password Retype

Force user to change password on next login (excludes BOCES users)

Login to

Set SMS Password

Medicaid

- Categorized the fields as prior they were just a laundry list of items.
- Also updated the main Security screen.

User ID: admin - admin

Account Details & Access

Name: admin Active Work Phone () Ext: Account expiration date(if any)

E-Mail Address: help@cleartrack200.com The user does not have an E-Mail address Copy E-Mail Address

Single Sign-on ID: Inactivity timeout: 60 minutes (if set to 0 the system or group default is used) Disallow account inactivation for user Disallow password reset for user

Import ID: Allow Student Schedule import to overwrite existing student access

Force User to change password on next login Allow emulation of another User

Staff Table name: Teachery_BOCES Comments:

Copy Another User's Security Settings

Copy from:

Login To

Main Menu User can change their password

Electronic Signatures

Can Electronically sign Progress Notes under the Supervision of: Currently no active supervisors. Apply to Notes with a date after

Can Electronically sign Medicaid Billing under the Supervision of: Currently no active supervisors. Can Countersign Progress Notes Can Countersign Medicaid Billing

General Security Settings

On Student Lookup, display Alerts and Disability No menu access to Control User can send messages to other Districts Give existing user full access to all existing modules OR give existing user full access to new modules if the user already has access to the module's parent Delete record locks created by the same user in a different session Can access all, or the following Comment Groups:

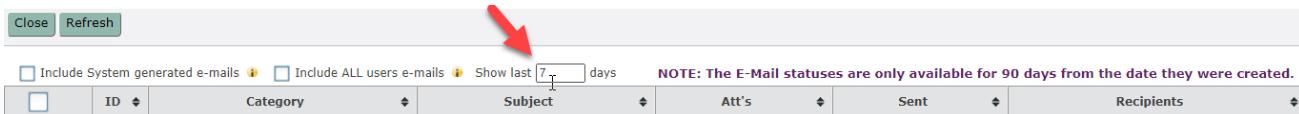
System

Task 265015 – New option from e-mail status to show e-mails from the last 7 days.

Rationale: It is taking a long time for all e-mail status records to display.

Submitter(s)/District: Erie 1

- Any Screen | E-mail Status
- There is a new option from e-mail status to show e-mails from the last 7 days. The default is 7. If needed, can go back 90 days to view e-mails.



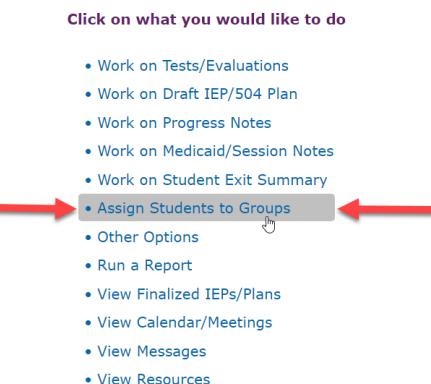
Teacher Interface

Task 216375 – Can now select a student group when creating contact logs from the Teacher Interface.

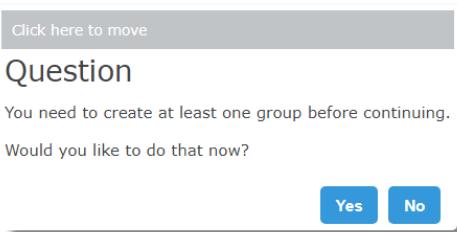
Rationale: Since teachers do not have access to the Class List screen from the Teacher Interface, other than to create a report, the Mass Create Contact Log function is useless to them.

Submitter(s)/District: Deanna Durante

- Teacher Interface Main Menu | Assign Students to Groups



- Can now select a student group when creating contact logs from the Teacher Interface. We modified the Medicaid - Assign Students to Groups to allow the same functionality for both Medicaid and Contact Logs. Assign Students to Groups has been moved to the TI Main Menu and users will only have access if they have security to Work on Medicaid and/or Work on contact Logs.
- We left the menu option 'Assign Students to Medicaid Groups' on the Work on Medicaid Menu, when clicked, this takes the user to the newly updated screen 'Assign Students to Groups' where student group setup can also be done. Now, instead of setting up group names from Work on Medicaid | My Medicaid Settings, the user will access one screen 'Assign Students to Groups'. From My Medicaid Settings, a note displays, "NOTE: Assign Students to Groups has been moved to the Main Menu".
- If no groups have been setup, the user is prompted, 'Question – You need to create at least one group before continuing. Would you like to do that now? If they click Yes, a form opens where they can setup the group names.



Main Menu **Create/Update Groups**

Refresh Browse

Current Group: No Groups have been setup yet

STATUS: Active Inactive Both

Students are automatically saved as they are added or removed.

My Groups - Google Chrome

Save | Save (No Exit) | Cancel

Group Name: Speech - Monday 10 AM session	<input type="checkbox"/> Use Default Setting
Group Setting (Medicaid Only):	<input checked="" type="checkbox"/>
Group Name: Speech - Tuesday 11 AM session	<input type="checkbox"/> Use Default Setting
Group Setting (Medicaid Only):	<input checked="" type="checkbox"/>
Group Name: My Grade 1 Speech Students	<input type="checkbox"/> Use Default Setting
Group Setting (Medicaid Only):	<input type="checkbox"/>
Group Name: My Grade 2 Speech Students	<input type="checkbox"/> Use Default Setting
Group Setting (Medicaid Only):	<input type="checkbox"/>

- The Create/Update Groups button replaces the My Medicaid Settings – Setup Groups
- If only one group setup for the user, this will automatically display, otherwise a green message displays – to first select a group before continuing. The current group dropdown is mandatory.

ClearTrack²⁰⁰

EDistricta [TEST ZDB3 (ME)]

Assign Students to Groups

06/26/2023 (Auto log-off in 30 mins)

Query Log Sec Errors TM

Main Menu Create/Update Groups

Refresh Browse

Current Group: Select a Group

STATUS: **Select a Group**

My Grade 1 Speech Students
My Grade 2 Speech Students
Speech - Monday 10 AM session
Speech - Tuesday 11 AM session

Last name begins

Students are automatically saved as they are added or removed.

You need to select a group before continuing.

ClearTrack²⁰⁰

EDistricta [TEST ZDB3 (ME)]

Assign Students to Groups

06/26/2023 (Auto log-off in 30 mins)

Query Log Sec Errors TM

Main Menu Create/Update Groups

Refresh Browse

Current Group: **My Grade 1 Speech Students**

STATUS: Active Inactive Both

Students are automatically saved as they are added or removed.

You are working on Group: **My Grade 1 Speech Students**

Click on the Students you want to add/remove from the Group You can assign student groups here to be used for Contact Logs and Medicaid.

Student	Student
Astudentf, Luca 000999633	Kstudentu, Robert 000996183
Bstudentw, Stefanos 000998863	Lstudenta, Chloe 000999247
Cstudenta, Carter 000999210 * My Grade 1 Speech Students	Lstudentk, Grayson 000997857
Cstudento, Daniel 000998194	Mstudentb, Kristian 000999325 * My Grade 1 Speech Students
Cstudentv, Abraham 000998759	Mstudentx, Kayden 000998977
Dstudentf, Mason 000999640	Pstudentf, Kaiser 000999690
Dstudenti, Leon 000997942	Pstudento, Flynn 000998218
Estudentu, Madilyn 000998710 * My Grade 1 Speech Students	Qstudentf, Alice 000997460
Fstudentr, Grayson 000998453	Qstudentx, Blake 000803834
Gstudentl, William 000997947	Sstudenti, Parker 000998000
Gstudentm, Liam 000998063	Tstudentb, Caden 000999337
Gstudento, Karmelo 000998201	Tstudente, Tiernan 000997397 * My Grade 1 Speech Students
Gstudentp, Siena 000998255	Ustudentn, Travis 000998175
Hstudentd, Ella 000999428	Ustudentt, Mackenzie 000998691 * My Grade 1 Speech Students

Students selected for the Group

<input checked="" type="checkbox"/> Cstudenta, Carter 000999210
<input checked="" type="checkbox"/> Estudentu, Madilyn 000998710
<input checked="" type="checkbox"/> Mstudentb, Kristian 000999325
<input checked="" type="checkbox"/> Tstudente, Tiernan 000997397
<input checked="" type="checkbox"/> Ustudentt, Mackenzie 000998691

- From Work on student's contact Log, the user will now have the option to select one of their student groups.

Click on one of the last Students you have selected

- Astudentb, Claire
- Astudentb, Kessiah

Or

- Select another Student

Or select one of the following Groups

- My Grade 1 Speech Students

ClearTrack²⁰⁰ EDistricta TEST ZDB3 (ME) 06/26/2023 (Auto log-off in 30 mins) End Emulation

Previous Menu Main Menu Save

Person making contact: Teacherd, Barb Date of Contact: 06/26/2023 Purpose of Contact: Parent called Comments: This is a sample mass create contact log for multiple student's parents. abc

Security: Public (radio button selected), Private (and specific users), Specific users only

Select Parent/Guardians for the 5 Students selected

Student: 000999210 Cstudenta, Carter 08/18/2015 **Oparenth** (Primary Guardian) - Parent

Student: 000998710 Estudentu, Madilyn 06/22/2016 **Pparent** (Primary Guardian) - Parent

Student: 000999325 Mstudentb, Kristian 11/10/2015 **Tparentd** (Primary Guardian) - Mother

Student: 000997397 Tstudente, Tiernan 04/23/2016 **Iparentk** (Primary Guardian) - Parent

Student: 000998691 Ustudentt, Mackenzie 05/24/2016 **Oparentr** (Primary Guardian) - Parent

Utilities

Task 266895 – New Year End Processing option to set Current/Next School year User options from one to the other. Also updated Meeting Options button to Orange and show when an IEP Implementation Date is not set.
 Rationale: Users that may have "Current School Year options for IEP Implementation, for example, may forget to change it as they are working on Next Year Meetings.
 Submitter(s)/District: Corin Bonsick/Downsville

- Main Menu | Control | Utilities | Year End Processing

Setup for Next School Year

Recalculate Percent of Time in Special Ed/Outside General Ed
 Recalculate Grouping Age
 Recalculate Primary Placement as of 09/05/2023
 Inactivate Attachments created on or before 09/01/2021
 Inactivate Comments created on or before 09/01/2022
 Inactivate LRE created on or before 09/05/2023
 Inactivate Discipline Records with incident date on or before 09/05/2023
 Inactivate Questionnaire Responses before 09/05/2023
 Inactivate Tests/Evaluations with a test date on or before 09/01/2022
 Include State Tests
 Increment Student Grade Level (Last run 07/25/2022 by SMS Import for school year 2021-2022)
 Increment LEP # of years (Last run 07/31/2008 for school year 2007-2008)
 Inactivate Sections or Activate Sections
 Clear Coordinator fields for upcoming school year
 Delete Work in Progress drafts > 150 days old for inactive students
 Delete Work in Progress drafts > 400 days old for active students
 Set 'Current School Year' to 'Next School Year' where set in variable options
 Set 'Next School Year' to 'Current School Year' where set in variable options
 Set 'Current School Year' to 'Previous School Year' where set in variable options
 Set 'Previous School Year' to 'Current School Year' where set in variable options
 Set 'Current School Year' to 'Next School Year' for User options
 Set 'Next School Year' to 'Current School Year' for User options

- Affects settings like IEP Implementation Dates, Comment Start Date Defaults, Draft Start Dates. This is optional and can be used at any time when a district wants to change the dates. July 1 is the start of the Current School Year. For example on June 30, Current is 9/1/22 (or whatever date is set in Calendar Maintenance). On July 1, Current is 9/1/23.
- Also made Options button stand out more in the Meeting screen and show where Implementation Dates are not set.



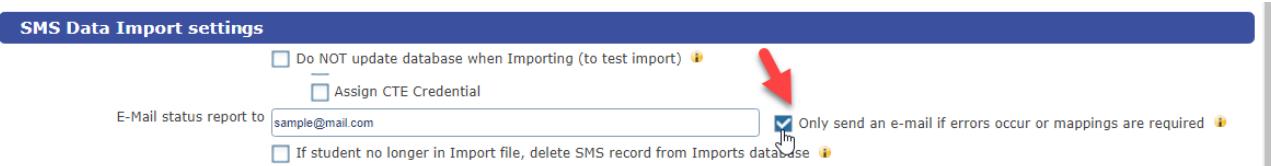
Utilities - Imports

Task 208695 – New SMS import settings option 'Only send an e-mail if errors or mappings are required'.

Rationale: Same e-mail is received daily and thrown into a folder and never read.

Submitter(s)/District: Dan Coistek/Fairport

- Main Menu | Control | Utilities | SMS Load/Import/View SMS Students – Functions – SMS Settings
- New option added to SMS import settings, 'Only send an e-mail if errors or mappings are required'. If checked, then an e-mail status report is sent to the e-mail addresses entered, only when an error occurs or if mappings need to be addressed.

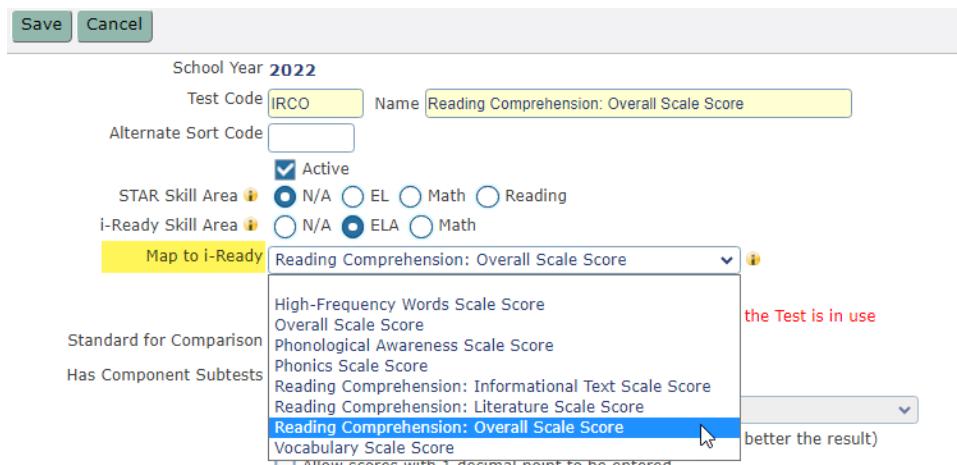


Task 259897 – New test added to Map to i-Ready dropdown 'Reading Comprehension: Overall Scale Score'.

Rationale: New score exported in the i-Ready ELA file.

Submitter(s)/District: Development

- Main Menu | Control | Tables | Tests | Universal Screenings
- For the i-Ready import, there is a new entry in the Map to i-Ready dropdown 'Reading Comprehension: Overall Scale Score'.



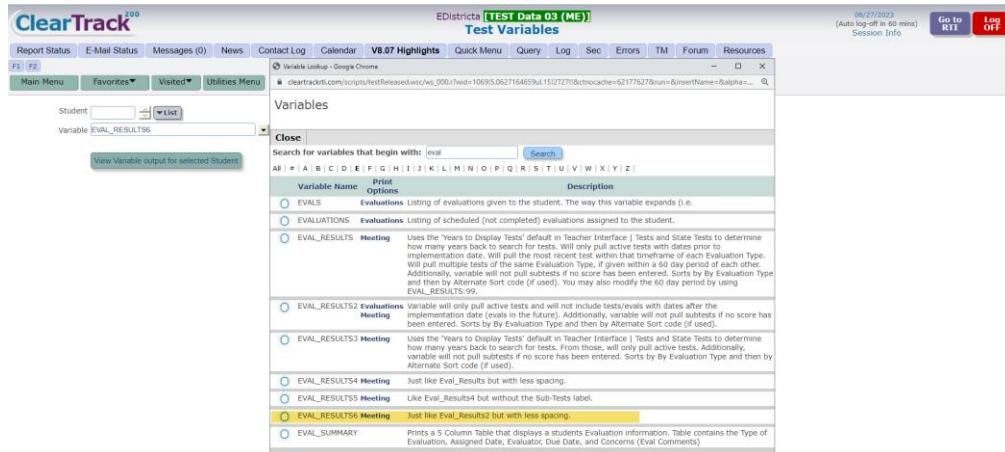
Variables

Task 263896 – Added Test Variable EVAL_RESULTS6.

Rationale: Districts currently use EVAL_RESULTS2 but wanted less spacing.

Submitter(s)/District: Deanna Durante

- The variable EVAL_RESULTS6 was added which has the criteria of EVAL2 and the spacing of EVAL4.



The screenshot shows the 'Variables' section of the ClearTrack software. The list includes:

- EVALS: Evaluations
- EVALUATIONS: Evaluations
- EVAL_RESULTS: Meeting
- EVAL_RESULTS2: Evaluations Meeting
- EVAL_RESULTS3: Meeting
- EVAL_RESULTS4: Meeting
- EVAL_RESULTS5: Meeting
- EVAL_RESULTS6: Meeting
- EVAL_SUMMARY: Prints a 5 Column Table that displays a student's evaluation information. Table contains the Type of Evaluation, Assigned Date, Evaluator, Due Date, and Concerns (Eval Comments)

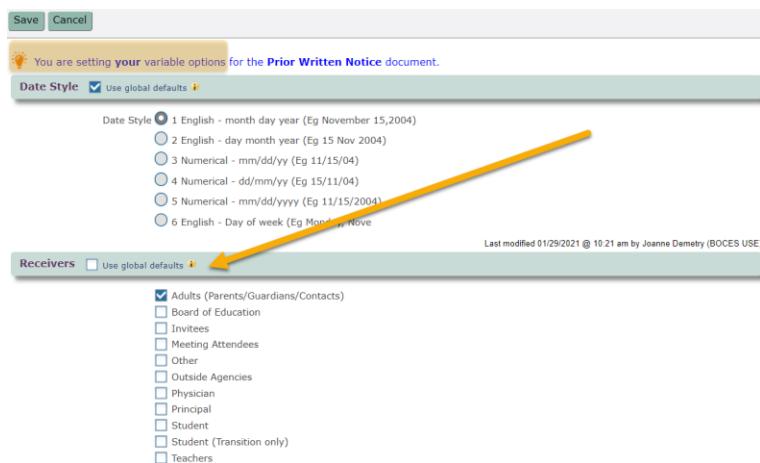
Variable Options

Task 252287 – Made the Receiver variable options individual. Also added help to all variable options.

Rationale: So if an individual changes their print options, it doesn't affect all users of the document.

Submitter(s)/District: Martina Hartigan, April Krug/Elmira City School District

- Main Menu | Generate Letters | Print Options (this change applies to the current user)
- Receivers can now be updated individually.



The screenshot shows the 'Prior Written Notice' document settings. The 'Receivers' section includes a checkbox for 'Use global defaults' with a lightbulb icon next to it. Other options listed are:

- Adults (Parents/Guardians/Contacts)
- Board of Education
- Invites
- Meeting Attendees
- Other
- Outside Agencies
- Physician
- Principal
- Student
- Student (Transition only)
- Teachers

- Added a lightbulb to all variable options to remind you what will be changed.

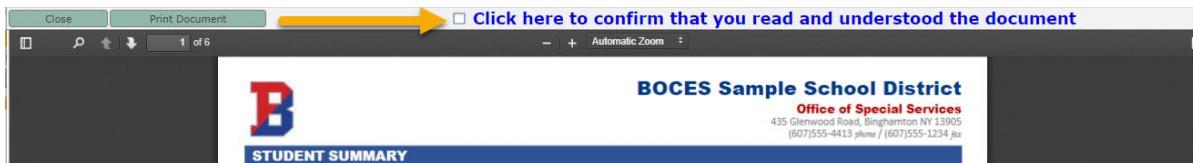
View Finalized IEPs/Documents

Task 266647 – New System Default for "Document Sign-off message".

Rationale: District wanted to use something other than the word sign. Would like some flexibility in the verbiage.
 Submitter(s)/District: C. Hershey/Iroquois

- Main Menu | Control | Defaults | System Defaults

- Districts can enter up to 80 characters of what they would like the document sign-off message to display. This would display when viewing an IEP/PDF in ClearTrack and from the SMS.



Task 265214 – Security Option added to toggle on/off "Document sign-off is required".

Rationale: Not every staff member or support personnel has to sign-off; therefore, having it on for everyone is not necessary.

Submitter(s)/District: Martina Hartigan/Elmira City School District

- Main Menu | Control | Setup | Security. Edit a group and scroll down to Document Access to toggle "Document sign-off is required" on or off.

- When it is on, you will see the check box message at the top.



- When it is off, nothing will appear.

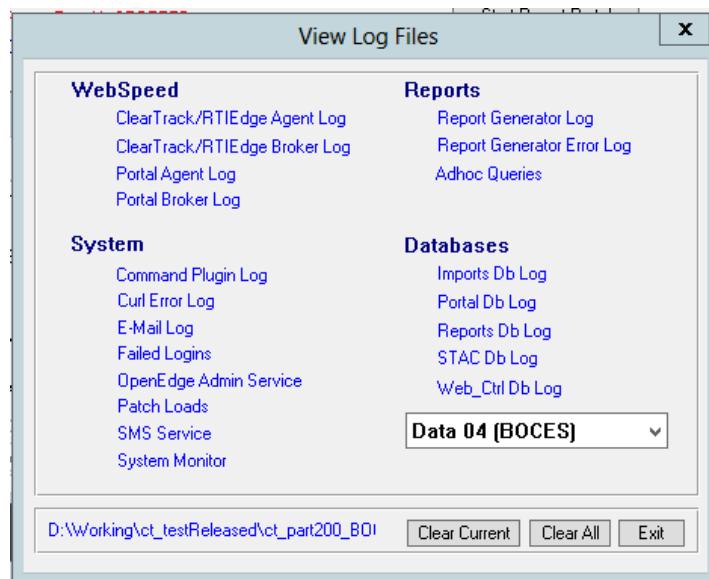


Web control App

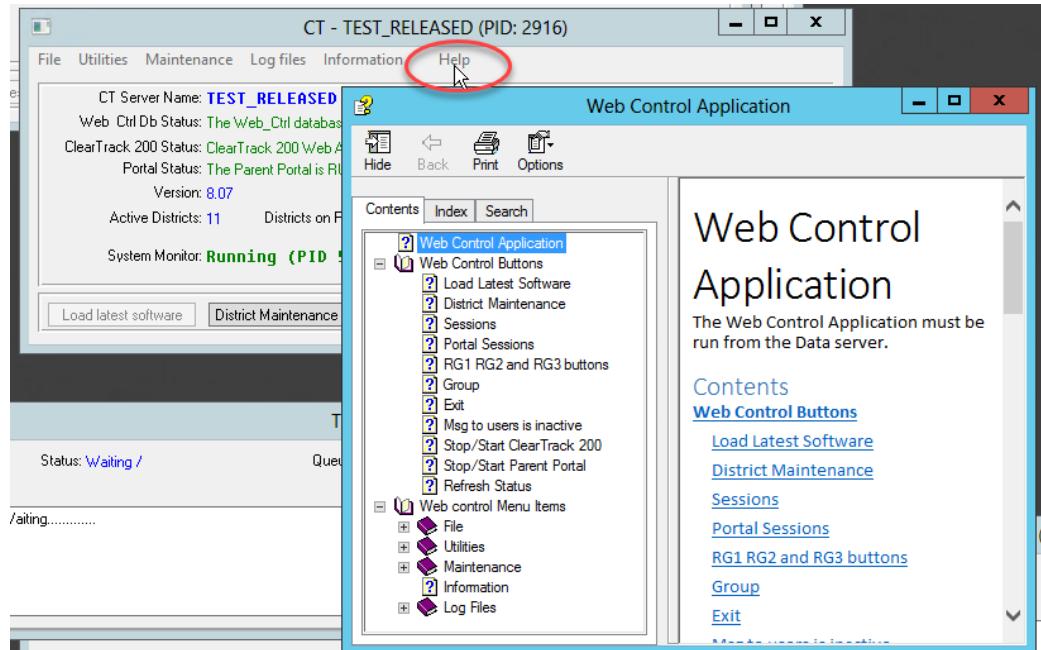
Task 265468 – Web control log files menu updated and NEW help menu option.

Rationale: Over the years we have added more log files and the WControl | Log Files dropdown menu is getting too big.
 Submitter(s)/District: Development

- From Data Server – Web Control App | Log Files
- Log Files has been updated from a drop down list to a list of log file names under categories. Categories include: WebSpeed, Reports, System, Databases. Click on the log file to view and it will open on the server. Databases display in a dropdown list allowing an easy way to view the part200.lg file. System log files include: Command Plugin Log, Curl Error Log, E-mail Log, Failed logins, OpenEdge Admin Service, SMS Service, and System Monitor. There is also a button to Clear Current or Clear All log files.



- In addition, we have added a Help menu option to Web control. This contains help specific to the Web Control Application.



Task 267081 – Removed the email server and port fields from Menu | File | Settings.

Rationale: No longer required as all e-mails are sent with our AWS SES.

Submitter(s)/District: Development

- From Data Server – Web Control App | Files | Settings

