

- Student Information Systems (SIS)
- Strategic Analysis & Program Research (SAPR)
- School Accountability Support (SAS)
- Assessment

Middle School Principals,

May 28, 2019

## ***Student Information Systems (SIS)***

### **19-20 Middle School Master Schedule Deadlines:**

**FINAL BENCHMARK: DEADLINE FOR ALL SCHOOLS TO BE 100% SCHEDULED WITH A LIVE SCHEDULE IS JUNE 7, 2019**

**Scheduling Support to include Phase 7 (cleaning your schedule before GOING LIVE) will be at City Center in the Rio Puerco on May 28th from 9am-12pm and May 29<sup>th</sup> from 1pm-3pm at Rankin.**

### **Middle School Algebra 1 Opt-Outs for High School Credit:**

Algebra 1 students that have opted **out** of receiving High School credit should have their forms uploaded into Synergy. During Phase 7 of Scheduling, **Middle School Curriculum Assistants** will be trained on making those changes in course history. **Please be sure to have those forms uploaded to the Electronic Cum/Documents tab on the Student Screen by May 23, 2019.** Code them as Student: Middle School Alg 1 Opt Out. If you need assistance, please log a support ticket at sis.aps.edu and we will be happy to assist you.

### **Principal Access Procedure:**

The purpose of this procedure is to outline the steps for APS Principals requesting access in Synergy to students not enrolled at their school location.

1. Principals needing access to students at other schools within their school type (HS, MS, ES) please email SIS Senior Director Andy Gutierrez (Gutierrez\_a@aps.edu) and copy Dr. Bowman (Richard.Bowman@aps.edu) with request.
2. SIS will provide the requested view only access to the following areas:
  - Access for one administrator by school level - elementary, middle, high
  - Enrollment history
  - Discipline information and history
  - Special program information - special education, ELL
3. Record each student accessed that is not enrolled at your school location on this form: [https://docs.google.com/forms/d/e/1FAIpQLSfPYW3suE-G4jkYsMGca26DTqOltOrDg\\_41ZGkF2ykkw3MDyw/viewform?usp=pp\\_url](https://docs.google.com/forms/d/e/1FAIpQLSfPYW3suE-G4jkYsMGca26DTqOltOrDg_41ZGkF2ykkw3MDyw/viewform?usp=pp_url)  
**Please use your APS Active Directory (Email) Login and Password to login to Google to access the form.**
4. SIS will confirm each occurrence of student access using user history data logged in Synergy.

### **Synergy Online Registration:**

**Online registration for the 2019-2020 SY is now open for all schools.** If you have any questions regarding registration or would like to provide feedback regarding the online registration process, please log an SIS support ticket (<http://www.aps.edu/student-information-systems-sis/support> ).



**OAR:**

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## *School Accountability Support (SAS)*

**Fall Toolkit 2019-2020 Plans:**

**28% of Fall 2019-2020 Plans have been completed a week early!**

**39% of schools have started **Components 3-5 which are due June 3.****

**33% of schools haven't started planning.** Plans are to be written in your Fall Toolkit located in your school's 90-Day Plan Google Team Drive by **Monday, June 3.**



School Accountability Support (SAS) is available to work with your Core Team to assist with questions and explain updates for next year's plan. <https://sites.google.com/aps.edu/saprinternalviews/nmdash-status-tracker?authuser=0>

**OAR 2019-2020 Calendar:**

Along with the OAR Newsletter you will find an attachment of the 2019-2020 calendar for traditional elementary, alternative elementary, middle, and high schools.

**Resources on Pinterest:**

SAS has created a pinterest board for ideas and resources that may be used with using data to inform instruction and 90-Day Plans. <https://www.pinterest.com/dash3131/90-day-plan-ideas-and-tools/>

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