

8-29-2014 Make-Up Session Synergy Bilingual Training

SchoolMAX and ReportMAX are still accessible.

Quality Assurance	Quality Assurance	
ReportMAX ← SMAX	SchoolMAX Reporting System	
RDA Web Site	Research Development & Accountability	
School Dude	Maintenance & Operations Work Order System	
SchoolMAX ← SMAX	SchoolMAX Student Information System	
SchoolMAX i-Cue/i-Grade	SchoolMAX Attendance and Grading for Teachers	
SchoolMAX i-Register	SchoolMAX Registration for Students	
SchoolMessenger	Parent outreach, emergency broadcasts, student attendance alerts, staff communications and other notifications. Contact APS Communications Office for access/training information.	
SmartFindExpress - Substitute Services	Smart-Find Express	
Special Education Reading, Writing and Math Services with Universal design for Learning Support	Contacts, forms, and other important information.	
Special Education Website	Special Education Resources	
Synergy Live/Production ← Synergy		

APS ReportMax

Login

District:

User ID:

















Password:

[sign-in](#)

If you need to have your SMAX password reset ask SIS staff for assistance.

Any reports you run in ReportMAX will be for the 2013-14 school year effective 5/22/2014 (Last day of School)

Language and Cultural Equity

-  APS Bilingual Courses at Non-bilingual Schools, ver. 1.0
-  APS Bilingual Schools and Languages, ver. 1.0
-  APS NM033 Maintenance MBE Course Tags, ver. 1.0
-  APS NM033 Transitional Course Tags, ver. 1.0
-  APS Students without Primary or Home Language on Screen NM230, ver. 1.0
-  Bilingual Models and Hours - Extract
-  Bilingual Models and Hours - School Summary
-  Bilingual Models and Hours - Student Detail
-  Class Roster with Language Proficiency
-  Differential Pay
-  ELL Students, v1.0
-  Feeds To List with Most Recent Evaluation, v1.0
-  Potential Differential Pay
-  Students Needing English Proficiency Testing, v1.0
-  Students Requiring ESL and their Providers Summary, v1.0
-  Students Requiring ESL and their Providers, v1.0

SMAX Screen GS455

<GS455>
Next Screen

DIST **Student Test Results**

ID NUMBER **>MA.**

Name Alias **SEARCH:**

Test	Sub Test	Year	Test Date	Grade	Score 1	Score 2	Score 3
→ SBA	Science (English)	2013	04/01/2013	11	BS	1117	H3
→ SBA	Science (English)	2010	03/22/2010	08	BS	637	
→ SBA	Science (English)	2009	02/27/2009	07	BS	625	
→ SBA	Science (English)	2008	02/28/2008	06	BS	593	
→ SBA	Science (English)	2007	02/28/2007	05	NP	618	
→ SBA	Science (English)	2006	02/27/2006	04	NP	595	
→ SPANISH PROF	SP-LAS	2007	02/28/2007		NSP		
→ SPANISH PROF	SP-LAS	2006	10/20/2005		NSP		
→ SPANISH PROF	SP-LAS-LINKS	2013	04/27/2013	10	1	422	320

Synergy

From Menu Tree>Synergy SIS>Student>Student Screen>APS Tab

Student

Student Name: **Abeyta, Levi P.** School: **Cibola High School** Homeroom: **E9** Teacher: **Piriot, C.** Birth Date: **08/27/1998** Previous Year End Status: **Retain**

Demographics Parent/Guardian Other Info Emergency Enrollment Enrollment History Classes Student Contact Log **APS**

Last Name: **Abeyta** First Name: **Levi** Middle Name: **P** Suffix: Perm ID: **100070945** Grade: **10** Gender: **Male**

Demographic UserCodes

Prior ID	Grad Status	SMAX Dipl Type	Post Sec Plans	Grad Type	Grad Month	ELL Status	ELL Assessment Date	Transition
000129677		01						

Exclusions

Business Military University

Pre-K

Attended Program

Authorizations

Internet Authorization: **Parent has withheld consent for Internet use at school** Deny Photo/Interview:

Native American

Tribal Community: CIB 506:

Language

Home Language Survey

Line	Date Assigned	Q1 Language Spoken Most	Q2 Child First Language	Q3 Languages Spoken
1	01/25/2013	English	English	English
2	09/06/2012	English	English	English
3	04/24/2003	English	English	English

Student Notifications

Student notifications icons will launch important information about the student Example: English Language Learners Notifications are located in upper right hand side of screen.

Lock | Sign Out | Support | Help

E Status: Ready

111 Teacher: **Gurrola-valenzuela, F.** Birth Date: **07/22/2001** Previous Year End Status:

Enrollment History Classes Student Contact Log **APS**

ID: **16395** Grade: **08** Gender: **Female**

Grad Month: ELL Status: **ELL** ELL Assessment Date: **20130222** TransitionStatus:

Message from webpage

! 1: English Language Learners

OK

Home Language Survey (HLS)

Language						
Home Language Survey						
Line	Date Assigned	Q1 Language Spoken Most	Q2 Child First Language	Q3 Languages Spoken	Q4 Other Language Understood	Q5 Other Language Communicated
1	09/26/2008	Spanish	Spanish	Spanish	Spanish	Spanish
2	08/13/2008	Spanish	Spanish	English	English	English
3	08/29/2006	Spanish	Spanish	English	English	English
4	8/25/2014					

Home Language: Spanish
 Contact Home Language: Spanish

School staff **ONLY** need to add records for New APS students. New records can be added for existing APS students **IF** changes have been requested by parent/guardian on registration card for questions 1 thru 5.

Home Language field is determined by answering questions 1 thru 5.

Contact Home Language field will need to be filled out for School Messenger purposes if parent/guardian request messages in Spanish.

Tagging of Sections

From Menu Tree>Schedule>Section>Tags Tab

Synergy SIS

- Attendance
- Course History
- Discipline Incident
- Grade Book
- Grading
- Parent
- Query
- Schedule**
 - Reports
 - District Course
 - Section**
 - Student Classes
 - Walk In Schedule
- Staff
- Student
- System
- Test History
- User Preferences

Section

Section ID: **0001** Course Title: **KINDER BIL** School Year: **2014-2015**

Current Students Student Enrollment History Meeting Days Additional Staff Staff History **Tags**

Section ID: 0001 Course ID: 00008000 Course Title: KINDER BIL Staff Name: Sandoval, Ana M. Room Name:

Line	Tag
1	ALS - ESL
2	Home Language - Lang. Arts
3	Home Language - Math
4	Home Language - Science
5	Bilingual Model - Two Way Dual Lang.
6	

ALS - Sheltered Content
ALS - ELD
ALS - ESL
Home Language - Lang. Arts
Home Language - Math
Home Language - Science
Home Language - Social Studies
Home Language - Other
Bilingual Model - Maintenance
Bilingual Model - Two Way Dual Lang.

ALS Courses

DIST: 1 SCHOOL: 330 SCH YR: 2014 VERSION: 00 COURSE: 00008000 SECTION: 1 KINDER BIL

Reginald Chavez ES Teacher: 74163 SANDOVAL, ANA

Alternative Language Services: Sheltered content ELD ESL

Home Language: Lang Arts Math. Science Soc.Sc. Other

Bilingual Program Model: Transitional Progr. Maintenance Progr. Two Way Dual Language

Add as many lines as needed for tagging course to reflect services provided.
 If needed VIEW SMAX screen NM233 for school year 2014 to compare.

From the Section screen you can click on staff name and a new window will open with Staff information.

Section

Section ID: **0001** Course Title: **KINDER BIL** School Year: **2014-2015**

Current Students | Student Enrollment History | Meeting Days | Additional Sta

Section ID Course ID ← Course Title Staff Name Room I

0001 00008000 KINDER BIL Sandoval, Ana M.

Tag

Line	Tag
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Once on the Staff screen access the *Credentials Tab* to VIEW teacher credentials.

Staff

Staff Name: **Sandoval, Ana M.** Type: Teacher

General | Schools | Emergency | **Credentials**

Last Name First Name Middle Name Suffix Gender Type

Sandoval Ana M Female Teacher

Teacher Credentials

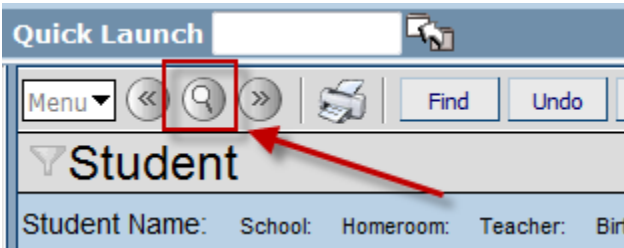
X	Line	Teaching Area	Credential Type	Date Earned
	1	Language Arts	Teacher, K-8 Elementary	07/01/2000
	2	Bilingual Education	Teacher, B-3 Early Childhood	07/01/2013
	3	Bilingual Education	Teacher, K-8 Elementary	07/01/2013

ELL Authorization

FAQ's

1) How do I get of list of students with missing HLS?

Locate the Magnifying glass icon to enter into *search or find mode*.



Once in *search of find mode* any field is now searchable.

On the Student Screen>APS Tab choose *Use Language Survey* in the *Home Language* drop down menu and click the *find button*. SIS recommends placing asterisk in the *Grade* field.

The screenshot shows the 'Home Language Survey' form. The 'Home Language' dropdown menu is set to 'Use Language Survey'. Other fields include 'Date Assigned', 'Q1 Language Spoken Most', 'Q2 Child', and 'Contact Home Language'.

The screenshot shows a search filter form with fields for 'Perm ID', 'Grade', and 'Gender'. The 'Grade' field contains an asterisk (*).

View your search results. Report will default to PDF format. If you want report in Excel format change *Output Type* dropdown menu.

The screenshot shows the search results table with the 'Output Type' dropdown menu open. The 'Excel' option is selected. The table contains the following data:

Line	Last Name	First Name	Middle Name	Perm ID	Grade	Home Language
1	Jespersen-Chavez	Mia		970023335	06	Use Language Survey
2	Lopez-Vargas	Angel		980006031	07	Use Language Survey
3	Picon Delgado	Angel De J		980006448	08	Use Language Survey
4	Quam III	Richard		980006294	06	Use Language Survey
5	Rain	Kataya		980008460	07	Use Language Survey

2) How do I get a list of existing ELL students who are active at my school?

From the Menu Tree>Synergy SIS>Query>Query Screen. From the Query Screen click on the *Open* button.

Click "Open"

Access the *Public Queries* Tab and choose *English Language Learners* in the Group dropdown menu and click the *Filter* button. Once *ELL – List of current ELL students* Query displays highlight report and click the *Open* button.

Line	Name	Description
1	ELL	List of current ELL students

Once Query has been selected you can now click the *Execute* button. Report will default to PDF format. If you want report in Excel format change *Output Type* dropdown menu.

Click Execute button to run report

3) Is there a report that will show me a list of courses/sections that have been tagged?

At this time no report exist. You will have to review sections to assure accuracy.

4) Where do I get a student list with current ACCESS scores?

RDA website>Principal Docs. You school site administrator will have to run report for you if you don't have access.

AIMS also provides reports with student assessment data. If you don't have access check with site administrator(s) or Instructional Coach.