

ACCESS Newsletter

February 2021

Happy February!

On Groundhog Day, Punxsutawney Phil saw his shadow predicting six (6) more weeks of winter. Valentine, President and St. Patrick days are just around the corner. These are dates we can certainly count on each year even though Phil's predictions may be questionable. 😊

With so much pandemic-related uncertainty for schools in 2020 and 2021, one thing that schools can count on is ACCESS being here to support your needs. Our teams remain busy with day-to-day operations and supporting your needs. Trainings continue and we are nearing a point where the focus will include the 2021-2022 school year. W2s and 1099s have been printed and distributed. New fiber routes to connect customers are being built. Security measures to protect our infrastructure continue to be implemented. ODE data requests are on the rise. The list is endless.

While we remain socially distanced, as best as we can, we are working hard to support the needs of the balance of the school year. Be sure to check out the new consortium offerings available and our various department updates..

Until our spring edition, stay safe and warm.
Lisa

"Kindness is like snow - It beautifies everything it covers." - Kahlil Gibran



<http://www.access-k12.org>

Main Number: 330-702-7860

Help Desk - support@access-k12.org

REMINDER: Visit [Educational Resources for Remote Learning](#) on our website for information gathered that may be of benefit to you.

ACCESS ASSEMBLY MEETING - MARK YOUR calendar.

The April meeting has been scheduled.

DATE: Friday, April 16, 2021

LOCATION: Zoom Invite Will Be Sent

TIME: 9:30 a.m.



FISCAL SERVICES

IMPORTANT DATES - MARK YOUR CALENDAR!

Financial Collections

Five Year Forecast - Initial Optional (FY21) (2021P1OPT) P 12/3/2020 3/26/2021

Five Year Forecast - Required Spring Update (FY21) (2021P2MAY) P 4/1/2021 5/31/2021

Five Year Forecast - Final Optional (FY21) (2021P3OPT) P 6/3/2021 8/31/2021

Staff Collections

Staff and Course Collection - Final (FY21) (2021L2FNL) L 2/8/2021 8/6/2021

UPCOMING FISCAL TRAININGS FOR DISTRICTS

Redesign Trainings

USAS-r #1	Wednesday	February 3, 2021	9:00AM - 11:00AM
USPS-r #1	Wednesday	February 3, 2021	1:00PM - 3:00PM
USAS-r #2	Wednesday	February 10, 2021	9:00AM - 3:00PM
USPS-r #2	Wednesday	February 17, 2021	9:00AM - 3:00PM
USPS-r #3	Wednesday	February 24, 2021	9:00AM - 1:00PM
USAS-r #3	Wednesday	March 3, 2021	9:00AM - 12:00PM

Prep Sessions have been restarted for migrating districts on Thursdays.

REGISTRATION IS REQUIRED FOR ALL SESSIONS VIA OUR [WEBSITE](#).

These trainings are being offered in person at the ACCESS offices.

REDESIGN UPDATE....

We have begun our **final wave** of ACCESS Districts migrating to the redesign software. All districts should be live effective with June 1 processing at the latest.

Final wave districts for go live between January and June 2021:

ACCESS
Biomed
Columbiana County Career Center
Jackson Milton
Poland
West Branch
Western Reserve
Youngstown City



STUDENT SERVICES

Upcoming Scheduling Trainings



Scheduling trainings will be held via Zoom sessions, and each session will be recorded and posted to the ACCESS webpage. Please make sure to register for any session you wish to attend from the links sent via email. If you did not receive an email and wish to register for an event, please email student@access-k12.org and we will work with you to get signed up.

Student Promotion / Bulk Enrollment - involves promoting students from this school year and enrolling them into next school year. Student Promotion / Bulk Enrollment works best if one person in each district handles the entire process.

For all parts of this session, the SYI must be completed, returned, and processed by ACCESS before any hands-on work can be done by the district.

Wednesday, February 24th from 9:00-10:00

High School & Middle School Courses/Sections/Groups - involves reviewing and verifying some of the items from the initialization, going over Course/Course Section setup and Course Groups.

Please make sure that your SYI has been completed and returned in order to make any adjustments to your 21-22 data.

Wednesday, March 10th from 9:00-11:00

Entering Course Requests & Hand Scheduling/Bulk Assigning Students - We will cover how to enter student course requests both individually and in bulk, as well as how to hand schedule students into specific course sections both individually and in bulk.

Please make sure that all Pre-scheduling and Student Promotion / Bulk Enrollment have been completed for your building prior to training.

Tuesday, March 16th from 9-11

Online Course Request (Public Course Request) - for schools who have students enter their own course requests for the upcoming school year.

Please make sure that all Pre-scheduling and Student Promotion / Bulk Enrollment have been completed for your building prior to training.

Wednesday, March 17th from 9:00-11:00

High School and Middle School Scheduling Training - All students in the MS and HS should have course requests entered before running the Batch Scheduler. Course requests are needed to determine correct tallies so adjustments can be made to next year's master schedule. We will configure the Batch Scheduler, reviewing all parameters and the impact each has on the process. We will look at the various reports available to assist with completing the scheduling process.

Please make sure that Pre-scheduling and Student Promotion / Bulk Enrollment have been completed for your building prior to training. Student course requests will also need to be in Student Information in order to run the Batch Scheduler.

Wednesday, March 24th from 9:00-12:00

Elementary Scheduling Training - Some middle schools also use the elementary scheduling method where students move as a group for the majority of or the entire day. We will review the Course records, Course Section records, and Course Group setup, as well as scheduling students into these groups. This scheduling method is based on the class lists for next year. It will be helpful to have your lists prepared prior to this event.

Please make sure that SYI and Student Promotion / Bulk Enrollment have been completed for your building prior to training.

Tuesday, May 18th from 9:00-11:00

Recorded Trainings

We continue to make an effort to record our recent trainings and post them to the ACCESS webpage. Feel free to watch any of the sessions that you may have missed. You will need to be logged into site to view the videos.



[Click here to view a listing of trainings](#)

STUDENT SERVICES (cont)

Analytics Hub - List of Reports

The reports that are available under the Analytics Hub are constantly growing. There is a document available in the WebHelp section that provides a list of reports, what folder the report can be found under, a description of the report and the date that the report was last updated on.

[Click here to view the Analytics Hub WebHelp](#)



Reporting

Absence Types

With the latest v20.2.0 release, there are a few changes with Absence Types.

- When you update an existing absence type in StudentInformation, the change is now reflected on the matching absence type in GradeBook after nightly integration.
- Absence types set to inactive in StudentInformation are now set to inactive on matching absence types in GradeBook during nightly integration.

Identity Management - reminders

The privs granted on the **Account** control what the user can access in **StudentInformation**.



The job functions added on the **Staff Member** record control the roles assigned in **GradeBook**.

- Job functions must be added at a *building* level.
- Secretary (Clerk), Counselor, Principal, and School Support job functions require specific building(s) to be identified on the Staff record in GradeBook before that user will be able to see any data.
- Make sure the school year identified on the job function is the current school year. Selecting a future school year will not grant access to GB.

EZQuery and certain Job Functions can affect some of the access in StudentInformation. However, generally speaking, the "quick tips" listed above are a good way to explain how each works.

COMPLIMENT PEOPLE

*Magnify their strengths,
not their weaknesses*

EMIS - Upcoming Trainings and Work Sessions

ACCESS. ODE and State Organization EMIS trainings and meetings continue to be conducted via [virtually](#). The following events are scheduled to date as follows.

EMIS Alliance Training

EMIS Alliance is a collaboration between ODE, the MCOECN and ITCs. The Alliance trains ITC staff who then train district staff with the purpose of improving EMIS data quality. All EMIS Coordinators should participate in all Alliance trainings.

Troubleshooting FTE Reports

Tuesday, March 2, 2021

9 - Noon

Troubleshooting CTE Reports

Friday, March 26, 2021

9 - Noon



State Student Identifiers - SSIDs

Tuesday, April 13, 2021

9-Noon

ODE ITC EMIS Trainings

The [ODE ITC EMIS Trainings](#) continue to be virtual via the Microsoft Teams platform. The March and May/June dates and times are posted as follows. Registration is required and available from your *OH|ID account > Training and Registration > STARs Dashboard*. (Only register for one session per month). Once registered, ODE will release the link and document to you closer to the date of your training.

March 2021

Date	Time	Registration Deadline (12 p.m.)
Monday, 3/1/21	1:00 – 3:00 pm	2/25/21
Tuesday, 3/2/21	9:00 – 11:00 am	2/26/21
Wednesday, 3/3/21	1:00 – 3:00 pm	3/1/21
Thursday, 3/4/21	9:00 – 11:00 am	3/2/21
Friday, 3/5/21	9:00 – 11:00 am	3/3/21

June 2021

Date	Time	Registration Deadline (12 p.m.)
Tuesday, 6/1/21	1:00 – 3:00 pm	5/27/21
Thursday, 6/3/21	9:00 – 11:00 am	6/1/21
Tuesday, 6/15/21	1:00 – 3:00 pm	6/13/21
Wednesday, 6/16/21	9:00 – 11:00 am	6/14/21
Thursday, 6/17/21	9:00 – 11:00 am	6/15/21

EMIS Coordinator Meetings - EMIS Coordinator Meetings are scheduled as needed.

EMIS Work Sessions - We remain available to work through EMIS reporting requirements with you! EMIS Work Sessions can be scheduled with you via Zoom or phone. If you would like a session, please send an email to emis@access-k12.org.

New for FY21 - EMIS

The **Student Course Grade** and **Current Graduation Credit Progress Collections** are new for FY21 EMIS reporting. The reporting period for both runs from October 22, 2020 through September 17, 2021. In the next release of *StudentInformation* (20.3), districts will be able to begin reporting the Current Graduation Credit Progress Collection. We expect to see updates to *StudentInformation* in the 20.4 release (March time period) for the Student Course Grade Collection. To date, the following requirements have been shared.

Collection of Non-Graduate Core Summary Record

- Report all core summary records for non-graduates in addition to the graduates as student complete a course.
- Graduate Core Summary records will continue to be reported in the “G” reporting period as they are now.

Student Course Grade Collection

- Requirements are still pending
- Course grades reported for courses that are for high school credit
 - Additional courses/grade levels may be added in the future
- Will be submitted in its own EMIS Reporting Collection
- Will include Interims, Quarter, Semester, Trimester marks, etc. as they occur throughout the school year
- Only one final mark for a course section assigned for a student course reported



Civil Rights Reporting

On January 15, 2021, the US Department of Education sent a reminder email that school districts... “should be preparing, collecting and maintaining records for the 2020-2021 school year in preparation for the 2020-21 CRDC” reporting. The CRDC reporting opens in the **winter of 2022**. New reporting requirements include school level tracking and reporting instances of bullying/harassment based on religion, and a new category for Offense Type to include the reporting of student and staff assault. ODE does not collect this information and ProgressBook State Support is looking to add these fields to *StudentInformation*. We will continue to share updates to Civil Rights Reporting as received.

Beginning in March districts will submit their **Education Delivery Model, Hardware and Connectivity** via EMIS for the 2020-2021 school year. These elements will be reported at a district, building or grade level, with differences reported at a student level via Program Codes. This data reported to EMIS will not be used for accountability, funding or evaluation. The [Delivery Model, Hardware, and Connectivity Reporting—FAQ](#) is available from the ODE website to assist with reporting details. Updates to *StudentInformation* for this reporting will be available in the 20.3 release (expected in the next week) and 20.4 release (expected sometime in March).

ACT Test results are no longer available via CD (as of March 2020). This means that ACCESS no longer receives your district’s results. ACT has made results available to districts via the ACT website. Along with retiring the cd process, ACT has changed the file layout. The new file layout requires an update to *StudentInformation* > *Assessment Imports*. As soon as the updates are available, we will let you know.

***“Just one small positive thought in the morning
can change your whole day.” dalai lama***

Open EMIS Student Reporting Collections

As of publication, the following EMIS Student Collections are posted to the Data Collector.

FY21 Collections

Midyear Student Collection (FY21)

01/04/2021-04/30/2021

This is the second of three collections of student data for all Traditional Districts, JVSd, ESCs, and State Supported Schools. Data reported is used for school funding, federal reporting and other ODE requirements.

SOES Final Student Collection (FY21)

08/03/2020-12/21/2020

This collection the second of two and is required for all Community School and STEM districts reporting of student data. Data reported is used for school funding, federal reporting and other ODE requirements.

Calendar Collection - Final (FY21)

10/15/2020-08/06/2021

This collection is required for all EMIS reporting entities educating students in 2020-2021.

Student Cross Reference (FY21)

07/02/2020-07/14/2021

All EMIS reporting entities are required to submit data. Updated student information (admission and withdraw) must be reported within 30 days to SCR.

SOES Student Contact(s) Collection (FY21)

08/03/2020-08/03/2021

This collection is required for all community schools and STEM districts. This collection allows the resident district, community school, and STEM district to see student name and contact information in relation to conflicts regarding the student.

Fall Early Learning Assessment Collection (FY21)

09/24/2020-04/02/2021

This collection includes the reporting of the PS ELA Assessments.

Kindergarten Readiness Assessment Collection (FY21)

09/24/2020-02/22/2021

This is the required collection for the Kindergarten Readiness State Assessment.

Summer and Fall End of Course Assessment Collection (FY21)

09/24/2020-03/26/2021

This collection is required for all districts whose students took the Summer and/or Fall End of Course Assessment.

Fall 3rd Gr ELA and Reading Collection (FY21)

10/22/2020-3/5/2021

This collection is required for all entities who administered the Grade 3 Fall English Language Arts (including Reading subscore)

Child Outcome Summary Assessment Collection (FY21)

10/22/2020-8/27/2021

Required collection for Early Learning Outcome Summary State Assessments

OELPA Assessment Collection (FY21)

1/28/2021-8/6/2021

Collection is districts that administered the Ohio English Language Proficiency Assessment.

OGT Assessment Collection (FY21)

10/22/2020-8/6/2021

Required collection for all districts with students that took the OGT

Student Course Grade Collection (FY21)

10/22/2020-09/17/2021

This is a new collection for FY21. Software updates to *StudentInformation* are required before districts can submit.

Current Graduation Credit Progress Collection (FY21)

11/5/2020-9/17/2021

New for FY21, this collection includes current graduation credit progress towards graduation. Software updates to *StudentInformation* are required before districts can submit.

The complete *FY21 EMIS Data Processing Calendar* is available from the [ODE Website](#).

Network Services

Consortium Purchasing

ACCESS is always looking to help schools save money by providing applications at consortium pricing. We will be surveying school needs and investigating hardware offerings in the future. Until then, our current offerings are on the next page. Zoom pricing for next year will be announced shortly.



Internet Voice Network Storage Support
Computers Wireless Security Video Fiber

Pandemic-Electronic Benefit Transfer (P-EBT)

The federal Families First Coronavirus Response Act of 2020 provides the Secretary of Agriculture authority to approve states' implementation of a temporary program called **Pandemic-Electronic Benefit Transfer (P-EBT)**. P-EBT provides families eligible for free or reduced-price meals with Supplemental Nutrition Assistance Program (SNAP) benefits, formerly known as food stamps. ODJFS, ODE and ITCs across the state worked with districts to provide the data required for this benefit. To date, we have extracted data for benefits three times since the Fall

February 2021 - Data pulled for updating P-EBT records.
Additional data submission will be done in March, May and July of 2021.



Center for Internet Security (CIS) Albert Network Monitoring System

ACCESS has entered into an agreement with CIS for their Albert Network Monitoring Services. We have installed an IDS (Intrusion Detection System), a piece of hardware within our network that communicates back to CIS's 24x7 Security Operations Center (SOC) to provide enhanced monitoring capabilities and notifications of malicious activity.

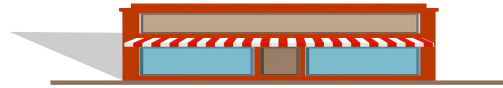
Albert provides network security alerts for network threats, helping organizations identify malicious activity. If a threat is identified, ACCESS is immediately notified

For more information, visit [ALBERT](#)



THE ACCESS STORE - SHOP WITH US!

For **special pricing**, contact Lisa Smith or email smith@access-k12.org



Consortium Offerings - through our partnerships, discounted pricing is available on the following products and services. We hope to continue adding to this list.

- **HelloSign** - **NEW** Electronic document signing <https://www.hellosign.com/>
- **Ehallpass** - **NEW** Online digital hall pass [Video Demo](#)
- **One2One (Learn21)** - **NEW** Device Management - [Video Demo](#)
- **Tech Guard - Cyber Security Awareness Training**- **NEW** [Information about this product.](#)
- **Fred Pryor Learning Solutions** -Online and In-person training <https://www.pryor.com/>
- **Zoom Video Conferencing** with Ohio BECM and DLA content.
- **GoGuardian** - Safe Digital Learning for Schools www.goguardian.com
- **Generation Yes** - Student Technology Leaders curriculum/program. www.genyes.org
- **TEC** - Bully Tip Lines, Text Messaging, etc. <http://www.tec911.net/>
- **Schoology** - <https://www.schoology.com/>
- **Illuminate Education** - <https://www.illuminateed.com>
- **Data Map** - <https://www.progressbook.com/datamap/>
- **Google Enterprise Suite** - pricing based on NCES FTE. [Google Enterprise Overview](#)
- **SORA/Overdrive EBook Consortium** <https://resources.overdrive.com/k-12-schools/>



INFOHIO LIBRARY services

INFOhio has a number of resources available. Among them are [Webinar Recordings](#) on a number of valuable educational topics. If you missed a training option, you can find the recording here.

<https://www.infohio.org/campus/webinars/recordings>



INFOhio's new [ISearch trio of tutorials](#) helps educators learn how to use ISearch effectively, both for their own purposes and to help their students. INFOhio's ISearch, a discovery search interface, is a tool used by educators and students to search nearly all INFOhio's resources in one search box to find reliable and current information for school research projects.

How do I keep up-to-date with remote learning through INFOhio?

For the latest on how INFOhio can support remote learning, please see [Keep Calm and Carry On with INFOhio!](#) This article is continually updated with the latest information. For questions regarding INFOhio's remote learning resources, please reach out at support.infohio.org. You can also [stay connected](#) with INFOhio by signing up for INFOhio's listserv and newsletter or like and follow INFOhio on [Facebook](#), [Instagram](#), and [Twitter](#).

Library support by [INFOhio](#).

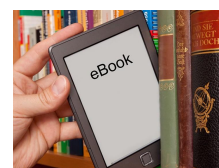
Phone number: 330-702-7875

Support Email Address: support@infohio.org

ACCESS SORA/OVERDRIVE Consortium

ACCESS partnered with SORA/Overdrive to provide an eBooks Consortium opportunity for our schools. This is a membership consortium at a cost of \$1.00 per student population engaged to benefit from using this service. ACCESS also applied for the LSTA Grant and has been awarded money to contribute to this venture. To date, the following schools are participating. You can join in anytime.

If you are interested, contact Lisa Smith
(smith@access-k12.org)



Join INFOhio for a RemotEDx Webinar Have you heard of RemotEDx, but aren't really sure what it's all about? Register and join INFOhio on January 20, 2021 at 3:30pm for a Learn With INFOhio Webinar on this timely topic.

RemotEDx is a state-level initiative to help schools enhance, expand, and effectively scale high-quality remote, hybrid, and blended education models. Using a partnership-based approach, the Connectivity Champions, Support Squad, and its Concierge Team deliver vital support services via the Exchange to Ohio's schools seeking to meet today's challenges. Join INFOhio Assistant Director, Lori Lee, as she shares how the Exchange, powered by INFOhio, serves as the one-stop-shop for Ohio's educators and parents to explore all of the resources, tools, supports, and services available through RemotEDx. For more detailed information about this and other webinars, go to [RemotEDx: Empowering Remote, Hybrid, and Blended Teaching and Learning: Learn With INFOhio Webinar](#). Register for this webinar, using Eventbrite, [here](#).

INFOhio's ISearch Mobile to be Enabled This Month Did you know that [ISearch](#) has a mobile-friendly interface available for phones, tablets, and other mobile devices? You can also use the mobile interface on a desktop or other PC by selecting the accessibility icon on any page in ISearch. The simpler interface does everything traditional ISearch does, including placing holds. Try using the ISearch Mobile interface with younger learners to minimize distractions they may encounter on the desktop version.

This month, INFOhio will be making an update so that those using ISearch from a mobile device will automatically be using the mobile view of ISearch. This update will directly impact those using mobile phones but will likely also impact those using Chromebooks and iPads. In preparation, INFOhio has updated the [ISearch for Librarians Class](#) in the [BLUEcloud Learning Pathway](#) in [INFOhio Campus](#) to include a lesson regarding the ISearch Mobile interface.

Don't wait until the change is made to share this information with students and staff. Encourage them to use the ISearch Mobile interface now on desktops or computers to try it out! If you have questions or concerns, please contact support.infohio.org.

INFOhio's EdReports Class Now Available For almost 30 years, INFOhio has been committed to providing quality, standards-aligned digital content at no cost to Ohio's schools and families. Additionally, INFOhio works to provide training and professional development to help educators learn how to use and integrate the resources into their instruction. The [RemotEdx Exchange](#), powered by INFOhio, offers technology supports for Ohio schools and families. This site also provides a curriculum library with resources for schools in need of digital materials to continue delivery of rigorous instruction that engages learners. One resource included in the RemotEdx Curriculum Library is [EdReports.org](#). EdReports.org reviews instructional materials from a variety of publishers including McGraw Hill, Amplify, Accelerate Learning, and Houghton Mifflin Harcourt. The EdReports site gives schools the opportunity to research instructional materials, read the publisher's response to the review, and compare reviews.

To ensure that all educators can access quality instructional materials, INFOhio has added a new [EdReports](#) class to the [INFOhio Learning Pathways](#) to support schools and districts as they adopt high-quality resources. Found in the [Building Your Digital Curriculum with INFOhio Learning Pathway](#), this class is self-paced and allows school and district curriculum teams to work together to find the best instructional materials for their students. For more information about the EdReports class, contact INFOhio at support.infohio.org.



ACCESS - Advancing Education Technologies
<http://www.access-k12.org>

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