

admin, admin essential, student records, special programs, enrollments

Special Program Enrollments

Special Programs your school uses must be chosen....

1. In Admin>Settings>Special Programs, choose the special programs you wish to use at your school.
2. You can create your own custom special programs.
 1. Click on the green plus button to add.  Also editable once created. Once added, the custom special programs will show with an edit pencil. Check the box to the left to use the new program.

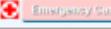
List of Special Programs	
<input type="checkbox"/>	EIA/SCE - Targeted Assistance
<input checked="" type="checkbox"/>	EL Core 
<input type="checkbox"/>	English Learner (EL)
<input type="checkbox"/>	ESEA/NCLB Title I - Part A
<input type="checkbox"/>	ESEA/NCLB Title I Part A - School wide
<input type="checkbox"/>	ESFA Title I Part A and Part D - Negotiated

Once all special programs are set, go to student enrollments to enroll a student in a special program.

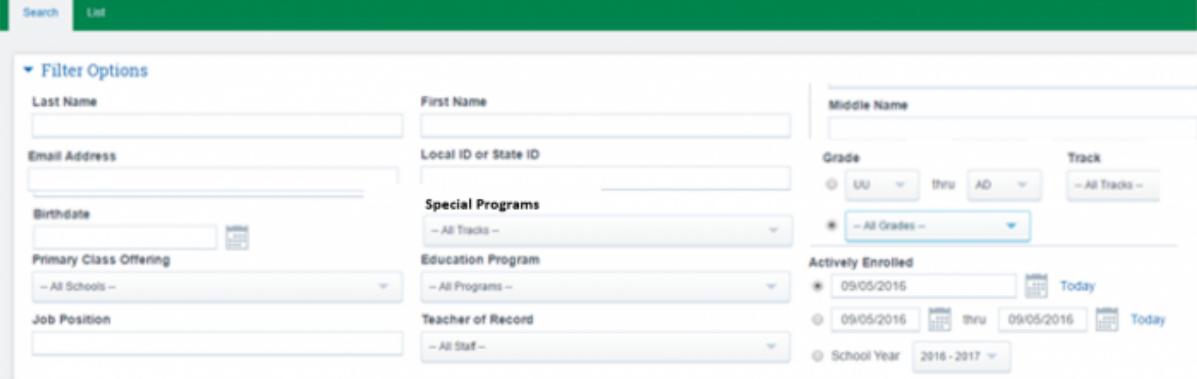
2. Find the special program(s) in the drop-down and enter a start date if different from the students first enrollment date in the school.

Samantha Garcia - Student Enrollment													
	493 Summer Street Portola, CA 96122 (530) 249-4083	Grade 6	Local ID 78598	Student Statewide ID 9604838578	Race Hispanic or Latino								
Gender F	Date of Birth 10/01/2003	Hispanic or Latino? Yes	Enroll Start 07/13/2015	Parent(s)	Staff Brenneman, Kathleen								
Adding Special Program/Service <table border="1"> <tr> <td>Program: <input type="text" value="EL Core"/></td> </tr> <tr> <td>Service: Service type not required for this program</td> </tr> <tr> <td>Start: <input type="text" value="07/25/2016"/> (If not blank, must be on or after <input)<="" td="" type="text" value="07/13/2015"/> <td><input type="checkbox"/> Notice of Special enrollment to will@schoolpathways.com; charmaine@schoolpathways.com</td> </td></tr> <tr> <td>Finish: <input type="text"/></td> <td><input type="checkbox"/> Notice of EL enrollment to lindsey@schoolpathways.com; kathleen@schoolpathways.com</td> </tr> <tr> <td colspan="2">Leave either start or finish dates blank if you want them to automatically follow the enrollment record's start and finish dates.</td> </tr> </table>						Program: <input type="text" value="EL Core"/>	Service: Service type not required for this program	Start: <input type="text" value="07/25/2016"/> (If not blank, must be on or after <input)<="" td="" type="text" value="07/13/2015"/> <td><input type="checkbox"/> Notice of Special enrollment to will@schoolpathways.com; charmaine@schoolpathways.com</td>	<input type="checkbox"/> Notice of Special enrollment to will@schoolpathways.com ; charmaine@schoolpathways.com	Finish: <input type="text"/>	<input type="checkbox"/> Notice of EL enrollment to lindsey@schoolpathways.com ; kathleen@schoolpathways.com	Leave either start or finish dates blank if you want them to automatically follow the enrollment record's start and finish dates.	
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3. Show any special programs a student is enrolled in on the student dashboard.

Home Phone (530) 249-4083 School E-Mail: samanthagarcia@mailinator.com	Student Cell	File Migration: Has no RW file associated. PLS start: 09/01/2011
Physical Address 493 Summer Street Portola, CA 96122	Mailing Address 493 Summer Street Portola, CA 96122	Student Home Room ►
Parents / Guardians Name No parent or guardian records entered	Relationship	Staff Member
Siblings Name No sibling records entered	Home Phone	Start
	Cell Phone	Finish
Student Enrollment History ► Track Start Finish Grd Att Program A 07/13/2015 present 6 IS Independent Study at Milestone Independent Study Program (6-8) Grad Reqs Middle School 6-8: General Education		
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A 07/13/2015 present 6 IS English Learner (EL) at Milestone Independent Study Program (6-8) Grad Reqs Middle School 6-8: General Education		

4. Rearrange the student list search fields to accommodate the ability to search for students enrolled in any special programs.



The screenshot shows a search interface with a green header bar. Below the header, there is a 'Filter Options' section with various search fields and dropdown menus. The fields include: Last Name, First Name, Middle Name, Email Address, Local ID or State ID, Grade, Birthdate, Special Programs, Education Program, Track, Primary Class Offering, Teacher of Record, and Active Enrolled. The 'Special Programs' dropdown is set to 'All Tracks'. The 'Education Program' dropdown is set to 'All Programs'. The 'Track' dropdown is set to 'UU thru AD'. The 'Active Enrolled' dropdown is set to '09/05/2016 thru Today'. The 'Primary Class Offering' dropdown is set to 'All Schools'. The 'Teacher of Record' dropdown is set to 'All Staff'. The 'Job Position' dropdown is empty. The 'School Year' dropdown is set to '2016 - 2017'.

Last Name	First Name	Middle Name	
Email Address	Local/State ID	Grade	Track
Birthdate	Special Program	All Grades	
Primary Class Offering	Education Program	Actively Enrolled	
Job Position	Teacher of Record	School Year	

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