

DASL Admin. Roundtable
September 27, 2018
10:00 AM – 11:30 AM
Room B

- **Welcome**
 - New Schools to NEOnet-
 - 8 new schools added to DASL over the summer. See 1st slide in powerpoint. Reminder that schools within NEOnet you can use Student Transfer feature & EZ Query Shared students
 - Signing up for One Call Now alerts
 - Reminder that users can go [here](#) to sign up for text alerts if ProgressBook Suite is down (amongst other services at NEOnet)
- **Current DASL Issues/Updates**
 - DASL Open Defect Report- [See Defect List Handout](#)
 - Prior Releases-
 - Highlights of releases 18.0-18.3 [See slides 5-11](#)
- **Beginning of Year tasks follow-ups**
 - Uses fees checkbox- Due to a defect with the Fees tab on Student Information Options, please double check these steps.
 - Each building that uses fees navigate to Management > School Administration > StudentInformation Options.
 - Click the Fees tab
 - Ensure BOTH the Uses Fees and Has Fees Assigned box is checked
 - I want to....- Reminder that if your building uses the quick print option for Transcripts & Schedule Cards under the I want to.... Menu, you must re-set up the load settings each year.
 - To do this on the R701 or R702 screen submit your report for the entire school.
 - Save your load settings on the Load Settings tab
 - Uncheck Private
 - Check **Available In "I Want To" Menu**
 - Scheduled Ad Hoc Reports- [See slide 13](#)
 - Out of School Suspension Absence type- Due to a defect, absence types in 18/19 for OSS had the 'Is Out of School Suspension' box unchecked, please double check these steps.
 - Each building navigate to Management > School Administration > Attendance Administration > Absence Types
 - Find the absence type that deals with Out of School Suspension and pencil it

- Ensure the 'Is Out of School Suspension' box is checked
- NOTE: Out-of-school suspension absence types should be identified as unexcused. • Out-of-school suspension absence types count toward Excessive Absences and do not count toward Habitual Truancy. • ATTUPEMIS includes out-of-school suspensions as absences.

- **Security**

- Ad Hoc Report Roles- [See slide 14](#). All Ad Hoc Roles will now have "-NEONET" after it. Example AH-Attendance Viewer- NEONET
- Notifications- [See slides 15-18](#).
 - Phase 1 of Notifications came out for Custody Alerts, Medical Alert, Discipline Incident, Discipline Referral
Examples: Teachers could get notifications when a student has a medical alert added to their class.
OR
A principal gets a notification when a teacher puts in a discipline referral.
 - District setup, building setup, and security changes needed
 - Documentation on how to setup is in DASL.
 - Trainings to set up Notifications in your district, see below.

- **Transcript updates-**

- Biliteracy- we have added coding in the backend of the r702 to automatically pull from the proficient Foreign Languages on the FN Graduate tab. This wording is the only requirement needed, however if you would still like to have the seal on a format you must make the request to studenthelp@neonet.org by November 15, 2018.
- Memberships- now when a student is added into a membership for Ohio Means Jobs you can pull over that membership on the r702 and it will only pull those students readiness transcripts.

- **Training Opportunities-**

- HB410 for Beginners- this training is meant for new employees to the district or employees that have never seen a HB410 training.
- HB410 Refresher- If you have seen a training for HB410 but need a refresher, this is the training for you. We will go over reports and any questions you may have.
- HB410 Letters- this training is strictly for users to come in and set up letters/bookmarks for letters to work properly inside of DASL for HB410 purposes
- DASL Notifications- this training is for **NEOnet District Admins** or any user that has security access. We will go over the steps needed to make sure that the notification process works for your users.
- Open Labs- Please enter comments to ensure that we have all NEOnet Student Services Personnel readily available.

- **DASL District Sharing**

- ProgressBook Suite YouTube Channel. We added the link to the sign in page of PB Suite. Or here is the [link](#).
- DataMap Roundtable- [October 4](#)

- **Upcoming Events-**

Educational Operating Committee October 31st

Next Meeting December 5th

- **Action Items-**

- Add Grad point training-
 - Grad points Refresher added October 23
 - Grad points troubleshooting October 23 and November 1st.- Bring your students or questions you have on Grad Points package
- Enhancement to have the EMIS FD Detail Report to EMIS Admin folder in Ad Hocs- Enhancement Request already added 13479