



# Connected

The Newsletter of the Miami Valley Educational Computer Association

SPRING 2003



## MVECA STAFF

- Gary Bosserman - (3105)  
Director of Operations
- Laura Gallogly - (3102)  
EMIS Software Specialist
- Rebecca Nininger - (3108)  
SIS Software Specialist
- Jim Pesch - (3103)  
INFOhio Software Specialist
- Steven Phipps - (3107)  
Network Specialist
- Michelle Powers - (3109)  
Fiscal Software Specialist
- Thor Sage - (3101)  
Technology Coordinator
- William Schroeder - (3111)  
Video/Distance Learning
- Norma K. Stewart - (3104)  
Executive Director
- Sue Ann Welsh - (3106)  
Secretary

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<http://www.mveca.org>  
1-937-767-1468

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## Here's the Latest...

### EMIS June Reporting Timeline Changed

June Reporting has become "YearEnd Reporting". Collection of this data will begin April 25, 2003. The final submission of Yearend Data will be August 1, 2003. These changes are being made by ODE to conform to the federal guidelines of No Child Left Behind (NCLB) legislation. For a detailed EMIS processing timeline, see <http://webapp1.ode.state.oh.us/emis/processing/>.

ODE suggests that you:

\*Keep your EMIS database updated all year to reduce catch-up work in the spring.

\*Be prepared to report demographic, attendance, test taking status code, and possibly gifted data beginning April 25

\*Plan for staffing this summer when the need arises to continue submitting and verifying past mid-June.

### ONENet

The ONENet application for FY04 will be online July 2003 for all public and community schools, and ESCs. Schools will need to enter their federal 471 application number from the most recent eRate filling window. A n updated WAN diagram will also be required detailing compliance with ONENet core connectivity guidelines.

### Budget concerns

We have not escaped the state budget woes. At our April Assembly Meeting, we will share how we will be affected by funding cuts as we present our FY04 MVECA budget proposal.

### Your Needs Will Influence MVECA's Future Services

The results of the surveys that Superintendents and Treasurers completed at the November 2002 Assembly Meeting have been very valuable in helping MVECA plan for next year and beyond. You have told us that you want more Tech, EMIS, DASL, and Fiscal assistance from MVECA. You are very supportive of a fiber feasibility study for the MVECA area. We have already begun plans to address these needs.

\*We are contacting districts that have some interest in contracting with MVECA for additional Technology or EMIS support.

\*An additional EMIS support person will begin March 17 to assist with the demands and complexities of EMIS. (see EMIS Update p. 3).

\*A new (major) release of DASL is due out in May. We will provide training.

\*Many have expressed an interested in webcasting possibilities. We are working on it!

\*You want more SSWAT (fiscal) training. We will provide it.

We can offer these services to you as a consortium for less money than you could get these services through a third party vendor or on your own. Let us know what you need and we will discuss how we can help..

**MVECA ASSEMBLY MEETING  
THURSDAY, APRIL 17, 2003.  
BREAKFAST AT 9:00 A.M.  
BUSINESS MEETING AT 9:30 A.M.**

"A successful person is one who can lay a firm foundation with the bricks that others throw at him." — David Brink



## SIS UPDATE

by Becky Nininger



On Friday, January 31, Laura conducted a 'Scheduling with SIS' training session. At this session, Gary demonstrated a new DASL feature that allows students to add course requests via the web. In order to use the feature, a student needs to enter his/her last name, birth date, school code, and student id. Requiring these four data elements provides a level of security. Typically, a student would not know these four data elements for another student. The feature is not 'turned on' at a school until the school notifies MVECA of an interest in using the feature. This provides another level of security. After students have entered their course requests, the school notifies MVECA to run a procedure that will update the requests to REQU in SIS. If your school is interested in trying this feature, please notify MVECA and we can 'turn on' the feature for your school.

As most, if not all of you know, the end-of-year EMIS reporting has been accelerated and the first processing of 'June' data will take place in April. With that in mind, schools can begin processing the R500 (District-Wide Membership Report) to begin reconciling school/district attendance figures. Leaving the 'P028 Version No.' field blank will generate the R500 for just the school. Entering '99' in the 'P028 Version No.' field will generate the R500 for the district.

Schools can begin adding end-of-year program codes to the MEMB or MEMS screens in SIS. When MEMBEMIS is processed, the program codes entered on MEMB and/or MEMS will be moved to EMIS. MEMBEMIS can be processed multiple times. If schools discover additional program codes need to be added for students, the program codes can be added to MEMB or MEMS in SIS and MEMBEMIS reprocessed. However, if schools discover program codes were added incorrectly for students, the program codes need to be removed from both MEMB in SIS and EMSPGM (Maintain Student Program Record) in EMIS.

Those High Schools that do not schedule students into PSEO courses via SIS can be updating course history for students taking PSEO courses. When COHIEMIS is processed, the course history information will move to EMIS for end-of-year reporting. The information entered in course history and moved to EMIS does not satisfy EMIS reporting requirements for the course master records and the student subject records. Laura will cover the EMIS reporting requirements for those elements in more detail in the EMIS Update section of the newsletter.

Schools can begin enrolling new students for the 03/04 school year. When entering new students in SIS for next school year, the students should be entered with an '1' status and a '03/04' school year.

The end of the school year is always a busy time and, with the accelerated EMIS reporting deadlines, the end of this school year will probably prove to be even busier than past years. Any end-of-year tasks that schools can be working on now should help ease the traditional end-of-year situation of 'so much to do, so little time'. As always, if I can be of any assistance, please call me or email me at [nininger@mveca.org](mailto:nininger@mveca.org).

## TECH UPDATE

by Thor Sage



\* The MVECA Spring Technology Update will be held on Friday, Mar. 7<sup>th</sup> at 8:30. All district personnel (media specialists, teachers, superintendents, technology support professionals) are welcome to attend.

\* The following is an excerpt taken from OSN's web site ([www.ohioschoolnet.k12.oh.us](http://www.ohioschoolnet.k12.oh.us)): The Ohio SchoolNet Commission (OSNC), in partnership with the Management Council of the Ohio Education Computer Network (MCOECN), is offering a spring 2003 Technology Training Academy (TTA) to take place at locations across the state from March through May 2003. This TTA will provide high-quality technology training to Ohio school district computer support personnel at a greatly reduced cost. Five regional areas have been selected to host the spring training, and courses will be scheduled and sited based on the responses to an [interest survey](#), which you are invited to complete now. Survey results will help drive course content for subsequent TTA courses. Updates will be posted to the Ohio SchoolNet announcement listservs as well. (To subscribe to the announcement listservs, go to [http://www.osn.state.oh.us/4\\_resources/](http://www.osn.state.oh.us/4_resources/), and click on the listservs link. Select the "Index" link, then follow the subscription directions on the web page.)

\* In an effort to better utilize expensive T1 lines, districts or buildings can opt to block game sites. Blocking game sites could have a significant and positive impact on network response times, as well as the overall technology implementation efforts in your building. Filters can also be customized to allow some educational sites to be accessed, while blocking all others. Thus far, 8 MVECA member districts are currently blocking gaming sites. Please call Thor at 937.767.1468 if you'd like more information.

\* Are you sure you're getting the best prices on your technology related purchases? If not, feel free to fax or email us your quotes so that we can provide comparison prices for network hardware of any kind. If your district is buying lower quality hardware in an effort to save money, then we may be able to help by suggesting alternative equipment that will answer your needs without sacrificing quality. (Fax 937.767.1793 attn. Thor, or email [sage@mveca.org](mailto:sage@mveca.org))

\* If your school district is paying for T-1 connections for buildings that are less than one or two miles apart, then you may be able to save big money by installing fiber. You can utilize ONEnet funding for fiber installation, and it may not be as expensive as you think. Check with your local municipal offices regarding any cable franchise agreement negotiations or fiber installation projects in your area that could provide opportunities for saving on installation and construction costs. Call Thor at MVECA with any questions..



**Weather bad? Not sure if a MVECA sponsored event is still on? CALL US and check before you leave home! We will give you the latest status of scheduled events.**  
**MVECA 1-937-7676-1468.**



note: MVECA service and maintenance contracts will be going out to districts at the end of April. These signed contracts will be due back to MVECA by the end of May.



## EMIS UPDATE

by Laura Gallogly

Due to No Child Left Behind, parents are required to have a Local Report Card to them before school starts for school year 03/04. This change is responsible for the shortened time-line for FY03 EMIS Year end reporting (formerly known as June). EMIS processing cycle for EMIS Year end reporting will start April 25, 2003 and will close August 1, 2003.

We will begin reporting EMIS Year end data April 25, 2003. For this first reporting cycle, ODE is requesting the following data elements be reported to date:

- \* Student Demographics
- \* Student Attendance
- \* Student Gifted Records
- \* Student Proficiency Records
- \* District Data
- \* Building Data
- \* Staff Employment
- \* Staff Demographic

There are two element changes for FY03 for reporting student data due to NCLB.

1. Majority of attendance irn: The majority of attendance definition has changed from 91 consecutive days in attendance in your building to 120 consecutive days in attendance.

2. Accountability IRN: This is a new field in EMIS that is optional for FY03, but will be mandatory for FY04. This field would be used if a child transferred to your building from another building in your district and took the proficiency test in your building. In the past, your building LRC would reflect the students' proficiency results. With the accountability irn, you have the option to enter the previous school building irn (within your district) and the students proficiency test results would be reflected on the previous building LRC.

We will be reporting attendance to date for both student and staff data on April 25, 2003. Procedures for reporting the student attendance in April were given out and discussed at the EMIS Year end meeting on March 3, 2003.

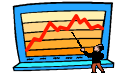
On the staff side of things, I'd like for you to start running PERDET now and start correcting data for EMIS year end reporting. We will be advising you as to when you can start running the USPEMS export procedure to update your staff attendance to date for the April reporting. You can go ahead and start updating your long-term illness.

Documentation for EMIS FY03 Year end reporting has been updated to the EMIS INFORMATION web page under the MVECA DOCUMENTATION link. You can find it at (<http://www.mveca.org/EMIS/default.htm>).

Due to NCLB, there are new rules on "Where Students Count". Those who attended the EMIS meeting on March 3<sup>rd</sup> received a handout explaining the changes of "Where Students Count". A copy of that handout can also be found on ODE's web site at the following address: <http://www.ode.state.oh.us/emis/presentations/> under the 'Where Students Count for Accountability Purposes — Using EMIS Data' link.



**We are pleased to announce that Stacy Hurtt will join our Student Services support team on March 17. Stacy has experience as an EMIS coordinator and building secretary. Stacy can be reached at [hurtt@mveca.org](mailto:hurtt@mveca.org) beginning March 17.**



## New features for DSL...

It is now possible to look up students by SIS student identification number as well as by EMIS identification number. For those of you who use the ODE EMIS software, the functionality is the same, i.e. to lookup a student by SIS id, just preface the id with the "/" symbol; to look up by EMIS id, preface the id with the "=" symbol. If you do not use either of these symbols as a preface, DSL will assume you are entering a name and wish to search by name.

DSL contains some **NEW REPORTS** under the "Reports" tab:

**Absence List By Date:** This new report allows you to look up absences for specific dates, absence types, grades, or homerooms. You can also download the results. This is **not** a report of current day absences but a report of absences for previous days.

### Absence List By Date Period by Period Attendance With Teacher ID

**Performance Index:** This report is modeled after the "Table 2" example given in the recent ODE publication, "Ohio's Proposal for a Unitary Accountability System" issued by ODE on January 14. The matrix is created from your available data from the current school year and includes more demographic groups than are required to be monitored, such as male and female students, disadvantaged students, and migrant students.

### NEW DSL "TEST RESULTS" FEATURE...

**List Proficiency By Handicap Code:** Mean, median and standard deviation of the scaled scores on proficiency tests are available through this report which is also able to be filtered by handicap code(s).



## FISCAL UPDATE by Michelle Powers

This is a great time of year to start building your calendars for the next fiscal year. Make sure you make use of the COPY option. Another feature you do not want to forget with all the calamity days is the MASS CHANGE option.

The COPY option is a wonderful function that allows you to copy a calendar from one calendar type to another. Copy the most similar calendar and then use the modify option to change the few days that are different on your other calendars.

Mass change allows you to enter things such as holidays and calamity days across many calendars at once. This will speed up your data entry.



## IMPORTANT DATES

Mon., Mar. 3	EMIS Reconciliation Meeting 9:00 a.m.
Mon., Mar. 3	Year end Reporting Meeting 12:30 p.m.
Wed., Mar. 5	SF3 Flow meeting
Fri., Mar. 7	Tech Coordinators Meeting 8:30 a.m.
Sat., Mar. 15	Nat. Teacher Training Institute Wkshp 8:30
Mar. 20, Apr. 17, May 15	MVECA Board Meetings
Thurs., Mar. 27	SSWAT, UDMS, SAFARI training 9:30-12
Thurs., April 17	MVECA ASSEMBLY MEETING 9:00 a.m.
Fri., April 18	MVECA CLOSED - Good Friday
Fri., April 25	1st processing for EMIS Year end data
Aug. 11-13, 2003	IVDL Summer Institute

## DISTANCE LEARNING UPDATE

### Train Your Staff

by Bill Schroeder



**IVDL Summer Institute:** Last year MVECA held its first IVDL Summer Institute. The results have been encouraging. Participant schools have experienced an increase in the use of videoconferencing, not just with teachers that have attended the IVDL Summer Institute, but with the teachers who work along side the attendees. To build on this success, MVECA will be hosting a second IVDL Summer Institute August 11<sup>th</sup>-13<sup>th</sup>, 2003. Details on how to register will be distributed within the next month.

**What's In It for Me?** This is a staff development program that is produced in conjunction with SOITA. "What's In It for Me?" is an overview of videoconferencing within a specific subject area. Each month we take a look at videoconferencing opportunities in a new subject area, connect with a content provider, and examine how videoconferencing can impact teaching and learning in your schools. You will have two times each month to participate in a session on the same content area. The start times will vary to accommodate districts with different release times. Look for informational flyers to be emailed to your building IVDL contact. The scheduled dates for "What's In It for Me?" are March 17<sup>th</sup> & 20<sup>th</sup>, April 23<sup>rd</sup> & 24<sup>th</sup>, and May 7<sup>th</sup> & 8<sup>th</sup>.

**IVDL Round 2 Grants:** The close out date for the IVDL round 2b grant is March 31<sup>st</sup>. We will be working to exhaust these funds by that deadline. If you are interested in a training tailored to meet the specific needs of your district, do not hesitate to contact MVECA.

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"Try not to become a man of success but rather to become a man of value." —  
Albert Einstein

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**MVECA**  
Miami Valley Educational Computer Association  
330 E. Enon Road  
Yellow Springs, OH 45387

## INFOhio UPDATE by Jim Pesch



INFOhio continues to move forward in their migration toward the **SIRSI** K-12 product. If all goes well INFOhio expects to bring pilot schools on line for the 2003-2004 school year. Much work still needs to be done as we enter phase 2 of data clean up. We will begin de-duping the records this summer.

The **INFOhio Electronic Resources Vendor Preview** is a success. At just past the halfway point, we are seeing a 40% increase in usage over last year. All 38 vendor resources are available for Ohio students and teachers to preview until March 15<sup>th</sup>. Complete pricing and ordering information was mailed to each school building in Ohio in early January 2003. If your building did not receive a copy of the 2003-2004 Price List, contact [central@infohio.org](mailto:central@infohio.org). Don't forget to fill out an on-line preview evaluation.

**MORE Statistics** – The statewide resource sharing project would like to report the following statistics. As of December 2002, with 44 districts and 163 buildings participating, there were over 19,000 authorized requests, 14,086 requests filled, 8 items declared lost. Anyone wishing to go live with MORE in the fall, must complete their configuration by May 31, 2003.

**INFOhio Retreat** – This year the retreat will be held on June 16-18. To reduce costs the retreat will be held at Capital University in Columbus. More information will be sent as it becomes available. The retreat is a great way for you to give your input into the path INFOhio takes for the following year.