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New to the ISW This Week:

District Collaboration Centre > BCeSIS Information Updates > **Class Size** (extract date confirmed)

District Collaboration Centre > BCeSIS Information Updates > BCeSIS Standards > **BCeSIS Standards Manual v15**
(News item posted on main page with link to the revised version that was posted last Friday, Sept 9th)

Calendar > BCeSIS - Important Dates (Updated)

Learning Resource Centre > Focused Areas of Interest > Ministry Reporting > 1701 > **1701: Supporting the process**
(recording of the learning event delivered on 13-Sep-2011)

Operational Services

Dorothy Ward

The next **SD Test Refresh** is scheduled for this weekend, September 17-18.

Application Management Services

Dorothy Ward

SD45 requested an update on the DL and CE extract changes for 1701. These are part of the **SEWG bundle of changes** which are scheduled for implementation December 14th; more info to follow when release notes are ready. Volunteers for user acceptance testing are needed for this release; please contact [Dorothy Ward](#) if you are interested.

When **Alternate YET (for Summer Schools)** was run, standardized tests with no marks entered were deleted. To correct this, we will perform an additional Historical Marks upload which will re-create the standardized test records for all Summer School courses. There is no target date for this yet, but it will be done as soon as possible.

We are currently working with aal on the following. Note: A Status in bold is an update to what was reported on the call.

Functional Area	Description of the Issue	Status
Copy IEP	Duplication of Goal Progress Reports	Testing failed; returned to aal
Standardized Tests	When scheduling a course where the Standardized Test is not required, an error message stating "Test Session Date is Missing" is displayed. This has a direct impact on the cancellation of the Optional Exams.	Sent as "Priority 1" to aal, fix expected Sept. 16, 2011
Daily Attendance	If the Company File option for "Attendance > Teacher can only update own attendance" is set to YES, the student absence is not being displayed in purple on the "Teacher Assistant" screen. As well for full time homerooms, when the "AM" option is checked, the "PM" option will be checked automatically.	In Testing
Teacher Assistant screen	Previously, if a teacher was attached to the schedule section with a non-first scheduled record assigned on the Course Section Maintenance screen, when logging into TA, this teacher was not able to see the classes assigned to him/her. This problem has now been fixed so that the scheduled record will appear in the class list in TA for this kind of teachers.	Implemented in Production, Wednesday, Sept. 14th,

SD69 asked for an update on how to manage students who graduated on the now **expired 1995 grad program** and return for an upgrade. This is still under investigation and as soon as the process is worked out it will be communicated.

Learning Management

Chris Wilson

All the learning events for the remainder of 2011 are posted on the ISW Learning Event Schedule and open for registration. If you have not already done so, we encourage you to have a look and register now for any that you are interested in attending. If you are not able to attend, recordings of learning events are posted on the ISW.

Please note the section at the top of these minutes added in the last few weeks, to indicate what has been posted or other changes made to the ISW. This is kept current each week and may include changes made after the conference call.

For those using the full Student Services module, an IEP learning event was presented last week and the recording of the learning event is available for review on the ISW if you missed it. The IEP Reference Guide was also updated with the most current information regarding teacher access to IEPs

Service Management Council (SMC), Software Enhancement Working Group (SEWG)

Andrew Macauley

The **SMC Executive** will meet this afternoon and will discuss the agenda for the full SMC meeting next week. They will also be looking at some projects currently underway within the Ministry and due to be released to districts soon.

Operations and Standards Working Group (OSWG)

Ian Larsson

Everyone is encouraged to read the latest version of the **BCeSIS Standards Manual**, which is now posted on the ISW.

SD39 submitted an agenda item regarding the **Home School Transfer** process:

One of our DL schools is receiving a lot of calls from schools in other districts requesting that they withdraw a student. Please clarify the Transfer Process in the following two scenarios:

1. If a student is still taking an active online course, the home school can request a "Home School Transfer" such that the DL school becomes the Home School.
2. If a student needs to be withdrawn from "X" school as he/she has been transferred to "Y" school, the DL school does not need to be involved as "X" and "Y" school can do the "Home School Transfer".

Ian responded first by referencing the **Transfer Process Quick Guide** which can be found on the ISW under Learning Resource Centre > Recurring Events & Processes > Admit, Register, X-enroll, No Show, Withdraw; and he also advised that standards for school transfer are detailed in the Standards Manual. Speaking specifically to the submitted questions, Ian advised that:

1. If a student is still taking a course, or the majority of their courses, through a DL school but is exiting the existing home school or taking only one course there, a home school transfer to the DL school is appropriate.
2. If a student is transferring from one bricks & mortar school to another (either in the same district or a different one) and is currently taking a course or courses through a DL school, the original home school transfers the student to the new home school. There is no need for the DL school to be involved, however it is appropriate to contact the DL school (or copy them on the communication between the two schools). Communication is key in all transfers.