



Eagle Software Newsletter



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Holiday Greetings!

The Eagle Software staff would like to wish you a happy, peaceful and joyous holiday season. Our office schedule will be as follows:

	Mon	Tue	Wed	Thur	Fri
Dec. 22 – 26	Open	Open	Closed	Holiday	Closed
Dec. 29 – Jan 2	Closed	Closed	Closed	Holiday	Open

Our office will resume normal business hours from 7:30 a.m. to 4:30 p.m. on Friday, January 2, 2009.

Spring 2009 Users' Conference – March 16 - 17 at the Ontario Convention Center

Don't forget to register for the **Eagle Software Users' Conference** to be held in Ontario, CA at the Ontario Convention Center on March 16 & 17, 2009. The registration forms and materials have been mailed. You may also download registration materials at [Conference](#). The **early registration fee** deadline is February 4, 2009. The regular registration deadline is on or before February 20, 2009. Final registration deadline is February 27, 2009 **or when capacity has been reached**. Check the registration materials for details. **Past conferences have sold out, so register early!** There will be **no walkup** registrations accepted at the Conference.

If you are in need of overnight accommodations, a block of rooms with a group rate is available at the Doubletree Hotel Ontario, (909) 937-0900. To receive the special Eagle Software group rate, you must register with the Doubletree Hotel by February 28, 2009 and you must mention **Eagle Software** when you make your room reservation. These rooms also sell out early so don't wait!

For those who register to attend the Conference, a confirmation letter will be mailed with all the necessary details by February 27th. Early check in will be available on Sunday, March 15, 2009 at the Doubletree Hotel. Please check your confirmation letter for the location and time.

Regional Workshops:

Please check our website at [Aeries Regional Workshops](#) for a calendar of scheduled workshops and registration information. Workshops will be presented using a lecture format with a single computer and projection unit.

Eagle Software regional workshops are offered on a variety of topics throughout the year. Currently there are several workshops being offered, including **Student Scheduling** and **Summer School** (please scroll down the page for these workshops). Some of the current workshops offered already have limited space available.

Upcoming Changes to CALPADS:

Many of you would like to get a head-start on preparing for CALPADS. Eagle Software has yet to identify every area of the system that will need to be populated for a district to report data through Aeries, but one area that everyone will be required to have populated is the Course Data area. Aeries LAN/WAN districts should begin to standardize Course tables throughout the district, and every district needs to populate every "CSIS Required Field" on the Course Data form. If your district is a CSIS State-Reporting district, you are already very well prepared for the CALPADS transition. But you can begin focusing on the areas of the system related to ConApp reporting. Several useful documents were presented at the November CSIS/CALPADS meeting. Copies of all of them are available at [CSIS/CALPADS Documents](#).

New Federal Guidelines for Reporting Race and Ethnicity:

The US Education Department is requiring all school districts and county offices to gather race and ethnicity information for new students and new employees in a new way. The student or employee has to complete a two-question form. The first part asks whether or not the respondent is Hispanic/Latino. The second part of the form asks the race of the respondent. The respondent may choose multiple races.

Eagle Software has taken a close look at how the current ethnic code structure in Aeries complies with these new requirements. The only adjustment that will be made in Aeries will be the elimination of the concept of "Primary and Secondary Ethnicities." Populating Ethnic Code data in Aeries will remain the same as in the past. It will be necessary for all districts to adjust registration and employment packets to comply with the new Federal Guidelines, but data entry into Aeries should not be changed significantly.

CDE's Education data Newsletters have more information on the new policies: [Ethnic Codes Information](#).

To view the federal guidelines directly and read about the reasons for these changes, go to the US Education Department page on this topic: [Federal Guidelines](#).

Aeries Support Training Schedule:

In order to provide the highest level of support to our customers, Eagle Software will begin conducting regularly scheduled training sessions for the Aeries Support Team. Typically, we will be utilizing the first Friday of each month. Hours for training will be approximately 11:30 a.m. – 1:00 p.m. The Support department will be closed for normal business at that time. If you have an emergency such as a system down, you will be able to leave a message for callback after the support lines are re-opened. **Please, only leave a message if you have an emergency.** Our first training session was held last week where we reviewed the changes that shipped for STAR PRE-ID. In the future we will also provide the next training date and time via our quarterly Newsletter and Email notices. Training for January 2009 will be Friday, January 9th from 11:30 a.m. to 1:00 p.m.

Support Procedures:

Here at Eagle Software we place a very high emphasis on answering live calls. In fact, it is our top priority and your best option! To accommodate heavier call loads we have even upgraded our phone system so that calls are queued to get you to an available support representative as soon as possible. In addition to being a live call center, we also offer email support at support@aeries.com. However, we have found that over the past months there have been occasions where several of our staff are simultaneously working on the same issue, due to identical emails being sent directly to multiple Support Representatives. The result has been a negative impact on our ability to respond to your needs. To prevent this from happening in the future, all Support Emails **for NEW issues** should be submitted via the above address. This process in conjunction with utilizing our call center will expedite Eagle Software in getting you the quickest answer possible. Again, please **DO NOT send a new email directly to a Support Representative**. We look forward to continuing to provide the highest level of support possible, and we thank you for your cooperation.

Aeries New Feature Highlights

Please remember to check the [Major Revision Notes](#) and [Detailed Revision Notes](#) for updated information.

Student Red Flag Enhancements:

A new Red-Flag-O-Meter will now display at the bottom of Student Related forms. A new FLG table will store the student number and table name indicating in which form the red flag was set, and a comment. If a student has a Red Flag a small red box will display with the Table name in the Red-Flag-O-Meter. The Red Flag information can be displayed without accessing any form by placing the cursor over the red box. Clicking the mouse on the Red Box will display the form containing the red flag. When the update runs any current Red Flag stored in the Z1-Z24 fields will be converted into the FLG table. For additional information please see [Red Flag Enhancements](#).

The Importance of Maintaining an Inactive Student School:

Maintaining an Inactive Student School is extremely beneficial to all schools within a District. The Inactive School will store all data for any student who had become inactive during any prior school year. If the student returns to any school within the District the student's data can be accessed from the inactive database and brought back into the enrolling school. This eliminates re-entering all student demographics, medical records, history, etc. Also, once the Inactive School is initially created it can continually roll forward into the new school year and will store all data for inactive students from prior years. The [Create Inactive Database](#) documentation is available on the web that will provide you with details for setting up and utilizing an Inactive School. The following link will provide information on copying students into the Client Server Inactive School: [Copy Inactive Students in Client Server](#).

Access 2007 Changes

Aeries fully supports Access 2007. However, there are a couple of issues that many Districts are encountering with configuration/patching of their installs of Access 2007.

While there has already been a service pack for Office 2007, it did NOT include the Hotfix to address flashing on forms within Access 2007. We highly recommend that this Hotfix be applied to address this issue. You can access the Hotfix at [HotFix](#).

For details on the system configurations that are necessary to run Aeries in Access 2007, please refer to the [Aeries and Access 2007](#) document.

STAR Pre-ID Changes

The STAR Pre-ID Process has been updated for the 2008-09 record layout dated November 2008. The only required layout modifications included additional grade ranges for students to be flagged for STS or CMA and the Receiving Title 1 flag would no longer be loaded into the file. Please check over your data in the PRE table carefully prior to creating your STAR file. New enhancements have also been made to the STAR Pre-ID form and updated documentation for these program changes is available on our web site on the [downloads/testing and assessment](#) page. A new Student Data Audit report is also now available that should be generated prior to running the STAR Pre-ID process. This report is used to verify that the data in your database meets the PRE-ID requirements and will allow you to make corrections to your data prior to generating the STAR Pre-ID.

Print Student Data Audit Report:

The new Print Student Data Audit (SCH and DST) report is now available that will allow you to validate the most used fields in the Pre-Ids (based on STAR). This report will also validate codes against the XRF table. If the XRF table is not setup, the report will show errors for the codes that need translations, such as STU.LF. This report is a valuable tool that should be used throughout the year to assist you with cleaning up your data. It is highly suggested that this report is generated prior to loading the new STAR Pre-ID.

The Aeries Streets (STR) Table:

Many districts are unaware of the existence of the Street (STR) table. It contains mapping information for each street segment within the district. This information can be hand entered or loaded into Aeries from a text file. The Street table is utilized to verify each address when a new student is added or an address change is made. If the street is misspelled or not located in the street table, a Street Selection box will display indicating the address that you entered is incorrect.

A Print Street Address Error Listing report is also available to help try and resolve *incorrect* addresses that may have been entered into Student Data. For more information on the Street table please see: [Streets Table](#)

New CASEMIS Fields:

The Special Education Data form has been modified to include four new fields from the CASEMIS Layout. These fields include the Participation History, Participation Writing, Reason for Initial Evaluation beyond 60 days, and Reason for IEP in place After 3rd Birthday. The Import CASEMIS Extract was also modified to import these new fields into the CSE table.

Carl Perkins Report – E1:

The Carl Perkins Form and Report have been modified to support the new requirements dated October 2008. This includes counts for 12th grade Concentrators proficient in CAHSEE ELA and Math, as well as 12 Grade Concentrators who achieved a C or better. For additional information please see [Carl Perkins Report - E1](#).

Update Your Email Address for Us:

As technology changes, many districts have changed email addresses. Please remember to update your email address if you have a login on the Eagle Software web site. Each user with a login and password has the ability to edit/update their contact information. To be sure you receive emails from Eagle Software, it is important to update this information. If you have any questions, please don't hesitate to call Lucille Stephenson at (888) 487-7555 or email: Lucille@aeries.com.

New Address for Eagle Software:

Our office has recently moved to 1065 N. PacifiCenter Dr., Suite 400, Anaheim, CA 92806. The business departments in all districts have been notified. However, we are still receiving mail that has been forwarded from our old address. Please check with your business department to be sure they have updated their records. Thank you for your assistance.

Eagle Software's Calendar

For future reference Eagle Software will be closed in observance of the following Holidays:

- Dr. Martin Luther King Jr.'s Birthday – Monday, January 19, 2009
- President's Day – Monday, February 16, 2009
- Memorial Day – Monday, May 25, 2009
- Fourth of July – To be determined
- Labor Day – Monday, September 7, 2009