



Eagle Software Newsletter

March 2009

Volume 10, Issue 1

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

Eagle Software looks forward to welcoming many of our clients at the **Eagle Software Users' Conference** to be held in Ontario, CA at the Ontario Convention Center on March 16 & 17, 2009. Confirmation letters have been mailed to those who are registered. If you have registered and you have not received a confirmation letter, please call Lucille at (888) 487-7555.

Early check in will be available on Sunday, March 15, 2009 at the Doubletree Hotel. Please check your confirmation letter for the exact location and time.

Eagle Support During the March 2009 Conference

During the upcoming March 2009 Users' Conference, our Support Coordinator will be available to take messages. Aeries Support will be operating with reduced staff availability due to conference responsibilities on March 16 and 17. In the event your call back takes a little longer than usual, please understand. If you are planning to attend the Conference, please plan accordingly to have your offices covered.

Race & Ethnicity – New Fields:

After further analysis of the new Federal Guidelines, Eagle Software has determined that Aeries needs additional fields to track the new federally mandated Race and Ethnicity Questionnaire. The old Ethnic Code fields will remain in Aeries. There is no state or federal requirement to re-question currently enrolled students using the new questionnaire. CSIS has provided Eagle Software with the standards they are using to convert the old Ethnic Code values to the new fields, and Aeries will use this process for students with the old Ethnic Codes for extracts and reports that require the new format.

CDE has stated that all CDE-managed data collections will begin using the new format for Race & Ethnicity including the following:

- CALPADS: 2009-2010 School Year (will ONLY accept the new format)
- Pre-IDs: Starting with 2009-2010 School Year
- CASEMIS: Starting with December 2009 Submission

But because these programs will not change to the new format until next year, if your district is changing their enrollment packets now, new students enrolled for this school year (2008-2009) should also have the old Ethnic Code fields populated.

The new Race/Ethnicity fields should be added to Aeries very soon, and will be located right next to the old Ethnicity Code fields. A conversion utility will be made available this summer for districts who wish to convert the old Ethnic Codes to the new Race/Ethnicity format. **(article continued on the next page)**

(Race & Ethnicity contd.)

Eagle Software's Support Desk is ready to help you implement these changes as we incorporate them into Aeries, but please do not call the Support Desk to discuss the validity of the new state and federal requirements or to ask for interpretations of guidelines published by the state and federal departments of education.

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](#).

CALPADS Status:

Eagle Software has been actively working with CALPADS for over a year to analyze and give feedback on the CALPADS File Specifications (CFS) document. The CFS is very close to being published as a final version, but has changed significantly from many earlier versions. Eagle Software is waiting for the final version of the CFS document in order to publish official documents detailing from where in Aeries each CALPADS data element will be extracted. A preliminary document will be available at our March Users' Conference. After the final version of the CFS is published, Eagle Software will create detailed documents to assist districts with populating all CALPADS-required fields. Eagle Software will also be offering regional workshops around that same time. It is anticipated that this will occur some time in March or April of this year. We do not have any specific dates or locations yet. You will be notified when these have been scheduled, and they will be listed on our webpage.

From our preliminary analysis of the CFS, new fields will need to be added to Aeries. Additionally, existing fields will probably need to be used in different ways than how they are currently being used by districts. Because the list of fields is still changing with new versions of the CFS, and because many fields will not be required until the END of the 2009-2010 school year, official Aeries/CALPADS documents will not be made available until the final version of the CFS is published by CALPADS.

Please use the new "CALPADS Information" form in Aeries for the latest news on Aeries and CALPADS. This new Aeries form, that was released in the 2/20/2009 version, shows the most up-to-date information from Eagle Software every time it is opened, no matter what version of Aeries you are running.

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.** Future training sessions are currently scheduled for March 6th, April 3rd, and May 1st.

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. **(article continued on the next page)**

(Support Procedures contd.)

The result has been a negative impact on our ability to respond to your needs. If you choose to use email as the method for requesting support, we ask that you address all Support Emails to support@aeries.com. This process in conjunction with utilizing our call center, will expedite Eagle Software in getting you the quickest answer possible. Again, please **DO NOT initiate a new email support request directly with a Support Representative**. We look forward to continuing to provide the highest level of support possible, and we thank you for your cooperation.

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 (please scroll down on the web page to see the available workshops).

Address Validation (STR-Table) – Student Mailing vs Residence Address:

Many Districts are unaware that Aeries has the ability to automatically validate all Mailing Addresses as they are entered or modified! To read more about this process, and the table that contains the Street Segment Data (STR-table), please use the following link to download the documentation that is posted on the Aeries website:

[Street Address Verification](#).

The official recommendation of Eagle Software is that Student Residence Address DOES NOT need to be populated unless it differs from the Mailing Address. If both the Mailing and Residence Address are the same, only the Mailing Address should be populated. All Aeries reports and data extracts (including CSIS and CALPADS extracts) will use the appropriate set of address fields according to which fields have values and what the report or extract calls for.

Aeries New Feature Highlights:

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

- **Import Feeder Students from Non-Aeries Data:** The “Import Student” form allows you to import student data from feeder schools that do not use Aeries. The forms functionality is the same as Import or Add Student data, however it will only load student data into the STU table. Data can be imported from an External database, Current database, Excel file, or Comma Delimited (.CSV) file. The IDs can be generated using the next perm ID from the DST or SCH, or the user can specify a starting ID number. Several fields are validated, and some are required in order to be able to import the data. For more information please see: [Import Students Into Aeries](#).
- **Morgan Hart Class Size Reduction Report:** We have just released a new “Morgan Hart Class Size Reduction” report. This new report lists enrollment by teacher, program, period, section, and grade. It can also be used in lieu of other reports.
- **Scheduling Master Schedule Board Redesigned:** The Scheduling Master Schedule Board has been redesigned to incorporate many changes.
 - Multiple classes for the same teacher and period now are shown on separate lines
 - Added horizontal and vertical scroll bars instead of Up/Down arrows
 - Existing function buttons and new ones have been moved to the bottom of the form
 - Added tabs for Display Options, Scheduling Options
 - Department color codes
 - Print Preview and the option to limit the period range to be displayed

For more information please see: [Scheduling Master Schedule Board](#).

- **New Form for “Create Pre-Enrolled Students”:** The “Create Pre-Enrolled Students” form in AdminCS is used to create pre-enrolled student records from existing active students based on their next grade (STU.NG) and the next school (STU.NS) fields. This form includes options to select schools to copy from and to, and the tables to be copied along with the students (automatically excludes ID-based tables because it is unnecessary for them to be copied). The form also includes an option to set the School Mobility and School Enter Date. For more information please see: [Create Pre-Enrolled Students Form.](#)
 - **Grade Reporting Comments in Multiple Languages:** Report cards in Aeries now have the ability to print comments and other information in a language other than English. Report cards can now print the Mark descriptions, Citizenship/Work Habit descriptions, Comments, and Student Messages in a student’s correspondence language. The Update Grade Reporting Codes and Descriptions form will allow you to enter translations for up to six different Correspondence Languages. Comment Codes have now been expanded to 2-character codes so that more comments can be added.
 - **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.](#)
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Eagle Software’s Calendar

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

- Memorial Day – Monday, May 25, 2009
- Fourth of July – To be determined
- Labor Day – Monday, September 7, 2009
- Veterans Day – Wednesday, November 11, 2009
- Thanksgiving (Thursday and Friday) - November 26 and November 27, 2009
- Christmas – To be determined
- New Years – To be determined