

DATA PROCESSING

Primary Goal - To provide timely, accurate and helpful computer services that meet the needs of the users, through the use of system analysis, software creation or acquisition, or improvement of existing software to aid in the administration of student and staff record keeping, student scheduling, budget accounting, payroll, word processing, inventories, library-audio-visual equipment and circulation and other cost effective computer applications, at reasonable cost as measured by production records, response to request for new services, user evaluation survey and ability to keep expenditures within budget.

<u>Staff</u>	<u>Students</u>	<u>Budget</u>	<u>Cost Per Student</u>
2	5,659	\$324,650	\$57

Objectives:

1. Implement NYS Unique Student Identification System.

The student lite template data extract has been incorporated into student software and is used to submit student information to BOCES for unique student identification assignment.

2. Develop procedures necessary to successfully migrate North Colonie student test data to the statewide data warehouse.

Staff attended BOCES training and will attend additional training as scheduled. This is also an ongoing evolving process. Procedures are now in place to enter student assessment data and program service information into district database to be extracted and submitted to the state data warehouse several times a year.

3. Convert Starbase special education codes and level of integration codes to comply with LEAP guidelines.

Special Education codes have been converted to LEAP guidelines.

4. Incorporate Shaker High hall lockers and combinations and locker assignment into Starbase.

Shaker High hall locker assignments have been incorporated into Starbase. This required inputting approximately 2300 locker numbers and five combinations for

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each locker into a database. Once installed, groups of lockers were assigned to each homeroom, allowing for assignment of these lockers to be close to a student's homeroom. Previously, each year all lockers and current combinations had to be entered and the process took close to a week to input and assign. Now it takes about five minutes to assign hall lockers.

NOTE: The district commenced a new student software package, entitled Infinite Campus, with the 2006-07 year.