

IMS Data Entry Personnel and Technicians Notes – 11/04/08 10:00 A.M. – 10:20 A.M.

Agenda

1. Introductions
2. Networking and Sharing

Announcements

1. ECO
 2. Uniform Data Entry Procedures: Host District
 3. Uniform Data Entry Procedures: Goal Codes
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Introductions

The sites checked in.

Networking and Sharing

- John's comments:
 - The Capitol complex will be closed Tuesday, November 11th.
 - When John sends an email requesting that something be corrected please process in the following manner:
 - ◆ Fix the problem in IMS, if necessary.
 - ◆ Send an email to John noting the correction in the Excel spreadsheet.
 - Web IEP questions:

Question: In Version 5, will documents that are attached be archived? In one place it says it will be archived and in another it indicates it will not.

Answer: In version 5, attachments will not be archived.

Question: Should we set up a building in our AEA that doesn't exist for the web IEP for another AEA?

Answer: With the Version 5 Student list changes, the reasons for 'dummy' buildings should have gone away. If there is a reason an AEA thinks that a "dummy" building should be added, please consult with Kirby before doing so.

Question: If a child attends a pre school at ISD, what should the recommended program and weighting be? There are no billable services and they want the student rostered. Student has an IEP.

Answer: John and Dee will be getting back to AEA 13 regarding this question because it is specific to their AEA.
 - Correction: The next meeting date referenced in the agenda is Tuesday December 2nd rather than December 1st.
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Announcements

1. **ECO**

Please enter all ECOs that you receive. These data are important as they are used for one of the indicators in the APR. Refer to the Uniform Data Entry Procedures: Early Childhood Outcomes for guidance at:
<http://www.iowaidea.org/vnews/display.v/ART/2008/03/30/47f1338660884>
 1. **Uniform Data Entry Procedures: Host District**

The Uniform Data Entry Procedures: Host District was modified on October 24, 2008. The instructions for resident building were modified to align with current practice and an answer John Lee gave in "Ask the Bureau".
 2. **Uniform Data Entry Procedures: Goal Codes**

As of November 3, 2008, the Uniform Data Entry Procedures: Goal Codes will no longer be in effect. Starting with Version 5, Goal Codes data will no longer be included in the application
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and will not need to be entered into IMS.
