



Data Management & Compliance  
2018 – 2019 School Year

See Eduphoria for time   **Blue - Training**   **Red - Registrar/SIMS Meeting**   **Orange - Attendance Meeting**   **Green - Data Steward & Intervention Meeting**  
**Purple - Training/Meeting**

# August 2018

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
			1 eSchool 101 TREN Service Now	2 New Attend Clerk New Attd/Reg SIMS eSchool 101 Basic Attendance Basic Registration TSDS Enrollment Tracker	3	4 Districtwide Enrollment
5	6	7 New Attd/Reg SIMS Attendance Recap Basic Attendance Basic Registration Basic Intervention	8 DMC BOY eSchool 101 eSchool Interm. Intervention HAC Student Schedule	9 DMC BOY eSchool Interm. Basic Attend. Student Schedule HAC Intervention	10 DMC BOY SIMS Certification Evaluation	11
12 Counselor Training	13	14	15	16	17	18
19	20	21 eSchool 101	22	23	24 eSchool 101	25
26 Mark Reporting	27	28 Secondary Registrar/ Counselor Training/Meeting	29 Special Pops eSchool 101 LEP, SPED eSchool 101 At Risk, CTE	30 eSchool 101 SPED eSchool 101 LEP	31 eSchool 101 At Risk eSchool 101 CTE	

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# September 2018

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
						1
2	3	4 eSchool 101 Counselor Training	5 eSchool Reports	6 Data Steward Training Intervention Training	7 eSchool 101 HAC	8
9	10 Registrar / SIMS Meeting  State Report	11 eSchool 101 Student Schedule	12 Attendance Meeting/ Training	13 TSDS Enrollment Tracking	14 eSchool 101	15
16	17	18 eSchool 101 ODS Training	19 SIMS Training Mark Reporting	20 Service Now Training Certify Training	21 Secondary Registrar/ Counselor Training/Meeting	22
23	24 Intervention Meeting Data Steward Meeting	25 eSchool 101 HAC Training	26 eSchool Reports	27	28 eSchool 101	29
30						

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# October 2018

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
	1	2 Certify Training eSchool Reports	3 Registrar / SIMS Meeting / Training	4 eSchool LEP eSchool SPED eSchool At Risk eSchool CTE	5	6
7	8	9 Service Now Student Scheduling	10 Attendance Training	11 Data Steward Training Intervention Training	12 eSchool 101	13
14	15	16 Certify Training TAC Training	17 SIMS Training Mark Reporting Reports	18 Secondary Registrar/ Counselor Training/Meeting	19	20
21	22 Attendance Meeting Elementary & Secondary	23 Service Now HAC	24 eShool Reports	25	26 eSchool Intermediate eSchool Advanced	27
28	29	30 eSchool 101	31			

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# November 2018

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
				1 Data Steward Training Intervention Training	2 Secondary Registrar/ Counselor Training/Meeting	3
4	5 Counselor Training	6 eSchool 101 Registration Training	7 Mark Reporting Elementary & Secondary	8 TSDS Enrollment Tracking ODS Training	9 eSchool Intermediate eSchool Advanced	10
11	12	13 Student Schedule	14 Atten. Training SIMS Training	15 Certify Training Service Now	16	17
18	19	20	21	22	23	24
25	26 Intervention Meeting Data Steward Meeting Attendance Meeting Elementary & Secondary	27 HAC Training End of Semester Grades Secondary	28 Secondary Registrar Meeting Eschool Reports	29	30 eSchool Intermediate eSchool Advanced	

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# December 2018

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
						1
2	3 State Report Updates	4 eSchool 101	5 Attendance Training	6 Mark Reporting	7 Registrar / SIMS Meeting/ Training	8
9	10 Attendance Meeting Elementary & Secondary	11 Certify Training Counselor Training	12 Secondary Registrar/ Counselor Training/Meeting	13 TSDS Enrollment Tracking ODS Training	14 eSchool Intermediate eSchool Advanced	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

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# January 2019

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
		1	2	3	4	5
6	7	eSchool 101	Mark Reporting	TSDS Enrollment Tracking	eSchool Intermediate eSchool Advanced	12
13	14	SIMS Training	eSchool At Risk eSchool CTE eSchool LEP eSchool SPED	Secondary Registrar/ Counselor Training/Meeting	Attendance Meeting/ Training Elementary & Secondary	19
20	21		Registration Training		eSchool Intermediate eSchool Advanced	26
27	28	HAC Training TAC Training	eSchool Reports			

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**Purple - Training/Meeting**

# February 2019

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
					1	2
3	4	5 eSchool 101	6 Registrar / SIMS Meeting/ Training Elementary & Secondary	7 SIMS Training Mark Reporting	8 eSchool Intermediate eSchool Advanced	9
10	11	12 eSchool Reports	13 Attendance Training	14 TSDS Enrollment Tracking ODS Training	15 Service Now Certify	16
17	18 State Report Updates	19 TAC Training HAC Training	20 eSchool Reports	21 Secondary Registrar/ Counselor Training/Meeting	22 eSchool Intermediate eSchool Advanced	23
24	25 Intervention Meeting Data Steward Meeting Attendance Meeting Elementary & Secondary	26	27 Data Steward Training Intervention Training	28		

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**Purple** - Training/Meeting



# March 2019

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
					1	2
3	4	5 eSchool 101	6 SIMS Training Mark Reporting	7 eSchool Intermediate eSchool Advanced	8	9
10	11	12	13	14	15	16
17	18	19 Secondary Registrar/ Counselor Training/Meeting	20 eSchool Reports	21	22 eSchool Intermediate eSchool Advanced	23
24	25	26	27 Attendance Training	28	29	30
31						

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# April 2019

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
	1	2 eSchool Reports	3 SIMS Training Mark Reporting Secondary	4 PK/KG Round UP Training	5 Secondary Registrar/ Counselor Training/Meeting	6
7	8	9 eSchool 101	10 Registrar / SIMS Meeting Attendance Training	11 Master Schedule 2019- 2020 Secondary	12 eSchool Intermediate eSchool Advanced	13
14	15	16 eSchool At Risk eSchool CTE eSchool LEP eSchool SPED	17 eSchool Reports	18 Master Schedule 2019- 2020 Elementary	19	20
21	22 Intervention Meeting Data Steward Meeting Attendance Meeting Elementary & Secondary	23 Service Now Certify	24 Intervention Training Data Steward Training	25 Master Schedule 2019- 2020 Secondary	26 Master Schedule 2019- 2020 Elementary	27
28	29	30				

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# May 2019

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
			1 SIMS Training	2 Intervention Training Data Steward Training	3 Secondary Registrar/ Counselor Training/Meeting Summer School Training	4
5	6	7 Registration Training	8 eSchool Reports	9	10 Summer School Training	11
12	13	14 Registrar / SIMS Meeting/ Training Elementary & Secondary	15 Secondary Registrar Meeting SIMS Training	16 Attendance Training	17 Summer School Training	18
19 Attendance Meeting Elementary & Secondary	20	21	22 Master Schedule 2019- 2020 Elementary	23 Master Schedule 2019- 2020 Elementary	24 Master Schedule 2019- 2020 Elementary Summer School Training	25
26	27	28	29	30	31	

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# June 2019

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
						1
2	3	4	5	6	7	8
9	10	11	12	13 Secondary Registrar/ Counselor Training/Meeting	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30						

**\*\*July 25 Secondary Registrar/ Counselor Training/Meeting  
9-12, 1-4\*\***

**\*\*Aug. 9 Secondary Registrar/ Counselor Training/Meeting  
9-12, 1-4\*\***

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