

EDMONTON PUBLIC SCHOOLS

January 30, 2001

TO: Board of Trustees

FROM: E. Dossdall, Superintendent of Schools

SUBJECT: Response to Trustee Request for Information

ORIGINATOR: G. Reynolds, Department Head

RESOURCE
STAFF: Michael Falk, Avi Habinski

INFORMATION

TRUSTEE REQUEST #294, JANUARY 16, 2001 (TRUSTEE MELNYCHUK) PROVIDE INFORMATION WITH RESPECT TO WHAT HAPPENS IN THE CASE OF SUBSTITUTE TEACHERS USING THE SIS/SASI SYSTEM; E.G. THE ISSUING OF PASSWORDS, TAKING ATTENDANCE. The SIS/SASI product presented at the Board meeting is being implemented in a number of high schools. Currently, short-term supply teachers do not use the classroom portion of SIS/SASI to take attendance in these schools. Supply teachers record attendance on paper, using class lists provided either by the regular classroom teacher or the office staff. This attendance information is then entered into SIS/SASI either by a support staff member at the end of the school day, or by the classroom teacher upon returning to regular teaching duties.

Long-term supply teachers are given user names and passwords along with access to the appropriate classes so that they can use the classroom portion of SIS/SASI to enter period-by-period attendance on-line. (M. Falk, 429-8188)

MF:mjl