

## GNETS Students, Schedules & Teachers

Example County uses PowerSchool as the Student Information System and uploads the Student Class file on a daily basis.

### School Creation

Create a GNETS Program “school” in PowerSchool by navigating to: *District -> Schools/Schools Info -> Click “New” School* if you do not already have one.

The screenshot shows the 'Edit School' form in PowerSchool. The form is titled 'Edit School' and is part of the 'Schools/Schools Info' section. The form contains various fields for school information, including School Name, School Abbreviation, School Address, School City, School State/Province, School Postal/Zip Code, School County Name, School County Number, School Phone Number, School FAX Number, School Number (9 digit maximum), Alternate School Number, StatePrid (32 character maximum), Exclude From State Reporting?, Grades, Historical Grade Levels, Default Next School, Sort Order, and When Scheduling, Display Courses From. Two red boxes with arrows point to specific fields: one box labeled 'Enter the appropriate fields' points to the School Name and School Abbreviation fields, and another box labeled 'Enter your GNETS Program Code' points to the School Number field.

### Calendar Setup

At the newly created GNETS Program “school”, use *Calendar Setup* to setup a calendar for the current academic year. Please note the Pre-requisites for Calendar Setup are: Set up *Years & Terms, Periods & Days, Attendance Conversions, and Bell Schedules*. Complete Instructions can be found in PowerSource Document ID: 77156.

### Staff(Teachers) & Security Setup

Enter the new staff including the Social Security Numbers of the GNETS teachers. Complete Instructions can be found in PowerSource Document ID: 77163

### Student Information

GNETS students are reported to GADOE from their HOME school including their schedules. For each GNETS student, the below data should be reported under the *Special Programs* link for that student at the HOME School.

Start Page > Student Selection > Special Programs > Edit Special Program Enrollment

### Edit Special Program Enrollment

Sample Student - Dundee School

Comment:

Entry Date: 08/05/2016

Exit Date: 05/24/2017

Exit Reason:

Grade Level: 5

Program: GNETS

**Enter**  
Entry Date, Exit Date, Grade Level and Program (GNETS)

Georgia Alternative Education Program Information

Program Code: (02B) GNETS-School Based

GNETS Segments: (6) 6 Segment

Alternative System Code:

Alternative School Number:

**Next Enter**  
Program Code, GNETS Segments, Alternative System Code, & Alternative School Number

Delete Submit

### GNETS Teachers

Example County has collected the Social Security Numbers of the GNETS teachers so they can report them to GADOE. The LEA will not receive errors in Student Class or Student Record for the GNETS teachers. GNETS teachers should be reported as the Primary Teacher on the sections for the GNETS sections.

Start Page > Teacher Schedule - Contract, Services 555555 > Edit Section

### Edit Section

Field	Value																
Course Name	4th Grade Science																
Course Number	418150001																
Schedule	Expression: 3rd(A)																
	<table border="1"> <thead> <tr> <th></th> <th>A</th> </tr> </thead> <tbody> <tr> <td>HR</td> <td><input type="checkbox"/></td> </tr> <tr> <td>1st</td> <td><input type="checkbox"/></td> </tr> <tr> <td>2nd</td> <td><input type="checkbox"/></td> </tr> <tr> <td>3rd</td> <td><input checked="" type="checkbox"/></td> </tr> <tr> <td>4th</td> <td><input type="checkbox"/></td> </tr> <tr> <td>5th</td> <td><input type="checkbox"/></td> </tr> <tr> <td>6th</td> <td><input type="checkbox"/></td> </tr> </tbody> </table>		A	HR	<input type="checkbox"/>	1st	<input type="checkbox"/>	2nd	<input type="checkbox"/>	3rd	<input checked="" type="checkbox"/>	4th	<input type="checkbox"/>	5th	<input type="checkbox"/>	6th	<input type="checkbox"/>
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3rd	<input checked="" type="checkbox"/>																
4th	<input type="checkbox"/>																
5th	<input type="checkbox"/>																
6th	<input type="checkbox"/>																
Term	2016-2017																
	Start Date: 08/05/2016 End Date: 05/24/2017																
Teacher - Section Lead	<input type="button" value="Add"/>																
	<table border="1"> <thead> <tr> <th>Staff</th> <th>Role</th> <th>% Allocation</th> <th>Start Date</th> <th>End Date</th> <th>Actions</th> </tr> </thead> <tbody> <tr> <td>John Doe</td> <td>Lead Teacher</td> <td>100</td> <td>08/05/2016</td> <td>05/24/2017</td> <td><input type="button" value="Add"/> <input type="button" value="-"/></td> </tr> </tbody> </table>	Staff	Role	% Allocation	Start Date	End Date	Actions	John Doe	Lead Teacher	100	08/05/2016	05/24/2017	<input type="button" value="Add"/> <input type="button" value="-"/>				
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Teachers/Staff - Additional	<input type="button" value="Add"/>																

GNETS teachers should be given the SLDS Role of "Teacher\_GNETS" in PowerSchool. This role should be created at the District Level in PowerSchool by navigating to System-> Roles Administration-> User Access Roles and clicking on the New Button.

Start Page > System Administrator > Roles Administration > User Access Roles

### User Access Roles

Name	Description	Enabled	GA LDS Access	GA LDS Token
SLDS District Administrator	District Administrator Configuration	✓	✓	districtadmin
SLDS School Administrator	School Administrator Configuration	✓	✓	schooladmin
SLDS Teacher	Teacher Configuration	✓	✓	teacher
SLDS Counselor	Counselor Configuration	✓	✓	counselor
IEP District Admin	Online IEP Administrator - use very limited.	✓	✓	IEPDA
IEP District	Online IEP - District Level LDS	✓	✓	IEPD
IEP School	Online IEP - School level LDS	✓	✓	IEPS
IEP Teacher	Online IEP - Teacher Level LDS	✓	✓	IEPT
GTIDD	Allow user to access GTID application as District Level	✓	✓	GTIDD
GTIDS	Allow user access to GTID application as School level	✓	✓	GTIDS
Gifted District	Gifted District Administration	✓	✓	GiftedD
Profile Manager User	Strictly limited to ONE Super User for managing LDS Profile Manager	✓	✓	D5U
Data Export Manager Export Access	System generated role to grant export access to Data Export Manager	✓		
Data Export Manager Export/Edit Access	System generated role to grant export and edit access to Data Export Manager	✓		
Gifted School Level	Gifted School Level	✓	✓	Gifted S

Once the *Teacher\_GNETS* role is created in PowerSchool, GNETS teachers should be assigned the External Role of *Teacher\_GNETS*.

Start Page > Staff > Select A Staff Member > Security Settings - Admin Access and Roles - Doe, John

### Security Settings - Admin Access and Roles - Doe, John

Teachers and Affiliations | Admin Access and Roles | Applications

Sign in to Administrative Portion of PowerSchool

Admin Username

Admin Password

Default Group

Allow Admin Sign in During These Times:  Any time  
 Allow this user's access from  to   
(Choose times between 05:00 AM and 10:00 PM)

Allowed IPs [?]

Roles and Schools [?]

School	Roles (Group Name)	Action
External Systems	Teacher GNETS (No Group Defined)	<input type="button" value="i"/> <input type="button" value="edit"/> <input type="button" value="minus"/>

The Example County GNETS teachers can log into PowerSchool to access the SLDS Platform.



Meeting the Needs of Students  
Educationally and Therapeutically



Logout

Quick Links: [TeacherDashboard](#)

Period:

1 of 1 Find | Next

Welcome

GNETS Program -

GNETS Program

2016-2017 Active Schedule		Students Enrolled
<b>1st Nine-week Period</b>		
36. Physical Education - 36.00 Physical Education, (K-8)		2
<a href="#">Physical Education/Grade 5 - Section 020 (36.0060000)</a>		2
<b>1st Semester</b>		
40. Physical Sciences - 40.01 Physical Sciences, General		1
<a href="#">Physical Science (Grades 9-12) - Section 001 (40.8110044)</a>		1
<b>Year Long</b>		
26. Life Sciences - 26.01 Biology, General		5
<a href="#">Science (Grade 7) - Section 001 (26.8110044)</a>		5
35. Personal, Interpersonal and Social Skills - 35.00 Personal, Interpersonal and Social Skills		9
<a href="#">Study Skills 6 - Section 001 (35.0170044)</a>		2
<a href="#">Study Skills 7 - Section 001 (35.0180044)</a>		5
<a href="#">Study Skills 8 - Section 001 (35.0190044)</a>		2
40. Physical Sciences - 40.01 Physical Sciences, General		2
<a href="#">Science (Grade 8) - Section 001 (40.0170044)</a>		2
40. Physical Sciences - 40.06 Geological Sciences		2
<a href="#">Science (Grade 6) - Section 001 (40.0610044)</a>		2
41. Science, Elementary (K-5) - 41.01 Science, Elementary K-6		2
<a href="#">Science/Grade 5 - Section 001 (41.8160044)</a>		2

