News Flash

SIRAS is undergoing internal alterations for compliance to the new CALPADS standards. If something does not work as expected in SIRAS it could be due to “bugs” related the alterations. Please contact SIRAS Systems with a screenshot and a student ID# if it related to a student record.

Helpful Hints

Tools>Label-Batch Forms is where the “IEP at a Glance” is located. The “IEP at a Glance” will not get populated with the previous IEP until after the IEP is in the SIRAS forms.

Tools>Support Documents when looking for a support document in SIRAS select Control F and type word to locate the support document.

All Users: Keep an eye on the “Santa Barbara County SELPA has” blue tab on the home page below the bulletin board to view errors, translations, overdue notices, upcoming IEPs and Evals. Fix all errors, finalize all meetings as soon as possible as October 2, first reporting date is coming soon!

Goals for Progress Reports: Directions to enter goals from the previous SEIS IEP. Temporarily start an Addendum, copy-paste goals into the Goal Developer, and then delete the Addendum Meeting. Click here for full directions of this procedure

Meeting to be continued has been removed from parent response options for Initial IEP meetings due to the way student meeting records are sent to CALPADS. If an Initial IEP meeting needs to be continued, do not check meeting held until after the meeting has been officially concluded. The meeting will be recorded as held with the parent response reflecting the conclusion of the meeting.

Exiting a Student no longer eligible for Special Education, the record will automatically change the status from Active to Inactive. SIRAS does not remove the providers automatically. The General User, after determining that they no longer want access to the record should use Student Info> ‘Manage Caseload’ and request that the student get removed.

When Discontinuing Initial/Annual/Triennial goal(s) do not delete goal. Go to Student info>Data Collection and Progress Report and click ‘Add Progress Report.’ Enter accuracy and consistency; write details in comments area about why the goal is discontinued, including the date. Mark Final Progress in Goal Met/Goal Not Met area.

At the time of next progress reporting period, enter N/A in the Accuracy and Consistency and the Goal discontinued on (date).

Coming soon: in the Goal Met/Goal Not Met area, staff will be able to indicate goal was “Discontinued.”

For Microsoft Windows users, choose Chrome as a browser. Do not use Internet Explorer while working in SIRAS. Firefox, Edge, and Safari are also browsers acceptable to SIRAS.
**Current form changes**

IEP7A-3 Extended School Year and Services Form removed from SIRAS.

**Tips from districts**

Tip #1: Finalize IEP meetings 24-48 hours after the meeting has been completed. Finalized IEPs will be sent to the CDE as they occur, rather than the next reporting formerly 12/1 and 6/30. The absence in reporting of an IEP meeting could appear to be late to the CDE and be a compliance concern.

Tip #2: Use notification links on your home page to monitor your student records for CALPADS Errors. Click on the link from the homepage to see more details about the data that is missing or incorrect. Contact your Special Education Data Systems staff person to address the error.

**CASEMIS 2 CALPADS**

[https://padlet.com/siras/siras4calpads for new SPED reporting.](https://padlet.com/siras/siras4calpads)
[https://padlet.com/siras/siras4admins for SIRAS Admins.](https://padlet.com/siras/siras4admins)

**CALPADS Fall 1 Important Dates:**

October 24: November 12: Resolve Certification errors, abnormalities, review snapshot reports.
December 6: LEA Approval
December 20: SELPA Approval

Support with CALPADS:

Fix It Ticket: calpads-support@cde.ca.gov (include Job ID and Error #)
Web: [http://www2.cde.ca.gov/calpadshelp/default.aspx](http://www2.cde.ca.gov/calpadshelp/default.aspx)
SIRAS Webinars

Email: support@sirassystems.com
Issues concerning bugs on forms; SIRAS procedures; troubleshooting questions; IEP Manager; configuration issues; MIS Summary page; CASEMIS and other general questions.

SIRAS Toll Free Hotline: 844-33 SIRAS or (844) 337-4727 [M - F: 8:00 to 6:00]