**News Flash**

*SIRAS has a new look. Please notice the pie graph on the home page.*

**New Features in SIRAS related to Distance Learning**

New SIRAS is currently developing a digital signature feature for IEP team members with SIRAS accounts and that can be used to obtain a digital consent from parents.

New statistical reports in the Reporting menu > Statistical Reports > Predefined > All services by school which will total the minutes per each service at the school.

New options within the service log in SIRAS to log ‘Distance Learning’ sessions.

New comments added in the Progress Report: ‘Progress up through date of school closure beginning enter date’ and ‘School closure affected progress.’

New Progress Report link that can be copied pasted and sent to parents via email. The Progress Report link is now automatically embedded into an email message if your Outlook is open.

See [Email Progress Report](#) help sheet for further instructions. Google mail users must configure their browser so that it will default to Gmail.

See SIRAS Help sheet for [Setting Your Mail to Default to Google Chrome](#) help sheet.

**To create student lists for SAI, SLP and other Services:**

New Export Preset options. Go to the Tools menu > Data Export > Export Presets to select a Services by export type. A query of students receiving the category of services referenced in the menu choice will be organized and prepare a services export. Choose a service from the menu below the new ‘Service by Type’ button, then click the Service by Type button, then Start Process-Generate Export. Your export will query students receiving the category of services referenced in the menu choice and prepare a services export for you in My Finished Exports section at the bottom of the page. Open the excel sheet, use your filters and sorting functions to prepare the report.
COVID-19 Information

https://www.cde.ca.gov/ls/he/hn/specialedcovid19guidance.asp

Due to school closure, should I enter an overdue delay reason if the “late” meeting has yet to be held?

No, wait until the meeting is actually held. Follow guidance about noting reason for delay from Special Education Director, e.g. into the Scheduling notes of the IEP Manager, and/or in Student Info/Student Profile/Notes, and on the additional page of the IEP meeting (once it is held).

Do not use the delay reason of ‘School Break’ as the reason for reporting overdue meetings due to COVID closure. Instead, use delay reasons listed below.

• For Annual IEPs that fall on a day when the LEA is closed and the delay was due to the LEA closure due to COVID-19 quarantine requirements, use School Emergency (60) or Temporary School Closure (75).

• For Triennial IEPs or IFSP reviews that fall on a day when the LEA is closed due to COVID-19, the delay was due to the parent not making the child available for testing. Use Parent Did Not Make Child Available (20) or the delay was due to the LEA closure due to COVID-19 quarantine requirements, use School Emergency (60) or Temporary School Closure (75).

• For IEP (Part B) Initials where the delay was due to the parent not making the child available for testing, use Parent Did Not Make Child Available (20) or the delay was due to the LEA closure due to COVID-19 quarantine requirements, use School Emergency (60).

• For IFSP (Part C) Initials where the delay was due to the parent not making the child available for testing, use Parent Did Not Make Child Available (20) or the delay was due to the LEA closure due to COVID-19 quarantine requirements, use School Emergency (60) or Temporary School Closure (75).
General Questions for School Closure time in SIRAS

My district sent a PWN to each student. What do I need to do in SIRAS?

If you would like to keep a PDF copy in SIRAS, you can upload a copy of the PWN to the student record in SIRAS (Student Info/Student Profile/Documents File).

Should I make any changes to the MIS summary page, the Program Setting, or Percent of time in General Education to reflect the School Closure and Distance Learning?

Please consult with your district Special Education Director before making any changes to the above areas.

The DRDP due date in SIRAS is May 29th. Are we still expected to do our observations and fill out the DRDP in SIRAS?

K-12 statewide assessments (SBAC/CAA/ELPAC) have been cancelled for this Spring. We are awaiting an official notice from the CDE about the DRDP.

How many annuals (and for whom) are due in the next month? Or through the end of the school year?

Go to your homepage and click on the ‘Upcoming IEPs’ link. The found set are due within the next month. To determine how many are due through the end of the year, go the search button and add criteria Last IEP between for example, 5/1/2019 and 6/30/2019, then press Search to list. This process can be replicated for Triennials using the Upcoming Triennial link in the same way.

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]