

To all those in the military, Thank you for your service!



eSD May 2026 Newsletter

Course Formulas for End Of Year Grading

Make sure that you are checking your Course Formulas for the end of the year

- System > Grade Reporting > Average Formulas – change the Grading Period to Final Average – this will show you the formulas for calculating final averages in your courses in the building
- To see if any courses have a separate formula added onto them, go to Reports > Custom Reports > MS Reporting Services – GradeReportingFormulas – any courses that have had a separate formula built into them will show here – to change or delete this, you will need to go to Scheduling > Courses > Courses, find the course – click the View icon to the left of the course; choose Average Formulas from the top – change the Grading Period to Final Average and either add, change, or delete

Upcoming Events

★ Spring Mark Reporting
May 5, 2026 1–3 pm
[Virtual Registration](#)

★ Spring User Conference
Erie 1 BOCES Education Campus
May 12, 2026 8:30 am – 1:00 pm
[In person Registration Link](#)
[Virtual Registration](#)

★ June Monthly Call
June 3, 2026 at 10 am
[Registration Link](#)
[Meeting Link](#)

Grade Advancement

You should have received your first letters from your eSD contact for Grade Advancement

Please fill out the link provided in the email or click on the link below to setup your time to complete your Grade Advancement with your contact. Remember that you will be completing this process yourself this year and we will be walking you through it.

Read through the checklist you were sent to make sure everything is ready to complete the Grade Advancement process.

[Grade Advancement Form](#)

MEMORIAL DAY



eSD Coordinators

Please make sure that your eSchool Coordinators are attending our monthly calls. We review a lot of important information.

SBRC Reminders

Now is the time to meet with your Standard Based Report Card Committees to determine any changes for the 26–27 school year.

Fill out the form below for us to get an idea of how many districts will be needing changes completed for school year 2026–2027.

[SBRC Revision Request Form](#)



Summer Tasks

Before Grade Advancement:

- Make sure all Final Runs of Report Cards, Progress Reports, SBRC's and Transcripts are completed and Diploma Type and Career Path are filled in for your Seniors
- Check that all students have a Scheduling School and Grade by going to System > Scheduling > Mass Update Scheduling > View Scheduler Option by Grade – this will open in Excel.

This is a good time to review permissions in eSD.

Teachers only need Teacher Connect Elementary/Secondary. They do not need Teacher Elementary/Secondary (these are the old groups from eSD).

After bit flip:

- Make staff who are not returning inactive; make sure to break cross building assignments first (if they have them)
- Do not assign new counselors or change demographic homerooms until after bit flip
- Verify Attendance Close outs and school start and end times for each of your buildings



Ungraded Students

- Instead of having UG or UGS on the building enrollment, it is recommended to create an Ungraded status on these students under their Status Summary tab on their Student Profile screen
- If a student has an alternate assessment record (O220), they need to have an ungraded status with the same start date
- Be aware of where the Alternate Assessment record comes from when loading to Level O – it could be coming from either eSD or your Special Education System



Scheduling

If you are running a summer school, please contact us to run your school setup

Don't forget to fill out the School setup form to have your buildings set up for school year 2026–27. Contact us for information.



Reminder

As a reminder, our offices will be closed on Monday, May 25th in observance of Memorial Day!



Important Deadlines

- May 15: Teacher out of Certification Data due
- May 15: Day Calendar, Student Daily Attendance, Course Instructor Assignment, and Student Class Entry Exit Data due – must be current through May 2nd and in Level 2

