



Welcome Back!

eSD September 2026 NEWSLETTER



Attendance Closeout Defaults

Please make sure that a new attendance closeout default has been created for each individual building under Student > Attendance > Attendance Closeout Defaults. There should be a default created specifically for the 2026-27 school year, typically with a date any time after 7/01/2026. When you select the most recent default and click "search", you will want to verify that every grade and every daycode in use has a closeout default assigned (either a specific period or a percent of the attendance), as well as making sure that "daily attendance" box is checked.

****Do not schedule multiple classes during your closeout period****



Upcoming Events

 **October Monthly Meeting**

10/7/2026 10 am

Click on the name of the event
in order to register



eSchoolData Calendars



- Make sure your calendar has been set up for the 2026-27 school year.
- Don't forget to run your daycodes.
- Make sure to review the dates for your marking periods (both calendar and grade entry), as well as add in any progress report dates (if applicable).
- Any days off that are NOT legal holidays, should be added with a label of "Other Non-Attendance Day."
- All half days NEED to be labeled as Shortened Sessions
- To review you calendars, go to Reports > Custom Reports > MS Reporting Services > Misc - run the Calendar Report



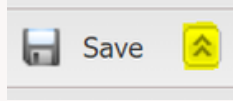
Important Notes

- When emailing the eSchoolData team, please be sure to include a complete subject line in your email. Adding a clear subject of your request helps us organize materials more efficiently and ensures that your request is not combined with others by mistake.
- UNK compulsory aged students need to have their entry reason for this school year manually edited. These students defaulted with a 0011 with grade advancement.
- Try to get in the habit of searching for missing attendance. In Level 0, under Reports > Student Daily Attendance - check the Missing Attendance option at the end of every month during the school year to help with end of year data reporting.
- Make sure to set your homerooms based on the student's schedule to show on their profile - Program > Mass Student Info Update - choose your students and move them to the right column. On the next screen, "Assign homeroom based on student schedule" choose all semesters, the Homeroom period, and all days. Then click "Update." If you have the Rule and Zap setup in GURU, then you can ignore this step.

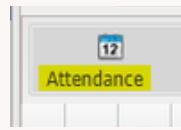
****If you do not have the Rule and Zap setup, and want it setup, contact us to help you set it up.****



Back to School Troubleshooting Tips and Tricks

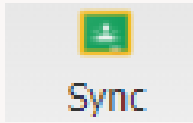
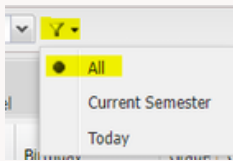


If the icons on the toolbar do not show, make sure the right arrow is pointing up

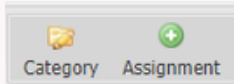


If a teacher cannot take Attendance, make sure they are on the "Attendance" or "Seating Chart" screen - Attendance cannot be saved on the "Roster" screen

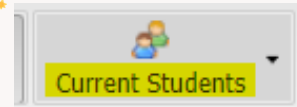
If a roster won't open when selecting it from the drop-down, make sure the filter is set to "All"



If you will be using Google Classroom sync, make sure that Staff and Student emails match between eSD and Google or the sync will not work



Make sure categories are setup in the gradebook before you can add assignments



If a teacher cannot see their Roster, check that they have "Current Students" chosen

Reminders

- Data loading to Level 0: Tentative date September 22nd
- Deadline to report your August 2026 graduates is October 15th by noon to upload your data in Level 0



Regents Courses

Remember there are no longer Regents or courses for Living Environment or Earth Science. All schools should have switched to Life Science: Biology and Earth & Space Science.

****With the newsletter is attached a document with all the state course and NCEA codes for your Regents courses.****

New Teachers

Do you have new teachers starting in September? Have them check out the training videos and documents below on how to use Teacher Connect

[Teacher Connect Training Videos](#)

Teachers can view videos created by eSD in order to better understand the capabilities of Teacher Connect

