

# Pre-Transition For Feeder Schools

**Start time: 10:00 AM**

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You can use the following numbers to dial in:

Victoria: **1-778-401-6245** | Vancouver: **1-604-449-4460**

Kelowna: **1-236-361-9865** | Whitehorse: **1-867-457-0197**

Conference ID: **685 930 782#**

During the calls, press **\*6 to mute** your phone, or **\*7 to un-mute**

To preview the slides: use the *navigation arrows* at the top left and use *click to presenter* when done

# What are we talking about today?

- **What is Pre-Transition?**
- **Pre-Transition Workflow**
- **What do the Feeder Schools need to see?**

# What is Pre-Transition

- Pre-Transition is student data prep for the End of Year Rollover process in August
- Using specific fields in the student demographics.
- The data tells the EOYR process what should happen with a student during transition
- Some fields facilitate next year prep

Next  
School  
Value

Next  
Homeroom

To be  
Graduated

Withdraw

# What is EOYR?

- End of Year Rollover runs for one week in August.
- Student Records are adjusted per the settings in the Pre-Transition field set at the school level.
- School View>Student Top Tab>Pre-Transition Field Set
- EOYR
  - Graduate students runs first
  - Runs next on students with an enrollment status of Active and Active No Primary



# Student Movement

- Students can be withdrawn, or withdrawn and transferred to a new school over EOYR using settings in the Pre transition field set.
- Next Year students can be confirmed by using Student Top Tab, filtering for Next Year, using the PreTransition Field Set and sort by School >Name column to see where they are coming from.

# Where to look at the data?

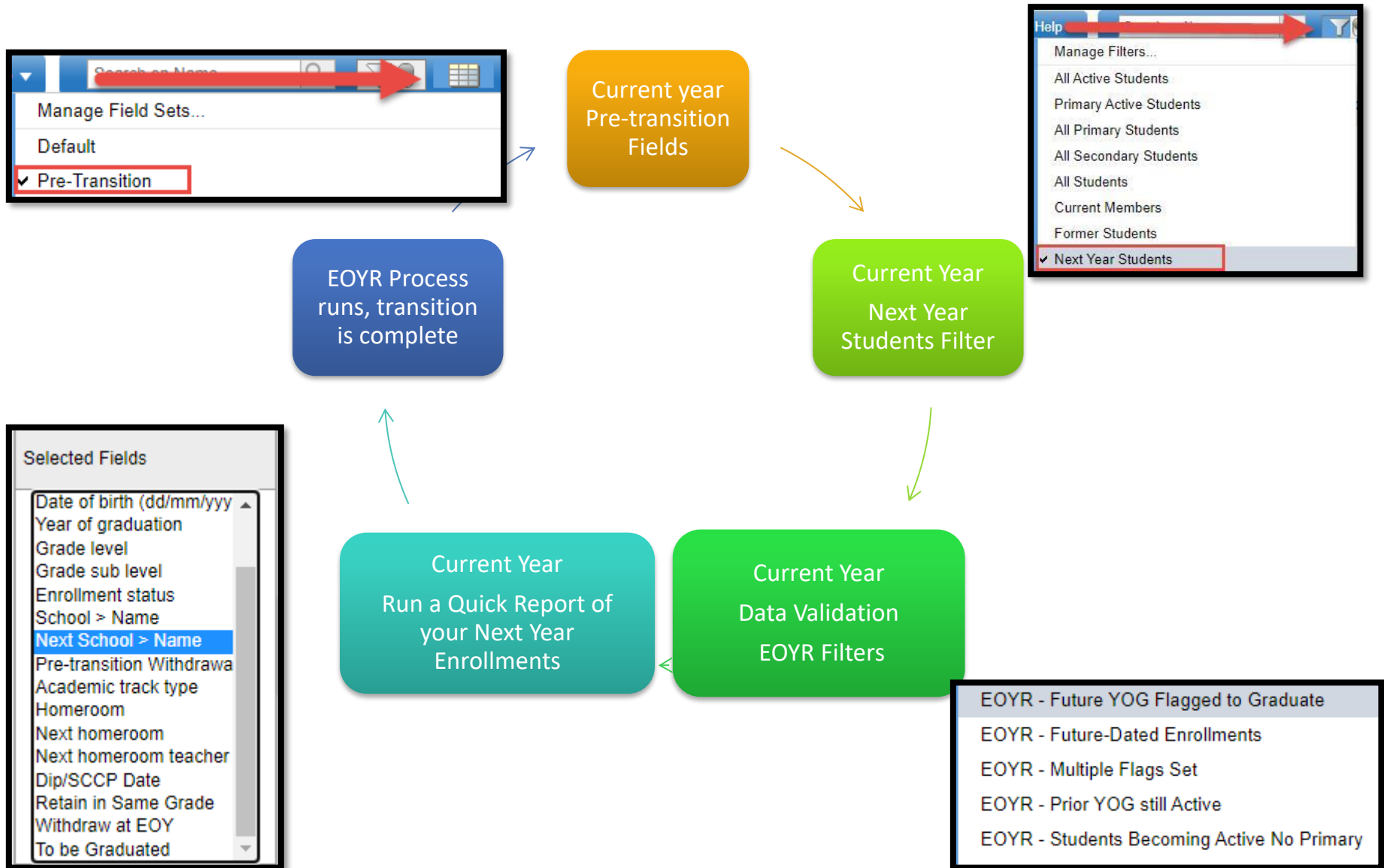
- School View>Student Top Tab
  - Filters
    - Next Year Students
    - Pre Reg Students
  - Field Sets
    - Pretransition Field Set
- District View>Student Top Tab
  - Filters
    - Next Year Students
  - Field Sets
    - Pretransition Field Set

# Next Skl> Name Column

Assigning a next school value using the NextSkl> Name Column to students facilitates the following:

- Makes the student available in the build view for next year scheduling
- New school can see designated students that are coming to their school
- Causes students to display in the Next Year Students filter for determining enrollment numbers

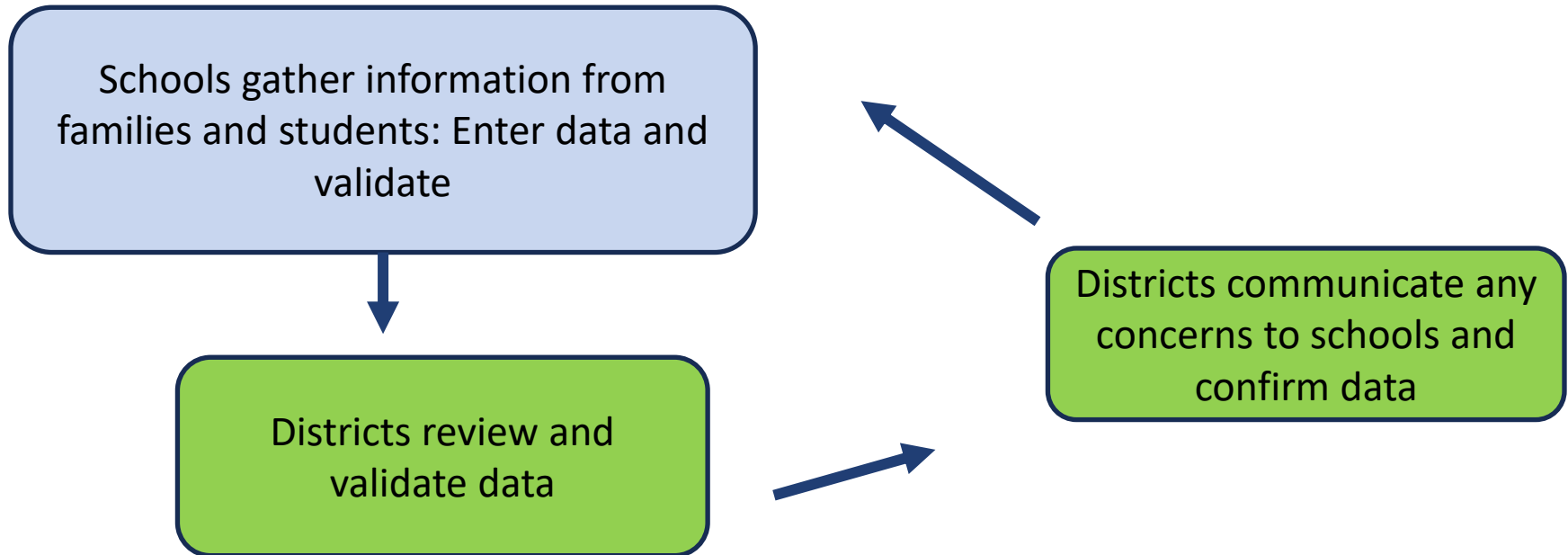
# Pre-Transition Workflow Tools- Student TT





# District Pre-Transition Workflow

## Working the List



# Pre-Transition Reminders

- Primary Schools are responsible for the Pre-Transition setting data
- Pre-Transition settings are used in End of Year Rollover (EOYR) and Build view Scheduling
- Setting accuracy for each student is important
  - student ends up in the correct school(s)
  - with the correct enrollment status

# Pre-Transition Field Set

- Values in many columns of the Pre-Transition field set are static and carry forward year after year.
- The values must be validated for accuracy for the coming End of Year Rollover.
- Schools/Districts may choose to mass update or delete the information prior to starting the Pre-Transition process.

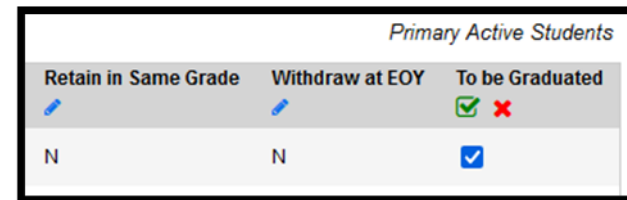
# Things to Know

- Mass Update and Modify List functions can only be performed on Primary Active students. Set the filter to Primary Active Students if you intend to use these functions.
- Mass Update and Modify List functions for primary students only (use filters)
- Only one Movement Flag per student
- Cannot use Next School field and a Flag

# Movement Flag Fields

## Changes coming

- Field validations to only allow one pre-transition flag setting for each student in the 'Retain Grade', 'Withdraw', and 'To be Graduated' fields Clear the pre-transition settings in the 'Retain Grade', 'Withdraw', 'To be Graduated'



The screenshot shows a table with three columns: 'Retain in Same Grade', 'Withdraw at EOY', and 'To be Graduated'. Each column has a blue pencil icon for editing. The 'To be Graduated' column also has a green checkmark and a red 'X' icon. The data row shows 'N' for the first two columns and a checked checkbox for the third.

Retain in Same Grade	Withdraw at EOY	To be Graduated
N	N	<input checked="" type="checkbox"/>

# Grade 12 Students

- NextSkl > Name: Only populate for a grade 12 student who is moving to another primary school next year.
- Next Homeroom and Next HR teacher: Not applicable to grade 12 students who are graduating.
- Diploma/SCCP Date: This field can be populated for Grade 12 students who are graduating or students completing their Evergreen Certification. This date prints on the PSR card for Graduation Requirements Met. There may be students in the list who already have a date populated and have returned to take additional courses.

# Grade 12 Students

- Only one of these settings may be used for a student at EOYR, and not all students will require one of these settings.
- RetainGrade:
  - Check this box only if the Grade 12 student is to be retained in the same grade and the EOYR process will add a year to the student YOG.
- Withdraw:
  - Checking this box is not necessary for students who are in Grade 12 and are graduating, the 'to be graduated' checkbox is also a withdrawal.
- To be Graduated:
  - Check this box for all graduating students not returning or continuing in another school.

Primary Active Students		
Retain in Same Grade	Withdraw at EOY	To be Graduated
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
N	N	<input checked="" type="checkbox"/>

# Student Movement Scenarios Grid

	Student Movement	Next School	Diploma Granted Date	Only <u>one</u> of these settings may be used		
				RetainGrade checkbox	Withdraw checkbox	To be Graduated
A	Student is staying in the same school.	X – same school				
B	Student moving to another MyEd BC school.	X				
C	Student moving out of province, out of country, or to a non-MyEd BC school.				X	
D	Pre-Admit student for next school year	X – same school				
E	Student withdrawing from their primary school, but continuing a secondary school association with another school. Student status will be <b>Active no Primary</b> .				X – Primary School	
	Grade 12 Student Movement	Next School	Diploma Granted Date	Only <u>one</u> of these settings may be used		
				RetainGrade checkbox	Withdraw checkbox	To be Graduated
12A	Grade 12 student who is graduating.		X			X
12B	Grade 12 student who is graduating but returning for additional courses next year.	X	X	X		
12C	Grade 12 student who is graduating but has continuing course(s) and secondary association to a secondary school. Student status will be <b>Active no Primary</b> .		X			X
12D	Grade 12 student who is NOT graduating and is returning to the same school next year.	X – same school		X		
12E	Grade 12 student who is NOT graduating and is moving to a different school next year.	X		X		
12F	Grade 12 student who is NOT graduating and is discontinuing schooling.				X	



# Use the Grid – Share the Grid

- Where is the Student Movement Grid?
  - MyEducationBC.info > School User Resources > End of Year Rollover
    - Section 2.5 - Student Movement Scenarios
  - L1 Information Station > Resources and Recordings > EOYR and Pre-Transition > EOYR Student Movement table only
    - Word version of Grid
    - Districts can customize and distribute

# Feeder Schools before EOYR

Abbotsford Middle School 2024-2025

Pages School **Student** Staff Attendance Conduct Grades Assessment Schedule Extracurriculars Global Tools Admin

Student List

Options Reports Help Search on Name

0 of 477 selected

<input type="checkbox"/>	Name	Pupil #	Alerts	DOB	YOG	Grade	Grade sub level	EnrStatus	School > Name	NextSki > Name
<input type="checkbox"/>						06		Active	William A. Fraser Middle	Abbotsford Middle School
<input type="checkbox"/>						05		Active	Centennial Park Elementary	Abbotsford Middle School
<input type="checkbox"/>						05		Active	Alexander Elem - Abbotsford	Abbotsford Middle School
<input type="checkbox"/>						05		Active	Alexander Elem - Abbotsford	Abbotsford Middle School
<input type="checkbox"/>						05		Active	Alexander Elem - Abbotsford	Abbotsford Middle School
<input type="checkbox"/>						05		Active	Alexander Elem - Abbotsford	Abbotsford Middle School
<input type="checkbox"/>						05		Active	Alexander Elem - Abbotsford	Abbotsford Middle School
<input type="checkbox"/>						05		Active	Alexander Elem - Abbotsford	Abbotsford Middle School

Student Top Tab

Next Year Filter

Pretransition Field Set

# EOYR – End of Year Rollover Process

End of Year Rollover has two parts that perform the following actions:

## **Graduate Seniors runs first:**

- Graduates Active and Active no Primary students with a YOG in the current year and the 'to be graduated' indicator a status of Graduate and a withdrawal code of "Graduated - Dogwood".
- These students will still have a grade of 12.

# EOYR – End of Year Rollover Process

## **End of Year Rollover runs next on students with an enrollment status of Active and Active No Primary:**

- Students registered with a Pre-Reg status become Active.
- Moves students to their next school, creating a withdraw record for their current school and an entry record for the new school.
- Increases the YOG by +1 for students with the indicator 'RetainGrade' so they remain in the same grade for the new school year.
- Withdraws students with the indicator Withdraw checked
- Assigns a new grade level based on YOG
- Populates the student Homeroom with the Next Homeroom field if entered

# Demonstration



# Questions and Answers

