Notifications Quick Reference Grid

Your district and building notification setup options determine which notifications are available in eSchoolPLUS.

Package	Category	Notification	This notification is generated when:	This notification can be activated by:	eSchoolPLUS Security	eSP User w/ Security	Counselor	Activity Advisor	SSP Plan Manager	Disciplinarian	Homeroom Teacher	Course Teacher	Student Competency	SSP Goal Manager	SSP Interventionist	Additional notes about who can receive this notification:
						eSchoolPLUS					**TAC**					
REG	NEWSTUDENT	New Student Enrolled	A new student is added to your school building during the regular school year as "Active" or "Preregistered" AND with one of the entry codes specified in the Notifications Building Setup. OR A previously inactive student has been made active again in your building with one of the entry codes specified in the Notifications Building Setup.	Registration > Entry & Reports > Student > Add Student Registration > Entry & Reports > Student Demographic > Entry/Withdrawal or in the Enrollment Online application after the registrar accepts the student enrollment information	REG-MAINT-DEMOGRAPH	X										1. eSP user with security for reg.building for student
REG	NEWSTUDENTDISC	Student Re-enrolled with Discipline Offenses	A previously inactive student who was involved in a discipline incident as an offender within the previous or current school year has been made active again in your building with one of the incident codes specified in the Notifications Building Setup.	Registration > Entry & Reports > Student Demographic > Entry/Withdrawal	DISC-MAINT-INCIDENT	X										1. eSP user with security for reg.building for student
REG	WITHDRAWAL	Student Withdrawn	An active student in the regular school year has been made inactive with one of the withdrawal codes specified in the Notifications Building Setup.	Registration > Entry & Reports > Student Demographic > Entry/Withdrawal	REG-MAINT-DEMOGRAPH	X										1. eSP user with security for reg.building for student
REG	NEWSTUDENTSMR	New Summer School Student Enrolled	A new student is added to your school building during the summer school year as "Active" with one of the entry codes specified in the Notifications Building Setup. OR A previously inactive student has been made active again in your building with one of the entry codes specified in the Notifications Building Setup.	Registration > Entry & Reports > Student > Add Student Registration > Entry & Reports > Student Demographic > Entry/Withdrawal	REG-MAINT-DEMOGRAPH	X										1. eSP user with security for reg.building for student
REG	WITHDRAWALSMR	Student Withdrawn From Summer School	An active student in the summer school year has been made inactive with one of the withdrawal codes specified in the Notifications Building Setup.	Registration > Entry & Reports > Student Demographic > Entry/Withdrawal Registration > Utilities > Tools > Mass Withdraw Students	REG-MAINT-DEMOGRAPH	X										1. eSP user with security for reg.building for student
REG	HRMPRIMARY	Student's Primary Homeroom Changed	A different room is selected in the Primary Homeroom field.	Registration > Entry & Reports > Student Demographic > Registration or the Utilities Mass Update programs (e.g., Registration > Utilities > Tools or Registration > Utilities > Mass Update) or the Advanced Search/Update option Note: Any Mass Update option could create many notifications	N/A						X					1. Current homeroom teacher 2. Substitute Teacher
REG	HRMSECONDARY	Student's Secondary Homeroom Changed	A different room is selected in the Secondary Homeroom field.	Registration > Entry & Reports > Student Demographic > Registration or the Utilities Mass Update programs (e.g., Registration > Utilities > Tools or Registration > Utilities > Mass Update) or the Advanced Search/Update option or the Advanced Search Note: Any Mass Update option could create many notifications	N/A						X					1. Current homeroom teacher 2. Substitute Teacher
REG	COUNSELOR	Student's Counselor Assignment Changed	A counselor is added or removed in a student's registration record for the current school year.	Registration > Entry & Reports > Student Demographic > Registration or the Advanced Search or the Utilities Mass Update programs (e.g., Registration > Utilities > Tools or Registration > Utilities > Mass Update) or the Advanced Search/Update option Note: Any Mass Update option could create many notifications	N/A		X									1. Current counselor 2. Old counselor
REG	COUNSELORSUMMER	Student's Summer School Counselor Assignment Changed	A counselor is added or removed in a student's registration record for summer school.	Registration > Entry & Reports > Student Demographic > Registration or any place where the Summer School Counselor can be mass updated Note: Any Mass Update option could create many notifications	N/A		X									1. Current counselor 2. Old counselor

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REG	ELIGIBILITY	Student's Eligibility Status Changed	Eligibility status for a student changes, either from Eligible to Ineligible or from Ineligible to Eligible.\n\nEligibility status is maintained on the Academic page and determines whether students are eligible to participate in activities in the current MP.\n\nA new filter was added to the District/Building Notification setup pages. A value must be placed into the Notifications Building Setup for the Eligibility notification in order for the notification to be sent.	Registration > Entry & Reports > Eligibility Calculation options\n\nor in Registration > Entry & Reports > Student Demographic > Activities\n\nThis notification can also be triggered by any calculation like ATT, RC, IPR etc. that has Criteria associated to update the overall eligibility status.\n\nNote: A calculation also has the possibility of generating many notifications	REG-MAINT-ACADEMIC	X		X								1. eSP user with security 2. Activity teacher(s) for activities concerned about eligibility in current MP. 3. Substitute Teachers
REG	CONTACT	Contact Information Updated	Contact information has been updated for a student or the student's contacts, as follows:\n\n Student - phone number, address, or email address\n Living With - phone number, address, or email address\n\nNote: This notification is triggered only by updates to phone, email, and address information; not when a new contact or student is added.	Registration > Entry & Reports > Student Demographic > Addresses\n\nor Registration > Entry & Reports > Student Demographic > Contacts\n\nor any Mass Update program that updates these fields\n\nor Enrollment Online\n\nNote: Any Mass Update option could create many notifications	REG-MAINT-EMERGENCY	X		X			X	X	X	X	X	1. eSP user with security 2. Substitute Teachers 3. Secondary Teachers
REG	ESPSTUIEP	Student's IEP Field Changed	The IEP box has been checked or unchecked on a student's Personal Information page.\n\nNote: This is not sent when a code is selected or changed in the IEP Status field.\n\nNote: Only users with the private security resource required for this information in addition to any other required message security can receive this notification.	Registration > Entry & Reports > Student Demographic > Personal\n\nor the Utilities Mass Update programs\n\nor the Advanced Search\n\nA program update of the field will also send a notification.\n\nNote: Any Mass Update option could create many notifications	REG-PRIVATE-FLDIEP	X		X			X	X	X	X	X	1. eSP user with security (IEP private security PLUS any other message security) 2. Substitute Teachers 3. Secondary Teachers
REG	504PLAN	Student's 504 Plan Status Changed	504 Plan information has been updated for a student on the student's Personal page, Programs page, or in entry/withdrawal.\n\nNote: Only users with the private security resource required for this information in addition to any other required message security can receive this notification.	Registration > Entry & Reports > Student Demographic > Personal\n\nor the Utilities Mass Update programs\n\nor the Advanced Search\n\nA program update of the field will also send a notification\n\nNote: Any Mass Update option could create many notifications	REG-PRIVATE-FLD504PLAN	X		X			X	X	X	X	X	1. eSP user with security (private security PLUS any other message security) 2. Substitute Teachers 3. Secondary Teachers
REG	CLASSIFICATION	Student's Classification Status Changed	Classification Status information has been updated for a student on the student's Personal page, Programs page, or in entry/withdrawal.\n\nNote: Only users with the private security resource required for this information in addition to any other required message security can subscribe to this notification.\n\nA new filter was added to the District/Building Notification setup pages. A value must be placed into the Notifications Building Setup for the Classification notification in order for the notification to be sent.	Registration > Entry & Reports > Student Demographic > Personal\n\nor the Utilities Mass Update programs\n\nor the Advanced Search\n\nA program update of the field will also send a notification\n\nNote: Any Mass Update option could create many notifications	REG-PRIVATE-FLDCLS	X		X			X	X	X	X	X	1. eSP user with security (private security PLUS any other message security) 2. Substitute Teachers 3. Secondary Teachers

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REG	MEDALERT	Student Medical Alerts Changed	Medical Alerts information has been updated for a student on the student's Emergency page. Note: Only users with the private security resource required for this information in addition to any other required message security can subscribe to this notification. Notifications are not generated for alerts with sensitive codes. A new filter was added to the District/Building Notification setup pages. A value must be placed into the Notifications Building Setup for the MEDALERT notification in order for the notification to be sent.	Registration > Entry & Reports > Student Demographic > Emergency	REG-PRIVATE-FLDMED	X		X			X	X	X	X	X	1. eSP user with security (private security PLUS any other message security) 2. Course Teacher 3. Substitute Teachers 4. Secondary Teachers (notifications are not generated for sensitive codes)
REG	MEDDISABILITY	Student Disability Information Changed	Disability information has been updated for a student on the student's Emergency page. Note: Only users with the private security resource required for this information in addition to any other required message security can subscribe to this notification. Notifications are not generated for disabilities with sensitive codes. A new filter was added to the District/Building Notification setup pages. A value must be placed into the Notifications Building Setup for the MEDDISABILITY notification in order for the notification to be sent.	Registration > Entry & Reports > Student Demographic > Emergency	REG-PRIVATE-FLDDIS	X		X			X	X	X	X	X	1. eSP user with security (private security PLUS any other message security) 2. Course Teacher 3. Substitute Teachers 4. Secondary Teachers (notifications are not generated for sensitive codes)
REG	ATRISK	Student's At-Risk Status Changed	Overall At-Risk Status information has been updated for a student on the student's At-Risk page, Personal page, Programs page, or in entry/withdrawal. Note: Only users with the private security resource required for this information in addition to any other required message security can subscribe to this notification.	Registration > Entry & Reports > Student Demographic > Personal or Interventions > All > Student > At Risk Detail or Interventions > All > At Risk Options or the Utilities Mass Update programs or the Advanced Search A program update of the field will also send a notification Any calculation (RC,ATT,IPR etc.) that updates the students overall at risk will also generate a notification Note: Any Mass Update option could create many notifications Calculations also have the potential of creating many notifications	REG-PRIVATE-FLDATRISK	X										1. eSP user with security (private security PLUS any other message security)
REG	STAFFCHANGE	New Staff Building or Staff Status Changed	A New Staff Building has been added to a staff member's Staff District Information record. OR A staff member's Status for a building has been changed from A - Active to I - Inactive or from I - Inactive to A - Active.	Scheduling > Courses > Resources > Staff	REG-SETUP-STAFF	X										1. eSP user with Security
ATT	ATTISSUES	Student Exceeded Number of Absences/Tardies	Student absence/tardy count matches the number of absences/tardies specified in the attendance notification criteria when the attendance calculation is run.	Running the Attendance Criteria Calculation and the Send Communications Programs based on Criteria Note: These calculations could generate many notifications	ATT-MAINT-RECORDS	X	X		X							1. eSP user with Security 2. Counselor 3. SSP Coordinator
ATT	ATTENDANCEDUE	Submission is Missing for Attendance	The Attendance Missing Submission calculation is run.	Attendance > All > Reports > Missing Submission Administration > General Setup > PLUS 360 Notifications > Building Notifications > Attendance Panel > Submission Is Missing for Attendance							X	X				1. Course teacher responsible for attendance 2. Homeroom teacher (if HR attendance is taken) 3. Substitute Teacher (Note: The admin logic to send full report has NOT changed)

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MED	NURSEVISIT	Nurse Visit	A student is checked in or out of an office visit with the nurse in the Medical Center Daily Log. In order for this notification to be sent, a value (in minutes) **must** be entered in the Notification Time field on the Notifications Building Setup page. When a student checks in or out of an office visit, this notification is sent to subscribed teachers of the student's current class at check in/out time and teachers of the student's next class if the next class begins within the number of minutes specified in the Notification Time field on the Notifications Building Setup page. For example, if 15 (minutes) is entered in the Notification Time field, and the nurse checks in a student at 1:00 pm, the system would send a notification to subscribed teachers of the student's classes that meet between 1:00 pm and 1:15 pm on that day. • If the nurse checks in the student at 1:00 pm, the "check in" notification would be sent to the teacher of any class that the student is scheduled to be in from 1:00 pm through 1:15 pm. • If the nurse checks out the student at 1:16 pm, the "check out" notification for that student would be sent to the teacher of any class that the student is scheduled to be in from 1:16 pm through 1:31 pm. • Depending on the check in/check out times, the same teacher may receive both the check in and check out notification; or the teacher of the student's current and next class may receive one or both of the notifications.	Medical > All > Office > Daily Log Medical > All > Student > Office Visit								X				1. Course teacher of current course 2. Course teacher that has student next (depending on time in the Building Setup) 3. Substitute Teacher 4. Secondary Teacher
MED	IMMUNIZATION	Student's Immunization Is Out of Compliance	The Immunization Validation calculation is run and identifies student immunization data that does not comply with the criteria specified in the immunization schedule.	Running the Medical > All > Utilities > Validate Immunizations option based on Criteria or running the Medical > All > Communications > Send Communications program based on Criteria These calculations could generate many notifications	MED-MAINT-IMMUN	X										1. eSP user with security
DISC	DISCREFERRAL	Conduct Referral Returned to Teacher	A conduct referral is returned to a teacher to suggest other actions to take or to request additional information.	1. Select Interventions > All > Office > Behavior Referrals. 2. On the Conduct Referral Search page, click the appropriate link in the Type column to display the referral. 3. In the Action field in the Administrative Actions panel, select Return. 4. In the Notes field, provide any feedback you feel is appropriate, or enter a request for additional details on the issue. 5. Click Save. The issue's status is set to Returned.	N/A						X*	X*	X*			Staff who created conduct referral *refers to the specific staff member only - not sent to all automatically
DISC	DISCCODE	Student Involved in Discipline Incident	A student has been added to or removed from a discipline incident as an Offender, Victim, or Witness.	Interventions > All > Office > Incident Detail or Interventions > All > Student > Behavior Incidents	DISC-MAINT-INCIDENT	X										1. eSP user with security
DISC	DISCREPORTED	Discipline Incident Reported	A record of a discipline incident has been added or deleted. If the person who reported the incident is a staff member, the notification includes the name of the staff member. If the person who reported the incident is not a staff member, the notification does not include the name of the non-staff member.	Interventions > All > Office > Incident Detail or Interventions > All > Student > Behavior Incidents	DISC-MAINT-INCIDENT	X										1. Staff member (in either eSP - if listed) or (TAC if teacher only)
DISC	DISCACTION	Student Discipline Action Assigned	When an offense action has been assigned or changed in the Actions panel on the Offender Detail page. Handles both by occurrence and duration.	1. Select Interventions > All > Office > Incident Detail 2. On the Offenders Panel, click (Detail Page) for the offender. 3. On the Offender Detail page, click (Add) in the Actions panel. 5. Select an Action Code in the drop-down. A new section displays for the selected action. 6. Complete the action fields as needed. 7. Click (Save).			X					X				1. Course teacher on day of action 2. Counselor 3. Secondary Teacher 4. Substitute Teacher

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| | | | | | | | Who can get this? | | | | | | | | | |
| | | | | | eSchoolPLUS Security | | eSchoolPLUS | | | | | TAC | | | | | |
Package	Category	Notification	This notification is generated when:	This notification can be activated by:	eSchoolPLUS Security	eSP User w/ Security	Counselor	Activity Advisor	SSP Plan Manager	Disciplinarian	Homeroom Teacher	Course Teacher	Student Competency	SSP Goal Manager	SSP Interventionist	Additional notes about who can receive this notification:
MR	RCSCORESDUE	Submission is Missing for Report Card Marks	The Report Card Missing Submission calculation is run.	Mark Reporting > Entry & Reports > Report Card Reports > Missing Submission Administration > General Setup > PLUS 360 Notifications > Building Notifications								X				1. Course Teachers out of compliance 2. Substitute Teacher (Note: Existing logic that sends email to admins of full report has NOT changed)
MR	IPRSCORESDUE	Submission is Missing for Interim Progress Marks	The Interim Progress Missing Submission calculation is run.	Mark Reporting > Entry & Reports > Progress Reports > Missing Submission Administration > General Setup > PLUS 360 Notifications > Building Notifications								X				1. Course Teachers out of compliance 2. Substitute Teacher (Note: Existing logic that sends email to admins of full report has NOT changed)
MR	SCSCORESDUE	Submission is Missing for Student Competency	The Competency Missing Submission calculation is run.	Mark Reporting > Entry & Reports > Report Card Reports > Competency Missing Submission Administration > General Setup > PLUS 360 Notifications > Building Notifications									X			1. Course Teachers out of compliance 2. Substitute Teacher (Note: Existing logic that sends email to admins of full report has NOT changed)
SSP	SSPGOAL	SSP Goal Manager Assignment Changed	A staff member is added or removed as the Goal Manager for a student's Success Plan. *Note: Only teachers being added or removed receive the notification. A counselor may receive this notification if the counselor is one of the teachers being added or removed.	Interventions > All > Student > Student Success Plans or Interventions > All > Office > Success Plan Summary > click (Expand) to display a student's plans, then click a Plan Title link	N/A		X*							X		1. New teacher(s) who are assigned 2. Old teacher(s) who was/were removed 3. Student counselor IF a staff ID in list being changed
SSP	SSPINT	SSP Intervention Progress Assignment Changed	A staff member is added or removed to enter intervention progress for a student's Success Plan. *Note: Only teachers being added or removed receive the notification. A counselor may receive this notification if the counselor is one of the teachers being added or removed.	Interventions > All > Student > Student Success Plans or Interventions > All > Office > Success Plan Summary > click (Expand) to display a student's plans, then click a Plan Title link	N/A		X*								X	1. New teacher(s) who are assigned 2. Old teacher who was/were removed 3. Student counselor IF a staff ID in list being changed
SSP	SSPREFERRAL	SSP Referral Returned	A Success Plan Referral is returned to a teacher for more information or additional action.	Not Applicable in eSchoolPLUS 4.0: Planned for 4.0 SP 1 In eSchoolPLUS 3.1, this notification is activated by: 1. Select Success Plan Center > Success Plan Referrals > click an Issue Type link 2. Click Resolve/Return 3. Enter notes in the Resolve/Return window 4. Click Send to Teacher							X*	X*	X*			Staff who sent referral * refers to the specific staff only - not sent automatically to all
SSP	SSPPROGDUE	SSP Monitoring Due	The due date for intervention progress to be reported for a student's Success Plan is due within the number of days specified in the Progress Frequency and date fields on the Intervention Detail page (Interventions > All > Office > Success Plan Summary > click (Expand) to display a student's plans, then click a Plan Title link click New in Interventions section or click an intervention link) Notifications are not generated for interventions with sensitive codes.	Run this task through the Building Notification Setup page Administration > General Setup > PLUS 360 Notifications > Building Notifications > Success Plan Panel > SSP Monitoring Due > Set Up Task These calculations could generate many notifications.	SSP-MAINT-SUCPLAN	X									X	1. Staff responsible for intervention progress

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SSP	SSPPROGOVERDUE	SSP Monitoring Overdue	The calculation is run and intervention progress for a student's Success Plan has not been entered within the number of days specified in the Values column for this notification on the Notifications Building Setup page. Notifications are not generated for interventions with sensitive codes.	Administration > General Setup > PLUS 360 Notifications > Building Notifications > Success Plan Panel > SSP Monitoring Overdue > In X Number of Days These calculations could generate many notifications	SSP-MAINT-SUCPLAN	X			X						X	1. eSP Plan Manager 2. Staff responsible for intervention progress 3. eSP Users with correct access
SCHD	COURSEADDDROP	Student Added to/Dropped from Scheduled Course	A student is added to a scheduled course or is dropped from a scheduled course. Scheduling > Student Schedules > Student > Schedule Entry > On Keep* (*Entry, Mass Entry, and Grid are combined) Scheduling > Student Schedules > Student Scheduler > Schedule Students (May result in many notifications) Registration > Entry & Reports > Student Demographic > Entry/Withdrawal > Drop Schedule (Course Teacher receives the Withdrawal notification, but not the Course Add/Drop) Scheduling > Student Schedules > Student > Schedule Entry > Clear option on Entry screen (no notification will be generated) Scheduling > Student Schedules > Student Utilities > Scheduled Course Load/Unload/Lock Erase - Load: Notification will be generated - Mass Unload: No notification will be generated - Mass Replace: No notification will be generated - Erase: No notification will be generated Registration > Tools > Utilities > Mass Withdraw Students - Withdrawal notification is received, but not the Course Add/Drop Whiteboard Sends notification on Add, but not Drop (Drop is like the Clear option, which does not generate a notification)	Add a course: 1. Select Scheduling > Student Schedules > Student > Schedule Entry > select a student 2. In the Schedule List panel, click (Add); enter the course information, then click (Save). Drop a course: 1. Select Scheduling > Student Schedules > Student > Schedule Entry > select a student. 2. On the Schedule Entry page, click the course description link of the course to be dropped. 3. Enter the Date Dropped in the Course Information section of the Student Course page. To keep a record, the date must be on or after the first membership day of school. Note: Do not update the marking periods to indicate that the student was not in the course for the marking periods after the course-section was dropped. 4. Click Save to return to the Schedule Entry page and view your modeled schedule. You can then add or drop another course, if desired. 5. When you have finished dropping courses, you can keep or discard the model schedule. - If you click Keep, the model is saved as a real schedule and the Schedule Entry page displays. - If you click Discard, the application displays a confirmation dialog. Click Yes to delete the model. The previous schedule for the student displays.								X				1. Teacher of course added for current MP 2. Teacher of course dropped for current MP

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SCHD	COURSEADDDROPSM	Student Added to/Dropped from Scheduled Course	A student is added to a scheduled course or is dropped from a scheduled course. Scheduling > Student Schedules > Student > Schedule Entry > On Keep* (*Entry, Mass Entry, and Grid are combined) Scheduling > Student Schedules > Student Scheduler > Schedule Students (May result in many notifications) Registration > Entry & Reports > Student Demographic > Entry/Withdrawal > Drop Schedule (Course Teacher receives the Withdrawal notification, but not the Course Add/Drop) Scheduling > Student Schedules > Student > Schedule Entry > Clear option (no notification will be generated) Scheduling > Student Schedules > Student Utilities > Scheduled Course Load/Unload/Lock Erase - Load: Notification will be generated - Mass Unload: No notification will be generated - Mass Replace: No notification will be generated - Erase: No notification will be generated Registration > Utilities > Tools > Mass Withdraw - Withdrawal notification is received, but not the Course Add/Drop Whiteboard Sends notification on Add, but not Drop (Drop is like the Clear option, which does not generate a notification)	**In the Summer School Environment:** Add a course: 1. Select Scheduling > Student Schedules > Student > Schedule Entry > select a student 2. In the Schedule List panel, click (Add); enter the course information, then click (Save). Drop a course: 1. Select Scheduling > Student Schedules > Student > Schedule Entry > select a student. 2. On the Schedule Entry page, click the course description link of the course to be dropped. 3. Enter the Date Dropped in the Course Information section of the Student Course page. To keep a record, the date must be on or after the first membership day of school. Note: Do not update the marking periods on the Scheduling tab to indicate that the student was not in the course for the marking periods after the course-section was dropped. 4. Click Save to return to the Schedule Entry page and view your modeled schedule. You can then add or drop another course, if desired. 5. When you have finished dropping courses, you can keep or discard the model schedule. - If you click Keep, the model is saved as a real schedule and the Schedule Entry page displays. - If you click Discard, the application displays a confirmation dialog. Click Yes to delete the model. The previous schedule for the student displays.								X				1. Teacher of course added for current MP 2. Teacher of course dropped for current MP
	IEPELIG	Student Found Eligible	Add or update Enrollment Type or Start Date.	New/Existing Record: Enrollment record with Start Date, no End Date, no Exit Reason. Data Check: Look for the previous Enrollment Record that has the same Enrollment Type with an End Date and an Exit Reason. Data Check: If there are no previous Enrollment Records, then send notification. General Rule: If Enrollment Type or Date change, then trigger the rule, no other field updates would trigger it.												Your district determines who is able to subscribe to this option at the administrative level within IEPPLUS. Authorized users can then manage their notification subscription settings.
	IEPDIS	Student Has a Disability	Add or update New Disability or existing Disability record without adding an End Date.	Active Students only. Send Message: New Disability or existing Disability record is added/updated without an End Date. This applies to all Disability records, regardless of Alternate Codes. Insert/Update Record: The trigger fires for a Disability with a blank End Date.												Your district determines who is able to subscribe to this option at the administrative level within IEPPLUS. Authorized users can then manage their notification subscription settings.
	IEPNOTELIG	Student Found Not Eligible	Add or update Enrollment record with an End Date and Inactivation Reason with Alternate Code = DNQ (Did Not Qualify).	A new Enrollment or existing Enrollment record is added/updated with an End date and Inactivation Reason (Alternate Code = DNQ).												Your district determines who is able to subscribe to this option at the administrative level within IEPPLUS. Authorized users can then manage their notification subscription settings.

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	IEPMEETING	Meeting (Re)Scheduled for Student	New meeting scheduled or meeting date was changed.	New Record: Trigger fires during the creation of a new Meeting record. Update Record: Trigger fires when a date change occurs in the Meeting record.												Your district determines who is able to subscribe to this option at the administrative level within IEPPLUS. Authorized users can then manage their notification subscription settings.
	IEPINVITE	Invited to Meeting	An attendee is added, edited or deleted and the meeting record is not finalized.	Send message: An attendee is added to the meeting attendees; disregard finalized records (add/update of meetingattendee table). Send message: The removal of an attendee from a meeting record (deletion from the meeting attendee table).												Your district determines who is able to subscribe to this option at the administrative level within IEPPLUS. Authorized users can then manage their notification subscription settings.
	IEPFINALIZED	Student's Form (e.g., IEP) Has Been Finalized	Finalization or re-finalization of an active student's IEP, Evaluation or Reevaluation.	Finalization or re-finalization of an IEP, Evaluation, or Re-evaluation form (disregard the form's status: locked/unlocked).												Your district determines who is able to subscribe to this option at the administrative level within IEPPLUS. Authorized users can then manage their notification subscription settings.
	IEPREVISED	Student's Form (e.g., IEP) Has Been Revised/Amended	IEP, Evaluation, or Re-Evaluation form has been Revised or Amended.	Send notification when the IEP, Evaluation, or Re-Evaluation form has been Revised or Amended.												Your district determines who is able to subscribe to this option at the administrative level within IEPPLUS. Authorized users can then manage their notification subscription settings.
	IEPPLACEMENT	Student Has a Placement Program	Placement record is finalized or a change to the Start Date, End Date or assigned Program of a finalized record.	New Record: Trigger fires when a Placement record is finalized (PL_Finalized = True). Existing Record: Trigger fires when PL_Finished = True, and PL_Description and/or PL_Start_Date/PL_End_Date changes.												Your district determines who is able to subscribe to this option at the administrative level within IEPPLUS. Authorized users can then manage their notification subscription settings.
	IEPSTAFF	Staff Assignment Has Been Changed for a Student	Staff member is added/deleted or End Dated on a student's Placement, Service, Course or Associated Staff record.	The trigger will fire when a staff member is assigned to the student's Placement, Service, Course, or Associated Staff record. If a staff member has a default staff position, the logic should pull the specific staff position chosen, not the default staff member's position. The trigger will fire when a staff member is removed from the student's Placement, Service, Course, or Associated Staff record. The trigger will fire when a staff member is no longer assigned to the student's Placement, Service, Course, or Associated Staff record (the staff member has an End Date).												Your district determines who is able to subscribe to this option at the administrative level within IEPPLUS. Authorized users can then manage their notification subscription settings.
	IEPINACTIVATED	Student Has Been Inactivated	Enrollment Start Date, End Date and Inactivation Reason are not blank (Inactivation Reason other than DNQ).	The trigger fires when the Enrollment record End Date is not null, Start Date is not null, and Inactivation Reason is not null.												Your district determines who is able to subscribe to this option at the administrative level within IEPPLUS. Authorized users can then manage their notification subscription settings.

Notifications Quick Reference Grid

Your district and building notification setup options determine which notifications are available in eSchoolPLUS.

Package	Category	Notification	This notification is generated when:	This notification can be activated by:	eSchoolPLUS Security	eSP User w/ Security	Counselor	Activity Advisor	SSP Plan Manager	Disciplinarian	Homeroom Teacher	Course Teacher	Student Competency	SSP Goal Manager	SSP Interventionist	Additional notes about who can receive this notification:
	IEPEVENT	An Event Has Occurred for a Student	Creation of an Event record or a change to an event Start Date or End Date.	New Record: Fire Trigger upon the creation of an Event record. Update Record: Fire the trigger if the Start Date and/or End Date fields changes.												Your district determines who is able to subscribe to this option at the administrative level within IEPPLUS. Authorized users can then manage their notification subscription settings.
	IEPREFERRED	Student Has Been Referred	Referral record add or a change to the Referral Date or Referral Type. (Consent Date is NOT blank).	The trigger will fire if the Referral record has a Referral Date and a Referral Type.												Your district determines who is able to subscribe to this option at the administrative level within IEPPLUS. Authorized users can then manage their notification subscription settings.
	IEPENROLLED	Student Has Been Enrolled	New student added to IEPPLUS where the Enrollment Start Date is blank.	The trigger fires when the Enrollment record Type is not blank, has an Activation Date, and has no Start Date or End Date.												Your district determines who is able to subscribe to this option at the administrative level within IEPPLUS. Authorized users can then manage their notification subscription settings.
	IEPREEVALDUE	Evaluation/Re-evaluation Is Due for a Student	Evaluation/Reevaluation is coming due for an active student in the next x days (e.g., 5, 10 and 30 days) before the form End Date. Since reevaluation is done every 3 years, the system will calculate the End Date using the Start Date (plus 3 years minus one day) from the latest finalized Reevaluation Report; else the latest finalized Evaluation Report; else the most recent Important Date with an Alternate Code of 'Evaluation Completion Date' or similar. This logic will look for specific Forms and Important Date Alternate Codes based on the student's Enrollment (i.e., Gifted, 504 or Special Education),and get most recent date from either form or important date. 'Checkpoint' settings maintained in system notification options will determine the days before the End Date (e.g., 5, 10 and 30 days) on which the notification will be sent.	This logic uses Checkpoints. A checkpoint is the time frame (number of days) in which a certain date is calcluated from, in which the rule will run. Ex: if a value of 5 is entered into the Checkpoint, then the rule will fire 5 days before the Evaluation/Reevaluation is due. For active students only: check the latest finalized Reevaluation Report end date, else use the latest finalized Evaluation Report end date, else use the Important Date.												Your district determines who is able to subscribe to this option at the administrative level within IEPPLUS. Authorized users can then manage their notification subscription settings.
	IEPEVALEXPIRED	Evaluation/Re-evaluation Has Expired for a Student	Evaluation/Reevaluation for an active student has expired. Since reevaluation is done every 3 years, the system will calculate the 'date expired' using the Start Date (plus 3 years minus one day) from the latest finalized Reevaluation Report; else the latest finalized Evaluation Report; else the most recent Important Date with an Alternate Code of 'Evaluation Completion Date' or similar. This logic will look for specific Forms and Important Date Alternate Codes based on the student's Enrollment (i.e., Gifted, 504 or Special Education),and get most recent date from either form or important date.	For active students only: check the latest finalized Reevaluation Report end date, else use the latest finalized Evaluation Report end date, else use the Important Date. When this date is met or passed, then the rule will fire.												Your district determines who is able to subscribe to this option at the administrative level within IEPPLUS. Authorized users can then manage their notification subscription settings.

Notifications Quick Reference Grid

Your district and building notification setup options determine which notifications are available in eSchoolPLUS.

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Package	Category	Notification	This notification is generated when:	This notification can be activated by:	eSchoolPLUS Security	eSP User w/ Security	Counselor	Activity Advisor	SSP Plan Manager	Disciplinarian	Homeroom Teacher	Course Teacher	Student Competency	SSP Goal Manager	SSP Interventionist	Additional notes about who can receive this notification:
	IEPFORMDUE	Form (e.g., IEP) Is Due for a Student	IEP, 504 or Service Plan for an active student is coming due within x days (e.g., 5, 10 and 30 days) before the End Date of the most recent finalized form. Since plans are done annually, if no form is found, the system will calculate the End Date using the most recent Important Date with Alternate Code of 'Completion Date' or similar (plus one year minus one day). This logic will look for specific Forms and Important Date Alternate Codes based on the student's Enrollment (i.e., Gifted, 504 or Special Education),and get most recent date from either form or important date. 'Checkpoint' settings maintained in system notification options will determine the days before the End Date (e.g., 5, 10 and 30 days) on which the notification will be sent.	This logic uses Checkpoints. A checkpoint is the time frame (number of days) in which a certain date is calcluated from, in which the rule will run. Ex: if a value of 5 is entered into the Checkpoint, then the rule will fire 5 days before the Evaluation/Reevaluation is due. For active students only: check the latest finalized IEP, GIEP, 504, or Service Plan forms. If the form is within the Checkpoint criteria, then the rule will fire.												Your district determines who is able to subscribe to this option at the administrative level within IEPPLUS. Authorized users can then manage their notification subscription settings.
	IEPFORMEXPIRED	Form (e.g., IEP) Has Expired for a Student	IEP, 504 or Service Plan for an active student has expired (based on the End Date of the most recent finalized form). Since plans are done annually, if no form is found, the system will calculate the End Date using the most recent Important Date with Alternate Code of 'Completion Date' or similar (plus one year minus one day). This logic will look for specific Forms and Important Date Alternate Codes based on the student's Enrollment (i.e., Gifted, 504 or Special Education),and get most recent date from either form or important date.	The rule will fire when the most recent Finalized IEP, GIEP, 504, or Service Plan form end date has expired for an active student.												Your district determines who is able to subscribe to this option at the administrative level within IEPPLUS. Authorized users can then manage their notification subscription settings.
	IEPNOCONSENT	Student's Referral Does Not Have a Consent Date	Referral record add or update that does not include a Consent Date.	The trigger will fire when the Referral record does not have a Consent Date.												Your district determines who is able to subscribe to this option at the administrative level within IEPPLUS. Authorized users can then manage their notification subscription settings.

Note: The following programs will send notifications if not turned off:
Registration > Entry & Reports > Eligibility Calculations > Overall Eligibility Calculation
Registration > Utilities > Tools > Generate Programs options
All of the available Reg Mass Update programs

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