

	LEAD SEC		GUID SEC		BOOK KEEPER		10 MONTH		OFFICE ASST		** GA/ TUST	PRIN		***ASST PRIN	COUNS		SP ED	ATH DIR	DSS Cswrk	** REG TCH	NURSE/ MIP		CASE WKR	
	* L	* C	L	C	L	C	L	C	L	C	L	C	L	C	L	C	L	C	L	C	L	C	L	C
Student Information																								
Student Demographics		✓			✓			✓		✓		✓				✓		✓				✓		
Historical Grades/Test Scores		✓			✓			✓		✓			✓			✓		✓					✓	
Current Student Grades	✓			✓				✓		✓			✓			✓		✓					✓	
Student Attendance		✓			✓			✓		✓		✓			✓		✓		✓			✓		
Student Discipline		✓			✓			✓		✓		✓			✓		✓		✓				✓	
Enrollment/Transf. History		✓			✓			✓		✓			✓			✓		✓					✓	
Student Schedules		✓			✓			✓		✓			✓			✓		✓		✓			✓	
Scheduling/Request Mgmt		✓			✓			✓		✓			✓			✓		✓		✓			✓	
<i>PS Group</i>																								
	2		2		15		2		10 or 15		11		4		4		2 or 3		3		3		3	
Business Information																								
General Ledger/Acct. Lookup	✓				✓			✓				✓		✓										
Vendor Lookup	✓				✓			✓				✓		✓										
Entering Purchase Orders		✓				✓		✓					✓		✓									
Approving Purchase Orders													✓		✓									
Receiving Purchase Orders		✓				✓		✓					✓		✓									
Book. - SchoolCash.net						✓																		
Banking						✓																		
Accounts Receivable						✓																		
Accounts Payable						✓																		
Monthly Financial Reports						✓						✓												
Personnel Information																								
AESOP - Monit. Daily Jobs		✓				✓		✓						✓										
AESOP - Verifying Daily Jobs		✓						✓																
Employee Attend. Manag.		✓						✓				✓		✓										

Note: * L = Lookup Data
 * C = Change Data

** General Assistant and Regular Teacher account requests must be emailed by the the building Principal to the Application Services Department.

*** Access deactivated from CIMS due to inactivity