

# LPAC






## Students









### SEARCH

- Search by Campus/Grade/Language Survey/LPAC Recommendation/Parent Approval/SPED

### STUDENTS

- Batch  Home Language Surveys
- Print  for more than one student
- View  individual cumulative folder

### CUMULATIVE FOLDER

-  Forms Selection
  - \* Completed forms will appear on the student's LPAC Timeline
-  Upload/Attach files (.pdf)
-  Print Cumulative Folder, Student History or individual documents from LPAC Timeline
-  Opens Student Portfolio
-  Search for additional students
- **Accommodations**
  - \* Click  to select Instructional/ Classroom Testing options
  - \*  Print Accommodations for student
  - \*  Return to Cumulative Folder

## Dashboard

- View Students by Campus, Grade or without State ID
- Click totals to view Student List



# LPAC









## Meetings







### SEARCH

- Search by Campus/Date range/Creator/Membership


### MEETINGS

-  New Meeting
-  Forms
-  Members
-  Edit existing meeting
-  Copy meeting
-  Delete meeting

### START A NEW MEETING

-  Create a new meeting
- Enter campus, date, name, objectives and summary
- Select to require **Digital Signatures**
- Add Members
  - \* Search by Staff, Teachers or Parents
  - \*  Add a new Parent
- Add students to Meeting Roster
-  Export Roster
-  Print Roster
-  Print Minutes
-  Search for other meetings

## Reports/Imports

- **Reports** – Options - Export - Print
- **Imports** –  Home Language Surveys

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