ACCESS Newsletter
October 2025

Hello from ACCESS!

Welcome back to a new school year!

As we begin the 2025-2026 academic year, I want to take a moment to recognize and thank our incredible ACCESS staff. Our team works diligently behind the scenes - planning, building, testing, and supporting systems - to ensure a smooth start to the school year for every district we serve.

Whether it's technical support, student data systems, fiscal services, or anything in between, we are here to meet your needs and help in any way we can. Your success is our top priority!

I am also pleased to welcome **Aaron Merlino** as our new Director of Technology. Aaron brings a wealth of experience and energy to the team, and we are excited about the leadership and innovation he brings to our network and infrastructure services.

As always, we look forward to partnering with you in the months ahead. Please don't hesitate to reach out - we're here to support you.

Kevin Homistek
Executive Director

Support@access-k12.org
330-702-7860

Let us know what you would like to see in our newsletters!
Email: access_admin@access-k12.org

What's Inside

- The newsletter is interactive - there are many embedded links within!
- Meet our team members and learn a bit more about ACCESS.
- Training schedules outlined - we hope you plan to attend!

ACCESS Fall Membership Assembly Meeting, Friday, October 10, 2025 @ 9:00 a.m. @ ACCESS

ACCESS Teams

Meet our Team Members and the services we offer.

Executive Director: Kevin Homistek
Treasurer: Brian Stidham
EMIS/Student Services: Diane Fabian (Director), Gretchen Martin, Ruby Stiles, Victoria Baughman
Fiscal Services: Valarie Inboden & Emma Schneider
Network, Security, DataBase & Fiber Services:
Aaron Merlino (Director), Becky Perry, Tom Davies, Josh Boone, Michael Palmer & Kaden Shehan

ACCESS at a glance…

- ✅ **Accredited ISP**
  Fully accredited Internet Service Provider (ISP), registered with the American Registry for Internet Numbers (ARIN).

- 🌐 **Fiber Infrastructure**
  Maintain over **350 miles** of ACCESS-owned fiber connecting school buildings across Mahoning and Columbiana counties.

- 🏛️ **State-Backed Origin**
  Created by the **Ohio Department of Education and Workforce (ODEW)** and the state legislature.

Account & System Support

- **Google Workspace**:
  ~79,706 active accounts • 12,088 suspended

- **Active Directory**:
  ~81,000 enabled users • ~1,300 groups • ~4,900 computers

- **Frontline ProgressBook Suite**:
  Support & training on *StudentInformation, GradeBook, DataMap,* and *ParentAccess.*

- **State Software:**
  Support & training on *USAS/USPS, Inventory, ESS*

- **EMIS Data Reporting:**
  Support & training in all areas of EMIS data and reporting requirements

- **Third-Party Integrations**:
  Support integration with over **100 vendors**, including SCView, Bonefish, and Frontline.

- **VPN Users**:
  Over **330** users supported.

- **AND a host of other services, too many to list.**

Network Services - Reminder

Password Policy and Multifactor Authentication (MFA) Reminder

Passwords now need to be a minimum of 16 characters. They also need 3 of the 4 complexity rules, i.e., uppercase, lowercase, numbers, and symbols. Don't forget to turn on Google multifactor authentication to make your password never expire, not 90 days!
Beginning December 1, 2025, MFA will be mandatory for all Google
Suite products. Click HERE for more information.

We are staying compliant with Cybersecurity Standards.

HB96 CYBERSECURITY TRAINING REQUIREMENTS!

Under HB96, **annual** cybersecurity training requirements are now upon us in an effort to keep all systems secure and data safe. It's simple, important, and helps protect everyone.

At *no cost*, cybersecurity awareness training is available through TechGuard. To get started, simply submit a Help Desk ticket to ACCESS with number of staff to be licensed (be sure to include a small buffer) and you will be on your way to compliance!!

STUDENT EMAIL PASSPHRASES ROTATION REMINDER!

Please ensure you are utilizing the randomly generate easy to remember passphrases for student email accounts instead of the current random jumble of letters and numbers and **refreshing these passwords/passphrases on an annual basis**. If you would like to make a change to the password format for your district, please submit a helpdesk request to support@access-k12.org and let us know the desired format ie capitalized 3 letter word, random 2 digit number, lower case four letter word, special character (Red27test!). The format can even vary by grade level!

Join a GOOGLE MEET call from Google Docs, Sheets, or Slides

Reminder that you can now join a Google Meet call from Google Docs, Sheets, and Slides. In addition to the Present To Meet option, you can select "Join the call" to quickly join and present a document, spreadsheet, or presentation to all attendees, allowing everyone in the meeting to collaborate while having a conversation. Click HOW TO JOIN for additional information.

Fiscal Services

<u>IMPLEMENTING USAS MANUAL CHANGES - TIPS AND TRICKS TO ACCOMPLISH IT</u>
and
<u>USAS FINANCIAL COLLECTION AND FORECAST SUBMISSION</u>
Thursday Oct 9, 2025 9am-3pm

<u>USPS ARCHIVING/INCREMENTING</u>
Thursday Oct 16 ,2025 9am-3pm

<u>CALENDAR YEAR END TRAINING</u>
Wednesday Dec 3, 2025
USAS 10-11:30
USPS 1-2:30

Please make sure that you register for the upcoming events along with all worksessions on the ACCESS website www.access-k12.org Please log in using your email alias (everything before the @ sign) and your email password

<u>Worksessions</u>

Thursday Oct 16

Thursday Oct 23

Thursday Nov 13

Thursday Nov 20

Thursday Dec 11

Thursday Dec 18

Wednesday Jan 7

Wednesday Jan 14

Fiscal Services

IPDP Software Migration

Update on new IPDP software migrations

The new IPDP software has been released for those currently using the module in HR Kiosk.

As migrations take place, improvements and fixes **are being implemented** and will continue to be expected.

Districts will be migrated to the new platform from HR Kiosk prior to the December 31, 2025 cut off date when HR Kiosk use will cease.

ACCESS staff will continue working with each district individually to migrate data making the transition as easy as possible over the next few months.

STUDENT SERVICES

Training Recordings

We recorded all of our recent trainings and posted them to the ACCESS webpage. Feel free to watch any of the sessions that you may have missed. You will need to be logged into the site to view the videos.

Click here to see what's available

Upcoming StudentInformation Trainings

We have conducted several trainings so far but there are more coming up! Please make sure to share this information with users (especially those who are new) in your district. If you wish to attend a scheduled session but are unable to do so, the trainings will be recorded. Please visit the ACCESS Student Services Training page for a description of each session.

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Attendance Updates
    Tuesday, October 7th from 9:00-12:00
        REGISTER for the ***In Person Session***
        REGISTER for the ***Zoom Session***

ACT and Pre-ID Training
    Wednesday, October 8th from 9:00-11:00
        REGISTER for the ***In Person Session***

Transcripts/GPA Training
    Wednesday, October 29th from 9:00-11:00
        REGISTER for the ***In Person Session***

Generating and Publishing Report Cards in StudentInformation
    Wednesday, October 15th from 9:00-10:00
        REGISTER for the ***In Person Session***
        REGISTER for the ***Zoom Session***

Generating and Publishing Report Cards in GradeBook
    Wednesday, October 15th from 10:00-11:00
        REGISTER for the ***In Person Session***
        REGISTER for the ***Zoom Session***

STUDENT SERVICES (con't)

Students using Google credentials to log into ParentAccess

In order for students to login with these credentials, the Account Import in GradeBook > PA Admin will need to be ran to sync the student's email address from StudentInformation. This process populates the student's email address in the Issuer Email Claim field in PA Admin > ParentAccess Account Maintenance. **Don't forget to run this process frequently to sync new students!**

Manage Accounts

Registration Key Maintenance
Create and maintain system generated registration keys.

Export Registration Keys for Letters
Export registration keys in CSV file to produce letters.

ParentAccess Account Maintenance
Update user accounts.

Account Import
Import user accounts.

Reminder to Districts that Utilize DataMap

It's RIMPs time! Administrators will need to go into **Admin > Manage RIMP Codes** and select the RIMP codes that will be available for teachers to add to RIMPs for the 2025-2026 school year. Click here to view directions.

Step-by-step instructions available!

- Adding RIMPs
- Editing RIMPs
- Closing, Deleting and Printing RIMPs

Please note: You will need to be logged into the ACCESS website to view the above links.

SameGoal

Reports for non-admin users

Administrative users can update user role permissions in order to make reports accessible to non-admin users.

- Navigate to Settings > User Roles
- Select the Role to grant report access to
- Select the Reports tab
- Click the checkbox next to the report(s) to grant that role access

Did you miss one of SameGoal's recent refresher trainings ?

Webinars are available on their site or by clicking here.

EMIS

All district staff play a role in EMIS reporting!

ODEW has dedicated a page on the [ODEW website](#) with information to provide an understanding of how EMIS works. The information available explains the data included for EMIS reporting along with the various district personnel that impact data. Take a look at the available documents and see how your daily tasks affect your district's EMIS data and reporting!

EMIS Data Collection Calendar - 2025 - 2026 - Draft
Fy26 - EMIS Data Collections

EMIS Data Collection Calendar for 2025-2026

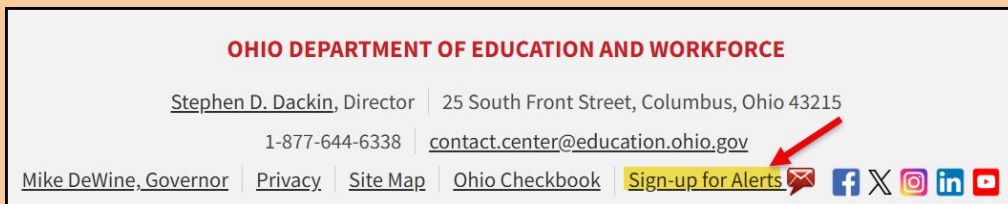| By Open Date	Data Set	Open Date	Close Date
Calendar Collection - Initial (FY26) (2026CINIT)	C	7/1/2025	9/25/2025
Student Cross Reference (FY26) (2026SSCRS)	S	7/1/2025	7/10/2026
Student Contact(s) Collection (FY26) (2026SSSDT)	S	7/1/2025	7/10/2026
Retention/Promotion - Grade 3 Only (FY26) (2026SRTNT)	S	7/10/2025	8/29/2025
SOES Beginning of Year Student Collection (FY26) (2026SAODE)	S	8/7/2025	12/19/2025
Beginning of Year Student Collection (FY26) (2026S1TRD)	S	8/14/2025	12/19/2025
Budget and Three Year Forecast - Initial Required (FY26) (2026P0000)	P	9/1/2025	10/24/2025
Staff and Course Collection - Initial (FY26) (2026L1STR)	L	9/4/2025	1/28/2026
Summer and Fall End of Course Assessment Collection (FY26) (2026AGEFL)	A	9/18/2025	3/20/2026
Kindergarten Readiness Assessment Collection (FY26) (2026AGOFL)	A	9/18/2025	3/27/2026
Current Graduation Credit Progress Collection (FY26) (2026SGRCR)	S	9/18/2025	9/11/2026
Student Course Grade Collection (FY26) (2026LCGRD)	L	9/18/2025	9/11/2026
Calendar Collection - Final (FY26) (2026CFINL)	C	10/2/2025	8/5/2026
Tier 1 Dyslexia Screener Collection (FY26) (2026ADSFY)	A	10/2/2025	8/5/2026
Reading Diagnostics Collection (FY26) (2026ARDFY)	A	10/2/2025	8/5/2026
Initial Exiting Student Follow up (FY26) (2026S1EXT)	S	10/16/2025	1/6/2026
Budget and Three Year Forecast - Initial Optional (FY26) (2026P1OPT)	P	10/27/2025	1/31/2026
Fall 3rd Gr ELA and Reading Collection (FY26) (2026AGNFL)	A	10/16/2025	3/6/2026
DPR Growth Assessment Collection (FY26) (2026AGDFY)	A	10/16/2025	7/15/2026
Child Outcome Summary Assessment Collection (FY26) (2026AGMFY)	A	10/16/2025	8/21/2026
Midyear Student Collection (FY26) (2026S2TRD)	S	1/2/2026	4/24/2026
SOES End of Year Student Collection (FY26) (2026SBODE)	S	1/2/2026	7/15/2026
OELPA Assessment Collection (FY26) (2026AGFSP)	A	1/22/2026	8/5/2026
Budget and Three Year Forecast - Required Update (FY26) (2026P2FEB)	P	2/1/2026	2/28/2026
Final Exiting Student Follow up (FY26) (2026S2EXT)	S	2/5/2026	8/5/2026
Staff and Course Collection - Final (FY26) (2026L2FNL)	L	2/5/2026	8/5/2026
Spring Alternate Assessment Collection (FY26) (2026AALTS)	A	2/5/2026	8/5/2026
Career Tech Accountability Assessment Collection (FY26) (2026ACTSP)	A	2/5/2026	8/5/2026
Other Accountability Assessments (FY26) (2026ANACC)	A	2/5/2026	8/7/2026
Spring End of Course State Assessment Collection (FY26) (2026AGESP)	A	2/19/2026	7/15/2026
Spring State Assessment Grades 3-8 Collection (FY26) (2026AGNSP)	A	2/19/2026	7/15/2026
Budget and Three Year Forecast - Final Optional (FY26) (2026P3OPT)	P	3/1/2026	7/31/2026
End of Year Student Collection (FY26) (2026S3TRD)	S	4/30/2026	7/15/2026
Graduation Collection (FY26) (2026G0000)	G	4/30/2026	10/9/2026
Financial Collection (FY26) (2026H0000)	H	6/4/2026	8/29/2026

EMIS

Don't miss communications from ODEW

If you don't already receive email updates from ODEW, make sure to Sign Up for Alerts and subscribe to the various topics that may interest you. There are currently 64 different topics available!

If you already receive some email updates, but would like to review and/or update your subscriptions, you can use the same link - enter your email address to see your existing preferences!
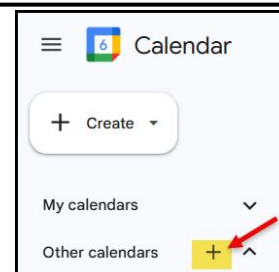
This link is also available at the bottom of their website - www.education.ohio.gov:

OHIO DEPARTMENT OF EDUCATION AND WORKFORCE

Stephen D. Dackin, Director | 25 South Front Street, Columbus, Ohio 43215

1-877-644-6338 | contact.center@education.ohio.gov

Mike DeWine, Governor | Privacy | Site Map | Ohio Checkbook | Sign-up for Alerts

Subscribe to the ODEW EMIS Calendar

Did you know you can subscribe to ODEW's EMIS Calendar and see events such as collection open/close dates and trainings?

From your Google Calendars, simply click the "+" under Other Calendars and subscribe to emiscalendar@gmail.com.

FY25 Graduate and CCWMR Reporting closes Friday, October 10, 2025

The reporting of 2024-2025 Graduates and their College, Career, Workforce, and Military Readiness (CCWMR) data closes on **Friday, October 10, 2025**. This is a great time to review ODEW reports available in the Data Collector that include the GRAD-425 (4 year cohort), GRAD-524 (2024 grad cohort-5th year status) and the 2026_RPTCRD_CCWMRdy_DETAIL_xxxxxxxx.xls reports.

FY25 Graduate and CCWMR data can also be viewed from your OH|ID > Reports Portal > Secure Data Center > Graduation tile. Select the report (tile) you would like to review. **This is the data that will be posted to your FY26 Local Report Card.**

Federal Child Count

All special education events should be entered to StudentInformation and reported to ODEW as they take place.

The Federal Child Count uses the current (FY26) Beginning of Year Student (S) and prior (FY25) End of Year Student (S) collections, and is looking for all IEPs in place as of October 31, 2025.

The close date for reporting this data is December 19, 2025.

"The goal is to turn data into information, and information into insight" ~ Carly Fiorina

INFOhio Library Services

INFOhio
OHIO'S PreK-12 DIGITAL LIBRARY

INFOhio digital resources are **free** to all Ohio K-12 students and teachers subsidized by the ODEW.

Welcome Back!

The INFOhio team hopes you had an amazing summer and are coming back to school refreshed and ready for the year!

Do you have a guiding word or phrase for this school year? Are you focused on student achievement? Are you accelerating learning? Are you helping students cultivate employability skills? Are you prioritizing student (and your own!) wellness?

Whatever your vision is for the year, INFOhio can help you be successful. Browse the new resources for students and educators in Educator Tools. More than 6,200 were purchased for the INFOhio permanent collection, so you can rely on them to be there year-after-year.

Whether you're just starting with INFOhio or have been with us for years, you can look forward to a year filled with growth, exploration, and discovery — for students and educators alike!

Have a great year!
Erica Clay
Director of INFOhio

Resource Links

https://www.infohio.org/
https://www.infohio.org/educators
https://www.infohio.org/parents

Aside from electronic resources, INFOhio supports school district physical library collections. When checking out books, etc., you are using INFOhio Workflows. Ask your librarian for assistance.

Resources

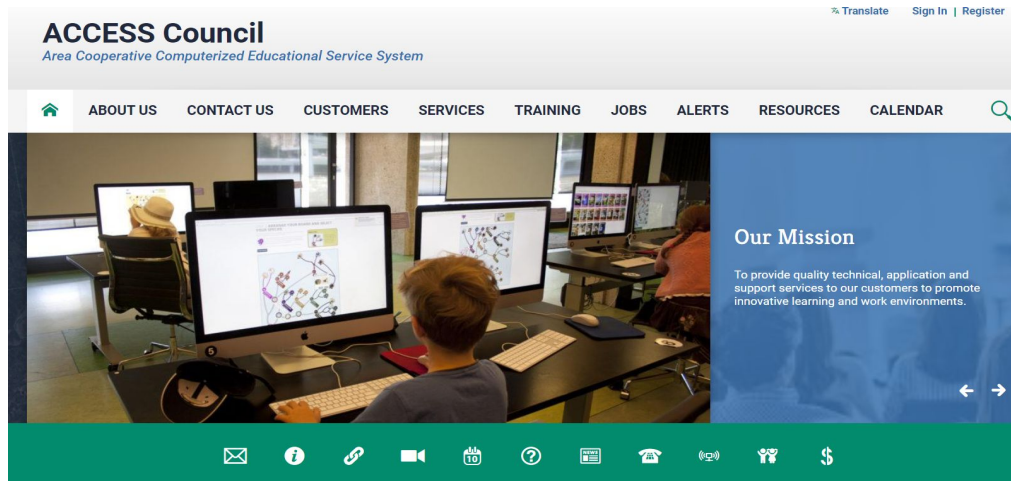YOUR REPRESENTATIVES for 2025-2026 - Mahoning & Columbiana Counties

The **ACCESS Board of Directors** meet <u>monthly</u>. Current board members are:

Dr. Donald Mook, Chair, Superintendent, Columbiana Exempted Schools
Mr. Pete Pirone, Vice Chair, Superintendent, Struthers City Schools
Ms. Charlene Mercure, Secretary, Treasurer, Crestview Local Schools
Ms. Marie Williams, Superintendent, Columbiana County ESC
Dr. Traci Hostetler, Superintendent, ESC of Eastern Ohio
Ms. Dawn Welsch, Treasurer, Sebring Local Schools
Mr. Eric Lowe, Superintendent, Beaver Local Schools
Ms. Rachael Smith, Superintendent, Springfield Local Schools
Mr. A.J. Ginnetti, Treasurer, Boardman Local Schools, alternate
Ms. Jennifer Coldsnow, Treasurer, Leetonia Schools, alternate

Assembly Overview & Composition
The Assembly is the overall governing body of ACCESS. The Assembly makes decisions regarding programs, fees, budget, and policy. The Assembly is composed of the Superintendent of each of the Member Districts. The Assembly meets twice a year.

Visit the **ACCESS web page** for additional information about our organization.
http://www.access-k12.org

ACCESS - Advancing Education Technologies
http://www.access-k12.org

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