

SD73 Kamloops/Thompson 1701 Process for 2023-2024

- Thu Aug 31 Upload all documents to MyEd 73 Website (**MyED Team**)
- Thu Sept 7 SBO email to all school administrators (**Assistant Superintendent**)
- Sept 11 to 15 School teams work on 1701 with supports (**MyED Team**)
District Staff
School Web Verification Site
MyEd BC Reports
Documents on eHelp website and given out at training
- Thu Sept 14 P/VP Meeting (**Assistant Superintendent**)
- Tue Sept 19 1701 Secondary Schools 1701 Support Session (ZOOM) (MyED Team)**
- Sept 18-22 **Schools** teams working through iterative process making corrections in MyEdBC
- Thu Sept 21 1701 Snapshot Trial Run (District centrally pulls data from MyEdBC and uploads to District Verification Website) (**Carla**)
- Fri Sept 22 District contacts schools that have a significant number of errors (**MyED Team**)
- Fri Sep 22 1701 Elementary Schools Support Session (ZOOM) (MyED Team)**
- Wed Sep 27 School Administrator** completes the checklist, signs it and then emails to SBO (Dana Heyman)
- Fri Sept 29 District centrally pulls 1701 data “STD file” from MyEdBC for all schools (**Carla**)
- Tue Oct 3 District uploads new data files for all schools to the Ministry Web Verification Application (**Carla**)
- Oct 3 – 27 District staff review data and contact schools as needed (**MyED Team**)
District staff makes corrections to data in the Web Application and notifies the schools to make the same changes in MyEdBC (**Dana** and **MyED Team**)
- Oct 27 Final Changes are made to data in the Web Application (**Dana**)
- Dec 15 Funding based on the Sept 29 snapshot arrives at the district