

Operations and Standards Committee Bulletin

November 28, 2016

Purpose of Bulletin

The purpose of this bulletin is to communicate the standard when a student's primary designation and secondary designation are changed, as recommended by the Operations and Standards Committee, and approved by the Service Management Council.

Changing Primary and Secondary Designations

Audience: *District or school staff assigned 1701 Designations Security*

ISSUE: *Provincial consistency with designation dates when a secondary Ministry designation becomes primary.*

Students can have more than one designation. The primary designation is reported for 1701 funding. Sometimes a student's secondary designation becomes their primary designation. When you just exchange designations by using the primary indicator checkbox, the record will not show the complete history of primary and secondary designations.

STANDARD:

When a student has more than one designation and the secondary designation becomes the primary designation, both designations will be end-dated and a new record shall be created for the primary designation and secondary designation.

About the Operation and Standards Committee

The Operations and Standards Committee (OSC) is a standing advisory committee of the Service Management Council. OSC provides recommendations to the SMC Executive Committee and advice to the MyEducation BC Team regarding the standardization of business practices, common operational procedures, schedules, security and privacy procedures, software configuration, and coding within MyEducation BC.

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