



## 2025 Sonoma Academy Sessions Preview

The sessions listed below are a preliminary draft of the exciting content we have planned for our upcoming User Academy. Please note that these topics are subject to change as we work to finalize the schedule. Updates may be made at any time to ensure we deliver the most valuable and relevant sessions for our attendees.

Session Title	<u>Description</u>	Targeted Audience
School Pathways Basics	This introductory session is perfect for new users looking to understand the foundational features of School Pathways. We'll walk through the basics, ensuring you feel confident navigating the system and using its core functionalities.	New Users
Registrar Essentials: Transitioning from Online Registration to Enrollment	Discover the steps to seamlessly transition from online registration to the enrollment process. This session will focus on best practices, tips, and tools to ensure a smooth and efficient workflow for your team.	Registrars, Enrollment Teams
Master Course List	Dive into strategies for organizing and maintaining a comprehensive master course list. This session will cover the importance of accuracy and consistency to ensure streamlined course management.	Academic Staff
Audit Best Practices	Gain valuable insights into audit preparation and compliance. This session will guide you through strategies to streamline processes, ensure accurate record-keeping, and avoid common pitfalls.	Admin, Audit Personnel, Operations, Compliance
Forms and Surveys	Explore the capabilities of the forms and surveys tool in School Pathways. Learn how to create, distribute, and manage surveys to collect essential data efficiently.	Office Staff, Admin, Registrars

<b>Engagement Logs/Synchronous Instruction &amp; Tiered Re-Engagement</b>	Maximize student engagement by leveraging tools for synchronous instruction tracking and tiered re-engagement strategies. This session will highlight practical solutions for monitoring and improving student participation.	<b>Office Staff, Admin, Registrars</b>
<b>Application and Lottery</b>	Learn how to manage applications and lotteries effectively. This session will cover tools for organization, priority settings, and ensuring a fair and transparent lottery process.	<b>Enrollment Teams, Registrars, Operations</b>
<b>Create-A-Report</b>	This beginner-friendly session will guide you through the Create-A-Report tool. Learn how to generate and customize reports to meet your data needs efficiently.	<b>All Users</b>
<b>Streamlining Student Work Submission &amp; Parent Portal</b>	Discover tools to simplify student work submissions and enhance communication with parents through the Parent Portal. This session is packed with actionable tips to save time and improve collaboration.	<b>Educators, Academic Staff</b>
<b>Understanding Credentials and Local Assignment Options</b>	Explore how School Pathways supports credential tracking and local assignment options. This session will help you maintain compliance and manage credentials with ease.	<b>HR Teams, Operations</b>
<b>New Communication Tool</b>	Get an introduction to a new communication tool in School Pathways. Learn how this tool can improve your outreach and streamline interactions within your school community.	<b>All Users</b>
<b>Have System Improvement Suggestions? Consult Our Product Manager</b>	Have ideas for improving the system? This is your opportunity to collaborate directly with our product manager. Share feedback, ask questions, and gain insights into future enhancements.	<b>All Users</b>
<b>Question and Answers Session</b>	Join this open Q&A session to ask questions and receive personalized answers. This is your chance to address specific concerns or clarify anything from earlier sessions.	<b>All Users</b>
<b>Student Groups, Tags &amp; Embedded Letters for Daily Use</b>	Learn how to create and utilize student groups, tags, and embedded letters for daily tasks. This session will focus on practical applications like attendance tracking and communication.	<b>Admin, Operations, Office Staff</b>
<b>Security and Permission Groups</b>	Learn how to create and utilize student groups, tags, and embedded letters for daily tasks. This session will focus on practical applications like attendance tracking and communication.	<b>Admin, HR Teams, Operations</b>

<b>Special Programs Documentation and Management</b>	<p>Learn how to effectively manage and document special programs. This session will focus on ensuring compliance and streamlining administrative workflows.</p>	<p><b>Program Managers, Admin, SPED Teams</b></p>
<b>CALPADS</b>	<p>Discover best practices for managing CALPADS data. This session will help you navigate common challenges and ensure data accuracy for state reporting.</p>	<p><b>Data Managers, Registrars, Operations</b></p>
<b>Attendance Best Practices</b>	<p>Explore proven strategies for managing attendance efficiently. Learn tips for accurate reporting, resolving issues, and staying compliant with state requirements.</p>	<p><b>Admin, Attendance, Operations, Compliance</b></p>
<b>Enhancing SIS Efficiency: Strategies for Automating Administrative Workflows</b>	<p>Explore strategies to automate workflows in School Pathways. This session will cover tools and techniques to save time and reduce manual effort.</p>	<p><b>Admin, Operations</b></p>
<b>Master Agreement Configuration and Updates</b>	<p>Learn how to configure and update Master Agreements effectively. This session will help you streamline this critical process to meet school needs.</p>	<p><b>Admin, Operations, Compliance</b></p>
<b>Teacher Refresher Training: From Rosters to Curriculum and Attendance</b>	<p>This refresher session is designed for educators to revisit key features of the SIS, including rosters, curriculum, and attendance tracking.</p>	<p><b>Educators, New Users</b></p>
<b>Latest UI/UX Updates Coming to School Pathways</b>	<p>Get a preview of the latest user interface and experience updates. Learn how these changes will improve usability and streamline your workflows.</p>	<p><b>All Users</b></p>
<b>CALPADS Common Errors</b>	<p>Identify and resolve common CALPADS errors in this practical session. Gain tools and techniques to troubleshoot and improve data accuracy.</p>	<p><b>Data Managers, Registrars, Operations</b></p>
<b>Tips and Tricks for Navigating the System</b>	<p>Discover helpful tips and tricks for getting the most out of School Pathways. This session will include shortcuts, best practices, and hidden features.</p>	<p><b>All Users</b></p>
<b>Truancy Letters/Notifications &amp; Chronic Absenteeism</b>	<p>Learn how to handle truancy letters and chronic absenteeism effectively. This session will guide you through processes to improve attendance and compliance.</p>	<p><b>Admin, Attendance, Compliance, Operations</b></p>

<b>Personalized Learning Classes (PLS)</b>	Explore the benefits and setup of personalized learning classes. This session will demonstrate how to create tailored classes for your students.	<b>Educators, Admin, Operations</b>
<b>Test Registration System</b>	Learn how to use the test registration system for efficient management of student testing. This session will cover setup, reporting, and troubleshooting.	<b>Admin, Testing Coordinators, Operations</b>
<b>Archiving - Best Practices</b>	Understand the importance of archiving and how to manage it efficiently. This session will focus on maintaining records and preparing for audits.	<b>Admin, Educators, Registrars, Compliance</b>
<b>Leveraging the System for HR Functions</b>	Explore how School Pathways can support HR functions such as credential tracking, assignments, and employee management.	<b>HR Teams</b>



## Overview

Our School Pathways Team will share valuable insights into the latest product enhancements and updates that will benefit every level of user from administrators and back-office personnel to teachers. Session topics are presented in a relaxed, classroom-like atmosphere—questions and peer engagement are encouraged.



## Networking Opportunities

Connect with peers, educators, and professionals within our User Academy community, fostering collaboration and creating valuable networking opportunities.



## Empower Your Journey

Gain expertise at our User Academy. Delve into comprehensive training sessions focused on key aspects of our School Pathways' system to effectively support your school's needs.

We hope to see you there! If you have any questions, please feel free to reach out to [kacie@schoolpathways.com](mailto:kacie@schoolpathways.com)

[\(866\) 200-6936](tel:(866)200-6936)