Frank Edelblut Commissioner Christine M. Brennan Deputy Commissioner

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Bureau of Special Education Support FY'22 Memo #25

Date: February 28, 2022

To: Superintendents of Schools

Administrators of Special Education

From: Office of the Commissioner of Education

Division of Learner Support

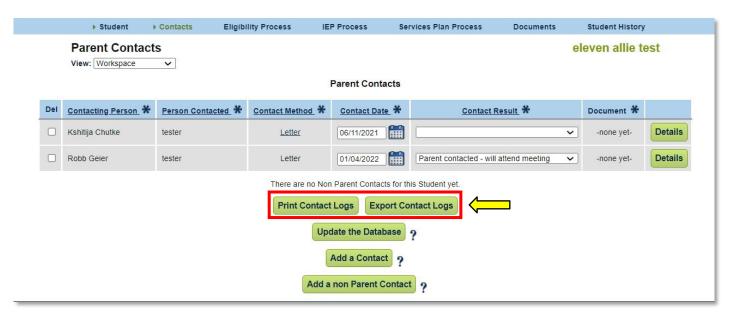
Bureau of Special Education Support

RE: New Feature in NHSEIS (New Hampshire Special Education Information System)

The New Hampshire Department of Education (NHDOE), Bureau of Special Education Support (Bureau), has released a new feature in NHSEIS. To develop this change in NHSEIS, input was solicited from current users, the NHSEIS Stakeholder Group, and the Public Consulting Group, the vendor for NHSEIS.

An enhancement on the Contacts Page in NHSEIS has been added to now include the capability to print or export anyentered contact logs within a student's file.

Contact Log Export



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New buttons appear on the Parent Contacts page to *Print Contact Logs* to a PDF or *Export Contact Logs* to an Excel doc.

Contacting Person	Person Contacted	Contact Method	Contact Date & Time	Contact Result	Notes	
Kshitija Chutke	tester	Letter	06/11/2021 -			
Robb Geier	tester	Letter	01/04/2022 -	Parent contacted - will attend meeting		

1	2	3	4	5	6	7	8	9
Parent Contacts								
Contacting Person	Person Contacted	Contact Method	Contact Date	Start Time	End Time	Contact Result	Parent Initiated	Notes
Kshitija Chutke	tester	Letter	6/11/2021				No	
Robb Geier	tester	Letter	1/4/2022			Parent contacted - will attend meeting	No	
There are no Non P	arent Contacts for	this Student yet.						

This Excel doc downloads when the Export Contact Logs button is clicked.

For further information, please contact Brandy Pappas at Brandy. A. Pappas@doe.nh.gov or 603-271-2178