



SCHOOLTOOL **UPCOMING FEATURE UPDATE**

ADDITION IN THE CENSUS AREA (AND FACULTY) OF AFFIRMED NAME, LEGAL NAME, PRONOUNS



In response to NYSED guidance for *Creating a Safe, Supportive, and Affirming School Environment for Transgender and Gender Expansive Students*, SchoolTool will be phasing in **new features to support districts in managing students' gender and sex, preferred pronouns, and affirmed/legal names**. The goal is to provide districts with the flexibility to track and manage information in a way that meets their needs.

DEFINITIONS

- **AFFIRMED NAME:** *Name validated by the individual/chosen name.*
- **LEGAL NAME:** *Formal name by which a person is identified on a birth certificate or changed in a legal process.*

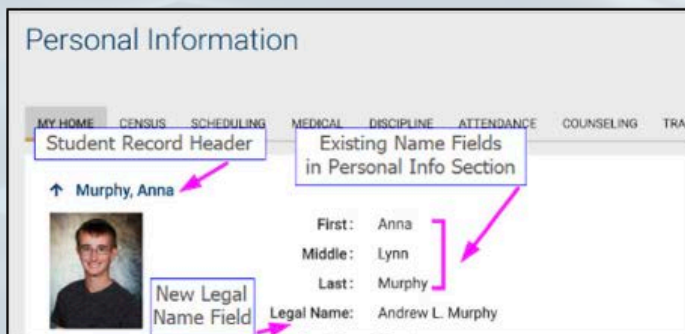
STUDENT GENDER, SEX, PRONOUNS, AND NAMES WILL BE **UPDATED IN TWO PHASES**

It is recommended that school districts refrain from activating these features until Phase 2 is complete. Districts should internally audit reports, check permissions for parent groups, and conduct training with SchoolTool staff on how to enter name information.



PHASE ONE (January 17, 2024)	PHASE 2 (Spring 2024)
<ul style="list-style-type: none">• Assigned Sex at Birth• Preferred Pronoun• Allow entry of Legal Name and displaying in Personal Information Section only• Reflect contact preferences for Affirmed/Legal Name to show on full and mobile site	<ul style="list-style-type: none">• Report Cards• Mobile App• Permission control of nickname visibility• Other Reports Parents See
<i>Custom reports will not automatically be updated. If you have a custom report that needs to be updated, please contact the Mohawk Regional Information Center for further guidance.</i>	

PHASE ONE UPDATES: SETTING PERMISSIONS



Existing name fields in SchoolTool (First, Middle, Last) will be used to represent the student's **Affirmed name throughout SchoolTool**. Labels won't be changed for these fields. Access to view/edit these fields is controlled by existing user permissions. **All District Staff will see the student's affirmed name (existing functionality).**

These can be disabled (such as for parents/contacts) for anyone districts don't wish to disclose this information to. This will prevent users from seeing changes to a student's affirmed name (especially important if a student's contact is configured to only see the Legal Name). This will not prevent the appropriate name from being displayed in SchoolTool in other places, including on the record header.

The following permissions are very important for Parent Portal groups as they control what name should display:

`\Census\Person\Summary\View\First Name`

`\Census\Person\Summary\View\Middle Name`

`\Census\Person\Summary\View\Last Name`

FOR MORE INFORMATION



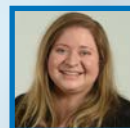
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