

October 2: User Permissions & Roles Advisory Group

District and ESD staff met with PCG and WSIPC to continue work on user roles, permissions, and access in IEP Online 3.0.

The group reviewed several recently implemented permission updates that grew out of earlier advisory-group discussions. These include expanded access to certain IEP information, additional student-transfer functionality for designated roles, broader access to student notes within assigned schools, document-language editing permissions for designated users, and adjustments to compliance notifications to better reflect user caseload responsibilities.

Participants were also informed that an updated User Permissions Reference Guide and compliance notification documentation are now available through system administration resources to help districts review role-based access and permission settings.

The group then discussed additional questions related to inactive student records. Members asked whether certain users should be able to enter or access notes for inactive students. The project team will review the current system configuration and provide additional information before the group considers any recommendations.

Participants also discussed challenges associated with managing large numbers of inactive student records, particularly when student status information does not align between district source systems and IEP Online. Districts were encouraged to use established support channels when specific records or status discrepancies require investigation.

What happens next: The project team will continue reviewing the inactive-student access questions raised by the group and provide additional information for future discussion. The advisory group will continue identifying permission and workflow issues where district experience can help inform system configuration, guidance, and future improvements.