



Skyward Q Business Custom Views and Custom Screens

Leticia Porter USD 204

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Our district needed a method to track the Professional Development points that certified teaching staff used to move across columns on the salary schedule.


















Example from Bachelors to Bachelors + 15 college hours

Our district counts 20 PD points each year as a college credit and each teacher can earn no more than 2 of these each year.

This Custom Screen was created by Skyward Q to track this.

All PD points from Frontline Professional Growth were initially imported and now we manually enter them, however we could continue to import from Frontline.

Professional Growth Points District View with all Employees

	Employee	School Year	Event Title	Event Location	Start Date	Start Time	End Date	End Time	Hours	Points Used for Salary Adjustmen	Comments
 ▼	Porter, Leticia	2016-2017	Mentor Sessions	Central Office	08/10/2016	03:30 PM	01/11/2017	04:30 PM	4.50	<input type="checkbox"/>	
 ▼	Porter, Leticia	2016-2017	Skyward User Group Meeting	Central Office	08/11/2016	10:00 AM	08/11/2016	11:00 AM	1.00	<input type="checkbox"/>	
 ▼	Porter, Leticia	2016-2017	Title I Beginning of Year Meeting Title I Teachers and Principals	Central Office	08/19/2016	08:30 AM	08/19/2016	10:30 AM	2.00	<input type="checkbox"/>	
 ▼	Porter, Leticia	2016-2017	KESA Zero Year Master Training	Greenbush Lawrence	08/31/2016	09:00 AM	08/31/2016	12:00 PM	3.00	<input type="checkbox"/>	
 ▼	Porter, Leticia	2016-2017	Professional Development Council	Central Office	08/31/2016	03:30 PM	05/17/2017	04:00 PM	2.00	<input type="checkbox"/>	
 ▼	Porter, Leticia	2016-2017	Counting KIDS Webinar	Board of Education Room	09/08/2016	09:00 AM	09/08/2016	11:00 AM	2.00	<input type="checkbox"/>	
 ▼	Porter, Leticia	2016-2017	Curriculum Council	Central Office	09/28/2016	03:30 PM	04/26/2017	04:30 PM	5.00	<input type="checkbox"/>	
 ▼	Porter, Leticia	2016-2017	Early Childhood Committee	Central Office	10/26/2016	09:25 AM	05/17/2017	10:30 AM	4.08	<input type="checkbox"/>	
 ▼	Porter, Leticia	2016-2017	Early Childhood Committee	Central Office	10/26/2016	09:30 AM	05/17/2017	10:30 AM	4.08	<input type="checkbox"/>	
 ▼	Porter, Leticia	2016-2017	Elementary Grade Level Meetings	EDW	10/31/2016	08:30 AM	10/31/2016	10:00 AM	1.50	<input type="checkbox"/>	
 ▼	Porter, Leticia	2016-2017	Technology Committee	Central Office	11/09/2016	03:30 PM	05/10/2017	04:30 PM	5.00	<input type="checkbox"/>	
 ▼	Porter, Leticia	2016-2017	KansaStar Training	EDW Community	11/16/2016	12:30 PM	11/16/2016	03:30 PM	3.00	<input type="checkbox"/>	
 ▼	Porter, Leticia	2016-2017	K-ELPA Training	Board of Education	01/26/2017	03:30 PM	01/26/2017	04:00 PM	0.50	<input type="checkbox"/>	
 ▼	Porter, Leticia	2016-2017	External Needs Assessment Report	Central Office	04/04/2017	11:00 AM	04/04/2017	12:30 PM	1.50	<input type="checkbox"/>	
 ▼	Porter, Leticia	2016-2017	Early Childhood Committee	Central Office	04/10/2017	01:00 PM	04/10/2017	02:00 PM	1.00	<input type="checkbox"/>	
 ▼	Porter, Leticia	2016-2017	Enrollment Meeting	Board of Education	05/19/2017	10:00 AM	05/19/2017	11:00 AM	1.00	<input type="checkbox"/>	
 ▼	Porter, Leticia	2016-2017	Science and Social Studies Pacing Guide Rewrite	Central Office BOE	06/12/2017	08:30 AM	06/12/2017	02:30 PM	6.00	<input type="checkbox"/>	

Employee Profile View

Employee Profile > EMPLOYEE PROFILE - Porter, Leticia

Employee ← → Filter: All Employees Quick Filter Attachments (6) + Add Empl

Employee Porter, Leticia	Employee Number 100297	Position COC03 - DistAdm	Position Distributions Assignme... Director Human Resources	Assignment Type Codes HRDir	Position Group Description Certified	Building Codes CO	Birth Date <input type="text"/>	Gender F - Female	Hire Date Original 06/27/2006	Start Date 07/03/2006	End Date	Employment Years 17
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PROFESSIONAL GROWTHS MM/DD/YYYY 31 View: PD Points Salary Adjustment (Modified) Filter: District Default Quick Filter + Add Professional Growth More

Profile	School Year	Event Title	Event Location	Start Date	Start Time	End Date	End Time	Number of Points	Points Used for Salary Adjustment	Comments
Addresses	2022-2023	New Teacher Orientation	Bonner Springs High School BTEC Building	08/05/2022	08:30 AM	08/05/2022	11:30 AM	3.00	<input type="checkbox"/>	
Phone/Email	2021-2022	(KATM) Annual State Conference	Emporia State University	03/25/2022	09:00 AM	03/25/2022	04:00 PM	7.00	<input type="checkbox"/>	
Aliases	2021-2022	Kansas Annual CTE Conference	Manhattan, Kansas	02/07/2022	08:00 AM	02/08/2022	05:00 PM	14.00	<input type="checkbox"/>	
Emergency Contacts	2021-2022	Kansas Annual CTE Conference	Manhattan, Kansas	02/07/2022	09:00 AM	02/08/2022	05:00 PM	14.00	<input type="checkbox"/>	
Photo	2021-2022	Title VII, Title IX, Student-Parent Rights, Law and Policy training	CMS Multipurpose Room	12/03/2021	09:00 AM	12/03/2021	10:30 AM	1.50	<input type="checkbox"/>	
Dependents	2021-2022	Title IX Title IV Law Review for Admin	EDW Multi purpose room	11/04/2021	09:00 AM	11/04/2021	10:30 AM	1.50	<input type="checkbox"/>	
Employment	2021-2022	Mandatory KSDE Dyslexia Training Greenbush Modules	Zoom	08/16/2021	08:00 AM	08/16/2021	02:00 PM	6.00	<input type="checkbox"/>	
Years Experience	2021-2022	Bloodborn Pathogens	Greenbush Online	08/12/2021	11:30 AM	08/12/2021	11:40 AM	0.17	<input type="checkbox"/>	
Veteran Status	2021-2022	Bullying Awareness Training	Greenbush Online	08/12/2021	02:00 PM	08/12/2021	02:10 PM	0.17	<input type="checkbox"/>	
Certifications	2021-2022	ESI DeEscalation Training	Greenbush Online	08/12/2021	12:00 PM	08/12/2021	12:20 PM	0.33	<input type="checkbox"/>	
Degrees	2021-2022	ESI Training	Greenbush Online	08/12/2021	11:45 AM	08/12/2021	12:00 PM	0.25	<input type="checkbox"/>	
Credits	2021-2022	Homeless Students Training	Greenbush Online	08/12/2021	12:40 PM	08/12/2021	01:00 PM	0.33	<input type="checkbox"/>	
Professional Growth	2021-2022	Mandated Reporter Training	Greenbush Online	08/12/2021	12:20 PM	08/12/2021	12:40 PM	0.33	<input type="checkbox"/>	
Salary Adjustment	2021-2022	Sexual Harassment Awareness Training	Greenbush Online	08/12/2021	02:10 PM	08/12/2021	03:00 PM	0.83	<input type="checkbox"/>	
Vaccinations	Totals									2,452.12
Wellness Screenings										
Applicant Tracking										
Applications										
Audit History										

Employees Can View Their Information

The screenshot displays a web application interface with a top navigation bar and a main content area. The top bar includes a search icon, a home icon, and the text "DISTRICT CUSTOMIZATION : PROFESSIONAL GROWTH LIST EMPLOYEE ACCESS" with a star icon. Below the top bar is a secondary navigation bar with icons and labels for "Administrative Access", "Applicant Access", "Data Migration Manager", "Employee Access" (highlighted with a dashed border), and "SMS to Qmlativ Tools".

The main content area is divided into two columns. The left column contains a vertical list of menu items, each with an icon and a label:

- Accounts Payable (dollar sign icon)
- Calendar (calendar icon)
- Employee (person icon)
- Online Form (document icon)
- Payroll (checkbook icon)
- Position (document icon)
- Reporting (pie chart icon)
- Time Off (palm tree icon)
- Time Tracking (clock icon)

The right column is titled "FEATURES" and lists the following items:

- ACH Accounts
- Certifications
- Credits
- Degrees
- Employee Profile
- Professional Growth (highlighted)
- Salary Adjustment

Employees Can View Their Information

Clicking the arrow shows details

PROFESSIONAL GROWTH DETAILS

* Employee Porter, Leticia

* Event Title 1st Yr Teachers and 1st Yr Mentors Training Session

* Event Location CO

* Start Date 08/10/2010 Tuesday

* Start Time 08:00 AM



* End Date 04/19/2011 Tuesday

* End Time 11:30 AM



* Hours 16.00

Comments

Points Used for Salary Adjustment

* School Year 2010-2011

Skyward Also Build a Screen for Salary Adjustments

This is the district view.

It can also be viewed on each Employee Profile and in Employee Access

SALARY ADJUSTMENTS										
Search Full Name <input type="text"/>										
View: District Default (Modified) Filter: 2023-24 Quick Filter										
Employee	School Year	Current Step	Current Lane	Grad Hours Used for Salary Adjustment	PD Points Used for Salary Adjustment	Unallocated Grad Hours	Unallocated PD Points	Salary Adjustment to Step & Lane	Comments	
	2022-23	13	MS	0	15	0	5	MS+15 Step 14		
	2023-2024	26	MS+15	0	15	0	7	MS+30 Step 27		
	2023-2024	15	MS+15	6	9	0	1	MS+30 Step 16		
	2022-23	25	MS+15	0	15	0	1	MS+30 25		
	2022-23	3	BS	15	0	0	4	BS+15 6		
	2022-23	8	MS	21	9	0	0	MS+30 9		
	2022-23	1	BS+15	36	0	0	1	MS 2	Grad Hours Used for Salary Adj: 36 = MS	
	2022-23	5	BS	9	6	0	2	BS+15 5		
	2022-23	3	BS	36	0	0	0	MS 4		
	2022-23	3	BS	15	0	3	3	BS+15 3		
	2022-23	7	BS	4	11	0	2	BS+15 8		
	2022-23	13	MS	0	15	0	1	MS+15 14		
	2022-23	4	MS	36	0	3	6	MS 4	Grad hours used for Salary Adj: 36=MS	
	2022-23	20	MS	0	15	4	8	MS+15 21		
	2023-2024	17	MS+15	6	9	0	7	MS+30 Step 18		
	2022-23	4	MS	9	6	0	1	MS+15 5		