SIRAS | User Responsibility Hierarchy Tree

SELPA LEVEL

[SELPA User + District CASEMIS]

SELPA Coordinator

[SELPA User]

- **SELPA Director**
- SELPA Coordinator

[SELPA Read Only]

SELPA Director

RESPONSIBILITIES

Monitor district level for compliance using the SIRAS Home Page.

District Level

[District CASEMIS Clerk]

Primary Data Clerk

District Level

[District Admin 1]

- SpEd Director
- Data Clerk
- **Program Specialist**

District Level

[District Admin 2]

- Data Entry Help
- **Program Specialist**
- **Psychologist**

District Level

[District Read Only]

- SIS IT Coordinator
- **Compliance Staff**
- SpEd Director

Monitor school; charter and NPS for compliance using the SIRAS Home Page.

District Level

[District Wide] Non-Admin

- **Psychologist**
- Nurse

School Level

[School CASEMIS Clerk]

Primary Data Clerk

School Level

[School Admin 1]

- Principal
- School SpEd Admin

School Level

[School Admin 2]

- School Admin
- Speech & Lang.

Monitor general users using SIRAS Home page and calendar for compliance and timely arrangement and development of IEP.

School Level

[School Read Only]

Principal

School Level

[Site Wide] Non-Admin

- Principal
- **Psychologist**
- Nurse

Monitor caseload; act on upcoming IEPs; develop and implement IEP.

General User

Only see individually assigned students

- Case Manager
- Service Providers
- Speech & Language