Ulster County
eSTACs Entering STAC-1
for SEIT and Related Services

Ulster County Timeline

* **April 30, 2024:**
  * McGuinness will migrate all of the children that are in the Ulster County Preschool system over into eSTACs.

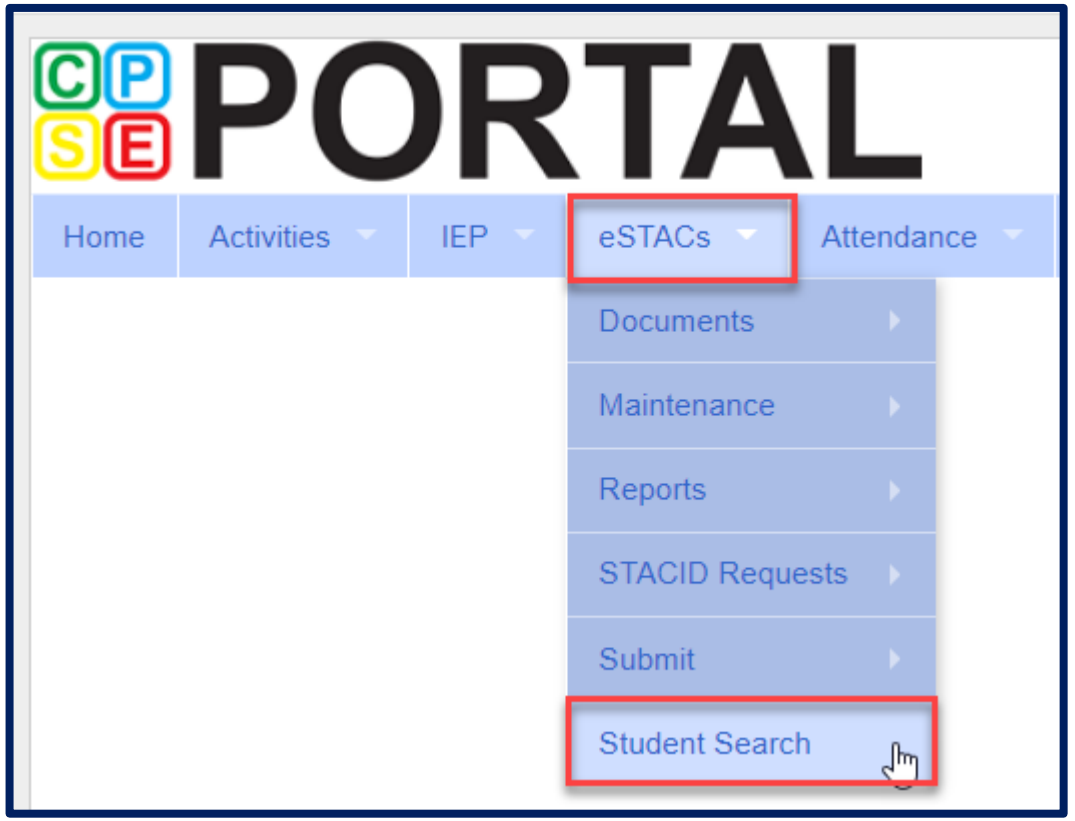
* **May 1, 2024:**
  * Ulster County school districts can begin entering 24/25 children and STACs into eSTACs.

* **All prior year STAC's** (23/24, 22/23, 21/22 etc.), send paper STAC to the county to enter or amend in their Preschool system. Prior years will not be turned on in eSTACs and you will not be able to enter any STACs.

Student Search

eSTACs Student

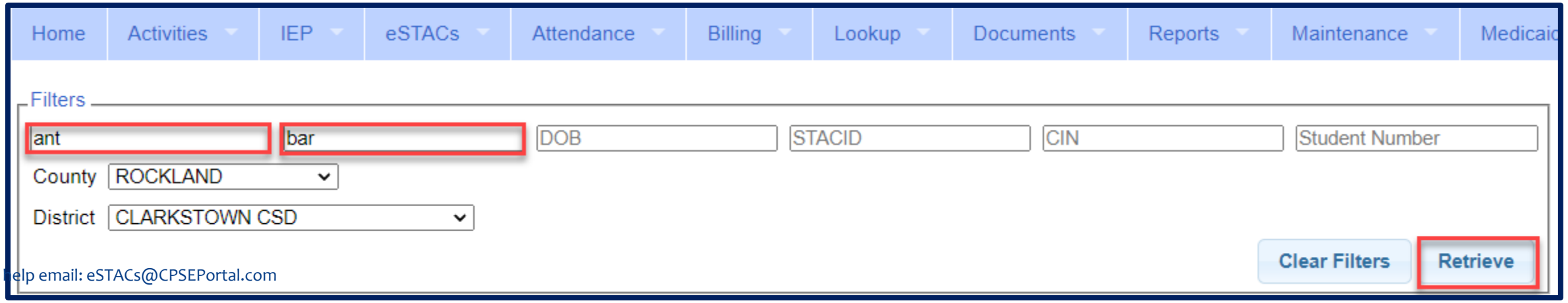
* Go to ***eSTACs -> Student Search***



For help email: eSTACs@CPSEPortal.com

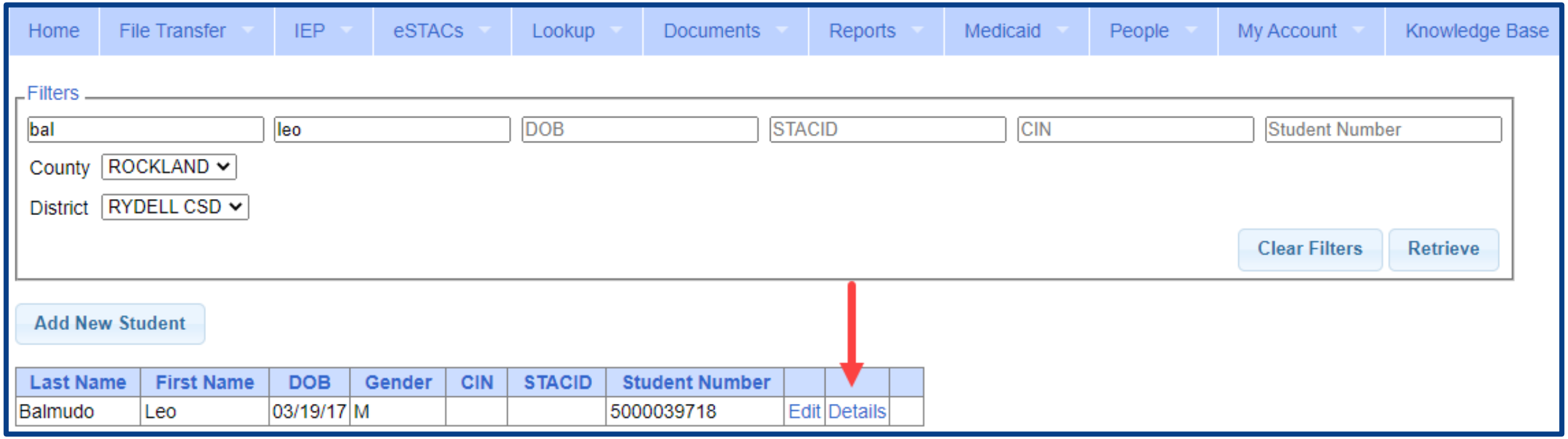
Student Search

* Search for student using first and last name of student & click *Retrieve*.
* As a reminder, when creating a child:
  * If the child is a Jr/II/III, please enter this information in the Suffix box. Do not include this with the child's last name.
  * If the child has a hyphenated last name or two last names, please enter as one last name:
    * Example: Smith-Jones will be entered at SmithJones



View Student Details

* Click on Details to get to the student details page with evaluations, services, documents and forms.



For help email: eSTACs@CPSEPortal.com

Adding New SEIT/RS Placements

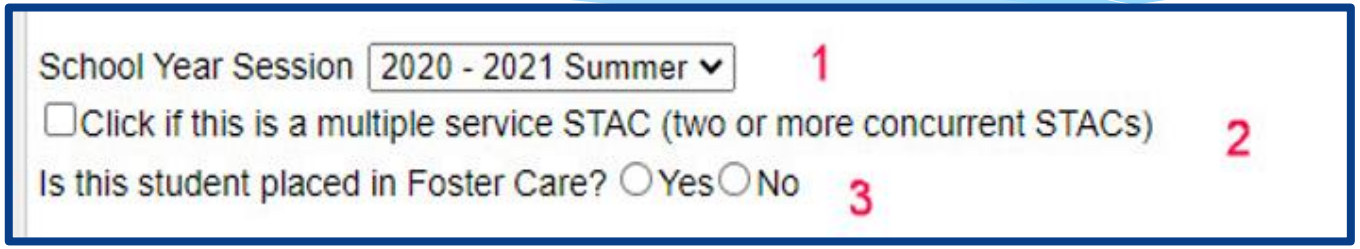
Adding a new STAC-1 for SEIT/Related Services

* Go to the IEP Placements tab
* Click Add SEIT/RS Placement

For help email: eSTACs@CPSEPortal.com

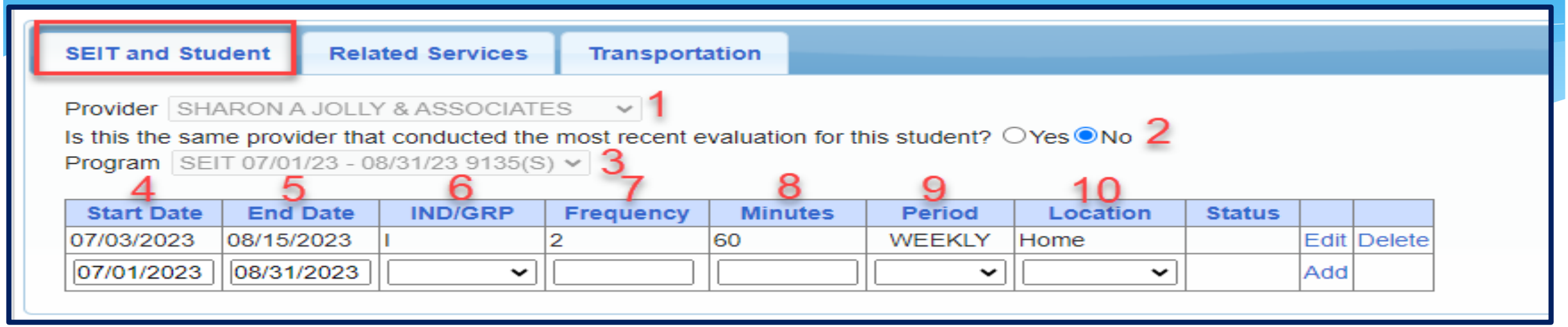
For SEIT or RS

1. Select the School Year and Session.
2. Indicate if this student has two or more concurrent STACs.
3. Indicate if the child is in Foster Care.



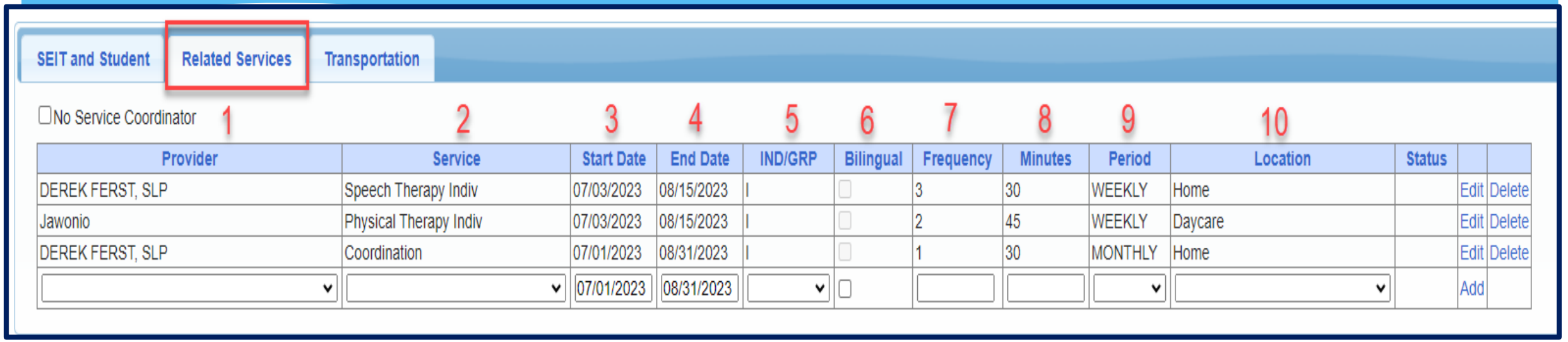
- Multiple Service / Concurrent STACs
  - Student has a center based placement at the same time as having SEIT or fee for service related services
  - Student has two separate center based placements
  - Student has SEIT at the same time from two separate SEIT Providers

Adding SEIT



1. Select Provider
2. Indicate if Provider was same provider that did most recent evaluation
3. Select the program (should be only 1)
4. Edit the Start Date
5. Edit the End Date
6. Indicate individual or group
7. Indicate number of sessions per IEP
8. Indicate number of minutes per IEP (**do not convert to 30 min**)
9. Enter the period for the frequency
10. Select the location where the service will be performed

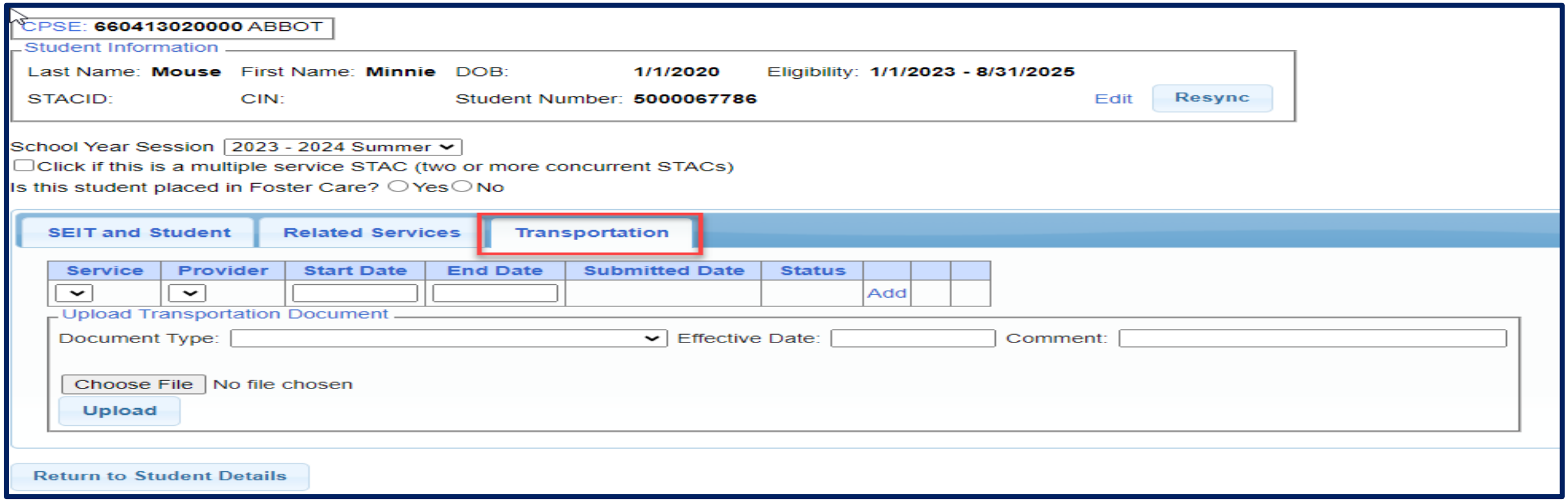
Adding Related Services
(fee for service not CBRS)



1. Choose the provider
2. Select the service
3. When does service start
4. When does service end
5. Indicate Individual or Group
6. If Bilingual service – then check box
7. Indicate number of sessions per IEP
8. Enter minutes per session per IEP
9. Choose the time period for the frequency
10. Indicate where the service will happen

Transportation for SEIT or Related Services

* Some counties pay transportation for SEIT or RS students.
  * **Check with your county first before adding transportation for SEIT or Related Service.**



Co-Treats

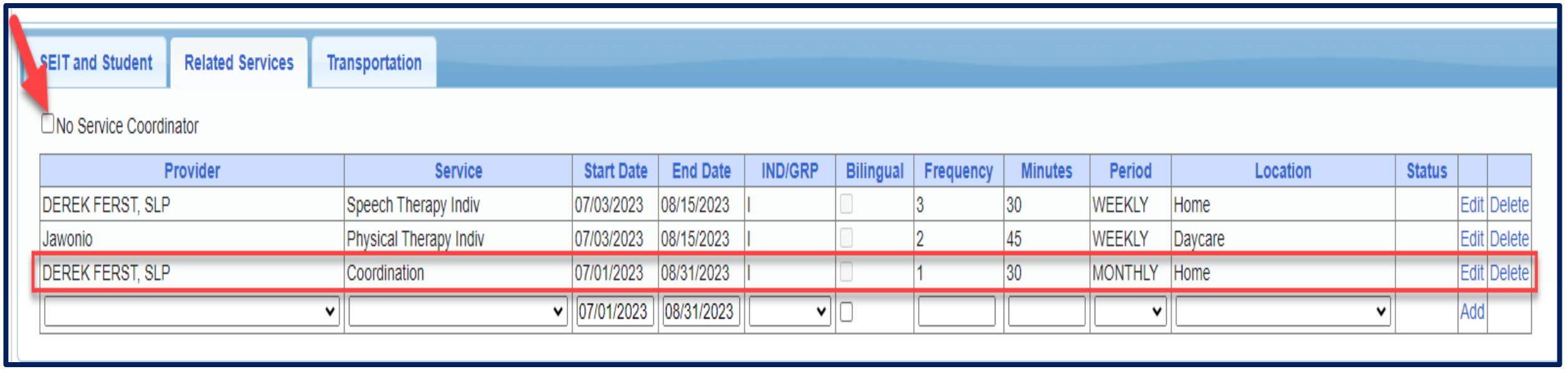
Co-Treats

* There is no special way to denote co-treats in eSTACs.
  * Enter services PER the IEP:
    * If OT is 2x30, and co-treat is 1x30, then enter into eSTACs:
      * OT 2x30
      * OT 1x30
    * If ST is 3x45, and co-treat is 1x30, then enter into eSTACs:
      * ST 3x45
      * ST 1x30
    * The clinician's will know how to enter their session notes for co-treating.

Service Coordination

Service Coordination

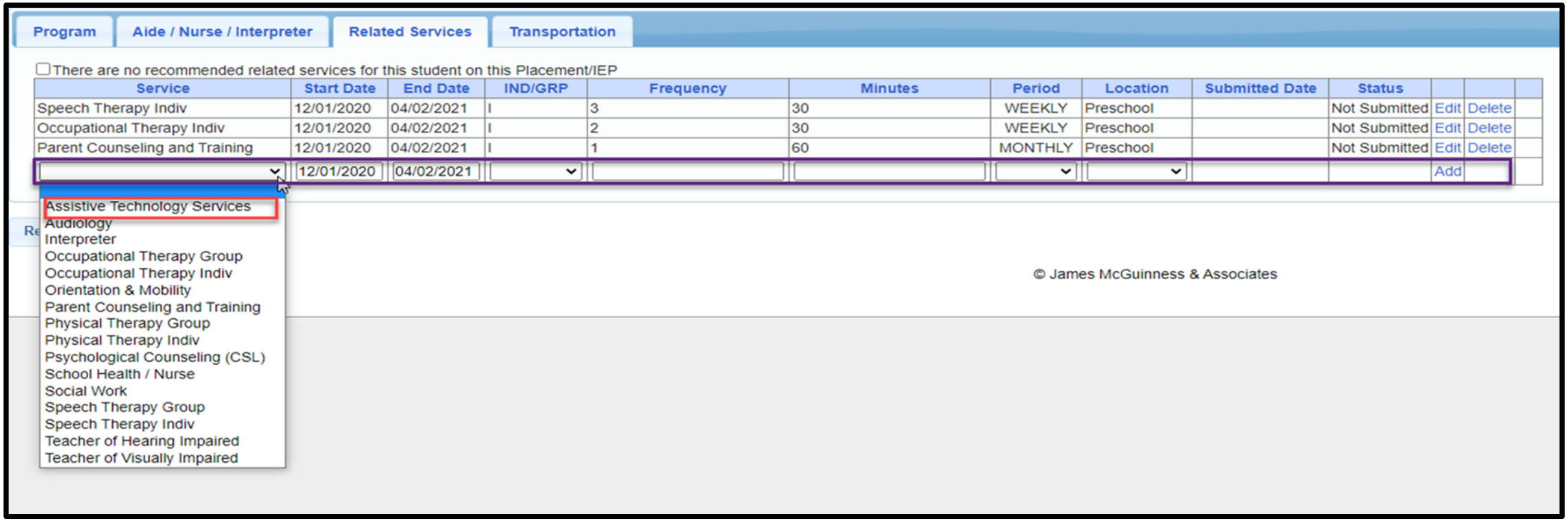
* If there are no SEIT services and there are two or more related services, and service coordination is needed:
  * Choose provider, and Coordination under Service tab, and complete other information.
* If there are no SEIT services and Service Coordination is not needed:
  * Mark the checkbox *"No Service Coordinator"*.



Assisted Tech Service and Assisted Tech Device

Assistive Technology Services

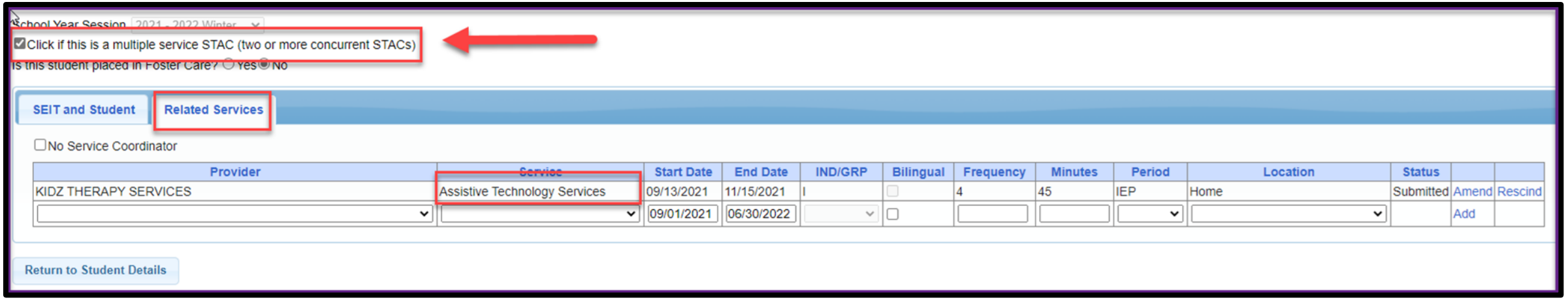
* Assistive Technology Services will be added to the Related Services tab.
* This can be either under the CB Placement or the SEIT/RS Placement.



Assistive Technology Services

* If you have a CB Placement and the Assistive Tech Services are being delivered by a provider outside of the CB:
  * Create a SEIT/RS Placement choosing the provider.
  * If more than one Placement – then you will also need to check the checkbox:

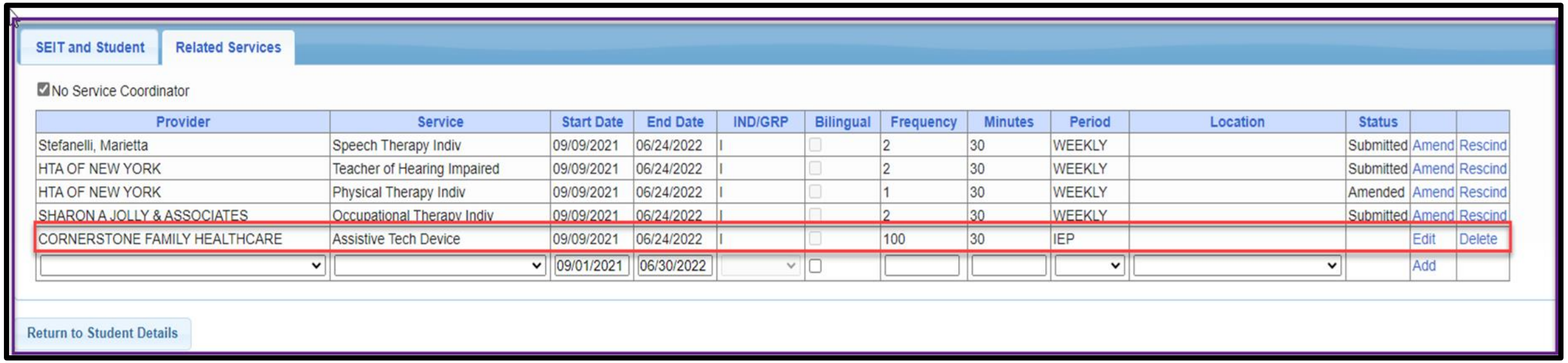
Click if this is a multiple service STAC (two or more concurrent STACs)



For help email: eSTACs@CPSEPortal.com

Assistive Tech Device

* In most cases, the user of the Assistive Tech Device will obtain the device.
* The device will **never** be part of the CB as it is NOT included with the tuition.
* If the cost of the device is:
  * Less than $100 – then enter frequency of 10
  * If more than $1,000 – then enter frequency of 100



Provider	Service	Start Date	End Date	IND/GRP	Bilingual	Frequency	Minutes	Period	Location	Status		
Stefanelli, Marietta	Speech Therapy Indiv	09/09/2021	06/24/2022	I		2	30	WEEKLY		Submitted	Amend	Rescind
HTA OF NEW YORK	Teacher of Hearing Impaired	09/09/2021	06/24/2022	I		2	30	WEEKLY		Submitted	Amend	Rescind
HTA OF NEW YORK	Physical Therapy Indiv	09/09/2021	06/24/2022	I		1	30	WEEKLY		Amended	Amend	Rescind
SHARON A JOLLY & ASSOCIATES	Occupational Therapy Indiv	09/09/2021	06/24/2022	I		2	30	WEEKLY		Submitted	Amend	Rescind
CORNERSTONE FAMILY HEALTHCARE	Assistive Tech Device	09/09/2021	06/24/2022	I		100	30	IEP			Edit	Delete
		09/01/2021	06/30/2022								Add	

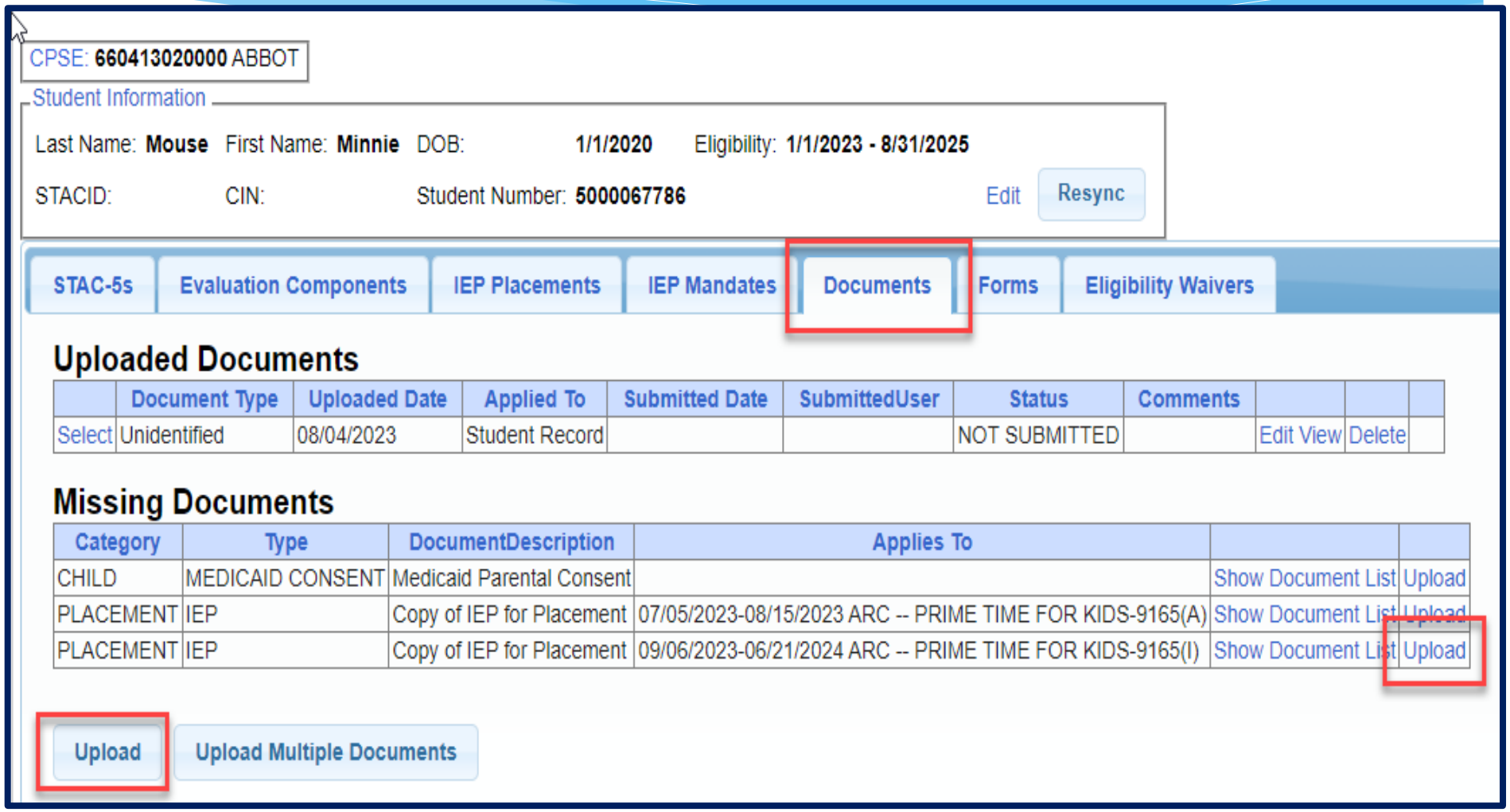
Uploading Documents

Documents Required for Services – Ulster County

* Ulster County requires the following documents to be uploaded, before you can sign and submit your STAC-1:
  * **A Birth Certificate**
  * **The IEP - all dates and services on the IEP must match the entries in eSTACs.**

Uploading a Document

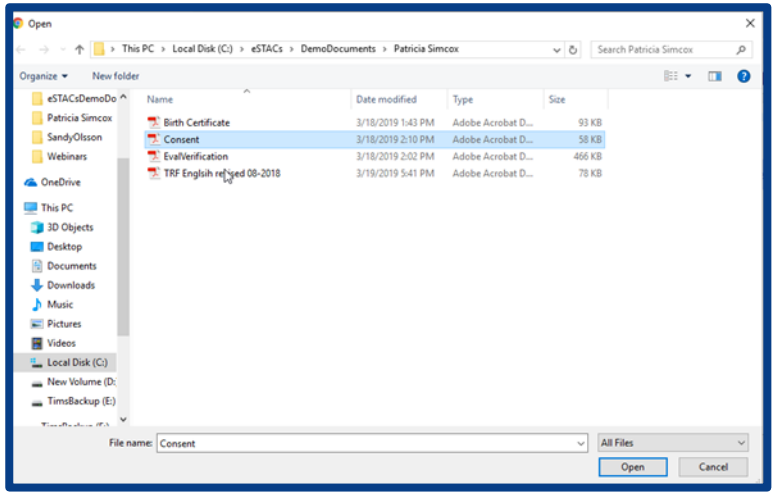
* Select Documents tab on Student Details screen.
* This will also show any Missing Documents that need to be uploaded.
* Click "*Upload*" button at bottom of screen or "Upload" at the end of the missing document line.

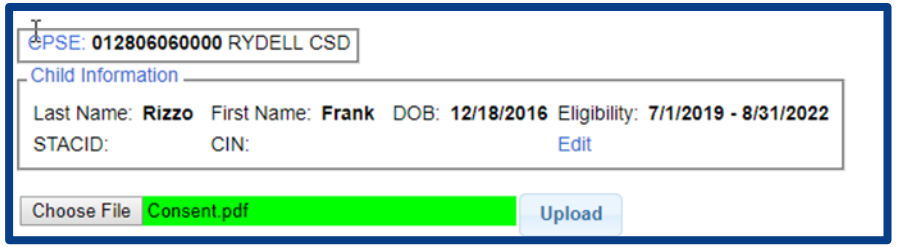


For help email: eSTACs@CPSEPortal.com

Uploading a Document

* Click "*Choose File*" button.
* Browse to the file location and select the file.
* Click the "*Open*" button on the file dialog
* The filename will appear next to "*Choose File*" button.
* Click "*Upload*".

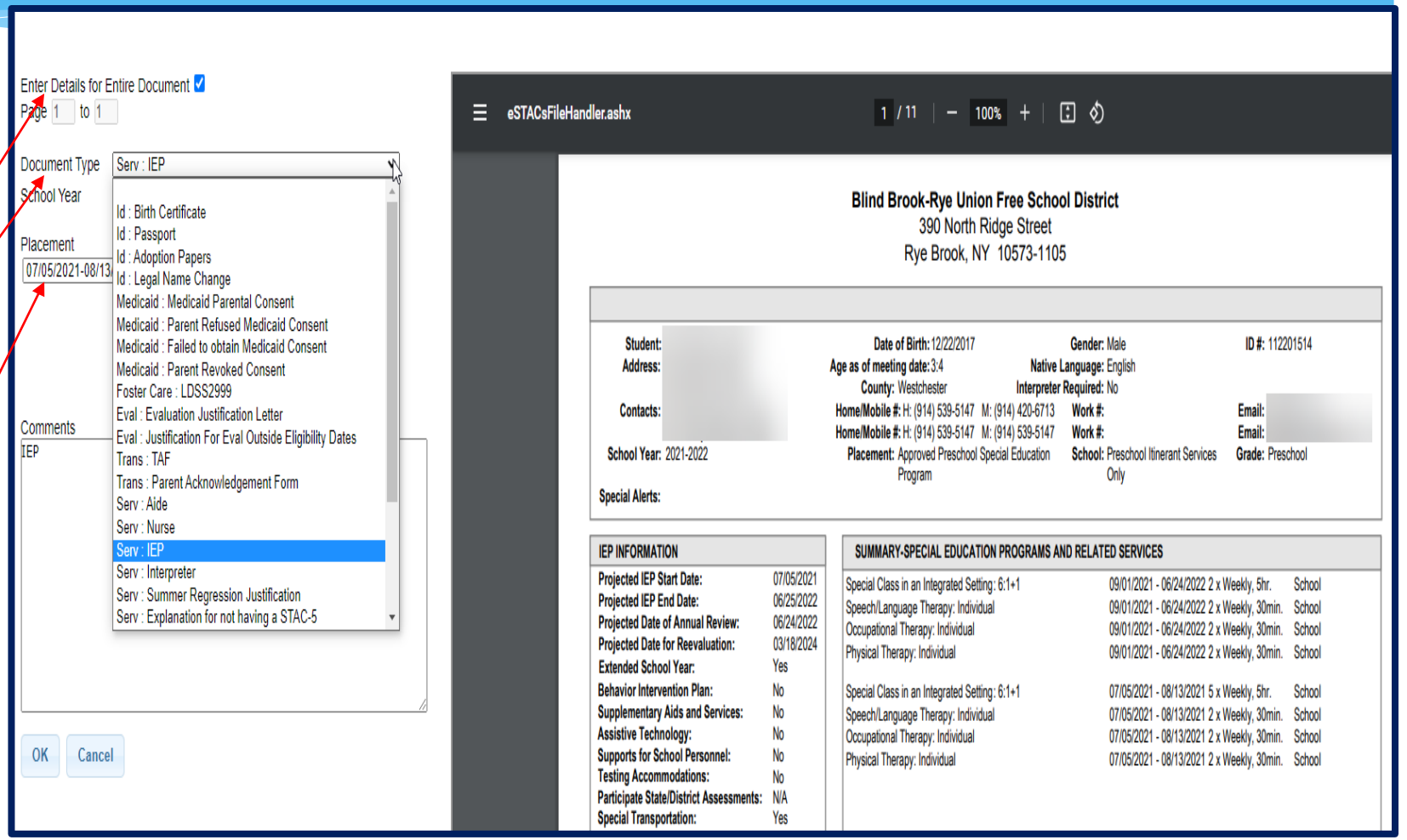




For help email: eSTACs@CPSEPortal.com

Uploading a Document

* Right had side shows the document being uploaded.
* If uploading the entire IEP, then check box "*Enter Details for Entire Document*".
* Choose document type.
* Choose correct school year and placement.

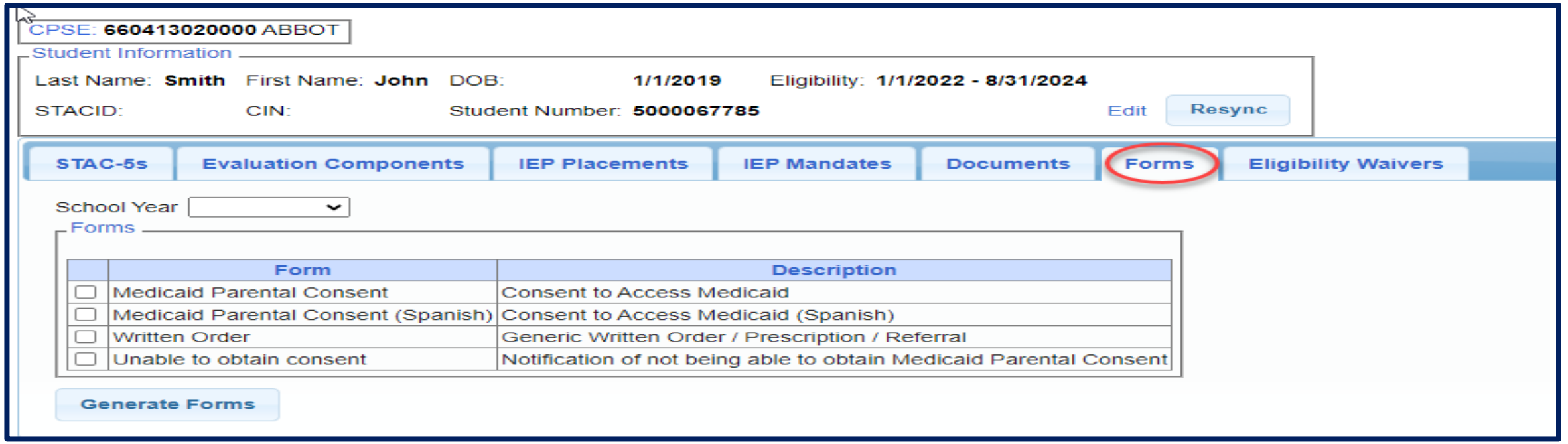


For help email: eSTACs@CPSEPortal.com

Forms

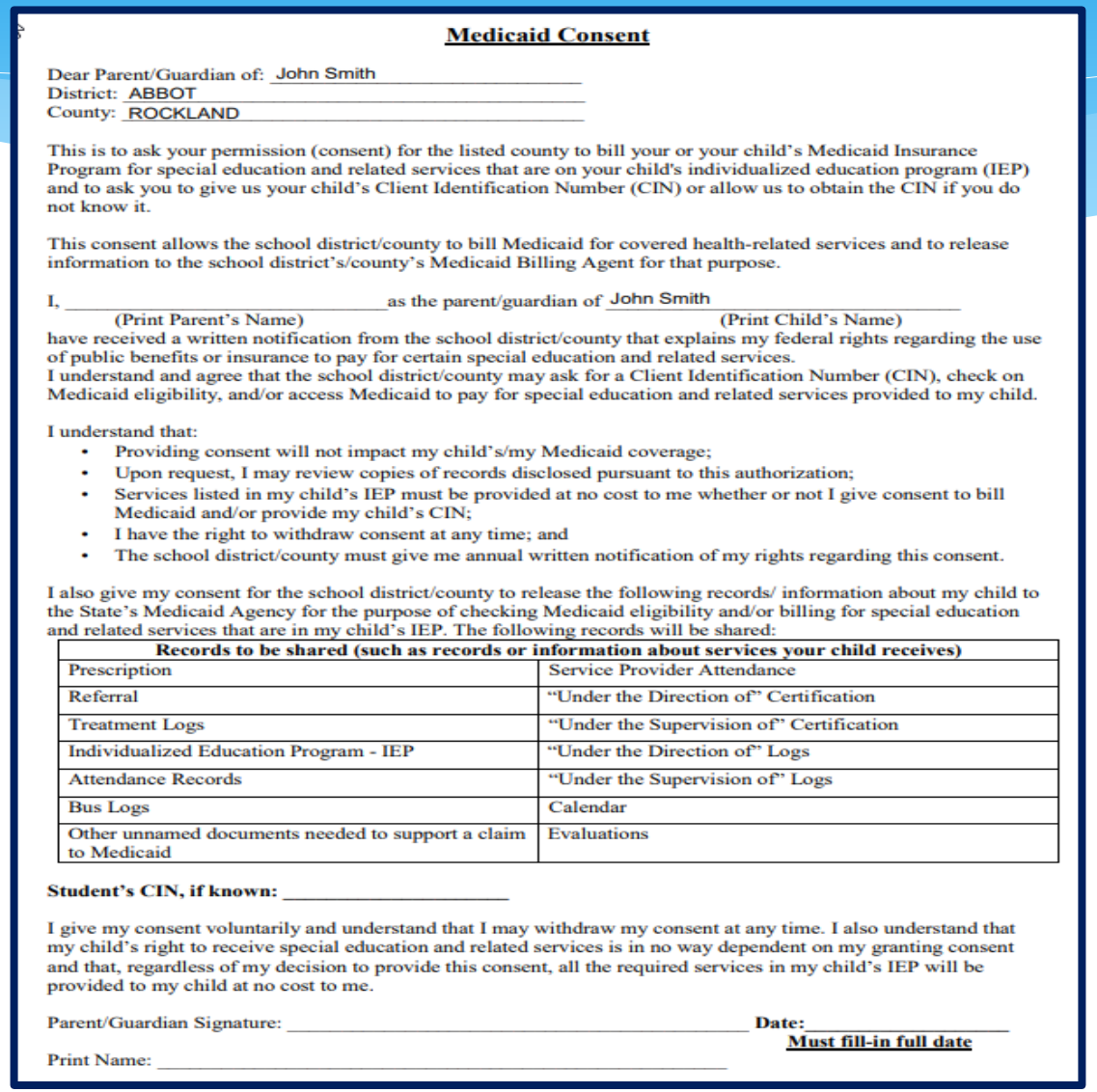
Forms Tab

* The Forms tab has a list of generic forms that when chosen, will populate with the child's information on them.



Forms Tab

If your County gave us a Medicaid Consent that they want you to use, your County consent will also populate here. If not, then your school district's name will populate on the top of the consent.



Medicaid Consent

Dear Parent/Guardian of: John Smith
District: ABBOT
County: ROCKLAND

This is to ask your permission (consent) for the listed county to bill your or your child's Medicaid Insurance Program for special education and related services that are on your child's individualized education program (IEP) and to ask you to give us your child's Client Identification Number (CIN) or allow us to obtain the CIN if you do not know it.

This consent allows the school district/county to bill Medicaid for covered health-related services and to release information to the school district's/county's Medicaid Billing Agent for that purpose.

I, _____ as the parent/guardian of John Smith
(Print Parent's Name) (Print Child's Name)
have received a written notification from the school district/county that explains my federal rights regarding the use of public benefits or insurance to pay for certain special education and related services.
I understand and agree that the school district/county may ask for a Client Identification Number (CIN), check on Medicaid eligibility, and/or access Medicaid to pay for special education and related services provided to my child.

I understand that:

- Providing consent will not impact my child's/my Medicaid coverage;
- Upon request, I may review copies of records disclosed pursuant to this authorization;
- Services listed in my child's IEP must be provided at no cost to me whether or not I give consent to bill Medicaid and/or provide my child's CIN;
- I have the right to withdraw consent at any time; and
- The school district/county must give me annual written notification of my rights regarding this consent.

I also give my consent for the school district/county to release the following records/ information about my child to the State's Medicaid Agency for the purpose of checking Medicaid eligibility and/or billing for special education and related services that are in my child's IEP. The following records will be shared:

Records to be shared (such as records or information about services your child receives)	
Prescription	Service Provider Attendance
Referral	"Under the Direction of" Certification
Treatment Logs	"Under the Supervision of" Certification
Individualized Education Program - IEP	"Under the Direction of" Logs
Attendance Records	"Under the Supervision of" Logs
Bus Logs	Calendar
Other unnamed documents needed to support a claim to Medicaid	Evaluations

Student's CIN, if known: _____

I give my consent voluntarily and understand that I may withdraw my consent at any time. I also understand that my child's right to receive special education and related services is in no way dependent on my granting consent and that, regardless of my decision to provide this consent, all the required services in my child's IEP will be provided to my child at no cost to me.

Parent/Guardian Signature: _____ **Date:**_____
Must fill-in full date

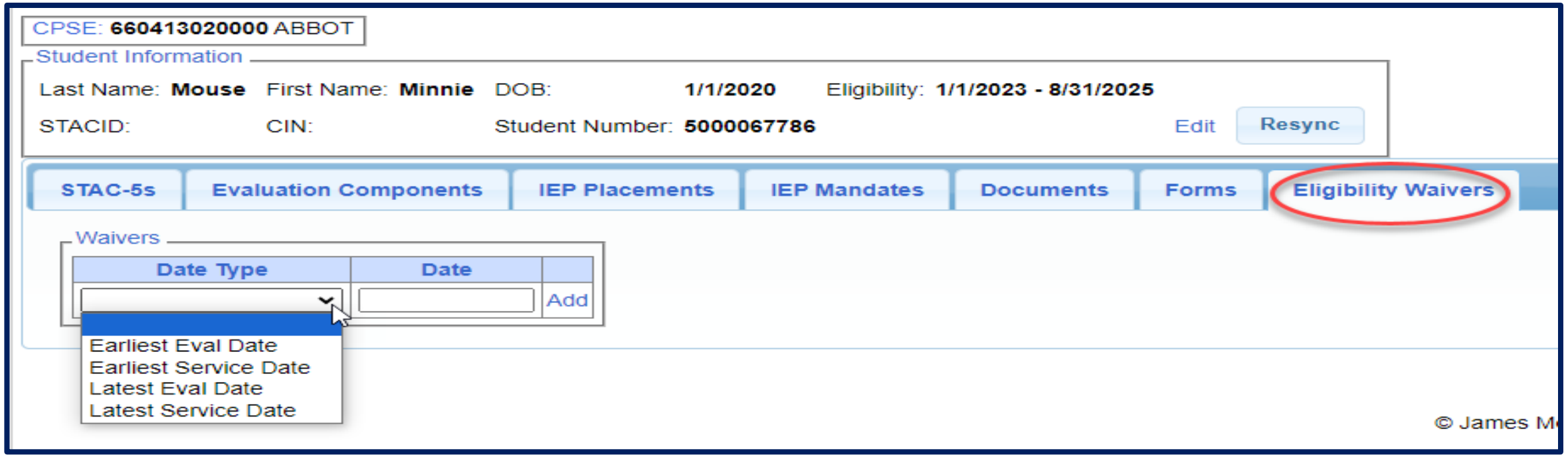
Print Name: _____

For help email: eSTACs@CPSEPortal.com

Eligibility Waivers

Eligibility Waivers Tab

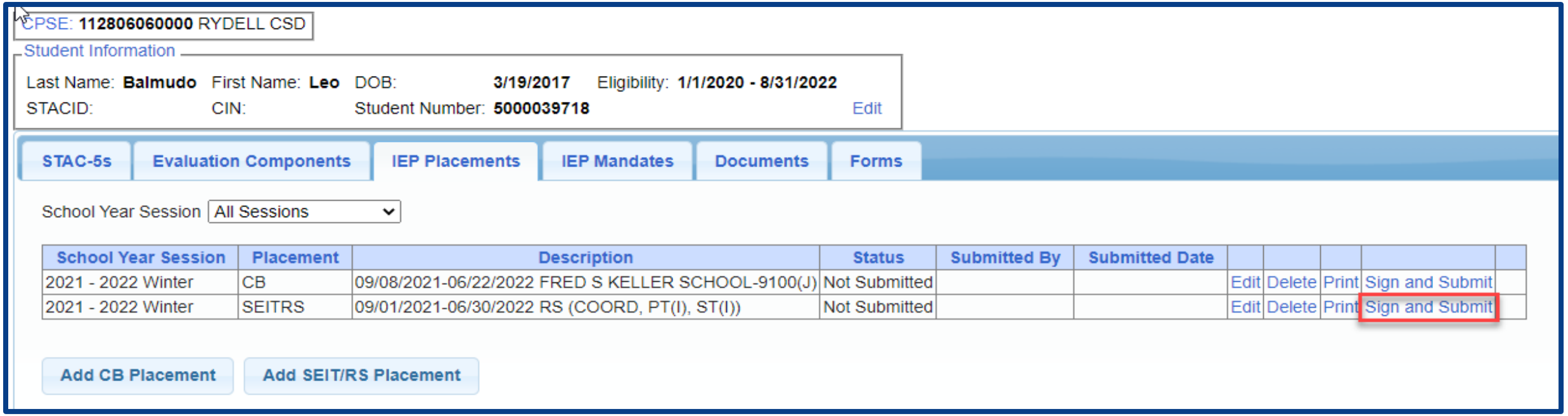
* If you have an evaluation or services that are outside of the eligibility dates, you can choose the Date Type, enter date and click “Add”. You can then upload any supporting documentation. Please contact the county before you use this feature.



Signing and Submitting STAC-1

Signing and Submitting

* Once all information is entered from the IEP, you will now need to Sign and Submit the SEIT/RS Placement.



Compare SEIT/RS Placement to IEP

* REMEMBER: compare all Compare ALL of your entries on left side to IEP on right side. **Do not** sign & submit if not correct.
  * Does the service match (individual or group); Does the frequency and duration match; Do the dates match?

Student Name Balmudo, Leo
DOB 3/19/2017
STAC ID
Student # 5000039718

CPSE District RYDELL CSD
County ROCKLAND

School Year: 2021 - 2022 Winter **Placement Type:** SEITRS **Provider:**

☐ Show Rescinded

Print STAC-1

Placements To Submit

Provider	From Date	To Date	Service Type	Frequency	Location
FRED S KELLER SCHOOL	9/10/2021	6/24/2022	Special Education (SEIS) :Individual	2x60	Preschool
JAWONIO, INC	9/10/2021	6/24/2022	Occupational Therapy Indiv	2x30	Home/Community
FRED S KELLER SCHOOL	9/10/2021	6/24/2022	Parent Counseling and Training :Individual	1x60 MONTHLY	Home/Community
RISING STARS OF ROCKLAND	9/10/2021	6/24/2022	Physical Therapy Indiv	1x30	Home/Community
DEREK FERST, SLP	9/10/2021	6/24/2022	Speech Therapy Indiv	1x30	Home/Community
DEREK FERST, SLP	9/10/2021	6/24/2022	Speech Therapy Indiv	1x30	Facility Location / Private Office

Sign

For help email: eSTACs@CPSEPortal.com

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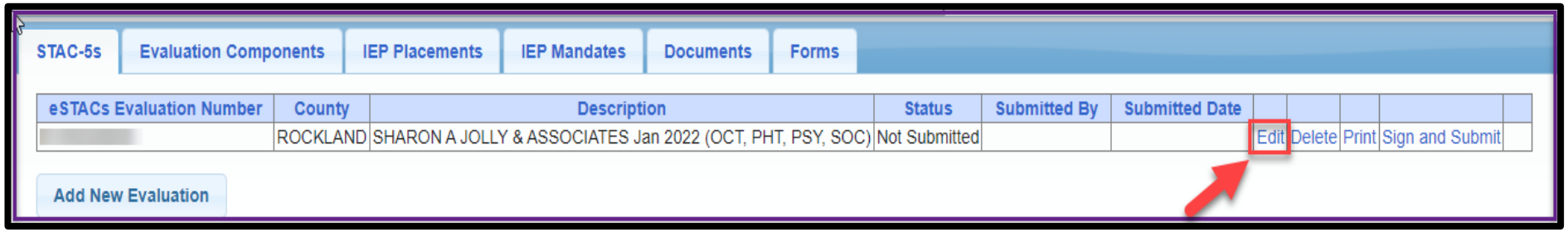
IEP INFORMATION	
Projected IEP Start Date:	07/01/2021
Projected IEP End Date:	06/24/2022
Projected Date of Annual Review:	04/28/2022
Projected Date for Reevaluation:	04/02/2024
Extended School Year:	Yes
Behavior Intervention Plan:	No
Supplementary Aids and Services:	No
Assistive Technology:	No
Supports for School Personnel:	No
Testing Accommodations:	No
Participate State/District Assessments:	N/A
Special Transportation:	No

SUMMARY-SPECIAL EDUCATION PROGRAMS AND RELATED SERVICES		
Special Education Itinerant Services: 1:1 : Direct	09/10/2021 - 06/24/2022 2 x Weekly, 1hr.	School
Parent Counseling and Training: Indirect	09/10/2021 - 06/24/2022 1 x Monthly, 1hr.	Home/Community
Speech/Language Therapy: Individual	09/10/2021 - 06/24/2022 1 x Weekly, 30min.	Therapist's Office
Occupational Therapy: Individual	09/10/2021 - 06/24/2022 2 x Weekly, 30min.	Home/Community
Physical Therapy: Individual	09/10/2021 - 06/24/2022 1 x Weekly, 30min.	Home/Community
Speech/Language Therapy: Individual	09/10/2021 - 06/24/2022 1 x Weekly, 30min.	Home/Community
Special Education Itinerant Services: 1:1 : Direct	07/01/2021 - 08/11/2021 2 x Weekly, 1hr.	School
Speech/Language Therapy: Individual	07/01/2021 - 08/11/2021 2 x Weekly, 30min.	Therapist's Office

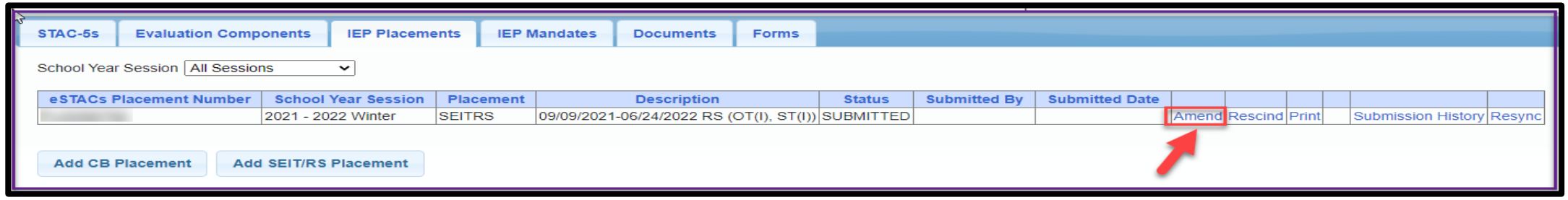
Amendments and/or Corrections

Amendments

* Prior to submitting a STAC to the County, you can ***Edit*** a placement and make any necessary changes.



* After you submit a STAC to the County, you must ***Amend*** the placement to make any changes.



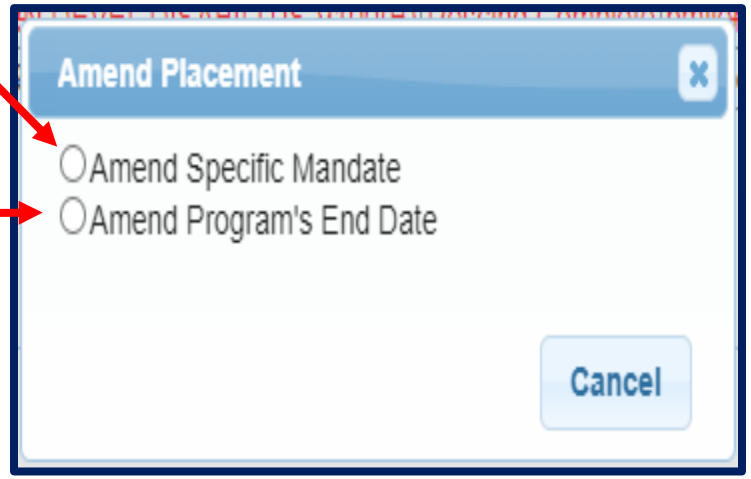
* Once a STAC is submitted, you are limited as to what changes can be made.

For help email: eSTACs@CPSEPortal.com

Amendments

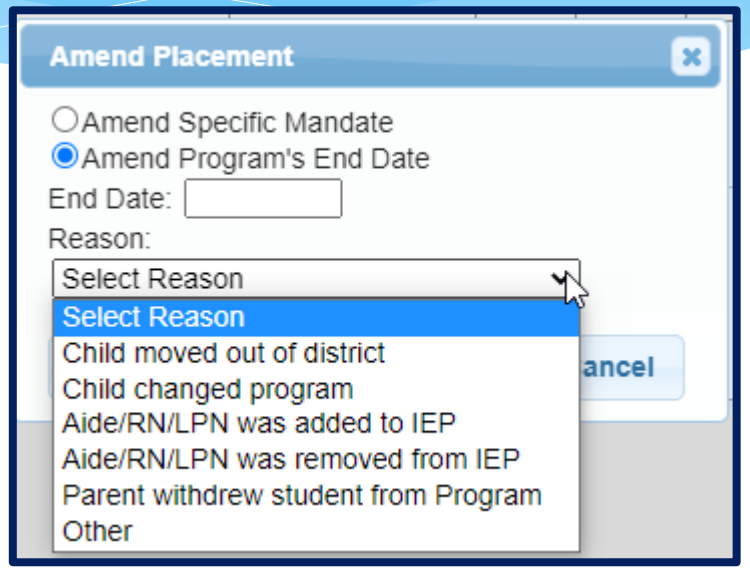
* Now choose to “Amend Specific Mandate” to make changes to the STAC such as:
  * You need to change the start/end dates,
  * You need to add a new service to the STAC,
  * You need to change a location on the STAC,
  * You need to change the program listed on the STAC,
  * You need to rescind a service.

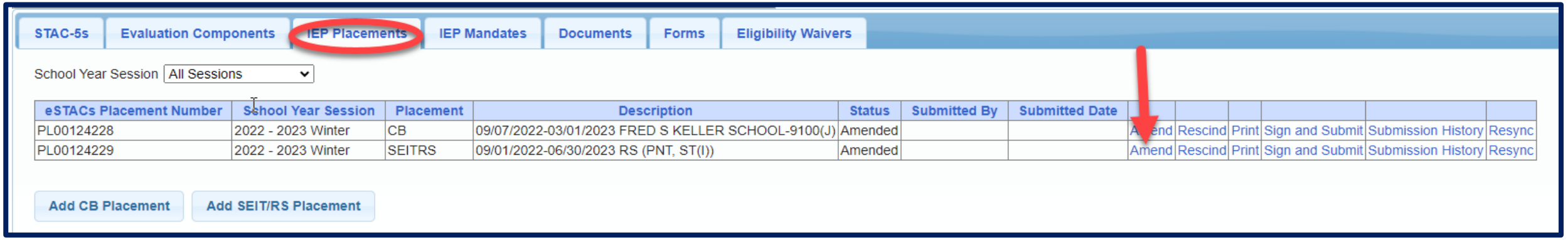
* Amend Program’s End Date
  * To end all services on a specific date.



Amending at IEP Placement Level

* All instances below will need to have the Placement End Dated:
  * Child moved out of district mid-year
  * Child changed SEIT providers mid-year
  * Parent withdrew their child mid year
  * Child switched from CB to SEIT/RS mid-year (or vice-versa)
  * Other – child declassified





Amending at Details Level

* Under the "IEP Mandates" tab you can Amend just one specific service.

STAC-5s | Evaluation Components | IEP Placements | IEP Mandates | Documents | Forms | Eligibility Waivers

School Year Session: All Sessions

Placement:

Placement	eSTACs Placement Number	eSTACs Placement Detail Number	From Date	To Date	Provider	Service	Program	Location	ESID	Rate	Description	Status	Submitted By User	Submitted Date			
202223W_01	PL00124228	PD00330606	09/07/22	03/01/23	FRED S KELLER SCHOOL	Classroom	9100			53776.00	Classroom 5.00 hrs/day 5 days/wk	Amended			Amend	Rescind	Resync
202223W_01	PL00124228	PD00330607	09/07/22	03/01/23	FRED S KELLER SCHOOL	Occupational Therapy Indiv		Preschool			OT(I) 2x30 (Preschool)	Amended			Amend	Rescind	Resync
202223W_01	PL00124228	PD00330608	09/07/22	03/01/23	FRED S KELLER SCHOOL	Speech Therapy Indiv		Preschool			ST(I) 2x30 (Preschool)	Amended			Amend	Rescind	Resync
202223W_01	PL00124228	PD00330609	09/07/22	03/01/23	FRED S KELLER SCHOOL	Bus					Transportation: Bus	Amended			Amend	Rescind	Resync
202223W_01	PL00124228	PD00330632	12/01/22	03/01/23	FRED S KELLER SCHOOL	Physical Therapy Indiv		Preschool			PT(I) 3x45 (Preschool)	Amended			Amend	Rescind	Resync
202223W_02	PL00124229	PD00330610	09/01/22	06/30/23	A STARTING PLACE	Speech Therapy Indiv		Home			ST(I) 3x30 (Home)	Submitted	kellyknowles	6/14/2023 2:45:22 PM	Amend	Rescind	Resync
202223W_02	PL00124229	PD00330611	09/01/22	06/30/23	A STARTING PLACE	Parent Counseling and Training		Home			PNT 1x30 MONTHLY (Home)	Not Submitted			Edit		Resync

Cheat Sheets

SEIT / RS Amendments

CPSE determines	What to do
The SEIT Provider should change	End Placement and Create new placement with all necessary details
The student no longer needs a particular related service The student no longer needs SEIT	End Placement detail by amending end date of detail
The student needs an additional related service The student needs to have SEIT in addition to just RS	Add additional placement details as necessary
There should be a change to a related service (change in frequency, change from individual to group, change location) There should be a change to the SEIT frequency or between individual and group.	End Placement detail by amending end date of detail, then add new placement detail

Corrections

Actions Needed to Correct Data in eSTACs by Field

Placement Type	Service Category	Requires Rescinding entire placement	Requires Rescinding single detail	Can correct data via amending
SEIT/RS	SEIT	School Year Session Foster County Provider	Individual vs Group Frequency, Duration & Period	Start Date End Date Location
	Related Service	School Year Session Foster County	Provider Service Individual vs Group Frequency, Duration & Period	Start Date End Date Location

For help email: eSTACs@CPSEPortal.com

Corrections

Actions Needed to Correct Data in eSTACs by Field

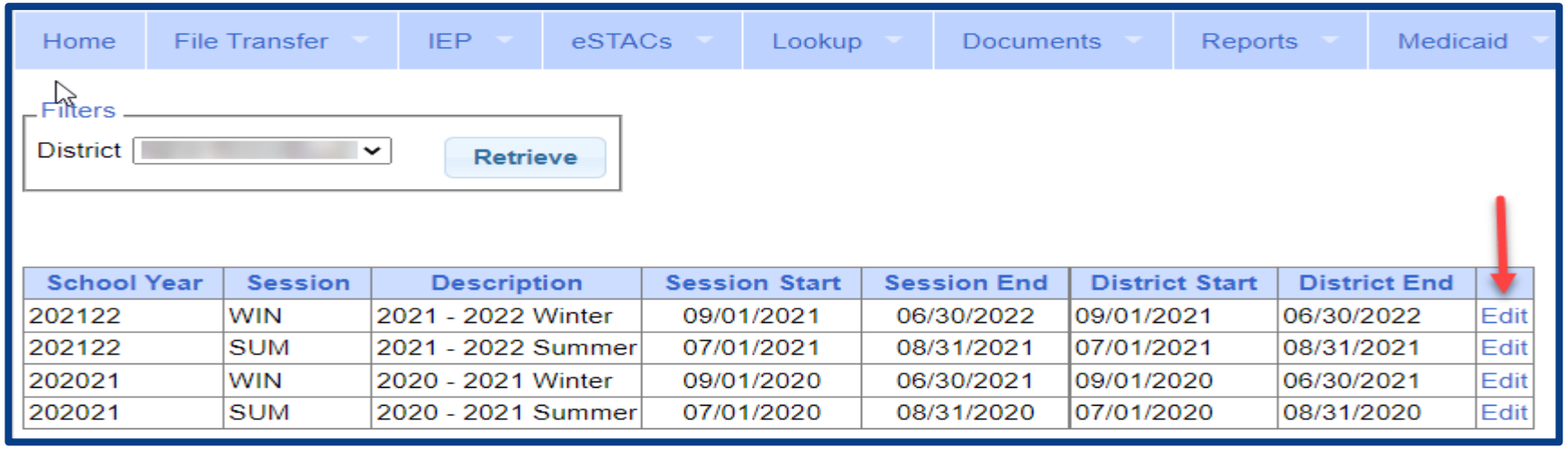
	Center Based (CB)				SEIT and/or Related Services	
	CB	AIDE/RN/LPN	Related Service	Transportation	SEIT	Related Services
School Year Session	Rescind Entire Placement				Rescind Entire Placement	Rescind Entire Placement
Foster Care County	Rescind Entire Placement				Rescind Entire Placement	Rescind Entire Placement
Provider	Rescind Entire Placement				Rescind Entire Placement	Rescind single detail
Program	Amend				Rescind Entire Placement	
Sharing (AIDE)		Rescind single detail				
Service		Rescind single detail	Rescind single detail	Rescind single detail		Rescind single detail
Start Date	Amend		Amend	Amend	Amend	Amend
End Date	Amend		Amend	Amend	Amend	Amend
Hours Per Day	Amend	Amend				
Days Per Week	Amend	Amend				
Ind. Vs Group			Rescind single detail		Rescind single detail	Rescind single detail
Frequency			Rescind single detail		Rescind single detail	Rescind single detail
Duration			Rescind single detail		Rescind single detail	Rescind single detail
Period			Rescind single detail		Rescind single detail	Rescind single detail
Location			Amend		Amend	Amend

Reports

Changing District School Dates

* School district yearly dates are defaulted to:
  * Summer dates: July 1 – August 31
  * Winter dates: September 1 – June 30

* Go to ***eSTACs -> Maintenance -> Default Session Dates for District***



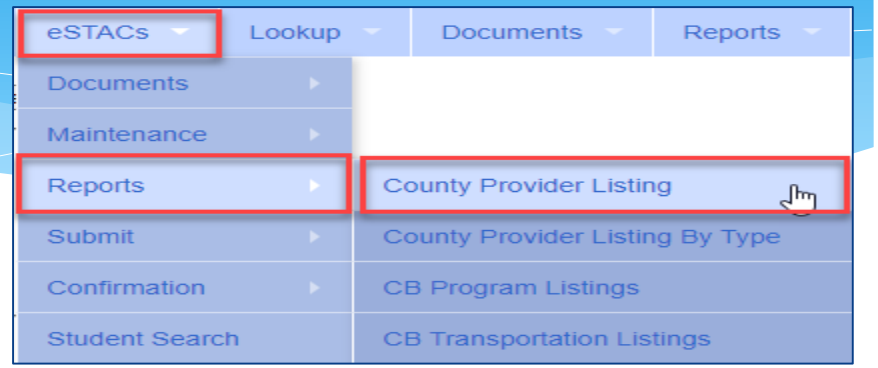
School Year	Session	Description	Session Start	Session End	District Start	District End	
202122	WIN	2021 - 2022 Winter	09/01/2021	06/30/2022	09/01/2021	06/30/2022	Edit
202122	SUM	2021 - 2022 Summer	07/01/2021	08/31/2021	07/01/2021	08/31/2021	Edit
202021	WIN	2020 - 2021 Winter	09/01/2020	06/30/2021	09/01/2020	06/30/2021	Edit
202021	SUM	2020 - 2021 Summer	07/01/2020	08/31/2020	07/01/2020	08/31/2020	Edit

Providers eSTACs Reports

* Every County contracts with specific providers for specific services.
* The services are:
  * Evaluations
  * SEIT
  * Related Services (fee for service)
  * Center based
  * Transportation

* These providers can change from year to year.

County Provider Listing



* This shows which providers are contracted with the County for which particular services
* Go to ***eSTACs -> Reports -> County Provider Listing***

County Provider Listing

Filters

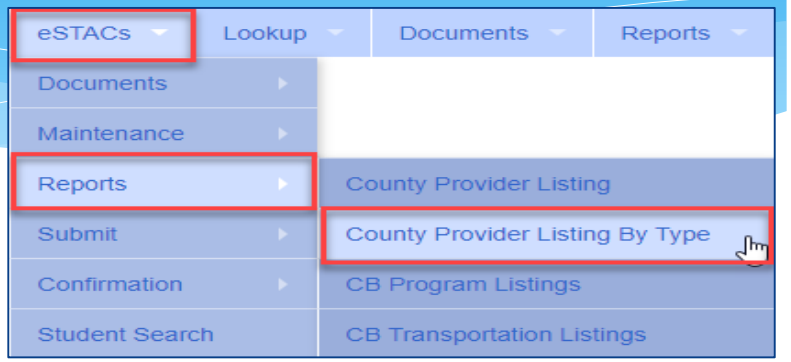
County ROCKLAND School Year Session 2021 - 2022 Winter Retrieve

Excel

eSTACs Provider Name	NPI	SED Provider Code	SED Provider Name	Evaluations	SEIT	Related Services	Centerbased	Transportation
A STARTING PLACE	1437302262	500308880107	A STARTING PLACE			Y	Y	
ARC -- PRIME TIME FOR KIDS	1386898583	500308990003	ARC ROCKLAND CO CHAP PRIME TIME	Y		Y	Y	
AVI	1306127626					Y		
CHILDREN'S HOME LMSW, OT, PT, PSYC,	1508019365	800000071335	CHILDREN'S HOME LMSW, OT, PT, PSYC,	Y		Y		
CORNERSTONE FAMILY HEALTHCARE	1689669079					Y		
DEREK FERST, SLP	1740432830					Y		
Donlon-Farry, Eibhlin	1447489687					Y		

County Provider Listing By Type

* Shows contracted providers for a particular service.
* Go to ***eSTACs -> Reports -> County Provider Listing By Type***



County Provider Listings

Filters

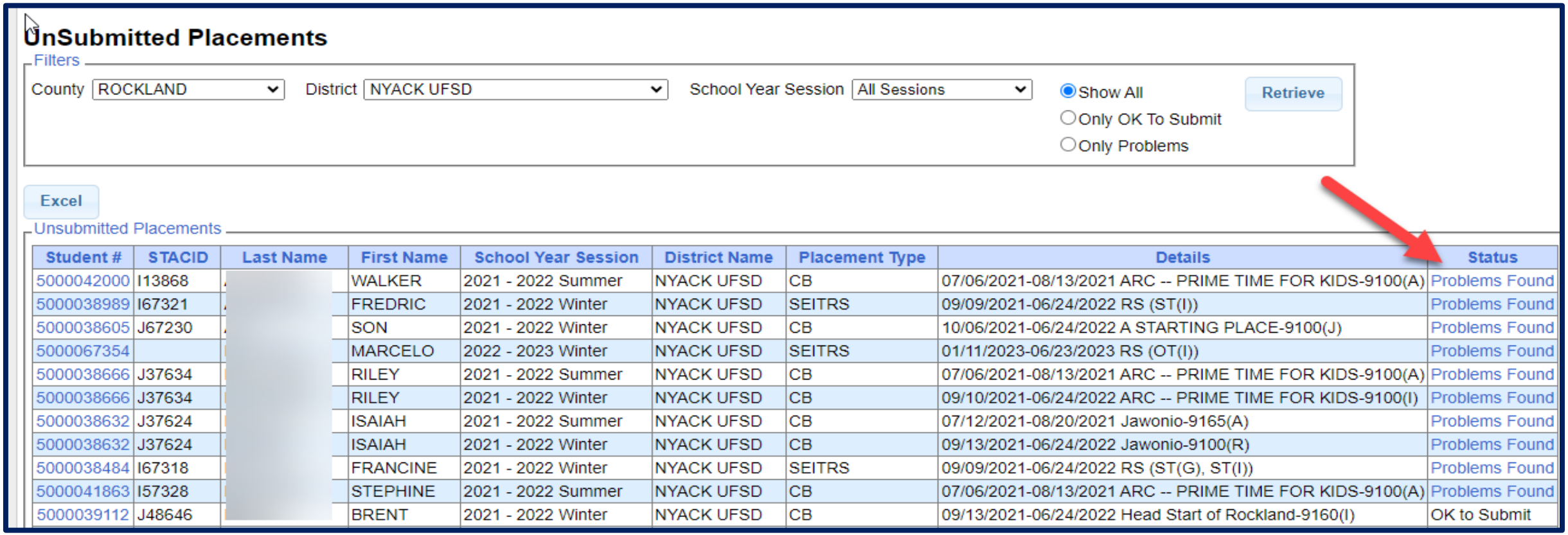
County ROCKLAND | School Year Session 2021 - 2022 Winter | Type: SEIT | Retrieve

Excel

eSTACs Provider Name	NPI	SED Provider Code	SED Provider Name
FRED S KELLER SCHOOL	1407008626	662300880413	APPLIED BEHAVIOR ANALYSIS FRED S KEL
Head Start of Rockland	1639459993	500304880222	HEAD START OF ROCKLAND - PRESCHOOL P
HEBREW ACAD FOR SPEC CHLDRN	1033556519	332000227132	HEBREW ACADEMY FOR SPEC CHLDRN
HTA OF NEW YORK	1033361357	660405880003	HTA OF NEW YORK
SHARON A JOLLY & ASSOCIATES	1467767228	441201880022	SHARON A JOLLY & ASSOCIATES

UnSubmitted Placements

* ***eSTACs -> Reports -> UnSubmitted Placements***
  * The Status column will show any "Problems Found".



UnSubmitted Placements

Filters

County: ROCKLAND | District: NYACK UFSD | School Year Session: All Sessions | Show All / Only OK To Submit / Only Problems | Retrieve

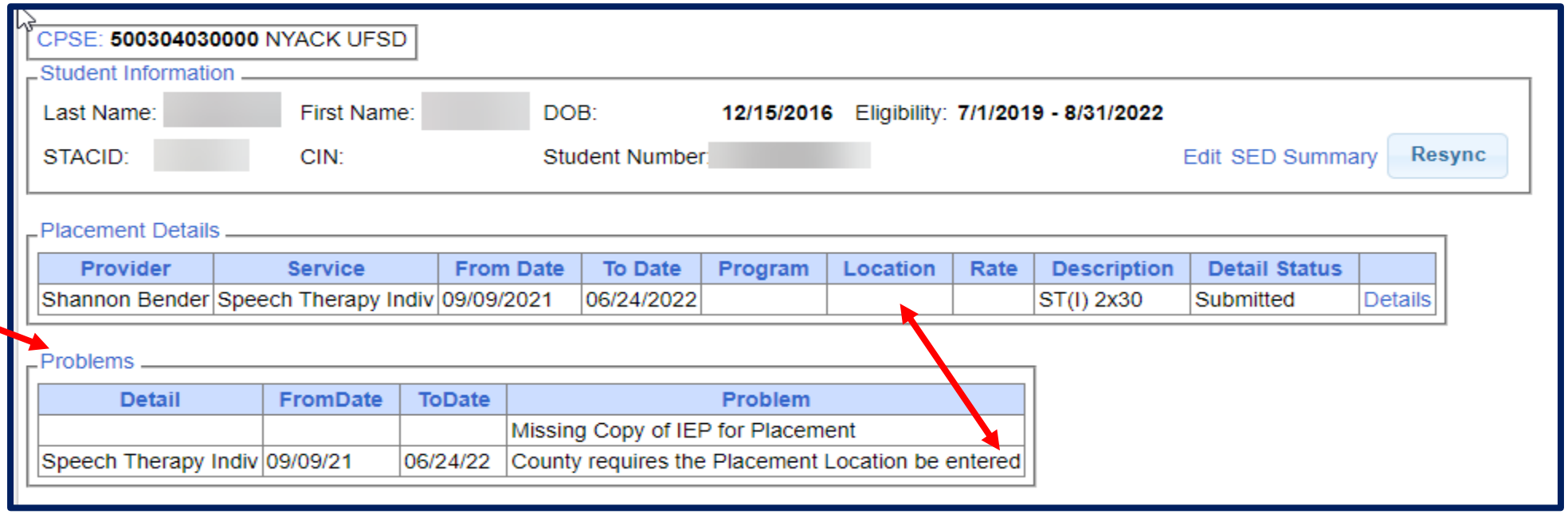
Excel

Unsubmitted Placements

Student #	STACID	Last Name	First Name	School Year Session	District Name	Placement Type	Details	Status
5000042000	I13868	[redacted]	WALKER	2021 - 2022 Summer	NYACK UFSD	CB	07/06/2021-08/13/2021 ARC -- PRIME TIME FOR KIDS-9100(A)	Problems Found
5000038989	I67321	[redacted]	FREDRIC	2021 - 2022 Winter	NYACK UFSD	SEITRS	09/09/2021-06/24/2022 RS (ST(I))	Problems Found
5000038605	J67230	[redacted]	SON	2021 - 2022 Winter	NYACK UFSD	CB	10/06/2021-06/24/2022 A STARTING PLACE-9100(J)	Problems Found
5000067354		[redacted]	MARCELO	2022 - 2023 Winter	NYACK UFSD	SEITRS	01/11/2023-06/23/2023 RS (OT(I))	Problems Found
5000038666	J37634	[redacted]	RILEY	2021 - 2022 Summer	NYACK UFSD	CB	07/06/2021-08/13/2021 ARC -- PRIME TIME FOR KIDS-9100(A)	Problems Found
5000038666	J37634	[redacted]	RILEY	2021 - 2022 Winter	NYACK UFSD	CB	09/10/2021-06/24/2022 ARC -- PRIME TIME FOR KIDS-9100(I)	Problems Found
5000038632	J37624	[redacted]	ISAIAH	2021 - 2022 Summer	NYACK UFSD	CB	07/12/2021-08/20/2021 Jawonio-9165(A)	Problems Found
5000038632	J37624	[redacted]	ISAIAH	2021 - 2022 Winter	NYACK UFSD	CB	09/13/2021-06/24/2022 Jawonio-9100(R)	Problems Found
5000038484	I67318	[redacted]	FRANCINE	2021 - 2022 Winter	NYACK UFSD	SEITRS	09/09/2021-06/24/2022 RS (ST(G), ST(I))	Problems Found
5000041863	I57328	[redacted]	STEPHINE	2021 - 2022 Summer	NYACK UFSD	CB	07/06/2021-08/13/2021 ARC -- PRIME TIME FOR KIDS-9100(A)	Problems Found
5000039112	J48646	[redacted]	BRENT	2021 - 2022 Winter	NYACK UFSD	CB	09/13/2021-06/24/2022 Head Start of Rockland-9160(I)	OK to Submit

UnSubmitted Placements – Problems Found

* In the example below:
  * The IEP needs to be uploaded,
  * And the ST services is missing a location.



CPSE: **500304030000** NYACK UFSD

Student Information

Last Name: [redacted] First Name: [redacted] DOB: **12/15/2016** Eligibility: **7/1/2019 - 8/31/2022**

STACID: [redacted] CIN: Student Number: [redacted] Edit SED Summary Resync

Placement Details

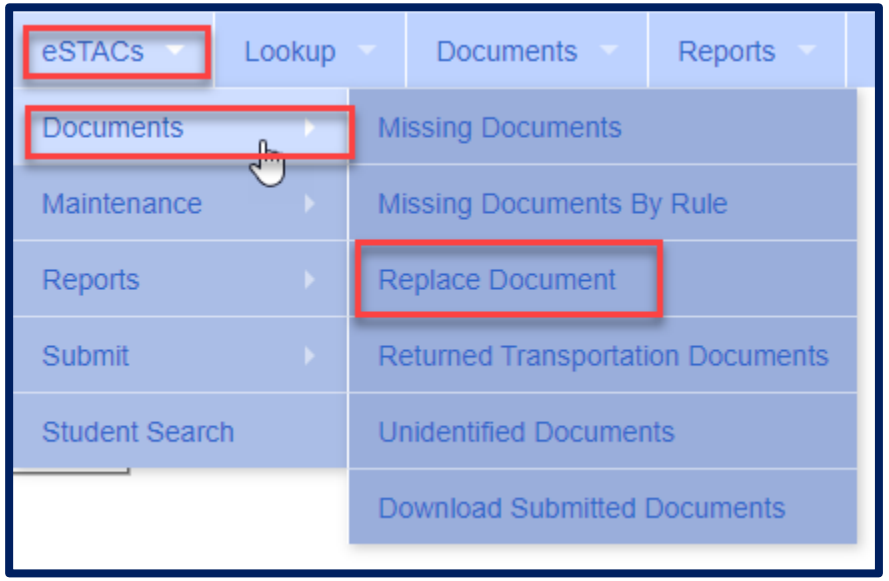
Provider	Service	From Date	To Date	Program	Location	Rate	Description	Detail Status	
Shannon Bender	Speech Therapy Indiv	09/09/2021	06/24/2022				ST(I) 2x30	Submitted	Details

Problems

Detail	FromDate	ToDate	Problem
			Missing Copy of IEP for Placement
Speech Therapy Indiv	09/09/21	06/24/22	County requires the Placement Location be entered

Replacing a Document

* You can go to ***eSTACs -> Documents -> Replace Document*** to replace a document if needed.



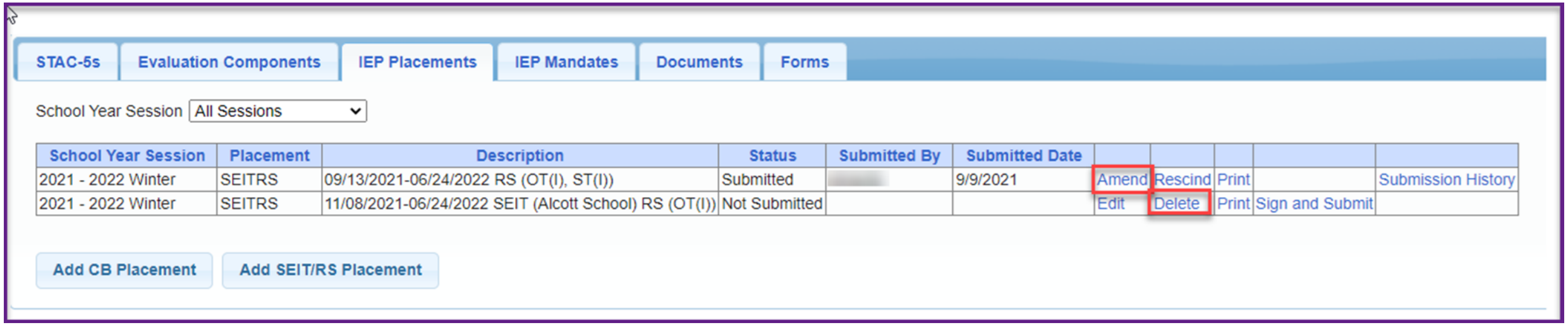
Common Errors

Common Errors

* **Common errors that we at McGuinness see through Portal tickets:**
  * School District dates not changed – therefore start & end dates do not match IEP.
    * Always change your school district dates each year to help prevent date errors with SEIT or RS services.
* **Attaching documents – you can either attach one page or all pages.**
  * When attaching documents, choose 1 page or all pages.
* **Overlapping placements – more than one placement has been created.**
  * Somewhere you have one or more services that have overlapping dates, or you may have created another placement when you only needed to amend the current placement (see next slide).
* **School district signed & submitted, but the agency doesn't see changes.**
  * Once the SD signs & submits the placement, the agency WILL NOT see the change immediately. The county will then synch the change(s) into their Preschool program, and then upload or change the enrollments.

Overlapping Placements

* In most cases, you will only have one CB Placement and/or one SEITRS Placement.
* In the example below, SEIT services were being added to the child.
  * The district created another SEITRS Placement and added OT & ST to this placement. This created overlapping placements since the OT & ST were in the original SEITRS Placement that was created.
  * The original placement should have been Amended and the SEIT provider needed to be entered within here. The additional placement needs to be deleted.



Closing

Ulster County Timeline

* **April 30, 2024:**
  * McGuinness will migrate all of the children that are in the Ulster County Preschool system over into eSTACs.

* **May 1, 2024:**
  * Ulster County school districts can begin entering 24/25 children and STACs into eSTACs.

* **All prior year STAC's** (23/24, 22/23, 21/22 etc.), send paper STAC to the county to enter or amend in their Preschool system. Prior years will not be turned on in eSTACs and you will not be able to enter any STACs.

Getting Support

* If you need help you can contact Kelly Knowles at Kknowles@jmcguinness.com
* After you are familiar with the Portal, and you need help, send an email to **eSTACs@CPSEPortal.com**.
* Please include your district name, which County you work with and a description of your issue.
* If you would like to speak on the phone, please state so in your email along with your phone number and best times to reach you.