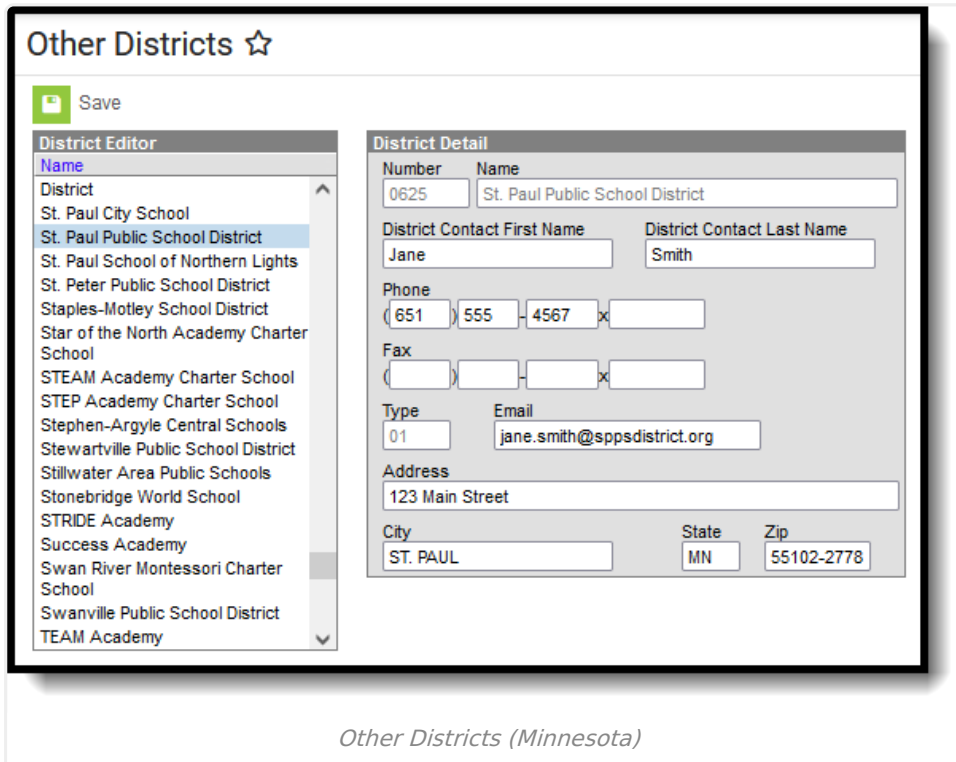# Other Districts (Minnesota)

Last Modified on 03/11/2024 8:45 am CDT

Other Districts Information

Tool Search: Other Districts

The Other Districts tab in the District Information tool stores the contact information of other districts in the state. The District Name, Number, and Type is populated based on state-provided information. District Contact information can be modified and saved by personnel with the necessary Tool Rights.

Other Districts (Minnesota)

Other Districts Information

The following fields appear in the Other Districts section:

Field	Description
District	Districts are sorted alphabetically by name. All other fields on the tab will populate in the District Detail window based on the district selected.
Number	The state ID number of the district.
Name	The name of the district.
Type	The district type as defined by the state for the purpose of state reporting.
Address	The street address of the district's administrative offices.

Field	Description
City	The city of the district's administrative offices.
State	The state of the district's administrative offices.
Zip	The zip code of the district's administrative offices.
District Contact First Name	The first name of the contact person for the district. This is usually the name of the state-reporting contact or SIS administrator.
District Contact Last Name	The last name of the contact person for the district. This is usually the name of the state-reporting contact or SIS administrator.
Phone	The phone number of the contact person at the district office.
Fax	The fax number of the contact person at the district office.
Email	The email address of the contact person at the district office.

This tool populates the district list in the **Notice of Change in Enrollment** process, found on the Enrollments screen.