

Release Notes: Release 2.6.3

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What's in Release 2.6.3

Release 2.6.3 includes the following updates and enhancements for myGalaxy and Galaxy 2000.

myGalaxy / Galaxy 2000

Automatic Approvals of HH items

Galaxy will now automatically approve Hold Harmless transactions that do not require exception authorization. When the following Hold Harmless Reasons are used the HH portion will be automatically funded with the appropriate ROC ASA HH Allocation and will be automatically Approved after passing fund control:

- Excess Involuntary (when the person is least senior)
- Reassigned Pending Investigation (when DHR status matches)
- Intra-District Transfer (when an intended vacancy exists)
- Inter-District Transfer (when an intended vacancy exists)
- Pending Retirement (when EIS status matches Retirement)
- Pending Non-Supervisory Title Change (when a vacancy exists)
- Pending Supervisory Title Change (when a vacancy exists)

Removals							
Name	Title	Removal Date	Reason	Staffing Status	Budget Amount	Allocation	
Green, Mary Kate	Teacher - Regular Grade	09/01/2005		REG	\$5,109	Instructional Program	
Green, Mary Kate	Teacher - Regular Grade	09/01/2005	Reassigned	HH	\$50,470	Instructional Program	
Hui, Linda	Teacher - Regular Grade	09/01/2005		REG	\$5,474	Instructional Program	
Hui, Linda	Teacher - Regular Grade	10/01/2005	Pending Retiren	HH	\$50,756	ASA HH ROC E	
Kelson, Anne	Teacher - Regular Grade	09/01/2005	Pending Leave	HH	\$56,333	TL Long Term Absen	
Lem, Melissa	Teacher - Regular Grade	09/01/2005		REG	\$5,109	TL Special Needs	
Lem, Melissa	Teacher - Regular Grade	09/29/2005	Excess - Involur	HH	\$51,128	TL Long Term Absen	
Ng, Mary	Teacher - Bilingual	09/01/2005		REG	\$10,218	TL Special Needs	
Ng, Mary	Teacher - Bilingual	10/27/2005	Pending Inter-Di	HH	\$45,923	TL Long Term Absen	
Lam, Tuyetchan	Teacher - Regular Grade	09/01/2005	Excess - Involur	HH	\$76,033	Early Grade Class S	

This example shows the Removal reason is "Pending Retirement", and is automatically approved with ASA HH ROC E after passing Fund Control

Please Note: The HH portion of the ASA for Unfunded must pass Fund Control in order to be approved. For more information on the HH Exception Reasons please read the FY '06 Hold Harmless Enhancement documentation.

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Intended EIS/SSN Update

Galaxy has improved the editing of Vacancy Intended information with no financial impact. An edit to an approved Vacancy Intended that has no financial impact will return to the TO in status 5 (black) after saving. Intended information will also be updated in EIS.

Examples of Approved Vacancy Intended edits are:

- Changing or assigning intended EIS/SSN on Approved RMS and non-RMS titles.
- Changing or assigning EIS/SSN when blank on Approved RMS and non-RMS titles.

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Special Ed Licenses

An enhancement has been made to the creation of vacancies that have the title Special Ed (TRTSQ). During the RMS check process, if the SSN returned has a Special Ed License, the following message will appear:

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myGalaxy

AC Totals Report in Galaxy Reports

An AC Totals report has been added to Galaxy Reports. Only users that have access to Galaxy Reports can view this feature. All schools that the user has access privileges will return data in the report. For example: Jane Doe has access to all schools in district 1 except 10M425. Jane's report will display all AC Totals except for school 10M425.

The report will open in an HTML spreadsheet. To save the data, select File - Save As and save the file as an Excel file type.

The report will display the following fields:

ROC Location
School
Allocation Category
Allocated Amount
Scheduled Amount
In Process Amount
Remaining Amount

The AC Totals report is in the Financial Management section in Galaxy Reports



Financial Management	Run	People without Jobs	People without Jobs, excluding returns from leave and pending terminations
	Run	Pending Returns From Leave	Employees with return from leave transactions that have not been extended or assigned
	Run	Open Encumbrances	Sum by ROC/School of Open Encumbrances
	Run	Allocation Category Totals	Allocation Categories, with Allocated, Scheduled, In Process, and Remaining Totals

AC Totals

Please Note: Select the "Application" drop down arrow to view Galaxy Reports before you log on.

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PO Detail View – Actual Column

The PO Detail View “Actual” column display has been revised. The “Actual” column will now show both Encumbrances and Vouchered items per activity code. The sum of encumbrances and vouchered items by activity code is the “Committed” amount on the TO.

myGalaxy
Commitment Details

Year: 2006
District: 12
School: 12X050

Activity Code	Vendor Name	FAMIS PO No.	Doc. Ref. No.	FAMIS Posting Date	Status	Amount
1	CURRICULUM ASSOCIATES, IN	MG622531701	FJ17891001	07/08/2005	Encumbrance	\$1,235.00
	OPTIONS PUBLISHING, INC.	MG622565401	FJ17891001	07/08/2005	Encumbrance	\$2,708.75
	PEARSON EDUCATION	WV06000031908	MG622586301	08/17/2005	Vouchers	\$1,110.00
608		MG622733614001	FJ17757501	07/22/2005	Vouchers	\$587.68
		MG622733312601	FJ17757501	07/22/2005	Vouchers	\$407.11

Activity Code 1:
1,235
+ 2,708
+ 1,110
= 5,053

OTPS						
Title	Activity	Organization Category	Program	Commit.	Budget Amount	Allocation
Textbooks	0001	Classroom/Cluster	None	\$5,053	\$18,852	TL NYSTL
Textbooks	0613	Classroom/Cluster	Ais	\$0	\$7,009	State AIS (Formerly I
Textbooks	0618	Classroom/Cluster	None	\$0	\$2,428	TL Early Grade Initial
Textbooks	0622	Classroom/Cluster	None	\$0	\$22,500	Title I SWP
Textbooks	0626	Classroom/Cluster	None	\$0	\$3,129	Title III LEP
Transportation Of Pupils - Contract	0652	Summer Student Progra	Enrichement	\$1,387	\$1,500	TL Instructional Progi
Transportation Of Staff - Non-Contr	0675	Professional Developmer	Special Meetings	\$0	\$500	TL Instructional Progi

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