

# Home Base Biweekly Update



Aug. 9, 2013

## THIS WEEK

- Home Base Partner LEAs Announced
- Report Card Templates Being Developed in Home Base
- This Is PowerSchool Maintenance Weekend, Starting 5 p.m. Aug. 9
- Home Base Website Has Juicy Info
- Even More New Documents Online - These on SIS
- Further Explanation on Access to Assessment Items
- Home Base Users to Benefit from Kenan Fellows' Work
- Share Your Success Stories, Innovative Uses
- Professional Development Calendar Now Online
- Next NCEES Training Webinars Are Aug. 20 & 27
- Next IIS Webinars Are Aug. 15 & 22
- Need Training Resources? We've Got That
- Glad You Asked: A Few More FAQs

## **Home Base Partner LEAs Announced**

The NCDPI hosted the kick-off meeting for the Home Base Partner LEAs in Raleigh on Thursday, Aug. 1. Eight school districts and charter schools will be working very closely with assigned NCDPI staff to get at the heart of any issues or stumbling blocks as they roll out Home Base, as well as help develop any needed documentation and other "next steps". The purpose, of course, is to use what's learned from intensive staff work with the partners to benefit the project rollout statewide.

The participating Home Base Partner LEAs/charters are:

- Hertford County Schools (Region 1);
- Onslow County Schools (Region 2);
- Franklin Academy charter school, Wake Forest (Region 3);
- Lee County Schools (Region 4);
- The College Preparatory and Leadership Academy charter school in High Point that uses the moniker "The Point" (Region 5);
- KIPP Charter School, Charlotte — KIPP stands for the Knowledge is Power Program (Region 6);
- Avery County Schools (Region 7): and
- Rutherford County Schools (Region 8).

**MORE INFO:** Vernon T. Brown Sr. is the Home Base partnership project director. You can reach him at [vernon.brown@dpi.nc.gov](mailto:vernon.brown@dpi.nc.gov) or by calling 919.807.4058.

## **Report Card Templates Being Developed in Home Base**

Home Base designers know there is high interest in having student report card templates available in Home Base, which has been the intent all along and still is, so we wanted you to know the team is working with Pearson to complete this for elementary, middle and high school levels. We have elevated this work as we know school districts and charters are doing committee work now on their reporting systems related to Home Base.

## **This Is PowerSchool Maintenance Weekend, Starting 5 p.m., Aug. 9**

This is a reminder that this is a maintenance weekend for PowerSchool, the Home Base student information system. Please note that PowerSchool is the portal into all of the Home Base systems (PowerSchool, Schoolnet, and the NC Educator Evaluation System). Therefore, the system will be unavailable starting at 5 p.m., Friday, Aug. 9. Once maintenance is completed, a message will notify you that this system is up and available.

PowerSchool will be restored no later than 6 a.m., Monday, Aug. 12. If any delay occurs, users will be notified via the NC SIS email. Servers will be rebooted at different times over the course of the weekend. As soon as PowerSchool is available, you will be notified immediately.

**IMPORTANT NOTE: Please do not log into PowerSchool during Maintenance Weekend because you run the risk of losing data.**

Several new and updated customizations to the North Carolina student information system (SIS) will be deployed in PowerSchool, including:

- TIMS Extract (New)
  - Some transportation fields, e.g., Bus, Route, etc. will not be populated, and certain enhancements will not be implemented at this time. Pearson will continue to work through these matters and deliver ASAP.
- Transportation (update of current)
  - Updated Ridership to come from Student Extended Data
  - Relocated Ridership from Transportation Entry section to Transportation Requirements section
  - Transportation Entry now limited to a single "From" and Single "To" entry
- State Reporting – Student Demo S/R Ethnicity Calculation Page (update of current)
- Transfer Info – Current Enrollment Screen(update of core)
- Transfer Info – Previous Enrollment Screen (update of core)
- Student Demographic – Suffix Addition (update of core)
- Student Demographic – Promotion Status (update of core)
- Branding (update of current)

Additionally, 7.8.1 upgrade will be going into PowerSchool this weekend. Some of the issues that have been resolved are Connection Pool, LDAP, Master Schedule Report, PowerTools availability and Change in Security User Interface.

Release Notes for 7.8.1 are available in PowerSource:

<https://powersource.pearsonschools.com/dir/8080>. If you do not have access to PowerSource, please contact your NC SIS coordinator.

Other updates: Enterprise Controller Releases

- Child Nutrition Linker Files released  
(Navigation path) Start > State Reports > NCDPI Reports Tab > Child Nutrition Section
- Student Demographics (Added Admission Status Code and Previous State)
- Historical Grades - Added code sets for:
  - ACADEMIC LEVEL
  - COURSE LENGTH
  - HOW TAKEN
  - HIGH SCHOOL CREDIT
  - HIGH SCHOOL CREDIT APPLY
  - HOW TAKEN
  - STATE CODE
- Student Enrollment History/Transfer Info (Added Promotion Status and Promotion Status (After) Summer)

### **Home Base Website Has Juicy Info**

Well, maybe not juicy, but definitely helpful, according to many year-round schools staff who are accessing many of the recent documents posted under Getting Ready and then, Implementation: <http://www.ncpublicschools.org/homebase/getting-ready/implementation>.

As traditional-calendar schools prepare to join their year-round counterparts for that back-to-school rite of passage, the big new thing this year, of course, is Home Base.

So, if you haven't checked the Home Base website lately, here are a few documents you may find especially helpful right now:

- **Home Base Support Center**  
Illustrates the new Home Base Support Center pathway for getting questions and issues resolved; lists center hours.  
<http://www.ncpublicschools.org/docs/homebase/getting-ready/implementation/support-center.pdf>
- **Key Points, Home Base Rollout**  
Outlines what's happening this summer (2013) to get Home Base Up and Running. <http://www.ncpublicschools.org/docs/homebase/getting-ready/implementation/up-running.pdf>
- **Roles and Permissions** (*recently updated; see "access" separate item below*)  
Provides Data Managers a quick reference guide for establishing role-based permissions in the Schoolnet portion of Home Base.  
<http://www.ncpublicschools.org/docs/homebase/getting-ready/implementation/roles-permissions.doc>

- **Home Base Common Access Issues and Corrections**  
Help in resolving common access errors in Schoolnet and/or NCEES during Home Base rollout. **NOTE:** This document is the "go-to" during rollout especially if you hit a bump in the road.  
<http://www.ncpublicschools.org/docs/homebase/getting-ready/implementation/access-issues.pdf>.
- **Security Overview of Access Roles/Permissions**  
Outlines security and access to Home Base components PowerSchool, Schoolnet and Truenorthlogic, noting user rights and security restrictions are managed separately for each application. <http://www.ncpublicschools.org/docs/homebase/getting-ready/implementation/security-overview.doc>.

**MORE INFO:** Don't forget about PowerSource as another great source of information. There, you can check out Mastery in Minutes and Distance Learning to get a head start or further your expertise around portions of Home Base. You will need a login. If you do not have access to PowerSource, please contact your NC SIS coordinator. Here's the link to PowerSource: <https://powersource.pearsonschools.com/>.

#### **Even More New Documents Online - These on SIS**

In case you missed them, here are some recent documents posted on our Home Base website related to the SIS:

Adding Historical Grades (QRD)

[http://www.nc-sis.org/Documents/student\\_info/PS\\_QRD\\_Adding\\_Historical\\_Grades.pdf](http://www.nc-sis.org/Documents/student_info/PS_QRD_Adding_Historical_Grades.pdf)

Summer Promotion/Retention Process (QRD)

[http://www.nc-sis.org/Documents/student\\_info/PS\\_QRD\\_Summer\\_Promotions\\_Retentions.pdf](http://www.nc-sis.org/Documents/student_info/PS_QRD_Summer_Promotions_Retentions.pdf)

Automated Walk-In Scheduler (QRD)

[http://www.nc-sis.org/Documents/scheduling/PS\\_QRD\\_AWI.pdf](http://www.nc-sis.org/Documents/scheduling/PS_QRD_AWI.pdf)

Manage Courses – School Level

[http://www.nc-sis.org/Documents/scheduling/PS\\_QRD\\_ManageCourses\\_School.pdf](http://www.nc-sis.org/Documents/scheduling/PS_QRD_ManageCourses_School.pdf)

Translation Table of Approved Courses

[http://www.nc-sis.org/Documents/course\\_information/PS\\_Translation\\_Table\\_08082013.pdf](http://www.nc-sis.org/Documents/course_information/PS_Translation_Table_08082013.pdf)

## Further Explanation on Access to Assessment Items

We want to draw your attention to two documents updated just this week on the Home Base website. The “Roles and Permissions” document has been updated to include an additional role required for using the assessment tools at the school and district level (this role is not intended for teacher level users). The second document, “Access to Assessments,” has been updated to reflect the additional role and includes reminders for testing coordinators involved in creating benchmark assessments.

Here they are:

<http://www.ncpublicschools.org/docs/homebase/getting-ready/implementation/roles-permissions.doc>

<http://www.ncpublicschools.org/docs/homebase/getting-ready/implementation/access-assessment.doc>

**MORE INFO:** Please contact Kayla Siler at [kayla.siler@dpi.nc.gov](mailto:kayla.siler@dpi.nc.gov).

## Home Base Users to Benefit from Kenan Fellows' Work

This year staff on the Home Base project had the opportunity to select and work with Kenan Fellows serving all eight education regions in North Carolina. These Fellows were chosen for their expertise in teaching in areas such as English as a Second Language (ESL), the Arts, World Languages and Science. They worked closely with the Learning Systems staff and their mentors, Carmella Fair and LaVerne Weldon.

The Kenan Fellows Program empowers educators, students and businesses through strategic partnerships. Teachers are offered competitive fellowships that provide leadership training and resources to best position all of North Carolina's students for success. The Kenan Fellows Program is a model program for motivating exceptional educators to stay in the classroom.

The three Kenan Fellows working with Home Base were recognized by State Superintendent and members of the State Board of Education when it met Thursday, Aug. 8 in Raleigh. They are:

- Joyce Metger, a National Board Certified teacher from Currituck County, Region 1 who has taught elementary school for many years and was a Reading Title I teacher. She and other Fellows have been identifying and tagging instructional resources for Home Base that are evaluated for quality and alignment to the standards. Joyce said she feels honored to be collaborating with an extremely talented group of professionals including the Fellows in her cohort and also her NCDPI mentors.
- Angel Mills is English as a Second Language lead teacher and program specialist for the Lee County School System in Region 4. She is researching and tagging resources for English as a Second Language that will be used in Home Base as well as working on a project to help ESL teachers use quality rubrics to evaluate instructional materials. Angel is also working as an ESL expert with the metadata tagging schema to ensure ESL resources are easily searchable and accessible to teachers in Home Base.
- Joni Allison, a Nationally Board Certified English as a Second Language teacher from Henderson County, Region 8, has co-taught English Language Arts at grades 6-8 and a high school social studies elective for English Language Learners. The Kenan Fellows Home Base

project this summer has allowed her to focus on identifying high quality resources to support English Language learners in their social studies classes. The resources she has tagged for Home Base will serve the dual purpose of supporting the social studies content standards and academic English language development. In her new role next year as a secondary instructional coach, she looks forward to sharing with teachers the role Home Base can play in delivering quality instruction to all students.

Other Kenan Fellows working with the Home Base project include: Lisa Bolton, Wake County, Region 3; Donna Podgorny, Union County, Region 6; Jayne Stevens, Catawba County, Region 7; Michael Sutton, Harnett County, Region 4.

### **Share Your Success Stories, Innovative Uses**

Now that the first phase of Home Base is live in year-round schools — and coming to a traditional school near you quite soon — we not only want your feedback but also best practices and creative ideas. We'd love to share what each of you is doing to inspire others.

What are some inventive ways you are using or plan to use Home Base and its components: PowerSchool, Schoolnet, OpenClass, parent and student portals, educator evaluations and more? For instance, we've heard from a school that's planning to set up a computer kiosk in not only the school but the local library to help those parents with limited internet access have more opportunity to log onto the parent portal.

**MORE INFO:** Here's a great example: Gaston County Schools has posted a YouTube video to introduce parents to the new parent portal in PowerSchool (run time is 9:25). We love that the district branded the video on the opening slide and highlights the catch phrase single sign-on access, then "walks" parents through the sign-on process with an easy-to-follow instructional video and screenshots: <http://www.youtube.com/watch?v=v8mqOr2hoFo>. Send us an email or better yet, a 1-3 minute video we can highlight and share. Email those, along with other ideas or questions to: [kathy.newbern@dpi.nc.gov](mailto:kathy.newbern@dpi.nc.gov).

### **Professional Development Calendar Now Online**

The 2013-14 comprehensive professional development calendar is now accessible from the PD webpage at <http://www.ncpublicschools.org/profdev/>. The link can be found under "Training Opportunities and Featured PD Information." Please share with your networks, listserves, regional wikipages, newsletters, colleagues, etc.

And, speaking of sharing, we encourage you to share any and all info from the Home Base Biweekly Updates, whether one item for a professional learning community (PLC), or an announcement for your parent or staff newsletter or a suggested webinar for your data managers. You've heard the term "the more, the merrier" — it applies to Biweekly Updates, too!

## **Next NCEES Training Webinars Are Aug. 20 & 27**

The NC Educator Evaluation System (NCEES) weekly training webinars are on Tuesdays from 1-4 p.m. The next scheduled webinars are Aug. 20 and 27. The Tuesday webinars will continue weekly through November.

The webinar topics include a review of the observation process, assigning rights and conducting observations in the Home Base (EE) system, as well as the PDP process review.

Also, you can access the Home Base Overview and NCEES training PowerPoint presentations online: <http://www.dpi.state.nc.us/homebase/training>. In addition, end-user materials (manuals, FAQs, etc.) and NCEES training materials for LEA trainers are on the 'Help Guides' tab in the NCEES Training Environment: <https://ncdpirtrain.truenorthlogic.com/ia/adminLogin.jsp>.

**MORE INFO:** Register for the Tuesday, Aug. 20 webinar at <https://www1.gotomeeting.com/register/685984640> and for the Tuesday, Aug. 27 webinar at <https://www1.gotomeeting.com/register/849482416>. Once registered, you will receive login and call-in information. Information about the remaining webinars will be forthcoming.

## **Next IIS Webinars Are Aug. 15 & 22**

The IIS weekly webinars are most Thursdays from 3:30-4:30 p.m. The next scheduled webinars are Aug. 15 and 22.

The webinar topics include:

- Overview of Home Base's Instructional Improvement System
- Schoolnet Overview
- Searching for Materials
- Vetting materials

**MORE INFO:** The audience for the Aug. 15 webinar is School Administrators. The audience for the Aug. 22 webinar is District Administrators. Register for the Thursday, Aug. 15 webinar at <https://www1.gotomeeting.com/register/697231569> and for the Thursday, Aug. 22 webinar at <https://www1.gotomeeting.com/register/864775080>. Once registered, you will receive login and call-in information. Information about the remaining webinars will be forthcoming.

## **Need Training Resources? We've Got That**

As you prepare to conduct trainings on Home Base, keep in mind that training materials are available in the system as resources. If you do a search for "Home Base" in either the live site or the demo site (and the training site once it's available next week), you will find Home Base training materials. You can find training materials in your NC Educator Evaluation System (NCEES) as well. You may also use any PowerPoint presentations available on the Home Base Summer Institutes wiki, <http://homebasesi.ncdpi.wikispaces.net> and any materials found on the main Home Base website, <http://www.ncpublicschools.org/homebase/training/materials>.

## **Glad You Asked: A Few More FAQs**

"Glad You Asked" is a Q&A feature where Home Base team members address questions from the field. If it leaves you yearning for more, we invite you to check out the full set of FAQs online at <http://www.ncpublicschools.org/homebase/faq/>.

**Q:** Can a school district add its logo or "push out" an important message on the Home Base landing page?

**A:** No. Instead, we are encouraging school districts and schools to include a direct link from their own homepage to the Home Base single sign-on page to make it convenient for their users since the URL for Home Base in each LEA/charter school will be unique.

**Q:** How will Home Base training for teachers be delivered?

**A:** Training for Home Base follows a train-the-trainer model. Both web-based and face-to-face training opportunities have been held for district leaders. The district leaders will determine how best to train school staff based upon need and role. District/charter training for the student information, educator evaluation and instructional improvement systems has been completed. In addition, webinars are held weekly on Home Base for continued support and learning.

**Q:** How do I access Home Base?

**A:** The Home Base URL is specific to your district or charter school. All Home Base users will log into PowerSchool, which will act as a portal for all of the Home Base applications. Once you log in to PowerSchool, you are in Home Base and have access to the entire suite of tools available within Home Base, including the student information, the core instructional improvement and the NC educator evaluation systems. Home Base vendors have set up single sign-on integration among all of the Home Base applications. In other words, once logged in, you will be able to launch any of the Home Base systems without having to log in again.

**Q:** What are the specifications for the scanners that can be used for scoring the assessments and getting the results in Home Base?

**A:** You can find a document with scanner specification on the Home Base website at <http://www.ncpublicschools.org/docs/homebase/getting-ready/scanner-information.pdf>.

**MORE INFO:** Submit any questions you have about Home Base to [homebase.incidents@its.nc.gov](mailto:homebase.incidents@its.nc.gov).

## **HOME BASE BIWEEKLY UPDATE INFO**

We encourage you to share this Update, and for past issues of Home Base Biweekly Updates, please visit <http://www.ncpublicschools.org/homebase/updates/>

**\*\*\*LINKS:** PC users might need to press the CTRL button when clicking on a hyperlink in this document.