

Home Base Weekly Update



September 27, 2013

NEW THIS WEEK

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- **Home Base Basics**
- **Home Base Partner LEAs: Spotlight on Hertford County**
- **Standards-Based Report Cards Still in Development**
- **Historical Data for Transcripts May Require Manual Entry in Some Cases**
- **Delayed Remedy Upgrade Now Set for Oct. 5**
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- **Ready to Set Up Student or Parent Access in Home Base? Here's How**
- **NC Schools and You UNC-TV Program Airs Again Sept. 27**

NEW THIS WEEK

Posted Known Issues Don't Require Additional Notification to Support Center

In the last issue of *Home Base Weekly Update*, we reported that we've created a separate webpage so that you may review a daily list of known incidents in Home Base by application. This daily list includes responses that are underway and remedies for each incident.

You may access the page two ways: directly from the NCDPI homepage at <http://www.ncpublicschools.org> and then by clicking on "Home Base Daily Updates" under Highlights, or from the Home Base website under Updates at <http://www.ncpublicschools.org/homebase/updates/>.

Since initiating this system, we've added additional categories to help you more easily locate a particular issue. Currently, the categories are: NCEES, PowerSchool, PowerTeacher Gradebook, Schoolnet, NCDPI Reports, State Reporting and LEA Outage Reports.

Please Note: If you can clearly identify that you are having the same issue as one posted in the Home Base Daily Issue section online, then it is **not** necessary to contact the Home Base Support Center. Once a known issue is posted, additional Remedy tickets are not required. If, on the other hand, you are **not** sure your issue is listed, please contact the Support Center by calling 919.807.4357 or by emailing homebase.incidents@its.nc.gov.

Reduction of duplicate Remedy tickets on known issues will greatly expedite "closing" other outstanding tickets.

Home Base Basics

Now that the school year is fully underway, we just wanted to send a reminder to highlight some of the key features that are available to users in Home Base. Keep in mind that Home Base covers the Student Information System (PowerSchool), the Instructional Improvement System (Schoolnet) and the NC Educator Evaluation System (Truenorthlogic). Below is a list of the important functionalities found in each component that you will want to take advantage of for 2013-14.

Student Information System, aka SIS (PowerSchool)

- Attendance
- Scheduling
- Grading
- Transcripts
- Parent, Student and Educator Portals

Instructional Improvement System, aka IIS (Schoolnet)

- Find high-quality, vetted instructional resources that are aligned to NC's Standard Course of Study based on standards or search criteria
- Contribute to a shared repository of North Carolina-made resources
- Develop aligned assessments for formative, interim or summative purposes
- Deliver assessments online
- Compile and analyze data
- Share progress with students and colleagues
- Analyze data to take informed action

Educator Effectiveness (Truenorthlogic)

- Record and organize NC Educator Evaluation System observation and evaluation data (replacing the current online tool)
- Select resources aligned to meet professional development needs

MORE INFO: For the latest, visit our website at <http://www.ncpublicschools.org/homebase/>. Here you can access training materials and resources that are helpful as you implement Home Base. Also, remember to check the technical requirements at <http://www.ncpublicschools.org/docs/homebase/getting-ready/technical-requirements.pdf>.

Home Base Partner LEAs: Spotlight on Hertford County

Home Base rollout is progressing smoothly in Hertford County, one of the NCDPI's eight Partnership LEAs (one in each of NC's eight educational regions). These partners, as early adopters of Home Base, are receiving additional state-level assistance to serve as models for statewide rollout best practices as well as issue troubleshooting.

Dr. M. Shelly Hunter, an expert in instructional technology implementation and higher education administration, is working with Hertford County in the role of site coordinator. Dr. Hunter has visited all seven schools in the district to hear concerns and work with school and district personnel to determine the best types of support to provide. Refresher trainings are also being offered for staff based on their expressed interests.

Hertford County will next focus on rolling out its parent portal. Open houses are being held to familiarize parents with the tool, which is being piloted in one elementary, one middle and one high school.

Discussions are also underway on the implementation of Schoolnet, the core instructional improvement system in Home Base. LEA officials are weighing their options and are excited to explore how instructional practices can be improved with the wide array of resources Home Base makes available.

Check future issues of the *Home Base Weekly Update* to find out what else is happening in Hertford County and at these other participating Home Base Partner LEAs/charters:

- 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 or by calling 919.807.4058.

Standards-Based Report Cards Still in Development

We are committed to keeping you updated on the progress of the Standards-Based Report Card, which we know is of high interest. It is still in the development stage. One critical and several high priority issues were identified during the last quality assurance (QA) run. Pearson is working expeditiously to correct these issues.

The NCDPI is also finalizing the standards to be imported into the student information component (PowerSchool). Once the standards are completed and the identified errors are resolved, Pearson will deploy the Standards-Based Report Card.

The estimated time of deployment is still to be determined; we will keep you updated on the progress.

Historical Data for Transcripts May Require Manual Entry in Some Cases

The NCDPI knows that the issue with transferring historical data has a direct impact on issuing transcripts. As reported in our online Home Base Daily Updates Sept. 23, a known bug to correct the transcript issue is expected to be fixed with PowerSchool 7.9. This update is deploying but isn't expected to be in production until October. Therefore, team members recommend that schools and districts where transcripts are needed now — especially to meet college application deadlines — should proceed with producing them manually.

Delayed Remedy Upgrade Now Set for Oct. 5

The proposed Remedy upgrade scheduled for the weekend of Sept. 14-15 did not take place due to issues discovered. The upgrade to Remedy 8 is now rescheduled for Saturday, Oct. 5, beginning at 8 a.m.

Please remember that this upgrade will disallow submission of tickets from “unknown users.” For Home Base purposes, the “known” users that Remedy will recognize are the LEA/charter school leads and their back-ups as designated by each LEA/charter school.

Districts have identified a “lead” — your first “go-to” for questions — in each of the main component areas of Home Base: a lead for the Student Information System or SIS (PowerSchool), one for the Instructional Improvement System or IIS (Schoolnet) and one for the NC Educator Evaluation System (Truenorthlogic). In the case of smaller districts or charter schools, there may be one lead for all three areas.

To avoid getting the “user unknown” message, submit your questions first through your LEA/charter leads. You'll be helping your local school or district identify and troubleshoot local problems for the benefit of all, plus it may save you time as these leads are the subject matter experts.

However, and this is a big however, you are still welcome to reach out to the Home Base Support Center at homebase.incidents@its.nc.gov.

NOTE: If you are a designated LEA lead, please make sure your contact information on file with the Support Center is current — especially the email address. If there is a change in role or contact information, please notify the Home Base Support Center at homebase.incidents@its.nc.gov, or send an email to ncsis@dpi.nc.gov.

Upcoming IIS Webinar

"Building Instructional Capacity for Teachers" is the next IIS webinar. Participants will learn how to create and assign instructional materials. Tune in Thursday, Oct. 3, 3:30-4:30 p.m. You may register at <https://www1.gotomeeting.com/register/163326432>.

MORE INFO: Dan Urbanski, dan.urbanski@dpi.nc.gov. Additional Upcoming IIS Webinars Posted Online at <http://www.ncpublicschools.org/homebase/training/schedule/iis/>.

IIS Webinar on Shared Classroom Assessments Added Online

The instructional improvement system (IIS) webinar that aired Sept. 19 is now available online. Designed for school administrators, the webinar covered "Creating , Assigning and Scheduling Shared Classroom Assessments."

View it at: <https://vimeo.com/74970138> (runtime is an hour and four minutes).

Principal Evaluation Tool and Support Webinars Scheduled

If you're a superintendent, principal or assistant principal, you won't want to miss the just-announced series of webinars on the new Home Base Principal Evaluation Tool based from the perspective of each of those three different roles.

Among the topics that webinar moderators will discuss are: how to initiate the orientation process; how to document the initial meeting; how to complete the mid-year evaluation; how to document the summary evaluation conference; and how the tool can be used to house various artifacts during the school year.

Here are times and dates:

- Superintendents perspective webinars are 1-3 p.m. on Oct. 2, and 9-11 a.m. on Oct. 16;
- Principals — 1-3 p.m. on Oct. 1, 8, 15, 22 and 29;
- Assistant Principals — 9-11 a.m. on Oct. 2 and 1-3 p.m. on Oct. 21.

Note: As you see, there are two specifically for superintendents and two specifically for assistant principals, but all of the Tuesday ones (currently labeled Principals above) can be attended by anyone.

In addition, support on the principal tool is available in face-to-face training offered through the Regional Education Service Alliances (RESAs). Register through the RESA websites or by calling the RESAs. Information for each region's RESA is found at <http://www.ncpublicschools.org/profdev/calendar/> under Directory and Resources.

RESA training dates are: Region 1, Northeast RESA, Oct. 17; Region 2, Southeast Education Alliance, Dec. 4; Region 3, Central Carolina RESA, Oct. 25; Region 4, Sandhills Regional Education Consortium, Nov. 13; Region 5, Piedmont Triad Education Consortium, Dec. 10; Region 6, Southwest RESA, Oct. 4; Region 7, Northwest RESA, Oct. 3; and Region 8, Western RESA, Sept. 27.

More details, including a link to register for each of the webinars, are online: <http://ncees.ncdpi.wikispaces.net/Upcoming+Webinars>.

There's also a direct link to those webinars and lots more on the Home Base website training page. Go to <http://www.ncpublicschools.org/homebase/training/schedule/> and click on Evaluation Process Training Webinars.

More Info: Contact Cynthia Martin, Educator Effectiveness, cynthia.martin@dpi.nc.gov.

Testimonial from a Kenan Fellow

We're delighted when people report what they are liking and using in Home Base, and we were especially happy to receive this email from a Kenan Fellow who is touting the time savings Home Base has delivered to her personally. Angel D. Mills of Lee County Schools is an ESL lead teacher and program specialist, as well as a 2013-14 Kenan Fellow.

Here's her recent success story: "I've been using the Instructional Resources section in Schoolnet today to update some curriculum maps we are making for ESL with resources I found in Home Base. Using Home Base today has saved me at least 10 hours of work... I've been able to update 10 of our maps in about two hours with a minimum of five different resources for each map. I'm so excited about it that I'd like to share this experience with others. "

In addition, here's a one-minute video Angel produced to help teachers understand how Home Base will save them time, calling the tools "a game changer":

<https://www.youtube.com/watch?v=42r-b3xJD60>.

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: If I build assessments in Home Base this year, will I be able to use the same assessments next year?

A: Yes. The system stores all of the assessments that you build, and you will be able to access and schedule the same assessments in the next school year (without having to rebuild!). Please remember it's important to use a naming convention for your assessments that makes it easy to search and find exactly what you are looking for from year to year. Also, you can copy any test used and give it a new name or make a slight modification (add or remove items, change the points value, etc.) and use it again without having to start over and build a whole new test.

Q: Is there a Home Base app for Androids?

A: No, not at this time. Pearson is in the process of getting an application for Android, and keep in mind there is no "Home Base" app per se, but there is a PowerSchool app. At present, you can download the free PowerSchool app for Apple products such as iPhones and iPads from the Apple online store.

MORE INFO: Submit any questions you have about Home Base to homebase.incidents@its.nc.gov.

IN CASE YOU MISSED IT

Ready to Set Up Student or Parent Access in Home Base? Here's How

It's worth repeating: Student access and parent access to Home Base can be turned on at any time... but it's up to you to decide when you are ready!

Step-by-Step with Screen Shots: Giving Students and Parents Access to the System through PowerSchool

<http://www.ncpublicschools.org/docs/homebase/getting-ready/implementation/student-parent-access.ppt>

Many districts and schools have moved ahead (more than 450,000 student access accounts have been configured). Their students are starting to take online classroom and benchmark assessments and getting standards-aligned results on their performance. Parents are keeping track of their child's grades and attendance all via Home Base. Increasingly, as schools get the educator functions up and running, we are hearing more districts and schools ask for guidance on student and parent access.

Important Notes:

- School staff must check with your district data coordinator before giving student or parent access. Some districts may want to manage the process from the district level.
- You can generate the access ids even if you are not yet ready to distribute the access IDs. Many schools have done this.

More on Student and Parent Access in PowerSource

- **Student Information and Parent Access**
Link: <https://powersource.pearsonschools.com/training/dl/main.action?course.id=62> Sections 27-34 in the left-hand outline tell you how to set up parent and student access and how to print form letters to give them passwords.
- **Parent Access Set Up**
Link: <https://powersource.pearsonschools.com/training/dl/main.action?course.id=26> In-depth online learning modules and videos that guide you step-by-step in setting up parent access.
- **PowerSchool Administration and Management Module**
Link: <https://powersource.pearsonschools.com/training/dl/main.action?course.id=34> Particularly, check out outline items 29-34 for parent and student access information.

NC Schools and You UNC-TV Program Airs Again Sept. 27

A second broadcast of North Carolina Schools and You: What Changes in Our Schools Mean for Parents and Students, will be presented on Friday, Sept. 27 at 4:30 pm on UNC-TV. In addition, the program, which originally aired last week, is now available online, at <http://video.unctv.org/video/2365082029/>.

North Carolina Schools and You – an hour-long show in a "town hall meeting" format – offers information and discussion around recent important changes in public schools and how parents can be more productively engaged in their children's success. Specific topics include:

- Teaching and Learning: What Students Are Learning and How;
- Measuring Performance: New Assessments and Accountability Model; and
- Parent Engagement: How Parents Can Support Learning.

We encourage principals and teachers to share this information with your parents and encourage them to watch, as it serves as a great source to help you as you explain the new Standard Course of Study, testing and other changes affecting their children. In fact, the online version makes it quite convenient to view the program at staff meetings, PLCs, PTA meetings, site-based team meetings and more. This could serve to foster discussion among staff, parents and partners in individual schools.

A Viewer's Guide to accompany the show was sent to superintendents, principals, teachers and supporters last week. It also has been posted on our website, www.ncpublicschools.org/ready/resources. This, also, can serve as a great resource for hosting viewing sessions, or even reading the Guide as a standalone.

HOME BASE WEEKLY UPDATE INFO

We encourage you to share this Update, and for past issues of Home Base Weekly and 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.**