

Home Base Weekly Update



February 6, 2014

NEW THIS WEEK

- **This is Maintenance Weekend: Feb. 7-10**
- **Significant Progress Made Resolving Single Sign-On Issues**
- **Next Project Status Webinar Feb. 11 for Superintendents, Charter School Directors**
- **Early Bird Registration Deadline Extended for Home Base Symposium**
- **Roles and Permissions in Schoolnet: New and Updated Materials**
- ***New on the Web*: Roles and Permissions – Access for District Instructional Coaches**
- **41 Districts and Charter Schools Now Trained on OpenClass**
- **Upcoming Webinars on Test Item Banks and Test Item Review**
- **Learn More about the New Home Base PD Tool Functionality**
- ***New on the Web*: ScanIt Webinar Now Available Online**

IN CASE YOU MISSED IT

- **Feb. 7 is the Last Day to Complete Our Schoolnet Survey**

NEW THIS WEEK

This is Maintenance Weekend: Feb. 7-10

Maintenance weekend is Feb. 7-10, and below are a few updates by areas that we anticipate are coming in PowerSchool. Please remember you cannot access Home Base during this scheduled maintenance starting at 5 p.m. Friday, Feb. 7. The system will be returned to service no later than 6 a.m. Monday, Feb. 10, and likely sooner.

NC State Setup Guide:

- In the LEA Setup section the Years and Terms section will be added.
- In the School Setup section the Years and Terms section will be added.

PMR Data Collection and Validation:

- New validation PMR-27 will be added to the PMR report to identify students who

are scheduled for less than 50 percent of the school's daily instructional minutes.

- "Medically Fragile" students with attendance status 1M will now be treated the same as 1H students and are included in the 1H counts and calculations on the report.
- A student will no longer be listed twice on the PMR Detail if they have an R5 or R6 status and their exit date is the first day of the PMR month. The code will be modified to not select a record if the student's exit date equals the PMR start date. A student must also have at least one day of attendance during the PMR interval to be included.

SAR Data Collection and Validation:

- The SAR report will be corrected to no longer throw an Oracle Integrity Constraint Violation error when the collection is run.
- The SAR report will be corrected to no longer throw an Oracle 'value too large for column' error when the collection is run.
- The SAR-2 validation will no longer flag staff members who are in inactive status.

AIG Data Collection and Validation:

- The AIG submission end date will be changed to April 30, 2014, and the option to allow submissions after the end date will be enabled.
- The AIG-2 validation will be corrected to no longer flag students who have transferred out of the school (PSSR-65418).
- The AIG collection will be modified to no longer use the submission end date or a school ID for determining a student's AIG status or for any collection processing because once a student is identified as AIG, the student will always be considered AIG regardless of the submission date or the school attended. However, the collection does use the AIG withdrawal date when determining AIG status (PSSR-66318).

Dropout Data Collection and Validation:

- The LEA and School dropout views will be changed in numerous places.
- The Dropout submission dates will be changed to start on Feb. 7, 2014, and end on Feb. 28, 2014. The option to submit after the due date also will be enabled.
- New validation DROP-5 will be added to alert the user that match processing is unavailable when there is a problem connecting to the external databases needed to complete the match process (PSSR-66515).
- The validations will be modified to function correctly when the value for the 'Verified' flag is set to 'y', 'Y', '1', 'n', 'N', '0' or null.

Significant Progress Made Resolving Single Sign-On Issues

We are happy to report that the NCDPI, Pearson and Truenorthlogic (TNL) have made significant progress resolving the single sign-on (SSO) issues that have affected LEAs over recent weeks

and months. Many LEAs experienced problems with the SSO connection between PowerSchool and the Educator Evaluation System, and the SSO connection between Schoolnet and the Educator Evaluation System. Over the last week, some LEAs have also reported problems with the SSO connection between PowerSchool and Schoolnet, with many users receiving a "Service is Unavailable" error.

The NCDPI worked with Pearson and TNL on Wednesday (Feb. 5) and into the evening to diagnose and resolve the issues. Should you encounter any additional login issues or SSO issues with the Educator Evaluation System or with Schoolnet, please submit a ticket to the Home Base Support Center by sending an email to homebase.incidents@its.nc.gov or by calling the Support Center at (919) 807-HELP (4357).

Next Project Status Webinar Feb. 11 for Superintendents, Charter School Directors

The next Home Base Weekly Project Status webinar hosted by State Superintendent June Atkinson is 11 a.m. Tuesday, Feb. 11. Superintendents and charter school directors, the intended audience, are emailed the registration link, and in turn are welcome to invite members of their local Home Base teams to join in the viewing.

Note: There will not be a project status webinar on Feb. 18 because of the Home Base Symposium in Greensboro Feb. 17-19.

Early Bird Registration Deadline Extended for Home Base Symposium

If you've not yet registered for the Feb. 17-19 Home Base Symposium in Greensboro, you're in luck because you still can get the early bird discount. The deadline for early registration has been extended to Friday, Feb. 7. (Last week's deadline coincided with the inclement weather event around the state so organizers extended it.)

The full course schedule, that all-important registration information and more are posted online at <http://www.nc-sis.org/symposium14.html>. The 2014 Home Base Symposium Program Booklet, which includes this year's speakers, presenters, course list and master schedule, is also available. Please feel free to use this booklet to plan your schedule prior to attending the symposium. You may download the booklet here:

http://www.nc-sis.org/Documents/symp_2014/14_HB_Sym_Program_1_31_14.pdf.

MORE INFO: If you have questions or need clarification about any sessions, please contact Terra Dominguez at terra.dominguez@dpi.nc.gov.

Roles and Permissions in Schoolnet: New and Updated Materials

Setting up and managing the roles and permissions ("who can see what") in Schoolnet can enable powerful collaboration and instructional management within districts and schools. And it can be tricky – especially with particular use scenarios. We have used LEA requests and feedback to create and revise a few documents to help LEAs establish permissions related to particular scenarios.

Check out these new documents:

- *Quick Overview of Some Likely School and District Scenarios* at <http://goo.gl/1pGx3b>

This will graphically show you a few common permissioning scenarios and will link to documents that show the district data manager how to set them up. Note: Make sure you select the “Present” button in the googledoc so that that you can click to the links in the document! Docs can also be found on the website at <http://www.ncpublicschools.org/homebase/getting-ready/implementation/>.

- *Matrix of Permission* at <http://goo.gl/d1f1GW>

The linked document lays out the current configuration of all permissions and gives data managers a sense of what each of the current permissions allows a user to do on one page. In response to LEA requests, we will add additional permissions over time and will keep them updated here.

Enhanced Assessment Functionality for Leadership Role in Schoolnet

Beginning next week, a set of additional functionality will be given automatically to staff permissioned as “leadership.” Those functionalities will include the ability to:

- Add or update student responses
- Create and edit test items for an institution
- Create test windows
- Generate student answer sheets
- Manage student usernames
- Modify tests
- Pre-slug OMR Forms
- Schedule tests.

In preparation, district data coordinators should confirm that all personnel with leadership roles should have access to these functions. If personnel do not need this functionality, their default role should be changed to staff.

New on the Web: Roles and Permissions – Access for District Instructional Coaches

Speaking of roles and permissions, if your district has Instructional Coaches who work at more than one school within the district, you can add the roles needed and limit the access to only the schools where the additional roles are needed. There’s a new document online that provides details on adding roles for more than one school within a district along with the guidance for giving district level staff access to aggregate level data and teacher lesson planner. Access it here:

<http://www.ncpublicschools.org/docs/homebase/getting-ready/implementation/user-roles-access/access-district-coaches.pdf>.

You’ll see there is another similar document online called “Access for School Instructional Coaches.” The two are different, so we just wanted to bring that to your attention. Access the school instructional coaches document here:

<http://www.ncpublicschools.org/docs/homebase/getting-ready/implementation/user-roles-access/access-instructional-coaches.pdf>

41 Districts and Charter Schools Now Trained on OpenClass

Eight additional LEAs and charters attended OpenClass training Jan. 21 in Guilford County. Congratulations to American Renaissance, Arapahoe Charter, Iredell-Statesville, Orange County, Pender County, Swain County, Buncombe County, and Elkin City schools. There are now 41 districts and charter schools trained on OpenClass.

Our Pearson partners are now working to integrate OpenClass access within Home Base — with single sign-on capability — for these districts/charters.

One benefit of integrating the OpenClass Learning Management System (LMS) with Home Base is the automatic roster sync with the Student Information System. Course and roster information will automatically sync on a nightly basis with PowerSchool.

Connecting to OpenClass is optional and is a decision left to your district or charter school. A communication will go out soon to district superintendents, charter school leadership and IIS leads inviting all to learn more about signing up to get connected and pilot OpenClass.

Additional trainings: Inclement weather caused cancellation of the OpenClass training session planned Jan. 22, but it will be rescheduled. Look for details in a future issue of *Home Base Weekly Update*, where we'll also announce future training and implementation sessions in OpenClass.

Upcoming Webinars on Test Item Banks and Test Item Review

We want to bring these two upcoming webinars to your attention:

- Teachers especially might benefit from the webinar “Building Your Item Bank” which is scheduled for Thursday, Feb. 13, from 3:30-4:30 p.m. Register here: <https://www1.gotomeeting.com/register/163326432>.
- Also coming up for school administrators, “Item Review Process” covers item vetting at the school, district and state level as well as the item bank submission process. That airs Thursday, Feb. 20, from 3:30-4:30 p.m. Register here: <https://www1.gotomeeting.com/register/328224489>.

Learn More about the New Home Base PD Tool Functionality

The new Home Base Professional Development Tool will be live for all district/charter teachers and administrators to enroll in state-provided courses beginning in April.

Likewise, district and charters that opt in to Home Base will benefit from additional local course/catalog creation and enrollment management functionality beginning in the fall.

To learn more about this exciting new component and options that will be available, please

attend a webinar Thursday, Feb. 27, from 4-5 p.m. Human resource and professional development directors are especially encouraged to attend.

Register at <https://www1.gotomeeting.com/register/354048241>. The webinar will be recorded.

New on the Web: ScanIt Webinar Now Available Online

Teachers and school administrators who could not view the Jan. 30 webinar “Using the ScanIt Tool in Schoolnet” can now view it online at <https://vimeo.com/85480546>.

Kayla Siler, NCDPI planning and policy analyst, demonstrates how to download the ScanIt software and how educators can use ScanIt to print tests and answer sheets; upload scan sheets into Schoolnet; and how to find data after scanning is completed.

IN CASE YOU MISSED IT

Feb. 7 is the Last Day to Complete Our Schoolnet Survey

One last reminder: Friday, Feb. 7, is the final day of our online survey to gauge teachers' knowledge and use of the instructional materials and classroom assessments in the Home Base Instructional Improvement System, Schoolnet.

The survey should take only five to 15 minutes to complete depending on your use of Schoolnet. We appreciate your taking the time to respond. All responses are confidential. Access the survey at <https://survey.sedl.org/efm/wsb.dll/s/1g187>.

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/biweekly/?year=2014>

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