

Home Base Biweekly Update



March 27, 2014

NEW THIS WEEK

- **Important: Do Your Homework Prior to Attending Build Workshops**
- **Plan Now for End-of-Year for 2013-14 School Term**
- **Update on Assessment Graphics**
- **Let Us Know When You're Planning to Administer Benchmark Assessments or Conduct Trainings**
- **Tip: Conduct District Info Sessions Before Offering Formal Training on Schoolnet**
- **Standards-Based Report Card Update Webinar Is April 10**
- **Share Your Good News and Best Practices**

IN CASE YOU MISSED IT

- **Home Base Part of READY IV Meetings**
- **New PMR Due Dates**

NEW THIS WEEK

Important: Do Your Homework Prior to Attending Build Workshops

While this message has been shared with districts and charters, we wanted to repeat it here: It is imperative for those attending the Build Workshops to come prepared.

Participants must have these required tasks completed before coming to the workshop:

-- Complete Checklist – Participants must complete the checklist from the Prepare to Build session in preparation for this class. When attendees are not prepared, a large amount of time is consumed by getting the participant prepared which takes away from our ultimate goal – building a schedule for the participant's school. You can obtain that checklist here: <https://powersource.pearsonschoolsandcolleges.com/article/6304>

-- Print Reports – There is also a list of reports that needs to be run after data entry is completed and before attending the workshop. These reports should be run to check your data. You can view a list of these reports here:

https://powersource.pearsonschoolsandcolleges.com/d/powerschool_7719

Note: Attendees who have not completed all necessary steps in preparation for this workshop will be sent away to finish the required tasks so the trainer can work with those who are prepared.

MORE INFO: If there are schools needing to attend a Build Workshop, please register NOW! Workshops with low enrollment are being moved to areas that need more seats. If there is not a workshop with available seats close to you, please notify Wendy Hinson at wendy.hinson@dpi.nc.gov.

Plan Now for End-of-Year for 2013-14 School Term

Get ready LEAs and charters: End-of-Year (EOY) processing is tentatively scheduled to begin Monday, June 30. All schedules must be committed by this time. Those schools with schedules that are not committed by then will have to complete their schedules manually.

What is EOY? The EOY process replaces the old Year End Transition (YET) process formerly used with NC WISE. It assigns students to the correct school and grade level, deletes data from certain tables, and carries forward districts and school settings, student and staff demographic data, and lunch fee balances.

We are in the planning stages of EOY. As more details are finalized, more information will be made available to you.

Update on Assessment Graphics

The 15 assessment items in Schoolnet that were missing graphics or were not properly displaying graphics have been corrected as of March 18. The corrections were made in item central, but these corrections do not automatically update the tests where these items appear.

For any old tests that use any of the 15 affected assessment items, a teacher or test administrator may correct the test by deleting the item in the test and adding back the same corrected version of the item from item central (note that the corrected item has the same item name in item central as the original item). However, if the test has already been scheduled, then you will need to make a copy of the test and remove or replace the item in the copied test, and then schedule it to your students.

As a best practice, we always encourage teachers and test administrators to preview the test before giving it to students. The test display for students will look exactly like the online preview for teachers.

MORE INFO: If you have questions or if you experience any issues with images in assessment items, please contact the Home Base Support Center at homebase.incidents@its.nc.gov.

Let Us Know When You're Planning to Administer Benchmark Assessments or Conduct Trainings

In order for you to know if Schoolnet is the right choice for your district or charter school, we know that you have to be able to rely on it and use it in your regular instructional practice. To ensure that Schoolnet consistently performs well and delivers all of the

functionality it offers, the NCDPI and Pearson Home Base teams monitor Schoolnet performance on a daily basis, troubleshoot issues as they arise, and stay in constant contact with educators in the field.

It helps us tremendously to know when you plan to administer your benchmark assessments or conduct trainings — that way we can proactively facilitate success.

Home Base Support Center and project team staff can be in touch with you before you begin your testing and be on standby during the assessments to troubleshoot any issues you might experience.

To inform us, simply fill out this form and hit the submit button: <http://goo.gl/1MV30P>.

Tip: Conduct District Info Sessions Before Offering Formal Training on Schoolnet

District and charter leaders in partnership sites that have been exploring Schoolnet offer several key observations and suggestions regarding how to promote successful teacher use of the tools and resources.

One tip for facilitating understanding of Schoolnet’s capabilities and utility is to conduct districtwide informational sessions before providing teachers with formal training. Once teacher training has been completed, it is helpful to have a website housing all training presentations available to staff. By doing so, teachers will have the opportunity to refresh their learning as needed, and all staff can make themselves familiar with any content they may have missed. Instructional Technology Facilitators can be used to provide one-on-one assistance to schools when needed, and PLCs can be encouraged to explore and share digital resources found within Schoolnet.

LEA and charter leaders rolling out Schoolnet also have stressed the importance of using consistent internal communications to help staff adhere to implementation timelines.

Districts and charters should make teachers aware of the direct relationship between Schoolnet and PowerSchool. In addition, districts and charters should make sure staff know how to access the variety of training resources available to them so they’re aware of Schoolnet’s capabilities and usefulness. These resources include, but are not limited to, recorded webinars, PowerSource, and quick reference documents that can be found within Schoolnet and on the Home Base website’s training materials page at <http://www.ncpublicschools.org/homebase/training/materials/>. Webinars are posted and routinely updated at: <http://www.ncpublicschools.org/homebase/resources/videos/webinars/>.

Standards-Based Report Card Update Webinar Is April 10

District and charter school curriculum directors and PowerSchool coordinators are invited to attend a webinar from 3:30-5 p.m. April 10 to discuss the status of a standards-based report card template in PowerSchool and to receive guidance on how to prepare for the availability of the template.

Linda Frederickson, Franklin County's director of elementary education/Title I, will share information on how her district planned for standards-based grading before implementing it in their district.

Dawn Ramseur, Hoke County's executive director of digital teaching and learning, also will describe lessons learned when Hoke County developed and implemented a local, standards-based report card using ReportWorks.

Additionally, other districts will share how they've been involved in helping develop the requirements for the standards-based report card template that Pearson is scheduled to develop with the NCDPI and make available on July 1.

Please register at <https://www1.gotomeeting.com/register/166869656>.

Share Your Good News and Best Practices

It's your time to shine if you're a Home Base super user. We'd love to share any short videos your district or charter has prepared with tips and tricks, testimonials, how-tos and more about your experiences with Home Base. Go on, brag a little; it's OK.

MORE INFO: Contact Kathy Newbern, kathy.newbern@dpi.nc.gov.

IN CASE YOU MISSED IT

Home Base Part of READY IV Meetings

A new video, "Tailoring Home Base for a Perfect Fit," is making the rounds at the statewide READY IV meetings. It highlights input from some local educators about how they are using Home Base, especially the instructional resources and tools found in Schoolnet.

MORE INFO: The remaining READY IV meetings, where you can hear the latest on Home Base, are planned as follows:

Region 2 – Monday, April 14, 1:30-4:30 p.m. at the Wilmington Convention Center,

Region 5 – Wednesday, April 9, 9 a.m.-noon at The Event Center at Summit Square, Winston-Salem, and

Regions 7 and 8 - Thursday, April 10, 9 a.m.-noon at the DoubleTree Asheville.

Superintendents are asked to notify the NCDPI their intent to attend and bring colleagues. Please RSVP to Joyce Myers, joyce.myers@dpi.nc.gov.

New PMR Due Dates

PMR Months 1 and 2 have been finalized with data as of Feb. 24 included. We will be publishing this data on the student accounting page soon, <http://www.ncpublicschools.org/fbs/accounting/data/>

If you made changes and then ran your PMR for Month 1 and/or 2 after the morning of

Feb. 24, that data will not be reflected in the published ADM reports for Month 1 and 2. The changes will be picked up when we process Month 9 for Final ADM.

The following are the remaining, new revised due dates for PMR:

- PMR 4 – March 28
- PMR 5 – April 9
- PMR 6 – April 16
- PMR 7 – April 23
- PMR 8 – 7 days after your month 8 PMR interval ending date has passed
- PMR 9 – 7 days after your month 9 PMR interval ending date has passed.

MORE INFO: If you have any questions related to PMR, please contact Ozella Wiggins at Ozella.Wiggins@dpi.nc.gov.

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=2013>

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