Digital Teaching and Learning

ACADEMIC SERVICES AND DIGITAL LEARNING

HOME BASE

NC SIS Weekly Email Bulletin

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Next Home Base Maintenance Weekend - Nov. 11-14, 2016

The next Home Base maintenance weekend is scheduled for Friday, November 11 through Sunday, November 13. Maintenance will be performed on the PowerSchool and TNL applications. TNL will remain available throughout the maintenance period.

PowerSchool will shut down Friday, at 5 p.m. Once maintenance is completed, a message will be sent to notify users that the system is

up and available for use. PowerSchool will be returned to service no later than 6 a.m., Monday, November 14. If a delay in bringing up the system should occur, users will be notified via email.

This maintenance will include the following PowerSchool updates:

1. **The PMR 27 exception** will be updated to ignore case sensitity on the course number (i.e., Bu1234 and BU1234 are treated as the same course).

2. **Dropout end date** will be updated to November 4.

3. **SAR end date** will be updated to November 18.

4. **CRDC end dates** for both collections will be set to January 2, 2017.

5. **CRDC Part I code** will be updated to include only the twelve charter schools that have been approved for the Fall AIG Collection in the 2015-16 school year.

6. **CRDC District Page's two sets of logic** that calculates the number of students and sets the field to Yes or No will be updated for consistency. Students that were missing an FTE were included in one place but not in the other, causing a discrepancy.

7. **The CFU code** will be updated with the following:

- Students that were mid-year graduates with exit codes of W4 will be updated to accurately report the W4 exit code and the graduation information.
- Students that were summer school graduates will be included and reported as graduates.
- Some students who had enrollment records moving to the graduate school after the end of the school year, but before July 1, will now report accurately as graduates.
- Code will change to honor exit codes, ignoring case sensitivity, so that w6 and W6 are treated the same, as well as w4 and W4.
- Where entry and exit dates to the graduate school were expected to be the same date, the code now includes students that have dates that are in the correct date range but not the same date.
- Data entry issues will be taken into consideration, such as unexpected exit codes of PR, RACD, W1, W2, etc., and W4 and W6, to report the student as graduates. Overlapping enrollment dates including those that inappropriately span multiple school years will be taken into consideration and the student will report correctly for CFU.
- Some issues that could not be coded around are students missing exit codes of W4 or W6 when moved to the graduate school. Students must have grade level of 99 at the graduate school to extract as graduates. Some students had enrollment records moving to the graduate school after the end of the school year, but before July 1, and were not reported correctly as graduates. Students that were reported on the GDV as graduates, but were also currently active at a school, will no longer be reported on CFU as graduates. Students that graduated in prior years like 2012-13, but have a diploma issued date for the current year, will not be reported on CFU.
- The End of Year process must be set up correctly so that graduates are coded with the W6, and then transferred to the graduate school with a W6.

Please visit the NC SIS website's 2016-17 Home Base Maintenance Schedule for a listing of all planned maintenance periods. Questions concerning this maintenance weekend may be addressed to the Home Base Support Center at (919) 807-4357, or by submitting a ticket through the Remedy Portal.

Remedy Ticketing System Maintenance - Nov. 5, 2016

The Remedy ticketing system is scheduled for maintenance this Saturday, Nov. 5, from 1 p.m.- 6 p.m., ET. During this time, the customer self-submit web portal will be unavailable for submitting or managing tickets.

If there is a delay in bringing up the system, users will be notified.

Questions concerning this maintenance may be addressed to the Home Base Support Center at (919) 807-4357 or through the Remedy Portal.

Tips from the Technology Support Center

The NCDPI Technology Support Center would like to remind you of the wealth of PowerSchool resources available at the following websites:

1. NC SIS Website: http://www.nc-sis.org/
Find support documentation, upcoming training information, how to connect with other PowerSchool coordinators and more on this site.

2. PowerSource - PowerSchool's customer resource website: https://support.powerschool.com/
This site includes an expansive knowledge base, Mastery in Minutes tutorials, and community based tech forums all geared toward assisting PowerSchool users.

Check back often as these sites are updated regularly!

A Message from Our Home Base Partner - Schoolnet

Coordinators and Data Managers:

Help your teachers! If it's been a long time since you've visited Schoolnet, you may want to see what educators all across NC are using! This year we have a 100% opt-in rate with over **3,107,123 log-ins**, **1,348,729 assessments taken**, and **86** of the NC districts using this tool for district benchmarks...don't miss out!

As a data manager, roles are critical to your teacher's success in Schoolnet. All roles and permissions for Schoolnet users are set in PowerSchool. *(Search for the staff member, click on security settings, applications, and you will see "Manage Roles" for Schoolnet.)* Here are some helpful tips for setting up roles and permissions.

- All users must have only 1 role (options are Teacher, Leadership or Staff). Having a user with two roles may limit what they can access and causes problems in the system.
- Intuitively, teachers and leadership have all the additional resources they need within that 1 role. If there are additional duties/expectation of the teacher, other permissions can be assigned.
- A staff member may require additional permissions based on their job duties.
- For more information on roles, go to http://bit.ly/IISRoles

A lot has changed in Schoolnet, making it a great resource for educators and leadership to find instructional materials aligned to standards, create test and create lesson plans. Bi-weekly, there are webinars or Schoolnet updates within the Schoolnet Splash on the homepage to ensure you get the most out of this product. More information on Schoolnet can be accessed from the NC: Home Base Schoolnet Professional Learning Plan!

So, help us spread the word! Tell your school staff and colleagues about this amazing product! It promotes "data driven instructional practices" and has standard aligned lesson plans for NC Educators.

Learn more about Schoolnet today!

Call for 2017 Home Base Symposium Request for Proposals - Extended to November 11

Attention All Home Base Users!

The deadline for receiving responses to the 2017 Home Base Symposium Call for Proposals has been extended to November 11. Please click on the link for more details.

2016-17 Home Base Meet-Ups

#HBmeetups - Collaborate with your peers via this hashtag!!
The NCDPI Home Base Team would like to welcome you back to network and collaborate with your peers through the Home Base Meet-Ups (formerly known as the Home Base User Group Meetings). Click on the 2016-17 Home Base Meet-Ups November Invite for details.

Note: TNL will not meet during the November Home Base Meet-Ups.

Courtesy Reminder: Calendar Changes

Many of our NC residents are experiencing Hurricane Matthew's devastating aftermath. We, here at NCDPI, would like to express our deepest sympathy in regards to any losses.

As a courtesy reminder to our LEA and charter partners that may need to make up school days due to the inclement weather, please review and forward to the appropriate staff the document, Calendar_Change Process.pdf. It includes instructions on how to adjust your school calendar during the school year to account for missed school days. This process involves updates made by the LEA and NCDPI; therefore, **once your updates are complete, submit a ticket to the Home Base Support Center to notify us that you are ready for NCDPI to complete their part of the calendar update process.**

Remember to visit the NC SIS website for additional information including webinars and training documentation.

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