



November 18, 2016

# Digital Teaching and Learning

ACADEMIC AND DIGITAL LEARNING



## NC SIS Weekly Email Bulletin

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## November 2016 Home Base Meet-Up - Thank You

The Home Base Team would like to thank everyone who attended the November 2016 Home Base Meet-Up. We hope the event provided you with opportunities to learn more about Home Base and that you had the chance to network and collaborate with your peers. As you reflect on your experience, we would appreciate your feedback to help drive future meetings. Use this link to complete our feedback survey (<http://bit.ly/16-17HBMUfeedback>).

If you missed the November Home Base Meet-Up or you want to review what was discussed, all presentations and resources are available online at [HBMU Materials](#). Please save or bookmark for future reference, as we will continue to add information after each set of meetings.

As a reminder, Home Base Meet-Ups will be held on a bi-monthly basis for the remainder of the 2016-2017 school year. Registration will be available two weeks before each event, to give everyone the opportunity to: 1) provide input on the topics to be discussed at the next Meet-Up, and 2) present on best practices or lessons learned in your LEA/Charter about the use of a Home Base product. We hope you continue to take advantage of these opportunities to partner with us. Here are the dates and locations for the remaining sessions

<b>Date</b>	<b>Regions</b>	<b>Location</b>	<b>Logistics</b>
1/9	Northeast & North Central	Northeast Hosting	Bertie County Schools - Central Services Bldg 715 US Highway 13 North - Windsor, NC 27983
1/10	Southeast & Sandhills	Southeast Hosting	Cape Fear Middle School Media Center 1886 NC Highway 133 - Rocky Point, NC 28457
1/11	Piedmont-Triad & Northwest	Piedmont-Triad Hosting	Laughlin Professional Development Center 7911 Summerfield Rd. Summerfield, NC 27358
1/12	Southwest & Western	Southwest Hosting	Linda Rader Staff Development Center (Gaston County) 240 Eighth Avenue Cramerton, N.C. 28032

<b>Date</b>	<b>Regions</b>	<b>Location</b>	<b>Logistics</b>
3/13	Southeast & Sandhills	Sandhills Hosting	Cumberland County ERC 296 Elementary Dr, Fayetteville, NC 28301
3/14	Southwest & Western	Western Hosting	Buncombe County Schools 175 Bingham Rd. - Asheville, NC
3/15	Piedmont-Triad & Northwest	Northwest Hosting	Catawba County Schools - CCS Administrative Building 2285 N Anderson Ave, Newton, NC 28658
3/16	Northeast & North Central	North Central Hosting	Johnston County Schools - AG Glenn Building -2nd Floor 211 E Rose St, Smithfield, NC

Date	Regions	Location	Logistics
5/8	Southeast & Sandhills	Sandhills Hosting	Fayetteville State University - Charles W. Chesnutt Library 1200 Murchison Road, Fayetteville, NC
5/9	Southwest & Western	Western Hosting	Rutherford County Schools 382 W. Main St., Forest City, NC
5/10	Piedmont-Triad & Northwest	Piedmont-Triad Hosting	Laughlin Professional Development Center 7911 Summerfield Rd., Summerfield, NC 27358
5/11	Northeast & North Central	Northeast Hosting	Bertie County Schools - Central Services Bldg 715 US Highway 13 North, Windsor, NC 27983

Again, if you have not completed the [feedback form](#), please take a moment to share your thoughts on the last Meet-Up. Thank you for your continued support.

Best Regards,  
The Home Base Team

## SAR Deadline Exception

The School Activity Report (SAR) is due today, November 18. Those LEAs/charters with outstanding tickets relating to the SAR, including those experiencing issues with the calculation of combination classes for the SAR Class Size averages and those with missing or out of date EC data, are requested by NCDPI to **NOT approve their SAR**. We are working on corrections to these issues and will extend the SAR deadline for only those schools affected. An updated due date for those affected will be provided soon.



**Example of Combined Class:** A combined class is grade 2 and grade 3 ELA taught in the same class needing two sections scheduled for the same period and the same teacher.

**If your school is one of the schools affected by the SAR issues, please submit a Remedy ticket, after the November 18 deadline, requesting to have your SAR unlocked and unapproved, if approved.**

All schools that do not have an outstanding ticket pertaining to the SAR, or are not experiencing an issue with the combination class calculation and/or the missing/out of date EC issue, are still on track to finalize the SAR by today, Nov. 18.

If you have questions concerning this matter, please contact Sandra Johnson at [sandra.johnson@dpi.nc.gov](mailto:sandra.johnson@dpi.nc.gov) or call 919-807-3727.



## Rerun the CFU Report by November 30

During this past maintenance weekend, the Common Follow Up (CFU) report received several code modifications that are listed below. **Now that these changes have been implemented, if you have not already done so, please rerun your CFU report by Wednesday, November 30, 2016.**

- Students that were mid-year graduates with exit codes of W4 were updated to accurately report the W4 exit code and the graduation information.
- Students that were summer school graduates were 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, now report accurately as graduates.
- Code was changed 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. **This is only for students with the exit code of W6 and an exit date prior to EOY.**
- Data entry issues are now taken into consideration, such as unexpected exit codes of PR, RACD, W1, W2, etc., as well as W4 and W6, to report the student as graduates. Overlapping enrollment dates including those that inappropriately span multiple school years are also taken into consideration so the student reports 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 a 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 the 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 the CFU.

Questions concerning the rerun of the CFU report may be addressed to the Home Base Support Center at (919) 807-4357, or by submitting a ticket to the [Remedy Portal](#).

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## Home Base Support Center Closed in Observance of State Holiday - November 24-25, 2016

NCDPI and its' support center will be closed Thursday, November 24 through Friday, November 25, in observance of Thanksgiving, a state holiday. Regular business hours will resume Monday, November 28. LEA coordinators and



leads may continue to submit tickets through the [Remedy Portal](#).

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Remember to visit the [NC SIS website](#) for additional information including webinars and training documentation.

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