

User Advisory Board (UAB) Meeting Minutes
 Thursday, October 15, 2009
 DPI, Room 224

Attendees:

Attendee's Name	Affiliate
Ms. Monica Adams*	Watauga County
Ms. Corwin Armstrong*	DPI
Mr. Joe Baisley	Currituck County
Ms. Betsy Baugess	DPI
Ms. Michele Burton	DPI, Communication Specialist
Ms. Sharon Castleberry*	Moore County
Ms. Francine Dillingham*	McDowell County
Ms. Terra Dominguez	DPI
Mr. L. Russell Dixon*	Granville County
Mr. Scott Douglass	DPI
Mr. John Gilmore	DPI
Ms. Carol Hall*	Guilford County
Ms. Nancy Hatley*	Stanly County
Ms. Sherry Hill*	Beaufort County
Ms. Wendy Hinson	DPI
Ms. Jody Hawley*	Cumberland County
Mr. Robin Honeycutt*	Catawba County
Ms. Emily Jones*	New Hanover
Ms. Sandra Johnson*	DPI
Ms. Debbie Kincaid*	Burke County
Ms. Alicia McGee	DPI
Ms. Peggy Parham*	Buncombe County
Ms. Phyllis Price	DPI
Ms. Beth Purdy	DPI
Ms. Pam Simmons*	Guilford County
Ms. Brandee Stevenson	DPI
Mr. Brian Tenpenny	DPI
Ms. Ann Tyndall	DPI
Ms. Ken Woody*	Guilford County
Mr. John Wykoff*	Chapel Hill City-Carrboro

Call to Order and Welcome: Mr. Baisley welcomed all attendees to the meeting and asked everyone for introductions. The minutes will be approved via e-mail.

CCB Update: Ms. Hatley provided the CCB update. The membership was discussed including three expired members' terms. The members (Winston-Salem/Forsyth, Buncombe and Asheville City) were rolled over because their terms could not be determined.

Also, the co-chairs' terms expire this month. Ms. Hatley agreed to continue serving provided someone join her as Dr. Blalock stepped down from her position. Mr. Honeycutt joined Ms. Hatley as a co-chair and will begin serving in November. Dr. Blalock was thanked for her hard work while Mr. Honeycutt was welcomed aboard. The electronic Transcript and Student testing requirements were reviewed and changes will be made. However, the Attendance requirements were approved. It was mentioned that the computer competence testing data was removed from the transcript. The authorized attendance code is still being tested and a question has been posed concerning the impact on eligibility. AAL has been contacted and more information will be shared once it has been received. The board will be check with Ms. Ussery regarding documentation for family/medical alerts.

Symposium: Ms. Dominguez indicated the memorandum concerning the NC WISE Winter Symposium is being worked on and will be released in the next two weeks. The integrated system courses for users to volunteer. Ms. Johnson stated the NC WISE 2010 Symposium will be February 22-24, 2010 designating Sunday, February 21, 2010 for registration. More details and information will be forthcoming.

Service Desk: Ms. Johnson announced there will be entries related to Future Ready Core appearing in eSIS within the next few weeks. When this information appears do not take any action. It will take some time to populate these fields. Therefore, please delay any action until information is sent concerning Future Ready Core diploma types.

AHR: A decision has been made to transfer operation and maintenance for production over to Ms. Baugess's data management team and Mr. McLaurin's operations team. Therefore, this update will likely be the last production update at the meeting expect for any new key features or activities. With the original ELT design being used, the test data will run on the weekend to maximize the availability of the ODS. This process will be reassessed to decrease function in phrase II.

Regarding the state rollout project, the first formal design review with SAS has been conducted this week. Another session will be scheduled soon because the document is largely absorbing an ample amount of time. All the elements are been synchronized to prepare for subscription process using NCID and directories instead of host identification. ITS have been slow in responding to request ultimately prolonging the project. A meeting with SAS has been scheduled to discuss methods to minimize this delay. Also, formal SAS development sessions have been completed by the staff.

2nd Generation: The Attendance requirements were reviewed and approved at CCB today. Now, those requirements will be forward to DPI Council and the School Business. The Student Testing and electronic Transcripts were reviewed today as well. These requirements will be amended and resubmitted to the board at the next meeting. The Incidents requirements are targeted to be prepared for the next meeting. The TAM, School and paper Transcript requirements are all being reviewed at the DPI Council.

Parent Assistant Demonstration: Ms. Tyndall presented the Parent Assistant demonstration explaining the pilot progress with Winston-Salem/Forsyth. Also, she illustrated the functionality. There were several questions related to specific functionality, timeline for implementation, etc. Ms. Tyndall indicated this application will not be available immediately sharing this information now can assist schools in preparing for the rollout. With the current hardware and eSIS upgrade, Ms. Tyndall could not define a definite timeline. Additionally, she stated that data clean-up is most essential. If there were additional questions, Ms. Tyndall welcomed members to contact her via e-mail at atyndall@dpi.state.nc.us.

LEP: Ms. Baugess answered a question that was previously discussed at the CCB meeting. She explained the history behind this matter and understood the confusion. Also, she mentioned that demographic data is obtained from NC WISE yet the status is captured from LEP. The LEP status should be recorded in LEP. Discussions have been renewed with NC WISE and LEP. Therefore, a solution is being discussed between NC WISE and LEP to eliminate double entry. Home language along with the LEP status is needed to be stored as well. NC WISE should not be viewed as the authoritative source. Ms. Baugess recognized the concerns and informed the group

eSIS Upgrade: Dr. Wetsch addressed the concerns related to the upgrade. The initial plan was to deploy in December yet the plan was not determined. Much of the uncertainty has stemmed from budget restrictions, RIFs and other constraints. The main focus has been to install the new hardware especially with some performance issues. Therefore, resources have been devoted to implementing the new hardware. Given the timeline, it has been determined not to proceed with deploying the upgrade. The plan going forward is to wait until post YET timeframe to continue with the upgrade. Conducting the upgrade in the summer, the system will be down allowing more preparation for the LEAs. Dr. Wetsch emphasized that the NC WISE Winter Symposium will have pertinent information regarding the upgrade.

Future Ready Core: Mr. Gilmore announced that Future Ready Core data is being entered into eSIS. However, he indicated to hold the information at this time and not to apply any data to the student. When the process is completed a communication will be sent with instructions.

Race Ethnicity Changes: Mr. Wykoff inquired about a status on race/ethnicity changes. Mr. Gilmore stated there a communication being worked on and Webinar sessions will be conducted. The upgrade should not impact the data submission which remains to be in December.

Mr. Tenpenny adjourned the meeting reminding members the next meeting will be Thursday, November 19, 2009.