News, Notes, & Reminders

Your source for information about the ProgressBook Suite, EMIS, IEP Anywhere, and Infohio

Reminders

HCC will be sending out our annual customer service surveys for our Continuous Improvement Plan (CIP). Be on the lookout for additional information pertaining to this. This feedback is valuable to HCC as we strive to meet your needs and provide the best service possible.

If your district or building plans to make any changes to your report cards in GradeBook or StudentInformation for next school year, those changes must be submitted to HCC by July 1st, 2016. Please pass this information along to the folks in your district who are responsible for this. If you have questions, please let us know via Cherwell.

OnBase for Student Records

In the years between enrollment and graduation, a student record can generate a lot of paper, which in turn can create a lot of headaches when it comes to secure access, distribution and storage of student information. OnBase Record Management System can eliminate that headache. By integrating with your student software, OnBase allows you to easily route, manage and archive your student documents. Imagine having each student's cumulative folder at your fingertips. No dust, no spiders, and all in one place – OnBase.

If you're interested in a demo or pricing information related to OnBase, please contact laura@mail.hccanet.org.

ProgressBook Suite

With the Third Quarter came a rise in the use of the Electronic Report Card Vault. If you are using the report cards in GradeBook, you will need to run a "Final" and then, once it is ready, you will need to "Finalize" them in order for them to show up in ParentAccess.

If you are using the report cards in StudentInformation, you will need to create specific "Load Settings" after selecting your criteria in the R700. You will also need to "Schedule" the report cards for archiving into the ParentAccess site. We'd also like to point out that the Archive Date is the run date and defaults to the End of Quarter. You can change this date but the report cards will not run or show on ParentAccess until after this date. The schedule date is the date the report cards will show on ParentAccess.

If you have questions about this process, please don't hesitate to create a Cherwell ticket.

Upcoming Dates

April 15th – HCC Librarian User Group Meeting (MHS)
April 17th – ProgressBook Suite updated to v15.3.2
April 18/19th – ProgressBook Suite Retreat
April 26th – End of RV School Setup Phase
April 29th - Midyear Student Collection Expires
May 2nd/3rd- Ohio Assoc. of EMIS Professionals (OAEP)
May 17th – End of RV Teacher Roster Verification Phase
June 3rd – End of RV Principal Review and Approval Phase
July 1st – Due date for changes to Report Cards

EMIS News and Notes

The Ohio Association of EMIS Professionals (OAEP) will be holding their annual [Spring Conference](#) on May 2nd and 3rd at the Hilton Columbus at Easton. This organization has been around since 2001 and continues to grow. A good number of HCC's district EMIS Coordinators are members of OAEP and attend this conference. It's a great opportunity to network with fellow EMIS Coordinators, learn best practices, and hear first-hand from ODE about upcoming EMIS news and changes.

Library News

HCC's Librarian User Group Meeting will take place on Friday, April 15th from 11:30 a.m. – 2:30 p.m. at Milford High School. It is critical that all librarians attend, as training will be provided for the libraries that recently launched ISearch Local. In addition, required ISearch Local configuration planning will take place for the libraries that will launch ISearch Local soon.

To learn more about implementing ISearch Local at your INFOhio automated school library, visit the [ISearch Local Toolkit](#) or feel free to reach out to Tracy Varner at (tracy@hccanet.org).

Also, HCC has a broad selection of services to support any school library program. Look to us for various staffing, multi-platform training, and library management consulting options. All of these new services are available in addition to INFOhio's Sirsi/Dynix Library Automation software solution and training in the use of INFOhio's Online Resources. Let us help you meet the learning needs of students and promote the professional development of K-12 educators.

Roster Verification

Roster Verification is the process that facilitates validation of which teacher teaches what subject to which students in support of the value-added student growth measures. Roster Verification directly involves educators in the process that assigns instructional responsibility for the students they teach.

Subjects Included:

- Grades 4, 5, 6, 7 and 8 Math and English Language Arts
- Grades 5 and 8 Science;
- Grade 6 Social Studies;
- Algebra I for high school credit;
- American History for high school credit;
- Biology for high school credit;
- English I & II for high school credit;
- Geometry for high school credit; and
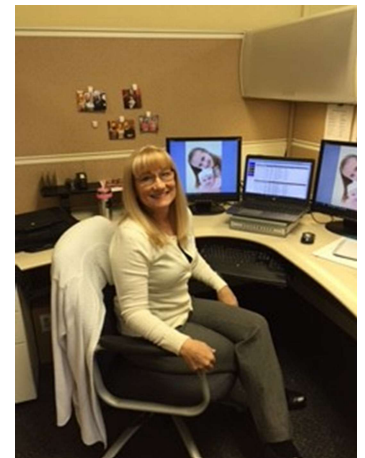- Integrated Math I & II for high school credit.

Data has been loaded for all districts participating in this process that completed their "Data Authorization Form". The next steps are divided into three phases:

- School Setup Phase (April 11 – 26) – building principals check to make sure staff and classes have been accurately entered into the BFK Link online program.
- Teacher Roster Verification Phase (April 27 – May 17) – teachers claim instructional responsibility for the subjects/courses they taught, review class rosters, and assign percentages of instruction provided to each student.
- Principal Review and Approval Phase (May 18 – June 3) – building principals perform a final review of classes before giving final approval to submissions.

Meet the Team

Meet Julie Edmondson, one of our Student Service specialists here at HCC. Julie has been with us since October of 2014.

She loves working with and supporting our ProgressBook Suite users in our member districts. Outside of work, Julie enjoys spending time with family, especially her children and her two beautiful granddaughters (Kylie and Emma).

We're fortunate to have Julie as part of the HCC team!

ProgressBook Suite Retreat

Join ProgressBook, the Management Council of the Ohio Education Computer Network (MCOECN), and ITCs for a two-day conference at the Hilton Columbus at Easton on April 18th and 19th. Attendees will learn the latest tips, techniques and practices for using ProgressBook and other solutions to boost productivity and enhance the student learning experience.

This year's expanded conference features more than 25 concurrent sessions covering a wide range of topics to meet the needs of technology users throughout your district. Presenters include ProgressBook team members, ITC staff, district users, and other subject-matter experts.

For additional cost, registration and agenda information checkout the Software Answers Retreat Page.

IEP Anywhere

Were you aware that HCC offers two different software solutions for special education? SpecialServices (SpS) is part of the ProgressBook Suite and is the solution used by most of our districts. However, we also provide IEP Anywhere as an alternative solution.

IEP Anywhere is a web based application hosted and developed by SameGoal to help educators document K-12 programs including Special Education, Section 504, Gifted Education, and Third Grade Reading Policies. It integrates with StudentInformation and with most major student information systems.

For additional information or for a demonstration of IEP Anywhere, please contact david@mail.hccanet.org.