

MSUG Steering Committee Meeting

Minutes - 09/23/10

Members present:

Bobbi Gorden, Robert Frost, Amy Hall, Carla Ziesmer, Kathy Tunner, Ruth Moore, Mariann Martin, Cindy Rokocy, Dawn Cruz, Carla Knowlton, Cathy Flynn, Linda Sandborn, Derrick Riches, Jan Dodge, Kelly Holubeck-Gotts, Arthur Summer, Charlotte Sosnoski, Davida Pesick, Teresa Coulman, Kevin Kickbusch

Skyward staff present: Steve George

General Meeting

Welcome, Introductions:

Bobbi Gorden called the meeting to order at 9:32 a.m.

Treasurer's Report:

Treasurer Jan Dodge reported a balance of \$9,848.81, which was unchanged since the last meeting.

Website Development Report:

Kathy Tunner reported that the conference form has been posted to website, and consequently, she has received many questions about the agenda.

Only 19 people are using Google Groups as a listserv. Contact Kathy about joining the Google Group, which doesn't require a log-in.

New MSDS Submission Updates:

Steve George reviewed the status of new MSDS submissions.

3WiN (Special Education) Collection: Currently under development by Skyward. The data will not pull any differently, and there was nothing additional to report in this area.

The next LTS is September 29th at Saginaw Township School District. The student portion is solely devoted to the web version of the special education product. A session at the user conference in Bay City in November will also feature the web special ed. product. New features in HR and Finance will be presented at the Finance portion of the LTS meeting.

Steve George stated that the LTS is not only for SE module users. There will be a limited "special education lite" for special ed. data on the web version. It will also be explained in this session where the fields are pulling, so it is important for districts to send someone to this training. In order to convert to the SE web, it is necessary to run a utility to effect the transition. After running the utility, districts can access

their historical forms in view-only format on the web. There is no going back to PAC after the conversion, but there is no deadline for converting. However, it is advantageous to convert to the web version as soon as possible because all enhancements and State reporting requirements will be made on the web side. He recommends making the switch after the LTS or MSUG conference as the 3WiN collection could very well require changes.

Arthur Summer reported that Holt's transition to the web version was smooth, and the special education department is happy with the product.

Dawn Cruz expressed concern about whether teacher training would be required prior to the transition to the web product.

Teacher-to-Student Data Linkage Collection - EOY 2010-11: Skyward recently participated in a conference call with CEPI and other vendors. Skyward is waiting for the schema, which will be released by CEPI in December.

Early Childhood Special Education Assessment (new component in General Collection): Steve George will follow-up with Skyward on the status of this component in the General Collection.

Student Record Maintenance Collection: Cindy Rakocy asked whether Skyward is planning to add a range option for this extract. At this time it is necessary to select students individually. She noted that this is also a problem with the Early Roster extract. Steve George explained that in order to change functionality, it is necessary to submit an RFE. However, he asked Cindy Rakocy to submit a request and description, if this problem affects everyone. He will then follow up with State Reporting.

OCR (Federal) Report: Skyward is working on Part 2, which opens in October 2010.

MSUG User Conference:

Dawn Cruz reported that the conference committee met in July. It was decided to increase sessions from six to seven on day one; and three to four on the day two. The agenda will be posted today on the website.

The conference committee recommended raffling several large ticket items. A few ideas were Netbooks, iPads, or a GPS. Carla Knowlton made the motion, seconded by Bobbi Gorden, to purchase items for a raffle at the conference at the discretion of the conference committee. Motion carried.

Dawn Cruz also got pricing at the recommendation of conference committee for flash drives, lunch coolers, or backpacks as give-aways. Dan Hurl of American will pay for half of the cost. The Steering Committee agreed to purchase 4 GB flash drives for each attendee.

Dawn Cruz reviewed the Michigan User Group Fall Conference Agenda for 11/3 and 11/4. The conference registration fee is waived for presenters.

There is a need for facilitators. If interested, please indicate interest on the registration form.

RFE Subcommittee Reports: Bob Frost and Carla Knowlton had no reports. Many people did not vote.

Bob Frost resigned as RFE Committee Chairperson due to job changes. He will continue to attend meetings when possible. Amy Hall will take over as a voting member of the student RFE committee.

Skyward Updates - Steve George

Steve demonstrated read-only access to Skyward via a mobile app for phones. It's in beta testing right now.

He also demonstrated filter and sort features in the web Course Master / Section Master.

Other Discussion Items:

Arthur Summer asked if anyone else has had a problem on the web side with students appearing on attendance reports in error. Steve George said this is a common issue, and that it is definitely connected to the "effective date" of the scheduling transaction. It is best solved by having the users involved make sure that they are prompted to enter an effective date for the scheduling transaction, and that they use the actual date that the schedule change occurred.

Family Access schedule shows the remaining terms of the year. They can also see it through the Message Center and academic history. There is nothing that can be done to prevent users from seeing these areas. Most people turn it off until beginning of year.

Arthur Summer asked about the second guardian of the first family being able to update Skylert Info. Steve George said that the limitation is within School Messenger.

Bob Frost asked whether the latest addendum would cover previous addendums, if they weren't installed. Steve George said that the latest addendum would indeed cover previous addendums.

Bobbi Gorden said there was an area in EA where she could send email to all of her staff, but the option is no longer there. She wondered why this changed. It was pointed out that she could mass email from the web in EA.