



SISWeb Gradebook User Group  
October 16, 2012 Meeting Minutes

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Attendees: **CNYRIC:** Steve Andrews, Marcia Fenocchi, Eric Hovater, Sandy Kosina  
**APW:** George Parker, Jen Paterson  
**Cato Meridian:** Sue Evans, Kevin McGowan, Terri Mitchell, Jeff Ostroski  
Dennis St Amour, Jen Taylor  
**Deruyter:** Doug Pelton  
**Fabius Pompey:** Betsy Pierce, Marc Lauzon  
**Groton:** Stephanie Hume  
**Jamesville DeWitt:** Kerri McKee, Connie Myers Kelly  
**Jordan Elbridge:** Drew Deapo, Karen Hourigan, Mary Thomas-Madonna,  
Katie Regan  
**Pulaski:** Bonnie Morris  
**Southern Cayuga:** Chris Clapper  
**Union Springs:** Nina Darnell, Mitch Fabian, Lisa Jesmer, Wrenaye Matzen,  
Joe Palmiotto, Roberta Palmiotto,

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CNYRIC Items:

- Frequency and Purpose of User Group
  - Frequency: Twice annual meetings, occurring in the fall and spring of each school year.
  - Intended audience: Faculty and administrators in schools that are using the SIS Gradebook.
  - Purpose: A forum to discuss best practices, training and support issues and future enhancement items.
- Training and Support Items:
  - Initial SIS Gradebook training model for 2012 was well received by the schools. The model is to provide brief initial training at the start of the school year, followed by a support day at the conclusion of the marking cycle.
  - Support questions should be directed to CNYRIC through District turnkey trainers.

- Portal Items:
  - CNYRIC encourages school districts to place a link to the SIS Parent Portal on their district website.
  - Portal users should be encouraged to “bookmark” the website on their browser
  - The Web address to access the parent and student portal can also be made easier to remember by using a Web Shortening Service such as TinyURL.com. CNYRIC used TinyURL.com to create convenient links to the portal for each district.
  - CNYRIC can upload a data file to with Student ID numbers and e-mail addresses to SIS.
  - Districts require a different student access point than e-mail addresses for the portal. Some suggestions are Student ID; District Network Log-in or classword similar to Mygradebook. This will be a priority enhancement request.

### Gradebook Enhancement Discussion

- An enhancement suggestion list was derived from the districts through the support of the gradebook in the opening weeks of school. The list was provided to the group for discussion, and was used as a feedback survey which was collected at the end of the meeting. Time was insufficient to discuss all of the items on the list. From this survey a separate enhancement request list is being created. Here are some, though not all of the enhancements discussed.
  - Allow differentiation of assignments between linked gradebooks by date or by exclusion.
  - Collapse assignments on the score update/entry screen so that the teacher can more easily view the students whose assignments are being scored.  
Or to freeze the column of student names,  
Or to place the student names on the right edge of the screen for when Official Comments are being entered.
  - Assignment Descriptions
  - Quick-Fill for scoring comments, with student selection checkboxes, for faster addition or deletion of scoring comments.
  - A tool tip or different colors on Scoring Comment Star indicating the underlying comment given.

**The next SISWeb Gradebook User Group Meeting is scheduled for  
Wednesday, April 10, 2013 8:30 to 11:00 am  
Conference Rooms 1 & 2, Rodax Building 2**