

**ORANGE COUNTY
BOARD OF EDUCATION**

AGENDA ITEM ABSTRACT

Meeting Date: April 4, 2011

AGENDA ITEM No. 11-04-08

ACTION ITEM: (Y/N) N

SUBJECT: High School Online Registration Process – 2011-2012

INFO. CONTACT Dr. Denise Morton/Patricia Harris **PHONE:** 919-732-8126

ATTACHMENTS: 1. Course Planner Information from Career Cruising
2. Course Planner Timeline

PURPOSE: To inform the Board of Education of the process used for high school students to register for the 2011-2012 school year.

BACKGROUND: Orange County Schools middle and high school students began using an online career development program called Future for Kids (F4K) in 2007. Students access the F4K portal to create a four-year plan for high school, investigate and plan career pathways, and explore college and university opportunities. F4K has expanded their resources and offers schools the capability to provide an online registration tool called "Course Planner". The Course Planner module is a powerful set of tools to help students plan courses that reflect their career aspirations and graduation requirements. Integrated with the NCWISE system, Course Planner brings together critical information such as past course credit history, diploma requirement tracking, prerequisites, and course recommendations. After investigating the Course Planner capabilities and gathering information from school systems already using it, middle and high schools are implementing the online process for the 2011-2012 high school course registration.

This tool enables students to review their previous high school courses, and allows them to register for the upcoming school year. Course Planner and NCWISE interface, making this a seamless transition for counselors and data managers.

Advantages of using the online course planner:

- Prepares students for a college online course registration process
- Students and parents can actually view courses, previous grades, and course credit information throughout his/her high school years
- Diploma information is available anytime for students and parents to review
- Students can plan for all four high school years and take ownership of the registration process
- Warnings and notes "pop" up when necessary for students and parents to view as students register for a course
- Counselor's time is more productive. The cumbersome process of entering course registration information directly into NCWISE is no longer an issue. It is a seamless transition.
- Course Planner Reports during the registration process can give counselors and administrators pre-scheduling information.

FINANCIAL IMPACT: The annual cost for the course planner program is \$3,000.00. No additional costs are related to using this course planning tool.

RECOMMENDATION: The Superintendent recommends that the Board of Education receive for information the report on high school online registration.



CareerCruising

CoursePlanner



The Course Planner module is a powerful set of tools to help students plan courses that reflect their career aspirations and graduation requirements. Integrated with your student information system, Course Planner brings together critical information, such as past credit history, diploma requirement tracking, prerequisites, and course recommendations.

Online Course Selection

Save time and increase accuracy with online course selection, configured at the school level.

Customized Advisory Alerts

Advisory alerts inform students about everything from prerequisite gaps to the cost of supplies for a given course.

Diploma & Certificate Tracking

Track course selections against multiple diploma options and certification programs.

Data Integration

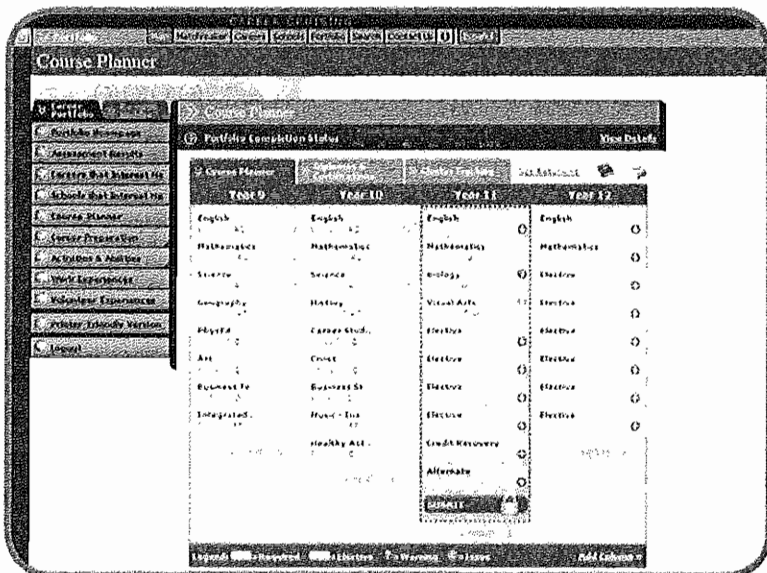
Student data and course history are managed through integration with your student information system.

Export Course Selections

Easily export students' course selections for integration with your scheduling system.

On-Demand Reporting

Quickly access reports with real-time data on student course selections and completion.

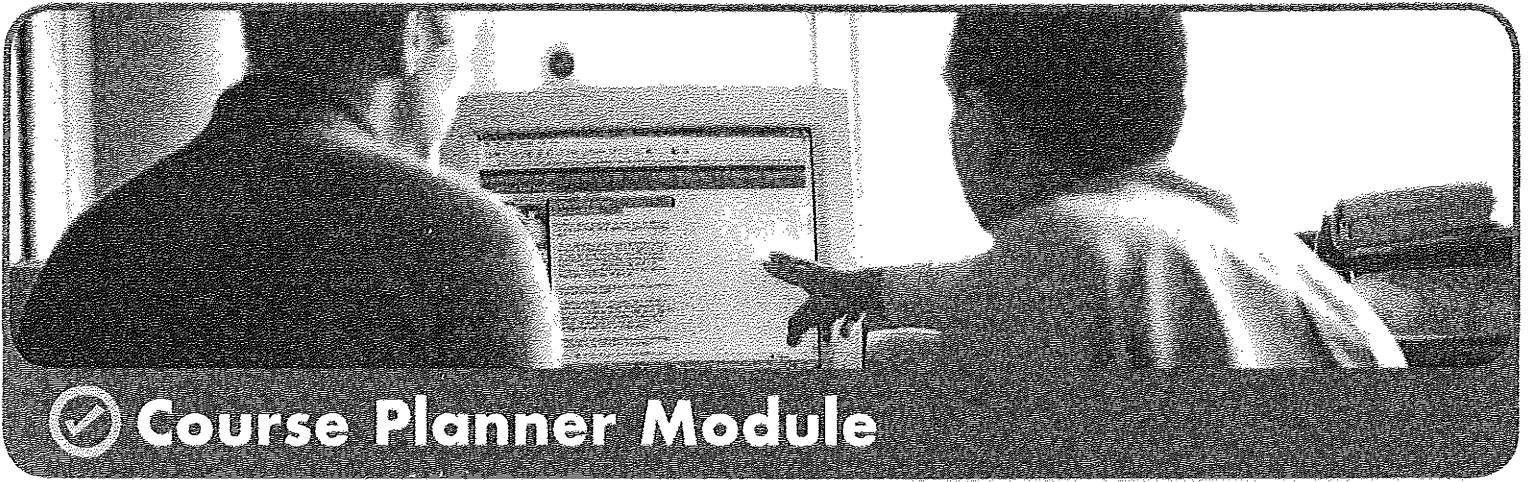


The Course Planner provides tremendous value to both students and counselors in the course selection process.

Key features:

- » Import students' course history, including grades received, from the student information system
- » Easy-to-edit online course calendar, which can be printed or exported
- » Parent sign-off sheets, with course history, course selections, and advisory alerts
- » Ability to identify and track CTE courses

Course Planner is fully integrated with the Career Cruising Portfolio Development System, bringing together students' career and education exploration activities and course selections in a seamless process.



Course Planner Module

Validated Course Selections

Validated course selections help to ensure that students are choosing the right courses for their post-secondary goals.

- » Students can view detailed course information when making their selections
- » Prerequisite and successor relationships are clearly displayed
- » Custom advisory alerts relay important information such as teacher recommendations, prerequisite issues, and extra fees as part of the selection process
- » Course selections are exported back into your student information system for scheduling

Career Cluster Integration

Career clusters can be directly incorporated into the course planning process.

- » Schools can link their course offerings to career clusters. Each course can be associated with more than one cluster
- » Students can search for courses by cluster or discipline
- » Students can track how their course selections match up with their cluster interests

Graduation Requirement Tracking

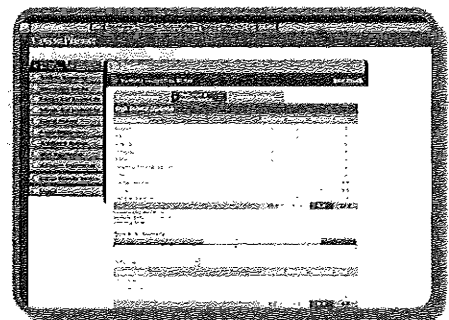
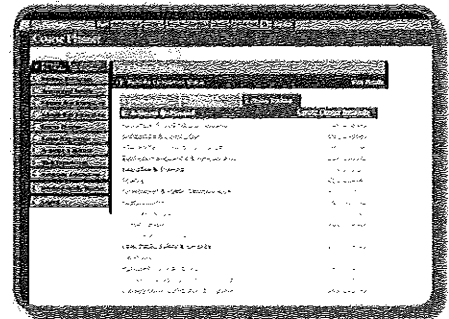
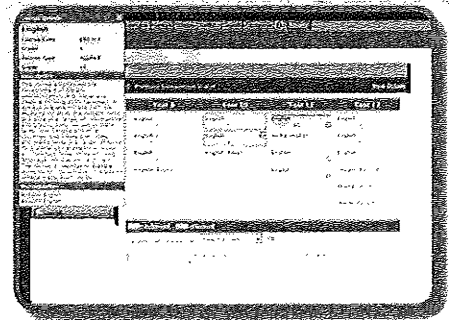
Course Planner helps ensure that student plans fulfill graduation requirements.

- » An easy-to-read graphical interface provides students with a simple view of the courses they have completed and planned, as well as those that are still required
- » Schools can enter an unlimited number of graduation pathways and special certification options

Greater Efficiency & Accuracy

Course Planner makes the course selection process easier and more accurate, saving time and money.

- » Course selections are pre-verified and transferred directly to the scheduling system, ensuring that students select the right courses and eliminating data entry time
- » Advisory alerts save staff time, reduce course changes after the initial selection process, and ensure that parents sign off on important notices
- » The online course handbook reduces or eliminates the need for a costly printed version



To contact Career Cruising

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COURSE PLANNER TIMELINE

- January – February:** Planning Committee meets with consultant and prepares the information
- February 10:** Course Planner ready for use by students and staff
- February 10 – 21:** Presentations and trainings were made for high school staff and students. Students were instructed to use Course Planner to register for the 2011-2012 school year and asked to come prepared to his/her counselor appointment with a printout from the on-line registration.
- February 14, 15 and 16:** High School Counselors jointly present to rising ninth graders at each middle school
- February 21:** Rising ninth grade parent information nights held at each high school
Parents signed up for counselor appointments which were available afternoon through evening on various dates
- February 10 – March 25:** Computer labs were open to students before, during and after school plus evenings
- April 5 – 22:** Uploads from Course Planner into NCWISE will take place allowing administrators and counselors to begin the 2011-2012 scheduling process.

Comments regarding the on-line registration:

“The preparation of information was almost too easy.”

“Students have no issues with using the online process – they are used to it”