The NC SIS Weekly Email Bulletin highlights issues and announcements that were communicated to users during the week. It also features late-breaking and recurring news about NC SIS (PowerSchool).

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1. **PowerSchool Weekend Updates and Fixes**
The following items will be promoted into PowerSchool this weekend. If you have any questions or concerns, please contact the Home Base Support Center at homebase.incidents@its.nc.gov.

   1) **NEW!!** Installing LEP/WAPT package (Please see the attached letter and documents.)
   2) Applying security script for LEP/WAPT
   3) Applying Federal Plug-in:
      a. Previous fix: Eligible Homeless schools are schools listed in EDDIE and one program school (Homeless program school (school# 297)). This allows students to be added into Homeless collection as long as the students have enrollment record(s) with an eligible Homeless school, even when the student’s current school is not an eligible Homeless school.
      b. HomelessStudentDetail.html is being updated with the following changes:
         i. Removing restriction on Program Eligibility Date to only current and one prior school year.
         ii. Adding restriction to Program Eligibility Date so that it will be >= the student’s 3rd birthday.

2. **NCEES and Schoolnet Access Update**
Pearson will be applying the script, Thursday, April 9, after close of business, which will return each PowerSchool instance’s data back to its original state as of March 26, 2015. This will enable users who were affected by this past weekend’s update to the State PRID field to regain access to the NCEES and
Schoolnet systems. If you have any questions concerning this update, please contact the Home Base Support Center at homebase.incidents@its.nc.gov.

Thank you for your patience and support as we work to resolve this issue.

3. Instruction and Instructional Time When Scheduling
School systems throughout the state of North Carolina require a minimum of 185 days or 1,025 hours of instruction covering at least nine calendar months. **Instructional time** is defined as time when students are assigned to a teacher for the primary purpose of instruction. **Instruction** is defined as any activity leading toward the mastery of specific educational goals as stated in the North Carolina Standard Course of Study and local guides.

Though definitely a part of school life, some activities, such as the following, are not considered to be part of instructional time:

- Changing Classes
- Homeroom
- Lunch
- Pep Rallies
- School Dances

Local boards of education will decide which other activities are considered instructional and part of the instructional time.

Please keep this information in mind as you create your schedules for the coming school year. If you have questions regarding policy and governance, please contact Ozella Wiggins at ozella.wiggins@dpi.nc.gov or Sandra Johnson at sandra.johnson@dpi.nc.gov. If you have technical questions regarding scheduling, please contact the Home Base Support Center at homebase.incidents@its.nc.gov.

4. OCR/CRDC – PowerSchool Course Code Update, Submission End Date and Fed. Submission Portal
Dear OCR Coordinators,

The NC DPI would like to continue to express our gratitude for all you’ve done to support the state level submission project for the SY 13/14 Office of Civil Rights Data Collection (CRDC).

Please review this message and forward to any applicable staff.

**Note:** Schools and charters that opened during SY 2014-15 are exempt from the SY 2013-14 OCR collection process.

**PowerSchool – Update to Course Counts**
It was discovered last week that certain AP and IB courses were being calculated as AP and IB but were not counted within their respective subject areas. An example is the AP Calculus course code beginning with 2511 that was counted as AP, but not as calculus. The corrective logic for the PowerSchool CRDC reports has been tested and will be implemented this weekend. If any of the course sections were scheduled within in your LEA or Charter in the SY 13/14, the PowerSchool CRDC reports must be re-run at the LEA level after the update this weekend.

The course codes will be updated are below:
2502  AP Calculus BC Include in Calculus counts
AP Calculus BC -IB
2511  AP Statistics Include in Advanced Math
3100  AP Biology Include in Biology counts
3120  AP Chemistry Include in Chemistry Counts
3130  AP Physics I Include in Physics Counts
3131  AP Physics II Include in Physics Counts
3140  AP Physics C Include in Physics Counts
3141  AP Physics C Include in Physics Counts
3162  AP Physics B Include in Physics Counts
3220  IB Chemistry SL Include in Chemistry Counts
3221  IB Chemistry HLInclude in Chemistry Counts
3230  IB Physics SL Include in Physics Counts
3231  IB Physics III Include in Physics Counts

**PowerSchool – Reminder – Second Semester and Distance Learning Courses**
Please remember that second semester course sections must have the **Course Length of 18 Weeks** to be counted on the PowerSchool CRDC reports.

Please also be reminded that Distance Learning Course sections must have the **Delivery Mode of Internet** to be included in the CRDC reports.

Please contact the Home Base Support Center if you need assistance making these updates to SY 13/14 course sections.

**PowerSchool Submission End Date – April 17th**
The **PowerSchool CRDC Submission End Date is April 17, 2015**. Please ensure that your LEA has run the CRDC Part 1 and Part 2 prior to the close of business on Friday April 17.

Beginning next Tuesday, please expect a daily report from the State OCR Coordinator showing LEAs and Charters who have not run the reports, who have run the reports, and the date the reports were approved.

**LEAs and Charters must re-run these reports at the LEA level after this weekend to receive the latest updates.**

Thank you to all who have consistently reviewed your data and reported discrepancies or concerns. This phase of the submission project could not have been completed without your assistance.

**Federal Portal Opens April 16**
The Office of Civil Rights (OCR) has announced a ‘soft opening’ of their Submission Portal on April 16. Staff should expect account notification from no-reply@ed.gov beginning April 16, 2015.

For more information on the launch of the Federal Submission Portal, please visit: https://crdc.grads360.org/#program.

Please expect a notification from the NC DPI regarding our data loading schedule the week of April 20, 2015.

Please contact the Home Base Support Center with any questions or concerns you might have at homebase.incidents@its.nc.gov.

Sincerely,

Terra Lynne Dominguez
Data, Research and Federal Policy
terra.dominguez@dpi.nc.gov
[P] 919.807.3272

5. New Updates on the Web

a) Elementary Scheduling Live Side Recording – 04/07/2015
http://www.nc-sis.org/recordings.html

6. Upcoming Training Webinars and Workshops

a) Athletic Eligibility in PowerSchool
This webinar will demonstrate the new Athletic Eligibility functionality in PowerSchool. It will be recorded and posted to the www.nc-sis.org website. After registering, you will receive a confirmation email containing information about joining the webinar.

Date, Time and Registration Link
• Friday, June 5, 2015 – 9:30 a.m.
  https://attendee.gotowebinar.com/register/6980163072792520706

b) Elementary Scheduling Webinar
This online session will show elementary schools how to create their 2014-15 master schedule on the 'Live' side and schedule students into classes.

Date, Time and Registration Link
• Friday, June 5, 2015 – 1:00 p.m. to 3:00 p.m.
  https://attendee.gotowebinar.com/register/4559779539354931201
c) PowerSchool Scheduling Q & A Webinar
This webinar will not contain any presentation. It will be an open forum for attendees to ask their scheduling questions to a panel of DPI staff members.

Dates, Times and Registration Links (Registration link has changed)
- Friday, June 12, 2015 – 1:00 p.m.  
  https://attendee.gotowebinar.com/register/2158920034114658562
- Wednesday, June 17, 2015 – 1:00 p.m.  
  https://attendee.gotowebinar.com/register/2158920034114658562
- Wednesday, June 24, 2015 – 1:00 p.m.  
  https://attendee.gotowebinar.com/register/2158920034114658562

d) PowerSchool Scheduling Workshops
(1) Build Workshops by Region
Build Workshops are offered for schools utilizing the “Build and Load” Methodology. Sessions are hands-on working time. Session facilitators will assist schools with completing their master schedules to the extent time allows. Scheduling teams should have completed all steps in the Prepare to Build Workbook (https://powersource.pearsonschoolsystems.com/article/6303?from=search), including validating their build data if possible.

- **Region 1**
  - 04/13 thru 04/14 - Hertford County High School,  
    1500 W. First St. Ahoskie, NC 27910  
    https://www.timetosignup.com/powerschooltraining/form/6093
  - 04/15 thru 04/16 - CM Eppes Middle School (Pitt County Schools),  
    110 Elm street Greenville, NC 27858  
    https://www.timetosignup.com/powerschooltraining/form/6094

- **Region 2**
  - 04/20 thru 04/21 - Teachers Memorial (Lenoir County Schools)  
    500 Marcella Dr. Kinston, NC 28501  
    https://www.timetosignup.com/powerschooltraining/form/6099
  - 04/22/ thru 04/23 - Teachers Memorial (Lenoir County Schools)  
    500 Marcella Dr. Kinston, NC 28501  
    https://www.timetosignup.com/powerschooltraining/form/6100
  - 05/11 thru 05/12 - New Hanover County Schools  
    2814 Carolina Beach Road Wilmington, NC 28412  
    https://www.timetosignup.com/powerschooltraining/form/6117
  - 05/13/ thru 05/14 - New Hanover County Schools  
    2814 Carolina Beach Road Wilmington, NC 28412  
    https://www.timetosignup.com/powerschooltraining/form/6118

- **Region 3**
  - 05/18 thru 05/19 - Northampton County Schools Central Services Annex  
    320 Bagley Dr. Jackson, NC 27845  
    https://www.timetosignup.com/powerschooltraining/form/6126
  - 05/20 thru 05/21 - Northampton County Schools Central Services Annex  
    320 Bagley Dr. Jackson, NC 27845  
    https://www.timetosignup.com/powerschooltraining/form/6127
• Region 4
  o 05/18 thru 05/19 - Cumberland County Educational Resource Center
    396 Elementary Dr. Fayetteville, NC 28301
    https://www.timetosignup.com/powerschooltraining/form/6123
  o 05/20 thru 05/21 - Moore County Schools
    5277 HWY 15-501 S Carthage, NC 28327
    https://www.timetosignup.com/powerschooltraining/form/6124

• Region 5
  o 04/13 thru 04/14 - Winston-Salem Forsyth County Schools
    475 Corporate Square Drive Winston-Salem, NC 27105
    https://www.timetosignup.com/powerschooltraining/form/6096
  o 04/15 thru 04/16 - Winston-Salem Forsyth County Schools
    475 Corporate Square Drive Winston-Salem, NC 27105
    https://www.timetosignup.com/powerschooltraining/form/6097
  o 05/4 thru 05/05 - Orange County Schools
    1914 New Hope Church Rd. Chapel Hill, NC 27514
    https://www.timetosignup.com/powerschooltraining/form/6114
  o 05/06 thru 05/07 - Orange County Schools
    1914 New Hope Church Rd. Chapel Hill, NC 27514
    https://www.timetosignup.com/powerschooltraining/form/6115

• Region 6
  o 04/27 thru 04/28 - Union County Schools
    721 Brewer Dr. Monroe, NC 28112
    https://www.timetosignup.com/powerschooltraining/form/6105
  o 04/29 thru 04/30 - Union County Schools
    721 Brewer Dr. Monroe, NC 28112
    https://www.timetosignup.com/powerschooltraining/form/6106
  o 05/27 thru 05/28 - Stanly County BOE
    1000-4 North 1st St. Albemarle, NC 28001
    https://www.timetosignup.com/powerschooltraining/form/6130
  o 05/27 thru 05/28 - Gaston County Schools
    240 8th Ave. Cramerton, NC 28032
    https://www.timetosignup.com/powerschooltraining/form/6129

• Region 7
  o 04/27 thru 04/28 - Mooresville Graded School District
    305 North Main Street Mooresville, NC 28115 - Closed
  o 04/29 thru 04/30 - Mooresville Graded School District
    305 North Main Street Mooresville, NC 28115
    https://www.timetosignup.com/powerschooltraining/form/6109
  o 05/11 thru 05/12 - Wilkes County Schools
    613 Cherry St. North Wilkesboro, NC 28659 - Closed
  o 05/13 thru 05/14 Wilkes County Schools
    613 Cherry St. North Wilkesboro, NC 28659
    http://www.timetosignup.com/powerschooltraining/form/6121

• Region 8
PowerSchool Scheduling Workshops

(2) Load Only Workshops by Region

Load Only Workshops are offered for schools utilizing the “Load Only” Methodology. Sessions are hands-on working time. Session facilitators will assist schools with loading their students and completing their schedules to the extent time allows. Scheduling teams should have completed all steps in the Load Process Workbook

(https://powersource.pearsonschoolsystems.com/article/6750?from=search), ensuring that a complete, valid timetable is in place and the load data is validated, if possible.

- **Region 1**
  - 04/17/2015 - Washington County Union School, 
    37 East Mill Pond Road Roper, North Carolina 27970
    https://www.timetosignup.com/powerschooltraining/form/6095

- **Region 2**
  - 04/24/2015 - Teachers Memorial (Lenoir County Schools) 
    500 Marcella Dr. Kinston, NC 28501
    https://www.timetosignup.com/powerschooltraining/form/6101
  - 05/15/2015 - New Hanover County Schools 
    2814 Carolina Beach Road Wilmington, NC 28412
    https://www.timetosignup.com/powerschooltraining/form/6119

- **Region 3**
  - 05/22/2015 - Northampton County Schools Central Services Annex 
    320 Bagley Dr. Jackson, NC 27845
    https://www.timetosignup.com/powerschooltraining/form/6128

- **Region 4**
  - 05/22/2015 - Moore County Schools 
    5277 HWY 15-501 S Carthage, NC 28327
    https://www.timetosignup.com/powerschooltraining/form/6125
  - 05/29/2015 - Richmond County Schools 
    118 Vance St. Hamlet, NC 28345
    https://www.timetosignup.com/powerschooltraining/form/6132

- **Region 5**
  - 4/17/2015 - Winston-Salem Forsyth County Schools 
    475 Corporate Square Drive Winston-Salem, NC 27105
    https://www.timetosignup.com/powerschooltraining/form/6098
- **Region 6**
  - 05/08/2015 - Orange County Schools
    1914 New Hope Church Rd. Chapel Hill, NC 27514
    https://www.timetosignup.com/powerschooltraining/form/6116
  - 05/01/2015 - Union County Schools
    721 Brewer Dr. Monroe, NC 28112
    https://www.timetosignup.com/powerschooltraining/form/6107
  - 05/29/2015 - Gaston County Schools
    240 8th Ave. Cramerton, NC 28032
    https://www.timetosignup.com/powerschooltraining/form/6131

- **Region 7**
  - 05/01/2015 - Mooresville Graded School District
    305 North Main Street Mooresville, NC 28115
    https://www.timetosignup.com/powerschooltraining/form/6110
  - 05/15/2015 - Wilkes County Schools
    613 Cherry St. North Wilkesboro, NC 28659
    https://www.timetosignup.com/powerschooltraining/form/6122

- **Region 8**
  - 04/24/2015 - Buncombe County Schools
    175 Bingham Rd Asheville, NC 28806 - Closed
  - 05/8/2015 - Jackson County Schools
    398 Hospital Rd Sylva, NC 28779
    https://www.timetosignup.com/powerschooltraining/form/6113

**e) Scheduling Help Sessions**
Scheduling Help Sessions are offered to schools that are having difficulty completing the scheduling process. Sessions are face-to-face at the NCDPI Building (301 N Wilmington St. Raleigh, NC) in Room 564. Schools will work with session facilitators to complete their schedules to the extent allowed by time. Sessions are scheduled for two days, but time of attendance will vary depending on degree of assistance required. Schools may register for one help session only to provide adequate availability for all schools. If after the initial signup period (thru 5/22) seats are available, they will be made available on a first come, first served basis.

Please register only one person for the workshop to represent the school. Up to 4 people per school may attend with this registration.

**Dates, Times and Registration Link**
- June 1-2, 2015 – 9:00 a.m. – 4:00 p.m. each day
  https://www.timetosignup.com/powerschooltraining/form/6192
- June 3-4, 2015 – 9:00 a.m. – 4:00 p.m. each day
  https://www.timetosignup.com/powerschooltraining/form/6193
- June 8-9, 2015 – 9:00 a.m. – 4:00 p.m. each day
  https://www.timetosignup.com/powerschooltraining/form/6194
- June 10-11, 2015 – 9:00 a.m. – 4:00 p.m. each day
  https://www.timetosignup.com/powerschooltraining/form/6195

**f) Title III Applications Suite (LEP, W-APT, Immigrant, and LEPPD) in PowerSchool**
This webinar will demonstrate the new functionality of the Title III Applications Suite (LEP, W-APT, Immigrant, and LEPPD) in PowerSchool and highlight pertinent policies regarding the collection Title III/ESL program.

**Date, Time and Registration Link**

- Tuesday, April 14, 2015 - 10:00 a.m.
  
  [https://attendee.gotowebinar.com/register/7822991512040641793](https://attendee.gotowebinar.com/register/7822991512040641793)

After registering, you will receive a confirmation email containing information about joining the webinar.

**Please note all registration information is subject to NC Public Records Law.**

For more information about NC SIS training and documentation, please visit our website at [http://www.nc-sis.org](http://www.nc-sis.org).

NC SIS

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