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.

   A. Student Pages – Accommodations
      1) Correcting two PowerSchool 8.1.1 issues.
         i. Updating deletion functionality so records can be removed successfully.
         ii. Resolving issue with new records being created for students with a student number larger than 2 billion (2,147,483,647).
   B. NC Athletic Eligibility Reports
      1) Removing AE Reports menu option and removing reports from NCDPI Reports for district users.

2. SQL4 Reports Added to PowerSchool
The following SQL4 Reports have been added to each PowerSchool instance:

   1) Current Students Who Have Been Retained
      a. This report identifies all students who have been retained within the user supplied dates.
   2) Students Missing 9th Grade Entry Date
      a. This report identifies currently active students whose 9th grade entry date field is empty.
   3) Stored Grades
a. This report runs for either all active students or just the current selection of students. The report returns a list of students based on the user supplied parameters of term and grades.

4) Daily Attendance Summary
   a. This report extracts a student’s membership days, excused absences, unexcused absences, total absences, days present, excused tardies, unexcused tardies, and total tardies.

5) At Risk Stored Grade
   a. This report is similar to the At Risk report found under the system tab. It only returns the students that match the user supplied parameters from the Stored Grades table with a store code of F1. The user can enter a comma delimited list of letter or numeric grade values.

6) Meeting Attendance Report
   a. This report pulls students with absences during the user supplied dates for Meeting Attendance schools.

7) Daily Absent Report – CN Manager
   a. This report pulls students with absences during the user supplied dates for Daily Attendance schools. This report is for Child Nutrition Managers to help reconcile their audit reports.

8) Meeting Absent Report – CN Manager
   a. This report pulls students with absences during the user supplied dates for Meeting Attendance schools. This report is for Child Nutrition Managers to help reconcile their audit reports.

3. When to Use Live-side Scheduling
Live-side scheduling in PowerSchool creates the master schedule and enrolls students into classes to create student schedules. LEAs/charters that use Live-side scheduling prior to End of Year (EOY) must NEVER enroll students into sections until AFTER EOY. Only the master schedule can be created on the Live-side prior to EOY.

More information concerning the use of Live-side Scheduling can be found in PowerSource articles 10928 (https://powersource.pearsonschoolsystems.com/article/10928?from=search) and 55928 (https://powersource.pearsonschoolsystems.com/article/55928).

4. Follow-up Points to Title III Webinar
   - **Drop-Down Menus** – NCDPI has been able to correct the issue with Drop-Down Menus. LEAs should now see these values appropriately populated.

   - **Security** – Each district should have the new LEP Coordinator Security Group. This group can be associated to users. The attachment, **LEP Setup**, explains how to do this for both a new user with no previous PowerSchool access and a user with existing access.

   - **User Guides** – The following user guides are available on the NC SIS Website:
     - [W-APT](https://powersource.pearsonschoolsystems.com/article/10928?from=search)
LEP

Immigrant

- **LEP Accommodations** – Attached is the process document, *Process for Verifying and Correcting Accommodations*, for loading accommodation files. Please note the file format in Appendix A for submission of your accommodation files and work with your respective vendors/staff to have files extracted. Work in conjunction with your local testing coordinator to have the files loaded to the accountability system via the secure portal.

- **LEP School** – Not all Districts will have an LEP school at this time. You will only need the LEP School IF your LEA provides Title III services to non-public school students, e.g., home school, private, etc.

5. **Next Home Base Maintenance Weekend – April 24 – 27, 2015**
The next Home Base maintenance weekend is scheduled for Friday, April 24 through Monday, April 27. The system will shut down Friday at 5 p.m. Once maintenance is completed a message will be sent to notify users that the system is up and available for use.

Home Base will be returned to service no later than 6 a.m., Monday morning. If a delay in bringing up the system should occur, users will be notified via NC SIS email.

This maintenance weekend will include a North Carolina State Compliance Reporting release. Updates will be made to School Activity Report Data Collection, Alternative Learning Program Collection, Graduate Data Verification System Collection, Discipline Collection, and the Civil Rights Data Collection. Amendments to the Extended Schema Definition’s table will also be made, and a new procedure for logging the deletion of records will be implemented. For more details concerning these revisions, please see the North Carolina Reporting Release Notes posted to the NC SIS website at [http://www.ncsis.org/Documents/requirements/2015_North_Carolina_Release_Notes.pdf](http://www.ncsis.org/Documents/requirements/2015_North_Carolina_Release_Notes.pdf).


6. **New Updates on the Web**
   a) **ReportWorks Template – Immunization Waiver – 03/09/2015**

      This template has been updated with the following:
      - Enlarged the fields so that the Student Number will print on the same line.
      - Removed ‘NA’ if a value is missing.
      - Set the report to only pull students missing a waiver

7. **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**
- Monday, June 1, 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**
- 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](https://powersource.pearsonschoolsystems.com/article/6303?from=search)), including validating their build data if possible.

   - **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](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](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](https://www.timetosignup.com/powerschooltraining/form/6117)
- **Region 3**
  - 05/13/ thru 05/14 - New Hanover County Schools
    2814 Carolina Beach Road Wilmington, NC 28412
    [https://www.timetosignup.com/powerschooltraining/form/6118](https://www.timetosignup.com/powerschooltraining/form/6118)
  - 05/18 thru 05/19 - Northampton County Schools Central Services Annex
    320 Bagley Dr. Jackson, NC 27845
    [https://www.timetosignup.com/powerschooltraining/form/6126](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](https://www.timetosignup.com/powerschooltraining/form/6127)

- **Region 4**
  - 05/18 thru 05/19 - Cumberland County Educational Resource Center
    396 Elementary Dr. Fayetteville, NC 28301
    [https://www.timetosignup.com/powerschooltraining/form/6123](https://www.timetosignup.com/powerschooltraining/form/6123)
  - 05/20 thru 05/21 - Moore County Schools
    5277 HWY 15-501 S Carthage, NC 28327
    [https://www.timetosignup.com/powerschooltraining/form/6124](https://www.timetosignup.com/powerschooltraining/form/6124)

- **Region 5**
  - 05/4 thru 05/05 - Orange County Schools
    1914 New Hope Church Rd. Chapel Hill, NC 27514
    [https://www.timetosignup.com/powerschooltraining/form/6114](https://www.timetosignup.com/powerschooltraining/form/6114)
  - 05/06 - 05/07 - Orange County Schools
    1914 New Hope Church Rd. Chapel Hill, NC 27514
    [https://www.timetosignup.com/powerschooltraining/form/6115](https://www.timetosignup.com/powerschooltraining/form/6115)

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

- **Region 7**
  - 04/27 thru 04/28 - Mooresville Graded School District
    305 North Main Street Mooresville, NC 28115 - **Closed**
  - 04/29 thru 04/30 - Mooresville Graded School District
    305 North Main Street Mooresville, NC 28115
    [https://www.timetosignup.com/powerschooltraining/form/6109](https://www.timetosignup.com/powerschooltraining/form/6109)
  - 05/11 thru 05/12 - Wilkes County Schools
    613 Cherry St. North Wilkesboro, NC 28659 - **Closed**
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 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**
  - 05/08/2015 - Orange County Schools
    1914 New Hope Church Rd. Chapel Hill, NC 27514
    https://www.timetosignup.com/powerschooltraining/form/6116
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
NC Department of Public Instruction
Education Building, Room 320
301 North Wilmington Street
Raleigh, NC 27601

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