



April 22, 2016

# Digital Teaching and Learning

ACADEMIC SERVICES AND DIGITAL LEARNING



## NC SIS Weekly Email Bulletin

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### Home Base Maintenance Weekend – PowerSchool 9.2.3 Upgrade

The next Home Base maintenance weekend is scheduled to begin tonight, April 22, at approximately 5:00 p.m. Maintenance will only be performed on the PowerSchool application. All other Home Base applications will be accessible through the IAM Service. Once maintenance is completed a message will be sent to notify users that the system is up and available for use. PowerSchool 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.

During this weekend's maintenance, all NC instances will be upgraded to PowerSchool version 9.2.3 (NC is currently operating version 9.2.1).

This minor release addresses the following known root causes that inadvertently affects the Student Transfer process.

- Duplicate Immunizations: (studentImmunizationId)
- Duplicate Vaccine: (combination StudentId & Vaccineld)
- Duplicate Test Scores
- Geocode was passed a blank string
- Assessment (testScoreData) does not have a SubtestCategory.
- Duplicate StudentPhoto.

Additionally, PS 9.2.3 changes the transfer process to allow “partial transfers” when certain data elements cannot be transferred. The previous iteration of the process was “all or nothing.” This will allow a greater percentage of transfers to complete successfully and will result in more student data transferring successfully.

Further causes of failure continue to be identified. One such cause is null values in student test record fields: grade level, alpha score, number score, or percent. This issue will be addressed in two phases:

1. During the April MW (APR 22-24), a one-time script will be run to remove null values from these fields in all NC production data. After maintenance weekend, this script will be set to run daily to prevent an accumulation of these values. The script will replace the values as described below:
  - a. Grade Level: null -> 20
  - b. Percent: null ->0
  - c. Number: null -> 0
  - d. Alpha: null -> ""

NOTE: At this time, the script will not correct 100% of the student test items. Subsequent data cleanup will continue and further communication will be sent as the effort continues.

2. PowerSchool, LLC is developing PowerSchool version 9.2.4 to improve the transfer process allowing it to make these data corrections on the fly, allowing the transfers to continue. This upgrade is tentatively targeted for release into NC PowerSchool during the May Maintenance weekend (May 13-16.) Release notes for PowerSchool versions 9.2.2 and 9.2.3 are available on the NC SIS website's [Release Highlights page](#).

Note: Please report all issues with student transfers to the HBSC ([homebase.incidents@its.nc.gov](mailto:homebase.incidents@its.nc.gov)). [This is especially critical following the upgrade to ensure new functionality is working as intended and to assist with the identification of different failure causes for the student transfer process.](#)

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## Grade Suppression Scripts

Two scripts have been added to the NC daily job relating to grade suppression:

1. All grades with a termID < 2500 will have the “grade suppression calculation” field in stored grades set to “exclude.” This will prevent grades earned prior to the effective date of the SBE policy from being included by the PowerSchool grade suppression process.
2. All stored grades with a student grade level <9 will have the “grade suppression calculation” field in stored grades set to “exclude.” This will prevent middle school and elementary school courses from

being considered by the grade suppression process as the vast majority of these are not for credit (SBE GCS-M-001.7 pertains only to courses for credit).

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### **CPR Script**

A script has been added to the NC weekly job that will set the “show on transcript” flag for all CPR scores to YES. This should reduce the need of LEA-level personnel manually setting this flag. This job will execute with the other weekly scheduled jobs on all NC PowerSchool instances, Sunday at 5 p.m.

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### **Grade Correction Script**

A script was executed this week to correct the historical grade levels for tests imported prior to the 2015-16 school year. The import process used by NCDPI has been corrected to prevent this error from happening in future imports. Prior to this fix, the student grade level on the test record imported as the student’s current grade level, not the grade level the student was in at the time of the test.

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### **EDDIE FEEDS**

NCDPI realizes many LEAs need to update school information or create new schools to permit next year scheduling and student transition. For this reason, the nightly feeds from EDDIE (Educational Directory and Demographical Information Exchange) into PowerSchool will be discontinued on April 29. The EDDIE feed will remain off through the completion of PowerSchool’s End of Year process (EOY). A notice will be sent prior to the re-initialization of the feed and after the EOY process for both PowerSchool and EDDIE has completed.

**Important note: After the EDDIE feed is turned off, changes to EDDIE fields must be completed in both systems. Timing is different based on the type of change needed. See below:**

1. Personnel changes can be changed in PowerSchool to allow for correct information on Report cards, transcripts, etc. These changes should also be made in EDDIE immediately.
  2. Future year changes to schools (e.g., new grade levels) can be made in PowerSchool to allow for scheduling and student transition. These changes cannot be made in EDDIE until after completion of the EOY process for both systems since EDDIE is used as the authoritative source for school information. The EDDIE system does not have the capacity to flag changes as “future” and thus, must be kept in synch with current school status. A communication will be sent following EOY alerting users when these changes should be made in EDDIE. These changes will need to be completed before the EDDIE feed is turned back on, or they will be overwritten by the feed.
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### **2015 - 2016 EOY Dates**

EOY for SY 2015-2016 will take place from June 30, 2016 through July 11, 2016. The system will be brought down at 5 p.m. on June 30 to begin the process. NC PowerSchool will be returned to service as soon as possible after all EOY tasks are completed and the system is verified. This return to service will happen no later than 6 a.m., July 11.

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### **Weekly NC Instance Restarts**

In collaboration with our vendor, PowerSchool, it has been determined that weekly restarts of all NC PowerSchool servers will help attain maximum performance. This will also help to avoid unscheduled downtime business hours. These restarts will begin on Friday, April 29 and repeat each Friday

thereafter. The service window for these restarts is 11 p.m., EDT – 2 a.m., EDT. Each instance will not be down throughout the entire window. All services will be restored by 2 a.m., EDT each Saturday.

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## Course Code Updates

### IB World Language

In order to accurately apply the GPA added value trigger process for current freshman and future incoming classes, a change in coding scheme was made to IB world language ab initio courses beginning with the 2016-17 school year. These five courses were previously coded with an “8” in the fifth digit and will now be coded with a “2.” This will ensure that the trigger process accurately assigns future students taking this course with the appropriate GPA added value points outlined in North Carolina State Board of Education Policy GCS-L-004.

### CTE

CTE course codes added in this update include Career and College Promise codes requested by LEAs for 2016-17 and approved local course option (LCO) codes. Please submit a ticket to the Home Base Support Center (or reply to an existing ticket) if you need a code that still is not available.

[2016-17 Course Code Master](#)

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## Upcoming Training Webinars and Workshops

### a) Athletic Eligibility in PowerSchool

This webinar will demonstrate the new Athletic Eligibility functionality in PowerSchool. The webinar will be recorded and posted to the [NC SIS Website](#).

#### Date, Time and Registration Link

Thursday, May 26, 2016

1:00 p.m. - 3:00 p.m.

<https://attendee.gotowebinar.com/register/2653270361947006210>

### b) PowerSchool Q & A

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 10, 2016

1:00 p.m. - 3:00 p.m.

<https://attendee.gotowebinar.com/register/3370667614209404161>

Tuesday, June 14, 2016

9:00 a.m. - 11:00 a.m.

<https://attendee.gotowebinar.com/register/6209691299522393089>

Thursday, June 16, 2016

1:00 p.m. - 3:00 p.m.

<https://attendee.gotowebinar.com/register/8912773566200419841>

Monday, June 20, 2016

9:00 a.m. - 11:00 a.m. <https://attendee.gotowebinar.com/register/3112422019658833921>

Thursday, June 23, 2016

9:00 a.m. - 11:00 a.m. <https://attendee.gotowebinar.com/register/8078778603369568001>

Thursday, June 23, 2016

1:00 - 3:00 p.m.

<https://attendeegotowebinar.com/register/4978574726971441921>

### **c) Build and Load 2 Day Workshops (Scheduling)**

These sessions are designed for schools creating a master schedule using the "build and load" method. Prior to attending this session, schools must have completed steps A-K in the "PowerScheduler: Prepare to Build" workbook, and have validated their build data, clearing validation errors that result. Schools will work with their scheduling teams to complete the build and load processes to the extent that time allows.

This is not a training session. It is a hands-on work session. Schools should plan to send all personnel needed to complete the build and load processes. Up to 4 people per school may attend. Only coordinators may register schools.

Sessions will run from 9 a.m. - 4 p.m. daily. Lunch will be on your own.

#### Region 1 Build and Load 2 Day Workshop

Date: April 25-26, 2016

Location: The Central Service Office, 715 US Highway, 13 North, Windsor, NC 27983

Registration Link: <https://www.timetosignup.com/powerschooltraining/form/7340>

#### Region 1 Build and Load 2 Day Workshop

Date: April 28-29, 2016

Location: The Central Service Office, 715 US Highway, 13 North, Windsor, NC 27983

Registration Link: <https://www.timetosignup.com/powerschooltraining/form/7341>

#### Region 6 Build and Load 2 Day Workshop

Date: April 25-26, 2016

Location: Union County Schools, 721 Brewer Drive, Monroe, NC 28112 Registration Link:

<https://www.timetosignup.com/powerschooltraining/form/7358>

#### Region 6 Build and Load 2 Day Workshop

Date: April 28-29, 2016

Location: Union County Schools, 721 Brewer Drive, Monroe, NC 28112 Registration Link:

<https://www.timetosignup.com/powerschooltraining/form/7359>

#### Region 3 Build and Load 2 Day Workshop

Date: May 2-3, 2016

Location: Facility Services, 601 A. West Market Street, Smithfield, NC 27577 Registration Link:

<https://www.timetosignup.com/powerschooltraining/form/7352>

#### Region 3 Build and Load 2 Day Workshop

Date: May 5-6, 2016

Location: Facility Services, 601 A. West Market Street, Smithfield, NC 27577 Registration Link:

<https://www.timetosignup.com/powerschooltraining/form/7353>

#### Region 7 Build and Load 2 Day Workshop

Date: May 2-3, 2016

Location: Watauga High School, 300 Go Pioneers Drive, Boone, NC 28607 - Room 2202 (After checking in at the office, proceed straight down the entry hall to the end. Room is to the right.)

Registration Link: <https://www.timetosignup.com/powerschooltraining/form/7360>

Region 2 Build and Load 2 Day Workshop

Date: May 9-10, 2016

Location: New Hanover County Board of Education Center 1805 South 15th Street, Wilmington, NC 28401

Registration Link: <https://www.timetosignup.com/powerschooltraining/form/7350>

Region 2 Build and Load 2 Day Workshop

Date: May 12-13, 2016

Location: New Hanover County Board of Education Center 1805 South 15th Street, Wilmington, NC 28401

Registration Link: <https://www.timetosignup.com/powerschooltraining/form/7351>

Region 5 Build and Load 2 Day Workshop

Date: May 9-10, 2016

Location: Office Support, Guilford County Schools, Laughlin Professional Development Center, 7911 Summerfield Rd., Summerfield, NC 27358 Registration Link:

<https://www.timetosignup.com/powerschooltraining/form/7356>

Region5 Build and Load 2 Day Workshop

Date: May 12-13, 2016

Location: Office Support, Guilford County Schools, Laughlin Professional Development Center, 7911 Summerfield Rd., Summerfield, NC 27358 Registration Link:

<https://www.timetosignup.com/powerschooltraining/form/7357>

#### **d) Load Only 1 Day Workshops**

This session is designed for schools creating a master schedule using the "build and load" method. Prior to attending this session, schools must have completed steps A-K in the "PowerScheduler: Prepare to Build" workbook, and have validated their build data, clearing validation errors that result. Schools will work with their scheduling teams to complete the build and load processes to the extent that time allows.

This is not a training session. It is a hands-on work session; schools should plan to send all personnel needed to complete the build and load processes. Up to 4 people per school may attend. Only coordinators may register a school. Each registration allows 4 people from that school to attend.

Sessions will run from 9 a.m. to 4 p.m. daily. Lunch will be on your own.

Region 1 Load Only 1 Day Workshop

Date: April 27, 2016

Location: The Central Service Office, 715 US Highway 13 North, Windsor, NC 27983

Registration Link: <https://www.timetosignup.com/powerschooltraining/form/7342>

Region 6 Load Only 1 Day Workshop

Date: April 27, 2016

Location: Union County Schools, 721 Brewer Drive, Monroe, NC 28112 Registration Link:

<https://www.timetosignup.com/powerschooltraining/form/7347>

Region 3 Load Only 1 Day Workshop

Date: May 4, 2016

Location: Facility Services, 601A West Market Street, Smithfield, NC 27577 Registration Link:

<https://www.timetosignup.com/powerschooltraining/form/7344>

Region 7 Load Only 1 Day Workshop

Date: May 4, 2016

Location: Watauga High School, 300 Go Pioneers Drive, Boone, NC 28607 Registration Link:

<https://www.timetosignup.com/powerschooltraining/form/7348>

Region 2 Load Only 1 Day Workshop

Date: May 11, 2016

Location: New Hanover County board of Education Center, 1805 South 15th, Street, Wilmington, NC 28401

Registration Link: <https://www.timetosignup.com/powerschooltraining/form/7343>

Region 5 Load Only 1 Day Workshop

Date: May 11, 2016

Location: Office Support, Guilford County Schools, Laughlin Professional Development Center, 7911 Summerfield Rd., Summerfield, NC 27358 Registration Link:

<https://www.timetosignup.com/powerschooltraining/form/7346>

#### **e) Scheduling Help Workshops - NEW**

Scheduling Help Sessions are offered to schools who 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 time allows. Sessions are scheduled for one day, 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 allotted on a first come, first served basis.

Sessions run from 9-4 each day, with lunch on your own.

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

The training site address is listed below:

Department of Public Instruction

301 North Wilmington Street

Raleigh, NC 27601

Room 564

Date: Tuesday, May 31, 2016

<https://www.timetosignup.com/powerschooltraining/form/7667>

Date: Wednesday, June 1, 2016

<https://www.timetosignup.com/powerschooltraining/form/7675>

Date: Thursday, June 2, 2016

<https://www.timetosignup.com/powerschooltraining/form/7727>

Date: Friday, June 3, 2016

<https://www.timetosignup.com/powerschooltraining/form/7728>

Date: Monday, June 6, 2016

<https://www.timetosignup.com/powerschooltraining/form/7729>

Date: Tuesday, June 7, 2016

<https://www.timetosignup.com/powerschooltraining/form/7730>

Date: Wednesday, June 8, 2016

<https://www.timetosignup.com/powerschooltraining/form/7731>

Date: Thursday, June 9, 2016

<https://www.timetosignup.com/powerschooltraining/form/7732>

\*\*Attendees must be an employee of a North Carolina Public school. Management companies are not permitted to attend.

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

Visit the [NC SIS website for additional information including webinars and training documentation.](#)

NC SIS

NC Department of Public Instruction

Education Building, Room 320

301 North Wilmington Street

Raleigh, NC 27601

919-807-3190 Office

919-807-3421 Fax

Email: [ncsis@dpi.nc.gov](mailto:ncsis@dpi.nc.gov)