



NC SIS Weekly Email Bulletin

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

In this issue:

1. PowerSchool Weekend Updates and Fixes
2. Home Base Maintenance Weekend for August 2015
3. Transferring Missed EOY Graduates to the Graduated School
4. Teacher Gradebook Access
5. Reminder: PMR Collection 1st and 2nd Month
6. Reminder: IAM PowerSchool Login Video
7. Reminder: Transferring Early Graduates and Summer Graduates to the Graduated School
8. New Information on the Website
9. Upcoming Training Workshops and Webinars

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. **Home Base Maintenance Weekend** - State Compliance Report Release 15.7.3 will be deployed into PowerSchool this weekend during the maintenance weekend window. Please see the Home Base Maintenance Weekend article below for more details.
- B. **NC SIF Update** – State Messaging Plugin (SMP) 2.2.0 fields will be updated to provide all student data including Limited English Proficiency (LEP) status when the student's Exceptional Children (EC) status changes from No to Yes.
- C. **Rank History**
 - a. NC Student Pages – Adding a new custom page, Rank History, to display all archived class rank history.
 - b. Student Data – Applying script to populate new Rank History values from previously converted historical Rank values from eSIS.
- D. **Military Update**
 - a. Adding the following statuses for selection under Military Connected Students:
 - i. Veteran
 - ii. Foreign Military
 - iii. Active Reserve/Guard

- iv. Deceased
 - v. Deceased – Killed in Action
 - b. Enabling more than one selection of status.
 - c. Changing Grade and Installation fields to unrequired fields.
- E. NC LEP/WAPT/ACCESS Administration**
 - a. Updating the page permissions for the core post-import page used with WAPT to only alter permissions for LEP security groups, not all users.
 - b. Deploying manual update process for LEP DOM, WAPT DOM and LEP New Year Rollover processes bypassing the Enterprise Controller.

2. Home Base Maintenance Weekend for August 2015

The next Home Base maintenance weekend is scheduled for **Friday, August 7 through Monday, August 10**. The system will shut down today 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.

This maintenance weekend will include the North Carolina State Compliance Reporting Release 15.7.3. This release will include updates to Common Follow-up Collection, SAR Data Collection, AIG Data Entry Pages, Discipline Collection, Extended Schema Definitions and the addition of AIG Students with Latest Record from Another LEA Report. For more details concerning these changes, please see the North Carolina Reporting Release Notes posted to the NC SIS website at http://www.nc-sis.org/Documents/requirements/2015_North_Carolina_Release_Notes.pdf.

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.

3. Transferring Missed EOY Graduates to the Graduated School

The GDV Correction Window report (state reports) will identify students who have met graduation criteria but were not successfully transferred to the Graduated Students School as part of the EOY process. Early graduates and summer graduates are included in this exception listing. These students should be transferred to the Graduated Students School using the appropriate directions previously sent via NCSIS email. After these students are transferred, the GDV Correction Window Report will show any remaining students who are also identified as needing to transfer to the Graduated Students School but do not fall into the early or summer graduate category. These students, if verified by the LEA/School as graduates can be transferred by following the directions attached to this message.

4. Teacher Gradebook Access

Due to the use of the IAM credential authentication, desktop shortcuts to teacher gradebook will no longer function. Teachers must, instead log into PowerTeacher and launch the gradebook using the “launch” button. Gradebook-based reports should continue to function. Issues should be reported to HomeBase Support at: homebase.incidents@its.nc.gov.

5. Reminder: PMR Collection 1st and 2nd Month

Please be reminded that for funding purposes your 1st and 2nd month PMR collection intervals need to be exactly 20 days each. The remaining collection intervals can be your choice as long as they have between 16 to 26 days. Any count lower than 16 days or greater than 26 days will result in the following error message: "Valid duration for intervals are from 16 to 26 days."

If you receive this message, then you need to make an adjustment to the month that is showing in red to correct the error.

Also be sure to verify PMR interval dates (School Setup -> North Carolina ->PMR Interval Setup) and submit the interval screen to confirm the setup and avoid erroneous dates displaying in the PMR dashboard.

Finally, be reminded that all school calendars must end by 06/XX/2015 (Specific date to be determined by the EOY process each year).

The screenshot shows the 'PMR Interval Setup' interface. At the top, a message states: 'Valid durations for intervals are from 16 to 26 days.' Below this is a table with the following columns: Interval, Duration, Start Date, and End Date. The table contains 9 rows of data. The duration for interval 9 is highlighted in red and labeled as '13'. At the bottom of the table, it says 'In Session Days' followed by the number '194'. A 'Submit' button is located in the bottom right corner of the form area.

Interval	Duration	Start Date	End Date
1	20	08/25/2014	09/22/2014
2	20	09/23/2014	10/20/2014
3	24	10/21/2014	12/01/2014
4	24	12/02/2014	01/16/2015
5	24	01/20/2015	02/24/2015
6	23	02/25/2015	03/30/2015
7	23	03/31/2015	05/08/2015
8	23	05/11/2015	06/11/2015
9	13	06/12/2015	06/30/2015

In Session Days 194

Submit

Please refer to the quick reference guide, *Assigning Collections to Schools* ([http://www.nc-
sis.org/Documents/school_info/PS_QRD_Assigning_Collections_to_Schools.pdf](http://www.nc-
sis.org/Documents/school_info/PS_QRD_Assigning_Collections_to_Schools.pdf)), for instructions on how to assign collections to schools at the LEA level. If you have questions or need assistance with this process or set up, please contact the Home Base Support Center at

homebase.incidents@its.nc.gov. If you have any policy related questions, please contact Ozella Wiggins via email at ozella.wiggins@dpi.nc.gov or by telephone at (919) 807-3721.

6. Reminder: IAM PowerSchool Login Video

MCNC and NCDPI would like to thank Union County Public schools for sharing their video on logging in utilizing the IAM service. The link to the video can be found at http://www.nc-sis.org/Documents/recordings/IAM_PowerSchool_Login.mp4.

7. Reminder: Transferring Early Grads and Summer Grads to the Graduated School

Early graduates and summer graduates were not moved to the Graduated School during the End of Year (EOY) process. The EOY process does not handle the graduation date correctly. It changes the date to the EOY graduation date; therefore these students will have to be moved manually.

Instructions detailing how to move these students to the Graduated School are attached. If you have questions concerning this process, please contact the Home Base Support Center at homebase.incidents@its.nc.gov.

8. New and Updated Information on the Website

- a) **(NEW) Assigning Collections to Schools (QRD)** – This document provides instructions on how to set up at the LEA level for determining which State Reporting Collections to display and which to hide for a school. Please use this link to access the document: http://www.nc-sis.org/Documents/school_info/PS_QRD_Assigning_Collections_to_Schools.pdf.
- b) **(UPDATE) Military (QRD)** – This document was updated to include the new enhancements and status categories that were added to the Military page in PowerSchool. . Please use this link to access the document: http://www.nc-sis.org/Documents/school_info/PS_QRD_Military.pdf.

9. 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

- Thursday, August 13, 2015 – 1:00 p.m. – 3:00 p.m.
<https://attendee.gotowebinar.com/register/4181973051087292674>

b) **New Coordinator Training**

This workshop is geared to new PowerSchool coordinators who have not attended the 5 day IPT certification training or the 8 day District certification training. This 2 day session will give new coordinators training on some of the topics provided in those Pearson trainings. This is NOT an extension of those training sessions.

Dates, Times and Registration Links

- August 13-14: <https://www.timetosignup.com/powerschooltraining/form/6307>

Classes will be held at NCDPI in Raleigh. Class times will be from 9:00 a.m. to 4:00 p.m. Lunch will be on your own.

c) New User Training

This is a 4 day workshop designed to train new users on the day-to-day processes of using PowerSchool. This session will include, but is not limited to:

- Logging in to PowerSchool
- Navigating the system
- Enrolling students
- Withdrawing students
- Attendance
- Adding Teachers/Staff
- Adding or changing course sections
- Scheduling students and teachers to classes
- PMR Overview
- SAR Overview
- RP (Retentions/Promotions) Overview

Dates and Registration Link

- August 17-20: <https://www.timetosignup.com/powerschooltraining/form/6303>
- September 14-17: <https://www.timetosignup.com/powerschooltraining/form/6304>

Classes will be held at NCDPI in Raleigh. Class times will be from 9:00 a.m. to 4:00 p.m. Lunch will be on your own.

d) 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

- Wednesday, August 12, 2015 – 1:00 p.m.
<https://attendee.gotowebinar.com/register/239504784905751554>

Please visit the NC SIS website (www.nc-sis.org) for additional information including webinars and training documentation.

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