



NC SIS Weekly Email Bulletin

Attachments: [Transferring Early Grads](#), [Transferring Summer Graduates](#), [Transferring Missed EOY Grads](#), [Approved Inherently Honors v2](#), [10 – 20 Day Memo](#)

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

In this issue:

1. PowerSchool Weekend Updates and Fixes
2. PowerSchool/eScholar Link
3. Memo – Adherence to the 10/20 Day Rule - Reminder
4. CTE Course Code Changes – Reminder
5. The 2014 – 2015 Graduate Data Verification Correction Window Report Process
6. New Information on the Website
7. 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. Student Pages (Student Demographics)

- 1) eScholar Real-time Update Process –** Updating process to correct the transferring of Firstname and Lastname to eScholar when changes are made.

2. PowerSchool/eScholar Link

A change is being made to the Powerschool/eScholar link. Now, when a user updates information on the Demographics screen and clicks the submit button, PowerSchool will evaluate the changed information and determine if an update needs to be sent to eScholar. PowerSchool will communicate the changes to eScholar. If eScholar responds indicating that the information sent was updated, it will commit the changes the user has made to the PowerSchool system.

In certain situations eScholar may not be able to determine an “exact match” to a student based on the information it was provided and will respond with a list of “near matches”. These will be displayed on the page. The user will have the option of selecting one of the near matches to update, or cancel the request. If the eScholar system is unavailable, the changes will be committed to the PowerSchool system.

If data entered does not pass validation, e.g., a letter in the social security number field, the user will be presented with an error message and be required to fix the error prior to submission.

Changes to the following fields on the “Demographics” screen will trigger PowerSchool to send an update to eScholar.

- Last Name
- First Name
- Middle Name
- Date of Birth
- Gender
- Social Security Number
- Race
- Federal Ethnicity
- Student Number

For more details on this process, please refer to the NC Customizations – eScholar Real Time and Bulk Syncing document located on the NC SIS website ([http://www.nc-sis.org/Documents/student info/NC Customization eScholar Integration.pdf](http://www.nc-sis.org/Documents/student%20info/NC%20Customization%20eScholar%20Integration.pdf)).

3. Memo – Adherence to the 10/20 Day Rule – Reminder

Please read and forward to the appropriate staff the attachment, *Adherence to the 10/20 Day Rule*, from Dr. Rebecca Garland, Deputy State Superintendent and Dr. Tammy L. Howard, Director Accountability Services Division.

4. CTE Course Code Changes - Reminder

Recently, changes were approved for several CTE courses, deeming them rigorous enough to grant honors level credit without need for a portfolio. Beginning with the current school year, these courses (see attached list) will only be offered at the honors level. Sections of these courses scheduled at the standard level (5th digit of course code=2) will have to be switched to the honors level (5th digit of course code=5).

If school has not started, a school may simply create new sections reflecting the honors level course code and reschedule students into those sections. Students scheduled in courses with the standard level (5th digit of course code=2) will have to be moved to a course with the honors level (5th digit of course code=5). The original standard-level sections may then be deleted. If school has not started, you are asked to complete this change prior to the start of school. Doing so eliminates the possibility of attendance and grade records becoming associated with these sections.

If school has started, LEAs are asked to create new sections and reschedule students. They are also asked to submit a help desk ticket to homebase.incidents@its.nc.gov for any necessary assistance in removing the standard level sections. Assistance may be required in order to avoid orphaning attendance and other records in the system.

NCDPI will close down these courses once all students are moved. Please move all students by 08/24/2015. CTE will monitor and notify districts where students are still enrolled.

We apologize for the late notification of this change and thank you for your continued support.

5. **The 2014 – 2015 Graduate Data Verification Correction Window Report Process**

The 2014-2015 Graduate Data Verification *Correction* Window Report (State Reports) is currently available in PowerSchool. The report is used to verify and correct the graduates submitted via the 2014-2015 GDV report. The collection window is open through close of business September 10, 2015. **All schools that submitted a GDV Report in 2014-2015 must run this data collection and clear errors.** LEAs may use the “assigning data collection to schools” functionality to hide this data collection from schools that do not submit the GDV report.

Report processing schools follow these steps:

1. Transfer **all** 2014-2015 Early Graduates to the Graduated School. See attached instructions: Transferring Graduated Students to the Graduated School.
2. Run the GDV Correction Window Report. **This report now represents the “authoritative source” for fiscal year 2014 – 2015 high school graduates.**
3. Review GDV Correction Window Report Exceptions:
 - a. Start Page > Reports > State Reports > Review – Graduate Data
 - i. Verification Correction Window Report:
 - ii. Select area to review: Exceptions
 - iii. Choose exception category: Fall GDV Exceptions
 - iv. Choose exception(s) and review
 1. Students with exceptions requiring transfer to the Graduated Students School can be transferred following the directions attached.
4. Apply any corrections within PowerSchool to remove exceptions
5. Verify **all** 2014 – 2015 high school graduates (includes 2014 high school summer graduates) display in the Graduate Data Verification for all Classifications report:
 - a. Start Page > Reports > State Reports > Review – Graduate Data Verification Correction Window Report
 - b. Select area to review: Data View
 - c. Choose data view: Graduate Data Verification for all Classifications
6. Repeat steps 2 – 5 above until **all** 2014 – 2015 high school graduates display in the Graduate Data Verification for all Classification report.
7. Click the Submit button when it appears. The Submit button only appears when all “fatal” error messages are resolved.

Identified Issues:

1. GDV-10, Fatal error message: Summer School Graduate with missing How Taken of LOCS.
 - a. **Status:** Pearson is addressing. The fix should be in production by the end of this month (August).
 - b. **Action:** These students, if verified by the LEA/School as graduates will be included as part of the graduation rate process.

2. GDV-16, Fatal error message: Graduated student has not been moved to the Graduate School.
 - a. **Status:** These students have a diploma issued date but have not been moved to the Graduate School. Typically this is a summer or mid-year graduate.
 - b. **Action:** These students, if verified by the LEA/School as graduates can be transferred. See attached instructions:
 - i. Transferring Summer Graduates to the Graduated School **or**
 - ii. Transferring Early Graduates to the Graduated School **or**
 - iii. Transferring Students Missed by EOY to graduate School

6. New and Updated Information on the Website

a) **(NEW) State Standalone Reports Tab**

http://www.nc-sis.org/Documents/student_info/PS_QRD_Standalone_Reports_Tab.pdf

b) **(New) eScholar Real Time and Bulk Syncing**

http://www.nc-sis.org/Documents/student_info/NC_Customization_eScholar_Integration.pdf

c) **Athletic Eligibility Webinar – 08/13/2015**

<http://www.nc-sis.org/recordings.html>

7. Upcoming Training Webinars and Workshops

a) **ALP/ALS in PowerSchool Webinar**

This webinar will discuss policy and functionality in PowerSchool as related to students in Alternative Learning Programs and/or Alternative Learning Schools. It will be recorded and posted to the www.nc-sis.org website.

Date, Time and Registration Links

Wednesday, September 9, 2015

1:30 p.m. - 3:30 p.m. EDT

<https://attendee.gotowebinar.com/register/2146696766123034882>

Thursday, October 8, 2015

1:30 p.m. - 3:30 p.m. EDT

<https://attendee.gotowebinar.com/register/1950210739704648450>

b) **Discipline Incidents in PowerSchool Webinar**

This session is geared to those responsible for entering Incident data into the PowerSchool application. It will include a demonstration on how to enter disciplinary incidents into the PowerSchool application. Functionality as well as policy will be discussed.

Dates, Times and Registration Links

Thursday, September 3, 2015

1:30 p.m. - 3:30 p.m. EDT

<https://attendee.gotowebinar.com/register/7229508123903727617>

Thursday, October 8, 2015

9:30 a.m. - 11:30 a.m. EDT

<https://attendee.gotowebinar.com/register/5233500894313656834>

c) Dropout Reporting Webinar

This webinar will discuss Dropout Reporting in PowerSchool - how to run the reports as well as how to enter/clean up data. It will be recorded and posted to the www.nc-sis.org website.

Dates, Times and Registration Links

Thursday, September 3, 2015

9:30 a.m. - 11:30 a.m. EDT

<https://attendee.gotowebinar.com/register/7339803433824892418>

Tuesday, September 29, 2015

1:30 p.m. - 3:30 p.m. EDT

<https://attendee.gotowebinar.com/register/5017506233101582594>

d) Military Connected Students

This webinar will discuss policy and demonstrate how to update the PowerSchool record for military connected students.

The webinar will be recorded and posted to <http://www.nc-sis.org/recordings.html>.

Date, Time and Registration Link

Wed, October 7, 2015

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

<https://attendee.gotowebinar.com/register/8229541437143037954>

e) 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

f) Principal Monthly Reporting

This webinar will demonstrate how to run the PMR in PowerSchool as well as clean up data. It will be recorded and posted to the www.nc-sis.org website.

Dates, Times and Registration Link

Thursday, September 10, 2015

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

<https://attendee.gotowebinar.com/register/3016052022902947330>

Monday, October 5, 2015

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

<https://attendee.gotowebinar.com/register/4942490952766523394>

g) Retention/Promotion Report Webinar

This webinar will cover Retention/Promotion reporting. Policy, as well as PowerSchool functionality, will be discussed. The webinar will be recorded and posted to <http://www.nc-sis.org/recordings.html>.

Date, Time and Registration Link

Tuesday, September 29, 2015

9:30 a.m. - 11:30 a.m. EDT

<https://attendee.gotowebinar.com/register/5384220848751638017>

h) School Activity Report Webinar

This webinar will discuss SAR policy, fatal errors and exceptions, and PowerSchool functionality as needed. It will be recorded and posted to <http://www.nc-sis.org/recordings.html>.

Dates, Times and Registration Link

Tuesday, September 8, 2015

10:00 a.m. - 12:00 p.m. EDT

<https://attendee.gotowebinar.com/register/5352789109833507842>

Tuesday, October 6, 2015 - 10:00 a.m. - 12:00 p.m. EDT

<https://attendee.gotowebinar.com/register/3334716880911301378>

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

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