



NC SIS Weekly Email Bulletin

Attachments: [Transferring Early Grads](#), [Transferring Summer Grads](#), [Transferring Missed EOY Grads](#)

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).

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1. PowerSchool Weekend Updates and Fixes
2. CenturyLink Status Update for 1:30 PM ET
3. Reminder: Read to Achieve
4. Reminder: 2014 - 15 GDV Data Correction Window Report (See Attachments)
5. Reminder: IAM Service and PowerSchool Integration Issue
6. New and Updated Information on the Website
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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
 - a. Health Screening - Vital Signs Screening
 - i. Updating PowerSchool core database view to correctly report calculated BMI
- B. NC Custom Reports
 - a. NC Transcript
 - i. Updating the report to reconcile the apostrophe in School Name issue which prevents the School Information section of the report from printing
- C. Staff Pages
 - a. Staff Duty
 - i. Updating to enable the deletion of current records
- D. Implementation of New Federal Plug-in
 - a. This plug-in will resolve data issues that occurred during the ESSR EOY process.
 - b. There will be no changes to user pages and no changes to functionality.
- E. NC Athletic Eligibility (AE)
 - a. AE School Settings
 - i. Adding read-only setting for Minimum GPA for Scholar Athlete Reports provided by the Enterprise Controller

- b. AE Reports
 - i. Updating report preference for Scholar Athlete Semester look-up so Alternate Term Names for Semester 1 are recognized.
 - c. AE Student Page
 - i. Removing date selector from 'Renew Sports Physical By'
 - ii. Resolving 'Age on Cutoff Date' issue
- F. SQL4 Reports
- a. Condensing LEP Roster Report - shows students' LEP status based on current enrollment.
 - b. Student Testing Score Roster Report - Shows most recent ACCESS test results based on current student enrollment.
 - c. Incident Report by School - Includes dates when students are on suspension and items not found on the state incident Details Report.
 - d. Historical Student Grades by Course Report - Lists historical student grades by course number.
 - e. Vision Screen Report - Lists results of student vision screening.
 - f. Hearing Screening Report - Lists results of students hearing screening.
 - g. Medication Log Report - Lists medication received by students.
 - h. Student Health Office Visit Report – Lists of medications received by students.
 - i. Student Vital Signs Screening Report –Lists the vital signs information for each student.

2. CenturyLink Status Update for 1:30 PM ET

UPDATE 1:30 PM ET

All North Carolina PowerSchool district servers have been successfully restarted, and access is now open for users to connect. It is now safe to resume all PowerSchool operations, including the enrollment and transfer of students.

We experienced a single hardware failure with one of the server blades, and were able to swap the failed unit out with a spare. This swap took an extra 30 minutes.

Please contact the Home Base Support Center at homebase.incidents@its.nc.gov to open a Remedy ticket if you have any issues.

3. Reminder: Read to Achieve

The process to record Read-to-Achieve status for third grade students who are not proficient in reading is very similar to the process for the last school year. Documentation for this process can be found in the NC Read to Achieve LiveBinder, ***EOY Instructions as Related to Read-to-Achieve Students*** (<http://www.livebinders.com/play/play/850102?tabid=b1ae0b03-7695-ae94-f23a-db04aecef44a>).

As part of this post-EOY process, the student's promotion status in the PowerSchool EOY enrollment record is updated to reflect the Retention-Reading label.

This action must be complete by End-of-Business, **September 1, 2015**. NCDPI will copy this information on September 2, 2015 to a separate area of the PowerSchool database to preserve the data for historical purposes.

4. Reminder: 2014-15 GDV Data Correction Window Report: Re-run Required of ALL Schools with 2014-15 High School Graduates

All schools with 2014-15 high school graduates must re-run the 2014 – 15 Graduate Data Verification Correction Window Report.

The 2014 – 2015 Graduate Data Verification Correction Window Report Process – Revised 8/26/15

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

Note: 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 **Approve** button when it appears. The **Approve** button only appears when all “fatal” error messages are resolved.

Resolved Issue:

- 1) GDV-10, fatal error message: Summer School Graduate with missing How Taken of LOCS.
 - a. **Status:** Resolved as of **Wednesday afternoon, August 26, 2015.**

- b. Perform step 6 above.

Identified Issue:

- 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

For questions or further assistance, please contact the Home Base Support Center at homebase.incidents@its.nc.gov.

5. **Reminder: IAM Service and PowerSchool Integration**

NCDPI is aware of an issue with the integration of IAM Service and PowerSchool. PowerSchool users have reported involuntary short session lengths despite having a system configuration for longer sessions (being kicked out after 5 minutes). NCDPI is currently investigating the issue with the vendor and we hope to identify the root cause soon, leading to a permanent resolution of this issue.

This issue does not seem to be affecting all users or districts. Anyone experiencing an issue should log a ticket: homebase.incidents@its.nc.gov.

We apologize for the negative impact this has on your PowerSchool user experience and appreciate your patience as we work toward a remedy.

6. **New and Updated Information on the Website**

- Updated 2015 – 16 Course Code Master List – 08/25/2015
<http://www.nc-sis.org/courses.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

Date and Registration Link

- 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) PowerSchool School Counselor Training Workshop

This is a face-to-face workshop to be held at DPI in Raleigh. Times for the workshop are 10:00 am to 4:00 pm.

This class is geared to school guidance counselors. This workshop will be a hands-on training covering the basic functionality of PowerSchool pertinent to School Counselors. It will cover basic navigation, state reports, attendance, and graduation plans/progress monitoring.

Dates and Registration Links

October 12, 2015 - <https://www.timetosignup.com/powerschooltraining/form/6817>

October 13, 2015 - <https://www.timetosignup.com/powerschooltraining/form/6819>

g) PowerTeacher Grade Book Workshop

This is a face-to-face workshop to be held at DPI in Raleigh. Times for the workshop are 10:00 a.m. to 4:00 p.m.

This workshop will go over basic PowerSchool & PowerTeacher functionality such as taking attendance, creating assignments, entering assignment grades, working with categories/groups, printing reports, final grade setup/weights, etc.

Dates and Registration Links

September 11, 2015 - <https://www.timetosignup.com/powerschooltraining/form/6811>

September 18, 2015 - <https://www.timetosignup.com/powerschooltraining/form/6813>

h) 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>

i) 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>

j) 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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