The NC SIS Weekly Email Bulletin highlights issues and announcements that were communicated to users during the previous week. It also features late-breaking and recurring news about NC SIS and the PowerSchool project.

In this issue:

1. Maintenance Weekend for December 2014 and a Note Concerning Athletic Eligibility

2. 2015 Home Base Symposium Invitation and Registration

3. Issue with Transfer Student Record Button

4. 2014-15 SAR Final Submission Period for Correcting Outstanding Data Issues

5. Dropout Calculation Report

6. New and Updated Information on the Web

7. Upcoming Training Webinars and Workshops

1. Maintenance Weekend for December 2014 and a Note Concerning Athletic Eligibility

The next Home Base maintenance weekend is scheduled for today, December 12 through Monday, December 15. 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 the installation of PowerSchool Release 7.11.1.3 and an updated State Compliance Report (SCR) release. Release notes for PowerSchool 7.11.1.3 have been posted to the NC SIS website at http://www.nc-sis.org/Documents/requirements/ps7_11_1_3_release_notes.pdf. Release notes for the SCR have not been received, but will be posted to the NC SIS site once available.

Athletic Eligibility (AE) was expected to be released this weekend; however, due to a later than expected release to NCDPI for testing and bugs found during the testing window, the AE module is expected to be released next week.

The initial feedback from our user acceptance group has been extremely positive and we look forward to bringing this module to you WITH documentation at that time.
For a complete list of scheduled maintenance weekends, please visit http://www.nc-sis.org/Documents/maintenance/Home_Base_Maintenance_Sched.pdf.

2. 2015 Home Base Symposium Invitation and Registration

The NCDPI Home Base staff and management are pleased to invite you to the 2015 Home Base Symposium. This event will take place February 23 – 25, 2015 at the Sheraton/Koury Convention Center in Greensboro, NC.

As in the past, we anticipate another exciting and informative event. Please read the 2015 Symposium Letter, from Michael Nicolaides, Chief Information Officer and Rosalyn Galloway, Director of Student Information System located at this link, http://www.nc-sis.org/Documents/symp_2015/2015_Symposium_Letter.pdf, for more details concerning the conference. For your convenience, we have also posted a copy of the hotel registration form at http://www.nc-sis.org/symposium15.html. When making hotel reservations by phone, please make sure you state that you are attending the 2015 Home Base Symposium.

Online registration is now available at http://www.nc-sis.org/symposium15.html. Please make every effort to register online and print your registration form from the site. If you experience any problems while registering, please contact Yolanda Wilson at yolanda.wilson@dpi.nc.gov.

3. Issue with Transfer Student Record Button

On Wednesday, we reported an issue with the transfer server and anticipated a fix that afternoon. At this time, the issue has not been resolved. Pearson is continuing to work toward a resolution and we will update you with more information once it is received.

We apologize for the inconvenience and thank you for your support.

4. 2014-15 SAR Final Submission Period for Correcting Outstanding Data Issues

1. The SAR will be re-opened from December 15 through December 19 for final updates.
2. All school systems will be re-opened.
3. If your school was approved on or before November 21 and you are comfortable with the data being reported, no further action is needed for the approved school. The data will stay as is.
4. If your school did not approve the SAR data by November 21 and you do not have changes or do not want your data changed, it is suggested you not re-run the SAR. If you re-run the SAR, your data will change to what is currently populated in the PowerSchool system and updated exceptions will be posted.
5. If you have a school that was approved on or before November 21 and that approved school needs an additional SAR run to resolve exception issues, you will need to:
   a. Create a Remedy ticket for the unapproval request on Monday the 15th to give time for the unapproval process;
   b. Include Sandra Johnson on the ticket request;
c. Start the Summary description for the ticket with “SAR Unapprove” and include your LEA and school number in the subject line as well; and
d. Include the LEA and school number in the ticket.

6. Review all exceptions if you re-run your SAR. Updated data for the SAR may create exceptions that you have not previously seen and corrected. **All fatal exceptions must be resolved by December 19.**

7. All SARs will be re-locked midnight of the December 19 deadline to finalize the SAR data for 2014/15.

Please make sure that all work is complete for the SAR by the December 19 deadline. **The SAR will not be re-opened after December 19.**

If you have any questions of this timeline, please feel free to contact Sandra Johnson using the information below.

*Sandra Johnson*
NC Dept. of Public Instruction
School Business Services
Mail: sjohnson@dpi.state.nc.us
Voice: 919-807-3737

5. Dropout Calculation Report

Dropout Coordinators,

The Dropout Calculation report in PowerSchool is not producing a correct LEA count and calculation for all districts.

This report provides school counts and rates for high school dropouts and the count and high school dropout rate for the LEA. The report is supposed to omit schools whose limited grade levels might produce a misleading high school dropout rate, and it appears to do this. The data from any omitted schools should still be included in the LEA count and rate, but it does not appear to be doing this.

Your LEA count and rate calculations may not be working correctly if
a) you have schools that are not listed for the reason stated above
b) you have schools with zero dropouts

Pearson is working to correct the problem. I will let you know when it has been fixed.

In the meantime, you can calculate your district rate using the formula:
dropout rate = 100 x [# dropouts/ (# dropouts + 2013-14 1st MLD)].

You can get the MLD table you need from [http://www.dpi.state.nc.us/fbs/accounting/data/](http://www.dpi.state.nc.us/fbs/accounting/data/)
under the heading **Average Daily Membership and Membership Last Day by School (ADM & MLD)** and subheading **2013-2014**.

Open the month 1 report to the MLD tab and locate your district. It might be easiest to copy your LEA data to a new Excel spreadsheet. Delete all columns except grades 9-13 (and grades XDY9-XDY13 if your LEA has any extended day students). Sum across for each school and then sum down for your LEA. Use this figure for 2013-14 1st MLD in the dropout formula.

Call me if you have questions.

Ken Gattis

**Dr. Ken Gattis**
Senior Research and Evaluation Coordinator | Safe and Healthy Schools Support Division

**NC Department of Public Instruction**
School Planning Section
6319 Mail Service Center
Raleigh, NC 27699-6319
919.807.3940

6. New and Updated Information on the Web

a) PowerSchool 7.11.1.3 Release Notes
   [http://www.nc-sis.org/Documents/requirements/ps7_11_1_3_release_notes.pdf](http://www.nc-sis.org/Documents/requirements/ps7_11_1_3_release_notes.pdf)

7. Upcoming Training Webinars and Workshops

a) Mid-year Graduates in PowerSchool Webinar
   This webinar will discuss the process for handling records of students graduating mid-year.

   **Dates, Times and Registration Links**
   
   - Tue, December 16, 2014 @ 9 a.m.
     - [https://www1.gotomeeting.com/register/366059760](https://www1.gotomeeting.com/register/366059760)
   - Tue, January 13, 2015 @ 9 a.m.
     - [https://www1.gotomeeting.com/register/444470360](https://www1.gotomeeting.com/register/444470360)

b) **Office of Civil Rights Data Collection (OCR/CRDC)**
   This hour and half webinar is intended for OCR Coordinators, NC SIS Coordinators and any staff who are involved in the in the Office of Civil Rights Data Collection (CRDC).

   **Dates and Times**
   
   - January 6, 2015 @ 1 p.m.
   - January 20, 2015 @ 1 p.m.
   Registration link: [https://www1.gotomeeting.com/register/719879681](https://www1.gotomeeting.com/register/719879681)
c) PowerSchool New Coordinator Training Workshop
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.

Dates and Times

- January 12 – 13, 2015
- January 15 – 16, 2015

Registration link: http://www.timetosignup.com/powerschooltraining/folder/2160/

d) PowerSchool New User Workshop (School Level Staff)
This is a 4 day workshop to train new users on the day-to-day processes of using PowerSchool.

Date, Time and Registration Link

- January 6 – 9, 2015 (9 a.m. – 4 p.m.)
  - https://www.timetosignup.com/powerschooltraining/form/5504

For more information about NC SIS training and documentation, please visit our website at http://www.nc-sis.org.

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