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.

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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.

1) NC Medicine Administration
   a) Medication Instruction
      1. Updated to add numerical validation for Dosage and RX Number to prevent errors when using invalid values.
      2. Updated to add length restrictions on Medication Name and Medication Reason to prevent errors when using values that are too long.

2) Student Pages
   a) Health - Medicine Logs - Medication Instruction
      1. Updated to add numerical validation for Dosage and RX Number to avoid field validation when using invalid values.
      2. Updated to add length restrictions on Medication Name and Medication Reason to prevent errors when using values that are too long.

3) Roles Administration
   a) User Access Roles
      1. Deployed update to resolve roles of this type completely missing the Security Group assignment option.
3. User is unable to select from the “Security group assigned to the role” drop down because it is not there. Therefore, user is unable to assign a role to a group.

2. 2015 Home Base Symposium Update

We are only ten days away from one of the most informative and educational events of the year! Some symposium presentation have been made available on the website. More materials will be posted when received. These materials may be retrieved at http://www.ncsis.org/symposium_presentation_15.html.

The 2015 Home Base Symposium Registrant List has also been updated on the NC SIS website at http://www.ncsis.org/Documents/symp_2015/2015_Symposium_Registrants.pdf. Please review this list to ensure your registration and payment statuses are correct. Remember, processing of payments once received at NCDPI can take up to 10 working days. If you have not mailed in your payment at this time, please hold on to your check and pay onsite at the symposium. Remember, we can only accept checks.

Questions pertaining to Symposium registrations and payments may be addressed to Yolanda Wilson, yolanda.wilson@dpi.nc.gov.

3. New Schools and SIF

The NC customized SIF function that was implemented to automatically configure newly created schools in PowerSchool with SIF is currently not working. The Pearson SIF team is actively working to resolve this issue and has verified that all currently existing schools are configured properly. In the meantime, it is imperative for LEAs and charters to notify the Home Base Support Center whenever a new school (including schools under 300) is created so that a Remedy ticket can be submitted to Pearson for a manual SIF configuration. All requests should be made to homebase.incidents@its.nc.gov with the school name, number and school instance’s URL.s

4. OCR/CRDC – PowerSchool Upgrade Complete

Dear OCR Coordinators,

The NCDPI would like to express gratitude for your continued support regarding the State Level Civil Rights Data Collection (CRDC) Submission Project. As a reminder, beginning with the 2013-14 CRDC collection, the state will submit LEA and charter school data to the Office of Civil Rights (OCR) on behalf of all North Carolina public school districts. Please review this message and forward to any applicable staff.

Note: Schools and Charters that opened during SY 2014-15 are exempt from the SY 2013-14 OCR collection process.

PowerSchool Upgrade Complete

The upgrade to PowerSchool and the synchronization of the NC DPI ODS is complete. At this time OCR Coordinators and designated staff should review and update the following items as needed:
• Previous Year Grade Levels
  Schools may now manually update previous year grade levels to correct the PowerSchool OCR report output. (PowerSchool CRDC School Detail – Part 1)
  1. Select the appropriate school from the School drop-down list
  2. Navigate: School > School Setup > CRDC EDDIE Grade Levels
  3. Identify the appropriate YEAR_ID
     School Year 2013-14 = YEAR_ID 23
  4. Update the GRADE_LEVEL field
     1. Grade levels should be typed in the same format as the grade levels in EDDIE.
        An example may be Kindergarten. In EDDIE Kindergarten is ‘KG’.
     2. Separate each grade level using a colon.
        Note: Gaps in grade levels will be accepted by the system.
     3. Click Submit
• Students retained in fourth grade should be correctly counted. (PowerSchool CRDC School Detail – Part 2)
• 18 week courses as required by the OCR should be correctly counted. (CRDC School Detail – Part 1)

Please contact the Home Base Support Center at homebase.incidents@its.nc.gov with any questions or concerns.

LEAs and Charters who have not run the CRDC PowerSchool Reports
Attached to this message is an excel file that contains:
  • Pending tab: LEAs and Charters who have not run the CRDC Part 1 and CRDC Part 2 reports in PowerSchool. This list excludes Charter schools that opened during the 2014-15 school year.
  • Completed tab: LEAs and Charters who have run the CRDC Part 1 and CRDC Part 2, inclusive of last run date and Approval date

As part of the State Level CRDC process, it is imperative that all LEAs and Charters run these reports at the LEA level to allow NC DPI access to the data. These reports are available at the school level and can be run at any time to review data at the student record level.
This list is generated each Tuesday morning, and distributed via the NC OCR Coordinators contact list.
Please be reminded that CRDC reports:
  • Should not be approved at this time
    o LEAs must Unapprove CRDC reports
  • Must be re-run each time the software is updated with corrections to the CRDC reports
  • Must be re-run when any data corrections specific to the CRDC are made within the LEA / Charter instance

All LEAs and Charters must re-run these reports after the February 6th PowerSchool Maintenance Weekend. The NC DPI advises the following when running the CRDC Part 1 & 2:
  • Begin running no earlier than Wednesday February 11th and no later than Monday February 16th
  • Large and Medium LEAs should execute the reports in the morning, after 5am.
Please also be reminded that if there are technical issues when running these reports, please feel free to contact the Home Base Support Center with any questions or concerns you might have at homebase.incidents@its.nc.gov.

**OCR at the Home Base Symposium**

Two presentations for the Office of Civil Rights data collection will be held at the 2015 Home Base Symposium. The session is intended for OCR Coordinators, NC SIS Coordinators, PowerSchool Data Managers and any staff who are involved in the Office of Civil Rights Data Collection (CRDC). Join us either Monday, February 23rd from 1pm-2:45pm or Tuesday, February 24th from 1pm-2:45pm.

**OCR Coordinator Contact List**

Attached are the final contact lists as submitted to the OCR. Updates have been made since last week. Please review the attached documents for the latest updates. Thank you to all who have submitted updated contacts and corrections on time. These lists will be out of sync with those posted on the NC OCR Contact list (http://www.ncpublicschools.org/data/management/ocr/contact/) until the lists can be republished.

As a reminder, those staff indicated as OCR contacts, as well as Superintendents, will receive the initial security accounts to the CRDC Federal Submission Portal. User accounts will be provided via email from the OCR support desk at a later date.

Please contact Terra Dominguez terra.dominguez@dpi.nc.gov with any questions.

*Terra Lynne Dominguez*

Data, Research and Federal Policy

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**5. New and Updated Information on the Web**

a) Scheduling Q & A Webinars

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

**6. Upcoming Training Webinars and Workshops**

a) **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, March 4, 2015  1:00 p.m.

  https://www1.gotomeeting.com/register/810025944
1. Wednesday, March 11, 2015  1:00 p.m.  
https://www1.gotomeeting.com/register/829296344

2. Wednesday, March 18, 2015  1:00 p.m.  
https://www1.gotomeeting.com/register/843805984

3. Wednesday, March 25, 2015  1:00 p.m.  
https://www1.gotomeeting.com/register/866556920

b) LEPT/WAPT and Immigrant Functionality in PowerSchool
This webinar will demonstrate new functionality in PowerSchool for LEP/WAPT and Immigrant data.

- Note this webinar will be rescheduled for another time.  
https://attendee.gotowebinar.com/register/3636928642787107330

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

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

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