



January 13, 2017

# Digital Teaching and Learning

ACADEMIC AND DIGITAL LEARNING



## NC SIS Weekly Email Bulletin

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### PowerSchool Training Needs Assessment Survey

The Home Base Professional Learning Team is planning more training opportunities, and we want to hear from YOU!!!

This survey is designed to identify areas of improvement for training resources available to PowerSchool users. The goals of this effort are to: 1) develop resources that will provide direction on setting priorities and allocate limited resources in order to have the greatest impact, and 2) to create clearer understanding on the alignment of goals, strategies, professional development, and desired outcomes with the instructional strategies associated with the greatest success.

Your district's feedback is very important to us as we plan our calendar training opportunities. So please, click the survey link above and tell us about your training needs.

It's imperative that we reach all users such as coordinators, principals, data managers, counselors, office staff, nurses, testing personnel, special programs and more (other) to complete this survey. Therefore, we are requesting that you share this link with all your district's PowerSchool admin users!

The [PowerSchool Training Needs Assessment Survey](#) will remain open through **Friday, February 17, 2017**, to allow time for distributing to your district's PowerSchool admin users. If you have any questions or need technical assistance with this survey, please contact Cami Narron at [cami.narron@dpi.nc.gov](mailto:cami.narron@dpi.nc.gov), or Tiffany Kinney, [tiffany.kinney@dpi.nc.gov](mailto:tiffany.kinney@dpi.nc.gov).

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## PowerSchool

### Course Code Update

Revised Master Lists have been published at: <http://www.nc-sis.org/courses.html>. These lists reflect a change to the CTE Career and College Promise (CCP) courses. A new system, based on the information below, will be phased in from the Spring of 2017 through the 2017-2018 SY.

#### *New CTE CCP Coding System*

1. Continue to use the existing unique codes for CTE CCP courses that are part of the Comprehensive Articulation Agreement.
2. Continue to use the existing unique codes for CTE CCP courses that have been designated as honors.
3. Begin using generic cluster codes for courses that do not have assigned unique codes (see instructions below).
4. Use generic cluster codes or existing unique codes for non-CAA or non-honors courses for which unique codes have already been established. The unique codes will be inactivated at the end of the 2017-2018 SY. All non-CAA and non-honors courses will use the generic cluster codes beginning with the 2018-19 SY.

This change was made to allow LEAs to count the courses in appropriate clusters based on the local agreement, not on a state setting. By using this system, you should avoid having to make overrides on the student academics screen for the course to count correctly. This will also allow students to be enrolled in CCP courses without a delay waiting for the course to be set up.

#### *CTE Generic Course Code Scheduling Guidance*

A. Courses must be part of a local CTE Pathway agreement between the local education agency and a community college. At the time the course is added to the agreement, the LEA and Community College should determine how it counts in a cluster based on the approved CTE Pathway.

1. As a general rule, courses must have a required community college prerequisite to count as Level 2 (completer) courses.
2. Community College courses must count as Level 1 or Level 2. Enhancement courses are not available.

3. Non-technical courses cannot count in a cluster even if they are in the CTE Pathway.
- B. The person enrolling students should select the course code for the appropriate cluster and level.
1. Generic CTE CCP courses have “WC” in the first two digits and “2X” in the fifth and sixth digits.
  2. Use the Community College course code (with no spaces) and the Community College title as the local description.
  3. If the course meets state board requirements for greater than 1 credit, the LEA can change the credits shown in the credits field. You MUST follow the state board policy below, which is based on the total semester hours given for the course in the Community College Combined Course Catalog.
    - a. 1-4 semester hours, 1 credit
    - b. 5-8 semester hours, 2 credits
    - c. 9 or more semester hours, 3 credits
    - d. If the course has a separate lab component, the semester hours for the lab course and the regular course should be combined to determine the credit.
    - e. If the course is taught in multiple parts, the credit can be distributed among the parts as appropriate. The sum of the credit of all parts must equal the total credit in the course as shown in the Combined Course Catalog.
- C. LEAs are subject to audit to ensure course coding is done correctly



## Symposium Sessions at a Glance

Get a glimpse of what's to come at this year's 2017 Home Base Symposium! Our "[Sessions at a Glance](#)" provides topics and descriptions of what will be presented at this year's information-packed conference. Topics in every strand will appeal to a range of skill levels. So spread the word!

### Who should attend?

Every user of the Home Base Suite of Applications (PowerSchool, Schoolnet, Truenorthlogic, Canvas and NCEdCloud).

- Home Base Coordinators
- School Based Administrators
- Charter School Directors & Administrators
- Technology Directors
- Schoolnet Leaders
- HR/Personnel Staff
- PowerSchool Coordinators
- School Data Managers
- Canvas Administrators
- Testing Coordinators
- Curriculum & Instruction Staff

- Instructional Technology Staff
- School Counselors
- Lead Teachers

[Online registration](#) and [fee details](#) are located on the NC SIS website's [Symposium page](#). Stay tuned for a complete schedule of all sessions.



## OCR/CRDC New Year Updates

Dear OCR Coordinators,

Please forward this email to other staff as appropriate. Note: Those LEAs and Schools that were not open in the school year 2015-16 are not required to participate in this collection.

Happy New Year to those working on the Office of Civil Rights Data Collection! While our first week back was a short one, a number of districts really dug into the PowerSchool CRDC Preview reports and took a good hard look at the data. A big 'Thank you!' to all those who have reported issues.

Another big 'Thank you!' goes to the staff in the state who are helping to support their peers on this collection using the Grads360 CRDC NC Workgroup. The collaboration is inspiring! For those of you working on the collection who may not be aware of or have access to the group, the OCR NC workgroup offers a chance to review previously conducted webinars, access Federal and NC specific documents (all of which are provided on the NC DPI OCR website) and create discussions that reach all members of the workgroup. The URL is <https://crdc.grads360.org/#communities/crdc-north-carolina-workgroup>. Please contact Molly Hash at [molly.hash@aemcorp.com](mailto:molly.hash@aemcorp.com) to request access.

### **Fixes Pending the February 1 PowerSchool CRDC Preview Report Submission End Date:**

It is the goal of the NC DPI to complete fixes prior to the current PowerSchool CRDC Preview Report Submission End Date of February 1, 2017. Please continue to review your data and report any issues ASAP.

- AP Math and AP Sciences are also counted in the category of AP Other
- Algebra I and Geometry classes are counted in MS and HS math class count categories for schools with grade levels 6-12
- AIG students with any records with a withdraw date after 10/1/2015 are not counted
- CRDC PowerSchool Preview Report Part 2 is counting the subgroup LEP incorrectly
- CRDC PowerSchool Preview Report Part 1 is indicating 'Yes' to Preschool when CRDC School Screen indicates 'No.'

### **Deployed Fixes:**

The NC DPI made updates to the CRDC PowerSchool Preview Reports and screens during the winter break. The following updates were made in a special December 27th release. Please remember that the reports must be re-run to capture the changes:

- Students that passed Algebra I with a percent value greater than or equal to 59.5 are now counted in CRDC  
Part 2
- Students that passed Algebra I with a P in the grade are now counted in CRDC Part 2
- Students that passed Algebra I at the middle school level are accurately reported either as grade 7 or grade 8
- On the CRDC LEA page, the query for the number of students that are less than two or between the ages of 3 and 5, no longer includes students from the DPI FTE school or the graduate school
- The CRDC Part 1 collection is updated to use the School\_Type\_Eddie field for identifying alternative schools
- The CRDC Part 1 collection is updated to accurately report Algebra I and Geometry classes taught at the middle school only on the questions for the middle school. They are no longer counted on the high school question for schools with traditional middle school grade levels

#### **CRDC External Data Not in PowerSchool**

The external data file is currently in progress. The NC DPI is currently working to complete the Certified Teacher data prior to publishing. As a reminder, external data includes Expenditure, FTE and Certified Teacher data. Data files and supporting documentation will be located at the following URL: <http://www.ncpublicschools.org/data/management/ocr/data-files/>  
Teacher Absentee data must be collected and updated in the Federal submission Portal by the LEAs after the NC DPI data uploads.

#### **Federal Submission Portal Scheduled to Open February 7, 2017**

The Federal Submission Portal is scheduled to open February 7, 2017. Please join the NC DPI via Go To Webinar for updates and schedule discussions on the following dates:

January 12, 19, and 26, 2017

Session times are from 1 p.m. - 3 p.m. These two hour sessions will provide reminders and status updates on the progress of the PowerSchool CRDC Preview reports as well as discuss the NC DPI schedule for upload to the Federal Submission Portal. Users will also have the opportunity to ask about PowerSchool functional processes. Note: The project timelines are subject to change.

The first portion of the webinar will focus on the project, the second segment will be dependent on attendee questions.

Please review the November 4 Webinar recording located on the Grads360 CRDC NC Workgroup for a full demonstration of PowerSchool functionality.

All questions are welcome and any staff participating in the CRDC collection are invited. You only need to register once to receive reminders for subsequent events.

Additional Webinars may be scheduled based on need.

Registration Link: <https://attendee.gotowebinar.com/register/6736379369308886786>

#### **OCR/CRDC Labs – Get Real-Time Assistance**

The third CRDC Lab is taking place, Jan. 13. These labs are not webinars. They are designed to give district level staff working on the Office of Civil Rights Data Collection assistance with PowerSchool set-up in real-time, and an understanding on how to review the PowerSchool CRDC Preview reports. These are not formal events. Two staff members from an LEA or Charter may attend. The lab will be open from 9 a.m. to 5 p.m. So come join us at a time that works best for you. Please note, the room may be closed from noon to 1 p.m.

Labs will be located in the 5th floor Computer Training Room (Rm 564) at the NC DPI Building located at 301 N. Wilmington Street, Raleigh, NC 27601-2825. (Google map's link for location: <https://www.google.com/#q=301+n.+wilmington+street> ).

The final lab is scheduled for the following date. This is the last opportunity to get assistance before your data is extracted from PowerSchool:

January 20, 2017

Register for a date in the lab using the following

link: <https://attendee.gotowebinar.com/rt/8336383191098240770>

### **OCR/CRDC at Home Base Symposium – Get Real-Time Assistance**

The NC DPI will offer support for the CRDC at the 2017 Home Base Symposium. The SEA OCR Coordinator will attend the Symposium February 23, 2017. Walk-in assistance will be available from 1 pm-5pm. This will not be a presentation. Room location is pending.



## **2017 NC SIS Training Calendar**

The [2017 Training Calendar for PowerSchool](#) related training is available on the [NC SIS website](#). To access the calendar, users may click on "Training" located on the blue menu bar and select "Calendar". If you are unable to view the calendar on your first attempt, either refresh the page, clear cache and cookies from the browser and then re-open it, or open the calendar in a different

browser.

Training sessions and dates are listed below. Please visit this calendar often for additional training sessions and updates.

### **Military Connected Webinar**

Description: This webinar will contain a presentation on the military student identifier policy and how to update students in PowerSchool as military connected.

#### **Date/Time**

January 17, 2017

10:00 AM - 11:00 AM

Registration URL: <https://attendee.gotowebinar.com/register/3885832801603526146>

### **Pre-Scheduling Process Webinar**

Description: This webinar will contain a presentation on the pre-scheduling process/steps. This includes an explanation of "Build and Load" vs. "Load" only, initial LEA and School setup, and accessing PowerScheduler. At the end of the presentation, there will be an opportunity for questions.

### **Date/Times**

January 23, 2017

10:00 AM - 11:00 AM

Registration URL: <https://attendee.gotowebinar.com/register/4886619280321576450>

January 23, 2017

1:00 PM - 2:00 PM

Registration URL: <https://attendee.gotowebinar.com/register/8543998475071964674>

### **Pre-Scheduling Q & A Webinar**

Description: 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**

January 30, 2017

1:00-2:00 Registration URL: <https://attendee.gotowebinar.com/register/5307325414457623554>

January 31, 2017

1:00-2:00 Registration URL: <https://attendee.gotowebinar.com/register/566097135068963330>

February 1, 2017

10:00 AM - 11:00 AM

Registration URL: <https://attendee.gotowebinar.com/register/5386891573401709058>

February 1, 2017

1:00 PM - 2:00 PM

Registration URL: <https://attendee.gotowebinar.com/register/1407947008968728578>

March 9, 2017

10:00 AM - 11:00 AM

Registration URL: <https://attendee.gotowebinar.com/register/5645891432929024770>

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## **Schoolnet 18.1 Upgrade**



Schoolnet, the Home Base instructional improvement application, will receive an upgrade to version 18.1 on January 27, 2017.

In preparation for this upgrade, the Schoolnet Training Site has been updated with the changes. Please utilize this site to become familiar with new features such as:

- Text to Speech Support for Online Testing
- Gap Match (New Item Type)
- Support for Multiple Standards Alignments on a Test Item



- My Schoolnet Widgets (New Home Page Display)
- The New Analysis Spreadsheet Viewer
- Standards Performance (New Classrooms Report)
- KPI Dashboard (New Display)
- Filtering KPIs by a Student Set
- Show LEP Status on Student Profile
- Student Test Scoring page logic change

District users attending the Home Base Meet-Ups will have an opportunity to learn more about the changes.



## Remedy Maintenance Scheduled for January 14, 2017

Remedy, NCDPI's official system used for logging tickets and tracking support issues, is scheduled for maintenance Saturday, Jan. 14, from

12:00 p.m.- 6 p.m., ET. During this time, the customer self-submit web portal will be unavailable for submitting or managing tickets.

If there is a delay in bringing up the system, users will be notified.

Questions concerning this maintenance may be addressed to the Home Base Support Center at (919) 807-4357 or through the [Remedy Portal](#).



## Home Base Support Center Closed in Observance of State Holiday - January 16, 2017

NCDPI and its support center will be closed Monday, January 16, in observance of Martin Luther King, Jr.'s birthday, a state holiday. Regular business hours will resume Tuesday, January 17. LEA coordinators and leads may continue to submit tickets through the [Remedy Portal](#).

Remember to visit the [NC SIS website](#) for additional information including webinars and training documentation.

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