



## NC SIS Weekly Email Bulletin

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).

Topics for this issue:

1. 2016 Home Base Symposium Registration Deadlines and Schedule
2. PowerSchool Calendar Changes
3. Course Code Updates
4. EC Co-Teacher Role
5. Upcoming Training Webinars and Workshops

### 1. 2016 Home Base Symposium Registration Deadlines and Schedule

Home Base Users,

Please hurry and get those registrations postmarked before the clock strikes midnight tonight! Any registrations postmarked after January 29 is subject to a significant rate increase. The deadline for receiving a guaranteed hotel rate of \$155. 60 (single or double occupancy with tax) at the Sheraton Greensboro Hotel at Four Seasons also ends tonight.

**The Symposium schedule with dates, times and presenters is available on the NC SIS website ([http://www.nc-sis.org/Documents/symp\\_2016/2016\\_FINAL\\_Course\\_List.pdf](http://www.nc-sis.org/Documents/symp_2016/2016_FINAL_Course_List.pdf)).** This year, we are expanding the focus to include course offerings across the Home Base Suite. All-day strands for PowerSchool, Schoolnet, Truenorthlogic and Canvas will be offered from field experts and product experts. Want to learn new functionality in PowerSchool 9.2? Connect with us and get the latest updates and sneak-peaks on the New Gradebook and Data Visualizations. Other sessions will include Google Apps for Education integration, a BloomBoard & OCT overview, and what is to come with NCEdCloud and IAM.

More Symposium information including online registration and hotel accommodations can be found on the NC SIS Symposium page (<http://www.nc-sis.org/symposium16.html>).

## 2. PowerSchool Calendar Changes

As a result of the recent round of inclement weather, a review of the calendar change process is appropriate. Please read and forward to the appropriate staff the attachment, North Carolina Calendar Changes in PS – LEA. This document includes instructions on how to adjust your school calendar during the school year to account for missed school days. Please note, this process involves updates made by the LEA and NCDPI; therefore, once your updates are complete, please submit a ticket to the Home Base Support Center ([homebase.incidents@its.nc.gov](mailto:homebase.incidents@its.nc.gov)) to notify us that you are ready for NCDPI to complete their part of the calendar update process.

## 3. Course Code Updates

The January 26 course code update includes seven new community college courses requested by LEAs for approved CTE Pathways. The community college course code, 0C002X0 Comm College Course Other Content (0 GPA added value), should be used for non-CTE courses and courses not found on the Comprehensive Articulation Agreement (CAA) that do not have a unique course code assigned. CTE Community College courses and courses found on the CAA must use a unique course code.

Beginning in the 2016-17 school year, the Community College Other Content course code with one additional GPA value (0C005X0) will no longer be available. The school year 2016-17 list also removes BM902Y0 and BM912Y0, which are pilot courses for Middle Grades that are no longer available.

For further guidance regarding when to use a particular community college or university course code, please refer to the Course Code Guidance document posted on the NC-SIS website. The updated 2015-16 and 2016-17 Course Code Master Lists are also available.

## 4. Known Issue with EC Co-Teacher Role in PowerSchool

Through LEA reporting, NCDPI has become aware of an issue with the staff role “CT - EC Co-Teacher.” This role currently does not have access to modify grades or attendance in PowerTeacher or the gradebook. The workaround, provided by Sandra Johnson, is as follows (depending on HQ and gradebook/attendance access needs): **If the EC teacher is needed for HQ and needs gradebook/attendance access:** Use the roles TE2, TE3, or TE4 for this staff member. This will allow the staff member to access the gradebook and attendance for the assigned sections. This role will also allow this staff member to calculate correctly for HQ and class size purposes counting as an additional lead teacher. **If the EC teacher is NOT needed for HQ and does NOT need access to the gradebook/attendance:** Use the “CT - EC Co-Teacher” role. This will allow the staff member to NOT be calculated as a co-lead teacher for HQ and class size, and will NOT allow gradebook/attendance manipulation. **If the EC teacher is NOT needed for HQ but needs access to gradebook:** Use the core PowerSchool role “Co-teacher.” This will prevent the teacher from being calculated in HQ and the class size as a lead teacher, but allow gradebook and attendance access.

A summary of these roles is included in the table below:

| Role             | Counts for HQ? | Access to Grades/Attendance |
|------------------|----------------|-----------------------------|
| CT-EC Co-teacher | No             | No                          |
| TE2, TE3, TE4    | Yes            | Yes                         |
| Co-teacher       | No             | Yes                         |

Questions pertaining to the EC Co-Teacher role may be addressed to the Home Base Support Center at [homebase.incidents@its.nc.gov](mailto:homebase.incidents@its.nc.gov).

## **5. Upcoming Training Webinars and Workshops**

### **a) Athletic Eligibility in PowerSchool**

This webinar will demonstrate the new Athletic Eligibility functionality in PowerSchool. The webinar will be recorded and posted to the [www.nc-sis.org](http://www.nc-sis.org) website.

Thursday, May 26, 2016 1:00 p.m. - 3:00 p.m.

<https://attendee.gotowebinar.com/register/2653270361947006210>

### **b) Coordinators Object Reports Groups 1 and 2 Workshop Sessions**

This face-to-face workshop will be delivered in two parts. When registering, you are registering for the set of dates together. All attendees must be employees of a North Carolina public school. Management companies are not permitted to attend.

Part 1 topics are inclusive of the following: Basics, Grid, Form Letters (starting with Absence Letters), Student Lists, Mailing Labels and Certificates

Part 2 topics are inclusive of the following: More advanced/in-depth look at Transcript, Data Tags, School Based Report Cards, Schedule Listings and Object Reports from Templates (Importing/Exporting)

Audience: PowerSchool Coordinators Only

Attendees will be using their own LEA/school instance and will need appropriate access and login information in order to complete this workshop. Classes will be held from 9 a.m. – 4 p.m. daily at the NCDPI Bldg., 301 N. Wilmington Street, Room 564, Raleigh, NC 27601.

#### **Group 1**

Part 1 – December 1 – 2, 2015

Part 2 – April 4 – 5, 2016

<https://www.timetosignup.com/powerschooltraining/form/7222>

#### **Group 2**

Part 1 – December 3 – 4, 2015

Part 2 – April 6 – 7, 2016

<https://www.timetosignup.com/powerschooltraining/form/7223>

### **c) PowerSchool Q & A**

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**

Thursday, February 18, 2016 1:00 p.m. - 3:00 p.m.

<https://attendee.gotowebinar.com/register/8322180790944779522>

Thursday, March 10, 2016 1:00 p.m. - 3:00 p.m.

<https://attendee.gotowebinar.com/register/1805276417069994754>

Monday, March 28, 2016 9:00 a.m. - 11:00 a.m.

<https://attendee.gotowebinar.com/register/2758246234607665410>

Wednesday, April 13, 2016 1:00 p.m. - 3:00 p.m.

<https://attendee.gotowebinar.com/register/3271220086011695874>

Tuesday, May 17, 2016 9:00 a.m. - 11:00 a.m.

<https://attendee.gotowebinar.com/register/7882350851067114498>

Friday, June 10, 2016 1:00 p.m. - 3:00 p.m.

<https://attendee.gotowebinar.com/register/3370667614209404161>

Tuesday, June 14, 2016 9:00 a.m. - 11:00 a.m.

<https://attendee.gotowebinar.com/register/6209691299522393089>

Thursday, June 16, 2016 1:00 p.m. - 3:00 p.m.

<https://attendee.gotowebinar.com/register/8912773566200419841>

Monday, June 20, 2016 9:00 a.m. - 11:00 a.m.

<https://attendee.gotowebinar.com/register/3112422019658833921>

Thursday, June 23, 2016 9:00 a.m. - 11:00 a.m.

<https://attendee.gotowebinar.com/register/8078778603369568001>

Thursday, June 23, 2016 1:00 - 3:00 p.m.

<https://attendee.gotowebinar.com/register/4978574726971441921>

### **d) Prep to Schedule Help Workshop**

This session is for schools needing additional assistance with preparing their 2016-17 school year schedule. The one day class will give schools additional help on task to complete prior to doing a build or load at their school. This is NOT a full prepare to schedule session. Due to space constraints, please do not send more than two participants per school.

#### **Date, Times and Registration Links:**

Monday, February 15, 2016

9:00 a.m. to 4:00 p.m.

<https://www.timetosignup.com/powerschooltraining/form/7153>

Tuesday, February 16, 2016

9:00 a.m. to 4:00 p.m.

<https://www.timetosignup.com/powerschooltraining/form/7155>

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

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

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[North Carolina Calendar Changes in PS-LEA.pdf](#)