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

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1. Course Code Crosswalk Update

Please note the changes made to the following courses listed in the Course Code Crosswalk. A copy of the updated document is attached to this email and also located on the NC SIS website’s Courses and Course Codes page - [http://www.nc-sis.org/courses.html](http://www.nc-sis.org/courses.html).

<table>
<thead>
<tr>
<th>NC WISE</th>
<th>New Course Code</th>
</tr>
</thead>
<tbody>
<tr>
<td>3063 AP Physics</td>
<td>31627X0</td>
</tr>
<tr>
<td>3110 AP Environmental Science</td>
<td>31107X0</td>
</tr>
<tr>
<td>9982J Activity Period/Homeroom</td>
<td>99329Z0</td>
</tr>
</tbody>
</table>

Questions or concerns relating to these changes or any other course codes may be addressed to the Home Base Support Center at [homebase.incidents@its.nc.gov](mailto:homebase.incidents@its.nc.gov).

2. PowerSchool Implementation Update

PowerSchool implementation is going as planned. Fifty-two year-round schools in Wake County have started and are operating on the new student information system. Phase 2B imports are continuing for other schools.

The NC SIS team is working feverishly in producing NC specific training documentation for users throughout the state. These documents are now housed on the new NC SIS website - [http://www.ncsis.org](http://www.ncsis.org) - as well as the PowerSource Online Community Forum.
We have received feedback from Craven, Alamance, Iredell-Statesville and Henderson counties, all reporting positive comments. We look forward to hearing from others.

3. Hardware and Software Requirements for PowerSchool 7.8.x

Please review the Hardware and Software Requirements document for PowerSchool 7.8.x, Student Information System located at http://www.nc-sis.org/Documents/requirements/ps_78x_system_requirements.pdf. Certified, supported and unsupported browsers are listed on page 12 of this document.

Please refer to this document for all your PowerSchool system requirements. Questions pertaining to requirements may also be addressed to the Home Base Support Center at homebase.incidents@its.nc.gov.

4. Setup Primary Contact Information

This step needs to be performed in each school. This is necessary for the transfer of students to function properly.

Setup the Primary Contact Information
Enter contact information for the primary registrar contact that will appear when an administrator at a different school attempts to enroll a student who is already enrolled at your school.

How to Specify Contact Information
1. On the start page, choose District from the main menu. The District Setup page appears.
2. Under General, click Schools/School Info. The Schools/School Info page appears.
3. Under School Administration Information, enter the Name, Phone Number, and Email Address for the primary contact.
4. In the Notes field, add any pertinent information you want to communicate to the other school administrator. For example, you can enter the registrar’s work schedule, alternate contact information, etc.
5. Click Submit.

Questions concerning this process can be addressed to the Home Base Support Center at homebase.incidents@its.nc.gov.

5. Call for Agenda Items

The next NC SIS User Advisory Board meeting will be held Thursday, July 18 from 10:00 a.m. – 11:30 a.m. Please submit all agenda items to ncsis@dpi.nc.gov by Tuesday, July 16, 2013.

A new registration link to attend the UAB meetings is now available. Please click on the following link to register if you plan to attend the meeting via GoTo Webinar: https://www1.gotomeeting.com/register/840838032. Once registered your confirmation link (registration) is good for all UAB meetings through December 19, 2013.

We encourage all attendees to register even if you plan to attend in person.
6. PowerSchool Setup – Do Not Alter

Please do not alter your PowerSchool setup. Any changes made at this time will affect the remaining imports that are pending. Remember, all data for most schools have not been imported into the LEAs’ PowerSchool instance. Imports for school data other than student and staff will continue through August 1. To get an idea of your LEAs specific timeline, please contact your Pearson Project Manager.

7. New Schools Needed in PowerSchool

New schools are needed in each PowerSchool instance so that data for specific student populations can be uploaded. DPI has been creating customizations that are needed to house information that was not normally in eSIS or was uploaded from a separate system. With these systems moving into PowerSchool, it is necessary to have additional schools created in each instance.

New schools need to be created in each PowerSchool instance that will house specific students. The school numbers will range from 291-295. These school numbers correspond to the old eSIS numbers of 401-405.

An account (NCDPI) has been created in each PowerSchool instance for support and maintenance purposes only. This account will be used to create these new schools. Once the Enterprise Controller is in place, some of the current setup could potentially be handled differently. Please do not delete this account or change the password. If this account has been deleted or changed, please work with your IPM to restore or reset the account. Please know that there will never be any data created in your instance without your knowledge.

Although school 401 is officially closed, there are historical students that still exist and records will be converted for these students. In some cases, the personnel entering information into some of these schools are NCDPI employees. Accounts will be created for the appropriate personnel to manage the student information in these schools.

In other cases, for example CECAS, there are LEA staff that maintain the information for these schools. The security for these groups will be set up by NCDPI and pushed out for these schools; there is no need to create a local group at this time.

<table>
<thead>
<tr>
<th>eSIS school number</th>
<th>PowerSchool Number</th>
<th>Type of School/Students</th>
</tr>
</thead>
<tbody>
<tr>
<td>401</td>
<td>291</td>
<td>More At Four</td>
</tr>
<tr>
<td>402</td>
<td>292</td>
<td>CECAS</td>
</tr>
<tr>
<td>403</td>
<td>293</td>
<td>LEP</td>
</tr>
<tr>
<td>404</td>
<td>294</td>
<td>MIS2000 (Migrant)</td>
</tr>
<tr>
<td>405</td>
<td>295</td>
<td>Neglected &amp; Delinquent</td>
</tr>
</tbody>
</table>

Staff within your LEAs that are familiar with some of these student populations should be trained by your local training teams on the basic PowerSchool functions. Specific training on the custom screens is being created for these areas. The NCDPI Business unit is working with our PowerSchool Training Team to get training scheduled.

If you have questions concerning the specifics within this email, please contact the Home Base Support Center at homebase.incidents@its.nc.gov.
8. New Documents on the Website

Please remember to check out the newly created training documents located on the NC SIS website (http://www.nc-sis.org). These documents can be found by going to the home page and clicking on PowerSchool >PowerSchool Documents located on the blue menu.

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