



## 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).

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### 1. Home Base Maintenance Weekend/Upgrade and Migration

The next Home Base maintenance weekend is scheduled to begin today, March 11 at 5:00 p.m. Maintenance will only be performed on the PowerSchool application. All other Home Base applications will be accessible through the IAM Service.

This maintenance weekend will include a PowerSchool upgrade to 9.2.1 and Rackspace migration. PowerSchool 9.2.1 will contain new functionality features that will enhance the PowerSchool user experience; however, core business tasks (attendance, grading, enrolling, scheduling, etc.) will remain greatly unchanged. All changes are outlined in the release notes located on the NC SIS Release Highlights page ([http://www.nc-sis.org/release\\_highlights.html](http://www.nc-sis.org/release_highlights.html)). They are also available via PowerSource in the PowerSchool documentation area.

This upgrade will also include a new enterprise reporting feature. Below is a synopsis of the process:

- NCDPI will activate the enterprise reporting plugin.
- NCDPI will establish a front-end user account for the LEA coordinator. This account can be used to establish other user accounts within the LEA. The Reporting User Guide is located at [http://www.nc-sis.org/Documents/requirements/enterprise\\_reporting\\_preview.pdf](http://www.nc-sis.org/Documents/requirements/enterprise_reporting_preview.pdf).
- NCDPI will establish the initial APEX username and login. LEA users can receive a credential after completing a data usage agreement. More information pertaining to this will follow in a subsequent communication.

The NC upgrade to PowerSchool 9.2.1 will have some functionality or cosmetic defects. A spreadsheet identifying these known issues can be viewed at <https://docs.google.com/spreadsheets/d/10FjNUEo4ZFFR7XDbUj80O7Dpdrxw4Mv2EdUYxm2L1S4/edit?usp=sharing>.

Following the completion of PowerSchool, LLC and NCDPI maintenance activities, LEA coordinators will be notified via email that their instance is available. This notification will come in advance of the general return to service announcement. We encourage each of you, as possible, to log in and verify data in your district. A link to the spreadsheet will be sent at the time of the message.

PowerSchool URLs are **NOT** changing as part of the migration. You will continue to access PowerSchool via the same web address (e.g. <https://districtid.powerschool.com>).

Your PowerSchool IP address **WILL** change after the migration completes. The IP address for all NC instances of PowerSchool will become: **207.97.216.178**. This change will be made by PowerSchool.

## 2. Build and Load, and Load Only Scheduling Workshops

Build and Load, and Load Only workshops are now available for registering only one school per LEA for a Build and Load workshop with 4 attendees, and one school for a Load Only workshop with up to 4 attendees. These workshops will be open to one school per LEA until April 4th, 2016. On April 4th, 2016 registrations will be opened to allow LEA's to bring one additional school to a Build and Load with up to 4 attendees, and one additional school to a Load Only with up to 4 attendees.

Please DO NOT register additional schools until April 4, when additional registration opens.

Registrations are available on the NC SIS Course List page: [http://www.nc-sis.org/course\\_list.html](http://www.nc-sis.org/course_list.html).

## 3. New and Updated Information on the Web

Grad Plan Update 2016-17 School Year - 03/10/2016

<http://www.nc-sis.org/courses.html>

Memo – Upgrades to PowerSchool Graduation Requirements Screen – 03/11/2016

[http://www.nc-sis.org/Documents/course\\_information/Memo-  
Upgrades\\_to\\_PowerSchool\\_Graduation\\_Requirements\\_Screen.pdf](http://www.nc-sis.org/Documents/course_information/Memo-Upgrades_to_PowerSchool_Graduation_Requirements_Screen.pdf)

## 4. Upcoming Training Webinars and Workshops

### **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.

#### **Date, Time and Registration Link**

Thursday, May 26, 2016

1:00 p.m. - 3:00 p.m.

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

### **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>

## **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**

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>

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>

## **Build and Load 2 Day Workshops (Scheduling)**

These sessions are designed for schools creating a master schedule using the "build and load" method. Prior to attending this session, schools must have completed steps A-K in the "PowerScheduler: Prepare to Build" workbook and have validated their build data, clearing validation errors that result. Schools will work with their scheduling teams to complete the build and load processes to the extent that time allows.

This is not a training session. It is a hands-on work session. Schools should plan to send all personnel needed to complete the build and load processes. Up to 4 people per school may attend.

The LEA/Charter School Coordinator is to sign up for the session. In registration, indicate which school will be attending. Note only 1 school per LEA may sign up for a regional build session at this time. It is only necessary to create one registration for each school - not one for each person that may attend. Each registration allows 4 people from that school to attend.

Sessions will run from 9 a.m. - 4 p.m. daily. Lunch will be on your own.

**Region 4 Build and Load 2 Day Workshop Date:** April 18 - 19, 2016 **Location:** Sampson Middle School, 1201 West Elizabeth Street, Clinton, NC 28328 **Registration Link:**

<https://www.timetosignup.com/powerschooltraining/form/7354>

**Region 4 Build and Load 2 Day Workshop Date:** April 21-22, 2016 **Location:** Sampson Middle School, 1201 West Elizabeth Street, Clinton, NC 28328 **Registration Link:**

<https://www.timetosignup.com/powerschooltraining/form/7355>

**Region 8 Build and Load 2 Day Workshop Date:** April 18-19, 2016 **Location:** Cool Springs Administration Offices, 382 West Main Street, Forest City, NC 28043 **Registration Link:** <https://www.timetosignup.com/powerschooltraining/form/7362>

**Region 8 Build and Load 2 Day Workshop Date:** April 21-22, 2016 **Location:** Cool Springs Administration Offices, 382 West Main Street, Forest City, NC 28043 **Registration Link:** <https://www.timetosignup.com/powerschooltraining/form/7363>

**Region 1 Build and Load 2 Day Workshop Date:** April 25-26, 2016 **Location:** The Central Service Office, 715 US Highway, 13 North, Windsor, NC 27983 **Registration Link:** <https://www.timetosignup.com/powerschooltraining/form/7340>

**Region 1 Build and Load 2 Day Workshop Date:** April 28-29, 2016 **Location:** Cool Springs Administration Offices, 382 West Main Street, Forest City, NC 28043 **Registration Link:** <https://www.timetosignup.com/powerschooltraining/form/7341>

**Region 6 Build and Load 2 Day Workshop Date:** April 25-26, 2016 **Location:** Union County Schools, 721 Brewer Drive, Monroe, NC 28112 **Registration Link:** <https://www.timetosignup.com/powerschooltraining/form/7358>

**Region 6 Build and Load 2 Day Workshop Date:** April 28-29, 2016 **Location:** Union County Schools, 721 Brewer Drive, Monroe, NC 28112 **Registration Link:** <https://www.timetosignup.com/powerschooltraining/form/7359>

**Region 3 Build and Load 2 Day Workshop Date:** May 2-3, 2016 **Location:** Facility Services, 601 A. West Market Street, Smithfield, NC 27577 **Registration Link:** <https://www.timetosignup.com/powerschooltraining/form/7352>

**Region 3 Build and Load 2 Day Workshop Date:** May 5-6, 2016 **Location:** Facility Services, 601 A. West Market Street, Smithfield, NC 27577 **Registration Link:** <https://www.timetosignup.com/powerschooltraining/form/7353>

**Region 7 Build and Load 2 Day Workshop Date:** May 2-3, 2016 **Location:** Watauga High School, 300 Go Pioneers Drive, Boone, NC 28607 - Room 2202 *(After checking in at the office, proceed straight down the entry hall to the end. Room is to the right.)*

**Registration Link:** <https://www.timetosignup.com/powerschooltraining/form/7360>

**Region 7 Build and Load 2 Day Workshop Date:** May 5-6, 2016 **Location:** Watauga High School, 300 Go Pioneers Drive, Boone, NC 28607 - Room 2202 *(After checking in at the office, proceed straight down the entry hall to the end. Room is to the right.)*

**Registration Link:** <https://www.timetosignup.com/powerschooltraining/form/7361>

**Region 2 Build and Load 2 Day Workshop Date:** May 9-10, 2016 **Location:** New Hanover County Board of Education Center 1805 South 15th Street, Wilmington, NC 28401 **Registration Link:** <https://www.timetosignup.com/powerschooltraining/form/7350>

**Region 2 Build and Load 2 Day Workshop Date:** May 12-13, 2016 **Location:** New Hanover County Board of Education Center 1805 South 15th Street, Wilmington, NC 28401 **Registration Link:** <https://www.timetosignup.com/powerschooltraining/form/7351>

**Region 5 Build and Load 2 Day Workshop Date:** May 9-10, 2016 **Location:** Office Support, Guilford County Schools, Laughlin Professional Development Center, 7911 Summerfield Rd., Summerfield, NC 27358 **Registration Link:** <https://www.timetosignup.com/powerschooltraining/form/7356>

**Region5 Build and Load 2 Day Workshop Date:** May 12-13, 2016 **Location:** Office Support, Guilford County Schools, Laughlin Professional Development Center, 7911 Summerfield Rd., Summerfield, NC 27358 **Registration Link:** <https://www.timetosignup.com/powerschooltraining/form/7357>

### **Load Only 1 Day Workshops**

This session is designed for schools creating a master schedule using the "build and load" method. Prior to attending this session, schools must have completed steps A-K in the "PowerScheduler: Prepare to Build" workbook and have validated their build data, clearing validation errors that result. Schools will work with their scheduling teams to complete the build and load processes to the extent that time allows. This is not a training session. It is a hands-on work session; schools should plan to send all personnel needed to complete the build and load processes. Up to 4 people per school may attend.

LEA/Charter School Coordinator is to sign up for the session. In registration, indicate which school will be attending. Note only 1 school per LEA may sign up for a regional build session at this time. It is only necessary to create one registration for each school - not one for each person that may attend. Each registration allows 4 people from that school to attend.

Sessions will run from 9 a.m. to 4 p.m. daily. Lunch will be on your own.

#### **Region 4 Load Only 1 Day Workshop**

**Date:** April 20, 2016

**Location:** Sampson Middle School, 1201 West Elizabeth Street, Clinton, NC 28328

**Registration Link:** <https://www.timetosignup.com/powerschooltraining/form/7345>

#### **Region 8 Load Only 1 Day Workshop**

**Date:** April 20, 2016

**Location:** Cool Springs Administration Offices, 382 West Main Street, Forest City, NC 28043

**Registration Link:** <https://www.timetosignup.com/powerschooltraining/form/7349>

#### **Region 1 Load Only 1 Day Workshop**

**Date:** April 27, 2016

**Location:** The Central Service Office, 715 US Highway 13 North, Windsor, NC 27983

**Registration Link:** <https://www.timetosignup.com/powerschooltraining/form/7342>

#### **Region 6 Load Only 1 Day Workshop**

**Date:** April 27, 2016

**Location:** Union County Schools, 721 Brewer Drive, Monroe, NC 28112

**Registration Link:** <https://www.timetosignup.com/powerschooltraining/form/7347>

#### **Region 3 Load Only 1 Day Workshop**

**Date:** May 4, 2016

**Location:** Facility Services, 601A West Market Street, Smithfield, NC 27577

**Registration Link:** <https://www.timetosignup.com/powerschooltraining/form/7344>

#### **Region 7 Load Only 1 Day Workshop**

**Date:** May 4, 2016

**Location:** Watauga High School, 300 Go Pioneers Drive, Boone, NC 28607

**Registration Link:** <https://www.timetosignup.com/powerschooltraining/form/7348>

#### **Region 2 Load Only 1 Day Workshop**

**Date:** May 11, 2016

**Location:** New Hanover County board of Education Center, 1805 South 15th, Street, Wilmington, NC 28401

**Registration Link:** <https://www.timetosignup.com/powerschooltraining/form/7343>

#### **Region 5 Load Only 1 Day Workshop**

**Date:** May 11, 2016

**Location:** Office Support, Guilford County Schools, Laughlin Professional Development Center, 7911 Summerfield Rd., Summerfield, NC 27358

**Registration Link:** <https://www.timetosignup.com/powerschooltraining/form/7346>

**\*\*Attendees must be an employee of a North Carolina Public school. Management companies are not permitted to attend.**

**\*\*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.

NC SIS  
NC Department of Public Instruction  
Education Building  
301 North Wilmington Street  
Raleigh, NC 27601

919-807-3190 Office  
919-807-3421 Fax  
Email: [ncsis@dpi.nc.gov](mailto:ncsis@dpi.nc.gov)