NC SIS Weekly Email Bulletin

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. Home Base Maintenance Weekend for March 2015
The next Home Base maintenance weekend is scheduled for Friday, March 13 through Monday, March 16. The system will shut down today at 5 p.m. Once maintenance is completed a message will be sent to notify users that the system is up and available for use.

Home Base will be returned to service no later than 6 a.m., Monday morning. If a delay in bringing up the system should occur, users will be notified via NC SIS email.

This maintenance weekend will include the following:

2) Running script to update PowerSchool CRDC Part 1 and 2 report submission end date to April 10, 2015.
3) Student Pages
   a. PowerSchool 8 – Student Contacts - Updating to allow addition/creation of new contacts when no contacts currently exist.
   b. PowerSchool 8 – Student Vehicles – Updating deletion functionality so records can now be removed successfully.
   c. PowerSchool 8 – Student Demographics – Updating to restore ‘Mother Deceased’ and ‘Father Deceased’ fields.
   d. PowerSchool 8 – Special Programs
      i. Updating to allow custom drop-down selections to new function on the page.
ii. Updating drop-down selections to default to a blank value on new records.
4) End of Year (EOY Status Update)
   a. Applying script to disable the EOY process of NC.
5) System Tools
   a. PowerSchool 8 – PowerTools – Upgrading from 2.8 to 3.2.

Please note: This maintenance weekend will not include an upgrade to PowerSchool 8.2 due to issues with CECAS.

For a complete listing of all scheduled Home Base Maintenance weekends please visit our website at: http://www.nc-sis.org/Documents/maintenance/Home_Base_Maintenance_Sched.pdf.

2. Scheduling Workshop – Reminder
Please remember the initial signup for Scheduling Workshops will run from March 6 – 20, 2015. After this time, vacant seats may be offered beyond the initial limit. Please take time to make your initial selections by March 20 to ensure your space is saved within your region.

LEA/Charter School Coordinators are asked to sign up the school they wish to attend each session. Please note, that each LEA is limited to 1 seat in a Build & Load Workshop within their region and 1 seat in a Load Only Workshop within their region. Signups not created by a coordinator will be deleted. Multiple signups will also be removed. Workshop selections will be checked against the region. Please sign up within your RESA region – seats were assigned using these as the guide. (Regional Map: https://drive.google.com/file/d/0B391kzrq1H9EQ2dSQjRrSXluRkU/view?usp=sharing). If additional seats are available after initial signups are completed, they will be advertised at a later date.

Session information and signup links can be found on the NC-SIS website under training or here: https://docs.google.com/spreadsheets/d/1z8wZuu2G8c5RgTmKfdPb1RagM-CR6x0zpMURBJ sku8/edit?usp=sharing.

2015 Build Workshops
Build Workshops are offered for schools utilizing the “Build and Load” Methodology. Sessions are hands-on working time. Session facilitators will assist schools with completing their master schedules to the extent time allows. Scheduling teams should have completed all steps in the Prepare to Build Workbook (https://powersource.pearsonschoolsystems.com/article/6303?from=search), including validating their build data if possible.

Sessions will run from 9 a.m. – 4 p.m. each day with lunch on your own. Participants are required to bring their own technology to the session, as not all of our spaces are computer labs. Schools may send up to 4 participants to each session.

2015 Load Only Workshops
Load Only Workshops are offered for schools utilizing the “Load Only” Methodology. Sessions are hands-on working time. Session facilitators will assist schools with loading their students and completing their schedules to the extent time allows. Scheduling teams should have completed all steps in the Load Process Workbook (https://powersource.pearsonschoolsystems.com/article/6750?from=search), ensuring that a complete, valid timetable is in place and the load data is validated, if possible.
Sessions will run from 9 a.m. – 4 p.m. each day with lunch on your own. Participants are required to bring their own technology to the session, as not all of our spaces are computer labs. Schools may send up to 4 participants to each session.

Questions may be directed to the PowerSchool Training Team:
- Aaron Bissonnette (aaron.bissonnette@dpi.nc.gov)
- Sue Ann Stalnaker (sueann.stalnaker@dpi.nc.gov)

3. Call for UAB Agenda Items - Reminder
The next NC SIS User Advisory Board meeting will be held Thursday, March 19 from 10:00 a.m. – 12:00 p.m. Please submit all agenda items to Helena Coston, helena.coston@dpi.nc.gov by Friday, March 13. We will be limiting the agenda items covered during the UAB meetings to a total of five due to time constraints. You will be informed if we are unable to cover your item during the meeting.

Please click on the links below to register if you have not attended a meeting since Dec. 2014. Once registered, your registration will be good for all meetings scheduled through June 18. We encourage all attendees to register even if you plan to attend in person.

UAB Meetings: https://www1.gotomeeting.com/register/870005865
CCB Meetings: https://www1.gotomeeting.com/register/471976017

A complete listing of all UAB and CCB meetings is located at http://www.nc-sis.org/meetings.html.

4. OCR/CRDC – Status and Federal Submission Update - Attachment

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 CRDC Report Status
The Submission End Date in PowerSchool for CRDC Part 1 and 2 will be extended to April 10, 2015, due to unexpected results from the reports.

At this time some LEAs are experiencing the following:
- CRDC Part 1 – School Detail
  - No course count data
- CRDC Part 2 –
No students Passing Algebra I data
No Incident data

Although we have run into a few minor issues with the report, please continue to run the CRDC Part 1 and 2 at the LEA level. Your feedback is important to the NC DPI and your contributions to this project to-date have been invaluable. Attached is the most recent list of Run/Not Run by LEA.

Please contact the Home Base Support Center with any questions or concerns you might have at homebase.incidents@its.nc.gov. Please title the Subject line as ‘OCR/CRDC – Data’.

PowerSchool CRDC Documentation

- A user guide, titled ‘Preparing for the CRDC’ has been published on the NC-SIS website at the following location: http://www.nc-sis.org/school_information.html.
- A presentation that will be used for future webinar sessions, titled ‘Office of Civil Rights Data Collection (OCR/CRDC)’ has been published on the NC – SIS website at the following location: http://www.nc-sis.org/presentations.html. This document may be downloaded in its original format and includes notes within the slides.

Status webinar recording and the status presentation have been removed from the website.

PowerSchool CRDC Webinars

Preparing for the CRDC webinars have been scheduled and are designed to walk staff through how to set up PowerSchool for the CRDC submission, how to view the PowerSchool CRDC reports and to discuss next steps in the submission. Please invite staff to join us for any one of the following sessions:

Registration Link: https://attendee.gotowebinar.com/rt/8878858025450231297
All sessions begin at 1 and conclude at 2:30.
Tuesday: Mar 17, 2015
Thursday: Mar 19, 2015
Tuesday: Mar 24, 2015
Thursday: Mar 26, 2015
Tuesday: Mar 31, 2015
Tuesday: Apr 02, 2015

Please encourage all staff with an interest in the CRDC to sign up at: http://www.nc-sis.org/course_list.html

Federal Submission Window

The OCR recently announced the opening date of the Federal CRDC Submission Portal. The Portal will open March 23, 2015. OCR Coordinators should expect an email from the OCR support desk providing access to the Federal Submission Portal. Please be reminded that the OCR will contact and provide accounts to OCR coordinators who submitted their contact information prior to February 3, 2015. Those who updated or submitted contact information after February 3, 2015 should contact Terra Dominguez at terra.dominguez@dpi.nc.gov for an account after March 23, 2015.
At this time, we ask that LEAs and Charters refrain from adding any data to the Federal Submission Portal until the NC DPI notifies the state that the submission upload is complete. Please do familiarize yourself with the tool and create any additional accounts as needed. More information will be provided in future notifications.

**OCR at the Home Base Symposium**
Thank you to all who attended the OCR sessions at the Home Base Symposium! It was such a pleasure to meet some of you face-to-face, to see old friends and colleagues and to work with your staff! We sincerely hope that your time with us at the OCR session was well spent. If there are outstanding items or follow-ups pending that still need to occur based on any of our discussions at Symposium, please contact Terra Dominguez at terra.domiguez@dpi.nc.gov. You can find the Symposium presentation (which is the same as the training presentation) at: [http://www.nc-sis.org/symposium_presentation_15.html](http://www.nc-sis.org/symposium_presentation_15.html)

Sincerely,

**Terra Lynne Dominguez**  
Data, Research and Federal Policy  
terra.domiguez@dpi.nc.gov  
[P] 919.807.3272

### 5. New and Updated Documents on the Web
- 2015 Home Base Symposium Presentations  

- North Carolina Reporting Release Notes – 03/06/2015  

- Office of Civil Rights Data Collection Presentation – 03/12/2015  
  [http://www.nc-sis.org/presentations.html](http://www.nc-sis.org/presentations.html)

- Preparing for CRDC – 03/13/2015  

### 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 18, 2015  1:00 p.m.  
  [https://www1.gotomeeting.com/register/843805984](https://www1.gotomeeting.com/register/843805984)
b) PowerSchool Scheduling Workshops
   (1) Build Workshops by Region

   **Region 1**
   - 04/13 thru 04/14 - Hertford County High School,
     1500 W. First St. Ahoskie, NC 27910
     https://www.timetosignup.com/powerschooltraining/form/6093
   - 04/15 thru 04/16 - CM Eppes Middle School (Pitt County Schools),
     110 Elm street Greenville, NC 27858
     https://www.timetosignup.com/powerschooltraining/form/6094

   **Region 2**
   - 04/20 thru 04/21 - Teachers Memorial (Lenoir County Schools)
     500 Marcella Dr. Kinston, NC 28501
     https://www.timetosignup.com/powerschooltraining/form/6099
   - 04/22 thru 04/23 - Teachers Memorial (Lenoir County Schools)
     500 Marcella Dr. Kinston, NC 28501
     https://www.timetosignup.com/powerschooltraining/form/6100
   - 05/11 thru 05/12 - New Hanover County Schools
     2814 Carolina Beach Road Wilmington, NC 28412
     https://www.timetosignup.com/powerschooltraining/form/6117
   - 05/13 thru 05/14 - New Hanover County Schools
     2814 Carolina Beach Road Wilmington, NC 28412
     https://www.timetosignup.com/powerschooltraining/form/6118

   **Region 3**
   - 03/31 thru 04/01 - Franklin County BOE Building A
     53 West River Rd. Louisburg, NC 27549
     https://www.timetosignup.com/powerschooltraining/form/6090
   - 03/31 thru 04/01 - Johnston County Schools West Campus Conference Center, 211 E.
     Rose St. Smithfield, NC 27577
     https://www.timetosignup.com/powerschooltraining/form/6089
   - 05/18 thru 05/19 - Northampton County SChools Central Services Annex
     320 Bagley Dr. Jackson, NC 27845
     https://www.timetosignup.com/powerschooltraining/form/6126
   - 05/20 thru 05/21 - Northampton County Schools Central Services Annex
     320 Bagley Dr. Jackson, NC 27845
     https://www.timetosignup.com/powerschooltraining/form/6127

   **Region 4**
   - 05/18 thru 05/19 - Cumberland County Educational Resource Center
     396 Elementary Dr. Fayetteville, NC 28301
     https://www.timetosignup.com/powerschooltraining/form/6123
   - 05/20 thru 05/21 - Moore County Schools
     5277 HWY 15-501 S Carthage, NC 28327
     https://www.timetosignup.com/powerschooltraining/form/6124

   **Region 5**
- **Region 6**
  - 04/27 thru 04/28 - Union County Schools
    721 Brewer Dr. Monroe, NC 28112
    [https://www.timetosignup.com/powerschooltraining/form/6105](https://www.timetosignup.com/powerschooltraining/form/6105)
  - 04/29 thru 04/30 - Union County Schools
    721 Brewer Dr. Monroe, NC 28112
    [https://www.timetosignup.com/powerschooltraining/form/6106](https://www.timetosignup.com/powerschooltraining/form/6106)
  - 05/27 thru 05/28 - Stanly County BOE
    1000-4 North 1st St. Albemarle, NC 28001
    [https://www.timetosignup.com/powerschooltraining/form/6130](https://www.timetosignup.com/powerschooltraining/form/6130)
  - 05/27 thru 05/28 - Gaston County Schools
    240 8th Ave. Cramerton, NC 28032
    [https://www.timetosignup.com/powerschooltraining/form/6129](https://www.timetosignup.com/powerschooltraining/form/6129)

- **Region 7**
  - 04/27 thru 04/28 - Mooresville Graded School District
    305 North Main Street Mooresville, NC 28115
    [https://www.timetosignup.com/powerschooltraining/form/6108](https://www.timetosignup.com/powerschooltraining/form/6108)
  - 04/29 thru 04/30 - Mooresville Graded School District
    305 North Main Street Mooresville, NC 28115
    [https://www.timetosignup.com/powerschooltraining/form/6109](https://www.timetosignup.com/powerschooltraining/form/6109)
  - 05/11 thru 05/12 - Wilkes County Schools
    613 Cherry St. North Wilkesboro, NC 28659
    [https://www.timetosignup.com/powerschooltraining/form/6120](https://www.timetosignup.com/powerschooltraining/form/6120)
  - 05/13 thru 05/14 - Wilkes County Schools
    613 Cherry St. North Wilkesboro, NC 28659

- **Region 8**
  - 04/20 thru 04/21 - Buncombe County Schools
    175 Bingham Rd Asehville, NC 28806
    [https://www.timetosignup.com/powerschooltraining/form/6102](https://www.timetosignup.com/powerschooltraining/form/6102)
  - 04/22 thru 04/23 - Buncombe County Schools
    175 Bingham Rd Asehville, NC 28806
    [https://www.timetosignup.com/powerschooltraining/form/6103](https://www.timetosignup.com/powerschooltraining/form/6103)
  - 05/04 thru 05/05 - Jackson County Schools
    398 Hospital Rd Sylva, NC 28779
    [https://www.timetosignup.com/powerschooltraining/form/6111](https://www.timetosignup.com/powerschooltraining/form/6111)
PowerSchool Scheduling Workshops
(2) Load Only Workshops by Region

- **Region 1**
  - 04/17/2015 - Washington County Union School,
    37 East Mill Pond Road Roper, North Carolina 27970
    [https://www.timetosignup.com/powerschooltraining/form/6095](https://www.timetosignup.com/powerschooltraining/form/6095)

- **Region 2**
  - 04/24/2015 - Teachers Memorial (Lenoir County Schools)
    500 Marcella Dr. Kinston, NC 28501
    [https://www.timetosignup.com/powerschooltraining/form/6101](https://www.timetosignup.com/powerschooltraining/form/6101)
  - 05/15/2015 - New Hanover County Schools
    2814 Carolina Beach Road Wilmington, NC 28412
    [https://www.timetosignup.com/powerschooltraining/form/6119](https://www.timetosignup.com/powerschooltraining/form/6119)

- **Region 3**
  - 04/02/2015 - Franklin county BOE Building A
    53 West River Rd. Louisburg, NC 27549
    [https://www.timetosignup.com/powerschooltraining/form/609](https://www.timetosignup.com/powerschooltraining/form/609)
  - 04/02/2015 - Johnston County Schools West Campus Conference Center
    211 E. Rose St. Smithfield, NC 27577
    [https://www.timetosignup.com/powerschooltraining/form/6091](https://www.timetosignup.com/powerschooltraining/form/6091)
  - 05/22/2015 - Northampton County Schools Central Services Annex
    320 Bagley Dr. Jackson, NC 27845
    [https://www.timetosignup.com/powerschooltraining/form/6128](https://www.timetosignup.com/powerschooltraining/form/6128)

- **Region 4**
  - 05/22/2015 - Moore County Schools
    5277 HWY 15-501 S Carthage, NC 28327
    [https://www.timetosignup.com/powerschooltraining/form/6125](https://www.timetosignup.com/powerschooltraining/form/6125)
  - 05/29/2015 - Richmond County Schools
    118 Vance St. Hamlet, NC 28345
    [https://www.timetosignup.com/powerschooltraining/form/6132](https://www.timetosignup.com/powerschooltraining/form/6132)

- **Region 5**
  - 4/17/2015 - Winston-Salem Forsyth County Schools
    475 Corporate Square Drive Winston-Salem, NC 27105
    [https://www.timetosignup.com/powerschooltraining/form/6098](https://www.timetosignup.com/powerschooltraining/form/6098)
  - 05/08/2015 - Orange County Schools
    1914 New Hope Church Rd. Chapel Hill, NC 27514
    [https://www.timetosignup.com/powerschooltraining/form/6116](https://www.timetosignup.com/powerschooltraining/form/6116)

- **Region 6**
  - 05/01/2015 - Union County Schools
    721 Brewer Dr. Monroe, NC 28112
    [https://www.timetosignup.com/powerschooltraining/form/6107](https://www.timetosignup.com/powerschooltraining/form/6107)
c) Preparing for the CRDC
This hour and half webinar is intended for OCR coordinators, NC SIS coordinators and any staff who are involved in the Office of Civil Rights Data Collection (CRDC).

Dates, Times and Registration Link

- Tuesday: Mar 17, 2015
- Thursday: Mar 19, 2015
- Tuesday: Mar 24, 2015
- Thursday: Mar 26, 2015
- Tuesday: Mar 31, 2015
- Tuesday: Apr 02, 2015

Link: https://attendee.gotowebinar.com/rt/8878858025450231297

**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.

NC SIS

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