NC SIS Weekly Email Bulletin

Attachments: PowerSchool-Graduation Update, ps7_11_1_release_notes, ps7_11_1_1_release_notes

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

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1. PowerSchool Weekend Updates and Fixes

The following items were promoted into PowerSchool over the weekend. If you have any questions or concerns about these items, please contact the Home Base Support Center at homebase.incidents@its.nc.gov.

a. PowerSchool Release 7.11.1.1
   - This upgrade was promoted into production over the weekend. It fixes a security issue introduced by an earlier release of PowerSchool. Please see the attachments, PS 7_11_1 and PS 7_11_1_1 for details.

b. Executed Scripts:
   - Script to update the ‘exclude from GPA field’ for all “Ps” – should run weekly
   - FTE script – should run weekly
   - Race/Ethnicity script – should run weekly

c. Cluster Plug-In for Miscellaneous Fixes
   - N & D Student (affects Guilford) changes for EOY
   - TAS (Fixes to structure)
   - SIG (affects admin)
2. Call for UAB Agenda Items
The next NC SIS User Advisory Board meeting will be held Thursday, May 15 from 10:00 a.m. – 12:00 p.m. Please submit all agenda items to bridget.koonce@dpi.nc.gov by Friday, May 8. We will be limiting the agenda items covered during the UAB meetings to a total of five due to time constraints. We will inform you if we are unable to cover your item during the meeting.

If you are not registered for attending the upcoming UAB and CCB meetings, please click on the links below to register. Once registered, your confirmation link (registration) will be good for all meetings held through June 2014.

UAB Meetings: https://www1.gotomeeting.com/register/337045289

CCB Meetings: https://www1.gotomeeting.com/register/912901392

We encourage all attendees to register even if you plan to attend in person.

3. New Documents on the Web

Bell Schedule Setup for SAR Calculation of Minutes

Course and Section Attributes
http://www.nc-sis.org/Documents/scheduling/PS_QRD_Course_and_Section_Attributes.pdf

End of Year LEA Validation Expectation Presentation
http://www.nc-sis.org/eoy.html

Preparing for EOY Webinar
http://www.nc-sis.org/eoy.html

4. SAR Update for May 1, 2014

Thanks to all who logged into the SAR webinar. We hope you found it informative. The webinar will be posted soon on the NC SIS website at http://www.nc-sis.org/recordings.html. The PowerPoint presentation used in the Webinar is posted at http://www.nc-sis.org/presentations.html.

We will continue to communicate information to assist you with the SAR throughout the collection period as questions and calls come into DPI. DPI will not consider the data for final use until the end of the collection period.

**SAR collection extension**
The SAR collection period has been extended to May 1 – May 30, 2014. This extension is being provided to include corrections for known issues that should be deployed during the May maintenance weekend.
Reminder – if you have not run the SAR after the April maintenance weekend, you must do so. This will also be the case for the May release. If you do not re-run the SAR after the maintenance weekends, you will not see the most up to date information reflected by the software updates.

**All warning exceptions**
Verify that the information is being reported as needed for your school. If the data is incorrect, update the data to report accurately. Keep in mind that Pearson will be fixing issues that may be reported in the “warning” exceptions during the May maintenance weekend as indicated below.

**All fatal exceptions**
All fatal exceptions must be resolved by May 30th. Again, keep in mind that Pearson will be fixing issues that may be reported in the “fatal” exceptions during the May maintenance weekend as indicated below.

**Approving the SAR**
Do not approve at this time. Wait until after the May release and after you have re-run the SAR to make sure updates did not affect your data.

**Known items for SAR and other informative information**
Roles (SAR-6, 16 and 17)
If you have verified that the roles are in for your staff such as principal, assistant principal, and you are still getting the warning, it is due to a corrective action that Pearson is to have working in the May release.
SAR 2 – DPI staff showing with no SSN
DPI is aware of this and we request that the school update the security for DPI staff to show only as having LEA Office access. Instructions will be forthcoming from the HBSC.

**New information on SAR-2**
DPI is working with Pearson to update SAR-2 in the May release to verify SSNs are entered for only the certified staff needed for the collection to verify license. With the update, we will only be looking for SSNs for the following staff members:
Lead teachers, Counselor-Regular Funding, Job Placement Specialist, Social Worker/Attendance Counselor, Audiologist, Speech/Language Therapist, Librarian/Media Coordinator, EC Adaptive Voc Ed, Single Parent Coordinator, Sex Equity Coordinator, Vocational Special Populations Coordinator and Career Development Coordinator. From this group exclude the lead teachers in the “How Taken” attribute that are identified as College/University Class, Community/Technical School and Internet/Virtual School that are not listed in the “Course External Provider” attribute as NCVPS.

**SAR 19 – Students without a schedule**
Verify that all enrolled students have a class schedule. If the student is withdrawn, that is the corrective action that Pearson is responsible for and is to correct in the May maintenance release.

**SAR 30 – Class period minute = 0**
All class periods must have minutes. Verify that the periods in the list all have minutes. If all periods have minutes, the resolution of this exception should be handled by Pearson once the May maintenance update happens. Pearson is working on issues of how the period minutes look for schedules that have alternating days such as an A/B schedule.
SAR-10
If your high school has this warning that a course code falling in the 4200 range is invalid, verify that you have used the X (high school) version of the code that is identified in the 2013/14 course DPI list. If so, your data will be accepted as is. DPI will have the exception updated at a later date to have the high school courses excluded from the exception. No further action after verification is required.

SAR-15 School Calendar Incorrect Days
You will get this message if your school days are less than 185. If that is true due to you meeting the instructional hour’s policy of 1025, then you do not have a corrective action to take. If the hours in this exception look incorrect and you have verified that you indeed have the appropriate hours for your students, your data will be reported as you have it setup.
At this time, we are still working with Pearson to identify how we will confirm instructional hours. With the flexibility of the bell schedules in PowerSchool, we may not be looking at all your time accurately.

Additional information on Attributes:
The need for course and course section attributes is due to the new structure of the course codes starting 2013/14. The SAR must have information to indicate if the course is on-line, vendor, college, university or NCVPS taught and who is teaching these classes.
To assist you with this new and timely data population of attributes, if the class is a classroom and regular day course, you do not have to identify those attributes. They can stay at the default for this school year. If no attribute is selected for various sections, like how taken or delivery mode, the SAR will consider the course as a regular classroom activity taught by one of your staff teachers.

5. PowerSchool Graduation – Update
Please read and forward to the appropriate staff the attached memo entitled, “PowerSchool – Graduation Update” from Dr. Tracy Weeks and Dr. Robin McCoy concerning PowerSchool graduation information for 2013-14 high school seniors.

6. Upcoming Webinar Series on Roles and Permissions in Schoolnet
Over the next two weeks, there will be a two-part webinar series on Roles and Permissions in Schoolnet. These sessions will review the specific roles and permissions needed to enable users to access information and functionality specific for and appropriate to their roles. We will discuss the difference between roles, what capabilities are inherent with each role and what the optional permissions allow users to do.

The two webinars in this Roles and Permissions series will both be held on Thursday afternoons from 3:30-4:30 p.m.

The first will be Thursday, May 8. To attend “An Overview of Roles and Permissions,” register here: https://www1.gotomeeting.com/register/966351433.
The second, on Thursday, May 15, reviews specific use-cases we have worked through with districts and charter schools that have already implemented Schoolnet. To attend “Managing Roles and Permissions,” register here: https://www1.gotomeeting.com/register/983332456.

7. DPI Employee Cleanup for SAR – 2 Draft

Please see and forward to the appropriate staff the DPI Employee Cleanup for SAR – 2 Exception instructions. We understand the urgent need for this document; therefore, we decided to send it at this time in draft mode. The instructions are correct but the standard QRD template has not been applied. Once applied, we will post it to the NC SIS website as a QRD.

8. Technical Webinar to Review Implementation

Please remember to log into the Home Base Technical Update Webinar that will be held each Tuesday through June 17 from 12 PM - 1 PM. If you have not registered please click the following link to do so. You will only need to register once: https://www1.gotomeeting.com/register/340351513.

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