



May 26, 2017

Digital Teaching and Learning

ACADEMIC AND DIGITAL LEARNING



NC SIS Weekly Email Bulletin

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NC PowerSchool Instances Excluded from Maintenance Window this Weekend

Some of our NC PowerSchool users may have received a tech note on Monday, May 22 from PowerSchool Hosting regarding a maintenance window this weekend. Please be advised that this tech note does **not** pertain to North Carolina instances. The infrastructure supporting the hosted North Carolina PowerSchool sites are already patched and thus, will **not** be taken down for service.



PowerSchool

End-of-Year Response to Feedback

Due to recent questions regarding End-of-Year, NCDPI would like to provide more feedback about the process.

The End-of-Year (EOY) Process is used to close out the current school year and transfer all students to the grade level and school that each will be attending in the upcoming school year. The start date for EOY is based on the last operational day of the month for school districts. This year, the last day of the fiscal year is June 30 which, unlike recent previous years, happens to fall on a Friday. Timing is critical. Year-round track schools are operating through the last school business day of June. It is also essential that systems are operational as soon as possible after EOY so that teachers and administrators in year-round schools will have the opportunity to ensure systems and gradebooks are ready for use. This provides clear justification as to why the EOY dates are so specific and there is little room for change. It is always our goal to minimize the downtime.

The actual EOY process is quick. Districts determine their primary and secondary contacts in the event problems arise so that NCDPI has a contact. Prior to EOY, districts should ensure that data has been cleansed and each student has an identified next school and next grade (EOY will not run properly if these steps are missed for any single student).

There is an entire web page dedicated to the [EOY process](#). The process has evolved over time, but this is the essence of it. A new EOY Guide will be published next week.

Who is Responsible	Action Item
LEA	Validate data - this step is critical. EOY will not run if validation errors are not cleaned
LEA	Communicate completion to DPI (for districts that execute the process)
NCDPI	Verify validation is complete for all LEAs (this is a second check to make sure there are no validation errors)
NCDPI / PowerSchool	Shut-down on last weekday of the month. (PowerSchool takes backup of systems)
LEA or NCDPI	Run EOY on 8 a.m. of the morning following system backup (<i>this part's easy</i>) during shut-down
NCDPI / PowerSchool	Re-connect and initiate PowerSchool Instances (ODS)
NCDPI	Notify completion of EOY to LEAs
LEA	Validate data - quick spot check to determine if students were moved to next grade/school
NCDPI	Complete year end processes for state's integrated/dependent systems
NCDPI	Communicate systems up
LEA	Begin Post-EOY (SIS data review, updates and local system integration)

Start and end times are recorded. Run durations depend on LEA size. Average run times span between 30 seconds for small districts/charters and two hours for larger districts. Districts are asked to report run times to NCDPI. NCDPI works with the vendor to monitor districts that have not reported to identify and resolve any potential issues.

NCDPI can assist districts who have staffing issues and cannot execute EOY. Please log a ticket with the support center by June 9 if this should happen. Please be advised that NCDPI cannot validate district data. Local staff are closest to the data and would know expected outcomes.

NCDPI is committed to making the EOY process as quick as possible and will explore alternative approaches to EOY where possible.

EOY webinars will be held:

Tuesday, May 30, 2017

2:00 - 3:30 PM

Registration URL:

<https://attendee.gotowebinar.com/register/308818014756915715>

Monday, June 12, 2017

10:00 - 11:30 AM

Registration URL:

<https://attendee.gotowebinar.com/register/7841875641859830787>

Wednesday, June 28, 2017

2:00 - 3:30 PM

Registration URL:

<https://attendee.gotowebinar.com/register/4306316837908972035>

These webinars will be recorded.



Reminder: EOY Contact Information Needed

EOY Contacts Page - (Start Page > LEA Setup > District Information > EOY Contacts)

The NCDPI Home Base staff is requesting all LEAs and charters to enter their End of Year Contacts (primary and backup) information into the new EOY Contacts page located in PowerSchool by June 1, 2017. This will enable staff to pull contact information from within PowerSchool and avoid the need for users to submit this information via a Remedy ticket.

If you have already submitted your information, we thank you!

Schoolnet News

The Home Base staff are excited to announce an increase in Certica items in the Schoolnet item bank for the 2017-18 school year. New items will include:

- an expansion of English language arts and math progress checks into the middle grade levels (6-8);
- more than 500 new English language arts items with an emphasis on high Depth of Knowledge and technology enhanced items types;
- 500 new math items;
- 600 new science and social studies items; and
- 2,000 new trans-adapted Spanish items.



The Social Studies Coverage [report](#) highlights the areas of expansion for social studies along with the [North Carolina Coverage Report Summary](#) based on the upcoming release.

Further Roadmap Progress

- Continued expansion of all content areas with emphasis on high Depth of Knowledge and technology enhanced items. The specific areas of focus are being determined at this time.
- Tighter integration with AB connect focused on expanded searching capabilities including concept and topic-based searches.

More information will be shared as these new items become available. If you have any questions about Schoolnet and/or Certica items, please contact [Yanisha Mann](#) or 919.807.3249.



2017 NC SIS Training Calendar

The [2017 Training Calendar for PowerSchool](#) related training is available on the [NC SIS website](#). To access the calendar, users may click on "Training" located on the blue menu bar and select "Calendar". If you are unable to view the calendar on your first attempt, either refresh the page, clear cache and cookies from the browser and then re-open it, or open the calendar in a different

browser.

Training sessions and dates are listed below. Please visit this calendar often for additional training sessions and updates.

End of Year (EOY) Webinar

The End of Year process webinar will cover procedures, guidelines and instructions on how to prepare and execute EOY.

Dates, Times and Registration Link:

Tuesday, May 30, 2017

2:00 - 3:30 PM

Registration URL:

<https://attendee.gotowebinar.com/register/308818014756915715>

Monday, June 12, 2017

10:00 - 11:30 AM

Registration URL:

<https://attendee.gotowebinar.com/register/7841875641859830787>

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PowerScheduler Help 2017

ATTENDEES MUST BE AN EMPLOYEE OF A NORTH CAROLINA PUBLIC SCHOOL. MANAGEMENT COMPANIES AND ITS EMPLOYEES ARE NOT PERMITTED TO ATTEND.

The help sessions are not intended to be a training session. These hands-on work sessions are designed to help your school finish scheduling and answer outstanding questions. Up to 4 people per school may attend.

Only the LEA/Charter SIS Coordinator or designee may register their schools for sessions. 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.

Attendees are to bring a laptop to each session and make sure that the latest PowerScheduler Engine is Loaded before coming to the help session.

**Please note, NCDPI has the right to combine or cancel sessions if not enough attendees register.

Dates/Times:

June 1, 2017

June 6, 2017

Sessions run 9 a.m. - 4 p.m. each day with lunch on your own.

Location:

NC Dept. of Public Instruction

301 N. Wilmington Street

Raleigh, NC 27601

Room 564 Computer Lab

Registration Link: <http://bit.ly/PSchedulerHelp2017>

**Please note all registration information is subject to North Carolina Public Records Law.

Remember to visit the [NC SIS website](#) for additional information including webinars and training documentation.

NC SIS

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