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

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1. **EDDIE**

The following school demographic fields in PowerSchool will be automatically populated by the Educational Directory and Demographical Information Exchange system (EDDIE), the authoritative source of school demographic information. These fields are currently editable in PowerSchool but will be locked down during a future maintenance weekend. Do not edit these fields in PowerSchool. If your school’s demographic information changes, please make all updates in EDDIE.

**Fields For District/LEA:**

Name of District
District Number
District Address (physical location)
District City
District State/Province = NC
District Postal Code (Zip + 4)
District Country = USA
District Office Phone Number  
District Office Fax Number  
County Number (This is the State Number, not LEA code, and not FIPS Number)  

**Fields For School Numbers 300-799 (these are assigned by DPI and are in EDDIE):**  

- School Name - (Official School Name)  
- School Address (Full) - (Mailing Address)  
- School Address - (Physical Location)  
- School City  
- School State/Province = NC  
- School Postal/Zip Code  
- School Phone Number  
- School Fax Number  
- School Number  (6 digit = LEA # + Sch #)  
- Grades  
- County Number - (This is the State Number, not LEA code, and not FIPS Number)  

**For locally assigned schools (Sch # 001-299) – DPI requests to make all the above fields required fields when setting up these local schools that are NOT in EDDIE.**

If you have repurposed a closed/old school number, this process will overwrite the current information with what is present in EDDIE; therefore do NOT repurpose closed/old schools in PowerSchool.

2. **Final Grade Calculation on Progress Report**

Please be aware that final grades on Progress Reports are not reflecting the weighted average on assessments when used. Teachers can currently run the Individual Student Report from within the PowerTeacher Gradebook to calculate final grades until a fix is in place.

3. **Map Testing Class Roster Template**

DPI has updated the template for the MAP Testing Class Roster. The previous template was a ReportWorks template that produced a PDF document that would not allow you to import data into the MAP System. Unlike the old template, the new template is an Export template (PST file) which does allow for importing.

The updated template is located on the PowerSchool Reporting Templates page under Templates for Export. Users may navigate to it from the [www.nc-sis.org](http://www.nc-sis.org) home page by clicking on Reporting > Reporting Templates > Templates for Export > MAP Testing Class Roster; or users may access the page that houses the template by clicking on the following link: [http://www.ncsis.org/reporting_templates2.html](http://www.ncsis.org/reporting_templates2.html).
Questions pertaining to this template or any other reporting templates may be addressed to the Home Base Support Center at homebase.incidents@its.nc.gov.

4. Posted Webinars for the Week

If you were unable to attend the training webinars that were held this week, please go to the NC-SIS.org Recordings page to view the latest two: End of Term Process and PowerTeacher Basics. http://www.nc-sis.org/recordings.html

5. Transfer and Withdrawal of Student Records - Update

As mentioned before, the prompt release of students and the transfer of student records within PowerSchool are essential especially during the 1st month of the school year for accurate PMR accounting. The School Attendance and Student Accounting manual states the following:

Transfer Withdrawal

“When a school receives a formal request for student records because a student is transferring to another school the following procedure should be followed in order for the student to be enrolled at the new school in a timely manner:

- If the transfer is during the school year, the student should be withdrawn on the appropriate day within 48 hours;
- Student records should be copied and the copy sent to the requesting school within 30 days.”

It is preferable that the guidelines in the School Attendance and Student Accounting manual are followed. However, if you are the receiving school and cannot obtain records for a student who needs to be enrolled, you may opt to enter the student in the system with a status of VST2 and, once the records are obtained, change the student’s status to MST1. It is imperative when using this option to remember to change the status so the student will not be counted twice on the PMR.


If you have questions on how to release students within PowerSchool, please contact the Home Base Support Center at homebase.incidents@its.nc.gov. Questions pertaining to the Transfer/Withdrawal policy may be addressed to Ozella Wiggins at ozella.wiggins@dpi.nc.gov.

6. Standards-Based Report Cards Still in Development

We are committed to keeping you updated on the progress of the Standards-Based Report Card, which we know is of high interest. It is still in the development stage. One critical and several high priority issues were identified during the last quality assurance (QA) run. Pearson is working expeditiously to correct these issues.
The NCDPI is also finalizing the standards to be imported into the student information component (PowerSchool). Once the standards are completed and the identified errors are resolved, Pearson will deploy the Standards-Based Report Card.

The estimated time of deployment is still to be determined; we will keep you updated on the progress.

7. Historical Data Transcripts May Require Manual Entry in Some Cases

The NCDPI knows that the issue with transferring historical data has a direct impact on issuing transcripts. As reported in our online Home Base Daily Updates Sept. 23, a known bug to correct the transcript issue is expected to be fixed with PowerSchool 7.9. This update is deploying but isn't expected to be in production until October. Therefore, team members recommend that schools and districts where transcripts are needed now — especially to meet college application deadlines — should proceed with producing them manually.

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