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**To:** NC WISE <ncwise@dpi.state.nc.us>  
**Date:** 5/7/2010 3:52 PM  
**Subject:** NC WISE Weekly Email Bulletin  
**Attachments:**

The NC WISE 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 WISE. In this issue:

1. New on the NC WISE Web Site
2. New on the Reporting Hub
3. YET UAT Testers Needed
4. End of Year Details
5. CCB Accepting Nominations
6. Upcoming NC WISE Training Opportunities
7. Tech Math I and II Update
8. Adhoc Reporting System

1. New on the NC WISE Web Site

Pre YET Checklist

[http://www.ncwise.org/documents/training\\_group/docs/schl\\_info/WISE\\_YET\\_PreActivities.pdf](http://www.ncwise.org/documents/training_group/docs/schl_info/WISE_YET_PreActivities.pdf)

Post YET Checklist

[http://www.ncwise.org/documents/training\\_group/docs/schl\\_info/WISE\\_YET\\_PostActivities.pdf](http://www.ncwise.org/documents/training_group/docs/schl_info/WISE_YET_PostActivities.pdf)

YET Refresher Video

[http://www.ncwise.org/documents/training\\_group/presentations/Refresher\\_YET20100429.wmv](http://www.ncwise.org/documents/training_group/presentations/Refresher_YET20100429.wmv)

2. New on the Reporting Hub

GForge #9881

Alert Now Extract: Period Attendance Tardies Report for Specific Periods with email address and language (School)

Includes the following fields: Name, ID, Phone1, Phone2, Phone3, Phone4, Phone5, Email1, Email2, School, Language, Periods\_tardy

GForge #9832

Historical Daily Attendance 2008/09 (LEA)

Include the following fields: First Name, Second Name, Last Name, Student ID, Attendance School, Current Grade, Excused Absences, Unexcused Absences, Total Absences

GForge #9834

R & E Adhoc field VALIDATION (LEA)

R & E Adhoc field VALIDATION (School)

Include the following fields: School, PupilNum, First\_name, Last\_name, Grade, Targeted\_Not\_Targeted, Old\_Ethn, Ethnicity, Amin\_ind, Asian, Black, Haw\_PI, White, Comments

NOTICE:

The Targeted students must have their Ethnicity (Hispanic/Non-Hispanic) and at least one Race (American Indian, Asian, Black, Native Hawaiian, White) identified.

We will be converting the Non-Targeted students or you can identify their Ethnicity and Race.

ERROR COMMENTS on the Adhoc field validation Reporting hub report :

Needs to re-identify - A student adhoc record has not been created, their Ethnicity and at least one Race must be identified.

Ethnicity is missing and at least one Race must be a Y-Yes - A student adhoc record has been created, but their Ethnicity and at least one Race must be identified.

Ethnicity is missing - A student's Race is identified, but their Ethnicity must be identified.

At least one Race must be a Y-Yes - A student's Ethnicity is identified, but at least one Race must be identified

#### GForge #7273

Career Development Option 2 Student Demographics(LEA)

Career Development Option 2 Student Demographics(School)

Include the following fields: Student ID, Counselor Id, FC Registration Code, Ethnicity, Birthdate, Street Address 1 #, Street Name, City, State, Zip, Country, Primary Citizenship, Secondary Citizenship, GPA, Weighted GPA, Class Rank, Decile, AP/Honors, SSN, E-mail, Home Telephone, Mobile Telephone, Counselor Comments, Student Groups

#### GForge # 9967

Computer Proficiency Scores for 8th Grade by Date Range (LEA)

Computer Proficiency Scores for 8th Grade by Date Range (School)

Include the following fields: Pupil\_number, Current\_school, Test\_school, First\_name, Last\_name, Test\_name, Test\_date, Current\_grade, Score\_value

#### GForge #7554

Teams and Groups(SCHOOL)

Includes the following fields: AA Student #, Grade, Legal Name, First Name, Birthdate, Team Code, Team Name, Team Type, Course Name, Course Code, Period, Semester, Teacher\_Name

### 3. YET UAT Testers Needed

The NC WISE Team is looking for LEAs and charter schools to participate in User Acceptance Testing (UAT) for Year End Transition (YET). This is an excellent opportunity to check pre-transition data and correct problems before YET occurs. Your input also helps the YET Team identify potential issues with the transition process. This provides the LEAs an opportunity to fix issues and improve the chances for a successful YET. Those that would like to participate will need to set up their data using the pre-transition checklist, participate in checkpoint meetings and perform an analysis when the YET trial run is complete.

The UAT schedule has not been completed yet, but we are asking interested LEAs to respond by Tuesday May 18. Once dates have been finalized, volunteer LEAs will receive more information, including a detailed schedule.

The process involves:

- \* participating in a call-in meeting to review the UAT process and answer questions
- \* finalizing school/student data in preparation for a YET run
- \* reviewing transitioned data post-YET
- \* participating in one or more call-in sessions to review results and discuss any problems

We encourage your participation. LEAs that have participated in past years say this opportunity is worth the time and effort. You do not need to test all the schools in your LEA. A sample of elementary, middle and high schools is recommended. Users who would like to participate should contact Jim Rhew at [jrhew@dpi.state.nc.us](mailto:jrhew@dpi.state.nc.us) by May 18.

### 4. End of Year Details

Item 1 - Attendance at End of the School Year

In order to be considered in attendance, a student (except for hospital/homebound or staggered kindergarten) must be present in the school for the school day or at a place other than the school with the approval of the appropriate school official for the purpose of attending an authorized school activity. Such activities may include field trips, athletic contests, student conventions, musical festivals, or any similarly-approved activity.

Except as noted above, a student must be present at least one-half of the school's instructional day in order to be recorded present for that day. If a student is not present, then the student is absent.

General Statute 115C-378 states in part that no person shall encourage, entice, or counsel any such student to be unlawfully absent from school.

If a student is "exempted from an exam" and is not present in the school for the school day or at a place other than the school with the approval of the appropriate school official for the purpose of attending an authorized school activity, the student is absent.

If graduation occurs prior to the end of the school's 180-Day Instructional Calendar, the days AFTER graduation are still considered part of the student's instructional school year. If a student is not present half the instructional time, with exceptions as noted above, a student must be recorded as absent. This does not apply to mid-year graduates. The use of the W4 Withdraw Code at the end of a school year is made clear on page 45 of the School Attendance and Student Accounting Manual. The manual can be found at: <http://www.ncpublicschools.org/fbs/accounting/manuals/>.

#### Item 2 - Ten-Day Rule at End of the School Year

Please note that this applies only to students that are in violation of the Ten-Day Rule on the last day of the school year.

If a student is in violation of the Ten-Day Rule on the last day of the school year before submission of the Month 9 PMR, the student must be withdrawn from membership on the first day after his/her last day in attendance. The Unlawful Absences for these students that were recorded after the Withdraw should be removed. For complete information about the Ten-Day Rule refer to the School Attendance and Student Accounting Manual. The manual can be found at <http://www.ncpublicschools.org/fbs/accounting/manuals/>.

This action results in the following benefits for the schools:

- 1) Retentions, Promotions, and Graduations Report (RPG) calculates correctly;
- 2) Membership Last Day is more accurate;
- 3) EOG/EOC testing requirements could be affected.

If you have any questions, please contact Ozella Wiggins at (919) 807-3757 or [OWiggins@dpi.state.nc.us](mailto:OWiggins@dpi.state.nc.us).

#### 5. CCB Accepting Nominations

The Configuration Control Board (CCB) is accepting nominations/volunteers for one medium sized LEA and one large sized LEA to serve on its board for a three year term beginning on July 1, 2010.

The CCB meets on the third Thursday of each month and reviews and prioritizes enhancement requests for the current software package.

Attached is the CCB Charter which includes more detailed information about the requirements needed to become a voting member and to maintain that membership. It also describes the purpose and responsibilities of the CCB in more detail.

For those interested, please contact either CCB Co-Chairs, Nancy Hatley at [nancy.hatley@stanlycountyschools.org](mailto:nancy.hatley@stanlycountyschools.org) or Robin Honeycutt at [Robin\\_Honeycutt@catawba.k12.nc.us](mailto:Robin_Honeycutt@catawba.k12.nc.us).

#### 6. Upcoming NC WISE Training Opportunities

#### Elementary Scheduling Refresher

May 11, 12, 13

9:00 am - 12:00 pm

This three hour refresher will review the Master Timetable Builder, Class Transfer, and creating next year's schedule through Course Section Maintenance. Questions that cannot be answered during the refresher will be documented, researched and returned to you via email.

#### 7. Tech Math I and II Update

Technical Mathematics I and Technical Mathematics II were scheduled to have an end date of July 1, 2010. However, current 10th and 11th graders who are not under the jurisdiction of the Future Ready Core may be assigned to these courses to complete the College Tech Prep course of study. In order to facilitate this option, the end date for Technical Mathematics I and Technical Mathematics II has been scheduled for July 1, 2011.

For more information, contact Carmella Fair (cfair@dpi.state.nc.us).

#### 8. Adhoc Reporting System

The Adhoc Reporting system will be brought down today, Friday, May 7 at approximately 4:30 p.m. for maintenance. The system will be returned to service prior to normal business hours, Monday, May 10. Users will be notified via NC WISE email if the system is not returned to service as scheduled.

We apologize for the inconvenience and thank you for your support.

#### NC WISE

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