

June 26 , 2020



Digital Teaching and Learning

DISTRICT SUPPORT



2019-20 EOY Reminders

In this issue:

1. PowerSchool EOY Timeline, Procedures, and Support
2. EOY Validation Errors
3. COVID-19 Grading Validation
4. Years and Terms

END OF YEAR



PowerSchool EOY Timeline, Procedures, and Support

Home Base will go down for EOY on June 30, 2020, at 5:00 p.m. This will affect all Home Base products except #GoOpenNC.

EOY validation in PowerSchool must be complete by June 30 at 5:00 p.m. **Also, be sure all PSU EOY contacts are aware of their PowerSchool username and password as shown on the Security**

Settings page, Admin Access & Roles tab in PowerSchool; they will not use the NCEdCloud IAM service when logging in to run EOY.

On **July 2**, EOY contacts will receive a communication from NCDPI when it is time to actually run the EOY process in PowerSchool. EOY contacts will need their PowerSchool username and password to log in on July 2; authentication through the NCEdCloud IAM service will be temporarily disabled. No PSU action is necessary on July 1.

Once the EOY process is complete, be sure to complete the [Post-EOY Data Validation Checklist \(Appendix A\)](#) in the [NCDPI PowerSchool User Guide for End-of-Year Processing](#).

PowerSchool Support will host an all-day drop-in EOY support webinar on July 2. If issues are encountered during EOY, please immediately log a ticket or join the webinar. Do not utilize support chat or phone; either log a ticket or join the webinar. This will allow PowerSchool Support to remain focused on NC EOY issues. EOY contacts may [Register Now](#) for access to the webinar. Detailed information for gaining access to the webinar on July 2 is provided below:

<https://powerschool.zoom.us/s/98154039561>

Or join webinar with the following methods

Phone one-tap

Phone one-tap: US: [+16699006833](tel:+16699006833) or [+13462487799](tel:+13462487799) or [+12532158782](tel:+12532158782) or [+13017158592](tel:+13017158592) or [+16266799](tel:+16266799) or [+19294362866](tel:+19294362866) Canada : [+16473744685](tel:+16473744685) or [+16475580588](tel:+16475580588) or [+17789072071](tel:+17789072071) or [+12042727920](tel:+12042727920) or [+14388097799](tel:+14388097799) or [+15873281099](tel:+15873281099)

Join by Telephone

For higher quality, dial a number based on your current location.

US : [+1 669 900 6833](tel:+16699006833) or [+1 346 248 7799](tel:+13462487799) or [+1 253 215 8782](tel:+12532158782) or [+1 301 715 8592](tel:+13017158592) or [+1 312 626 6799](tel:+16266799) or [+1 929 436 2866](tel:+19294362866) Canada : [+1 647 374 4685](tel:+16473744685) or [+1 647 558 0588](tel:+16475580588) or [+1 778 907 2071](tel:+17789072071) or [+1 204 272 7920](tel:+12042727920) or [+1 438 809 7799](tel:+14388097799) or [+1 587 328 1099](tel:+15873281099)

Webinar ID: [981 5403 9561](tel:+198154039561)



EOY Validation Errors

EOY preparation is key to a smooth Pre and Post EOY process. There are several reports that can be run in PowerSchool to help PSUs ensure their data is clean prior to EOY. Navigate to System Reports > sqlReports5 > EOY Audits to find these reports:

EOY Audits

Incorrect School For Graduates	Incorrect School For Graduates
Next Year School Not In District	Next Year School Not In District
Next Yr Grade Invalid For Next Yr School	Next Yr Grade Invalid For Next Yr School
No Next Year Grade Level	No Next Year Grade Level
No Next Year School	No Next Year School
No Next Year School Terms	No Next Year School Terms
Students With Invalid Demotion Code	Students With Invalid Demotion Code
Students With Invalid Graduation Grade	Students With Invalid Graduation Grade

PSUs will want to make sure that all of these reports are clean before running EOY. Any warnings about students being "demoted" into XG (-9) can be ignored.

COVID-19 Grading Validation

If your PSU receives a ticket that states you have a COVID-19 grading validation error, this is due to the PSU's stored grades not following State Board Policy. The most common errors with these grades are PC19/WC19 grades with GPA points awarded or a numeric grade without GPA points awarded. These are often caused by data managers not updating the "Exclude from GPA" option when manually updating previously stored grades. The following searches in DDE will assist PSUs in getting a list of grades that must be corrected.



1. PC19/WC19 with a GPA Value other than 0

1. Grade Contains C19
 2. GPA_Points # 0
 1. Navigate to DDE (School Setup > Direct Database Export)
 2. Select the Stored Grades Table(31)
 3. In the search criteria enter:
 4. Click Search all records
- This search will provide you with every grade that contains a C19 where GPA points have been awarded. Each PC19/WC19 grade should have a value of 0 for GPA Points. If you have any with a GPA Points value that is not 0, go to the Historical Grades screen, select the record, update the GPA Points value to 0, ensure GPA Calculation and Class Rank Calculation are both set to Exclude, then click submit

2. PC19/WC19 not set to Exclude from GPA Calculation

1. Navigate to DDE (School Setup > Direct Database Export)
 2. Select the Stored Grades Table(31)
 3. In the search criteria enter:
 1. Grade Contains C19
 2. ExcludefromGPA # 1
- This search will provide you with every grade that contains a C19 and is not set to Exclude from GPA Calculation. If you have any that are not excluded from GPA Calculation, go to the

Historical Grades screen, select the record, ensure GPA Calculation and Class Rank Calculation are both set to Exclude, then click submit.

3. Numeric Grades with an invalid GPA Value of 0

1. Navigate to DDE (School Setup > Direct Database Export)
 2. Select the Stored Grades Table(31)
 3. In the search criteria enter:
 1. TermID = 2902 (Any term where COVID19 grades were awarded a numeric value)
 2. GPA_Points = 0
 3. Grade >= 60
 4. Grade <= 99
- This search will provide you with every grade that is between 60 and 99 where no GPA points have been awarded. Each numeric grade should have the correct GPA Points value assigned. Please refer to the [Understanding GPA QRD](#). If you have any that are not awarding GPA points, go to the Historical Grades screen, select the record, update the GPA points value to the proper value for the grade, ensure GPA Calculation and Class Rank Calculation are both set to Include, then click submit.

4. Numeric Grades not set to Include in GPA Calculation

1. Navigate to DDE (School Setup > Direct Database Export)
 2. Select the Stored Grades Table(31)
 3. In the search criteria enter:
 1. TermID = 2902 (Any term where COVID19 grades were awarded a numeric value)
 2. ExcludefromGPA # 0
 3. Grade >= 60
 4. Grade <= 99
- This search will provide you with every grade that is between 60 and 99 and is set to Exclude from GPA Calculation. If you have any that are excluded from GPA Calculation, go to the Historical Grades screen, select the record, ensure GPA Calculation and Class Rank Calculation are both set to Include, then click submit.



Years and Terms

PSUs, please check Years and Terms for all schools, including those under 300 series, to ensure years and terms have been created for the 2020-2021 school year. Questions pertaining to this process, may be addressed to the [Home Base](#) team.

Remember to visit the [NC SIS website](#) for additional information including webinars and training documentation. Follow us on twitter [@NCHomeBase](#).

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