

October 16, 2020



# Digital Teaching and Learning

DISTRICT SUPPORT



## NC SIS Weekly Email Bulletin

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## Home Base Maintenance Scheduled for Tonight

The next Home Base maintenance is set for this evening, Friday, **October 16, 2020**. PowerSchool is the only application that will undergo maintenance. All other Home Base applications will remain available.

The PowerSchool application will be brought down for one night only, **Friday, October 16 at 7 p.m., and returned to service by 7 a.m., Saturday morning, Oct. 17**. Systems will be made accessible to all users.

Note: Each year, a list of scheduled maintenance windows are published by NCDPI. This is published in advance to help teachers and administrators better prepare for temporary outages and loss of access. Please review the [2020-2021 maintenance schedule](#) and put these dates on your calendar. In most cases, the entire window is not necessary and we can return systems to service earlier than listed. If emergency maintenance is required in addition to these scheduled dates, all users will be notified in advance.

If you have any questions pertaining to this maintenance, please contact the Home Base Team at [home\\_base@dpi.nc.gov](mailto:home_base@dpi.nc.gov).



### Service Maintenance Upgrade

Required maintenance is scheduled for the **NCEdCloud IAM Service** on Friday, October 16, after regular business hours between 10:00 p.m. to 11:59 p.m. The service will be unavailable during this time. This maintenance does not include any changes to the interface or functionality for end-users.

### Retention/Promotion (RP) 2020-21 Collection - Expires Oct 27

The RP collects retention and promotion data for students that were in membership on the last instructional day of the 2019-20 school year. **The RP collection period expires October 27, 2020**. Please run the report in PowerSchool, review the data for accuracy and approve.

For technical issues with the report, please submit a ticket to PowerSchool Support at <http://help.powerschool.com> or call 1-855-339-4790. Questions regarding RP reporting can be sent to Student Accounting at [studentaccounting@dpi.nc.gov](mailto:studentaccounting@dpi.nc.gov).





## 2021-22 Course Code Request

The window for requesting new 2021-22 Course Codes is open and will remain open until **October 28, 2020**. If you have any specific course code requests for the 2021-22 school year or have general ideas for how we can improve the statewide course code system, please be sure to submit a response by the deadline. If you have any questions or concerns related to the survey, please contact Brandon Young at [brandon.young@dpi.nc.gov](mailto:brandon.young@dpi.nc.gov).

[Request Link](#)

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## CTE Concentrator Calculation Update

As promised earlier this week, please see a more detailed follow-up message concerning the CTE Concentrator Calculation that was sent to CTE Directors.

Directors:

We have an update from the Home Base team on the concentrator work inside PowerSchool. As shared last week, we anticipate a delivery of early 2021 for the automated CTE concentrator calculation. This data will include the ECS and OCS exclusion.

As a reminder from conference, when an ECS or OCS student has completed all standards in the career pathway course sequence and is a concentrator, the local CTE team will submit an override to NCDPI CTE team to add the student to the data set. We will have more guidance on the override process in early 2021.

As we near the end of 2020, we'll also have delivery dates on the concentrator completion status work for each student's graduation plan inside Power School. This will provide the Power School user information on the student's progression in the career pathway concentration.

As described at conference, due to the Power School delay of this information, programmers from the DPI team have provided a solution to meet our federal reporting deadline. I delivered each LEA's 2019-20 concentrator data list to Vault this morning as described in my Moodle post from 7:30am. We appreciate your validation of that 2019-20 concentrator list by Thursday, October 22<sup>nd</sup>. This information helps us to meet our federal reporting deadline for the Consolidated Annual Report (CAR) as well as provide you with the important data needed to make programmatic decisions in the Local Application System during November.

We understand that vendors have been reaching out to some PSUs to provide other solutions for the CTE concentrator lists. Please note that the 2019-20 concentrator lists are being provided to local CTE teams with fidelity through Vault as Power School automates this calculation during this transition year to Perkins V. We really appreciate your patience and support with this delay of integral concentrator information.

Please reach out if you have any questions.

Best,  
Kim

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## Important IT Preparations for NC Countdown to College from CFNC.org

In preparation for the NC Countdown to College campaign, we are providing these technical preparation guidelines and testing procedure to help you avoid website access issues and ensure that your event is successful!

Please be sure that the technical teams supporting your school have a copy of the guidelines below and have ensured that all of the URLs listed on page 2 are accessible through your school's firewall or internet security system, especially if you use Zscaler or a similar product.

<https://www.cfnc.org/media/tuppjle0/cfnc-technology-guidelines-for-countdown-to-college.pdf>

In addition, please test at your school well in advance of your NC Countdown to College/College Application Week activities to ensure you don't have any technical issues. Testing instructions are listed in the link below.

<https://www.cfnc.org/media/xe0ehdcw/cfnc-test-instructions-for-college-apps-and-rds.pdf>

If you encounter technical issues, please request Technical Assistance through the portal on the Schools page under CFNC.org/C2C.

<https://www.cfnc.org/apply-to-college/nc-countdown-to-college/nc-c2c-contact-us/>

We are excited about this year's Countdown to College and are here to help if you run into any problems!



### Reminder: Parent Portal Password Reset

It has been reported by PSUs that the password reset function for parents fails to send the email to the parent to reset the password, or displays an error message when clicking the Forgot Password link.

The root cause of this issue may be the Email Setup in PowerSchool Admin.

Please review the following guide for the proper setup for this process to function correctly:

<https://help.powerschool.com/t5/PowerSchool-SIS-Knowledge-Base/PowerSchool-Email-Setup/ta-p/12636>.

You will need a PowerSchool Community account to view the link.

*Note: North Carolina is a PowerSchool hosted customer.*

After reviewing the documentation, if you are still having an issue, please enter a ticket with [PowerSchool Support](#) to investigate.

## Reminder: NC Report Card

Please be reminded that the NC Report Card no longer shows cumulative absences. However, daily schools may show cumulative absences by displaying the attendance taking period on the report card. For questions about the NC Report Card, please contact the Home Base Team at [home\\_base@dpi.nc.gov](mailto:home_base@dpi.nc.gov). For display, setup, or calculation issues with the NC Report Card, please submit a case to PowerSchool support for assistance <https://help.powerschool.com/>.



## Reminder: NC Contact Page

The Home Base Team would like to remind PSUs that the NC Contacts screen in PowerSchool will be retired in favor of the new Core Contacts screen.

In the 2019-2020 school year, a PowerSchool upgrade deployed the **new Core Contacts** page into NC PowerSchool instances and migrated data from core Demographics (mother and father) into the new Contacts page. Data from the custom NC Contacts page was not automatically migrated into the new Core Contacts page and must be moved manually. Information on Core Contacts was provided during the September 2019 Home Base Meet-Ups, and many PSUs have finished manually moving data from NC Contacts to the new Core Contacts page.

### Navigation Paths

#### **NC Student Contact Screen**

Start Page > Student Selection > **NC Information:** NC Student Contacts

#### **New Core Contact Screen**

Start Page > Student Selection > **Information:** Contacts

For PSUs who have not completed data migration from NC Contacts to Core Contacts, the resources below from PowerSchool Support may assist in this process. A PowerSchool Community account is required to access the linked resources.

- Getting started with Contacts Guide: (Includes Importing/Exporting and field mapping information) <https://help.powerschool.com/t5/PowerSchool-SIS-Administrator/Getting-Started-with-Student-Contacts/ta-p/79724>

**On January 1, 2021, the NC Contacts page will be disabled, and the data will no longer be visible to PSUs.** All NCDPI integrations that rely upon the NC Contacts page will instead rely on core Contacts. **Please also be reminded that third-party integrations installed by PSUs should be reviewed to ensure they are not pulling data from the NC Contacts page any longer — for example, many SchoolMessenger customers are currently pulling data from this custom page.** PSUs will need to reach out to their vendors to initiate any changes to their data integration configurations.

PSUs requiring additional assistance with this data migration process should log a ticket with PowerSchool Support by calling the NC-specific support number **1-855-339-4790** or by visiting <https://help.powerschool.com>.

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## Reminder: Student Learning Preferences

The NCDPI team has added a Student Learning Preferences Screen into PowerSchool. This screen will give districts the ability to record a student's preferences for learning (remote, blended, or face to face), type of computer, and home connectivity information. The Student Learning Preferences Screen was implemented at the request of PSUs. Please refer to the [Student Learning Preferences QRD](#) for more details and functional use.



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## Reporting Reminder: Annual Military Student Identifier Collection

The military student identifier is a required annual collection of data on military-connected students. The data collection should be updated by providing a form (paper or electronic) to the parent once at the beginning of each school year. LEAs are required to enter and update the data from these forms into PowerSchool. NC DPI recommends completing these updates by **December 15, 2020**. A [QRD](#) is available for PowerSchool functionality on the military student identifier. An updated [sample form](#) is also available.

**When reviewing this information please keep the following in mind.**

**IMPORTANT:** The field options **must** be in place as described even if the form has been edited for local use. There must be room for six relationships included on the local form. The form must also describe these specific values:

- **Relationship:** Mother, Father, Stepfather, Stepmother, Guardian, Sibling, Other
  - **Branches:** Air Force, Army, Coast Guard, Marine Corps, Navy
  - **Status Options:** Active Duty, Activated Guard/Reserve, National Guard, Reserves, Retired Military, Disabled Veteran, Veteran, Federal Civil Service, Deceased, Deceased – KIA, Foreign Military
  - **Pay Grade (Optional):** Enlisted (“E 1” through “E 9” separately), Warrant Officer (“W 1” through “W 5” separately), Officer (“O 1” through “O 10” separately). E 1, E 2, E 3, E 4, E 5, E 6, E 7, E 8, E 9, W 1, W 2, W 3, W 4, W 5, O 1, O 2, O 3, O 4, O 5, O 6, O 7, O 8, O 9, and O 10 are the required value list names. Previously, some systems interpreted this too literally, so we’re providing the value list. Any dashes should be removed and replaced with the space.
  - **Military Installation (Optional):** The facility where the service member fulfills their duty role in the military. [text field in PS] (e.g., Fort Bragg, NG Raleigh Armory, Knightdale Reserve Center etc.)
  - **Unit or Squadron (NOT REQUIRED):** This field will be repurposed as a “Note” labelled text field in a future version of PowerSchool and will still be optional.
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## Home Base Webinars

2020-2021 School Year



### Pre-Recorded State Reporting Webinars

<https://youtu.be/wyH4sSdmn6g>

- [Principal Monthly Report \(PMR\)](#)
- [Grade Race Sex \(GRS\)](#)
- [Retention Promotion \(RP\)](#)
- [School Activity Report \(SAR\)](#)
- [PowerTeacher Attendance Tips for 2020-20201 and Beyond](#)

### Become a Home Base Empowered Educator!

To kickoff the 2020-2021 school year, the Home Base Team has created a series of eight 30 minute mini-webinars that are available on demand to help you make the most of Schoolnet, Canvas, and #GoOpenNC! CEU credit and a digital badge can be earned by watching at least two webinars. For more information, please visit [bit.ly/homebase2school20](http://bit.ly/homebase2school20)





## Canvas Monthly Webinars

Join us, starting in September, for monthly webinars to learn more about Canvas. Webinars will be one hour long and offered at 3 p.m. and 7 p.m. to help you attend the session that best fits your schedule. Educators who attend a live webinar will receive a CEU certificate for 0.1 CEU that is recommended for Digital Learning Competency Credit. All webinars will be recorded and archived on our YouTube channel to rewatch as needed. To register for our Canvas webinars, please visit: [bit.ly/nccanvaswebinars](http://bit.ly/nccanvaswebinars)

### **Upcoming Canvas Professional Learning Courses: Starting Nov. 2020 - Change in Webinar Format**

The Home Base Team is excited to announce a change in our upcoming webinar formats. Starting November 2nd, a new monthly self-paced training course will be available for Canvas. This course will be designed to be completed in one hour and will be linked to NCEES for automatic CEU award upon completion of the course. This course will take the place of our currently offered monthly webinars to provide a more flexible and accessible format for all. If you have registered for a November or December webinar, you will receive an email when the first monthly course is available on November 2nd. *Please note, the webinar for October - on October 27th, will still be held as scheduled.*

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## #GoOpenNC Monthly Webinars

Join us, starting in September, for monthly webinars to learn more about #GoOpenNC. Webinars will be one hour long and offered at 10 a.m., 3 p.m., and 7 p.m. to help you attend the session that best fits your schedule. Educators who attend a live webinar will receive a CEU certificate for 0.1 CEU that is recommended for Digital Learning Competency Credit. All webinars will be recorded and archived on our YouTube channel to rewatch as needed. Make sure you [register today](#) for our upcoming webinars!



### **Upcoming #GoOpenNC Professional Learning Courses: Starting Nov. 2020 - Change in Webinar Format**

The #GoOpenNC team is excited to announce a change in our upcoming webinar formats. Starting November 2nd, a new monthly self-paced training course will be available for #GoOpenNC. This course will be designed to be completed in one hour and will be linked to NCEES for automatic CEU award upon completion of the course. This course will take the place of our currently offered monthly webinars to provide a more flexible and accessible format for all. If you have registered for a November or December webinar, you will receive an email when the first monthly course is available on November 2nd.





## Schoolnet Monthly Webinars

Join us, starting in September, for monthly webinars to learn more about Schoolnet. Webinars will be one hour long and offered at 10 a.m., 3 p.m., and 7 p.m. to help you attend the session that best fits your schedule. Educators who attend a live webinar will receive a CEU certificate for 0.1 CEU that is recommended for Digital Learning Competency Credit. All webinars will be recorded and archived on our YouTube channel to rewatch as needed. To register for our Schoolnet webinars, please visit: [bit.ly/ncschoolnetresources](http://bit.ly/ncschoolnetresources)

## Additional Assessments and Item Banks in Schoolnet

The North Carolina Final Exam (NCFE) Bank (647 items and 15 passages) is now accessible to all PSUs that opt-in to Schoolnet. Additionally, NCFE assessments have been created at the state level and recommended to the district level only for all opted-in PSUs. The NCFE Bank and assessments join the NCDPI Math Sets Bank, Math Sets Assessments, Math Testlets, and ELA Testlets to provide a range of easily accessible assessment options for 2020-2021!



## NCEES October Webinars

Click here for a full [list of NCEES webinars](#). Don't forget to check out our [NCEES YouTube Playlist!](#)

- **RECORDED: NCEES Do You Know Tips & Tricks** - Do you know what you don't know? In this session participants learn tips that may help improve timely processing within NCEES on the My Staff page, the Staff Evaluation page, professional development and more.
  - Recording: <https://youtu.be/iCaBiMkHUoM>
  - Presentation: <http://bit.ly/nceestips2020oct>



Please click the titles of the upcoming webinars to register.

- **Cultural Leadership for Principals** - Tuesday, Oct. 20, 4-5 p.m.
  - Examine the practices that reflect Cultural Leadership
  - Recall how to ensure teachers share their instructional resources
  - Understand the importance of a leader's visual presence
  - Identify failure as an opportunity to begin again
  - Explore the impact of efficacy and empowerment on student achievement.
  - Provide evidence, artifacts and questions for the self assessment and evaluation.
  - This session will:
- **Using Staff Groups, Dashboards & PD Playlists** - Tuesday, Oct. 27, 4-5 p.m.
  - Participants will learn how creating Staff Groups in NCEES can be utilized for evaluation and professional development, review using Staff Dashboard information, and will be creating PD Playlists.

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# Learning.com

## Upcoming Webinars for the Month of November

- ***Digital Citizenship Skills for the Empowered Technology User***
  - Click here for more information and registration links: <http://bit.ly/NCLearningDigitalSafety2020>
  - *You may qualify for .1 CEU (equals 1 hour of credit) for participating in the LIVE session of each webinar. You will need to follow your public school unit's approval process to earn credit.*



## NEW: Learning.com Remote Learning Lessons

Four new remote learning lessons are now available to help learners better navigate remote and hybrid learning. These new lessons are intended for use with students in grades 3-8 and lay the foundation for effective remote learning by teaching students how to communicate virtually and troubleshoot their

tech issues independently.

### New Lessons

- Navigating common virtual classroom applications
- Actively participating in online discussions and virtual meetings
- Practicing good etiquette by respecting other students and the teacher
- Troubleshooting common tech problems such as turning on their device or connecting to their webcam and audio

These lessons are located under the Library's NC Remote Learning Sequences, Online Safety and Digital Citizenship tile, and in Tech Quest.

Additionally, infographics (e.g., Tips for Successful Online Learning, and Troubleshooting Tips) are available on the Student Resources Help screen that can be used by students (all grades) and parents to help them establish processes at home for successful remote learning.

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## NCWiseOwl EBSCO Webinars 2020-2021

**PSUs, please share this message with your teachers.**

Want to love and utilize [NCWiseOwl](http://www.ncwiseowl.org) even more? Attend the upcoming webinars available from our database vendors!



### Britannica School:

- Britannica School for Remote Learning
- Britannica School for Parents
- Britannica Basics for Elementary Educators
- Britannica Basics for Secondary Educators
- Sharing Britannica Content on Google Platforms
- Preparing Digital Content Sets for Instruction
- Britannica Tools to Support Reluctant Readers
- Britannica School - STEAM in Focus
- Britannica School - Arts & Humanities in Focus
- Britannica Tools to Support English Language Learners

### EBSCO:

- EBSCO Reference Center Exploration
- EBSCO Online Classroom Tools and Integration Tips
- EBSCO Online Classroom Tools and Integration Tips

Please visit the [Toolkit](#) professional learning section for detailed descriptions and registration information. All webinars are recorded and posted after the sessions.



## Wide Open School

Where can you take your class on a FREE field trip and remain healthy and safe? Field trips inclusive of fun and exciting tours such as a Fire Station, a Bird Kingdom, an Apple Orchard, or even a Glassblowing Company that you and your students can visit without having to leave your classroom setting. The answer: Wide Open School! Another cool site brought to you by Common Sense. Whether your class is back on-site or still being held remotely, these virtual field trips would be great for Wellness Wednesdays and half days on Fridays.

- The Fire Station Tour is very entertaining, and although it is suggested for preschool - grade 1, if you've never visited a fire station before, you'll find it very educational regardless of your age.
- Another video, the Apple Orchard, is very timely for the Fall season and upcoming holidays when many enjoy playing bobbing for apples, making caramel apples, and smelling the aroma of apple pies in the air.
- Glassblowing is the art of shaping hot, melted glass into beautiful figures. This particular tour takes you from the beginning to the end of forming hot glass into a fish. Something that would intrigue the mind of all ages.

These virtual field trips are sure to captivate the attention of the young mind. They are recommended for K-2 students.

**IMPORTANT: Please check PSU policies and consider HIPPA, FERPA, and COPPA laws with regards to student privacy BEFORE implementing any free resources**

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## NCDPI Technology Support Center

NCDPI's Technology Support Center continues to meet your support needs for:

- Schoolnet
- NCEES/Unified Talent
- IAM/SSO (NCEdCloud)
- Staff & Student UID (eScholar)



**Support availability:**

Web (**NEW URL**): [https://ncgov.servicenowservices.com/sp\\_dpi](https://ncgov.servicenowservices.com/sp_dpi) - 24/7

Phone: **919-716-1840**, Monday - Friday, 7 a.m. to 4 p.m. (excluding state holidays)

Technical support for **SIS** needs is handled directly by PowerSchool support using chat, phone, or by opening a case ticket.

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

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