



April 18, 2019

Digital Teaching and Learning

DISTRICT SUPPORT



NC SIS Weekly Email Bulletin

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Next Home Base Maintenance Weekend - April 19-21, 2019

The next Home Base Maintenance Weekend is planned for April 19-21, 2019. **Schoolnet** is the **only** application scheduled for maintenance. PowerSchool will remain available throughout the weekend.

Schoolnet will undergo a maintenance release to fix known bugs experienced by North Carolina users. This maintenance will begin

Friday at 5 p.m. and is expected to only last one hour.



Home Base Opt-in is Now Open for the 2019-20 School Year

Home Base users, please remind your district finance officers and charter principals to opt into Home Base for the 2019-20 school year! This will ensure continued use of the Schoolnet and NCEES Unified Talent applications. Access to these tools will end July 1 for those who do not opt in.

Additional applications are available to districts and charters, some at a state negotiated convenience price (ex. Canvas) and others for free. The deadline for opting in is June 15, 2019. For more information on the Home Base applications, visit the [Home Base](#) website and the [Home Base Opt-in FAQs](#). Also, checkout the [Home Base video](#).

Thank You for Attending the 2019 Spring Home Base Meet-Ups!

The DTL Home Base Team sends a warm thank you to all of the 2019 Spring Home Base Meet-Up attendees! Your participation is always valued and appreciated. As you reflect on your experience, please provide your feedback by completing this survey: bit.ly/HBMU_Feedback_18-19.



If you were unable to attend or you came but would like to review what was shared, presentations and resources are available online at http://bit.ly/HBMU_Shared_Files. Please save or bookmark this folder for future reference, as we will continue to add information after each set of meetings.

We sincerely hope you continue to take advantage of these opportunities to partner with us. Stay tuned for next year's 2019-20 Home Base Meet-Ups schedule.

End of Year 2018-19 End of Year Process and EDDIE Feed

The 2018-19 EOY Process for the Home Base Suite of Applications will begin **Friday, June 28, 2019**. Home Base will be taken offline Friday at 5:00 p.m. EOY processing and archiving of data will begin **Saturday morning, June 29, 2019**. Once all EOY tasks are completed and systems tested, Home Base will be returned to service. More information on the return to service date will be provided at a later date.

In preparation for EOY, NCDPI realizes many LEAs will need to update school information or create new schools to permit next year scheduling and student transitions prior to EOY. For this reason, the nightly feeds from EDDIE (Educational Directory and Demographical Information Exchange) into PowerSchool will be discontinued on **Friday, April 26, 2019 at 5 p.m.** The EDDIE feed will remain off until the completion of PowerSchool's EOY process. Once completed, a notice will be sent prior to reactivating the feed.

Important note: After the EDDIE feed is turned off, changes to EDDIE fields must be completed in both systems. Timing of changes may differ based on the type of change needed. See below:

1. Personnel changes will need to be made in PowerSchool and EDDIE to keep information in sync.
2. Future year changes to schools (e.g., new grade levels) can be made in PowerSchool to allow for scheduling and student transitions. These changes cannot be made in EDDIE until after completion of the EOY process for both systems since EDDIE is used as the authoritative source for school information. The EDDIE system does not have the capacity to flag changes as "future" and thus, must be kept in sync with each current school's status. A communication will be sent following EOY alerting users when these changes should be made in EDDIE. Changes will need to be completed before the EDDIE feed is turned back on, or they will be overwritten by the feed.

What can you do at this time in preparation for EOY? Schools may begin performing their school enrollment audits (Start > System Reports > System > School Enrollment Audit) and section enrollment audits (Start> Reports > Run Reports > Section Enrollment Audit) for accuracy. Links to section and school enrollment documentation on PowerSource are below. If you are unable to access PowerSource, please click on the pdf document.

Section Enrollment Audit (PowerSource)

<https://support.powerschool.com/article/77440>

[How to Validate Section Enrollments with the Section Enrollment Audit Report.pdf](#)

School Enrollment Audit (PowerSource)

<https://support.powerschool.com/article/59086>

[How to Validate School Enrollments with the School Enrollment Audit Report.pdf](#)

This may also be a good time to begin reviewing the EOY quick reference documents available on the NC SIS website's [EOY page](#). Please visit this page frequently for updates.





End of Year Webinar

The End of Year (EOY) process webinar will cover procedures, guidelines, and instructions to prepare and execute EOY. This webinar will be recorded and available to view at a later date.

Date: Wednesday, May 15, 2019

Time: 10:00 AM - 12:00 PM

Registration Link: <https://attendee.gotowebinar.com/register/4615835973525172227>

Please visit the [NC SIS Calendar](#) and [Home Base Calendar](#) frequently for upcoming trainings and webinars.

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

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