



December 21, 2018

Digital Teaching and Learning

DISTRICT SUPPORT



NC SIS Weekly Email Bulletin

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Home Base Maintenance Weekend – Dec. 21-23, 2018

As reported earlier this week, the next Home Base maintenance weekend is scheduled for this weekend (**December 21-23**). Both, PowerSchool and Schoolnet will undergo maintenance.

PowerSchool maintenance will include the deployment of the PowerSchool CRDC Preview reports and updates to the Legislative Class Size report.. Schoolnet maintenance will include the deployment of a Microsoft security patch on Friday from 8-9 p.m. No outage will be required for the Schoolnet maintenance.

Home Base will be brought down Friday, Dec. 21 at 5 p.m. and returned to service no later than Monday, Dec. 24. Once maintenance is complete, a message will be sent to notify users that the applications are up and available for use. If there is a delay in bringing up the systems, users will be notified.

Nightly processes for Schoolnet and TNL/NCEES will be suspended Friday and Saturday due to this weekend's maintenance. Both nightly processes will resume Sunday, December 23.

Questions or comments pertaining to these maintenance activities may be addressed to home_base@dpi.nc.gov. Stay apprised of all Home Base planned maintenance periods by visiting our [2018-19 Home Base Maintenance Schedule](#).

DIT Patching

The NC Department of Information Technology (DIT) will be performing monthly Linux patching, including the UID System servers, this Sunday, December 23, 2018, between 4:00 a.m. and 12:00 p.m. The Staff and Student UID systems will be unavailable during this time. Therefore, please do not enroll, transfer and/or update student demographic information in PowerSchool during this period.



Azure Migration Update

PowerSchool has decided to postpone the migration from Rackspace to Microsoft Azure to early 2019. No changes will be made to our current hosting environment at this time. NCDPI and PowerSchool will continue working to ensure a seamless migration and details will be shared out as we progress.

- **What is Azure?** It is an ever-expanding cloud of services designed to help meet business challenges.
 - **How will this benefit me?** It is expected that districts will see increased performance and fewer outages after this migration.
 - **What do I need to do to be ready?** There's really nothing LEAs are responsible for during this process. NCDPI and PowerSchool have been working daily to ensure a seamless migration. Districts who receive their own backups will be contacted individually to discuss details of future file delivery.
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Legislative Class Size Extension

We would like to thank those districts who have already reviewed and submitted the Legislative Class Size reports. We realize that several of you have reported data discrepancies and are waiting on further assistance from the Home Base Support team. Class Size tickets have been made top priority by the support center and are being actively worked by both, PowerSchool and NCDPI.



A decision has been made to extend the deadline for submission of LCS reports, waivers, and affidavits to Friday, January 11, 2019. We anxiously await PowerSchool Support's resolution of the underlying issues, and we are hopeful that this extension will provide ample time to provide the resolution. If you have already submitted your reports and are satisfied with the data, no further action is required.

The following information was shared with PowerSchool coordinators earlier this week to further clarify some of the common issues we are seeing.

Please carefully review the following updates.

- Changes have been recently applied to the payroll that was loaded that should have taken care of some of the problems around the missing teachers and FTE values. If you've submitted Remedy tickets reporting missing staff or skewed FTE totals, please run your reports again and update your ticket with the latest status.
- Please note that FTE and Funding Type will be blank for non-certified staff members, contract employees, NCVPS and community college instructors, as well as staff members who were hired after 9/30/2018. This is expected functionality and users do not need to submit tickets for these items.
- Additionally, many users are mistakenly running the 2017 Class Size reports located under the NCDPI Reports tab. These reports contain old data and are no longer valid. Please be sure your users are running the 2018 reports that are located under the State Reporting Dashboard.

Requests for individual class size exception waivers require the completion of a [form](#) supplied by the Division of School Business. Effective for the 2018-2019 school year, waivers must be submitted for any K-3 class that exceeds 23 students, excluding enhancement courses. Waiver forms should be sent to StudentAccounting@dpi.nc.gov. The local superintendent must also complete a sworn affidavit (see linked file below) attesting that the superintendent has complied with the reporting requirements. Affidavits should be sent to classsize@dpi.nc.gov. [2018 LCS Presentation Affidavit per 115C-301_2018.pdf](#)



PowerTeacher Pro Gradebook Calculation and Rounding Issues

As shared during the PS Monthly Updates webinar last Thursday, we have identified an issue with how rounding occurs within PTPro. This is impacting term grades by as much 2 points. NCDPI and PowerSchool continue to work to identify those affected by this and it is recommended that districts postpone the storing of grades until further notice. Districts who use Canvas for grading and only manually enter a single term grade in PTPro are not impacted by this and may continue storing grades as normal. We will make every effort to provide more information on this in the coming days.

Reports of Page Changes to Incident Management

Home Base Support has received several Remedy tickets, reporting changes to the layout and functionality of the Incident Management page. This seems to only occur when creating new incidents. PowerSchool has been made aware of this and is currently investigating the issue. We recommend that districts hold off on entering any incidents until we hear back from PowerSchool. Users who have created new incident records since Monday will likely have to go back and make adjustments once we have resolved this issue. More information will be shared once it becomes available.



The NCDPI Digital Teaching and Learning Division is Hiring!

Regional Digital Teaching and Learning Consultant

The North Carolina Department of Public Instruction is seeking applicants for two Education Program Consultant IIs (Working Titles: Northeast and Western Regional Digital Teaching and Learning Consultants) for our Digital Teaching & Learning Division. This division's mission is to collaborate to empower leadership, build educator capacity, and foster partnerships to support success for all learners. Its vision is that every public school student in North Carolina will graduate from high school with

the ability to be globally competitive for work and postsecondary education and be prepared for life in the 21st century.

This posting closes 12/26/2018.

Please submit your application online at:

[https://www.governmentjobs.com/careers/northcarolina/jobs/2291581/regional-digital-teaching-and-learning-consultant?department\[0\]=Dept%20of%20Public%20Instruction&sort=PositionTitle%7CAscending&page=2&pagetype=jobOpportunitiesJobs](https://www.governmentjobs.com/careers/northcarolina/jobs/2291581/regional-digital-teaching-and-learning-consultant?department[0]=Dept%20of%20Public%20Instruction&sort=PositionTitle%7CAscending&page=2&pagetype=jobOpportunitiesJobs)

Digital Teaching and Learning Director

The North Carolina Department of Public Instruction (DPI) is seeking applicants for an Education Program Director II (Working Title: Digital Teaching and Learning Director) for our Digital Teaching and Learning section under the Deputy Superintendent of District Support. The primary purpose of Digital Teaching and Learning (DTL) is to provide public schools of North Carolina the digital and instructional resources and services needed to support DPI's and the State Board of Education's goals and objectives.

This posting closes 12/26/2018.

Please submit your application online at:

[https://www.governmentjobs.com/careers/northcarolina/jobs/2292232/digital-teaching-and-learning-director?department\[0\]=Dept%20of%20Public%20Instruction&sort=PositionTitle%7CAscending&page=1&pagetype=jobOpportunitiesJobs](https://www.governmentjobs.com/careers/northcarolina/jobs/2292232/digital-teaching-and-learning-director?department[0]=Dept%20of%20Public%20Instruction&sort=PositionTitle%7CAscending&page=1&pagetype=jobOpportunitiesJobs)

The Home Base Support Center is Hiring!

The Home Base Support Center is currently recruiting for a part time Support Center Analyst II. This position provides IT support and services for Home Base systems such as PowerSchool. This position is part time up to 20 hours per week and is remote based.

Details of this position are available online and can be found here:

<http://bit.ly/2JOSiJo>



PowerSchool Training

Preparing for the Civil Rights Data Collection

These two-hour sessions will provide a PowerSchool demonstration specific to the CRDC, tips for successful validation and an opportunity to discuss the NC DPI schedule for data upload to the Federal Submission Portal.

Date and Time:

Wednesday, January 9, 2019
1-3 p.m.

Wednesday, February 6, 2019
1-3 p.m.

Registration Link: <https://register.gotowebinar.com/rt/231088052197676803>

CRDC Workshop

CRDC Workshops are not webinars. Labs are designed for district level staff working on the Office of Civil Rights Data Collection to get assistance with PowerSchool set-up in real-time. Two staff members from an LEA and Charters may attend. The NC DPI training room will be open from 9 a.m. to 4 p.m. Staff are welcome to attend as their schedule allows.

Date and Time:

Friday, January 18, 2019 (9 a.m. – 4 p.m.)
Friday, February 8, 2019 (9 a.m.-4 p.m.)

Location:

North Carolina Department of Public Instruction,
301 N Wilmington St, Raleigh, NC 27601, USA

Please contact Terra Dominguez at terra.dominguez@dpi.nc.gov or 919.807.3272 with any questions.

TNL/NCEES Training Webinars!

Please click here to review the full list:

http://bit.ly/18-19NCEES_Webinar_Series

All webinars in this series are held on Tuesdays, from 4-5 PM. All webinars will be recorded and posted to the Webinar Series spreadsheet.

NCEES End of Year Process for Teachers/ Support Staff

Description: Participants will gain an understanding of the process for completing the Professional Development Plan End-of-Year Review. Teachers will explore the steps leading to the Evaluation plan Summary Evaluation Conference, how to complete the signatures acknowledging the summary evaluation and how to provide a written response and artifacts.

Date and Time:

Tuesday, April 2, 2019

4-5 p.m.

NCEES End of Year Process for Principals

Description: Topics to be outlined include reviewing the Teacher Evaluation Summary & PDP EOY Review Process and responsibilities, managing completion reports for staff, and reviewing the end of Year for the Principal Evaluation Plan. Participants will be encouraged to share best practices and lessons learned over the 2018-19 school year and changes they are planning for the upcoming 2019-20 school year.

Date and Time:

Tuesday, April 9, 2019

4-5 p.m.

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

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