



July 12, 2019

Digital Teaching and Learning

DISTRICT SUPPORT



NC SIS Weekly Email Bulletin

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PowerSchool 19.4.1.0 Upgrade

It is anticipated that the upgrade to PowerSchool 19.4.1.0 will occur as soon as DPI testing can be completed. LEAs and charter schools should begin preparing for this upgrade now as it does involve added or changed functionality. First, and most importantly, read all of the release notes so you will be aware of the differences in functionality for the PowerSchool Admin and the PowerTeacher Pro users. [A spreadsheet has been included with the Enhancements\Resolved Issues\Removed Features in each version upgrade through 19.4.1.0.](#)

A few of the functionality changes are:

1. FTP can no longer be used for AutoComm/AutoSend. Some examples of AutoComm/AutoSend you may be using are:

- AutoComm:
 - Import MealsPlus into PowerSchool, i.e. Balance and Status
 - AutoSend:
 - Blackboard
 - Destiny
 - EasyLEP
 - AD Account creation
 - School Messenger
2. HTTPS/SSL will be required in order to log into PowerSchool SIS (Important for those who are hosting their own Non-Production/Testing PowerSchool servers).
 3. The Minutes of Inactivity settings for Admin, Teacher, and Student and Parent Users has been capped at 120 minutes. This will override your current setting if it is greater than 120 minutes and cannot be changed to a number greater than 120.
 4. Administrators can set up automatic locks to lock down grades and scores a certain number of days after the end of a reporting term.
 5. Administrators can import grade setups by course across the district or for a group of sections at a school.
 6. District admins can choose how to handle standards grades when a student has more than one grade for a specific standard in the same reporting term.
 7. PowerSchool has changed the way student contacts function. More information as to how North Carolina will address this change in functionality will be forthcoming.

We are working with PowerSchool to determine the optimal time to perform the upgrade. Once confirmed, this date will be communicated to you.

Migrant Education Program and Student Data



Please read the message below from the NCDPI's Migrant Education Program (MEP) division for clarity on the definition of migrant students and who is responsible for handling their data in PowerSchool.

The Migrant Education Program (MEP) provides educational and supportive services to migrant children between the ages of 3 to 21 years old who are enrolled in your district. Migratory children are those who move from district to district and from state to state with their parents who work in agricultural related jobs. To keep all their information and data in a centralized location, NC MEP at DPI created the Migrant School in PowerSchool (PS). This is not a "physical" school, but a place to save all the students' MEP information.

NC MEP has three regional data specialists who are responsible for entering all the information into PS. This information is given to them by one of the NC MEP regional recruiters who are responsible for finding eligible migrant families in your district. These data specialists continually monitor the information in PS, as it relates to migrant children only, for accuracy.

As a courtesy request, **the NC MEP at DPI is respectfully asking LEAs not to modify, add, or change anything in the Migrant School. If there are data entries that appear to be in error or are questionable, please contact the NC MEP at DPI.** This will prevent data specialist from having to correct erroneous data entries that may have been entered by district personnel.

If you have any questions related to MEP or the Migrant School in PS, please do not hesitate to contact Dr. Heriberto Corral at Heriberto.corral@dpi.nc.gov, (919) 807-3962, or Ms. Rachel Wright-Junio at Rachel.wrightjunio@dpi.nc.gov, (919) 807-3919. We will be happy to answer all your questions about MEP and the Migrant School.



Teacher In-Field Out-of-Field Update

As you know, the due date for the Teacher In-Field Out-of-Field reports was extended to July 19. Due to feedback received from PowerSchool, this date may have to be extended further. We will provide status updates next week to confirm if an extension is granted.

Graduation Data Verification (Correction to Dates)

The final window for the 2018–19 Graduation Data Verification Report will begin **Tuesday, July 16 and is set to end Friday, July 31**. This report is purposed for facilitating corrections to data and adding students that graduated after June 28, 2019 and on or before July 16, 2019. LEAs/schools may make adjustments and corrections up until COB (5:00 p.m.), July 31. **This correction window is the only opportunity to make adjustments.**



All mid-year and summer graduates were transferred to the “Graduated Students School” (School 999999) during the PowerSchool EOY process. Therefore, all data changes/corrections should be made in the “Graduated Students School” in PowerSchool. For assistance with making changes/corrections, the Early Graduates and Summer Graduations Quick Reference documents are available by accessing the [NC SIS website’s Student Information page](#).

LEAs **must** re-run the Final GDV report after any changes so the user can verify the correction and NCDPI can receive the changes. If there are no edits/corrections or additions needed, schools will not have to re-run their reports. LEAs should make sure the report has run the first day.

PLEASE NOTE: This data is used in the calculation of the Cohort Graduation Rate (CGR) for Accountability Services and students who graduate by July 16 will count in the school’s graduation rate. If you do not re-run the report after making changes, NCDPI will not receive the changes and, as a result, this could negatively impact the school’s rate.

Those with questions related to edits/corrections, please call the NCDPI Support Center at (919) 807-4357 or submit a ticket through [ServiceNow](#).



Next Home Base Maintenance Weekend

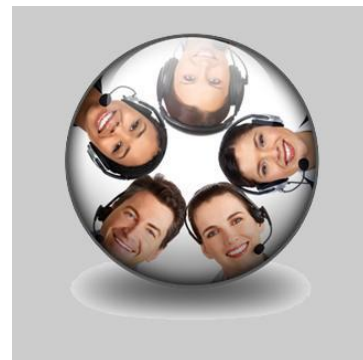
The next Home Base Maintenance Weekend is planned for July 19-22, 2019. Currently, PowerSchool is the only Home Base application scheduled for maintenance.

PowerSchool will be brought down Friday, July 19 at 5 p.m. and returned to service no later than Monday, July 22 at 6 a.m. We have asked PowerSchool to take the curtain down as soon as maintenance is complete so that users will not have to wait on our approval. Please be sure to notify your entire staff once you receive the completion message. DPI has been contacted frequently by teachers saying they are not made aware when the system becomes available. Please help us with this communication.

Questions or comments pertaining to this maintenance activity may be addressed to home_base@dpi.nc.gov. Stay apprised of all Home Base planned maintenance periods by visiting our [2019-20 Home Base Maintenance Schedule](#).

Reminder: NCDPI PowerSchool Technical Support Transition

To provide better and more timely technical support of your PowerSchool SIS instance, the NCDPI has contracted with PowerSchool to provide direct technical support to LEAs and charter schools beginning **Monday, July 15, 2019**. Designated technical contacts from each district and charter school will be able to engage PowerSchool support directly by submitting tickets using a chat feature, self-service customer portal or telephone.



Claim your account now with these helpful QRDs:

- Welcome to PowerSchool Support - Claim Your Account http://bit.ly/Welcome_To_PowerSchool_Support
- Getting the most out of Chat Support http://bit.ly/Get_The_Most_Out_of_Chat

Each LEA/charter school may designate technical contacts who may contact PowerSchool for support services accordingly:

- ADM less than 30,000 may identify up to 2 representatives.
- ADM between 30,000 and 50,000 may identify up to 3 representatives.
- ADM between 50,000 and 100,000 may identify up to 4 representatives.
- LEAs with ADM greater than 100,000 may identify up to 5 representatives.

Hours of operation will increase to 7:00 a.m. - 6:00 p.m. Monday-Friday. Questions concerning these changes may be addressed to the NCDPI Support Center at (919) 807-4357. Thank you for your patience as we work to improve your technical support experience.



Upcoming Training Event

PowerSchool New User 3-Day Training

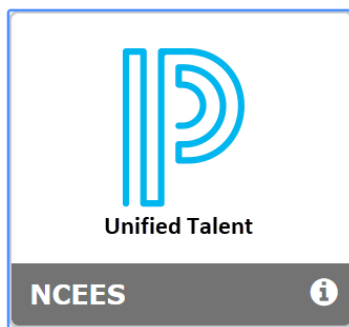
This three day workshop is designed to be an introduction to PowerSchool SIS for administrative users. The workshop covers basic navigation of the PowerSchool start page, functions of the main menu, how to search for students/staff/contacts, managing attendance, managing staff security, and more. Attendees must be an employee of the school and not a management company. This workshop will be limited to 30 attendees so that maximum interaction is possible.

Dates: August 12, 13, 14, 2019

Where: NCDPI Bldg, Room 150 N, 301 N. Wilmington Street, Raleigh, NC

Registration Link: <http://bit.ly/PSNewUserRegister2019>

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



NCEES Happenings!

New NCEES 2019-2020 Webinars Posted

NCDPI is offering new webinars for the 2019-2020 School Year. Please mark your calendars and share with your NCEES users.

To view the listing of new webinars posted to the NCEES Google site click this link: <http://bit.ly/ncees-support> and navigate to WEBINARS 2019-2020. There is one July webinar for district PD Leads wanting to house local PD opportunities in their NCEES PD Office.

Note: LEA or Charter should be opted into Home Base to use a local PD Office.

Housing PD Opportunities in NCEES

Date: Tuesday, July 16, 2019

Time: 4-5PM

Description: This session will show PD District Administrators how to utilize a NCEES Professional Development Office to house all types of differentiated staff PD Learning Opportunities. Keep track of rosters, sign-in sheets, attendance, credit types and more to award staff CEU credits, a certificate recorded to staff NCEES transcripts. Don't pay for a third party system if your district is opted-in to Home Base for 2019-2020. Home Base includes a District PD Office. Plus, learn how those credits can transfer into HRMS. Our review will include an overview of PD Playlists and Transfer Credit Manager.

Click here to Register:

<https://register.gotowebinar.com/register/2052683055413466369>

Online Professional Development Sources

NCDPI often receives inquiries on how staff that are not in the NCEES system can access PD opportunities within the NCEES catalog. The online professional modules offered by NCDPI are in Home Base/NCEES. Access to online PD in the Home Base system is managed through an active employee ID

Number, so only current employees of North Carolina Public School Districts or Charter Schools can access Home Base.

There is no mechanism for others to access and hence use the educator resources housed in the Home Base system. Here are a few sites that may help staff search for PD outside of NCEES. The first source is free of cost....others may have a charge associated.

NOTE: Not all of these listings are endorsed by NCDPI - check and vet any searches to find what best meets credit needs. Follow your local professional development policy on approval processes. Some districts require prior approval before participating in credit earning PD.

- DPI Open access modules. Open Access Modules are located on NC Education PD (<https://center.ncsu.edu/ncpd/>)
- ASCD <http://www.ascd.org/professional-development/pd-online.aspx>
- ACHIEVE THE CORE <http://www.achievethecore.org/steal-these-tools/professional-development-modules>
- BloomBoard <http://my.bloomboard.com/>
- Capella University <https://www.capella.edu/online-degrees/education-professional-development/>
- EdWeb.net <http://home.edweb.net/>
- LinkedIn <https://www.linkedin.com/premium/plan/learning/>
- NCSU Friday Institute <https://place.fi.ncsu.edu/local/catalog/catalog.php>
- Professional Development Institute <https://www.webteaching.com/ncteacher.html>
- Teacher CEU Toolbox <http://www.teacherceutoolbox.com/>
- TEACHME PROFESSIONAL DEVELOPMENT <http://www.teachmeceus.com/>
- Virtual Education Software, inc. <http://www.virtualeduc.com/courses.php>

Staff Access to NCEES Statement

The NCDPI contract with the vendor of the NC Educator Effectiveness System (NCEES) has a specified number of users.

For this reason, access to the Evaluation and Professional Learning module within Home Base is limited mainly to current certified employees of North Carolina Public School Districts and Charter Schools.

Identity Access Management (IAM) helps maintain the threshold of our license agreement. User accounts in the Home Base NCEES PD System are verified, through IAM, using an active employee ID number and a payroll code. These codes allow the system to guide the assignment of rubrics to appropriate roles in the evaluation module and to collect/maintain credit transcript information from the PD system.

There are many licensed educators in NC with interest in using the NCEES PD system. Unfortunately granting access to them (retired teachers, long-term subs, etc.) would exceed the quota of users within our license agreement. For this reason, there is no mechanism for them to access the educator resources housed in the Home Base/NCEES PD system.

Your district may have recent retirees, long-term subs, or other contracted roles to whom this applies. If you receive access requests from such individuals, please advise them of this limitation.

Please review this document, [NCEES DATA v6](#), for a listing of which certified staff according to paycode/role would provision into NCEES access. There is one classified salary object code 153 (from

the Chart of Accounts) that for the role of NCEES Administrative Specialist provisions classified staff into NCEES. Per NCDPI School Business that is the only classified code to access NCEES at this time.

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

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