Digital Teaching and Learning

ACADEMIC AND DIGITAL LEARNING

HOME BASE

NC SIS Weekly Email Bulletin

In this issue:

1. GDV Correction Window Opens Monday, July 31
2. Enroll Student in Remote/Summer School Class Functionality
3. DIT Patching: UID System Servers
4. Home Base Meet-Ups
5. Dual Language Immersion Survey
6. Back to School Tips
7. New Information on the Web
8. NCDPI's Technology Support Centers Knowledge Base
9. 2017 NC SIS Summer Training Calendar

GDV Correction Window Opens Monday, July 31

The correction window for the Final Graduation Data Verification Report will begin Monday, July 31 and is set to end Sunday, August 13. This report is purposed for facilitating corrections to data, if necessary. LEAs/schools may make adjustments and corrections up until COB, August 13. **This correction window is the only opportunity to make adjustments.**

All mid-year and summer graduates were transferred to the "Graduated Students School" (School #999) during the PowerSchool EOY process. Therefore, all data changes/corrections should be made in the "Graduated Students School" in PowerSchool.

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 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. If you do not re-run the report after making changes, NCDPI will not receive the changes.

Those with questions related to edits/corrections, please call the Home Base Support Center at (919) 807-4357 or submit a ticket through the Remedy Portal.

Enroll Student in Remote/Summer School Class Functionality

The Enroll In a Class at Another School screen was updated with the release of PowerSchool 10.1.3 to display the menu selection on the student's Function screen as Enroll Student in Remote/Summer School Class. After implementing the new functionality, the following issues were reported:

- The submit button to save the user's selection disappeared in some instances.
- When selecting a school, only a limited number of courses were being returned.

To resolve these issues, PowerSchool re-installed a previous version of the screen. This fixed the above issues; however, another minor issue has been noted in the navigation path where the text reads, "String key was not found!". This issue will be resolved at a later date. Documentation for this process is located in the QRD, Cross Enroll Students in the Same LEA.

DIT Patching: UID System Servers

The NC Department of Information Technology (DIT) will be performing their monthly Windows services patching, including the UID Systems servers, this Sunday, July 30, 2017, 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.

Home Base Meet-Ups

The NCDPI Home Base Team is excited about another great year of networking and collaborative experiences through the Home Base Meet-Ups. These regionally based meetings are for Home Base participants to meet up face-to-face, network, and collaborate. **You are free to attend any of the meetings according to your availability and proximity.** Please see the attached document for location and registration information.

- 17-18_Home_Base_Meet-Up-August_Invite.pdf

Dual Language Immersion Survey

Beginning 2017-18, class size requirements for kindergarten through third grade shall not apply to dual language immersion classes. Dual language immersion classes are classes in which at least one third of the students' dominant language is English, and instruction involves both English and a target foreign language with a minimum of fifty percent (50%) of core content taught in the target foreign language in order to promote dual language proficiency for all students.

NCDPI is collecting a list of the K-3 dual language immersion classes in order to exclude those classes from average class size reports and applications. This dual language immersion classes survey is to be completed by each LEA for school year 2017-18 to comply with Session Law 2017-57. The survey can be found at the following link: https://www.surveymonkey.com/r/FBCY5W9 or on the Financial Business Services website at www.ncpublicschools.org/fbs/ under "What's New".

Please complete and submit by August 31, 2017. If you have questions about the survey, please contact Ozella Wiggins at ozella.wiggins@dpi.nc.gov or (919) 807-3721.

Back to School Tips

As you prepare to return back to school, remember to review the quick reference document, Common PowerSchool Start of Year Issues. In it you will find reference materials and tips that are useful in answering common start up questions.

New Information on the Web

2017-18 Course Code Master List - 07/26/2017

Licensure EC Crosswalk 2016-17 School Year - 07/12/2017

NCDPI's Technology Support Center's Knowledge Base

LEA/Charter School coordinators, data managers and staff that use or support the Home Base suite of tools can access the Technology Support Center's Knowledge Base. Inside is an extensive library of resources available to users 24/7.

Our knowledge base includes:
- Knowledge Base Articles, 'How To' Guides
- FAQ's, Quick Reference Documents
- Tips, Hints and More!
- Links to other support resources - e.g., NC-SIS webpage and PowerSource

Users can request access at: http://servicedesk.ncdpi.wikispaces.net/home

Knowledge Base Quick Reference Doc at: http://bit.ly/HomeBaseKB

Check back often - New resources added regularly!

2017 NC SIS Summer Training Calendar

The Home Base Professional Learning Team is pleased to announce additional PowerSchool summer trainings for the 2017-18 school year. The audience for each session is based on user roles.

The PowerSchool sessions listed below are also posted on the NC SIS website's Training Calendar. Please review these pages frequently for PowerSchool training schedule changes or additional trainings for September 2017 - June 2018.

Hands-on training sessions will be held at the NC Department of Public Instruction, 301 N. Wilmington Street, Room 564, Raleigh, NC, unless stated otherwise. Click HERE for directions to NCDPI and parking information. All attendees must be an employee of the NC Public School System to participate. Management companies are not permitted to attend.

Registration links are provided below. Please try to register early for workshops due to space limitations.

Note: All registration information is subject to the North Carolina Public Records Law.

Upcoming Webinars

PowerSchool - Beginning of Year/First Ten Days

This webinar will focus on (but not limited to), the Daily Headcount Adjustment – First 10 days of School including verifying enrollments, the No-Show process, running attendance rosters in PTG, PT Pro and PowerSchool system report "Class Roster PDF".

Dates, Times and Registration Link:
Tuesday, August 15
1:00 a.m. - 3:00 p.m.
Registration: https://attendee.gotowebinar.com/register/9028726976269717762

Friday, August 18
9:00 a.m. - 11:00 a.m.
Registration: https://attendee.gotowebinar.com/register/1259847194753453058

PowerSchool - Managing Daily Attendance

Learn how to view, record and modify Daily Attendance data for students at your school. Focus on finding teachers who haven't taken attendance, running absentee reports and reviewing how to update attendance in a variety of ways. Will include searching for students with chronic attendance problems.

Date, Time and Registration Link:
Wednesday, August 23
9:00 a.m. - 10:30 a.m.
Registration : https://attendee.gotowebinar.com/register/3756705060526640643

PowerSchool - Managing Meeting Attendance

Learn how to view, record and modify Meeting Attendance data for students at your school. Focus on finding teachers who haven't taken attendance, running absentee reports and reviewing how to update attendance in a variety of ways. Will include searching for students with chronic attendance problems.

Date, Time and Registration Link:
Thursday, August 24
9:00 a.m. - 10:30 a.m
Registration:
https://attendee.gotowebinar.com/register/1058649761011051011

PowerSchool/NC Reports Overview

Learn about PowerSchool/NC reports you will use throughout the year. Practice setting up and creating various system reports using some basic PowerSchool codes and HTML codes. Featured reports include but are not limited to System Reports, State Reporting Dashboard reports, and NCDPI reports.

Dates, Times and Registration Link:
Tuesday, August 22
9:00 a.m. - 11:00 a.m.
Registration: https://attendee.gotowebinar.com/register/2448628171588848386

Walk-in Schedule/Audit Reports

This webinar will focus on scheduling new students or making manual student schedule changes after the start of the current term. It features some of the more useful North Carolina Audit reports.

Date, time and Registration Link:
Tuesday, August 15
10:00 a.m. - 12:00 p.m.
Registration: https://attendee.gotowebinar.com/register/8937674219350590465

Upcoming Training Workshops for PowerSchool

New User Training (2 day workshop) Full

This two day workshop is suited for new PowerSchool users (new to PowerSchool) working with day-to-day school business at the data manager/school administrator level. This workshop is available to new elementary, middle, and high school users. It is NOT teacher training. Attendees must be an employee of the school and not a management company.

This session will include, but is not limited to:
1. Logging in to PowerSchool
2. Navigating the system
3. Enrolling students
4. Withdrawing students
5. Attendance
6. Adding Teachers/Staff
7. Adding or changing course sections
8. Scheduling students and teachers to classes
9. PMR Overview
10. SAR Overview

Date: August 9-10 **(Full)**

**Please note all registration information is subject to North Carolina Public Records Law.

Remember to visit the NC SIS website for additional information including webinars and training documentation.

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GDV