Digital Teaching and Learning

ACADEMIC AND DIGITAL LEARNING

HOME BASE

NC SIS Weekly Email Bulletin

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Maintenance Weekend for Home Base and NCDIT Patching

The next Home Base maintenance weekend is scheduled for Friday, May 19 through Sunday, May 21, 2017. PowerSchool is the only Home Base application scheduled for maintenance.

PowerSchool will be brought down tonight at 5 p.m. and returned to service no later than Monday, May 22 at 6 a.m. Once maintenance is completed, a

message will be sent to notify users that the system is up and available for use. If there is a delay in bringing up the application, users will be notified.

This weekend's maintenance will include a NC state reporting release. Updates to the Class Size Report, SAR 10 Exception and PMR Collection are planned. Detailed descriptions of these changes may be found in NC State Reporting Release Notes on the NC SIS website.

NCDIT
The NC Department of Information Technology (NCDIT) will be performing their monthly Linux services patching, including the UID Systems servers, this Sunday, May 21, 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.

Remedy Support System Maintenance

On Sunday, May 21, 2017, from 1 a.m. – 7 a.m. EDT, the NCDIT will be performing planned maintenance on the Remedy OnDemand ticketing system and customer web portal. During this time frame, the system will be unavailable. If a delay in bringing up the system should occur, users will be notified.

New User Roles in PowerSchool

Event:
Three new user roles have been added into PowerSchool for the purpose of pulling data for staff members that only need access to the mClass system (Reading 3D Program). NCDPI created a script to associate these roles to staff members. The script will be applied to all NC PowerSchool instances by the end of this week or the beginning of next week.

Details:
Amplify (the vendor for the mClass application) provided a list of users and roles from their system. NCDPI matched those users to users in the PowerSchool database; however, not all staff matched.

An sqlReport 4 report was created to provide LEAs and charters the ability to identify staff members that were updated with the mClass roles. This report allows for verification of the roles assigned to users and identifies any staff member that did not have the role automatically assigned to them.

The roles will appear as follows:

mClass Specialist
mClass Admin

mClass Teacher

Please do not delete or modify these roles in your instances. If you have questions pertaining to the use of these roles, contact the Home Base Support Center at (919) 807-4357 or submit a ticket through the [Remedy Portal](#).

Duplicate Student Data Resolution

As most of you are aware, NCDPI has been working to identify and resolve duplicate student records that exist in the PowerSchool and Student UID Systems. We are excited to announce that conclusion to this effort is rapidly approaching.

Duplicate student records have been identified and placed into categories to expedite the resolution, including those that have been identified by LEAs and charter schools via Remedy tickets submitted prior to Dec. 2, 2016. NCDPI is currently completing the effort of labeling which records should be kept or removed for each duplicate set. Please note that recommendations from LEAs and charter schools regarding records to keep and remove are being used where we have such a request for all duplicate sets.

NCDPI will deliver a list of applicable duplicate sets to each affected LEA and charter school soon to allow time for review of the data, with the expectation that all feedback will be received from LEAs and charter schools by mid-June. This will allow NCDPI time to complete the process of moving duplicate student data in PowerSchool and completing the duplicate resolution process as soon as possible.

Once DPI has received feedback from the LEAs and charter schools, duplicate student data will be moved to the appropriate record in PowerSchool by NCDPI staff. Once duplicate student data has been moved in PowerSchool, PowerSchool will run a script to archive duplicate student records, and DPI will automatically retire applicable duplicate records in the Student UID system.

NCDPI will provide to LEAs and charter schools further details regarding the delivery of the duplicate sets, how that data is structured, and how LEAs and charter schools can use the data to adjust which records are kept and removed, where applicable.

Please contact Jordan Kincaid at jordan.kincaid@dpi.nc.gov with any questions. We know that resolving these duplicative data sets is very important, and we appreciate your patience and assistance with resolving these duplicate records.

PowerSchool

End of Year Contacts Page is Available in PowerSchool

EOY Contacts Page - (Start Page > LEA Setup > District Information > EOY Contacts)

The new EOY Contacts Page is now available in each NC PowerSchool instance. All information is requested to be entered by **June 1, 2017**.

Once the LEAs/Charters have added their contact information, NCDPI will be able to pull this information from PowerSchool instead of requesting for the LEAs to send the contact form used in previous years via a Remedy ticket. **This information will need to be updated every year prior to EOY.**

Helpful EOY Tips and Documents

EOY Data Validations:
At this time, users are encouraged to begin validating their EOY data. Completing these validations is a critical step in completing the EOY process. Remember, data must be checked regularly as students continue to enroll/transfer in. NCDPI recommends running the EOY validations frequently leading up to EOY.

The EOY validation can be run from the LEA level within PowerSchool.
(System > End of Year Process) Be sure to select one of the two validation options: "Perform EOY Validation" or "Perform EOY Validation and make any students with issues the current selection."

EOY Validation Documentation/QRDs:
- Common End of Year Validation Errors 9500
- EOY Preparation

Midyear/Early Graduates:
- Early Graduates

PowerSchool 10 Implementation Date - July 14, 2017

Several LEAs have inquired about the implementation date of PowerSchool 10. Because this is such a major upgrade and testing is still on-going, NCDPI has chosen to implement PowerSchool 10 after EOY processing.

PowerSchool 10 will be deployed into all NC PowerSchool instances the weekend of July 14, 2017. This release will feature PowerTeacher Pro, Enterprise Reporting, PowerSchool API and much more! For more details about this upgrade, refer to the PowerSchool 10 Release Notes located on the NC SIS website.

Canvas and PowerTeacher Pro

NCDPI is excited to announce that Canvas has implemented a new solution for provisioning/rostering with their SIS integration Platform. This new solution, specifically leveraging SIF 2.0 technology, transfers your PowerSchool data into Canvas with bulk uploads and/or near real time events.

For more details, click on the link, "Canvas & PowerTeacher Pro - What are the plans in North Carolina for Canvas, PowerSchool, and PowerTeacher Pro?".

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 Training Calendar

The 2017 Training Calendar for PowerSchool related training is available on the NC SIS website. To access the calendar, users may click on "Training" located on the blue menu bar and select "Calendar". If you are unable to view the calendar on your first attempt, either refresh the page, clear cache and cookies from the browser and then re-open it, or open the calendar in a different browser.

Training sessions and dates are listed below. Please visit this calendar often for additional training sessions and updates.

PowerSchool New Charter Training for 2017-18 Startup Charters Only

ATTENDEES MUST BE AN EMPLOYEE OF A NORTH CAROLINA PUBLIC SCHOOL. MANAGEMENT COMPANIES AND ITS EMPLOYEES ARE NOT PERMITTED TO ATTEND..

This is a three and a half day workshop to walk new charter school users through the process of setting up their school for the new year. This session will include, but is not limited to:

-Logging into PowerSchool
-Navigating the system
-Enrolling students
-Withdrawing students
Adding teachers/staff
-Creating the master schedule

-Scheduling students and teachers to classes

Dates/Times
May 23 - May 26, 2017
9:00 AM - 4:00 PM (Tues. - Thurs)
9:00 AM - 12:00 PM (Fri.)
Registration URL:
http://bit.ly/PSNewCharter17-18

PowerScheduler Help 2017
ATTENDEES MUST BE AN EMPLOYEE OF A NORTH CAROLINA PUBLIC SCHOOL. MANAGEMENT COMPANIES AND ITS EMPLOYEES ARE NOT PERMITTED TO ATTEND.

The help sessions are not intended to be a training session. These hands-on work sessions are designed to help your school finish scheduling and answer outstanding questions. Up to 4 people per school may attend.

Only the LEA/Charter SIS Coordinator or designee may register their schools for sessions It is only necessary to create one registration for each school - not one for each person that may attend. Each registration allows 4 people from that school to attend.

Attendees are to bring a laptop to each session and make sure that the latest PowerScheduler Engine is Loaded before coming to the help session.

**Please note, NCDPI has the right to combine or cancel sessions if not enough attendees register.

Dates/Times:

June 1, 2017
June 6, 2017

Sessions run 9 a.m. - 4 p.m. each day with lunch on your own.

Location:
NC Dept. of Public Instruction
301 N. Wilmington Street
Raleigh, NC 27601
Room 564 Computer Lab

Registration Link: http://bit.ly/PSchedulerHelp2017

**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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