



May 31, 2019

Digital Teaching and Learning

DISTRICT SUPPORT



NC SIS Weekly Email Bulletin

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June 2019 Maintenance Weekend

A maintenance weekend has been scheduled for **June 14-16**. This maintenance will include updates in PowerSchool to Common Follow-Up (CFU), Legislative Class Size, and the ALP report.

The system will go down at 5 p.m. on Friday, June 14 and will return to service as soon as maintenance is complete. More information concerning this maintenance period will be released at a later date.



NCEdCloud Target Applications

New applications continue to be added to the NCEdCloud IAM Service. You can view the complete list of applications currently available through the NCEdCloud IAM Service by visiting the target applications webpage at <https://ncedcloud.mcnc.org/target-applications>. The list of currently available applications are Opt-In and can be requested by your IAM administrator or technology director through the **Target Applications Request Form** on the NCEdCloud IAM Service website.

In addition to statewide applications, the following are some of the new Opt-In applications currently available for integrating with the NCEdCloud IAM Service:

EasyBridge (Pearson)

Imagine Learning (Imagine Espanol, Imagine Language & Literacy, Imagine Math Facts, Imagine Math)

TalentEd (PowerSchool)

Vocabulary.com (thesaurus and vocabulary tool)

Additionally, the NCEdCloud IAM Service target applications webpage includes a link to the **Target Application Suggestion Form**, where you can recommend new applications that are not currently available that you feel could benefit yours and other LEAs and charter schools.

Opt-in to Home Base for the 2019-20 School Year!

We are two weeks away (June 15) from the deadline for opting into Home Base. If your LEA has not opted into Home Base, please contact your district finance officer or charter principal and let them know that time is winding down! Access to Schoolnet and NCEES will end July 1 for all LEAs that do not opt into Home Base.



Don't know if your district/school has opted into Home Base? Check the [Home Base Opt-in Status](#) list frequently for updates. For complete details about the Home Base opt-in process, visit the Home Base website's [Opt-in to Home Base](#) page.



End of Year Preparation

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.



What can you do at this time in preparation for EOY?



PowerSchool

1. Begin Running Your 9th Month PMR. For a successful closeout it is imperative that you begin running month 9 PMR - **NOW!** For complete details, click on the following link: [PMR EOY Announcement](#).
2. Setup Years & Terms for the 2019-2020 school year in all schools, including the Program Schools (DPI FTE, Graduated Students, Homeless, Migrant, CECAS, More At Four).
3. Start running your EOY validations and cleaning up errors (e.g., "No Next School," "No Next Grade").
4. Schools may also 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 in PowerSchool. 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](#)
5. Begin reviewing the EOY quick reference documents available on the NC SIS website's [EOY page](#). Please visit this page frequently for updates. You may also view the [EOY Webinar](#) recording that took place on May 15 as a refresher.

Schoolnet

Schoolnet will start the end of year process at 5pm on Friday, June 29th. The system will remain unavailable until PowerSchool completes its processes and the rollover to 2019-2020 is complete. Once the EOY process is complete, please remind your staff to choose prior year enrollment to access previous assessments and data within Schoolnet.



Canvas

Please see the [EOY checklist](#) of information shared by our North Carolina Canvas Customer Success Managers to ensure a smooth end of the year process. If you have questions, please reach out to your local CSM.

NC Educator Effectiveness System (NCEES) End of Year 2018-19

The PS Unified Talent/NCEES' Evaluation and Professional Development Plans (PDP) for the 2018-2019 school year will close on Friday, June 28 at 5 PM EST. At that time the vendor will archive all complete and non-completed plans.



Please have all necessary evaluations and PDPs completed and locked. Once the plans and the data within are archived, no further updates can be made.

Note: The system will remain open for Professional Development courses.

The Evaluation and PDP Plans for the 2019-2020 School year are scheduled to be ready for Monday, July 8. Please await for another communication before assigning plans and advising educators to begin plans.



Grad Requirements Calculation

NCDPI has confirmed that the graduation requirements calculation is only triggered when grades are stored, manually entered, or modified. In years past, we have had to ask PowerSchool to calculate this nightly due to issues with the instant calculation. This is not the case anymore. If you have questions or concerns with the grad requirement calculation process, please contact Home Base Support.

eMFTS Access for PowerSchool Coordinators



To ensure that you receive files delivered by NCDPI, PowerSchool Coordinators are strongly encouraged to subscribe to this service.

NCDPI has expanded its eMFTS system (the process used to view and exchange information between NCDPI and LEAs/charters) to include Home Base. The information is viewed and exchanged via WinSCP, an application that allows file transfers between PCs. Please use the [eMFTS Access Instructions QRD](#) to subscribe to eMFTS and download the WinSCP application so that the exchange of information between NCDPI and your district or charter may begin. Access is only being granted to our PowerSchool coordinators at this time. If you have questions, or need assistance, notify the NCDPI Support Center by submitting a [ServiceNow](#) ticket."



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.

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

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