Digital Teaching and Learning

ACADEMIC AND DIGITAL LEARNING

NC SIS Weekly Email Bulletin

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Home Base Maintenance Weekend Activity - November 11-14, 2016

This weekend, Friday, November 11 through Sunday, November 13 is a maintenance weekend for Home Base. Maintenance will be performed on the PowerSchool and TNL applications. TNL will remain available throughout the maintenance period except during the Rapid Identity 4.1 upgrade window scheduled from 6 p.m. to 8 p.m., Friday, November 11. Please see further details concerning this upgrade in the message below.

PowerSchool will shut down Friday, at 5 p.m. Once maintenance is completed, a message will be sent to notify users that the system is up and available for use. PowerSchool will be returned to service no

later than 6 a.m., Monday, November 14. If a delay in bringing up the system should occur, users will be notified via email.

This maintenance will include the following PowerSchool updates:
1. **The PMR 27 exception** will be updated to ignore case sensitivity on course numbers (i.e., Bu1234 and BU1234 are treated as the same course).
2. **Dropout end date** will be updated to November 4.
3. **School Activity Report (SAR) end date** will be updated to November 18.
4. **Civil Rights Data Collection (CRDC) end dates** for both collections will be set to January 2, 2017.
5. **CRDC Part I code** will be updated to include only the twelve charter schools that have been approved for the Fall AIG Collection in the 2015-16 school year.
6. **CRDC district page's two sets of logic** that calculates the number of students and sets the field to Yes or No will be updated for consistency. Students that were missing an FTE were included in one place but not in the other, causing a discrepancy.
7. **The Common Follow Up (CFU) <u>must</u> be rerun after this maintenance weekend and by November 30. The CFU code** will be updated with the following:

- Students that were mid-year graduates with exit codes of W4 will be updated to accurately report the W4 exit code and the graduation information.
- Students that were summer school graduates will be included and reported as graduates.
- Some students who had enrollment records moving to the graduate school after the end of the school year, but before July 1, will now report accurately as graduates.
- Code will change to honor exit codes, ignoring case sensitivity, so that w6 and W6 are treated the same, as well as w4 and W4.
- Where entry and exit dates to the graduate school were expected to be the same date, the code now includes students that have dates that are in the correct date range but not the same date. **This is only for students with the exit code of W6 and an exit date prior to EOY.**
- Data entry issues will be taken into consideration, such as unexpected exit codes of PR, RACD, W1, W2, etc., as well as W4 and W6, to report the student as graduates. Overlapping enrollment dates including those that inappropriately span multiple school years will be taken into consideration, and the student will report correctly for CFU.
- Some issues that could not be coded around are students missing exit codes of W4 or W6 when moved to the graduate school. Students must have a grade level of 99 at the graduate school to extract as graduates. Some students had enrollment records moving to the graduate school after the end of the school year, but before July 1, and were not reported correctly as graduates. Students that were reported on the GDV as graduates, but were also currently active at a school, will no longer be reported on CFU as graduates. Students that graduated in prior years like 2012-13, but have a diploma issued date for the current year, will not be reported on CFU.

Please visit the NC SIS website's 2016-17 Home Base Maintenance Schedule for a listing of all planned maintenance periods. Questions concerning this maintenance weekend may be addressed to the Home Base Support Center at (919) 807-4357, or by submitting a ticket through the Remedy Portal.
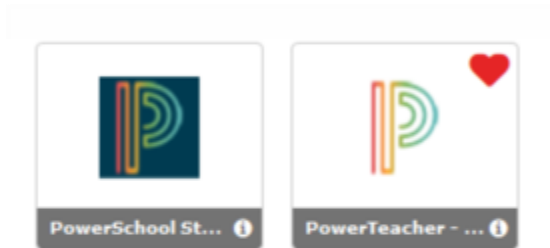
Rapid Identity 4.1 Upgrade

The NCEdCloud IAM service will be upgraded during this weekend's Home Base scheduled maintenance outage. Underlying servers will be patched with the latest security updates **during the 6 PM - 8 PM window on Friday, November 11**. During some or all of this time period the my.ncedcloud.org portal and NCEdCloud IAM Service authentications will not be available.

Rapid Identity will be upgraded to version 4.1. This version includes the ability for the end-user to create and maintain icon groups as in the graphics below:
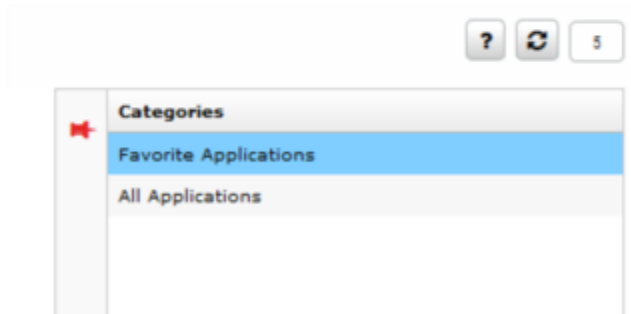
Designate Favorite Applications
Click on the icons to toggle them as favorite / non-favorite

Icon Categories
Select the desired group of icons to view

Please contact the DPI Support Center via https://nc-myit.us.onbmc.com/ or 919-807-HELP (4357) if you experience any issues with this new functionality.

Home Base Meet-Ups Agenda
and Cancellation of UAB/CCB Meetings

#HBmeetups - Collaborate with your peers via this hashtag!!
Don't forget! The next round of Home Base Meet-Ups will begin Monday, November 14. These collaborative sessions are great opportunities for networking and sharing ideas.

Because these meeting involve the same group of representatives that are likely to attend the CCB/UAB meetings, NCDPI and CCB/UAB chairpersons have decided to cancel the CCB and UAB meetings scheduled for the 2016/17 school year until further notice.

Below are the locations and a link to register. A new PowerSchool agenda and Schoolnet agenda have also been provided. If you have questions concerning these events, contact Tiffany Kinney, tiffany.kinney@dpi.nc.gov.

Note: TNL will not meet during the November Home Base Meet-Ups.

Register Here: http://bit.ly/hbmuregister

November Dates	Regions	Location
11/14	Northeast & North Central (Hosting)	Johnston County Schools - AG Glenn Building - 2nd Floor 211 E Rose St., Smithfield, NC 27577
11/15	Southeast (Hosting) & Sandhills	Kiwanis Recreation Center 352 Devers St., Fayetteville, NC 28303
11/16	Piedmont-Triad(Hosting) & Northwest	Catawba County Schools - CCS Administrative Building 2285 N Anderson Ave., Newton, NC 28658
11/17	Southwest (Hosting) & Western	Henderson County Schools - Mills River Academy 96 School House Rd. - Mills River, NC 28759

Civil Rights Data Collection (CRDC) Updates

Known Issues

1. Charter schools that do not have AIG programs are currently indicating as having a program by the indicator 'Yes' on the PowerSchool CRDC Part 1. This error can be seen in the data view 'CRDC School Detail – Part 1'. A resolution will be deployed into PowerSchool during this November Home Base maintenance weekend.

2. The CRDC screens at the LEA and School Levels in PowerSchool may be incorrectly indicating a district or school has Early Childhood, PreSchool or Kindergarten students. The indicators may be set to No while the CRDC report indicates Yes. Indicators cannot be changed on the screen, the data must be corrected at the source. The root cause may be due to students not having an FTE value in their enrollments. This issue will be resolved during the November PowerSchool Maintenance weekend.

3. EDDIE grade levels in the CRDC EDDIE Grade Level screen were inadvertently deleted for districts with a leading zero in their LEA number (010, 020, 030, 040, 050, 060, 070, 080, and 090). The development team is working on an update. This fix is pending.

Please continue to report any issues you may find when preparing for the collection.

CRDC Grads360 NC Workgroup is Now Live

Staff who provided contacts in the EDDIE system prior to September 23, 2016, for the Office of Civil Rights Data Collection, have received logins to this workgroup.

This workgroup was created to allow staff working on the collection to:
- start CRDC discussions with their peers throughout the state,
- review recorded webinars,
- share documents, and
- see calendar events.

Please remember to adhere to FERPA and HIPAA guidelines when participating in this workgroup.
A few items to keep in mind as we progress through the collection:
- Your user name for the NC workgroup is the email address you provided when you were identified as a contact for the collection. Your temporary password is Welcome2016!
- The user name and password for the workgroup are separate from the user name and password you will be provided when the Federal Submission Tool opens.
- Any messages you send will be sent to all members of the workgroup.
- Please remember to contact the NC DPI for data questions or the CRDC Support Center for technical assistance.

Feel free to have additional staff request to access the NC Workgroup by navigating to the CRDC Resource Center (https://crdc.grads360.org), clicking the North Carolina Workgroup link, and sending an email to Molly Hash.

CRDC Labs - Real-Time-Assistance at NCDPI
CRDC Labs are designed to give district level staff working on the Office of Civil Rights Data Collection assistance with PowerSchool set-up in real-time. These Labs are not webinars.   Two staff members from an LEA and Charter may attend.

To register, click this link: https://attendee.gotowebinar.com/rt/8336383191098240770
There are 20 seats available per session. Seating priority will be on a 'first come, first serve' basis. Sessions are 3 hours, from 9 a.m. to noon, and 1 p.m. to 4 p.m. If you are unable to attend after you've registered, please **Cancel** your registration using the GoTo Registration Confirmation you received after signing up.
Labs will be located at the Department of Public Instruction, 301 N. Wilmington Street, Raleigh, NC, 5th floor, Computer Training Room (room 564. . See Google map at this link: https://www.google.com/#q=301+n.+wilmington+street

The training room temperature fluctuates. It is recommended that you wear layers when attending the session.
There is a café in the NC DPI building where you may purchase beverages, snacks, breakfast and lunch. The café is located on the first floor on the north side of the building.
Please contact Terra Dominguez at terra.dominguez@dpi.nc.gov or 919-807-3272 with any questions.

SAR Update

All courses requiring high/low grade levels have been updated in PowerSchool to assist with producing accurate average class size data.

As of Tuesday, Nov. 8, all schools were requested to re-run the SAR for the 2016/17 school year to ensure the SAR Class Size report reflects the accurate average class size data. Once the SAR is approved, this approval will cover all SAR reports, including the SAR Class Size.

The SAR Class Size report is the Average Class Size data for the 2016/17 school year that is reported on the School Report Card. This data should be shared with the school's principal.

Reporting Deadlines

School Activity Report (SAR)
The SAR deadline is extended to **Friday, November 18**. The new deadline will be updated in PowerSchool this maintenance weekend (Nov. 11 - 14).

Common Follow Up Report (CFU)
The CFU Report must be rerun after this maintenance weekend (Nov. 11 - 14) and by **Wednesday, November 30, 2016**.

Civil Rights Data Collection Report (CRDC)
The deadline for reporting Part I CRDC Preview and Part II CRDC Preview have been set to January 2, 2017. These dates will be updated in PowerSchool this maintenance weekend as well.

Tips from the Technology Support Center

The NCDPI Technology Support Center would like to remind you of the wealth of PowerSchool resources available at the following websites:

1. NC SIS Website: http://www.nc-sis.org/
Find support documentation, upcoming training information, how to connect with other PowerSchool coordinators and more on this site.

2. PowerSource - PowerSchool's customer resource website: https://support.powerschool.com/

This site includes an expansive knowledge base, Mastery in Minutes tutorials, and community based tech forums all geared toward assisting PowerSchool users.

Check back often as these sites are updated regularly!

Home Base Support Center Closed in Observance of State Holiday - Friday, November 11, 2016

NCDPI and its' support center will be closed Friday, November 11, in observance of Veteran's Day, a state holiday. Regular business hours will resume Monday, November 14. LEA coordinators and leads may continue to submit tickets through the Remedy Portal.

Public Schools of North Carolina
State Board of Education
Department of Public Instruction

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

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