



November 15, 2019

Digital Teaching and Learning

DISTRICT SUPPORT



NC SIS Weekly Email Bulletin

In this issue:

1. Home Base Maintenance Weekend - Nov. 15-18, 2019
 2. DIT Patching
 3. 2nd Round of Home Base Meet-Ups
 4. SAR Personnel Summary Report
 5. RTA Update
 6. Students in the FTE School
 7. IPT Training/Certification for PowerSchool Support (**Important Updates**)
 8. PowerSchool Learning Opportunities
 9. Spread the Word! Pre-service Teachers Wanted
 10. Want to be a Home Base Advisory Representative?
 11. Reminder: SY 2019-20 Mandatory CRDC 60-Day OMB Package Now Available
 12. Contacting PowerSchool Support
 13. Upcoming Webinars (***See New NCEES Training Dates**)
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Home Base Maintenance Weekend - Nov. 15-18, 2019

The next Home Base maintenance weekend is planned for today, November 15 through Monday, November 18. Applications scheduled for maintenance include the PowerSchool SIS application and the Schoolnet application. All other Home Base applications, including the PowerSchool Unified Talent application, will not be included in this maintenance.

PowerSchool maintenance will include a fix to the K-8 Class Size Report that is needed for school report cards and a fix for PSUs to run and approve PMR reports. The PowerSchool application will be taken offline, Friday, November 15 at 5 p.m. and returned to service no later than Monday, November 18 at 6 a.m. PowerSchool will take the curtain down as soon as maintenance is complete so that users will not have to wait on NCDPI's approval. Please notify your PSU staff when the system has become available.

Schoolnet maintenance will take place today, November 15 from 5 p.m. to 6 p.m. Updates addressing an issue with the Express Test adding blank questions to the end of test will be implemented, as well as the loading of the 2018-19 ACT and EOC/EOG scores.

Questions or comments pertaining to the above maintenance activities 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](#).

DIT Patching

The NC Department of Information Technology (DIT) will be performing monthly Linux patching, including the UID System servers, this Sunday, November 17, 2019, 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.





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HOME BASE SM **MEET-UPS**

2nd Round of Home Base Meet-Ups

The second round of Home Base Meet-Ups for the 2019-20 school year is scheduled for Monday, December 9 through Thursday, December 12, 2019. Don't miss this great opportunity to collaborate and network with your peers face-to-face. Live stream options for all products will be offered for those who cannot attend a face to face session.

For complete registration details, please link to the [December 2019-20 HBMU Invite](#). Click on the [Home Base Meet-Up Registration](#) link to register, and visit the [Home Base Meet-Ups 2019-20 Schedule](#) for future meeting dates and locations.

SAR Personnel Summary Report

NCDPI and PowerSchool are aware and working to resolve the duplicate staff reporting issue on the Personnel Summary Report within the SAR. This issue does not affect the report approval process; therefore, the report can be approved with the duplicate staff.



Please continue to verify that all other personnel are reporting accurately according to their schedules, roles, and duties and move forward with approving the report. The submission due date has been extended to **Friday, November 22, 2019**. For more information, please contact studentaccounting@dpi.nc.gov.



RTA Update

As a follow-up to the RTA (Read to Achieve) message that was shared last week, DPI would like to provide further guidance on how to code the RTA students in PowerSchool. DPI recently discovered that several districts have started removing the RTA label from students who have reached RTA proficiency. A memo was sent out on September 13 that stated NCDPI would not be pulling and archiving the data until November 13. However, since districts prematurely began removing those labels, DPI will not archive the data until December 2.

If you have removed the RTA label from any students, please add it back prior to the new archive date. More information will be released next week.

Students in the FTE School - Reminder

NCDPI has discovered that some schools have students in their DPI FTE school. NCDPI would like to inform all PSUs that the DPI FTE school should not be used as a holding school during the school year and there should not be any student records in this school within your instance. This school may be used as a temporary holding school during the EOY process, but students must be moved back to their previous school and transferred out as a no-show within your instance



after EOY. Failure to remove these students causes double enrollment in ECATS, resulting in record transfer issues.

What is a No-Show student?

When a student is enrolled in a school but did not show up the first day of school, they are referred to as a " **No-Show**".

For the No-Show students to report correctly, the **Entry Date must be equal to the Exit Date**. Summer No-Show students should have summer entry/withdrawal dates **after** July 1 and before the first day of school. NCDPI prefers summer dates of 7/6 – 7/6 to avoid enrollment, reporting, and transfer student record issues.



IPT Training/Certification for PowerSchool Support - Update

The virtual session for the IPT certification course scheduled the week of Nov 18 - 22, 2019 is full, and registration is now closed. The session being held Dec 2 - 6, 2019 at NCDPI is also full and on a wait-list.

If you have questions about the IPT sessions or your registration, please ensure you are referencing the [IPT FAQ](#) document, which is updated regularly with answers to frequently asked questions about IPT classes, registration, and the test.

Please note: IPT certification is required in order for your PSU to receive SIS PowerSchool technical support. There must be a certified contact in your PSU or your PSU will not be able to contact PowerSchool or NCDPI for technical support for PowerSchool. This includes but is not limited to State Reporting errors or unlocks, Data restores, duplicate students, transfer student record issues, etc.

Key Points:

- Remaining sessions are filling up, to ensure you get a seat please register for an available session rather than a waitlisted location. You can register for training using the following link [IPT Session Registration](#)
- If you selected to be added to a wait-list, and you are required to take training due to failing or not attempting the test, NCDPI would highly recommend you make other arrangements to attend an available training session.
- If you have registered for a training session, you are expected to attend the training session. Although training is being provided at no cost to your PSU, NCDPI is incurring a substantial cost for each of these training sessions. **With that said, if you are registered for a training session and do not attend, your PSU (or entity) may be responsible for the cost of your seat in that session.**
- If you will not be able to attend the training session you registered for, please contact [NCDPI](#) at least 7 business days before the start of the session.

- If you need to update your registration please **do not** submit another request via the Google Form. Contact tessa.parker@dpi.nc.gov to receive your unique URL to edit/update your form response. Multiple registrations for different sessions by the same person will not be accepted; your most recent submission will be the only valid submission. The only exception to this is for wait-list requests.

DATES	LOCATIONS
November 18 - 22, 2019	Winston-Salem Forsyth County Schools 475 Corporate Drive Winston-Salem, NC 27150
December 2 - 6, 2019 SESSION FULL accepting wait-list registrations only	North Carolina Department of Public Instruction 301 N Wilmington St, Raleigh, NC 27601
December 16 - 20, 2019	Carolina Beach Road Complex 2814 Carolina Beach Road Wilmington NC 28412

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

PowerSchool Learning Opportunities

NCDPI wants to hear from you. We would appreciate your feedback regarding future learning opportunities for PowerSchool SIS. Please take a few minutes to fill out the following feedback form regarding future training opportunities.

[Feedback Form](#)



Spread the Word! Pre-Service Teachers Wanted!

The North Carolina Department of Public Instruction (NCDPI) would like to invite undergraduate and graduate students in the field of education to serve as interns for the 2020 Connecting Communities of Education Stakeholders (CCES) Conference in April. [See invitation to apply.](#)

Please feel free to reach out to the CCES Internship Coordinator at stacy.daniel@dpi.nc.gov should you have any questions.

Want to be a Home Base Advisory Representative?

Do you know your Home Base Advisory representatives? The Home Base Advisory Group consists of PSU educators in various roles and NCDPI staff who form an effective advisory structure that supports a continuous improvement process for Home Base. The group sets the



strategic direction for our Home Base Roadmap. If you think you would like to be a part of this group, please complete the [Home Base Advisory Interest](#) form. To find out who your current representatives are, please view the list that is posted in the [Home Base Advisory Group Google doc](#).



SY 2019-20 Mandatory Civil Rights Data Collection (CRDC) 60-Day OMB Package Now Available

The SY 2019-20 CRDC 60-Day OMB Package was posted on September 19, 2019, on [regulations.gov](#) and is now available for public comment. The CRDC requires all local educational agencies (LEAs) in the nation that are recipients of federal funds to respond to the CRDC for the 2019-20 school year. This includes every public school district, charter schools, juvenile justice facilities, alternative schools, and schools serving only students with disabilities.

The announcement is available in the [Federal Register](#) and copies of the documents may be accessed on [regulations.gov](#). Select "Open Docket Folder" and scroll down to "Supporting Documents" and choose "Forms and Instructions (60D FRN)" and "Supporting Statements (60D FRN)" for the documents posted on September 19, 2019. Comments in response to this notice must be submitted electronically through [www.regulations.gov](#) or by postal mail addressed to the Director of the Information Collection Clearance Division, U.S. Department of Education, 550 12th Street SW, PCP, Room 9089, Washington, DC 20202-0023. The 60-day public comment period closes on November 18, 2019 at 11:59 p.m. ET.

A note to LEAs and Charters: This is a voluntary public comment period regarding proposed changes to the SY 1920 CRDC. Feel free to comment on the updates to the SY1920 collection, especially if you feel strongly any of the proposed changes. Once the comment period ends, the OCR will revise the proposal and then re-publish for a last round of comments. The final requirements for the SY1920 collection will be published in the SY2021.

Contacting PowerSchool Support

There are 3 ways to request PowerSchool support:

1. CHAT: Chat support will be available for you through the PowerSchool Community at: [Launch Chat Support](#)
2. CASE: Submit a case via the PS PORTAL: <https://help.powerschool.com/>
3. CALL: **1-855-339-4790 (This is a dedicated NC Support line.)**



*Please ensure you are dialing the dedicated NC line when contacting support via phone.

** If you are reporting an outage or performance issue (P0 or P1), please CALL or use CHAT. This ensures immediate attention by PowerSchool support.

***For all other Home Base support needs (*Schoolnet, NCEES/Unified Talent, IAM/SSO (NCEdCloud), Staff & Student UID (eScholar)*) contact the Home Base Support Center at https://ncgov.service-now.com/sp_dpi or phone: (919) 807-4357, Monday - Friday, 7 a.m. to 4 p.m.

WEBINARS

NCWiseOwl Webinars

Five NCWiseOwl Gale Webinars will be available starting November 19, 2019. All webinars offer CEUs from GALE including full viewing of recorded webinars and alignment to the NC Digital Learning Competencies. Detailed descriptions for each webinar are located in the [NCWO Toolkit](#) on [the Professional Learning Page](#). Gale also houses [recorded webinars and registration](#) as a service for NC.



AUDIENCE: Teachers, Instructional Coaches, School Library Media, Instructional Technology, Other Certified Support Staff

- 19-Nov-2019 7-7:45 PM - [REGISTER](#) for NCWiseOwl: NEW Gale Resource Enhancements!
- 21-Jan-2020 3:30-4:15 PM - [REGISTER](#) for NCWiseOwl: Using Gale Resources for IBL and PBL
- 18-Feb-2020 3:30-4:15 PM - [REGISTER](#) for Support STEM with your NCWiseOwl Gale Resources
- 10-Mar-2020 7-7:45 PM - [REGISTER](#) for NCWiseOwl: Gale Resources and Tools for EL and SPED Students
- 14-Apr-2020 3:30-4:15 PM - [REGISTER](#) for CTE and your Gale Resources from NCWiseOwl



NCEES New AP and Ad-Hoc Basics November Webinars Rescheduled

Mark your calendars for the NCEES November webinars. All webinars will be recorded and posted to the Webinar Series document located on <http://bit.ly/ncees-support>. Click the titles below to register.

Please click here to review the full list: [NCEES 2019-2020 Webinars](#) .

UPCOMING WEBINARS:

1. NEW!! [NCEES Ad-Hoc Reporting Basics](#)

Description: District Administrators, learn how to create a local library of NCEES Ad-Hoc reports to support your PSU evaluation and professional development reporting needs. We'll also walk through how to publish ad-hoc reports for principals or other staff to run that include field level filter choices.

Target Audience: District Administrators

NEW DATE: Tuesday, Nov. 19 (was 11/12 - registrants do not need to re-register)

Time: 4-5 p.m.

2. [New Assistant Principal NCEES Series 4](#)

NEW DATE: The New AP Webinar Series November 26th meeting has been rescheduled for December 5th, 4:00-5:00 pm.

After hearing from many of you, we have decided to rescheduled the meeting formerly on the Tuesday before Thanksgiving to Thursday, December 5. For those of you who cannot attend, the webinar will be recorded and posted on the New AP Webinar Series Agenda.

Note: Participants only register 1 time for all 10 meetings included in the series.

Description: New assistant principals need consistent ongoing support. This New Assistant Principal NCEES Series will offer 10 meetings over the 2019-20 school year. Each meeting will address *timely topics* to support NCEES, ensuring fair and reliable practices for assistant principals to support teacher growth. This series will also focus on the growth and development of the AP using the NC School Executive Standards within the AP evaluation process.

An agenda outline for all 10 meetings has been developed. In addition, participants will have a [link to submit questions and ideas](#) for topics/ standards to be covered throughout the series. This participant driven agenda will provide relative professional development that is immediately applicable for leader success. A deeper study of the standards will be guided by the feedback survey. Also note: The agenda may change throughout the series depending on professional development needs of the participants.

[Link to agenda outline for all 10 meetings](#)

Target Audience: NEW Assistant Principals

Dates: October 29, **November 26 now moved to Dec. 5th**, January 28, February 25. March 31, April 28, May 26, June 16

Time: 4-5 p.m

[MOY for Teachers/ Support Staff](#)

Date: December 3, 2019

Time: 4:00 p.m. - 5:00 p.m.

Location: Virtual Online

Target Audience: Teachers and Support Staff

Description: Participants will gain a better understanding of the middle of the year process for teachers/support staff. Outlined topics include reviewing the teacher evaluation process, completing Mid-Year PDP and managing aligned courses.

[MOY for Principals](#)

Date: December 10, 2019

Time: 4:00 p.m. - 5:00 p.m.

Location: Virtual Online

Target Audience: Principals and Administrators

Description: Participants will gain a better understanding of the middle of the year process for administrators. Outlined topics include reviewing the Mid-Year teacher evaluation process, completing Mid-Year Conference and managing aligned courses.

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

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