



November 30, 2018

Digital Teaching and Learning

DISTRICT SUPPORT



NC SIS Weekly Email Bulletin

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Your Expertise is Needed...Be a Presenter at the 2019 CCES Conference!

www.ncpublicschools.org/cces/

Are you an experienced Home Base user eager to share your expertise? The Conference Planning Committee is soliciting proposals for the CCES 2019 Conference. Preference will be given to those that address this year's conference theme, "**Innovative Pathways to Personalized Learning.**" Proposals must be submitted by December 9, 2018. Please visit the [Conference Proposal webpage](#) for more information.

Important Dates

Nov. 13 - Dec. 9: Proposal Window Open
Dec. 21: Presenters notified of acceptance status
Jan. 4: Final Schedule Posted Online
Jan. 4: Submission Deadline for Marvin R. Pittman 2019 Champion Award
Jan. 4 - Feb. 1: Early Bird Registration
March 18-21: Dates of Conference

Conference Location

Sheraton Greensboro Hotel & Koury Convention Center
3121 West Gate City Boulevard, Greensboro, NC

Marvin R. Pittman--2019 NC Champions for Education Awards

Categories: Teacher, Administrator, Support Staff, Volunteers

Do you know someone who demonstrates an extraordinary commitment to student success? Someone who exemplifies leadership in education? Someone you believe has made a significant impact on students in NC?



Consider them for the Marvin R. Pittman Champions for Education Awards. The Department of Public Instruction wishes to recognize those individuals during the 2019 Connecting Communities of Education Stakeholders Conference (CCES).

Please take a moment to nominate that deserving teacher, administrator, support staff or volunteer. Any individual supporting student success across NC is eligible for this award. Visit the [CCES Champions Award](#) page for information on submitting a nomination, nomination criteria, selection criteria, and application process. Completed forms are due no later than 5:00 p.m. on Friday, January 4, 2019.

Winners will be notified on February 18, 2019. All winners will receive an honorary conference registration.



Questions???
Email: cces@dpi.nc.gov



State Schools of Character - Opportunity to Serve as an Evaluator

Each year, NC schools submit applications for consideration as a State School of Character. Please forward this message to your team members who may have an interest in becoming a State Evaluator for the 2018-2019 North Carolina State Schools of Character. Those interested may contact Justyn Knox (Justyn.Knox@dpi.nc.gov).

Interested individuals will then receive more information about a training on December 7, 2018 from 9-11 a.m., and information on the application review timeline. Schools that are selected by the state review team as a State School of Character will be submitted for consideration as a National School of Character.

This is a great opportunity for inter-agency collaboration, and we would love to have as many disciplines and perspectives involved in the process as possible. Thank you for supporting and celebrating character education in NC by sharing this opportunity with others!

December 2018 Home Base Maintenance Weekend Date Change – Dec. 14, 2018

The next Home Base maintenance weekend originally scheduled for December 7-10 is being moved to **December 14-17**. This date change is occurring to ensure all scheduled activities are tested and ready for implementation



Maintenance activities will include the deployment of the updated CRDC Preview Reports for the 2017-18 school year. Please see the **Office of Civil Rights Data Screens Available in PowerSchool** article in this bulletin for more Office of Civil Rights Collection details.

PowerSchool will be brought down Friday, Dec. 14 at 5 p.m. and returned to service no later than Monday, Dec. 17. Once maintenance is complete, a message will be sent to notify users that the application is up and available for use. If there is a delay in bringing up the system, users will be notified.

Questions or comments pertaining to this change in schedule may be addressed to home_base@dpi.nc.gov. Stay apprised of all home Base planned maintenance periods by visiting our [2018-19 Home Base Maintenance Schedule](#).

Office of Civil Rights Data Screens Available in PowerSchool



Note: LEAs, Charters and schools that were not open in the school year 2017-2018 are not required to participate in this collection. Data for the collection is from the School Year 2017-2018.

Important: LEAs and Charters that use third party software to collect data specific to the CRDC collection that are not integrated into the PowerSchool instance are responsible for providing that data to the OCR.

PowerSchool CRDC Screens Available for Update

Three screens, specific to the CRDC are now available in PowerSchool. LEAs and Charters are advised to begin updating these screens prior to the release of the SY 2017-2018 PowerSchool CRDC Preview reports. Documentation is located: <http://www.ncpublicschools.org/data/management/ocr/webinars/>

Documentation to support the collection process:

- Federal level LEA and School Forms: These guiding documents are the key to understanding the data collection. Print or download these forms to use throughout the reporting process.
- *Preparing for the CRDC*: This DRAFT document describes the North Carolina process for preparing for the Civil Rights Data Collection. Use the '*PowerSchool Functionality for the CRDC*' section of the document to begin the set up processes for generating the PowerSchool CRDC Preview Reports.

Important: The PowerSchool CRDC Preview report will not be updated for the 2017-2018 year until the December maintenance weekend.

Webinars and Workshops

Preparing for the Civil Rights Data Collection - webinar

These two-hour sessions will provide a PowerSchool demonstration specific to the CRDC, tips for successful validation and an opportunity to discuss the NC DPI schedule for data upload to the Federal Submission Portal. Users will also have the opportunity to ask about PowerSchool functional processes. Session times are from 1 p.m. - 3 p.m.

Preparing for the Civil Rights Data Collection occurs several times. Please register for the date and time that works best for you:

<https://attendee.gotowebinar.com/rt/231088052197676803>

December 12, 2018 - 1 p.m. to 3 p.m.

January 9, 2019 - 1 p.m. to 3 p.m.

February 6, 2019 - 1 p.m. to 3 p.m.

CRDC Workshop

Real-time-assistance at the NC DPI LABS

CRDC Workshops are not webinars. Labs are designed for district level staff working on the Office of Civil Rights Data Collection to get assistance with PowerSchool set-up in real-time. Two staff members from an LEA and Charters may attend. The NC DPI training room will be open from 9 a.m. to 4 p.m. Staff are welcome to attend as their schedule allows.

Dates:

Friday, January 18, 2019 (9 a.m.-4 p.m.)

Friday, February 8, 2019 (9 a.m.-4 p.m.)

Please contact Terra Dominguez at terra.dominguez@dpi.nc.gov or 919.807.3272 with any questions.

SAR Deadline Extended

Due to several unresolved data issues, including 3rd party EC files that need to be uploaded and the inability to enter roles and duties, the SAR deadline is being extended to December 7, 2018. NCDPI will run a script to unlock the SAR from November 15 - December 7. This script will **NOT** unapprove reports that have already been submitted by LEAs and charters. No further action is required for districts who have already approved their SAR reports.



As a reminder, all fatal exceptions must be resolved by the SAR deadline of December 7, 2018. Data with fatal exceptions is not included in any state reports.

If you have any questions, contact LaShon Creech at lashon.creech@dpi.nc.gov.



LCS Deadline Extension

The collection window has been extended for running and approving the Fall 2018 Legislative Class Size reports. Districts now have until **Friday, December 14, 2018** to submit their LCS reports, waivers, and affidavits. Weekly updates are being provided to districts through our DTL Bulletins and the Home Base Support Center is prepared to assist anyone experiencing issues with their reports. As a reminder:

- Requests for individual class size exception waivers require the completion of a [form](#) supplied by the Division of School Business. Effective for the 2018-2019 school year, waivers must be

submitted for any K-3 class that exceeds 23 students, excluding enhancement courses. Waiver forms are to be sent to StudentAccounting@dpi.nc.gov.

- The local superintendent shall also complete a [sworn affidavit](#) attesting that the superintendent has complied with the reporting requirements. Affidavits are to be sent to classsize@dpi.nc.gov.

Please continue to review your district's data and submit Remedy tickets if there are questions or issues related to this collection. Below is a link to the latest class size presentation with more details and guidance.

[2018 LCS Presentation](#)



January 2019 - Home Base Meet-Ups Survey

The NCDPI Home Base Team is requesting feedback on the delivery format of the January 2019 Home Base Meet-Ups (HBMs). Your response will help us determine the best way to deliver these meetings so that as many as would like to participate can do so. Please keep in mind that inclement weather may be an impeding factor with travel.



The survey will close on Friday, December 7. A decision will be made and communicated regarding the delivery format by Friday, December 14.

<http://bit.ly/HBMUjan19survey>



The Home Base Support Center is Hiring!

The Home Base Support Center is currently recruiting for a part time Support Center Analyst II. This position provides IT support and services for Home Base systems such as PowerSchool. This position is part time up to 20 hours per week and is remote based.

Details of this position are available online and can be found here:

<http://bit.ly/2JOSjJo>

Web Updates!

[CCP Dual Credit Allowance - 11/19/2018](#)



PowerSchool Coordinators' Monthly Update

Please register for PowerSchool Coordinators' Monthly Update scheduled for Dec 6, 2018 3:00 PM EST at:

<https://attendee.gotowebinar.com/register/3210096058653254659>

After registering, you will receive a confirmation email containing information about joining the webinar.

PowerSchool Training Webinars!

Course Code Webinar

Representatives from various divisions within NCDPI will be hosting a course codes webinar to announce the new 2019-20 SY Master List as well as address various topics and questions. Please see details below and we look forward to seeing you (virtually) soon!



Date: December 10, 2018

Time: 9:30 a.m. - 10:30 a.m.

Registration: <https://attendee.gotowebinar.com/register/1739942361432620803>

Topics:

- Release of the 2019-20 SY Master List
- CTE CCP course codes
- Less than 3 semester hour college courses
- Responses to questions raised by webinar participants

TNL/NCEES Training Webinars!

Please click here to review the full list:

[http://bit.ly/18-19NCEES Webinar Series](http://bit.ly/18-19NCEES_Webinar_Series)

All webinars in this series are held on Tuesdays, from 4-5 PM. All webinars will be recorded and posted to the Webinar Series spreadsheet.

NCEES Mid-Year Process for Teachers/ Support Staff

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

Date and Time:

Tuesday, December 4, 2018
4-5 p.m.

NCEES Mid-Year Process for Principals

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

Date and Time:

Tuesday, December 11, 2018
4-5 p.m.

NCEES End of Year Process for Teachers/ Support Staff

Description: Participants will gain an understanding of the process for completing the Professional Development Plan End-of-Year Review. Teachers will explore the steps leading to the Evaluation plan Summary Evaluation Conference, how to complete the signatures acknowledging the summary evaluation and how to provide a written response and artifacts.

Date and Time:

Tuesday, April 2, 2019
4-5 p.m.

NCEES End of Year Process for Principals

Description: Topics to be outlined include reviewing the Teacher Evaluation Summary & PDP EOY Review Process and responsibilities, managing completion reports for staff, and reviewing the end of Year for the Principal Evaluation Plan. Participants will be encouraged to share best practices and lessons learned over the 2018-19 school year and changes they are planning for the upcoming 2019-20 school year.

Date and Time:

Tuesday, April 9, 2019
4-5 p.m.

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

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