



September 13, 2019

# Digital Teaching and Learning

DISTRICT SUPPORT



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## NC SIS Weekly Email Bulletin

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## Next Maintenance Weekend Includes PowerSchool Upgrade

PowerSchool's latest version of SIS, 19.4.3.0, will be installed on all North Carolina instances during our next scheduled maintenance weekend, Friday, September 20 through Monday, September 23. NCDPI has been testing this version release for the last several weeks with positive results.



### Key fixes include:

- **Issue:** In some cases, changing a section's term or meeting periods could result in orphaned attendance records, which can result in misrepresentation of data.

- **Fix:** In PS version 19.4.3.0., changes to a section that would orphan existing attendance records is prevented.
- **Issue:** When editing the first or last name of a contact that has an access account, an email of the change is not sent to the contact as expected.
  - **Fix:** In PS version 19.4.3.0, the job sends an email notifying the contact of the change.
- **Issue:** When using the Data Import Manager to delete contacts that have access accounts, orphaned access accounts' records are created.
  - **Fix:** In PS version 19.4.3.0., the #delete function results in an error and any row that contains a contact that has an access account will be skipped. Additionally, any currently orphaned access accounts will be re-migrated to Contacts.

More information about maintenance activities will be provided as received. For PowerSchool technical support, please follow the guidelines below:

1. CHAT: Chat support is 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



## IPT Training/Certification for PowerSchool Support

Effective July 15, 2019, PowerSchool product support transitioned from DPI to PowerSchool. As a result, individuals submitting cases to PowerSchool must be IPT certified. IPT certification needs to be completed by January 1, 2020.

We realize we have many great PowerSchool coordinators who are experts in the field. This certification will allow you to showcase your expertise and earn a badge. Others, who are not as experienced, can use this as an opportunity to expand your knowledge and understanding of the PowerSchool tool at no cost to you. This structure will also help us, NCDPI, develop a baseline for skilled PowerSchool coordinators and data managers.

While PowerSchool is offering a 5-day training course for PSU technical contacts, many of our veteran users could likely pass the certification exam without taking the course. **Therefore, technical contacts have until September 30 to test out and gain certification.** Users who do not receive a passing rate of at least 75% or choose not to take advantage of the “test out” opportunity will then be required to attend the 5-day training course.

Several 5-day IPT Certification sessions will be scheduled between October-December. These will be hosted at various locations across the state at no charge to the public school units. Attendees will be required to take an open-book, certification exam at the end of the training. Users who do not receive a passing rate of 75% or more, following this free training opportunity, will not be able to submit cases directly

to PowerSchool. The public school unit will then be responsible for the cost (\$500 fee) to have the same or a new technical contact trained and tested.

Our Digital Teaching and Learning team has put together some resources to help public school units have a better understanding of this process. The [agenda](#) for the 5-day Initial Product Training identifies all of the areas on which users will be tested. We have also compiled and published a list of [frequently asked questions](#) for your review.

To help us better prepare for the upcoming training and certification process, we are asking all technical contacts to complete this [needs survey](#). Throughout this entire process, NCDPI will be there to provide support to each and every technical contact in our public school units. For questions or concerns, please contact [Tessa Parker](#) or [Justin Conner](#).

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## ISTE/DPI Press Release

We are excited to share that the NC State Board of Education adopted the International Society for Technology in Education (ISTE) Standards for students. Please see the press release to learn more about this action at <https://www.iste.org/explore/press-releases/north-carolina-adopts-iste-standards-students>. Our division looks forward to providing support for 2020-2021 standards implementation.



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## Common Follow-Up Reporting

As a reminder, Common Follow-Up (CFU) collection is due **Monday, September 30** for all schools that include grade levels 9 – 13. All warnings and errors about blank diploma types can be ignored for non-senior students; only seniors who graduated are required to have diploma type information populated. Career plans are only required for students who completed a CTE concentrator; all other students' career

data may remain blank.

Please review and correct all your warnings and fatal errors that are listed on the CFU Exception reports before approving your CFU. If the CFU is not populating at a school that includes grade levels 9 – 13, reference the [PowerSchool Assigning Collections to Schools](#) document on how to add the collection to the state compliance dashboard at a school. A quick reference document, [Common Follow Up Data Collection](#), is also available on the NC SIS website.

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## Read-to-Achieve

Third graders who were non-proficient in reading only and promoted to the 4th grade through the EOY process automatically have an enrollment record that records the promotion. After the EOY process is complete, the school is responsible for updating the promotion status (in this enrollment record added by EOY) to "RETENTION---READING", Retained Reading. The schools have an option to add a comment to explain the exit code change. To make this enrollment record change (applying the RTA label) in PowerSchool:



- Select the student.
- Edit that student's "transfer info" by selecting the promotion enrollment record (the most recent historical record in "transfer info").
- Enter the promotion status of Retention-Reading for this enrollment period. At the end of the summer, children who are still non-proficient on third grade standards need to be placed in one of three situations.

NOTE: This does not include students who have a Good Cause Exemption.

NOTE: Students who demonstrated proficiency during the summer should not be labeled as reading retained. Any label added after EOY should be removed before the archive process is conducted. The three placements for students who are still not proficient are:

- Retained in third grade working on third grade standards and curriculum and taking the 3rd grade EOG at the end of the year. (These students will be identified in PowerSchool as retained.)
- NOTE: students who are being returned to third grade may have been promoted during EOY. Utilize the PowerSchool demotion process (W1/R1) to move the students to the third grade.
- Placed in a 3/4 Transition class working on 4th grade standards and curriculum and taking the 4th grade EOG at the end of the year.
- Placed in a 4th grade Accelerated class working on 4th grade standards and curriculum and taking the 4th grade EOG at the end of the year.

Children who are in a Transition class (Item 2 above) or 4th grade Accelerated class (Item 3 above) are promoted to 4th grade but the retained reading label is attached to their record. For historical analysis, each school year, DPI will archive all RTA labels in PowerSchool during the first weeks of September. Prior to this date, DPI will announce the date of this archiving process. This data is archived to another area in PowerSchool, and the LEA/school can see this archived data by running the PowerSchool Read To Achieve Student List --SQL4 report. The RTA label should not be removed until after this archive date (with the exception of a student who demonstrated proficiency in summer camp). After this date, this retained reading label can be removed from their current enrollment line at any point during the 4th grade year when the child shows proficiency of third grade standards. Proficiency can be demonstrated through:

- Passing the Read to Achieve test by Nov 1.
- Completing a portfolio by the end of the 4th grade year.
- Passing an alternative assessment approved by the State Board of Education by the end of the 4th grade year.
- Passing the 4th grade EOG.

Note: NCDPI Finance will be basing funding for students who have been retained twice under this law on this Nov. 13 (and subsequent years') pull of data.



## Exit Dates for No-Show

NCDPI is finding that many Public School Units are using invalid exit dates for no-show students. Students who are considered no-shows for the 2019-2020 school year should have an entry/exit date that falls within the current year's term dates. Entering an entry/exit date as 6-30-19 instead of 7-1-19 or later, places the record in the previous school

year. As a result, it will show the student as retained, which causes issues in several areas, including the RTA report and ECATS. Please correct any no-show records you have already entered using dates prior to 7/1/2019.

# WEBINARS

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## Pre-K Attendance and Discipline Webinar

As a follow-up to the Pre-K Enrollment webinar, a Pre-K Attendance and Discipline webinar has been scheduled for Friday, September 20 from 11 a.m.- 12 p.m. Please use the registration link below to register.

<https://attendee.gotowebinar.com/register/8216699174305561101>



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## NCEES September Webinars

Mark your calendars for the NCEES August webinars. All webinars will be recorded and posted to the Webinar Series document located on <http://bit.ly/ncees-support>. Please click here to review the full list: [NCEES 2019-2020 Webinars](#) .

### 1. [Navigating Professional Development](#)

**Description:** Participants will gain a better understanding of Professional Development available in NCEES - Where to find and start PD, Credit types, CEU's earned, recommend or require PD (Lightbulb Moments!), Pin PD, and the NCEES Transcript. Will include information on entering outside PD Opportunities in Transfer Credit Manager.

**Target Audience:** Any NCEES User

**Date:** Tuesday, Sept 17, 2019

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

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

**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:** Tuesday, Aug 27, 2019, September 24, October 29, November 26, January 28, February 25. March 31, April 28, May 26, June 16

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

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

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