Welcome to the Alabama Special Programs PowerUp!

PowerSchool

PowerUPs

February 14, 2023

Today's Agenda

1. **Introductions**
2. **Updates:** State, Modules, Product, Support Case Trends
3. **Best Practices:**
   - ACAP Testing Supports Form Security
   - Contact Log How-To
   - Community Best Practices
4. **Next Steps**

PowerSchool

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Meet the Panel

Robyn Skidmore

Facilitator

Education Impact Consultant

Stacy Royster

PowerSchool Program Coordinator

ALSDE

Gail Comins

Product Owner

SP Alabama State Model

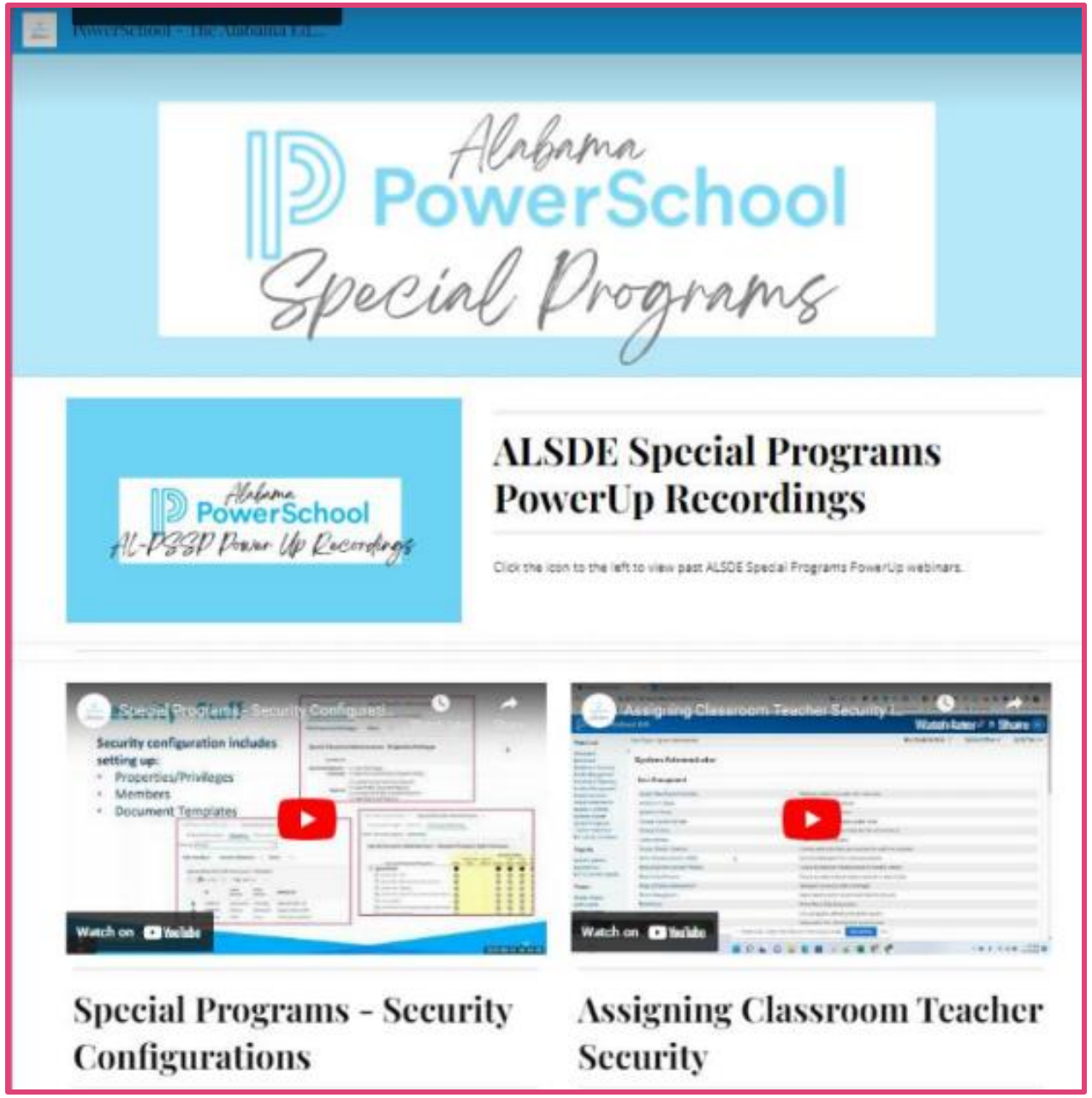
Dana Peterson

Engineer

SP Support

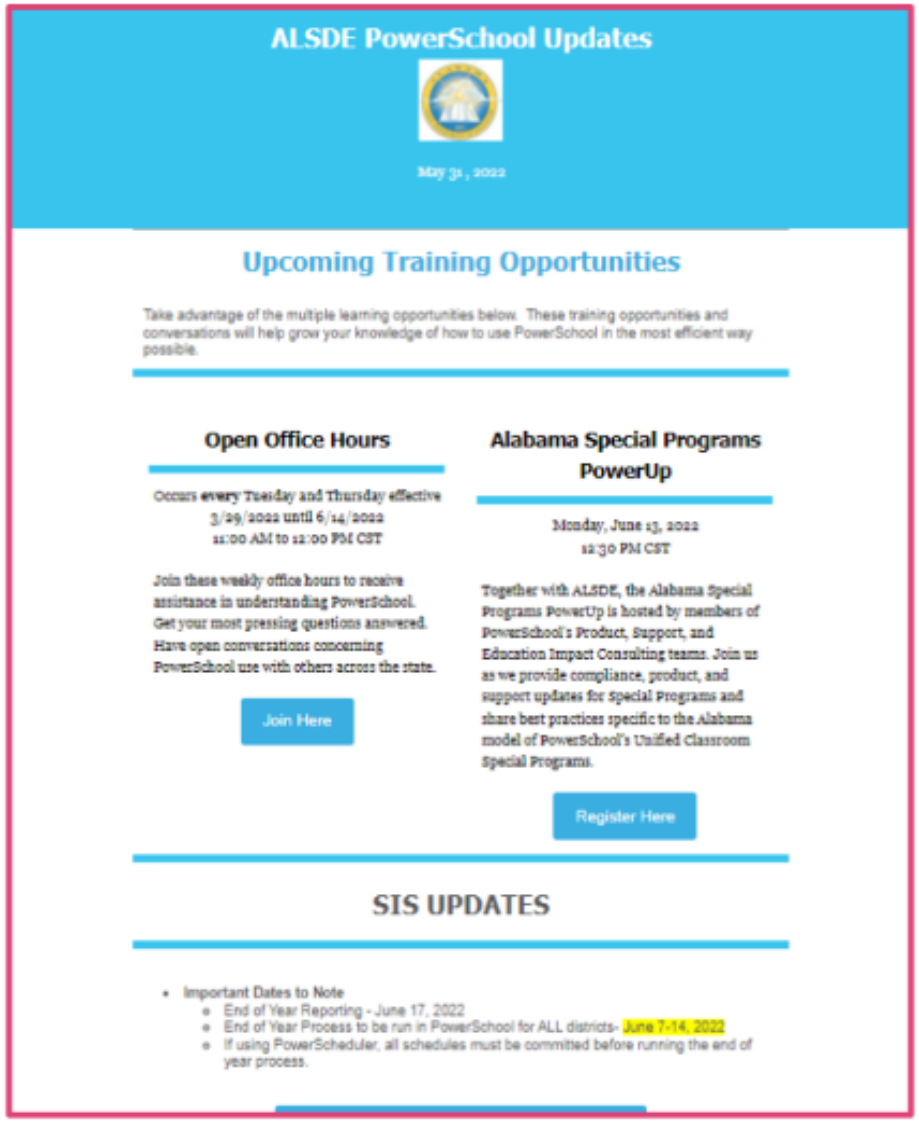
State Updates

https://sites.google.com/view/powerschool-thealabamaedition/special-programs-documentation



ALSDE PowerSchool Updates

- ALSDE Weekly Newsletter with updates and tutorials for all Alabama PowerSchool Products
- The email distribution list is driven by the assigned education directory roles in AIM by the districts.



ALSDE PowerSchool Updates

May 31 , 2022

Upcoming Training Opportunities

Take advantage of the multiple learning opportunities below. These training opportunities and conversations will help grow your knowledge of how to use PowerSchool in the most efficient way possible.

Open Office Hours

Occurs **every** Tuesday and Thursday effective 3/29/2022 until 6/14/2022
11:00 AM to 12:00 PM CST

Join these weekly office hours to receive assistance in understanding PowerSchool. Get your most pressing questions answered. Have open conversations concerning PowerSchool use with others across the state.

Join Here

Alabama Special Programs PowerUp

Monday, June 13, 2022
12:30 PM CST

Together with ALSDE, the Alabama Special Programs PowerUp is hosted by members of PowerSchool's Product, Support, and Education Impact Consulting teams. Join us as we provide compliance, product, and support updates for Special Programs and share best practices specific to the Alabama model of PowerSchool's Unified Classroom Special Programs.

Register Here

SIS UPDATES

- Important Dates to Note
  - End of Year Reporting - June 17, 2022
  - End of Year Process to be run in PowerSchool for ALL districts- June 7-14, 2022
  - If using PowerScheduler, all schedules must be committed before running the end of year process.

PowerSchool

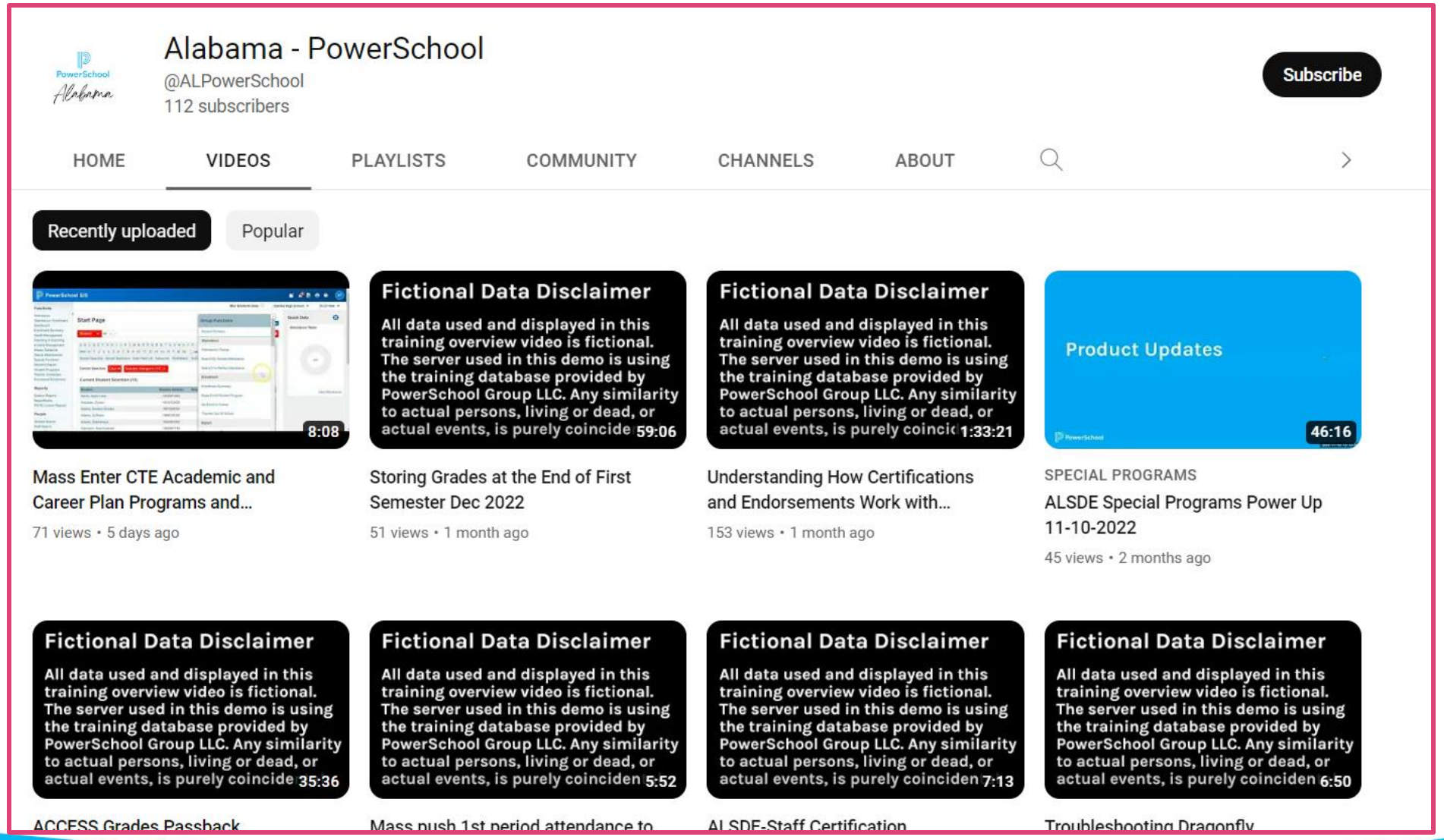
Weekly ALSDE Office Hours

- Tuesdays and Thursdays 11:00 AM - until
- Available for anyone in AL to join
- Ask any question on PowerSchool use
- District Collaboration

Meeting link:
https://alsde.webex.com/alsde/j.php?MTID=moe9d91eca8c7553e16885dbd4d42bfcd

Password: PowerSchool

https://www.youtube.com/@ALPowerSchool

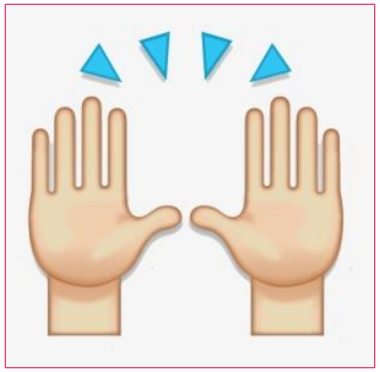


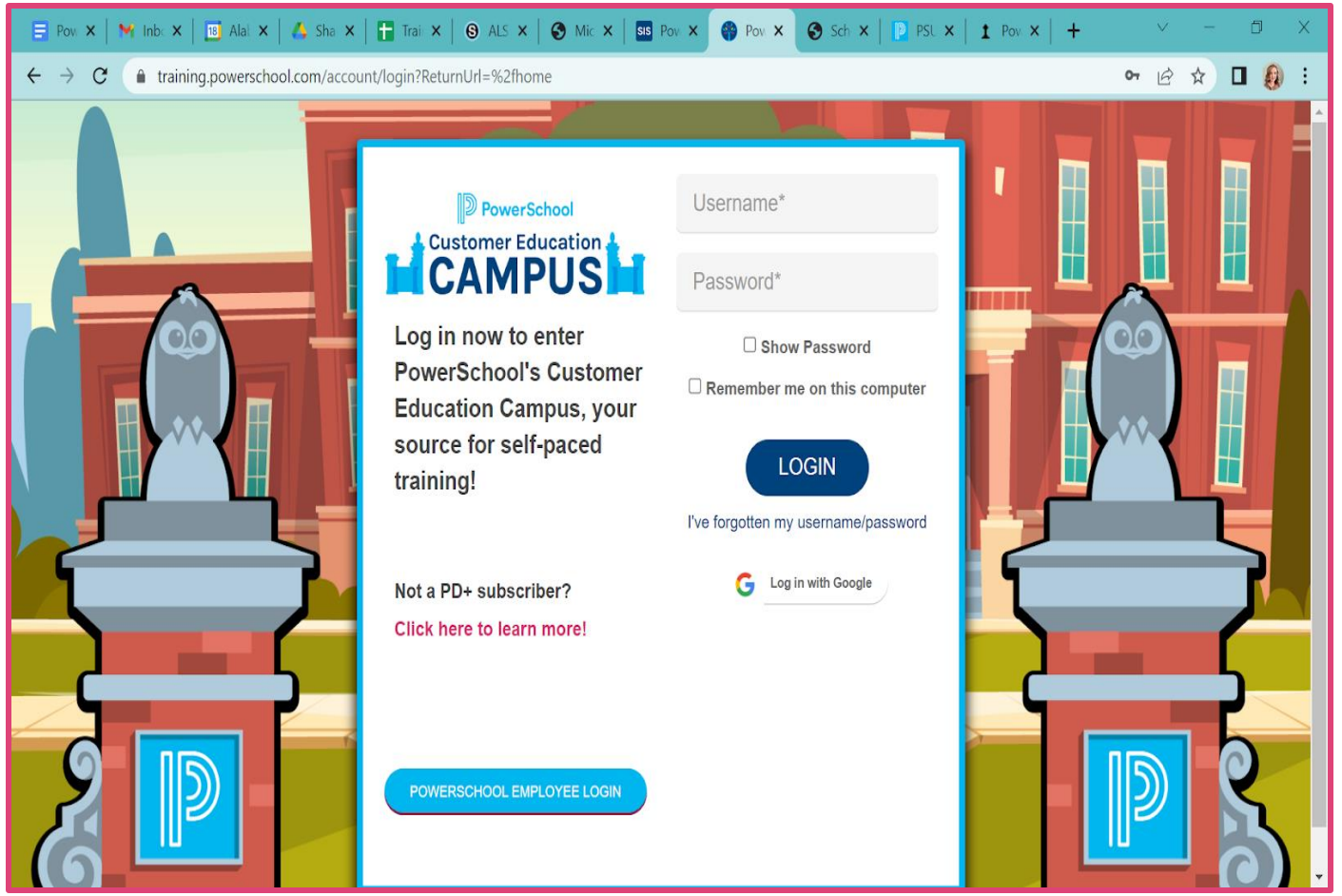
PowerSchool PD+ Campus

https://training.powerschool.com

- Access to training resources
- Learning paths for each role
- District single sign-on
- OR username from District

If your district tech director does not know how to give access, let us know and we can help!





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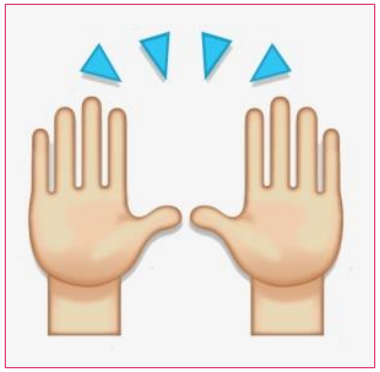
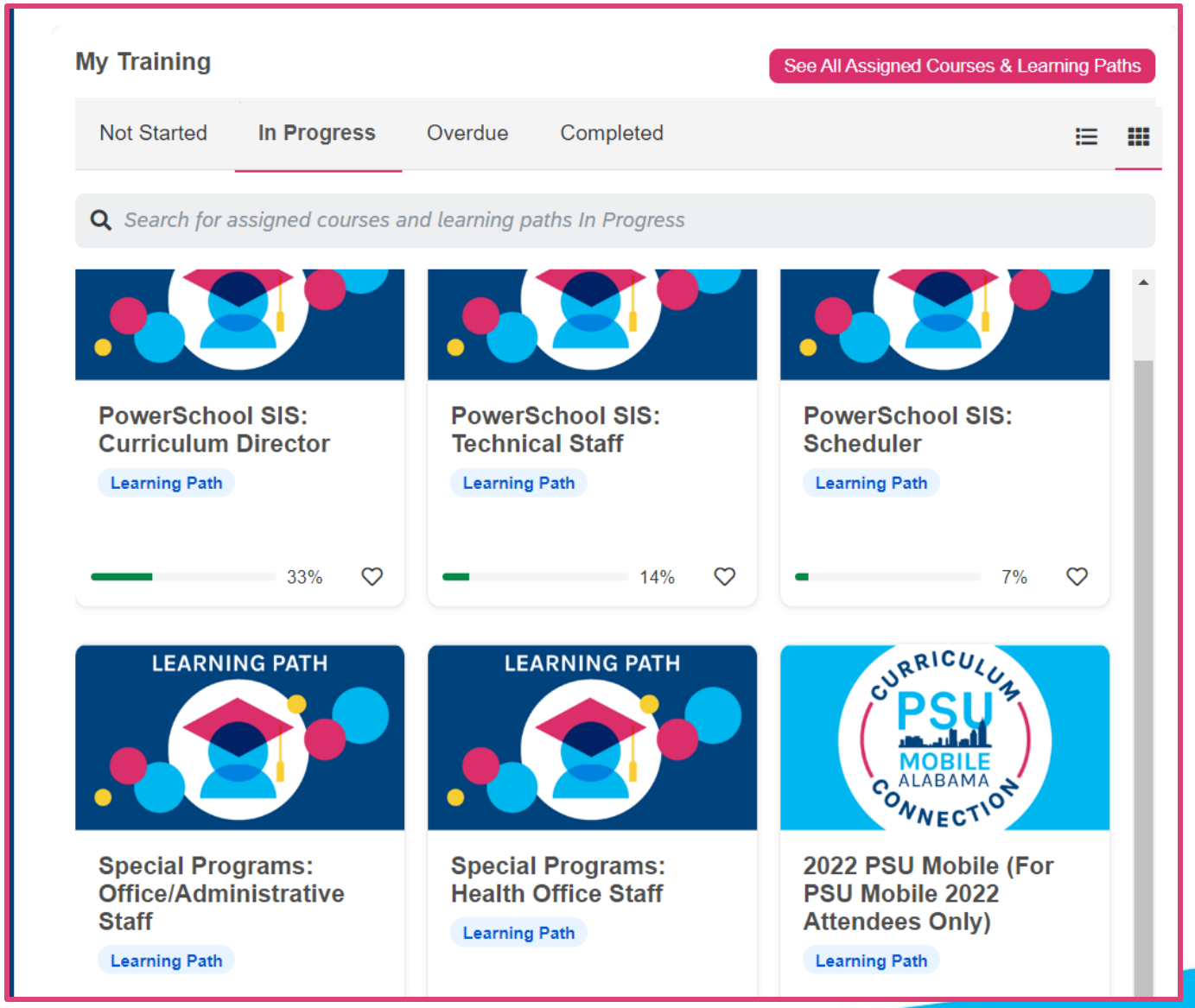




Module Updates

Special Education Updates

Workflow Case Types

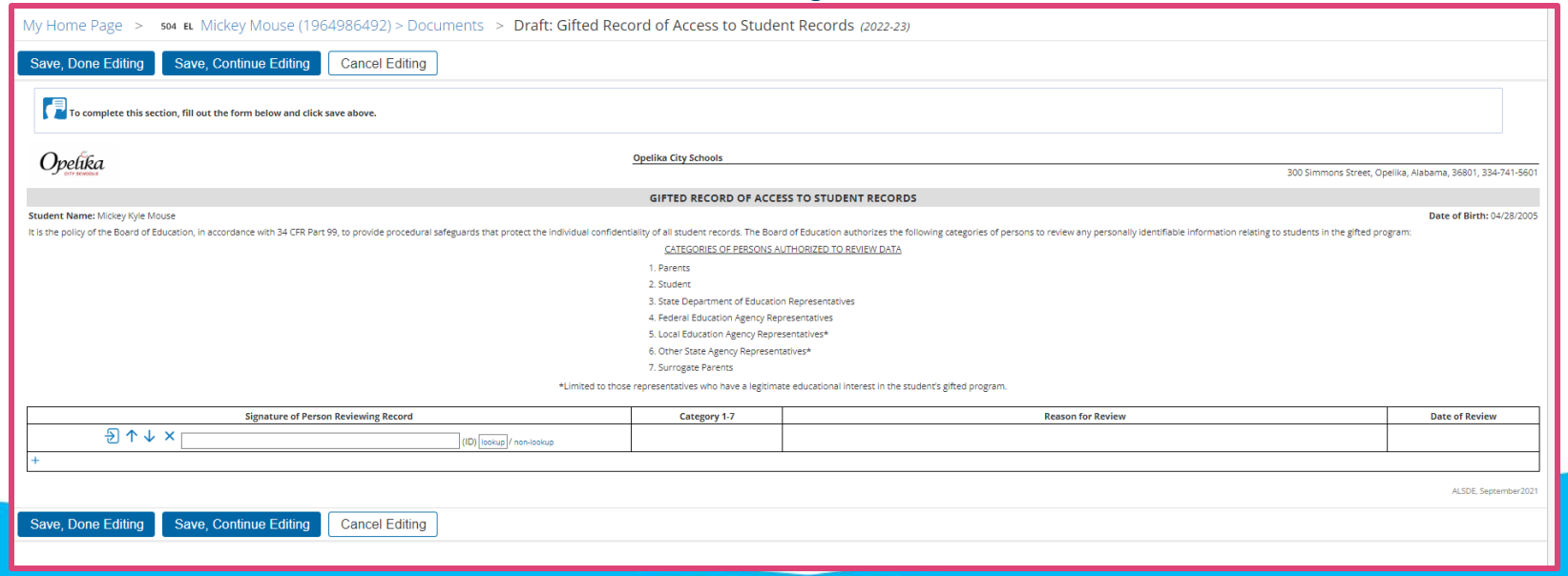
- Added in the January 2023 release
  - Initial Process
  - Annual Review
  - Reevaluation
- The LEA PowerSchool Administrator must add security group access to each case type for others to work with them.
- For more information on how to work with the workflow, go to **User Help** and search "workflow."

Gifted Updates

Gifted Record of Access Document

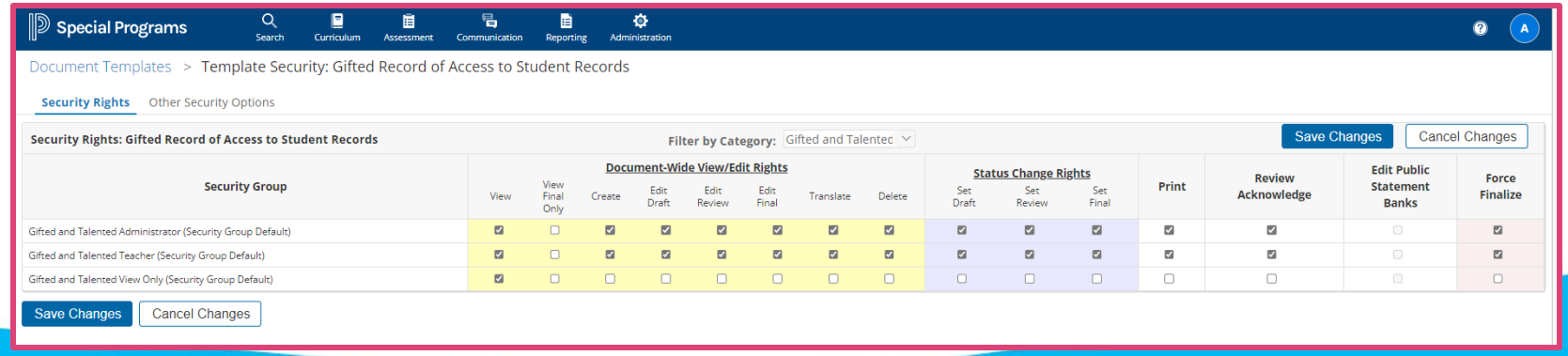
This document was added in the January 2022 release. Security Group permissions should have been updated to gain access to the form.

Steps to update security permissions were shared in the February Friends of Gifted (FoG) newsletter on February 1, 2023, and are on the next slide.



Gifted Updates

- Log in to PSSP
- Click Administration > Configuration > Document Templates.
- Scroll down to the Gifted Section > Find the Gifted Record of Access > Click on the padlock beside the form name.
- Find Filter by Category > Click the arrow down >Choose Gifted and Talented (Security Group Default) > Give permissions as needed.
- Click on Save Changes.



Product Updates

Product Release Updates

Release Schedule – Two releases a year

- Our development focus for 2023 is on defects and state compliance changes
- Next release is not yet scheduled – it will be sometime in April or May

Items for next release will be on primarily on State reports-

- Un-approve / Snapshot / reset dates
- Other state changes

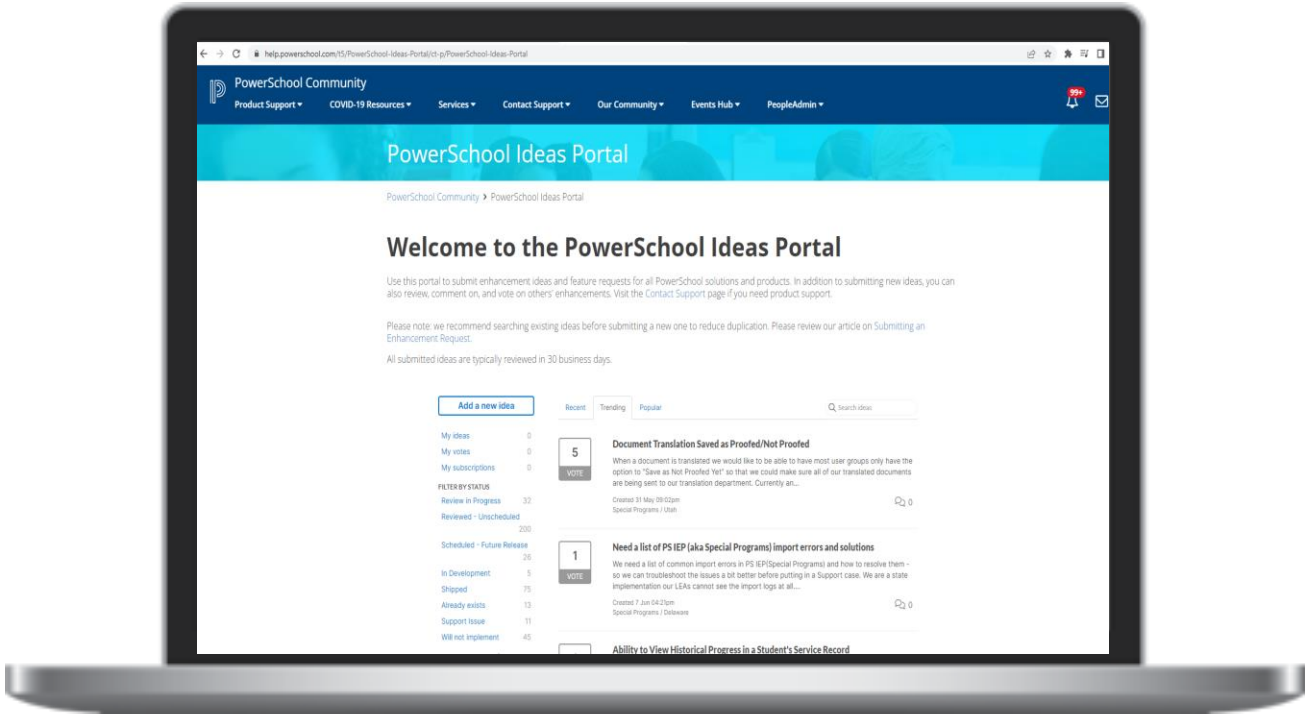
Other items:

- Make the mastery date on benchmarks editable
- ACAP Testing Supports document, make grade level editable
- AAA Decision Making Tool document, additional logic

PowerSchool Community – Ideas Portal

REMINDER

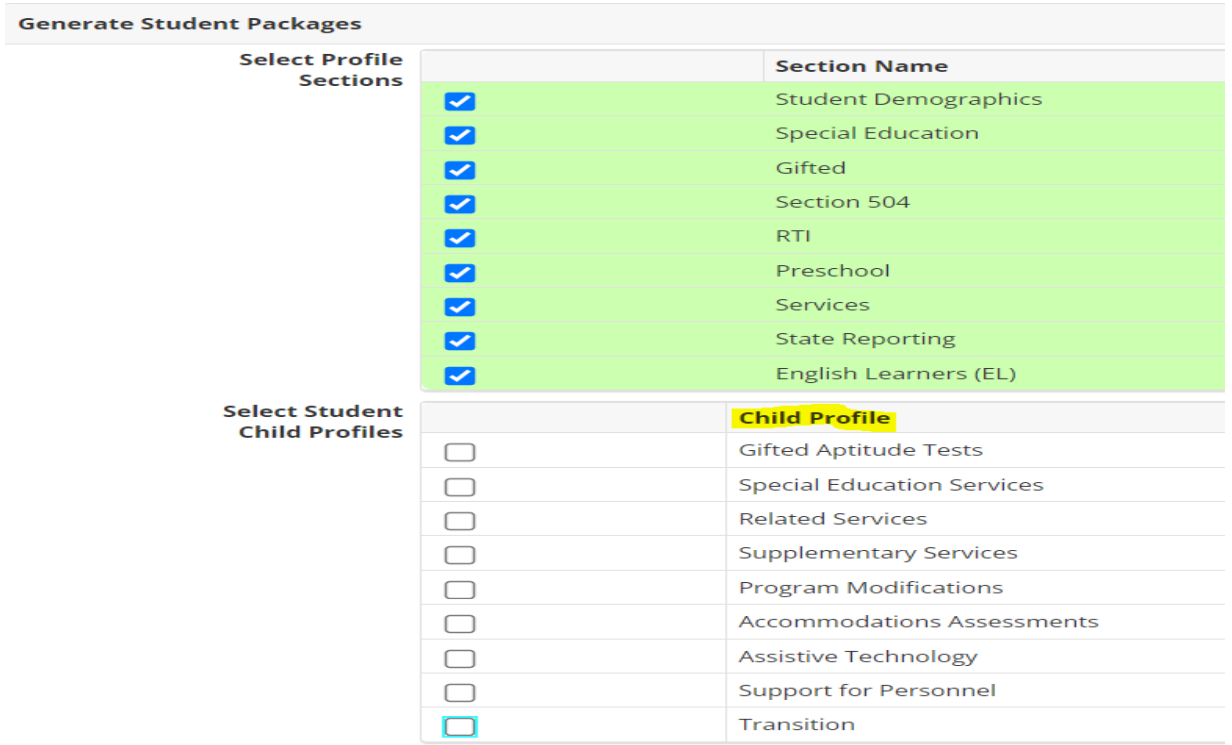
- Join the Community!
- Enhancement requests should be reported here
- Great way for the state and other LEAs to review what is being requested



Support Updates

Trending Support Questions & Solutions

- **For some students we have seen an error message when receiving transfer envelopes.**



Trending Support Questions & Solutions

- Permissions need to be granted when a new document is added so staff can access or send/receive envelope
- Creating/editing reports including Fairbanks
- Bulk Printing Progress Reports
- Merging Student/Staff profiles
- SIS updating Staff ID causing duplicates in PSSP
- Be sure to check Import Logs for errors

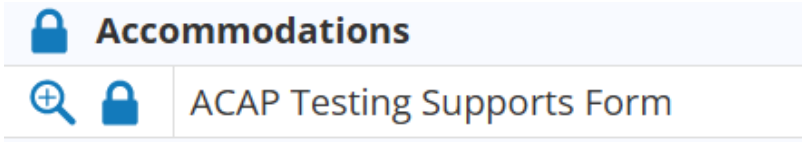
Best Practices

Best Practices: New Document Security

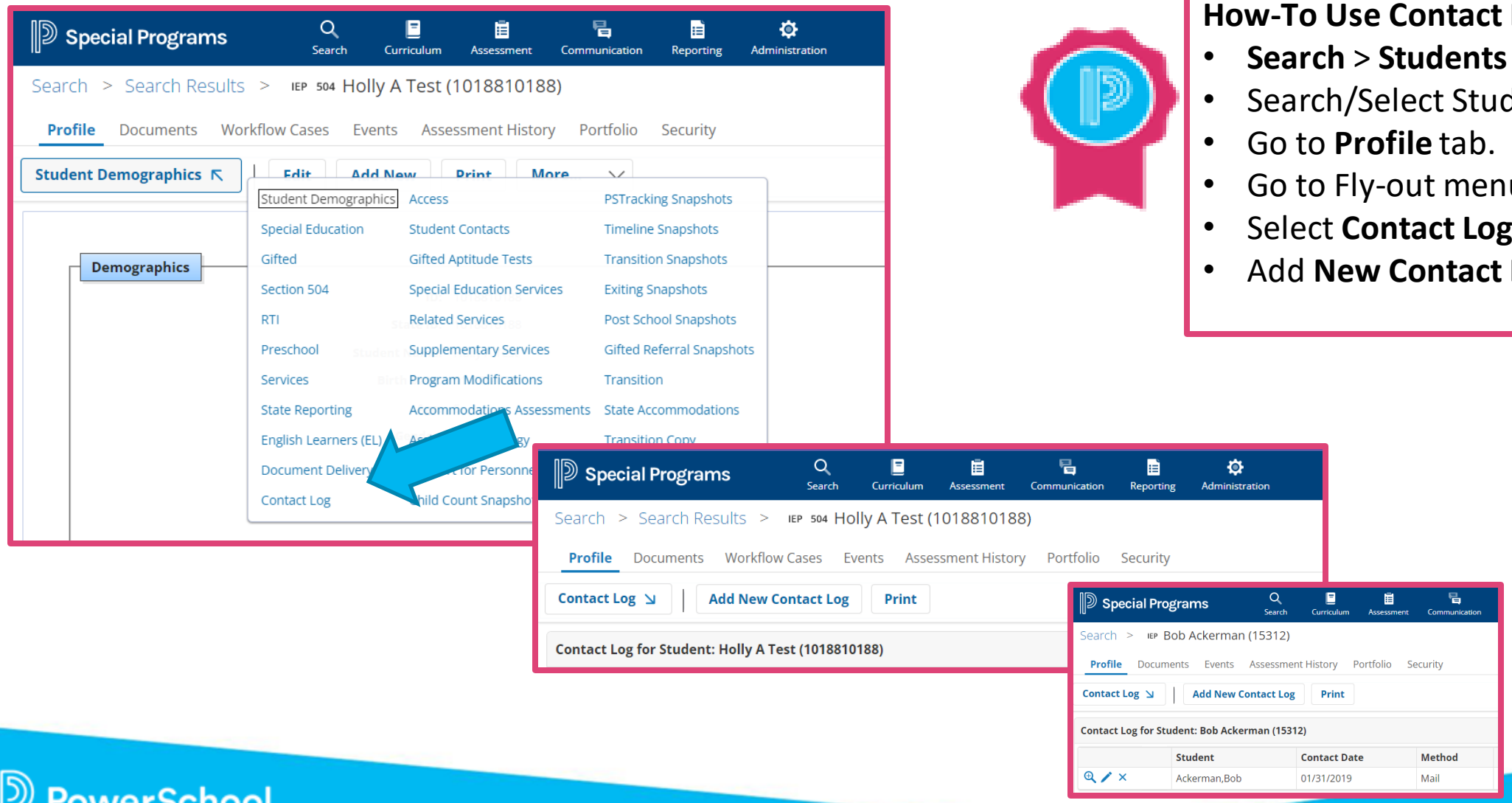
- Security for new documents:
  - ACAP Testing Supports Form – added January

1. **Click Path: Administration > Configuration > Document Templates > ACAP Testing Support Form**

2. Click on the lock



Student Profile: Contact Log

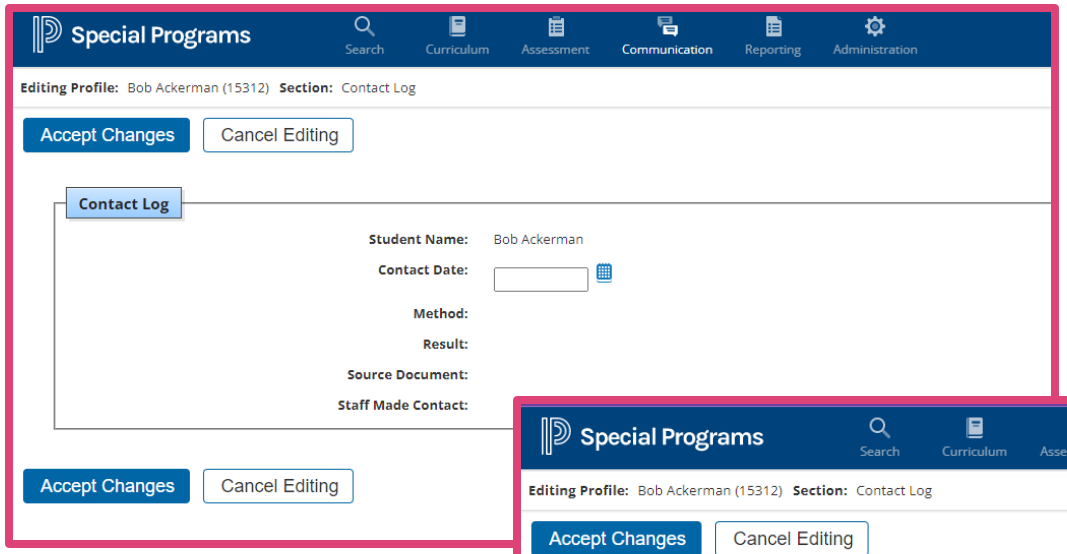


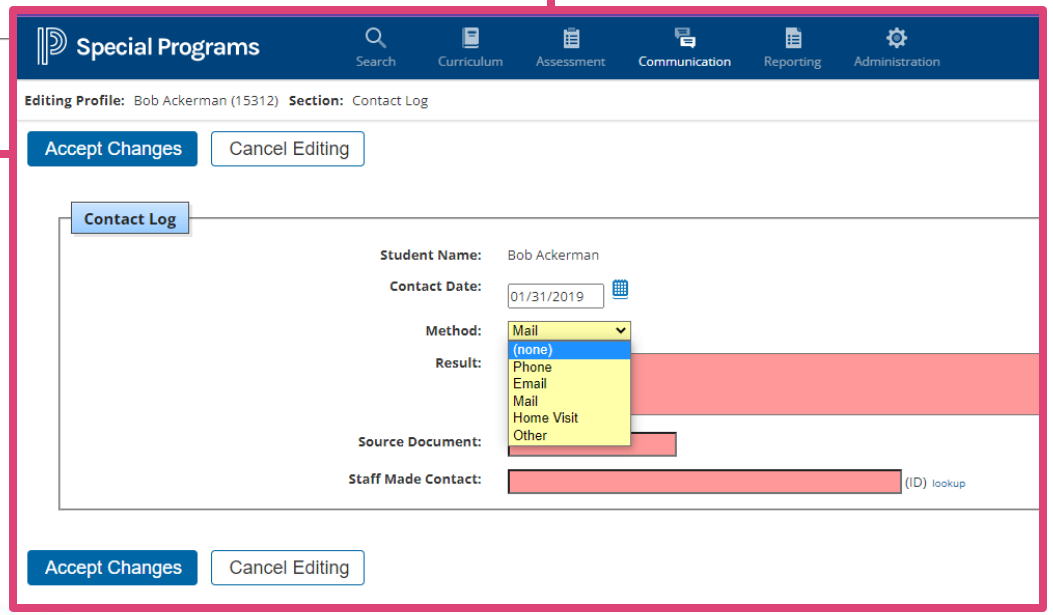
Knowledge is Power!

How-To Use Contact Log Feature

- **Search** > **Students**
- Search/Select Student.
- Go to **Profile** tab.
- Go to Fly-out menu.
- Select **Contact Log**.
- Add **New Contact Log**.

Student Profile: Contact Log

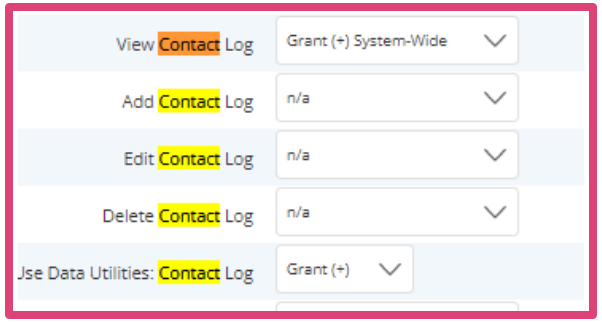




Knowledge is Power!

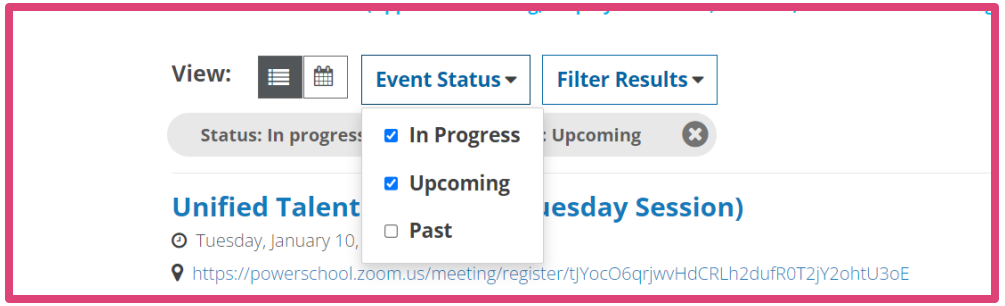
How-To Use Contact Log Feature

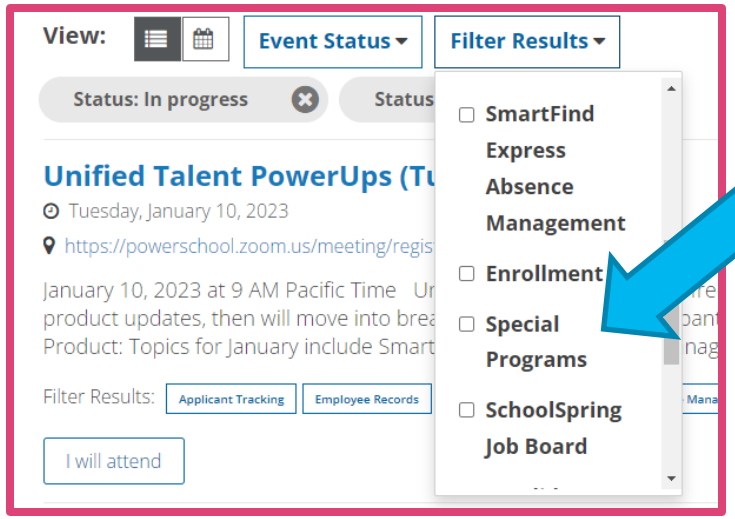
- Enter Contact Date
- Method
- Result
- Source Document
- Staff Made Contact



Community Best Practices

Where can I find information for Special Programs events?





Knowledge is Power!

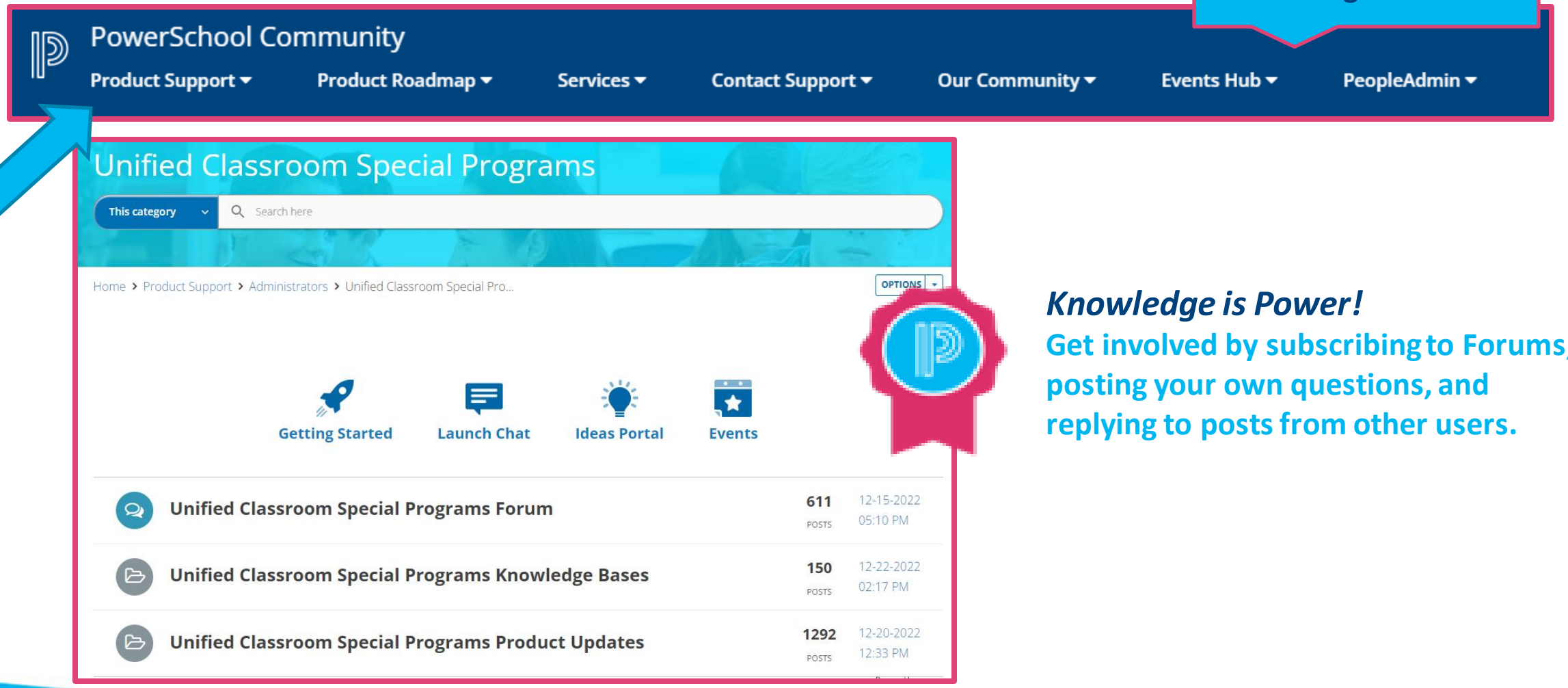
Access the Events Hub to find upcoming PowerUps and Office Hours.

Events Hub > All Events > PowerUp Events

Events are filterable by product and by status. Choose from In Progress, Upcoming, or Past events.

Community Best Practices

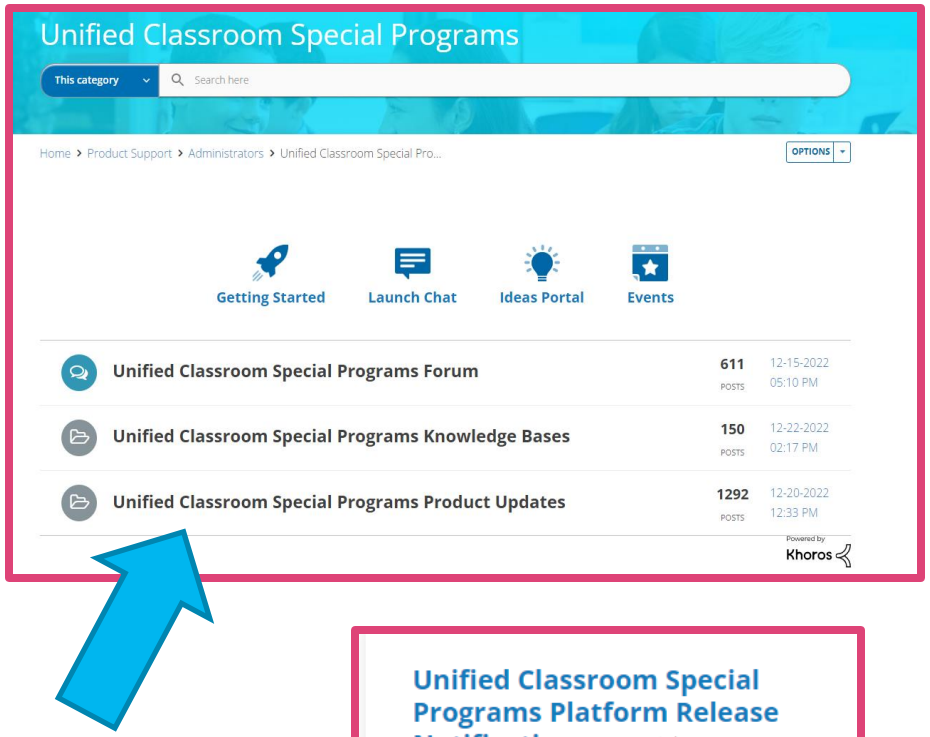
I need quick Product Support for Special Programs.



Knowledge is Power!

Get involved by subscribing to Forums, posting your own questions, and replying to posts from other users.

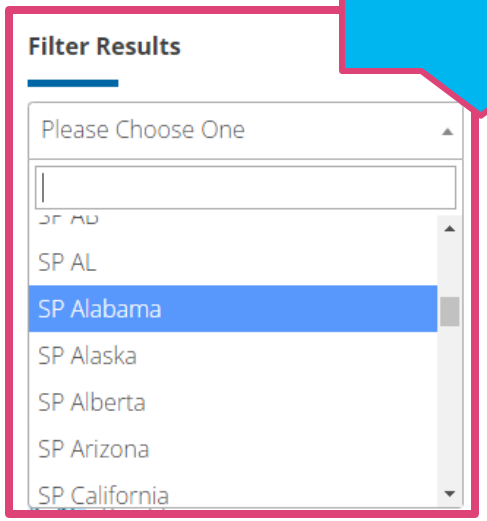
Community Best Practices



Unified Classroom Special Programs Provincial or State Release Notifications (978 Articles)

PSSP Michigan Customer Advisory Board...
PSSP Idaho Release SPSM-ID_22.12.1.0...
Virginia PSSP Advisory Meeting -...
PowerSchool Special Programs -...
New Jersey PSSP Release scheduled for...

How can I get notifications for my state?



Unified Classroom Special Programs Platform Release Notifications (76 Articles)

Unified Classroom Special Programs...
Platform Release 22.11.0.0 - To be...
Unified Classroom Special Programs -...
Platform Release 22.6.4.0 - Released...
Unified Classroom Special Programs...

Knowledge is Power!

Subscribe to state- or province-specific product updates to receive notifications via email.

Adjust notifications in your Community Profile settings.

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Next Steps

Register for Special Programs PowerUps and Office Hours!

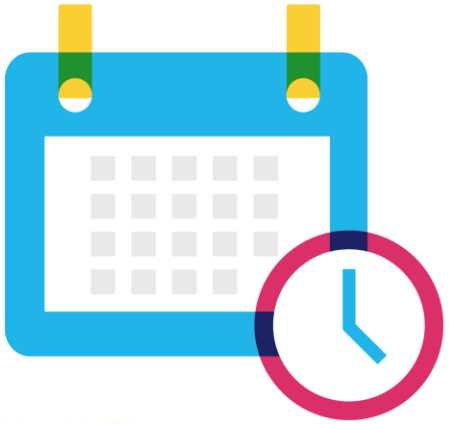
Topic: TBA
April 11 SP PowerUp
April 15 SP Office Hours

Topic: TBA
May 9 SP PowerUp
May 10 SP Office Hours

Topic: TBA
June 13 SP PowerUp
June 14 SP Office Hours

Check Your Email!

You will receive a link in **PowerSchool Community** to find the **recording** of this session, pertinent **updates**, and a link to **register** for our next **Alabama Special Programs PowerUp**!



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