

Welcome to the Unified Talent PowerSchool PowerUp!



May 2022

Today's Agenda

- Welcome
- Product Updates
 - Records
 - SmartFind Express
 - SchoolSpring Job Board
- Your EIC Talent Team
- Breakout Rooms
 - Records & Onboarding
 - Perform
 - Professional Learning
 - SmartFind Express



Product Updates

Employee Records + SchoolSpring Job Board + SmartFind Express

PDF Form Support for Employee Records

New option for districts to leverage existing PDF forms for online completion within Employee Records

Highlights:

- Forms can be completed in their original format, ensuring compliance
- Form fields are mapped to data fields to allow reporting on completed PDF forms

The screenshot displays the 'E-Forms Form Builder/Form 1' interface. The main area shows a 'PERSONNEL INFORMATION SHEET' form with various fields for employee information. The form includes sections for 'Basic employee info', 'Library Resources', and 'New Hire Info'. The 'PERSONNEL INFORMATION SHEET' form itself contains fields for 'Last Name, First Name, Middle Initial', 'Date of Birth', 'Social Sec #', 'Gender', 'Driver's License or State ID', 'Bilingual', 'License #', 'License # (text)', 'State Issued In', 'Expires', 'Selection: Language', 'Number & Street or P.O. Box', 'City', 'State', 'Zip Code', 'Home Phone #', 'Home Ph', 'Home Ph', 'Home Ph', 'Call #', and 'E-Mail Address'. A 'Privacy Notice' section is also present, with checkboxes for 'Please do not disclose my address' and 'Please do not disclose my phone #'. The form is displayed on a computer monitor, and the interface includes a left sidebar with 'Defined Controls' and 'Basic Controls', and a right sidebar for 'Data Field Mapping' and 'Properties'.

SmartFind Express

SmartFind Express – Text Message Job Offers

What is it? What does it do? How does it work?

Feature Name: Text Message Job Offers

Impact to District Operator: Allows district operators to communicate job offers in a more effective way by promoting use of text messages over IVR calls and enhance the chances of filling the jobs.

Impact to Administrator: Same as Operator

Impact to Employee: Better chances of employee absences getting filled allowing employees to have continuity in the classroom teaching during their absence

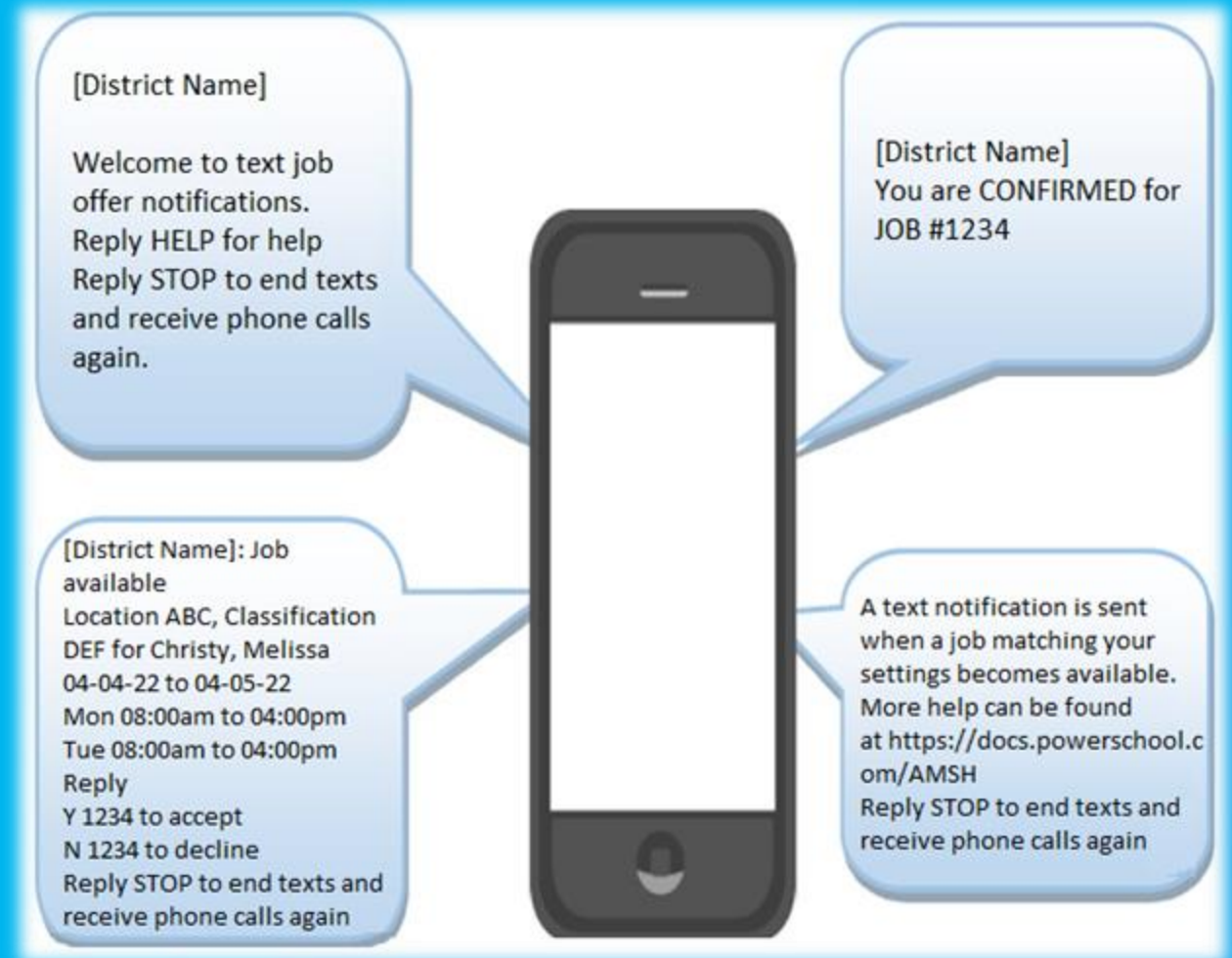
Impact to Substitute: Allows substitutes to have a quicker and easier way to accept or decline the jobs

What pain does it solve?

- Modern and effective way of communicating job offers to the substitutes
- Better chances of substitutes viewing all job opportunities they are eligible to, as against IVR calls which are mostly unanswered
- Higher chances of filling same-day jobs
- Effective communication leading to better fill-rates

SFE | Text Message Job Offers

Shifting to modern and more effective communication





Why Text Message Job offers

Moving education♥ forward.

Our research and survey results tell us

- 1 Lot of IVR calls go unanswered. Text messages tend to be viewed more and **information stays on mobile device for viewing at convenience**
- 2 Substitute users think of the text message job offers as a **quicker and easier way** to accept jobs
- 3 Text message is an **effective communication tool for same day jobs** where job offers can be sent in less time to larger pool of substitutes
- 4 Text messages can be used by substitutes who **don't have a smartphone** or an internet plan

Benefits of Text Message Job Offers

- ✓ Modern way of communication
- ✓ Better chances of substitutes viewing all job opportunities they are eligible to
- ✓ Higher chances of filling same-day jobs
- ✓ Effective communication leading to better fill-rates

New SchoolSpring

New SchoolSpring

SchoolSpring Sign in / Register

Enter a job title, skill, or school Location Search

Job Seekers

Advance your education career. It's free.

Whether you're just starting out or you're experienced, this is the best place to manage your education career. Access thousands of job openings nationwide.

Job seekers have access to:

- Career document management tools
- Centralized job search aggregation
- Email alerts
- Comprehensive applications

Find a job

Employers

Increase your reach and widen your applicant pool.

Find teachers, administrators, support staff, and any education role in between with the go to place for more than 2 million education job seekers nationwide.

Employers have access to:

- Candidate search from our national pool
- Automatic email alerts sent to interested job seekers
- Direct integration to Unified Talent Applicant Tracking systems

Post a job

150 Parkshore Dr, Folsom, CA 95630
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Find a job | Post a job | Contact | Site Map | Privacy Statement | Terms of Use

- Greater focus on **K-12** Job Seekers
- **Clean and easy-to-use** User Interface
- Mobile Responsive

New Search Functionality

Current State

Filters

Keyword

Job ID

Location

- Zip Code
- State/Region

Any

Job Type

- Full-time
- Part-time
- Summer
- Evening

Grade Level

- Preschool
- Primary
- Intermediate
- Middle
- Secondary
- Post-secondary

Job Category

- Classroom Teacher
- Administrator

SchoolSpring Featured Jobs

These exclusive teaching jobs and other school jobs feature detailed information about each job and the employer. These school job postings are current and accurate to the best of our knowledge.

Showing 1 - 20 of 93796 featured jobs found (118646)

| Date | Job Title | Employer | Location |
|-------|--|-------------------------------|----------------|
| May 5 | Bus Driver | Dayton Area School Consortium | Clayton, OH |
| May 5 | Special Needs Assistant (Instructional) | Dayton Area School Consortium | Xenia, OH |
| May 5 | Special Education Paraprofessional - 3.5 hrs/day | Dayton Area School Consortium | Dayton, OH |
| May 5 | IMC Technician | Dayton Area School Consortium | Dayton, OH |
| May 5 | 2 HR. MONITOR ASSISTANT | Dayton Area School Consortium | Dayton, OH |
| May 5 | Licensed Speech Language Pathologist | Dayton Area School Consortium | Dayton, OH |
| May 5 | School Psychologist - Full Time | Dayton Area School Consortium | Middletown, OH |
| May 5 | Intervention Specialist (Elementary) | Dayton Area School Consortium | Dayton, OH |
| May 5 | Early Intervention Service Coordinator | Dayton Area School Consortium | Lebanon, OH |
| May 5 | Help Me Grow Home Visitor | Dayton Area School Consortium | Lebanon, OH |
| May 5 | English Learners Teacher | Dayton Area School Consortium | Dayton, OH |
| May 5 | Clerical II, Student Services | Dayton Area School Consortium | Dayton, OH |
| May 5 | Clerical Support | Dayton Area School Consortium | Dayton, OH |

New State

SchoolSpring Sign In / Register

Lead Teacher Los Angeles, CA, USA Category Grade Level Job Type Search Reset Detail View

Lead Teacher 4 Results

- Liberty Elementary School District Los Angeles, CA, USA 3 days ago
- Ankeny Community School District Los Angeles, CA, USA 2 days ago
- Martin County School District Los Angeles, CA, USA 7 days ago
- Santa Ana Unified School District Los Angeles, CA, USA 12 days ago

Map view showing job locations in Los Angeles, CA. Markers are placed on a map of the Los Angeles area, including locations like Burbank, Glendale, Pasadena, and Los Angeles. A blue circle with the number 21 is visible on the map.

150 Parkshore Dr. Folsom, CA 95630 Find a job | Post a job | Contact | Site Map | Privacy Statement | Terms of Use | © 2022 PowerSchool. All Rights Reserved

New SchoolSpring Profile

- 1 Streamlined navigation makes it easy to complete and update profile sections
- 2 Simplified profile management improves usability
- 3 In app help reduces support calls, applicant frustration

The screenshot displays the SchoolSpring profile management interface for Stella Garland. The interface is divided into several sections:

- Header:** SchoolSpring logo, user initials 'SG', and a 'Profile Setting' button (marked with a red circle '2').
- Navigation:** A sidebar on the left contains 'Find a Job', 'Job Applications', 'My Profile' (selected), and 'Settings'.
- Profile Summary:** Displays the user's name 'Stella Garland', location 'Folsom, California, U.S.', phone number '916-596-0011', and email 'Stella.Garland@xyz.com'. It also shows a 'Lead Teacher' title and a brief bio: 'My role as a lead teacher is to empower my students by providing an education that will allow them to change the world for the better.' (with a 'Show More' link).
- Profile Progress:** A progress bar indicates 'Profile Progress (60%)' and 'Suggestions (6)' with a 'View All' link.
- Professional Experience:** The 'Settings' menu (marked with a red circle '1') is open, showing 'Professional Experience' as the selected section. Below it, a list of experience entries is shown:
 - Lead Teacher, Martin County School District** (August 2018 - Present):
 - Responsibilities:**
 - Created and implemented new Common Core-aligned curriculum.
 - Assumed responsibility and accountability for classroom academic progress.
 - Built and maintained a classroom culture in which students love learning.
 - Achievements:**
 - Awarded "Teacher of the Year" for 2020.
 - Implemented new syllabus procedure which increased teaching effectiveness by 12%.
 - 3rd Grade Teacher, Apple Grove Elementary School** (August 2016 - July 2018)

- Bottom Right:** A blue chat icon (marked with a red circle '3') is visible.

Job Application Status

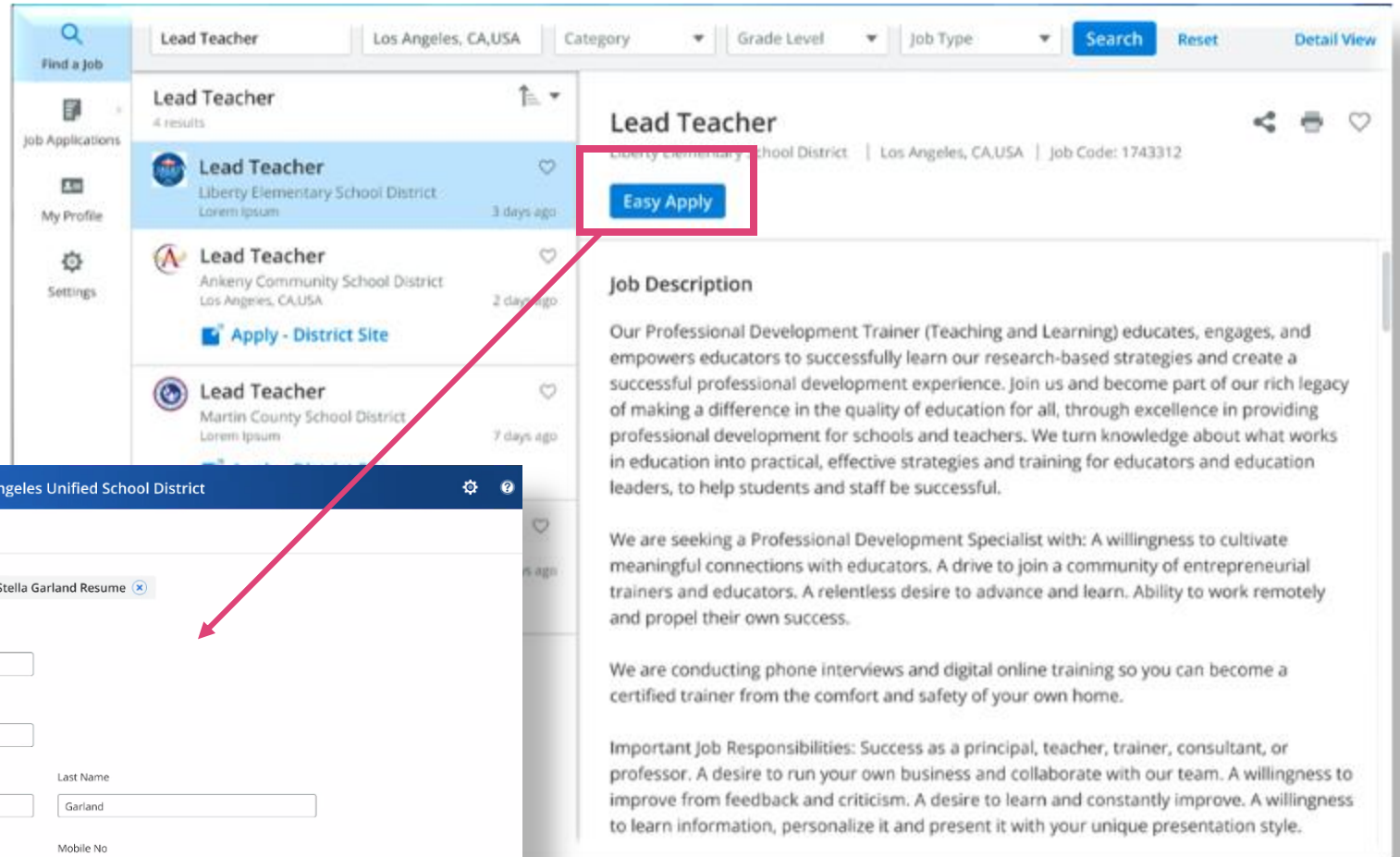
Job seekers profile will sync with relevant data from Applicant Tracking

- Job alerts
- Jobs applied to
- Status updates:
 - Applications
 - Interviews
 - Background checks
 - Job Offers

The screenshot displays a user profile for Stella Garland. At the top, there is a search bar labeled 'Find a Job' and a button for 'Upload Resume/Cover letter'. The user's name 'Stella Garland' is shown with a checkmark, along with fields for 'Your Location', 'Your Job Title', a phone number '916-596-0011', and an email address 'Stella.Garland@xyz.com'. A 'Profile Setting' button is in the top right. A 'Profile Progress (10%)' bar is shown, along with 'Suggestions (10)' and a 'View All' link. The left sidebar contains 'Job Applications' (highlighted with a red box), 'My Profile', and 'Settings'. The main content area shows 'Professional Experience' as the active section with an 'Add Experience' button, and a list of other sections: Education, Skills, Licenses & Certificates, References, Other Experience, Additional Information, and Attachments.

Apply to Applicant Tracking Jobs from SchoolSpring

- Applicants can apply to PowerSchool ATS directly from SchoolSpring

A screenshot of an application form titled 'Apply to Los Angeles Unified School District'. The form is divided into sections: 'Personal Information', 'Professional Experience', 'Education & Skills', 'License & Certificates', 'Recommendations', and 'Accomplishments'. The 'Personal Information' section is active and contains the following fields:

- Upload Resume/Cover letter:** A button with a link icon and a dropdown menu showing 'Stella Garland Resume'.
- Legal First Name:** Text input field containing 'Stella'.
- Preferred Name:** Text input field containing 'Stella'.
- Middle Name:** Text input field.
- Last Name:** Text input field containing 'Garland'.
- Email ID:** Text input field containing 'Stella.Garland@xyz.com'.
- Mobile No:** Text input field containing '+1 916-596-0011'.

At the bottom of the form are 'Back', 'Cancel', and 'Next' buttons.

Education Impact Consultants



Sean Vair

Manager, Customer Success Talent

Experience:

- Classroom Teacher/Dept Coord, 11 years
- Educational Technology, 7 years

Focus:

- Professional Learning

Fun Fact:

- Field Biologist prior to teaching so have lots of fun stories about working with animals



Fred Scott

Senior Education Impact Consultant

Experience:

- 33 years in K-12 (Teacher, Curriculum Specialist, Director of Inst. Tech, Principal, Professional Development & HR Specialist)

Focus: Performance Evaluation, Talent Solutions

Fun Fact: Both kids born on the same day!



Stuart Aron

Education Impact Consultant

Experience:

- Public School Teacher and Coach, 32 years
- PowerSchool Customer Education Trainer, 2 years

Focus: Professional Learning

Fun Fact: I am a professional drummer!

Education Impact Consultants



Cortnie Shaffer

Education Impact Consultant

Experience:

- Classroom Teacher, 5 Years
- Assistant Principal, 3 Years

Fun Fact:

- I love true crime podcasts and documentaries!



Jenny Leigh Walthall

Education Impact Consultant

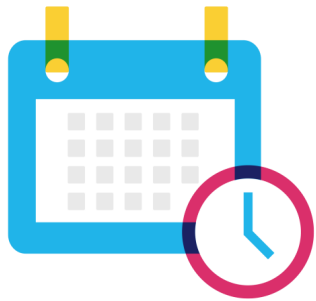
Experience:

- Federal Program Recruitment
- HigherEd Human Resources

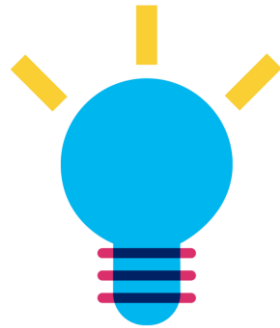
Focus: Today, SmartFind Express!

Fun Fact: Visiting DC for the first time in a few weeks!

PowerSchool PowerUps



**Recurring meeting with
PowerSchool Education
Impact Consultants**



**Learn about recent
product releases,
roadmap, &
integrations**



**Hear from PowerSchool
experts on seasonal,
best practice topics.**



**Collaborate, network,
and share best practices
with other
PowerSchool districts**

We Want to Hear Your Feedback!



Our EIC Team will be sending surveys via email in **June**.

We **value your feedback** as we continue expanding our PowerSchool PowerUp initiative!

Breakout Room Topics

Records &
Onboarding

- More Than Onboarding

Professional
Learning

- EOY Q&A

Perform

- EOY Q&A

SmartFind
Express

- 2-way SMS & More!

Records & Onboarding

Checklist- Onboarding

Unified Talent
Employee Records

Checklist Completion

My Tasks

Available Forms: Certified New Hire

Hide Filters

Export

Checklist View

Task Type

Locations

Job Types

Assigned Date

Past 3 months

Past 6 months

Past 12 months

All Time

Custom

From: []

To: []

Completed Date

Tasks

Filter by keyword

Apply Reset

10 items per page

1 / 2

1 - 10 of 13 items

Bulk Actions: Send Reminder Go

| First | Last | Location | Assigned | Welcome Video | I-9 | I-9 Supporting Documents | W-4 | Direct Deposit Authorization | Employee Information | Emergency Contact Information | Benefits Enrollment | Certifications | Employee Handbook Acknowledge... | Federal Ethnicity and Race Identifi... | Computer/Internet Usage Agree... | Child Abuse and Neglect Training ... | Sexual Harassment Training | Bloodborne Pathogens Training | Employee Safety Training | Review FERPA | Social Security Statement | Email Account Setup | Create Name Badge / ID for New E... | 1:1 Meeting Between Supervisor a... | Tour of Department/Building/Cam... | Pick 1:1 ... | Status | |
|--------------------------|---------|------------|------------------|---------------------|-----|--------------------------|-----|------------------------------|----------------------|-------------------------------|---------------------|----------------|----------------------------------|--|----------------------------------|--------------------------------------|----------------------------|-------------------------------|--------------------------|--------------|---------------------------|---------------------|-------------------------------------|-------------------------------------|------------------------------------|--------------|--------|--|
| <input type="checkbox"/> | Scott | Flores | Maple Middle ... | 10/28/2021 03:23 AM | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | |
| <input type="checkbox"/> | Dennis | King | Redwood High... | 10/28/2021 03:23 AM | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | |
| <input type="checkbox"/> | Joan | Richard... | Dogwood Ele... | 10/28/2021 03:23 AM | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | |
| <input type="checkbox"/> | Pamela | Hughes | Bonsai Eleme... | 10/28/2021 03:23 AM | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | |
| <input type="checkbox"/> | Taylor | George | Maple Middle ... | 10/28/2021 03:23 AM | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | |
| <input type="checkbox"/> | Joshua | Cooper | Bonsai Eleme... | 10/28/2021 03:23 AM | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | |
| <input type="checkbox"/> | Daniel | Cook | Redwood High... | 10/28/2021 03:23 AM | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | |
| <input type="checkbox"/> | Sophie | Adams | Maintenance ... | 10/28/2021 03:23 AM | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | |
| <input type="checkbox"/> | Brian | Adkins | Dogwood Ele... | 10/28/2021 03:23 AM | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | |
| <input type="checkbox"/> | Heather | Nichols | Redwood High... | 10/28/2021 03:23 AM | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | |



Checklist Beyond Onboarding

What other processes would make sense to track with checklist?



Checklist Beyond Onboarding

Montgomery Public Schools



MONTGOMERY
PUBLIC SCHOOLS



Checklist Beyond Onboarding

Thoughts for moving forward



How to Proceed if Stuck...

- PowerSchool Community
 - Employee Records Knowledge Bases
 - Articles, Videos, Webinar Recordings, Useful Links
 - Employee Records Forum
 - Community Discussion Thread
 - Employee Records Product Updates
 - Product Release Notes
 - Subscribe

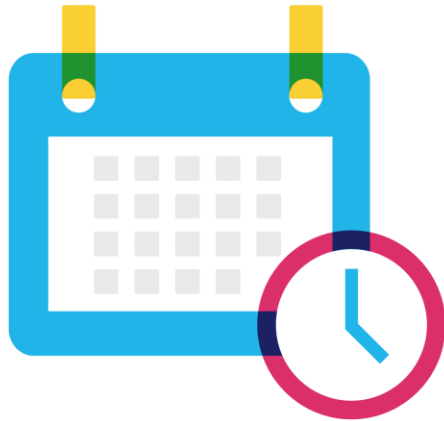
The screenshot shows the 'Employee Records Knowledge Bases' page. At the top, there is a search bar with a dropdown menu set to 'This category' and a search icon. Below the search bar, the breadcrumb 'PowerSchool Community > Employee Records Knowledge Bases' is visible, along with an 'OPTIONS' dropdown. The main content area is divided into three columns: 'Knowledge Base Articles', 'Discussion Forums', and 'Contact Support'. The 'Knowledge Base Articles' column lists several articles, including 'How to Add a Hyperlink to an E-Form', 'Records Profiles Have Become Merged...', 'District Specific Authentication', 'Records: Mail Merge Tags', and 'How to Add a New Job Type in Records'. The 'Discussion Forums' column provides instructions on how to start a discussion and use filters. The 'Contact Support' column explains how authorized contacts can log a case and provides a link for performance disruption updates. On the right side, there are sections for 'Important Articles' (listing 'Employee Records New Look And Feel - Reference Guide', 'Records: How to find users using the new quick search for Admins.', and 'Video: How to Reset Community Password') and 'Top Contributors' (listing 'ashleyjohann', 'AnnieZager', 'JessicaCaldwell', and 'jamiem7'). At the bottom, there are two more columns: 'Employee Records Office Hours (15 Articles)' and 'Employee Records Known Issues (4 Articles)'. The 'Office Hours' column lists 'Office Hours: Contracts - March 30, 2022' and 'Office Hours: Creating Checklists -...'. The 'Known Issues' column lists 'Known Issue: Scanning Error' and 'Known Issue: Error Undefined'.

Current Product Release

Release 22.4.0.0

| Product Area | Type | Summary | Release Note |
|--------------|-------------|---------------------------------------|---|
| SSO | Improvement | Updated Incorrect Credentials Message | When entering incorrect credentials, users received an unhelpful Error: 500 message. This has been resolved and a valid message will be displayed. |

Stay Connected With PowerSchool





Talent EIC Quarterly PowerUps (June):

- Tuesday, June 7 at 9 AM PT | 12 PM ET
- Wednesday, June 8 at 7 AM PT | 10 AM ET
- Thursday, June 9 at 12 PM PT | 3 PM ET

Records Office Hours 2022 – PS Support Team

Register Now for Employee Records Office Hours - 2022



Support Office Hours

Dear Valued Customer,

We are excited to announce the continuation of Office Hours in 2022. Join us to connect with PowerSchool Support experts and peers and find the solutions to your pain points. These sessions are a great way to learn some insider tips on using your Employee Records Solution. In addition, our experts will answer your questions through our live Q&A forum.

The registration process has been set up so that you only need to sign up once. You will then receive invitations to each session.

Every Fourth Wednesday of the Month at 12 PM PT / 3 PM ET

[REGISTER NOW](#)

Topics:

- Wed 26-Jan-2022:** Report Types - [Watch the Recording](#)
- Wed 23-Feb-2022:** Creating Checklists: General Overview, Sleeves, Folders - [Watch the Recording](#)
- Wed 30-Mar-2022:** Contracts - [Watch the Recording](#)
- Wed 27-Apr-2022:** Adding Forms, Documents and Resources
- Wed 25-May-2022:** Security Groups and Workflows
- Wed 29-Jun-2022:** Report Types

Need a refresher on the Employee Records System?
Our previous Office Hours topics included Creating Users, Contracts, New Look and Feel, Adding Forms and much more. Click [here](#) for recordings of our 2021 Office Hours sessions.

Perform



PowerSchool

Professional Learning



PowerSchool