

June 6 Special Programs End of Year Rollover and Easy Edit Q&A

Question	Answer
I am interested in the EL related fields in PowerSchool Special Programs. Are there directions available to learn how to change the EL Status in bulk (i.e., EL Year 1 to EL Year 2, etc.)? Or will the EL Status have to be manually updated one student at a time? (For context, we do not change EL Year 2 status until a student exits the program, but the other EL Status options are updated annually such as FEL Year 1 to FEL Year 2, etc.)	You can replace multiple student profiles field values using Utilities. Here is an article on that https://sp-programs.powerschool-docs.com/special-programssys-admin/latest/replace-data-in-multiple-profiles
When we roll over, we will be transitioning to the new MA IEP. What happens to documents that are not signed and therefore cannot be finalized?	The rollover process will only transition the years and the associated date fields in globals. No documents will get affected with the rollover process.
Do we have to set marking periods?	It is recommended that you update your marking periods and Globals profile after running the PSSE EOY
We do not use the special education module. Are the marking periods specific to that?	This presentation is rooted in the Power School Special Education application. (as opposed to SIS) Yes, the marking periods are Special-Education specific.
If the documents are not affected, then why are we told to finalize everything before rollover?	Some document templates have fields from Globals. Also, if grades are updated in student profile and document is set to automatically update, the document will hold those values and cause inaccuracy in document data. Finalizing document will prevent any changes further.
Do messaging settings pull Parent emails from PowerSchool SIS Contacts?	You have to enter the data manually.
In Canada would it be Province help?	Yes
I have been having trouble for a few months pulling in all the data I need on a Standard Report. Is there anyone I can reach out to directly for help?	Please raise a support ticket with us. We will help you further.
I thought we were not supposed to deactivate students.	It is ok to deactivate students when appropriate.
What happens if you do not deactivate students who have left?	Deactivation/reactivation is something that will not trigger automatically until there is an update script is customized for your DB. So, you can manage the student profiles and deactivate them later at your convenience.

June 6 Special Programs End of Year Rollover and Easy Edit Q&A

<p>Is there a reason student aren't deactivated in PSSP when they are deactivated in SIS? Same for reactivation.</p>	<p>Reactivation/deactivation is something that needs to be handled manually. There is no integration/automation for this flag designed. If you want to do the operation in mass, you can use the Utilities feature.</p>
<p>How do you search for them to deactivate?</p>	<p>Creating a standard report will be the easiest way. You can either give Support the search criteria and we can create the report for you, or we can walk you through the report creation via a screen share.</p>
<p>The dates for IEPs or Evals are not pushing through, and we have had to manually update all of our dates on PowerSchool.</p>	<p>You will definitely want to open a Support case for this issue so we can get under the hood and take a closer look at what's going on there.</p>
<p>Do we need to wait for PowerSchool to be rolled over to complete this rollover or could we do this first? Also, if we need to deactivate some students who either exited or are not with us anymore do we need to deactivate before we roll over?</p>	<p>It is always recommended that the EOY on PSSP end should be performed after SIS EOY. It is a best practice to do that before EOY.</p>
<p>Is there a quick way to find what documents are affected by globals? (Following up on needing to finalize before rolling over question)</p>	<p>Unfortunately, there is no way to quickly identify Globals-affected docs.</p>
<p>This is something we only found out about recently, so I am curious the repercussions of not having deactivated students who left.</p>	<p>It is best advised to deactivate students exited.</p> <p>If you are drafting a report to pull active live students, there is a probability that that exited students may pull up in the report which would cause data inaccuracy.</p> <p>It is easier to segregate them if you deactivate so live active students are looked upon.</p>
<p>How could I pull a quick report to see what is still in DRAFT status?</p>	<p>You can create a report that is based on the document and use the selection criteria DocStatus=Draft</p>
<p>I am signed in as an Admin, and I do not have the EASY EDIT option on my screen</p>	<p>Please submit a support case so that we can review this issue.</p>
<p>Do students in PreK automatically get rolled over to K during the automated rollover? And can we override that? We have students beginning at age 3 who need to be designated as PreK for more than one year.</p>	<p>For PS SIS integrated customers, yes. Otherwise, no. If Special Programs is integrated with PS SIS, it will simply reflect the SIS grade level. You will want to make sure SIS has the correct grade level, then Special Programs will do the same.</p>

June 6 Special Programs End of Year Rollover and Easy Edit Q&A

<p>I do not see an "easy edit" option</p>	<p>Please log in as an Admin Administration > Configuration > Document template > click on the specific document > You will see the easy edit option at the right-hand side</p>
<p>We use SIS - will rolling over SP before SIS cause an issue for state reporting? Is it recommended to wait until SIS roll overs before SP?</p>	<p>It is always recommended to perform the EOY process in PSSP after it is done in SIS, so that the updated data should come to PSSP after the procedure.</p>
<p>Do we need to deactivate seniors that graduated?</p>	<p>It is best that you do.</p>
<p>I have been on this system since 2010. We were always told to never deactivate students because their data would be gone after a certain time period. I cannot remember where in the system there is a place you input a number of years you keep. Has this changed? I am leary to deactivate. Can you clarify further? Educational records have to be kept for 99 years in Michigan.</p>	<p>It is now increased to 5+ years. We would love to check through a support case. Could you please open a support case? We will then check the configuration in backend.</p>
<p>I do not see a spot for district log.</p>	<p>The district logo can be edited at the Globals page. Administration > Configuration > Profile Types > Globals Notice for the district page</p>
<p>I am self-hosted and can check myself. Just do not remember currently where this is located</p>	<p>This will be under Administration> Configuration> Profile Types> Students> Settings/Properties</p>
<p>So, I could select the "Never" for the Purge Inactive Student Profiles and this would keep data forever, correct? Where is this found? I would like to check my settings---- So, I could select the "Never" for the Purge Inactive Student Profiles and this would keep data forever, correct?</p>	<p>This will be under Administration> Configuration> Profile Types> Students> Settings/Properties</p>
<p>In Ontario, would I select "Disable" beside "Student Profile Archive Setting" in order to stop records from being deleted?</p>	<p>The way the system currently works is that that if a student has been deactivated for X years (where X defaults to 5+ years but can be set differently in a particular model), then the system can either purge the student or archive the student to the student archive.</p>
<p>For any Michigan clients I would suggest PowerSchool change this in their systems to "Never". It is Michigan education rule we keep records for 99 years.</p>	

June 6 Special Programs End of Year Rollover and Easy Edit Q&A

<p>We are having an issue with the initial IEP compliance date on the REED. When we decide, we are not going to test it will not let you finalize, without an Initial IEP compliance date. If we are not testing, there is not going to be an IEP. We still need the consent of the parent (check box) and parent signature.</p> <p>How are others handling this issue? We just wanted to ask this question while there were other districts on the meeting. We are in Michigan.</p>	<p>Your best bet on this will be to table the item at the next MI CAB (Customer Advisory Board Meeting). This is advantageous also because the Michigan Product Owner will be present. You will want to check Community for the date of the next meeting</p>
<p>Please confirm if the PSSP EOY rollover can be done prior to the PS SIS EOY rollover. I am sure I have done PSSP before doing SIS in previous years. Thank you.</p>	<p>It is always recommended that the EOY on PSSP end should be performed after SIS EOY.</p>
<p>Is there a way to add the district logo option to my globals?</p>	<p>The district logo option/configuration is by default designed for every district. If it is not there, then you need to submit a support ticket, we will then work with our dev team.</p>

June 6 Special Programs End of Year Rollover and Easy Edit Q&A

Is there a way to add the district logo option to my globals?

The district logo option/configuration is by default designed for every district. If it is not there, then you need to submit a support ticket, we will then work with our dev team.