

PMR Certification Statement Update

This is a new addition to the PMR approval process in PowerSchool. Before approval, PMRs are to be reviewed and signed by the school principal. The new certification will serve as acknowledgement and certification by the school principal or the principal's designee and will appear for each monthly PMR collection. The update will be implemented into production during this week's maintenance weekend.

Users will need to re-run, certify, and approve previously approved PMRs. An unlock/unapprove request will be submitted by Student Accounting to PowerSchool Support for all PSUs. NCDPI will notify users once the PMRs are unlocked.

See below steps for approval. Please contact Student Accounting at studentaccounting@dpi.nc.gov for questions.

PMR Certification Statement - Steps for Approval

1. Run and review the PMR. When ready to approve, click the approve button.
2. Clicking the approve button will generate a pop-up window with the certification statement. Read the statement and select yes to proceed. Selecting no will return to the state reporting dashboard without approving the PMR.
3. The PMR is approved and moved to archived collections when yes is selected on the certification statement.

Current Collections

Details	Report	Submission Starts	Submission Ends	Errors / Warnings	Workflow Options
	Final Graduation Data Verification	07/01/2022	08/11/2022		
	Fall School Start-Time and End-Time Report	09/01/2022	09/15/2022	1 / 0	
	Common Follow-up System Collection	09/01/2022	09/30/2022	132 / 0	
	Principal's Monthly Report (PMR 1)	09/27/2022	10/06/2022		

Certification Statement

North Carolina General Statute Sections 115C- 276 (p); 115C--288 (b) and 115C-317 together provide that, any superintendent, principal, teacher, or other school employee of the public schools, who knowingly and willfully makes or procures another to make any false reports or records, requisitions, or payrolls, respecting daily attendance of students in the public schools or other required reports shall be guilty of a class 1 misdemeanor, and the certificate of such person to teach in the public schools of North Carolina will be revoked by the Superintendent of Public Instruction. As principal or the principal's designee of [school -], I certify that the student accounting information reported in this Principal's Monthly Report (PMR) is true, accurate, and complete and that I have complied with all student accounting requirements according to the School Attendance and Student Accounting (SASA) manual, including but not limited to compulsory attendance and discipline data and that I further understand that the intentional submission of incorrect or false data could lead to certificate revocation and/or criminal prosecution. The approval and submission of this PMR in PowerSchool serves as my acknowledgement and certification for the data contained in this report.

2.

Note: The school code shown in the certification statement for charter schools is the school code listed on the PowerSchool start page school drop-down list.

PowerSchool SIS interface showing the Start Page and PSU Office dropdown menu. A red arrow points to the PSU Office dropdown menu.

Archived Collections

Details	Report	Submission Starts	Submission Ends	Errors / Warnings	Workflow Options
	Principal's Monthly Report (PMR 1)	09/27/2022	10/06/2022		