Status Report on the ISIS Program

January 23, 2003
Presented to the BFAT Committee
Description of Special Symbols
Used in Status Report

Overall Status
- Green: Describes overall status or health of project.
  - Green = No obstacles or risks to successful project completion encountered. If there are timeline delays, these are being managed to keep the project on track.
  - Yellow = Obstacles or risks to successful project completion have been experienced. Timeline delays are being managed but may threaten successful implementation.
  - Red = Project is at high risk of not being successfully completed. Intervention required.

- Green

- Timeline item
- Training item
- Scope or negotiated item
- Completed task
- Priority or current task
Chanda Smith Consent Decree  
(Final Draft approved by Board on March 14, 1996)

Recommendations Relating to the Computerization of Student Records and Tracking of Students with Disabilities.

The District shall: (1) centralize and computerize all educational records of all District students; and (2) develop and install a comprehensive special education management information system. The centralized computerization of student records shall be competent to perform the following tasks:

1. Store all educational records of every student in the District including all biographical data, all enrollment forms, the student's cumulative record, all grades, all disciplinary records, all referrals to any Student Study Team or its equivalent, and all referrals for special education assessment;

2. Collect, display and analyze all demographic and other statistical data concerning the District's student population;

3. Track referrals of students to special education by ethnicity, gender, age, geography, school and classroom;

4. Track referrals to special education by individual administrators, teachers and other certificated personnel; and

5. Make available at every school site appropriate equipment to permit student records to be updated by and accessible to the appropriate District personnel.
Chanda Smith Consent Decree
(additional requirements)

In addition to these tasks, the District's computer system must be able to generate data for and otherwise provide a special education management information system with the ability to:

1. Store all education records of every special educational student in the District including referrals for assessment, assessment data, IEPs, and all other information necessary to enable the District to electronically track every such student;
2. Track compliance timelines for each special education student;
3. Permit special education student records to be updated by and accessible to the appropriate District personnel at every school site;
4. Permit the tracking and monitoring of compliance with special education timelines and other laws and regulations by student, classroom, school site, cluster and the District as a whole;
5. Permit special education administrators and compliance officers to create and generate statistical and management reports as may be required to monitor and ensure compliance with special education laws and regulations; and
6. To the extent not already specified above, accomplish each of the tasks and meet the data requirements in a manner consistent with the findings and recommendations on this subject contained in the Consultants' Report.
Board Authorized Implementation of Phase I of ISIS Program (Board Report #3 April 9, 2002)

ISIS PHASE 2 LAUNCH PREPARATIONS
• Contract for project management and advisement
• Contract for requirements validation and fit analysis

SHORT-TERM IMPROVEMENT PLAN
• Enter into various contracts to implement the Short-Term Improvement Plan (STIP)
• Short-Term improvements include: Centralized IEP, Elementary SIS server upgrade, Special Education Centers and Continuation High Schools Connectivity, DSS Phase 2B, SESAC conversion, and Web-enabling Elementary SIS.
ISIS PHASE I (LAUNCH PREPARATIONS)

Board Authorization

- Validate requirements, conduct fit analysis, develop and release RFP, evaluate proposals, select vendor, negotiate contract for ISIS.
ISIS Phase I Launch Preparations

Synopsis

✔ Evaluation committee evaluated three proposals.
✔ Evaluation committee has selected preferred vendor.
⚠ Project will be broken down into distinct phases with deliverables defined for each fiscal year.
⏰ We are working aggressively to bring ISIS to the Board for approval as soon as possible.

Actions, Issues, Meetings

➢ Currently developing financial plan to estimate LAUSD costs and other start-up costs.
➢ Currently negotiating with this vendor.
## ISIS Pre-Launch Target Milestones

<table>
<thead>
<tr>
<th>Activity</th>
<th>Status</th>
<th>Target Date</th>
</tr>
</thead>
<tbody>
<tr>
<td>Release RFP</td>
<td>Complete</td>
<td>June 5, 2002</td>
</tr>
<tr>
<td>Bidders Conference</td>
<td>Complete</td>
<td>June 19, 2002</td>
</tr>
<tr>
<td>Closed Questions</td>
<td>Complete</td>
<td>July 5, 2002</td>
</tr>
<tr>
<td>Proposals Due</td>
<td>Complete</td>
<td>July 29, 2002</td>
</tr>
<tr>
<td>Preliminary Scoring</td>
<td>Complete</td>
<td>August 15, 2002</td>
</tr>
<tr>
<td>Vendor Demos</td>
<td>Complete</td>
<td>August 26-28, 2002</td>
</tr>
<tr>
<td>Final Scoring</td>
<td>Complete</td>
<td>September 4, 2002</td>
</tr>
<tr>
<td>Site Visits</td>
<td>Complete, Sept. 27</td>
<td>September 9-18, 2002</td>
</tr>
<tr>
<td>Selection of vendor/partner</td>
<td>Complete, Oct. 1</td>
<td>September 19, 2002</td>
</tr>
<tr>
<td>Negotiation of contract</td>
<td>In progress</td>
<td>October 31, 2002</td>
</tr>
<tr>
<td>Committee Presentation</td>
<td>TBD</td>
<td>November 7, 2002</td>
</tr>
<tr>
<td>Board approval of contract</td>
<td>TBD</td>
<td>November 26, 2002</td>
</tr>
</tbody>
</table>
Centralized IEP System

Board Authorization

- Develop a centralized, web-enabled system for capturing and managing individualized education programs that will function alongside the current system and be leveraged for the integrated solution.
Centralized IEP System

Scope, Timeline, Cost

- Project started October 8, 2002
- Training of APEIS began on November 1 (150 to 200 people)
- End-user training began on November 25
- Will train approximately 400 APEIS and Secondary Administrators
- Developed a high level plan to train approximately 9500 users by June 2004
- Full functional IEP system in production from December 15
- 450 current IEPs with 6000 documents have been entered into the production system since December 15 by data entry staff. This is an on-going activity.
- Communications Task Force prepared and distributed materials to inform users of system availability, provide FAQs, and direct users to on-line resources

Other Key Activities

- Developing a plan to enter all current IEP’s (about 120,000 IEP’s) into the system
- Development of additional interfaces to SIS, DSS, Special Education Transportation System and other systems will begin January 14, 2003
- Developing a plan to replace the remaining legacy special education system functionality with this new system
Elementary SIS Server Upgrade

Board Authorization

- Replace the Elementary SIS server, which had become unstable

The Elementary SIS server was replaced to improve performance and reliability.
Elementary SIS Server Upgrade

Scope, Timeline, Cost

- Testing of server completed October 31
- Migration to new server completed on November 3
- Web interface cutover scheduled for January 18, 2003

Actions, Issues, Meetings

- none
<table>
<thead>
<tr>
<th>Board Authorization</th>
</tr>
</thead>
<tbody>
<tr>
<td>Implement Elementary and/or Secondary SIS at the remaining 17 special education centers. Connect remaining Continuation High School SIS systems to central repository so all data can be collected and included in management reports.</td>
</tr>
</tbody>
</table>
Special Education Centers and Continuation High School SIS Connectivity

Scope, Timeline, Cost

All original special education centers have been completed (i.e. connected)

41 of 44 continuation high schools have been completed

Training in progress for both special education and continuation high schools

Actions, Issues, Meetings

Kingston and Salvin are targeted for completion by January 14 (equipment is being configured)

Angels Gate, Central and Ellington continuation high schools awaiting T1 connectivity
Provide management and compliance reporting functionality leveraging the District’s investment in the Decision Support System. Development project includes design and build of special education operational data store for ad hoc management reporting, as well as additional reporting categories on all students for Open Court and California Content Standards.
DSS Phase 2B

Scope, Timeline, Cost

☑ California Content Standards and changes to SAT-9 delivered
☑ Special education reporting requirements were completed 12/15/02
⏰ Special education reporting to be delivered in March, 2003
⚠ California High School Exit Exam reports delivered in December 2002

Training and Usage Update

- 1,000th DSS user registered in December
- Nearly 800 employees have been trained throughout the District
- Completed training of Division of Special Education staff on using existing DSS reports with special education data
- 1,229 total hits on the DSS system for the month of December 2002
Add fields to the Elementary SIS and Secondary SIS for entry of SDC and RSP special education assignments data that are currently collected on a separate system. This will reduce overall costs to the District from maintaining multiple systems while supporting special education reporting from the core SIS systems.

Key acronyms for this system:

- **SESAC** = Special Education Student Assignment Coordination
- **SDC** = Special Day Class
- **RSP** = Resource Specialist Program
- **DIS** = Designated Instructional Services
# SESAC Conversion

## Scope, Timeline, Cost

- **Pilot roll-out completed for SDC/RSP**
- **Full roll-out for SDC/RSP on Jan. 3, 2003**
- **Pilot roll-out for DIS will begin Feb, 2003**
- **Full roll-out for DIS in April, 2003**

## Actions, Issues, Meetings

- **none**
Web-enabling Elementary SIS

Web-enable the existing Elementary SIS application, which will function alongside the current system and be leveraged for the integrated solution.
Web-enabling Elementary SIS

Scope, Timeline, Cost

- Testing of screens and ad-hoc reports began in December 2002
- Testing of local reporting functionality began in December, 2002

Action, Issues, Meetings

- Acceptance testing will be conducted in January
- Pilot schools need to be selected
- Training plan needs to be developed

Overall Status: green
## ISIS Project Budget and Costs

<table>
<thead>
<tr>
<th>Short Term Improvement Projects</th>
<th>Estimated Cost</th>
<th>Encumbrances / Expenditures to Date</th>
<th>Projected Expenditures</th>
</tr>
</thead>
<tbody>
<tr>
<td>Networking and Connectivity</td>
<td>380,000</td>
<td>93,564</td>
<td>105,000</td>
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<tr>
<td>Elementary SIS Server*</td>
<td>180,000</td>
<td>0</td>
<td>25,000</td>
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<tr>
<td>Centralized IEP</td>
<td>310,000</td>
<td>463,912</td>
<td>500,000</td>
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<tr>
<td>Web-Enable Elementary SIS Screens</td>
<td>205,000</td>
<td>120,594</td>
<td>205,000</td>
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<tr>
<td>SESAC/CASEMIS</td>
<td>250,000</td>
<td>19,500</td>
<td>25,000</td>
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<tr>
<td>Additional DSS Enhancements Including Special Ed. Reporting</td>
<td>1,250,000</td>
<td>1,250,000</td>
<td>1,250,000</td>
</tr>
<tr>
<td><strong>Total (2001-2003)</strong></td>
<td><strong>$2,575,000</strong></td>
<td><strong>$1,947,570</strong></td>
<td><strong>$2,110,000</strong></td>
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</table>

* Funded from other IT funds

<table>
<thead>
<tr>
<th>ISIS</th>
<th>Estimated Cost</th>
<th>Encumbrances / Expenditures to Date</th>
<th>Projected Expenditures</th>
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<tbody>
<tr>
<td>ISIS Phase I (requirements gathering, RFP preparation)</td>
<td>1,115,000</td>
<td>1,115,000</td>
<td>1,115,000</td>
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<tr>
<td>ISIS Phase II Preparation and Project Management Services</td>
<td>550,000</td>
<td>550,000</td>
<td>550,000</td>
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<tr>
<td>LAUSD Funded Positions</td>
<td>1,410,697</td>
<td>1,410,697</td>
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<td><strong>Total (2001-2003)</strong></td>
<td><strong>$3,075,697</strong></td>
<td><strong>$3,075,697</strong></td>
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<table>
<thead>
<tr>
<th>ISIS 2002-2003 Budget</th>
<th>Budget</th>
<th>Expenditures to Date</th>
<th>Balance</th>
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<tr>
<td><strong>$12,435,938</strong></td>
<td>$2,236,534</td>
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<td>$10,199,404</td>
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Questions?