

edConnectNJ IIS Phase I LEA Statement of Commitment and Services (SCS)

To ensure successful implementation of edConnectNJ in your district

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For further information about edConnectNJ, please see <http://www.state.nj.us/education/techno/iis/>
Questions regarding this SCS should be directed to edConnectNJ@doe.state.nj.us

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edConnectNJ Phase I LEA Statement of Commitment and Services

edConnectNJ is an Instructional Improvement System (IIS) – an online platform designed to help educators (teachers, school and central office administration) become more efficient and strategic in their daily practice. This product will be provided for free or at a significant discount by the New Jersey Department of Education (NJDOE) to participating Local Education Agencies (LEAs). Successful implementation of edConnectNJ will require that both the NJDOE and participating districts understand and keep commitments as outlined in this Statement of Commitment and Services (SCS). edConnectNJ is built upon the Pearson Schoolnet IIS, provided in contract with NCS Pearson, Inc. (#85435)

Phase I of edConnectNJ will allow for implementation at the start of the '14-'15 academic year, and will include those LEAs who indicate their Intent to Implement on or before 5/15/14 by returning a signed copy of the Letter of Intent to Implement (Appendix A). This letter indicates an understanding of the terms, expectations, and commitments outlined in this SCS. Please send this letter directly to the edConnectNJ product team at edConnectNJ@doe.state.nj.us.

By signing a Letter of Intent to Implement and thereby committing to implement edConnectNJ, an LEA agrees to the terms outlined in this SCS. Included within this SCS are the following obligations:

I. The NJDOE shall provide the following:

A. Access for 2 years to the edConnectNJ IIS.

This access will include the following Pearson Schoolnet modules:

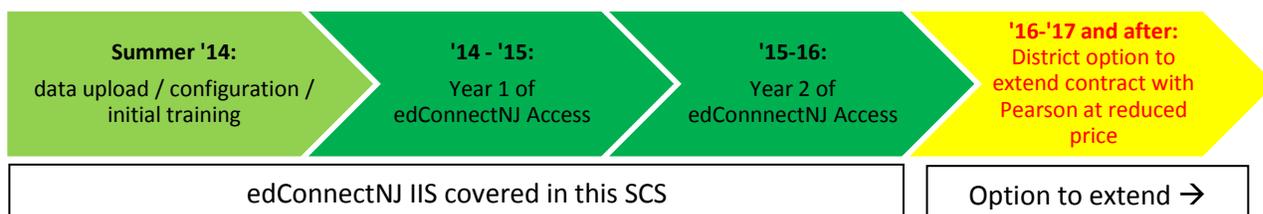
- 1) Classrooms Module
- 2) Assessment Admin Module
- 3) District and Data Reporting Module

Two supporting documents included as appendices B and C to this SCS provide more information on what is included in the edConnectNJ IIS:

- Product Overview Page (Appendix B) includes an overview of key features by role for each of the three modules noted above. Additionally, the bottom left of this page includes key milestones regarding edConnectNJ for Phase I districts, as covered in this SCS. (Phase 2 districts are outside the scope of this SCS and are therefore not applicable).
- Product Specifications Document (Appendix C) shows detailed edConnectNJ features and functions

Timeline:

Access will be available for both the '14-'15 and '15-'16 academic years. Access for a given participating LEA will begin once the initial data upload process is properly completed by the LEA per the terms noted in the data integration process (outlined in section IIC of this SCS).



LEAs will have the option to continue access at the end of 2 years at a significantly discounted price. The purchasing process for the initial 2-year term and beyond will be released on June 2nd, as noted below.

B. Purchasing Method of Operation

To be released on June 2nd. For questions in the interim, please email edConnectNJ@doe.state.nj.us.

C. Access to core training:

Core training offerings are detailed in Appendix D for No Cost LEAs, and in Appendix E for all other LEAs. LEAs should participate in these trainings to ensure that district personnel are prepared to implement edConnectNJ. The core training provided follows a “train the trainer” model. LEAs will send a participant or small number of participants to Pearson-led initial trainings. These participants will then be expected to train LEA staff in a subsequent LEA-specific training. Based on this, LEA participants in the initial “train the trainer” Pearson trainings should be selected based on their ability to subsequently train all other LEA staff effectively.

D. Access to the following support for users:

- Help Desk support: Pearson help line will be available to all edConnectNJ users during normal business hours for all level 1 support
- edConnectNJ@doe.state.nj.us: Questions will receive responses within 3 business days. LEA leadership should use this email for general edConnectNJ questions (as opposed to staff technical support questions).
- Quick Reference Cards: 1-4 page reference cards developed by Pearson to enable quick access to guidance on using each edConnectNJ module and its features.
- Access to Pearson PowerSource: a community-focused customer support portal for all Pearson School Systems products, including edConnectNJ. This portal includes “Mastery in Minutes” – more than 150 on-demand interactive tutorials, as well as an online forum community with more than 300,000 members.
- RAC_Connect team materials for application in a classroom, school, or LEA: training modules developed by RAC experts. These materials will go beyond a focus on system functionality, to demonstrate how teachers, school leaders, and district administrators can use edConnectNJ to improve teaching and learning.

E. Access to the following resources (these will be pre-loaded into edConnectNJ upon launch in your district):

- Assessment Item Bank (3,000 items): ELA and Math assessment items, aligned to Common Core Standards
- CCSS, NJCCCS with aligned NJ Model Curriculum SLOs
- Model Curriculum formative unit assessments for K-12 Math and ELA
- NJ Educator Resource Exchange (NJCore.org) resources (lesson plans, activities, PD, assessment items and forms):
- NJSMART data, including longitudinal summative assessment data by student (NJASK, HSPA scores, etc)

Please proceed to the next page for LEA Commitments.

II. The LEA shall provide the following:

A. Signed Letter of Intent to Implement – Due 5/15/14 (Appendix A)

This document serves as the signature page for this SCS, acknowledging all expectations and services provided and to be completed. The signed letter will include a completed designation of individuals within the LEA assigned to the following roles: Program Lead, Technology Lead, Professional Development Coordinator, Field Manager(s). See the Letter of Intent to Implement for descriptions of these roles.

B. Completed Scope of work (SOW) – Due 7/15/14 (Appendix F)

The SOW is to be completed and returned to the NJDOE edConnectNJ team following the template provided in Appendix F, which outlines the following in order to support LEAs in planning implementation:

- Performance Measures: These are metrics primarily designed to measure usage of edConnectNJ
- Action Plans: These will outline strategies and timelines associated with specific goals towards effective implementation of edConnectNJ, including goals for each of the 3 modules of the core edConnectNJ IIS.

C. Adherence to the Data Integration Process Overview (Appendix G)

This overview outlines expectations for how the LEA will share data files, including data specifications. This process will begin on 6/2/2014, and will be completed by 8/15/2014. As part of this SCS, the specified data files shall be shared according to the timeline and protocol outlined in the Data Integration Process Overview. Additionally, the LEA authorizes the NJDOE to release NJSMART data to edConnectNJ in order to populate the program with student data, as noted in section IE of this SCS.

D. Participation in Core Training

See section IC on page 3 for a description of this requirement.

III. The LEA shall have the opportunity to input the following configuration options into edConnectNJ:

All of the following LEA-specific materials may be uploaded into edConnectNJ **by the LEA** at any time through the user interface of the program unassisted by the NJDOE or Pearson:

- Lesson Plan template(s)
- District Curriculum / Curricula
- District/School PD Materials
- District Benchmark Assessments, as well as School-specific or Grade-level Assessments
- Approved District Resources
- District Announcements
- Teacher developed materials

Note: This is not an exhaustive list of available options. Please see the Product Specifications Document (Appendix C), referenced in section IA of this SCS, for a detailed list of functions available as part of the edConnectNJ IIS.

IV. The LEA shall have the opportunity to add additional services to edConnectNJ.

These additional services are grouped into offerings for the four categories below:

1. Professional Development: additional training sessions available regionally
2. Content Services: assistance with loading of curriculum and assessments
3. Data Services: assistance with setup and data loading
4. Add-ons: items banks and other resources available

*Please email edConnectNJ@doe.state.nj.us if you would like to purchase any additional services.

Appendix A: SCS Signature Page / Letter of Intent to Implement edConnectNJ

Letter of Intent to Implement the edConnectNJ IIS

The New Jersey Department of Education (NJDOE) is developing an online platform in partnership with Pearson Schoolnet called edConnectNJ – NJ’s Instructional Improvement System (IIS). The online platform will provide:

- accessible and customized district, school, and student-level data reports;
- assessment creation, distribution, and scoring;
- instructional and professional development resources that are aligned to Common Core State Standards and New Jersey Core Curriculum Content Standards;
- a lesson plan module that will allow educators to store and devise daily instruction linked to assessment and data reporting.

The NJDOE wants to make sure that each LEA’s implementation of edConnectNJ is successful and that the IIS is a sustainable solution that produces the results it has the potential to provide. As such, we want to clarify expectations of your LEA that will be required as part of your implementation of edConnectNJ. These expectations should be understood before signing this Letter of Intent to Implement. The edConnectNJ SCS (with appendices) outlines these expectations in detail. Before signing this Letter of Intent to Implement, please review the edConnectNJ SCS. A summary of key requirements that a participating LEA must commit to is included below:

1) Create a team who can dedicate time to lead and support the implementation of the IIS. The roles below are needed for full implementation in Fall ‘14. During initial implementation, we estimate that the team would need to dedicate 15-20 hours of time per week. We expect each participating LEA to designate individuals who will fill the roles noted below. Please indicate the name and e-mail address of the individual designated for each role in the line provided:

Program Lead – This project is multi-faceted, requiring 3-4 people who have different skill sets. The Program Lead will integrate the work of the team and ensure that all are working together effectively.

LEA Program Lead Name: _____

E-mail address: _____

Technology Lead – This person will lead the data transfer set up from your local school information system (SIS) to edConnectNJ. This person must be adept at your local SIS (including writing, running, and formatting reports) and must be prepared to troubleshoot any issues with data transfers.

LEA Technology Lead Name: _____

E-mail address: _____

Professional Development Coordinator – Pearson and the NJDOE will provide LEA training around system use and train the trainer materials. It will be up to the district to turn key this training, develop a PD calendar and also provide further in depth training around use of the system in your classrooms. We will provide material to support this process.

LEA PD Coordinator Name: _____

E-mail address: _____

Field Manager(s) – This can be a curriculum supervisor or central office staff who will ensure successful implementation of the IIS at the school level. The edConnectNJ team also encourages you to appoint one person per school to be an edConnectNJ ambassador who will provide feedback about how the system is working in each school and how you may improve implementation. This will also help the NJDOE support your efforts. For the purpose of this Letter of Intent, we ask that you designate one point person to lead field management for your LEA.

LEA Field Manager Name: _____

E-mail address: _____

2) Training – LEA team members will be required at different times to receive training from Pearson and to communicate with Pearson and the NJDOE depending on their role. Minimum expectations for training are outlined in the edConnectNJ SCS (sections IC and IID).

3) Timeline – Please view important information about the edConnectNJ IIS here:

<http://www.state.nj.us/education/techno/iis/timeline/>

Additional information about the edConnectNJ timeline is included in the SCS, section IA.

4) Data Integration Commitment – The LEA shall follow the Data Integration Process (Appendix G) as indicated in section IIC of the edConnectNJ SCS. This process will begin on June 2nd and will be completed by August 15th. The LEA’s access to edConnectNJ will begin upon completion of this data integration process. Additionally, the LEA authorizes the NJDOE to release student data from NJSMART to the edConnectNJ IIS.

5) Scope of work – The LEA shall complete and return a Scope of work (Appendix F) to the NJDOE edConnectNJ team by July 15th, and abide by the action plan outlined therein.

6) SCS – The LEA acknowledges understanding of and agreement to all terms outlined in the edConnectNJ SCS.

If you can and will adhere to the above criteria and would like to become an edConnectNJ LEA and receive this platform, please complete and sign below (you may scan and send back to edConnectNJ@doe.state.nj.us):

I _____ as superintendent intend to implement the IIS in my district, _____.

Superintendent Signature: _____

Thank you. We look forward to working with you and your district on this amazing opportunity!

The New Jersey Department of Education (NJDOE) has developed an online platform in partnership with Pearson Schoolnet called edConnectNJ - NJ's Instructional Improvement System (IIS) which has been developed to support educators, building leaders, and district administrators in their daily practice.

edConnectNJ = One integrated platform to inform users to make more strategic and effective decisions about their practice (each role has access to their feature row plus those above them)

Classrooms Module

Assessment Admin Module

District and Data Reporting Module

Teacher

- **Create and store lesson plans** with the ability to link to standards and SLOs, or your district's curriculum
- **Develop lesson plans and attach resources** pulled from NJCore.org
- **Differentiate instruction** and develop learning plans based on student performance at the individual, group, and classroom level

- **Create assessments for your courses** using a standards -aligned item bank
- **Upload your own assessment** or access district benchmark assessments
- **Efficiently deploy assessments both online and using plain-paper** for your students

- **Identify trends and patterns** by analyzing multiple measures of student performance in one report
- **Immediately access a variety of assessment dashboards and reports** to inform instructional planning, improve decision making and to identify **struggling students for intervention**

School Leaders

- **View and comment on teacher lesson plans** aligned to content standards
- **Provide resource suggestions to teachers** aligned to standards based on performance and need

- **Centrally manage all aspects of the assessment process** including test and item creation, test scheduling, printing, pre-slugging, scanning and assessment data collection progress

- **Use highly visual and interactive data dashboards** to chart progress towards goals related to student performance, demographics, attendance, enrollment and discipline

District Leaders

- **Efficiently deploy a standards-aligned, district-wide curriculum**, scope and sequence through centralized creation, management and publishing tools

- **Create a set of district-defined standardized reporting metrics** and performance indicators to create consistency in reporting

- Use a variety of teacher and school comparison reports to **inform resource allocation, staffing and professional development needs**



Phase 1 Districts (for this SCS)
 Class A – at least one priority school, two or more focus schools or a combination of priority and focus schools.
 Class B – dedicated Race to the Top 3 funds or received an IIS grant award.

Class A - no cost
 Class B - \$3.83 per student per year for Race to the Top 3 and IIS grant awardees. All purchases are handled through our cooperative purchasing agreement and local procurement

March 31st, 2014 – send form to edConnectNJ@doe.state.nj.us
 May 15, 2014 – send form to edConnectNJ@doe.state.nj.us

Beginning on June 1st engage with edConnectNJ before implementation to begin local SIS data transfers

Class A = no cost
 Class B = \$26,000

9/1/14

- Cost -
- Pre-Registration -
- Letter of Intent -
- Data -
- Training + Cost -
- Implementation -

Phase 2 Districts (NA for this SCS)
 All districts who are not part of phase 1 and allocate their own district funds

\$3.83 per student per year
 All purchases are handled through our cooperative purchasing agreement and local procurement ([click here to view](#))

	<u>Cohort 1</u>	<u>Cohort 2</u>	<u>Cohort 3</u>
09/15/14	09/15/14	12/15/14	03/15/15
10/15/14	10/15/14	01/15/15	04/15/15
11/01/14	11/01/14	02/01/15	05/01/15
01/15/15	01/15/15	04/15/15	07/15/15

Train the trainer - 7 days of workshops – one trainer per school + technology training + one general teacher training = \$26,000



Appendix C: Product Specifications Document

Features & Functionality by Role

edConnect NJ Functions (Pearson Schoolnet)	STUDENT	TEACHER	ADMIN (school)	ADMIN (district)
Classroom and Benchmark Assessment (Assessment Admin Module in edConnect)	X	x	x	x
Take a classroom or benchmark assessment online (w/ computer, mobile device, netbook, clicker)	X			
Take a classroom or benchmark assessment with pencil and paper	X			
Design a custom classroom (or express test) assessment		x		
Schedule and deliver a classroom assessment (online and with paper and pencil)		x		
Score a classroom assessment (online and with paper and pencil)		x		
Create and print preslugged answer sheets		x	x	x
Track real-time performance on classroom assessment (as students take the assessment)		x		
Write and enter assessment items to use		x	x	x
Enter passages and associate multiple items with that passage		x	x	x
Access multiple item banks composed of multiple items types (short answers, constructed response, multiple choice, etc.) to build assessments		x	x	x
Deliver targeted assessment to differentiated groups of students (student groups)		x		
Build and schedule a school benchmark assessment			x	
Score a school benchmark assessment		x	x	
Share assessment items at school, district and state level			x	x
Create scoring rubrics		x	x	x
Capture and score constructed response items submitted online or on paper through an online scoring workflow that can include district rubrics and exemplars to support consistent scoring		x	x	x
Deliver assessments via a secure test tunnel (for computers only, not netbooks)		x	x	x
Track completion rates on assessments		x	x	x
Identify instructional materials based on individual student's assessment results		x	x	x
Instruction and Planning (Classrooms Module in edConnect)	X	x	x	x
Create, schedule and share instructional units or lesson plans		x	x	x
Find standards-aligned resources (e.g. Find lessons tagged to specific standard(s))	X	x	x	x
Create a favorites file of instructional resources		x		
Find internal and external standards-aligned C&I resources from multiple sources using one search	X	x	x	x
Group students for differentiated instruction		x		
Create student sets to monitor performance for certain groups of students			x	x
Create and schedule district-wide and school-wide curriculum, instructional units, lesson plans, activities and resources			x	x
Schedule and monitor standards taught		x	x	x
Export plans to PDFs		x	x	x
Monitor unit planning and lesson planning by teachers			x	x
Curate school-wide shared collection of units, lessons and resources			x	
Curate district-wide shared collection of units, lessons and resources				x
View instructional artifacts of teachers (lesson and unit plans, assessments, assessment results, rubrics, standards coverage)			x	x
Data Analysis and Reporting (School and District Data Module in edConnect)	X	x	x	x
Analyze the results of a classroom assessment including item and standards analysis		x	x	x
Quickly see and sort by score groups (100-90, 89-80, etc.)		x	x	x
Quickly identify students who are not mastering standards through standards mastery report		x	x	x
Analyze the results of a school and district benchmark assessment including item and standards analysis		x	x	x
Disaggregate benchmark and classroom assessment by subgroup or other key student information		x	x	x
Access to roles-based Key Performance Indicators (KPI's to start include attendance, assessment (summative, benchmark, classroom))		x	x	x
Track and analyze standards mastery trends across multiple assessments		x	x	x
Track and analyze performance against times taught and assessed		x	x	x
Disaggregate Key Performance Indicators by subgroup		x	x	x
Access pre-formatted reports		x	x	x
Build custom reports		x	x	x
Save key reports to favorites file		x	x	x
Create a school or district report that all teachers use			x	x
Associate reports with key performance indicators for deeper analysis			x	x
Export data to PDF and Excel		x	x	x
Drill Up or down with interactive dashboards		x	x	x
Access via mobile devices	X	x	x	x
View a list of classes and get an aggregated view of activity from students and instructors	X	x	x	x
Student Module	X	x	x	x
Leave descriptive feedback for students	X	x		
Scheduling – manage and enter due dates for class assignments		x		
Scheduler view for students	X			
Assign work to a student		x		
Access via mobile devices	X	x	x	x
Communicate key events, updates, etc. to students and teachers		x	x	x
File and retrieve all soft-copy work	X			
File and retrieve all soft-copy student work		x		
Create group work spaces for class projects and study groups	X	x		
Upload a variety of file types into your course, including HTML, PDF, Word, audio, and videos	X	x	x	x

Appendix D: Core Training for No-Cost LEAs

Workshop Title	Location	Duration	# of Sessions	Number of Participants
Building Capacity with edConnectNJ days 1 and 2	<i>Regional Event (North, Central, South NJ)</i>	<i>2 days</i>	<i>1 per LEA</i>	<i>3-7 representatives per LEA*</i>
Building Capacity with edConnectNJ days 3 and 4	<i>Regional Event (North, Central, South NJ)</i>	<i>2 days</i>	<i>1 per LEA</i>	<i>3-7 representatives per LEA*</i>
Technical Training	<i>SIS specific event</i>	<i>Half day Session</i>	<i>1 per LEA</i>	<i>1-2 representatives per LEA</i>

*# of representatives to attend per LEA will depend on the number of participating schools in the LEA. This information will be released with the training schedule dates on June 2nd based on the participating LEAs.

Note: Available training dates will be released by NJDOE with Pearson by June 2nd. We will work to ensure, as best possible, that dates will be available when LEA representatives are available to attend.

Appendix E: Core Training available to all LEAs

Individual District Training Plan - \$26,000

Training Sessions	Days	Category	Venue	Audience	Timeframe	No. of Staff	Total Participants per class	Number of Sessions	Total # Of days	Pearson Trainers
Phase 1 - Year 1 Per District Training for - RFP Requirement 3.5.2 - LEA electing to onboard - number of LEAs unknown										
Training for Transformation - Overview training	1	General Training	Onsite	LEA Staff	Year 1	20	20	1	1	Pearson Trainer (s)
Assessment Administration	2	LEA and School Admin	Onsite	LEA Trainers	Year 1	20	20	1	2	Pearson Trainer (s)
Classroom and Instructional Materials	1	Train the Trainer Training	Onsite	LEA Trainers	Year 1	20	20	1	1	Pearson Trainer (s)
District and School Reporting	2	LEA and School Admin	Onsite	LEA Trainers	Year 1	20	20	1	2	Pearson Trainer (s)
Technical Troubleshooting	1	LEA Technical Leads	Onsite	LEA Trainers	Year 1	20	20	1	1	Pearson Trainer (s)
SN Overview, General Navigation, Lesson Plan Creation, Materials Search, Approving Lessons for banks, (we will be loading resources), PD PLANNER Req.	Unlimited	Self Paced Distance Learning and supporting	Online	Unlimited	Year 1	Unlimited	Unlimited	Unlimited	Unlimited	N/A

Training Plan. This figure shows the proposed training on the IIS system for LEAs electing to adopt the new system.

Note: Participating in these training plans is recommended for all districts and will be arranged and scheduled with Pearson by the LEA through our Cooperative Purchasing Agreement to be released on June 2nd.

Appendix F: Scope of Work

**(to be completed and returned to
edConnectNJ@doe.state.nj.us by 7/15/14)**

**edConnectNJ
SCOPE OF WORK**

The _____ Public Schools (“Phase 1 LEA”) will complete this Scope of Work as an assurance that they are best preparing their district for successful implementation of the edConnectNJ IIS. Each bullet point below outlines key objectives that will position the LEA for success with the edConnectNJ program.

- The participating LEA will implement each element of the edConnectNJ as it is made available by the New Jersey Department of Education based on your described plan below.
- The participating LEA will engage and complete the necessary steps to support and implement the use of the Classroom, Assessment, and Data and District Reporting module of edConnectNJ. Support may include, but is not limited to a central district implementation team, professional development focused on system basics (log-in, create an assessments, post a lesson plane, etc) and the application (how to use standards based reporting to inform instruction how to group students effectively for differentiated instruction, etc), technical assistance and other costs associated with the effective implementation of the modules.
- The participating LEA agrees that by the end of the no-cost two year period it will have used the edConnectNJ to post and review lesson plans, create and disseminate assessments, and use dashboard reporting mechanisms at all levels to inform practice in the classroom, school, and district.

In addition to these assurances, the participating school district agrees to develop an action plan including sustainability plans for complying with the performance measures outlined below. This action plan will specifically describe the strategies the participating school district will use to ensure each performance measure is met.

The action plan may include a variety of activities that will support the goals of the edConnectNJ IIS. In most cases, those activities will include:

- Creating a team structure to ensure successful implementation
- Professional development series focused on use and application of the platform for your educators
- Creating work plans for educators to use the tool
- Developing processes to streamline use of all three modules in the schools and classrooms
- Designing accountability measures to track use and fidelity of key components and progress of edConnectNJ in your district
- Creating feedback loops for educators to express their use of the tool and how it can be improved

The action plan example below should provide a template for the kinds of activities that should make up the action plan.

Local District Scopes of Work are required to be submitted by close of business on **July 15th, 2014**

Classroom Module (lesson plan and resource management) - Performance Measures	End of SY 2014-2015	End of SY 2015-2016	End of SY 2016-2017 (district subscribed)
Percentage of teachers who create and publish lessons	50%	75%	95%
Percentage of principals who review and approve/reject lesson plans	50%	75%	95%
Percentage of educators who have grouped students based on assessments for differentiated instruction	10%	20%	35%
Percentage of educators (teachers and principals) that have used data reports to inform their practice (lesson planning)	50%	70%	85%

Classrooms Module - Action Plan *(example)*

Goal	Strategy	Key Personnel	Timeline	Object level budget with narrative	Sustainability Plan
<i>Provide support for educators and administrators through multiple avenues to ensure that educators and administrators are prepared to post and review lesson plans with high quality materials so all parties will better understand, practice data to inform lesson plan construction with CCSS/NJCCCS alignment, rigor and assessments.</i>	<ol style="list-style-type: none"> <i>1. Provide professional learning experiences for teachers on the creation and publication of lesson plans in edConnectNJ (using materials presented on the site)</i> <i>2. Identify coaches to provide on-going technical assistance on the creation of lesson plans in edConnectNJ</i> <i>3. Create district wide procedure for posting lessons with review process from administrators</i> <i>4. Devise an evaluation method to monitor implementation of the lesson plan procedures and impact they have on teaching and learning</i> 	<p><i>All teachers shall participate, training provided by key teacher leader (each school should designate at least one “location controller”) knowledgeable in the use of the application.</i></p> <p><i>School and district administrators shall establish a cadre of coaches</i></p> <p><i>District wide plans will be developed and posted by central staff and principals and teachers will be trained and roll out the procedure in their schools</i></p> <p><i>A survey will be released every three months to elicit feedback about the classrooms module.</i></p>	<p><i>Professional learning will begin in the fall occur at group sessions and scheduled during designated professional learning days</i></p> <p><i>Location controllers will be on call supporting educators year round on a case by case basis (a ticket system should be developed)</i></p> <p><i>Surveys will be sent out each quarter to be returned within 10 business days of the start of the month – December March, June</i></p>	<i>No-cost</i>	<p><i>Evaluate the surveys to understand the challenges and improvement areas to tweak plan to better support educators.</i></p> <p><i>Coaching services provided on an as needed basis for new teachers and to complete the scaling of the system</i></p> <p><i>Continued professional development based on educator’s feedback.</i></p>

Assessment Module (assessment creation and dissemination) - Performance Measures	End of SY 2014-2015	End of SY 2015-2016	End of SY 2016-2017 (district subscribed)
Percentage of educators who have used the Assess Admin module to create assessments (express or personally developed)	50%	75%	95%
Percentage of educators who have used edConnectNJ to provide online testing for their students	10%	35%	50%
Percentage of educator who are satisfied or highly satisfied with the assessment module providing or guiding them to build aligned and rigorous assessments	60%	70%	85%

Assessment Admin Module - Action Plan (*District MUST complete*)

Goal	Strategy	Key Personnel	Timeline	Object level budget with narrative	Sustainability Plan
<i>Provide support for educators and administrators through multiple avenues to ensure that educators and administrators are prepared to create and disseminate assessments to their students are satisfied or highly satisfied with the module guiding them to build more aligned rigorous assessments</i>	<p>District must complete:</p> <p><i>Included in the action plan must be a strategy to related to monitoring and evaluating the district's success in meeting the performance measures in this section</i></p> <p><i>Please use the example as you build your strategy and subsequent columns.</i></p>	District must complete	District must complete	District must complete	District must complete

School District and Data Reporting – Performance Measures	End of SY 2014-2015	End of SY 2015-2016	End of SY 2016-2017 (district subscribed)
Percentage of school building administrators who have used the School & District Data module to view key performance indicators in making decisions to inform their practice	60%	75%	90%
Percentage of school building administrators who have created custom reports unique to their school	15%	25%	35%
Percentage of central staff that used reports to inform policy decisions district wide (professional development courses, attendance protocol at specific schools, instructional design, etc.)	60%	75%	90%

School District and Data Reporting Module – Action Plan (*District MUST complete*)

Goal	Strategy	Key Personnel	Timeline	Object level budget with narrative	Sustainability Plan
<i>Provide support for educators and administrators through multiple avenues to ensure that educators and administrators are prepared to create and analyze reports to inform resource allocation, educator PLCs, and monitor student achievements.</i>	<p>District must complete:</p> <p><i>Included in the action plan must be a strategy to related to monitoring and evaluating the district’s success in meeting the performance measures in this section</i></p> <p><i>Please use the example as you build your strategy and subsequent columns.</i></p>	District must complete	District must complete	District must complete	District must complete

General - Performance Measures	End of SY 2014-2015	End of SY 2015-2016	End of SY 2016-2017 (district subscribed)
The percentage of educators who participated in at least 4 formal on-line or face to face professional learning experiences on the use of edConnectNJ per year within your district to increase their knowledge of how to implement highly effective teaching and learning using edConnectNJ.	60%	80%	100%
Percentage of district curriculum uploaded into edConnectNJ	75%	100%	100%
Percentage of educators who have uploaded at least one resource for sharing with colleagues	15%	20%	25%

General – Action Plan (*District MUST complete*)

Goal	Strategy	Key Personnel	Timeline	Object level budget with narrative	Sustainability Plan
<i>Provide professional development to support the implementation of edConnectNJ</i>	District must complete: <i>Included in the action plan must be a strategy to related to monitoring and evaluating the district’s success in meeting the performance measures in this section Please use the example as you build your strategy and subsequent columns.</i>	District must complete	District must complete	District must complete	District must complete
<i>Provide resource materials for educators within edConnectNJ and encourage educators to post their materials for sharing within the district and state.</i>	District must complete: <i>Included in the action plan must be a strategy to related to monitoring and evaluating the district’s success in meeting the performance measures in this section Please use the example as you build your strategy and subsequent columns.</i>	District must complete	District must complete	District must complete	District must complete

For the _____ Public Schools, I will ensure that the following strategies will be implemented to provide my district with the best possible plan for successful implementation of edConnectNJ.

Superintendent/Date

If there are any questions about this form or for general inquiries please email edConnectNJ@doe.state.nj.us

Appendix G: Data Integration Process Overview

Background

Your district will be participating in the implementation of the edConnectNJ IIS. The IIS is a vendor system, Pearson Schoolnet, which will require data from your district School Information System (SIS) on a daily basis. This document is a brief overview of the process. Pearson will provide detailed process and data specs for reference. These specifics, including data specifications, will be provided prior to the beginning of data integration (by June 2, 2014).

Note: while the IIS is a valuable system in improving instruction in your district, it can only be as useful as the data delivered from your SIS. The NJDOE and Pearson will provide any assistance needed but a commitment from the district data team is required to provide timely and quality data.

Data Specification

Data Specifications for this process will be provided to LEAs prior to June 2, the date upon which the Data Integration Process will begin. Please review the data specifications closely when they are provided. They will contain data definition for static data (one time up front) and dynamic data (updated daily). You can provide the static data once manually up front and will need to provide the dynamic data through a daily automatic scheduled process. A summary of the files that are required are in edConnectNJ District Data spreadsheet, which will be provided. This document provides an overview of the data integration process, but in all cases the authoritative document will be the Pearson data spec.

Data Creation

The IIS will use the process described in the Pearson document based on running Data Connect at the district. The district will have to setup Data Connect with the database connection to the district SIS database and provide the SQL queries to get the data sets needed. You will need to know the SIS database schema to obtain table and field names. The SIS vendor can provide this. The file extracts that result from running Data Connect will be transferred to the Pearson hosted Vertical Reporting Framework (VRF) for processing. Pearson will assist with setting up connectivity from Data Connect at the district to the Pearson host.

Note that using Data Connect may not be a solution in your district if the SIS vendors hosts the SIS, or other district specific reasons. The DOE and Pearson will work with the district to come up with an acceptable process.

Data Delivery

File delivery will be based on a SFTP/FTP. Data Connect (and the server VRF) will be setup to do the file transfers daily. They can be done manually while we are in the development process.

Data Validation

We ask the district to do a high level validation (all files/fields provided, correct format, etc) on the files produced by the queries run from Data Connect. The DOE will do further validation on the data once it is

transferred to the VRF. The DOE will advise on any data issues as viewed from the VRF and work with the district to resolve.

Timeline

The Data Integration Process will begin on June 2, 2014. LEAs are expected to complete the data integration process with Pearson by August 15, 2014. edConnectNJ access will be granted upon successful completion of this data integration process.

Contacts

The NJ DOE has a resource to help with this process and will be your central point of contact:

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609.984.7777