



SIF Implementation Readiness Tool



SIF Implementation Readiness Tool

Improved PK-12 data efficiencies and integration are critical for educators to meet NCLB requirements and increasing information access needs and expectations of parents, staff, and students. The School's Interoperability Framework (SIF) Association's vision is that schools, districts and states will be enabled to better access and use data by implementing technology in a manner that leverages interoperability across disparate applications.

To enable this vision, SIF Implementation Readiness Tool has been designed to help schools, districts and states develop effective status reports and strategic planning opportunities around educational technology usage. You can use information from your participation in this readiness tool as a dynamic part of your local and state technology planning, and the information will also help to leverage state and national technology investments by using SIF technical specifications. For more information about the Schools Interoperability Framework, go to <http://www.sifinfo.org>.

The purpose of the SIF Implementation Readiness Tool is to provide LEAs, ESAs and SEAs with a gap analysis regarding their capacity and preparedness to implement the Schools Interoperability Framework (SIF) technologies. You may choose to answer all or part of the questions depending upon the scope of your particular project and current technology readiness. Once completed, an editable document plan (in Word format) will be produced using the responses provided and emailed to you. The plan will include next step recommendations regarding your SIF implementation. You may return periodically to update your plan and produce a new document. You may also add more content to the document using your word processor.

Each page of the readiness tool also contains a "Save & Exit" button that allows you to save your responses and exit the system. This allows you to return to the tool at a later time. In order to successfully save your answers without completing the tool, you must click this button before you close your browser. Upon leaving the readiness tool, note where you left off so that when you revisit the site you can navigate to the appropriate place. Below is the table of contents for the tool.

It will take approximately ninety minutes to complete this readiness tool. This does not include the time required to gather necessary data.

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There are 252 questions in this survey.

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Please utilize the "Prev" and "Next" buttons to navigate the readiness tool. Do not use the web browser's navigation arrows to navigate the readiness tool. To save your answers without completing the readiness tool, click the "Save & Exit" button.



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SIF Implementation Readiness Tool

Part One: A: Introductory Questions

If needed, for question 4 below (A04), use the following link to look up your District ID:

<http://nces.ed.gov/ccd/districtsearch/>

A01: Title or Position in District:

Please write your answer here:

A02: State:

Please select **only one** of the following:

- Alabama
- Alaska
- Arizona
- Arkansas
- California
- Colorado
- Connecticut
- Delaware
- District Of Columbia
- Florida
- Georgia
- Hawaii
- Idaho
- Illinois
- Indiana
- Iowa
- Kansas
- Kentucky
- Louisiana
- Maine
- Maryland
- Massachusetts
- Michigan
- Minnesota
- Mississippi
- Missouri
- Montana
- Nebraska
- Nevada
- New Hampshire
- New Jersey
- New Mexico
- New York
- North Carolina
- North Dakota
- Ohio
- Oklahoma

- Oregon
 - Pennsylvania
 - Puerto Rico
 - Rhode Island
 - South Carolina
 - South Dakota
 - Tennessee
 - Texas
 - Utah
 - Vermont
 - Virginia
 - Washington
 - West Virginia
 - Wisconsin
 - Wyoming
-

A03: School District Name:

Please write your answer here:

A04: NCES District ID:

Please write your answer here:

A05: Educational Service Agency or Region, and/or NCES ID:

Please write your answer(s) here:

Agency or Region:

NCES ID:

A06: How does your district assign ID numbers to students?

Please select **only one** of the following:

- No numbers are assigned.
 - A number is assigned that is unique only within a single school for a single year.
 - A number is assigned that is the same across years, but is only unique within a single school.
 - A number is assigned that is unique and permanent for students across the district.
-

Part One: B: SIF Awareness

What is your **district's** overall awareness of the Schools Interoperability Framework (SIF) Initiative?

B01: Purpose of the Schools Interoperability Framework:

Please select **only one** of the following:

- Not Aware
 - Somewhat Aware
 - Very Aware
-

B02: The SIF certification process:

Please select **only one** of the following:

- Not Aware
 - Somewhat Aware
 - Very Aware
-

B03: The SIF infrastructure model:

Please select **only one** of the following:

- Not Aware
 - Somewhat Aware
 - Very Aware
-

B04: The SIF data object specification:

Please select **only one** of the following:

- Not Aware
 - Somewhat Aware
 - Very Aware
-

Part One: C: Student Information

The questions in this section should be answered generally, with respect to the information area as a whole, not a specific software system.

The Student Information area includes: student personal data, student demographics, enrollment, scheduling, attendance, discipline monitoring, health records, and report cards.

C01: For student information, are all schools' data accumulated in a single district location?

Please select **only one** of the following:

- Yes
 - No
-

[Answer this question if you answered 'No' to question 'C01']

C01a: In general, to what extent is the exchange of student information from school to district automated?

Please select **only one** of the following:

- Paper is exchanged.
 - An electronic file is sent manually, for example, by e-mail or FTP.
 - Information is typed into a web form.
 - A person runs a program that triggers the electronic exchange of one or more files.
 - The electronic exchange is scheduled and will happen automatically unless stopped by a person or a condition set by the person.
 - The exchange is automatic and involves no human intervention.
-

C02: At what level are decisions made about the choice and use of student information software?

Please select **only one** of the following:

- School
 - District
 - No software is used
-

**C03: How is student information maintained (either in the school or district office)?
Choose one or more of the methods that you use.**

Please select **any** that apply

- Paper records
 - Electronic documents such as spreadsheet or word processor
 - Database software (Access, FileMaker, etc.)
 - District-wide database system (Oracle, MS SQL Server, MySQL, etc.)
 - Self-developed software
 - Purchased software
-

C04: Of the methods you use to maintain student information above, which is the main method that your district uses?

Please select **only one** of the following:

- Paper records
 - Electronic documents such as spreadsheet or word processor
 - Database software (Access, FileMaker, etc.)
 - District-wide database system (Oracle, MS SQL Server, MySQL, etc.)
-

C05: When compiling information from student information systems for state reports, to what extent is the process automated?

Please select **only one** of the following:

- Done on paper.
 - Uses electronic documents such as spreadsheets or word processor.
 - One or more programs are run to extract the data from a database. Other programs or manual processes are used to produce the state report.
 - A person runs a program that creates the report in the format required by the state. No other processing is required.
 - The report is produced on schedule and will happen automatically unless stopped by a person or condition set by the person.
 - The report is generated and sent automatically and involves no human intervention.
-

C06: For Student Information, what is the primary software system that your district uses to manage the information?

Please write your answer(s) here:

Vendor:

Software:

Version:

C07: Is the primary software system SIF certified?

Please select **only one** of the following:

- Yes
 - No
-

Part One: D: Food Services

The questions in this section should be answered generally, with respect to the information area as a whole, not a specific software system.

The Food Services Information area includes: meal eligibility (Free and Reduced Meals), meals

served, and supplies management.

D01: For food services information, are all schools' data accumulated in a single district location?

Please select **only one** of the following:

- Yes
- No

[Answer this question if you answered 'No' to question 'D01']

D01a: In general, to what extent is the exchange of food services information from school to district automated?

Please select **only one** of the following:

- Paper is exchanged.
- An electronic file is sent manually, for example, by e-mail or FTP.
- Information is typed into a web form.
- A person runs a program that triggers the electronic exchange of one or more files.
- The electronic exchange is scheduled and will happen automatically unless stopped by a person or a condition set by the person.
- The exchange is automatic and involves no human intervention.

D02: At what level are decisions made about the choice and use of food services information software?

Please select **only one** of the following:

- School
- District
- No software is used

D03: How is food services information maintained (either in the school or district office)? Choose one or more of the methods that you use.

Please select **any** that apply

- Paper records
- Electronic documents such as spreadsheet or word processor
- Database software (Access, FileMaker, etc.)
- District-wide database system (Oracle, MS SQL Server, MySQL, etc.)
- Self-developed software
- Purchased software

D04: Of the methods you use to maintain food services information above, which is the main method that your district uses?

Please select **only one** of the following:

- Paper records
- Electronic documents such as spreadsheet or word processor
- Database software (Access, FileMaker, etc.)
- District-wide database system (Oracle, MS SQL Server, MySQL, etc.)

D05: When compiling information from food services information systems for state reports, to what extent is the process automated?

Please select **only one** of the following:

- Done on paper.
- Uses electronic documents such as spreadsheets or word processor.

- One or more programs are run to extract the data from a database. Other programs or manual processes are used to produce the state report.
- A person runs a program that creates the report in the format required by the state. No other processing is required.
- The report is produced on schedule and will happen automatically unless stopped by a person or condition set by the person.
- The report is generated and sent automatically and involves no human intervention.

D06: For Food Services, what is the primary software system that your district uses to manage the information?

Please write your answer(s) here:

Vendor:

Software:

Version:

D07: Is the primary software system SIF certified?

Please select **only one** of the following:

- Yes
- No

Part One: E: Transportation

The questions in this section should be answered generally, with respect to the information area as a whole, not a specific software system.

The Transportation Information area includes: bus routes, driver communications, bus maintenance, special needs students transportation, and contracted transportation services.

E01: For transportation information, are all schools' data accumulated in a single district location?

Please select **only one** of the following:

- Yes
- No

[Answer this question if you answered 'No' to question 'E01']

E01a: In general, to what extent is the exchange of transportation information from school to district automated?

Please select **only one** of the following:

- Paper is exchanged.
- An electronic file is sent manually, for example, by e-mail or FTP.
- Information is typed into a web form.
- A person runs a program that triggers the electronic exchange of one or more files.
- The electronic exchange is scheduled and will happen automatically unless stopped by a person or a condition set by the person.
- The exchange is automatic and involves no human intervention.

E02: At what level are decisions made about the choice and use of transportation information software?

Please select **only one** of the following:

- School
 - District
 - No software is used
-

E03: How is transportation information maintained (either in the school or district office)? Choose one or more of the methods that you use.

Please select **any** that apply

- Paper records
 - Electronic documents such as spreadsheet or word processor
 - Database software (Access, FileMaker, etc.)
 - District-wide database system (Oracle, MS SQL Server, MySQL, etc.)
 - Self-developed software
 - Purchased software
-

E04: Of the methods you use to maintain transportation information above, which is the main method that your district uses?

Please select **only one** of the following:

- Paper records
 - Electronic documents such as spreadsheet or word processor
 - Database software (Access, FileMaker, etc.)
 - District-wide database system (Oracle, MS SQL Server, MySQL, etc.)
-

E05: When compiling information from transportation information systems for state reports, to what extent is the process automated?

Please select **only one** of the following:

- Done on paper.
 - Uses electronic documents such as spreadsheets or word processor.
 - One or more programs are run to extract the data from a database. Other programs or manual processes are used to produce the state report.
 - A person runs a program that creates the report in the format required by the state. No other processing is required.
 - The report is produced on schedule and will happen automatically unless stopped by a person or condition set by the person.
 - The report is generated and sent automatically and involves no human intervention.
-

E06: For Transportation, what is the primary software system that your district uses to manage the information?

Please write your answer(s) here:

Vendor:

Software:

Version:

E07: Is the primary software system SIF certified?

Please select **only one** of the following:

- Yes
 - No
-

Part One: F: HR and Finance

The questions in this section should be answered generally, with respect to the information area as a whole, not a specific software system.

The HR and Finance Information area includes: general ledger, accounts payable, accounts receivable, purchasing, budgeting, payroll, recruiting, personnel records, certification, benefits, personnel management, and retirement.

F01: For HR and finance information, are all schools' data accumulated in a single district location?

Please select **only one** of the following:

- Yes
- No

[Answer this question if you answered 'No' to question 'F01']

F01a: In general, to what extent is the exchange of HR and finance information from school to district automated?

Please select **only one** of the following:

- Paper is exchanged.
- An electronic file is sent manually, for example, by e-mail or FTP.
- Information is typed into a web form.
- A person runs a program that triggers the electronic exchange of one or more files.
- The electronic exchange is scheduled and will happen automatically unless stopped by a person or a condition set by the person.
- The exchange is automatic and involves no human intervention.

F02: At what level are decisions made about the choice and use of HR and finance information software?

Please select **only one** of the following:

- School
- District
- No software is used

F03: How is HR and finance information maintained (either in the school or district office)? Choose one or more of the methods that you use.

Please select **any** that apply

- Paper records
- Electronic documents such as spreadsheet or word processor
- Database software (Access, FileMaker, etc.)
- District-wide database system (Oracle, MS SQL Server, MySQL, etc.)
- Self-developed software
- Purchased software

F04: Of the methods you use to maintain HR and finance information above, which is the main method that your district uses?

Please select **only one** of the following:

- Paper records
- Electronic documents such as spreadsheet or word processor
- Database software (Access, FileMaker, etc.)
- District-wide database system (Oracle, MS SQL Server, MySQL, etc.)

F05: When compiling information from HR and finance information systems for state reports, to what extent is the process automated?

Please select **only one** of the following:

- Done on paper.
- Uses electronic documents such as spreadsheets or word processor.
- One or more programs are run to extract the data from a database. Other programs or manual processes are used to produce the state report.
- A person runs a program that creates the report in the format required by the state. No other processing is required.
- The report is produced on schedule and will happen automatically unless stopped by a person or condition set by the person.
- The report is generated and sent automatically and involves no human intervention.

F06: For HR and Finance, what is the primary software system that your district uses to manage the information?

Please write your answer(s) here:

Vendor:

Software:

Version:

F07: Is the primary software system SIF certified?

Please select **only one** of the following:

- Yes
- No

Part One: G: Student Performance

The questions in this section should be answered generally, with respect to the information area as a whole, not a specific software system.

The Student Performance Information area includes: state assessments, benchmark testing and reporting, AP, scholarships, student achievement analysis, and other performance indicators.

G01: For student performance information, are all schools' data accumulated in a single district location?

Please select **only one** of the following:

- Yes
- No

[Answer this question if you answered 'No' to question 'G01']

G01a: In general, to what extent is the exchange of student performance information from school to district automated?

Please select **only one** of the following:

- Paper is exchanged.
- An electronic file is sent manually, for example, by e-mail or FTP.
- Information is typed into a web form.
- A person runs a program that triggers the electronic exchange of one or more files.
- The electronic exchange is scheduled and will happen automatically unless stopped by a person or a condition set by the person.
- The exchange is automatic and involves no human intervention.

G02: At what level are decisions made about the choice and use of student performance information software?

Please select **only one** of the following:

- School
 - District
 - No software is used
-

G03: How is student performance information maintained (either in the school or district office)? Choose one or more of the methods that you use.

Please select **any** that apply

- Paper records
 - Electronic documents such as spreadsheet or word processor
 - Database software (Access, FileMaker, etc.)
 - District-wide database system (Oracle, MS SQL Server, MySQL, etc.)
 - Self-developed software
 - Purchased software
-

G04: Of the methods you use to maintain student performance information above, which is the main method that your district uses?

Please select **only one** of the following:

- Paper records
 - Electronic documents such as spreadsheet or word processor
 - Database software (Access, FileMaker, etc.)
 - District-wide database system (Oracle, MS SQL Server, MySQL, etc.)
-

G05: When compiling information from student performance information systems for state reports, to what extent is the process automated?

Please select **only one** of the following:

- Done on paper.
 - Uses electronic documents such as spreadsheets or word processor.
 - One or more programs are run to extract the data from a database. Other programs or manual processes are used to produce the state report.
 - A person runs a program that creates the report in the format required by the state. No other processing is required.
 - The report is produced on schedule and will happen automatically unless stopped by a person or condition set by the person.
 - The report is generated and sent automatically and involves no human intervention.
-

G06: For Student Performance, what is the primary software system that your district uses to manage the information?

Please write your answer(s) here:

Vendor:

Software:

Version:

G07: Is the primary software system SIF certified?

Please select **only one** of the following:

- Yes
- No

Part One: H: Program Information

The questions in this section should be answered generally, with respect to the information area as a whole, not a specific software system.

The Program Information area includes: eligibility, and participation and placement data for programs other than Special Education (e.g., Title I, Migrant, Gifted and Talented, ELL, vocational).

H01: For program information, are all schools' data accumulated in a single district location?

Please select **only one** of the following:

- Yes
- No

[Answer this question if you answered 'No' to question 'H01']

H01a: In general, to what extent is the exchange of program information from school to district automated?

Please select **only one** of the following:

- Paper is exchanged.
- An electronic file is sent manually, for example, by e-mail or FTP.
- Information is typed into a web form.
- A person runs a program that triggers the electronic exchange of one or more files.
- The electronic exchange is scheduled and will happen automatically unless stopped by a person or a condition set by the person.
- The exchange is automatic and involves no human intervention.

H02: At what level are decisions made about the choice and use of program information software?

Please select **only one** of the following:

- School
- District
- No software is used

H03: How is program information maintained (either in the school or district office)? Choose one or more of the methods that you use.

Please select **any** that apply

- Paper records
- Electronic documents such as spreadsheet or word processor
- Database software (Access, FileMaker, etc.)
- District-wide database system (Oracle, MS SQL Server, MySQL, etc.)
- Self-developed software
- Purchased software

H04: Of the methods you use to maintain program information above, which is the main method that your district uses?

Please select **only one** of the following:

- Paper records
 - Electronic documents such as spreadsheet or word processor
 - Database software (Access, FileMaker, etc.)
 - District-wide database system (Oracle, MS SQL Server, MySQL, etc.)
-

H05: When compiling information from program information systems for state reports, to what extent is the process automated?

Please select **only one** of the following:

- Done on paper.
 - Uses electronic documents such as spreadsheets or word processor.
 - One or more programs are run to extract the data from a database. Other programs or manual processes are used to produce the state report.
 - A person runs a program that creates the report in the format required by the state. No other processing is required.
 - The report is produced on schedule and will happen automatically unless stopped by a person or condition set by the person.
 - The report is generated and sent automatically and involves no human intervention.
-

H06: For Program Information, what is the primary software system that your district uses to manage the information?

Please write your answer(s) here:

Vendor:

Software:

Version:

H07: Is the primary software system SIF certified?

Please select **only one** of the following:

- Yes
 - No
-

Part One: I: Special Education

The questions in this section should be answered generally, with respect to the information area as a whole, not a specific software system.

The Special Education Information area includes: eligibility, participation and placement data for Special Education students, individualized education plan, annual review, and IDEA reporting.

I01: For special education information, are all schools' data accumulated in a single district location?

Please select **only one** of the following:

- Yes
 - No
-

[Answer this question if you answered 'No' to question 'I01']

I01a: In general, to what extent is the exchange of special education information from school to district automated?

Please select **only one** of the following:

- Paper is exchanged.

- An electronic file is sent manually, for example, by e-mail or FTP.
 - Information is typed into a web form.
 - A person runs a program that triggers the electronic exchange of one or more files.
 - The electronic exchange is scheduled and will happen automatically unless stopped by a person or a condition set by the person.
 - The exchange is automatic and involves no human intervention.
-

I02: At what level are decisions made about the choice and use of special education information software?

Please select **only one** of the following:

- School
 - District
 - No software is used
-

I03: How is special education information maintained (either in the school or district office)? Choose one or more of the methods that you use.

Please select **any** that apply

- Paper records
 - Electronic documents such as spreadsheet or word processor
 - Database software (Access, FileMaker, etc.)
 - District-wide database system (Oracle, MS SQL Server, MySQL, etc.)
 - Self-developed software
 - Purchased software
-

I04: Of the methods you use to maintain special education information above, which is the main method that your district uses?

Please select **only one** of the following:

- Paper records
 - Electronic documents such as spreadsheet or word processor
 - Database software (Access, FileMaker, etc.)
 - District-wide database system (Oracle, MS SQL Server, MySQL, etc.)
-

I05: When compiling information from special education information systems for state reports, to what extent is the process automated?

Please select **only one** of the following:

- Done on paper.
 - Uses electronic documents such as spreadsheets or word processor.
 - One or more programs are run to extract the data from a database. Other programs or manual processes are used to produce the state report.
 - A person runs a program that creates the report in the format required by the state. No other processing is required.
 - The report is produced on schedule and will happen automatically unless stopped by a person or condition set by the person.
 - The report is generated and sent automatically and involves no human intervention.
-

I06: For Special Education, what is the primary software system that your district uses to manage the information?

Please write your answer(s) here:

Vendor:

Software:

Version:

I07: Is the primary software system SIF certified?

Please select **only one** of the following:

- Yes
 No

Part One: J: Library Information

The questions in this section should be answered generally, with respect to the information area as a whole, not a specific software system.

The Library Information area includes: library resources management, library facilities and personnel management, cataloging, inventory, rental management, and student fees and fines.

J01: For library information, are all schools' data accumulated in a single district location?

Please select **only one** of the following:

- Yes
 No

[Answer this question if you answered 'No' to question 'J01']

J01a: In general, to what extent is the exchange of library information from school to district automated?

Please select **only one** of the following:

- Paper is exchanged.
 An electronic file is sent manually, for example, by e-mail or FTP.
 Information is typed into a web form.
 A person runs a program that triggers the electronic exchange of one or more files.
 The electronic exchange is scheduled and will happen automatically unless stopped by a person or a condition set by the person.
 The exchange is automatic and involves no human intervention.

J02: At what level are decisions made about the choice and use of library information software?

Please select **only one** of the following:

- School
 District
 No software is used

J03: How is library information maintained (either in the school or district office)? Choose one or more of the methods that you use.

Please select **any** that apply

- Paper records
 Electronic documents such as spreadsheet or word processor
 Database software (Access, FileMaker, etc.)
 District-wide database system (Oracle, MS SQL Server, MySQL, etc.)

- Self-developed software
- Purchased software

J04: Of the methods you use to maintain library information above, which is the main method that your district uses?

Please select **only one** of the following:

- Paper records
- Electronic documents such as spreadsheet or word processor
- Database software (Access, FileMaker, etc.)
- District-wide database system (Oracle, MS SQL Server, MySQL, etc.)

J05: When compiling information from library information systems for state reports, to what extent is the process automated?

Please select **only one** of the following:

- Done on paper.
- Uses electronic documents such as spreadsheets or word processor.
- One or more programs are run to extract the data from a database. Other programs or manual processes are used to produce the state report.
- A person runs a program that creates the report in the format required by the state. No other processing is required.
- The report is produced on schedule and will happen automatically unless stopped by a person or condition set by the person.
- The report is generated and sent automatically and involves no human intervention.

J06: For Library Information, what is the primary software system that your district uses to manage the information?

Please write your answer(s) here:

Vendor:

Software:

Version:

J07: Is the primary software system SIF certified?

Please select **only one** of the following:

- Yes
- No

Part One: K: Instructional Management

The questions in this section should be answered generally, with respect to the information area as a whole, not a specific software system.

The Instructional Management Information area includes: instructional planning and design, lesson planning, student and classroom assignments management, student and classroom learning monitoring and evaluation, grade book or grades/marks management, and report cards.

K01: For instructional management information, are all schools' data accumulated in a single district location?

Please select **only one** of the following:

- Yes

No

[Answer this question if you answered 'No' to question 'K01']

K01a: In general, to what extent is the exchange of instructional management information from school to district automated?

Please select **only one** of the following:

- Paper is exchanged.
 - An electronic file is sent manually, for example, by e-mail or FTP.
 - Information is typed into a web form.
 - A person runs a program that triggers the electronic exchange of one or more files.
 - The electronic exchange is scheduled and will happen automatically unless stopped by a person or a condition set by the person.
 - The exchange is automatic and involves no human intervention.
-

K02: At what level are decisions made about the choice and use of instructional management information software?

Please select **only one** of the following:

- School
 - District
 - No software is used
-

K03: How is instructional management information maintained (either in the school or district office)? Choose one or more of the methods that you use.

Please select **any** that apply

- Paper records
 - Electronic documents such as spreadsheet or word processor
 - Database software (Access, FileMaker, etc.)
 - District-wide database system (Oracle, MS SQL Server, MySQL, etc.)
 - Self-developed software
 - Purchased software
-

K04: Of the methods you use to maintain instructional management information above, which is the main method that your district uses?

Please select **only one** of the following:

- Paper records
 - Electronic documents such as spreadsheet or word processor
 - Database software (Access, FileMaker, etc.)
 - District-wide database system (Oracle, MS SQL Server, MySQL, etc.)
-

K05: When compiling information from instructional management information systems for state reports, to what extent is the process automated?

Please select **only one** of the following:

- Done on paper.
- Uses electronic documents such as spreadsheets or word processor.
- One or more programs are run to extract the data from a database. Other programs or manual processes are used to produce the state report.
- A person runs a program that creates the report in the format required by the state. No other processing is required.
- The report is produced on schedule and will happen automatically unless stopped by a person or condition set by the person.

The report is generated and sent automatically and involves no human intervention.

K06: For Instructional Management, what is the primary software system that your district uses to manage the information?

Please write your answer(s) here:

Vendor:

Software:

Version:

K07: Is the primary software system SIF certified?

Please select **only one** of the following:

- Yes
 No

Part Two: L: Policy, Planning, and Management

This section provides an opportunity to describe how well the acquisition of required technology and the policies for managing information systems are guided by district-wide planning practices.

Rate each item from 1 to 5 to reflect at this point in time how well the statement describes your district, and please fill out the corresponding comment boxes as they appear.

L01: Organizational Strategic Plan:

Target Level: The district has adopted a broad strategic plan to guide its decisions, including those related to the technology and information systems that support information management.

Use the scale below to rate your district.

Reference Points:

- 1 = Not present**
- 2 = Exists, but not relied upon**
- 3 = Referred to periodically**
- 4 = Relied upon for decision making**
- 5 = Up-to-date, basis for all decisions**

Please select the appropriate response for each item

No	1	2	3	4	5
Answer					
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

[Answer this question if you answered " to question 'L01']

L01a: Enter or copy text here describing the district's overall goals, including how they relate or incorporate technology and information systems:

Please write your answer in the box below:

L02: Technology Vision Statement:

Target Level: The district has a vision for technology that is clearly stated, referred to consistently, and relied upon to guide decision-making related to information management.

Use the scale below to rate your district.

Reference Points:

1 = No references to technology

2 = Acknowledgment of the role of technology, but little direction for what to do next

3 = Acknowledgment of the role of technology and knowledge of what should be done next

4 = Clearly stated technology goals and plans

5 = Up-to-date and the basis for all decisions related to technology and information systems

Please select the appropriate response for each item

No	1	2	3	4	5
Answer					
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

[Answer this question if you answered "1" to question 'L02']

L02a: Enter text here describing the vision statement or stating it:

Please write your answer in the box below:

L03: Information Systems Architecture:

Target Level: The district has developed information systems architecture with principles and standards that are complied with whenever decisions are made related to technology and information systems. Information systems architecture is a document or set of documents that are the basis for technology decisions.

Use the scale below to rate your district.

Reference Points:

- 1 = Not present**
- 2 = Exists, but not relied upon**
- 3 = Referred to periodically**
- 4 = Relied upon for decision making**
- 5 = Up-to-date, basis for all decisions**

Please select the appropriate response for each item

No	1	2	3	4	5
Answer					
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

[Answer this question if you answered " to question 'L03']

L03a: Enter text here describing the architecture or quotes from it:

Please write your answer in the box below:

L04: Technology Plan:

Target Level: The district has developed a formal plan to guide the acquisition and use of technology and information systems, and the plan is relied upon when decisions are made related to information management activities.

Use the scale below to rate your district.

Reference Points:

- 1 = Not present**
- 2 = Exists, but not relied upon**
- 3 = Referred to periodically**
- 4 = Relied upon for decision making**
- 5 = Up-to-date, basis for all decisions**

Please select the appropriate response for each item

No	1	2	3	4	5
Answer					
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

[Answer this question if you answered " to question 'L04']

L04a: Enter text here describing the plan or quotes from the plan:

Please write your answer in the box below:

L05: Commitment:

Target Level: The people associated with technology, information systems, and state reporting are committed to the plans that have been made and focus their efforts based upon them.

Use the scale below to rate your district.

Reference Points:

1 = No commitment has been made acquire or improve technology and information systems.

2 = Other priorities consistently move technology and information systems decisions and funding back.

3 = Commitment is evident but must be reaffirmed when decisions are sought.

4 = Commitment is strong, and competes with other priorities.

5 = Policy and management people are fully committed to the district's technology and information systems efforts.

Please select the appropriate response for each item

No	1	2	3	4	5
Answer					
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

[Answer this question if you answered "1" to question 'L05']

L05a: Enter text here describing the commitment:

Please write your answer in the box below:

L06: Confidentiality:

Target Level: The district has an adopted policy describing how the confidentiality of individuals will be protected in the collection and use of personally identifiable data.

Use the scale below to rate your district.

Reference Points:

- 1 = No policy has been adopted.**
- 2 = Administrative guidelines or procedures are available.**
- 3 = Administrative guidelines or procedures for how to handle confidential data are clear and made available to everyone. Parents are notified upon enrollment of their child.**
- 4 = A policy has been adopted that describes specifically how personally identifiable data will be managed and the conditions under which they may be accessed. The suppression of confidential data that might personally identify individuals is not monitored in all reports. Employees are aware of the policy. Parents are notified upon enrollment of their child.**
- 5 = A policy has been adopted that describes specifically how personally identifiable data will be managed and the conditions under which they may be accessed. All district reports use methods to suppress confidential data that might personally identify individuals. All employees are aware of the policy and follow it. Parents are notified upon enrollment of their child.**

Please select the appropriate response for each item

No					
Answer	1	2	3	4	5
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

[Answer this question if you answered " to question 'L06']

L06a: Enter text here describing the confidentiality:

Please write your answer in the box below:

Part Two: M: Hardware and Systems

In this section, rate the functionality and sophistication of the hardware and information systems within the district.

Rate each item from 1 to 5 to reflect at this point in time how well the statement describes your district, and please fill out the corresponding comment boxes as they appear.

M01: Internet:

Target Level: All users are connected to the internet, and it is readily available.

Use the scale below to rate your district.

Reference Points:

- 1 = No connection to the Internet or other entities is available.**
- 2 = Connection to the Internet has limited access; direct connect options are available but limited.**
- 3 = Connections are available, but not generally accessible; applications are dated.**
- 4 = Connections are generally available; applications are current enough to be functional.**

5 = Connections are universal using current applications.

Please select the appropriate response for each item

No					
Answer	1	2	3	4	5
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

[Answer this question if you answered " to question 'M01']

M01a: Comments:

Please write your answer in the box below:

M02: District Network:

Target Level: All users are connected to a district-wide network (may also be the Internet) that is readily available for access.

Use the scale below to rate your district.

Reference Points:

- 1 = No connection to other areas of the district is available.**
- 2 = Connection to the district-wide network has limited access.**
- 3 = Connections are available, but not generally accessible; applications are dated.**
- 4 = Connections are generally available; applications are current enough to be functional.**
- 5 = Connections are universal using current applications.**

Please select the appropriate response for each item

No					
Answer	1	2	3	4	5
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

[Answer this question if you answered " to question 'M02']

M02a: Comments:

Please write your answer in the box below:

M03: Local Area Network for Central Administration:

Target Level: All users at this location are connected using a local area network that is reliably available for access.

Use the scale below to rate your district.

Reference Points:

- 1 = No connection to other areas of the district are available.**
- 2 = Connection to the local area network has limited access.**
- 3 = Connections are available, but not generally accessible; applications are dated.**
- 4 = Connections are generally available; applications are current enough to be functional.**
- 5 = Connections are universal using current applications.**

Please select the appropriate response for each item

No					
Answer	1	2	3	4	5
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

[Answer this question if you answered " to question 'M03']

M03a: Comments:

Please write your answer in the box below:

M04: Local Area Network for Schools:

Target Level: All users at each school are connected using a local area network that is reliably available for access.

Use the scale below to rate your district.

Reference Points:

- 1 = No connection to other areas of the school is available.**
- 2 = Connection to the school network has limited access.**
- 3 = Connections are available, but not generally accessible; applications are dated.**
- 4 = Connections are generally available; applications are current enough to be functional.**
- 5 = Connections are universal using current applications.**

Please select the appropriate response for each item

No					
Answer	1	2	3	4	5
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

[Answer this question if you answered " to question 'M04']

M04a: Comments:

Please write your answer in the box below:

M05: What is your district's policy regarding remote access to network resources for support purposes?

Please select **only one** of the following:

- Remote support is not allowed
- Remote support is available only to trusted staff members
- Remote support is available to trusted vendors and/or external support services

M06: What technology capabilities are available for vendors and/or external services to provide remote support?

Please select **only one** of the following:

- None
- Web-based support sessions only (e.g. WebEx, Go-To-Assist, Citrix)
- Virtual Private Network (VPN) access is provided to selected vendors or consultants
- Both web-based and VPN options are available

Part Two: N: User Skills

In this section, rate your district with respect to each of the information areas. Reference points are provided below to help you determine your rating.

Rate each information area from 1 to 5 to reflect at this point in time how well the target statement describes your district. You may add comments in the corresponding comment boxes as they appear.

Target Level for User Skills: The typical provider of these data and user of a software application works independently, requires help infrequently, and is proficient in taking advantage of the features provided by technology or information systems.

Use the scale below to rate your district on each information area.

Reference Points:

- 1** = The typical user has virtually no idea how to use this application.
- 2** = The typical user has difficulty working independently and productively; requires frequent help; and is unaware of all the features available.
- 3** = The typical user is able to run the application; requires periodic help and support and could improve the use of the more sophisticated features.
- 4** = The typical user works independently; requires help infrequently; and takes advantage of almost all the features regularly.
- 5** = The typical user is an expert who is proficient in taking advantage of the features of the application.

N01: Information Area Ratings:

Please select the appropriate response for each item

	No Answer	1	2	3	4	5
Student Information	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Food Services	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Transportation	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
HR and Finance	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Student Performance	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Program Information	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Special Education	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Library Information	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Instructional Management	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

[Answer this question if you answered " to question 'N01']

N02: Please enter any comments about User Skills for the Student Information area below:

Please write your answer in the box below:

[Answer this question if you answered " to question 'N01']

N03: Please enter any comments about User Skills for the Food Services area below:

Please write your answer in the box below:

[Answer this question if you answered " to question 'N01']

N04: Please enter any comments about User Skills for the Transportation area below:

Please write your answer in the box below:

[Answer this question if you answered " to question 'N01']

N05: Please enter any comments about User Skills for the HR and Finance area below:

Please write your answer in the box below:

[Answer this question if you answered " to question 'N01']

N06: Please enter any comments about User Skills for the Student Performance area below:

Please write your answer in the box below:

[Answer this question if you answered " to question 'N01']

N07: Please enter any comments about User Skills for the Program Information area below:

Please write your answer in the box below:

[Answer this question if you answered " to question 'N01']

N08: Please enter any comments about User Skills for the Special Education area below:

Please write your answer in the box below:

[Answer this question if you answered " to question 'N01']

N09: Please enter any comments about User Skills for the Library Information area below:

Please write your answer in the box below:

[Answer this question if you answered " to question 'N01']

N10: Please enter any comments about User Skills for the Instructional Management area below:

Please write your answer in the box below:

Part Two: O: Training

In this section, rate your district with respect to each of the information areas. Reference points are provided below to help you determine your rating.

Rate each information area from 1 to 5 to reflect at this point in time how well the target statement describes your district. You may add comments in the corresponding comment boxes as they appear.

Target Level for Training: The typical provider of these data and user of a software application has participated in all the training required to be proficient. Additional training is provided as needed.

Use the scale below to rate your district on each information area.

Reference Points:

- 1 = The typical user has received no training.
- 2 = The typical user has received some training, but more is required to run the application effectively.
- 3 = The typical user has received training specific to the application.
- 4 = The typical user has received complete training; more or follow-up training would be beneficial.
- 5 = The typical user has received all of the training appropriate to be a proficient user of this application; additional training is provided as needed.

O01: Information Area Ratings:

Please select the appropriate response for each item

	No Answer	1	2	3	4	5
Student Information	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Food Services	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Transportation	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
HR and Finance	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Student Performance	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Program Information	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Special Education	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Library Information	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Instructional Management	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

[Answer this question if you answered " to question 'O01']

O02: Please enter any comments about Training for the Student Information area below:

Please write your answer in the box below:

[Answer this question if you answered " to question 'O01']

O03: Please enter any comments about Training for the Food Services area below:

Please write your answer in the box below:

[Answer this question if you answered " to question '001']

004: Please enter any comments about Training for the Transportation area below:

Please write your answer in the box below:

[Answer this question if you answered " to question '001']

005: Please enter any comments about Training for the HR and Finance area below:

Please write your answer in the box below:

[Answer this question if you answered " to question '001']

006: Please enter any comments about Training for the Student Performance area below:

Please write your answer in the box below:

[Answer this question if you answered " to question '001']

O07: Please enter any comments about Training for the Program Information area below:

Please write your answer in the box below:

[Answer this question if you answered " to question 'O01']

O08: Please enter any comments about Training for the Special Education area below:

Please write your answer in the box below:

[Answer this question if you answered " to question 'O01']

O09: Please enter any comments about Training for the Library Information area below:

Please write your answer in the box below:

[Answer this question if you answered " to question 'O01']

O10: Please enter any comments about Training for the Instructional Management area below:

Please write your answer in the box below:

Part Two: P: Help Provided

In this section, rate your district with respect to each of the information areas. Reference points are provided below to help you determine your rating.

Rate each information area from 1 to 5 to reflect at this point in time how well the target statement describes your district. You may add comments in the corresponding comment boxes as they appear.

Target Level for Help Provided: In addition to printed or on-line user guides, a helpline, help desk, or person is readily available to prevent delays.

Use the scale below to rate your district on each information area.

Reference Points:

- 1** = No help is available.
- 2** = Little help is available without an investment of time, effort, and initiative by the user.
- 3** = A helpline or desk is available; there is often a wait for a response or a solution.
- 4** = A helpline/desk or person is available; some waiting occurs; some problems are referred to another source.
- 5** = A helpline/desk or person is readily available to prevent delays in using the application.

P01: Information Area Ratings:

Please select the appropriate response for each item

	No Answer	1	2	3	4	5
Student Information	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Food Services	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Transportation	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
HR and Finance	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Student Performance	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Program Information	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Special Education	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Library Information	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Instructional Management	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

[Answer this question if you answered " to question 'P01']

P02: Please enter any comments about Help Provided for the Student Information area below:

Please write your answer in the box below:

[Answer this question if you answered " to question 'P01']

P03: Please enter any comments about Help Provided for the Food Services area below:

Please write your answer in the box below:

[Answer this question if you answered " to question 'P01']

P04: Please enter any comments about Help Provided for the Transportation area below:

Please write your answer in the box below:

[Answer this question if you answered " to question 'P01']

P05: Please enter any comments about Help Provided for the HR and Finance area below:

Please write your answer in the box below:

[Answer this question if you answered " to question 'P01']

P06: Please enter any comments about Help Provided for the Student Performance area below:

Please write your answer in the box below:

[Answer this question if you answered " to question 'P01']

P07: Please enter any comments about Help Provided for the Program Information area below:

Please write your answer in the box below:

[Answer this question if you answered " to question 'P01']

P08: Please enter any comments about Help Provided for the Special Education area below:

Please write your answer in the box below:

[Answer this question if you answered " to question 'P01']

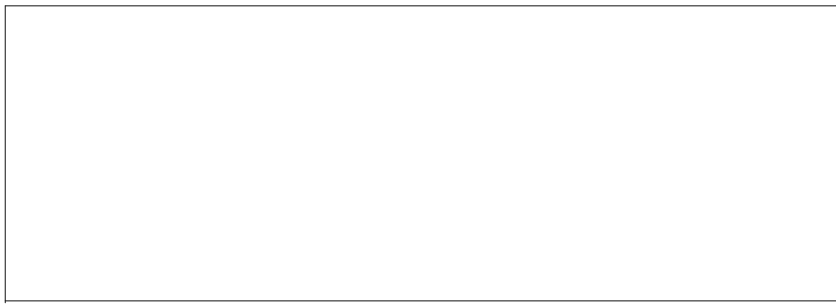
P09: Please enter any comments about Help Provided for the Library Information area below:

Please write your answer in the box below:

[Answer this question if you answered " to question 'P01']

P10: Please enter any comments about Help Provided for the Instructional Management area below:

Please write your answer in the box below:



Part Two: Q: Installation

In this section, rate your district with respect to each of the information areas. Reference points are provided below to help you determine your rating.

Rate each information area from 1 to 5 to reflect at this point in time how well the target statement describes your district. You may add comments in the corresponding comment boxes as they appear.

Target Level for Installation: The installation of any hardware and software matches the manufacturer's or software provider's design in all ways. All necessary components are fully installed.

Use the scale below to rate your district on each information area.

Reference Points:

- 1 = The installation does not follow the design in any way.
- 2 = The installation varies considerably from the design.
- 3 = The installation matches the design in some ways and varies in others.
- 4 = The installation matches the design in most ways.
- 5 = The installation matches the design in all ways.

Q01: Information Area Ratings:

Please select the appropriate response for each item

	No	1	2	3	4	5
Student Information	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Food Services	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Transportation	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
HR and Finance	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Student Performance	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Program Information	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Special Education	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Library Information	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Instructional Management	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

[Answer this question if you answered " to question 'Q01']

Q02: Please enter any comments about Installation for the Student Information area below:

Please write your answer in the box below:

[Answer this question if you answered " to question 'Q01']

Q03: Please enter any comments about Installation for the Food Services area below:

Please write your answer in the box below:

[Answer this question if you answered " to question 'Q01']

Q04: Please enter any comments about Installation for the Transportation area below:

Please write your answer in the box below:

[Answer this question if you answered " to question 'Q01']

Q05: Please enter any comments about Installation for the HR and Finance area below:

Please write your answer in the box below:

[Answer this question if you answered " to question 'Q01']

Q06: Please enter any comments about Installation for the Student Performance area below:

Please write your answer in the box below:

[Answer this question if you answered " to question 'Q01']

Q07: Please enter any comments about Installation for the Program Information area below:

Please write your answer in the box below:

[Answer this question if you answered " to question 'Q01']

Q08: Please enter any comments about Installation for the Special Education area below:

Please write your answer in the box below:

[Answer this question if you answered " to question 'Q01']

Q09: Please enter any comments about Installation for the Library Information area below:

Please write your answer in the box below:

[Answer this question if you answered " to question 'Q01']

Q10: Please enter any comments about Installation for the Instructional Management area below:

Please write your answer in the box below:

Part Two: R: Implementation

In this section, rate your district with respect to each of the information areas. Reference points are provided below to help you determine your rating.

Rate each information area from 1 to 5 to reflect at this point in time how well the target statement describes your district. You may add comments in the corresponding comment boxes as they appear.

Target Level for Implementation: The hardware or software systems implementation matches the design of the manufacturer, software provider, or system provider. All aspects of the hardware and software have been implemented successfully.

Use the scale below to rate your district on each information area.

Reference Points:

- 1 = The implementation does not follow the design in any way.
- 2 = The implementation varies considerably from the design.
- 3 = The implementation matches the design in some ways and varies in others.
- 4 = The implementation matches the design in most ways.
- 5 = The implementation matches the design in all ways.

R01: Information Area Ratings:

Please select the appropriate response for each item

	No Answer	1	2	3	4	5
Student Information	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Food Services	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Transportation	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
HR and Finance	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Student Performance	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Program Information	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Special Education	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Library Information	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Instructional Management	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

[Answer this question if you answered " to question 'R01']

R02: Please enter any comments about Implementation for the Student Information area below:

Please write your answer in the box below:

[Answer this question if you answered " to question 'R01']

R03: Please enter any comments about Implementation for the Food Services area below:

Please write your answer in the box below:

[Answer this question if you answered " to question 'R01']

R04: Please enter any comments about Implementation for the Transportation area below:

Please write your answer in the box below:

[Answer this question if you answered " to question 'R01']

R05: Please enter any comments about Implementation for the HR and Finance area below:

Please write your answer in the box below:

[Answer this question if you answered " to question 'R01']

R06: Please enter any comments about Implementation for the Student Performance area below:

Please write your answer in the box below:

[Answer this question if you answered " to question 'R01']

R07: Please enter any comments about Implementation for the Program Information area below:

Please write your answer in the box below:

[Answer this question if you answered " to question 'R01']

R08: Please enter any comments about Implementation for the Special Education area below:

Please write your answer in the box below:

[Answer this question if you answered " to question 'R01']

R09: Please enter any comments about Implementation for the Library Information area below:

Please write your answer in the box below:

[Answer this question if you answered " to question 'R01']

R10: Please enter any comments about Implementation for the Instructional Management area below:

Please write your answer in the box below:

Part Two: S: Maintenance

In this section, rate your district with respect to each of the information areas. Reference points are provided below to help you determine your rating.

Rate each information area from 1 to 5 to reflect at this point in time how well the target statement describes your district. You may add comments in the corresponding comment boxes as they appear.

Target Level for Maintenance: Operation is typically flawless. Problems are resolved immediately. Back-up systems are available. Downtime is very unusual.

Use the scale below to rate your district on each information area.

Reference Points:

- 1** = The application or the hardware is not available for use.
- 2** = The application is often not available for use.
- 3** = The application is usually available for use.
- 4** = The application is almost always available for use.
- 5** = Operation is typically flawless; problems are resolved immediately; back-up systems are available; downtime is very unusual.

S01: Information Area Ratings:

Please select the appropriate response for each item

	No Answer	1	2	3	4	5
Student Information	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Food Services	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Transportation	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
HR and Finance	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Student Performance	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Program Information	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Special Education	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Library Information	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Instructional Management	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

[Answer this question if you answered " to question 'S01']

S02: Please enter any comments about Maintenance for the Student Information area below:

Please write your answer in the box below:

[Answer this question if you answered " to question 'S01']

S03: Please enter any comments about Maintenance for the Food Services area below:

Please write your answer in the box below:

[Answer this question if you answered " to question 'S01']

S04: Please enter any comments about Maintenance for the Transportation area below:

Please write your answer in the box below:

[Answer this question if you answered " to question 'S01']

S05: Please enter any comments about Maintenance for the HR and Finance area below:

Please write your answer in the box below:

[Answer this question if you answered " to question 'S01']

S06: Please enter any comments about Maintenance for the Student Performance area below:

Please write your answer in the box below:

[Answer this question if you answered " to question 'S01']

S07: Please enter any comments about Maintenance for the Program Information area below:

Please write your answer in the box below:

[Answer this question if you answered " to question 'S01']

S08: Please enter any comments about Maintenance for the Special Education area below:

Please write your answer in the box below:

[Answer this question if you answered " to question 'S01']

S09: Please enter any comments about Maintenance for the Library Information area below:

Please write your answer in the box below:

[Answer this question if you answered " to question 'S01']

S10: Please enter any comments about Maintenance for the Instructional Management area below:

Please write your answer in the box below:

Part Two: T: Impact

In this section, rate your district with respect to each of the information areas. Reference points are provided below to help you determine your rating.

Rate each information area from 1 to 5 to reflect at this point in time how well the target statement describes your district. You may add comments in the corresponding comment boxes as they appear.

Target Level for Impact: The people associated with this information area have made all the appropriate fundamental changes in the way they work to take full advantage of the technology or information system.

Use the scale below to rate your district on each information area.

Reference Points:

- 1 = The application has had no impact on the way activities are conducted.
- 2 = The application has had little impact on the way activities are conducted.
- 3 = The application has had some impact on the way activities are conducted.
- 4 = The application has had considerable impact on the way activities are conducted.
- 5 = The application has caused fundamental change in the way activities are conducted.

T01: Information Area Ratings:

Please select the appropriate response for each item

	No	1	2	3	4	5
Student Information	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Food Services	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Transportation	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
HR and Finance	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Student Performance	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Program Information	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Special Education	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Library Information	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Instructional Management	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

[Answer this question if you answered " to question 'T01']

T02: Please enter any comments about Impact for the Student Information area below:

Please write your answer in the box below:

[Answer this question if you answered " to question 'T01']

T03: Please enter any comments about Impact for the Food Services area below:

Please write your answer in the box below:

[Answer this question if you answered " to question 'T01']

T04: Please enter any comments about Impact for the Transportation area below:

Please write your answer in the box below:

[Answer this question if you answered " to question 'T01']

T05: Please enter any comments about Impact for the HR and Finance area below:

Please write your answer in the box below:

[Answer this question if you answered " to question 'T01']

T06: Please enter any comments about Impact for the Student Performance area below:

Please write your answer in the box below:

[Answer this question if you answered " to question 'T01']

T07: Please enter any comments about Impact for the Program Information area below:

Please write your answer in the box below:

[Answer this question if you answered " to question 'T01']

T08: Please enter any comments about Impact for the Special Education area below:

Please write your answer in the box below:

[Answer this question if you answered " to question 'T01']

T09: Please enter any comments about Impact for the Library Information area below:

Please write your answer in the box below:

[Answer this question if you answered " to question 'T01']

T10: Please enter any comments about Impact for the Instructional Management area below:

Please write your answer in the box below:

Part Two: U: Central Staff

In this section, rate your district with respect to each of the information areas. Reference points are provided below to help you determine your rating.

Rate each information area from 1 to 5 to reflect at this point in time how well the target statement describes your district. You may add comments in the corresponding comment boxes as they appear.

Target Level for Central Staff: There are sufficient staff hours at the central district office to collect, manage, and report the data in this area.

Use the scale below to rate your district on each information area.

Reference Points:

- 1 = No person or time is available.
- 2 = Very limited time is available.
- 3 = The minimum time required is available by the person assigned this area of responsibility.
- 4 = Ample time is available by the person assigned this area of responsibility.
- 5 = Any time needed is available by the person assigned this area of responsibility to ensure complete and accurate work.

U01: Information Area Ratings:

Please select the appropriate response for each item

	No	1	2	3	4	5
Student Information	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Food Services	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Transportation	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
HR and Finance	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Student Performance	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Program Information	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Special Education	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Library Information	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Instructional Management	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

[Answer this question if you answered " to question 'U01']

U02: Please enter any comments about Central Staff for the Student Information area below:

Please write your answer in the box below:

[Answer this question if you answered " to question 'U01']

U03: Please enter any comments about Central Staff for the Food Services area below:

Please write your answer in the box below:

[Answer this question if you answered " to question 'U01']

U04: Please enter any comments about Central Staff for the Transportation area below:

Please write your answer in the box below:

[Answer this question if you answered " to question 'U01']

U05: Please enter any comments about Central Staff for the HR and Finance area below:

Please write your answer in the box below:

[Answer this question if you answered " to question 'U01']

U06: Please enter any comments about Central Staff for the Student Performance area below:

Please write your answer in the box below:

[Answer this question if you answered " to question 'U01']

U07: Please enter any comments about Central Staff for the Program Information area below:

Please write your answer in the box below:

[Answer this question if you answered " to question 'U01']

U08: Please enter any comments about Central Staff for the Special Education area below:

Please write your answer in the box below:

[Answer this question if you answered " to question 'U01']

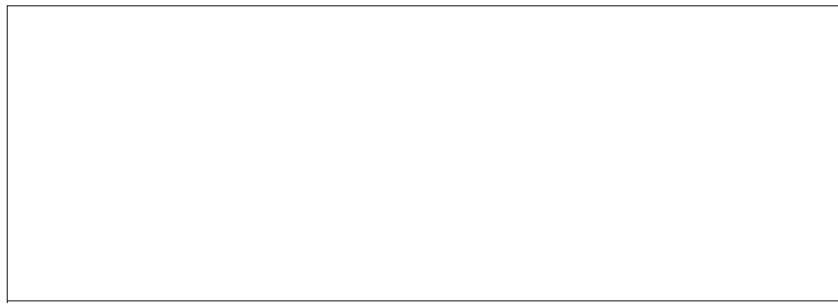
U09: Please enter any comments about Central Staff for the Library Information area below:

Please write your answer in the box below:

[Answer this question if you answered " to question 'U01']

U10: Please enter any comments about Central Staff for the Instructional Management area below:

Please write your answer in the box below:



Part Two: V: School Staff

In this section, rate your district with respect to each of the information areas. Reference points are provided below to help you determine your rating.

Rate each information area from 1 to 5 to reflect at this point in time how well the target statement describes your district. You may add comments in the corresponding comment boxes as they appear.

Target Level for School Staff: There are sufficient staff hours at the schools to collect, manage, and report the data in this area.

Use the scale below to rate your district on each information area.

Reference Points:

- 1 = No person or time is available.
- 2 = Very limited time is available.
- 3 = The minimum time required is available by the person assigned this area of responsibility.
- 4 = Ample time is available by the person assigned this area of responsibility.
- 5 = Any time needed is available by the person assigned this area of responsibility to ensure complete and accurate work.

V01: Information Area Ratings:

Please select the appropriate response for each item

	No Answer	1	2	3	4	5
Student Information	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Food Services	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Transportation	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
HR and Finance	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Student Performance	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Program Information	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Special Education	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Library Information	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Instructional Management	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

[Answer this question if you answered " to question 'V01']

V02: Please enter any comments about School Staff for the Student Information area below:

Please write your answer in the box below:

[Answer this question if you answered " to question 'V01']

V03: Please enter any comments about School Staff for the Food Services area below:

Please write your answer in the box below:

[Answer this question if you answered " to question 'V01']

V04: Please enter any comments about School Staff for the Transportation area below:

Please write your answer in the box below:

[Answer this question if you answered " to question 'V01']

V05: Please enter any comments about School Staff for the HR and Finance area below:

Please write your answer in the box below:

[Answer this question if you answered " to question 'V01']

V06: Please enter any comments about School Staff for the Student Performance area below:

Please write your answer in the box below:

[Answer this question if you answered " to question 'V01']

V07: Please enter any comments about School Staff for the Program Information area below:

Please write your answer in the box below:

[Answer this question if you answered " to question 'V01']

V08: Please enter any comments about School Staff for the Special Education area below:

Please write your answer in the box below:

[Answer this question if you answered " to question 'V01']

V09: Please enter any comments about School Staff for the Library Information area below:

Please write your answer in the box below:

[Answer this question if you answered " to question 'V01']

V10: Please enter any comments about School Staff for the Instructional Management area below:

Please write your answer in the box below:

Part Two: W: Computer System Requirements

In this section, rate your district with respect to each of the information areas. Reference points are provided below to help you determine your rating.

Rate each information area from 1 to 5 to reflect at this point in time how well the target statement describes your district. You may add comments in the corresponding comment boxes as they appear.

Target Level for Computer System Requirements: Where appropriate for this information area, the software is user friendly, multimedia or web functions are used as appropriate, and networking is used.

Use the scale below to rate your district on each information area.

Reference Points:

- 1** = No application is available.
- 2** = Text only screens use key entry.
- 3** = Primitive interfaces.
- 4** = Up-to-date interfaces; some multimedia features; some web and networking features.
- 5** = Full interactive multimedia functions or web interfaces; compatible with district-wide networking and networking beyond the school.

W01: Information Area Ratings:

Please select the appropriate response for each item

	No Answer	1	2	3	4	5
Student Information	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Food Services	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Transportation	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
HR and Finance	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Student Performance	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Program Information	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Special Education	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Library Information	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Instructional Management	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

[Answer this question if you answered " to question 'W01']

W02: Please enter any comments about Computer System Requirements for the Student Information area below:

Please write your answer in the box below:

[Answer this question if you answered " to question 'W01']

W03: Please enter any comments about Computer System Requirements for the Food Services area below:

Please write your answer in the box below:

[Answer this question if you answered " to question 'W01']

W04: Please enter any comments about Computer System Requirements for the Transportation area below:

Please write your answer in the box below:

[Answer this question if you answered " to question 'W01']

W05: Please enter any comments about Computer System Requirements for the HR and Finance area below:

Please write your answer in the box below:

[Answer this question if you answered " to question 'W01']

W06: Please enter any comments about Computer System Requirements for the Student Performance area below:

Please write your answer in the box below:

[Answer this question if you answered " to question 'R01']

W07: Please enter any comments about Computer System Requirements for the Program Information area below:

Please write your answer in the box below:

[Answer this question if you answered " to question 'W01']

W08: Please enter any comments about Computer System Requirements for the Special Education area below:

Please write your answer in the box below:

[Answer this question if you answered " to question 'W01']

W09: Please enter any comments about Computer System Requirements for the Library Information area below:

Please write your answer in the box below:

[Answer this question if you answered " to question 'W01']

W10: Please enter any comments about Computer System Requirements for the Instructional Management area below:

Please write your answer in the box below:

Part Two: X: Comprehensiveness

In this section, rate your district with respect to each of the information areas. Reference points are provided below to help you determine your rating.

Rate each information area from 1 to 5 to reflect at this point in time how well the target statement describes your district. You may add comments in the corresponding comment boxes as they appear.

Target Level for Comprehensiveness: All functions are fully automated using current software applications. Calculations and edit rules are automatically applied. Reporting is automated.

Use the scale below to rate your district on each information area.

Reference Points:

- 1 = No automation is available.
- 2 = Some of the subtasks are automated, but others are still manual.
- 3 = Automation is available, but not complete; applications are dated.
- 4 = Automation is mostly complete; most related tasks are automated; applications are current enough to be functional.
- 5 = All functions are fully automated using current applications.

X01: Information Area Ratings:

Please select the appropriate response for each item

	No	1	2	3	4	5
Student Information	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Food Services	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Transportation	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
HR and Finance	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Student Performance	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Program Information	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Special Education	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Library Information	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Instructional Management	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

[Answer this question if you answered " to question 'X01']

X02: Please enter any comments about Comprehensiveness for the Student Information area below:

Please write your answer in the box below:

[Answer this question if you answered " to question 'X01']

X03: Please enter any comments about Comprehensiveness for the Food Services area below:

Please write your answer in the box below:

[Answer this question if you answered " to question 'X01']

X04: Please enter any comments about Comprehensiveness for the Transportation area below:

Please write your answer in the box below:

[Answer this question if you answered " to question 'X01']

X05: Please enter any comments about Comprehensiveness for the HR and Finance area below:

Please write your answer in the box below:

[Answer this question if you answered " to question 'X01']

X06: Please enter any comments about Comprehensiveness for the Student Performance area below:

Please write your answer in the box below:

[Answer this question if you answered " to question 'X01']

X07: Please enter any comments about Comprehensiveness for the Program Information area below:

Please write your answer in the box below:

[Answer this question if you answered " to question 'X01']

X08: Please enter any comments about Comprehensiveness for the Special Education area below:

Please write your answer in the box below:

[Answer this question if you answered " to question 'X01']

X09: Please enter any comments about Comprehensiveness for the Library Information area below:

Please write your answer in the box below:

[Answer this question if you answered " to question 'X01']

X10: Please enter any comments about Comprehensiveness for the Instructional Management area below:

Please write your answer in the box below:

Part Two: Y: Software and Applications: Comparison to State of the Art

In this section, rate your district with respect to each of the information areas. Reference points are provided below to help you determine your rating.

Rate each information area from 1 to 5 to reflect at this point in time how well the target statement describes your district. You may add comments in the corresponding comment boxes as they appear.

Target Level for Comparison to State of the Art: No other software application is available with more advanced features. No custom software application could be developed that would be more advanced. An upgrade or replacement is not planned.

Use the scale below to rate your district on each information area.

Reference Points:

- 1 = No software is in use.
- 2 = An upgrade or replacement is planned within the next year.
- 3 = An upgrade or replacement is planned within the next two years.
- 4 = An upgrade or replacement is planned within the next three years.
- 5 = No other software application is available with more advanced features. No custom software application could be developed that would be more advanced. An upgrade or replacement is not planned.

Y01: Information Area Ratings:

Please select the appropriate response for each item

	No	1	2	3	4	5
Student Information	Answer <input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Food Services	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Transportation	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
HR and Finance	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Student Performance	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Program Information	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Special Education	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Library Information	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Instructional Management	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

[Answer this question if you answered " to question 'Y01']

Y02a: Student Information: Do you have an estimate of the future upgrade or replacement costs?

Please write your answer here:

[Answer this question if you answered " to question 'Y01']

Y02b: Student Information: Do you have an estimate of the future annual maintenance costs?

Please write your answer here:

[Answer this question if you answered " to question 'Y01']

Y02c: Please enter any comments about Comparison to State of the Art for the Student Information area below:

Please write your answer in the box below:

[Answer this question if you answered " to question 'Y01']

Y03a: Food Services: Do you have an estimate of the future upgrade or replacement costs?

Please write your answer here:

[Answer this question if you answered " to question 'Y01']

Y03b: Food Services: Do you have an estimate of the future annual maintenance costs?

Please write your answer here:

[Answer this question if you answered " to question 'Y01']

Y03c: Please enter any comments about Comparison to State of the Art for the Food Services area below:

Please write your answer in the box below:

[Answer this question if you answered " to question 'Y01']

Y04a: Transportation: Do you have an estimate of the future upgrade or replacement costs?

Please write your answer here:

[Answer this question if you answered " to question 'Y01']

Y04b: Transportation: Do you have an estimate of the future annual maintenance costs?

Please write your answer here:

[Answer this question if you answered " to question 'Y01']

Y04c: Please enter any comments about Comparison to State of the Art for the Transportation area below:

Please write your answer in the box below:

[Answer this question if you answered " to question 'Y01']

Y05a: HR and Finance: Do you have an estimate of the future upgrade or replacement costs?

Please write your answer here:

[Answer this question if you answered " to question 'Y01']

Y05b: HR and Finance: Do you have an estimate of the future annual maintenance costs?

Please write your answer here:

[Answer this question if you answered " to question 'Y01']

Y05c: Please enter any comments about Comparison to State of the Art for the HR and Finance area below:

Please write your answer in the box below:

[Answer this question if you answered " to question 'Y01']

Y06a: Student Performance: Do you have an estimate of the future upgrade or replacement costs?

Please write your answer here:

[Answer this question if you answered " to question 'Y01']

Y06b: Student Performance: Do you have an estimate of the future annual maintenance costs?

Please write your answer here:

[Answer this question if you answered " to question 'Y01']

Y06c: Please enter any comments about Comparison to State of the Art for the Student Performance area below:

Please write your answer in the box below:

[Answer this question if you answered " to question 'Y01']

Y07a: Program Information: Do you have an estimate of the future upgrade or replacement costs?

Please write your answer here:

[Answer this question if you answered " to question 'Y01']

Y07b: Program Information: Do you have an estimate of the future annual maintenance costs?

Please write your answer here:

[Answer this question if you answered " to question 'Y01']

Y07c: Please enter any comments about Comparison to State of the Art for the Program Information area below:

Please write your answer in the box below:

[Answer this question if you answered " to question 'Y01']

Y08a: Special Education: Do you have an estimate of the future upgrade or replacement costs?

Please write your answer here:

[Answer this question if you answered " to question 'Y01']

Y08b: Special Education: Do you have an estimate of the future annual maintenance costs?

Please write your answer here:

[Answer this question if you answered " to question 'Y01']

Y08c: Please enter any comments about Comparison to State of the Art for the Special Education area below:

Please write your answer in the box below:

[Answer this question if you answered " to question 'Y01']

Y09a: Library Information: Do you have an estimate of the future upgrade or replacement costs?

Please write your answer here:

[Answer this question if you answered " to question 'Y01']

Y09b: Library Information: Do you have an estimate of the future annual maintenance costs?

Please write your answer here:

[Answer this question if you answered " to question 'Y01']

Y09c: Please enter any comments about Comparison to State of the Art for the Library Information area below:

Please write your answer in the box below:

[Answer this question if you answered " to question 'Y01']

Y10a: Instructional Management: Do you have an estimate of the future upgrade or replacement costs?

Please write your answer here:

[Answer this question if you answered " to question 'Y01']

Y10b: Instructional Management: Do you have an estimate of the future annual maintenance costs?

Please write your answer here:

[Answer this question if you answered " to question 'Y01']

Y10c: Please enter any comments about Comparison to State of the Art for the Instructional Management area below:

Please write your answer in the box below:

Part Two: Z: Software and Applications: User Satisfaction

In this section, rate your district with respect to each of the information areas. Reference points are provided below to help you determine your rating.

Rate each information area from 1 to 5 to reflect at this point in time how well the target statement describes your district. You may add comments in the corresponding comment boxes as they appear.

Target Level for User Satisfaction: The expectations and needs of the typical provider of these data and user of a software application are met.

Use the scale below to rate your district on each information area.

Reference Points:

- 1 = No automation is available.
- 2 = Users avoid using the application because it is mostly dysfunctional.
- 3 = Users want improvements, but agree the application is acceptable.
- 4 = Users support the application and have only a few suggestions for improvement.
- 5 = All user expectations and needs are met.

Z01: Information Area Ratings:

Please select the appropriate response for each item

	No Answer	1	2	3	4	5
Student Information	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Food Services	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Transportation	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
HR and Finance	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Student Performance	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Program Information	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Special Education	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Library Information	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Instructional Management	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

[Answer this question if you answered " to question 'Z01']

Z02: Please enter any comments about User Satisfaction for the Student Information area below:

Please write your answer in the box below:

[Answer this question if you answered " to question 'Z01']

Z03: Please enter any comments about User Satisfaction for the Food Services area below:

Please write your answer in the box below:

[Answer this question if you answered " to question 'Z01']

Z04: Please enter any comments about User Satisfaction for the Transportation area below:

Please write your answer in the box below:

[Answer this question if you answered " to question 'Z01']

Z05: Please enter any comments about User Satisfaction for the HR and Finance area below:

Please write your answer in the box below:

[Answer this question if you answered " to question 'Z01']

Z06: Please enter any comments about User Satisfaction for the Student Performance area below:

Please write your answer in the box below:

[Answer this question if you answered " to question 'Z01']

Z07: Please enter any comments about User Satisfaction for the Program Information area below:

Please write your answer in the box below:

[Answer this question if you answered " to question 'Z01']

Z08: Please enter any comments about User Satisfaction for the Special Education area below:

Please write your answer in the box below:

[Answer this question if you answered " to question 'Z01']

Z09: Please enter any comments about User Satisfaction for the Library Information area below:

Please write your answer in the box below:

[Answer this question if you answered " to question 'Z01']

Z10: Please enter any comments about User Satisfaction for the Instructional Management area below:

Please write your answer in the box below:

Thank you for completing the SIF Implementation Readiness Tool!