

# IMPACT Replacement Project (Aspen)

December 2018 Board  
Meeting



# Agenda

IMPACT Replacement Project Background

Stakeholder Benefits

Why Switch Mid-Year?

Change Management Approach

Parent Portal



# Project Background

CPS selected [Follett's Aspen](#) to replace the SIM, Gradebook and Verify applications through a highly inclusive selection process involving over 100+ school based resources that provided input on over 1200 documented functional requirements.

The goal of this project is to not only revamp our current student information system (SIS) application portfolio, but to consolidate it into a single product and interface.

The consolidated platform will greatly improve the usability of the student information system, reducing the amount of time required of teachers to navigate five systems to manage student information.

The affected users include not only almost all school-based, network and administrative personnel working for Chicago Public Schools but also the students and parents that we serve.

Allows CPS to reduce its data center footprint, reduce spend on custom data movement routines, and consolidates vendor partner accountability.



# Benefits for Key Stakeholders

## Teachers

Device agnostic: system can be used on any device, tablet, laptop, desktop or smartphone.

Configurable data views that provide flexibility beyond canned reports

Consolidated view of critical student profile information and the ability to directly link to SSM.

## Students and Parents

Mobile friendly Parent and Student portals

Robust student profile data beyond attendance and grades.

## Administrators

Eliminates data latency at the transactional tier.

Simplifies onboarding/training for new principals.

Improved handling of part-time and dual enrollment situations.





# Change Management



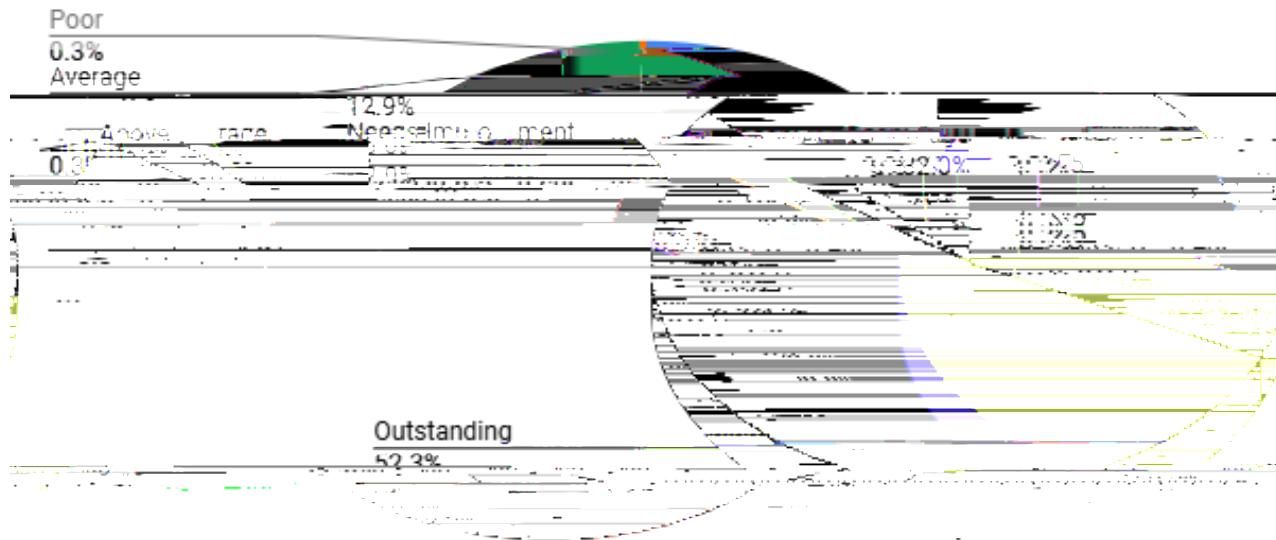




# Change Champion Metrics

74 Session  
\*30 Trainers  
7 Locations  
1,252 Trained

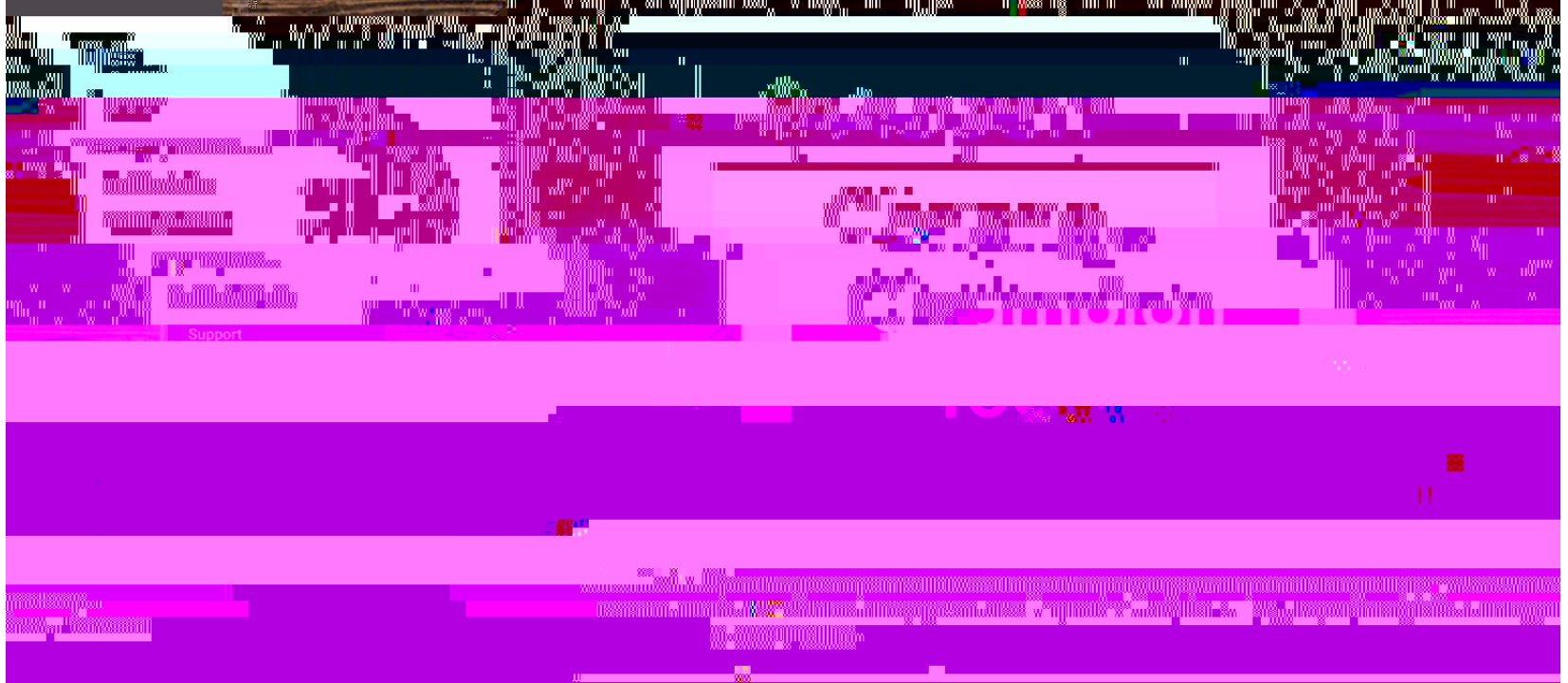
## Overall Session Satisfaction



\*We leveraged school based staff as trainers for the change champions. Training was conducted at schools throughout the city.



# Change Champion Toolkit Website



[Link to CC Toolkit Website](#)



# Incorporating Voice of the Customer

Leveraged the Receptive platform to solicit school based Change Champions for feedback and guidance across a number of areas.

Democratic process that



# Aspen Readiness Metrics

A list of success metrics tracking school use of the Sandbox relative to the basic ‘Day One’ Aspen tasks.

A Dashboard tool to answer questions regarding the quality of school-based training.

**IMPORTANT NOTE:** “*On-Track*” is a minimum requirement for Change Champions to receive their stipend. Push for 100% to ensure a smooth roll out, if possible.



# Aspen "On-Track" Exercises

Aspen Exercise Name ( <i>Audience</i> )	Step-by-Step Exercise Link	Maximum Time to Perform
Enroll a Student ( <i>Main-Office</i> )	<a href="#">Step-by-step Exercise</a>	15 mins.
Withdraw a Student ( <i>Main-Office</i> )	<a href="#">Step-by-Step Exercise</a>	5 mins.
Posting Attendance ( <i>Teachers</i> )	<a href="#">Teacher Exercise 5mins.</a>	





# Parent Portal Outreach Channels

## To Date

FACE Managers sent email communication to Principals with instructions on how to use the Aspen intro letter to engage parents during Report Card P/U (11.14, 11.15)  
FACE assisted in sending schools an electronic copy of the parent-friendly Aspen intro letter (in both English & Spanish) also made available to Parent Universities

## Going Forward

Providing promotional fliers to principals for both school posting and student take home. (Week of 12/3)  
Feature article on CPS.EDU (Week of 12/3)  
Social Media Campaign - Facebook, Twitter, Instagram (December)  
Instructional Videos  
Direct email outreach to parents (Week of 12/10)

