

**IT INVESTMENT CAPITAL FUND  
PROJECT STATUS REPORT**

**To:** Information Technology Strategy and Investment Committee  
John Vittner, Office of Policy & Management

**FROM:** Angela Hammond, SDE IT Project Manager

**AGENCY/PROJECT NAME:** State Department of Education / QRIS

**PROJECT MANAGER:** Angela Hammond, SDE IT Project Manager

**REPORTING PERIOD:** Project Inception through 12/31/2014

**Total Funds Requested:** \$6,000,000

**Bond Commission Approval(s):** Date: Jun 2013 Amount: \$ 2,100,000

**Accumulative Total Capital Fund Expenditures to Date:** \$ 493,849 - Expensed / \$498,740 Encumbered / \$1,107,411 Remaining

**Brief Project Description/Summary:**

The project focus is to create an Early Childhood Information System (ECIS) to be used by the Office of Early Childhood (OEC) staff to perform their daily work responsibilities. A public facing portal of early childhood data accessible to state department staff, the general public and vendor staff to support the newly formed OEC is also a project focus.

OEC programs in scope include: Workforce Registry, ChildCare Licensing, Head Start/Early Start and School Readiness, Publicly Funded Child DayCare Centers, Children's Trust Fund (includes Nurturing Family Network & Help Me Grow), DPH Home Visit (includes Maternal, Infant, and Early Childhood Home Visiting - MIECHV), United Way – ChildCare 211, Care 4 Kids, State Department of Education Teacher Certification, and Quality Rating Information System.

**Update for January 2015:** Removed SDE Pre-Kindergarten Information System (PKIS) from original scope of project. An assessment of the current SDE PKIS System was completed. The decision by SDE Data Chief and OEC Bureau Chief was to shut PKIS down in August 2014. Project team's focus for Phase 1 Release is to build a new solution permitting current PKIS users to register children, assign unduplicated SASID (State Assigned Student Identification) numbers and capture other key OEC data needs through a web portal. The OEC programs in scope for this new web portal are Head Start/Early Head Start, School Readiness, and Publicly Funded Child Day Care Centers.

**Summary of Progress Achieved to Date:**

To meet the key business goal of streamlining childhood data, this first step of the overall Early Childhood System will ensure accurate non-duplicated child counts for all programs and reporting purposes. Getting non-duplicated counts is a Key first step for OEC to identify total number of children that are being serviced in the State of CT, rather than how many children receive each variation of a service. One child may receive multiple services and today it is very difficult to determine this overlap and report accurately. Since the project scope is so large, this key building block/foundation as part of a phased system deployment approach is targeting current manual processes for program data collections and changing it to a real time solution. This solution will be leveraged for other OEC programs that do not currently assign SASID's, (e.g., Care 4 Kids, Children's Trust Fund, etc.) but collect child level data.

The IT Project team hired an Enterprise Architect and System Developer. The team clearly defined the web pages and business rules for searching existing or creating new SASID's for children enrolled in a Pre-K community based program. The existing SDE SASID assignment software is being modified to be used as a

Shared Service by ECIS, PSIS and other SDE initiatives. This shared service approach will ensure all SASIDs being created and searched by various sources are sharing the same SASID pool to significantly reduce duplicates. ECIS Team created 154 user stories and 109 test cases associated to the requirements to ensure accuracy of technical solution. The project has embraced the Agile / Sprint methodology of system development. We have completed the first Sprint and are working on the second for our Phase 1 Release. This type of approach will allow the new ECIS system to show small wins and plug immediate gaps and needs for the staff and programs it services. Phase 1 Release is targeted to begin rolling out to the Community Based Pre-K facilities at the beginning of March 2015. The database is housed in the BEST Secure environment and leverages Novell, Active Directory and Directory Manager for Secure User Name and Password Protection. Over 400 Pre-K facility staff will need to be assigned a specific role in ECIS according to their responsibilities.

**Issues and Risks:**

**Risk:**

- (1) ECIS requires DAS/BEST involvement. DAS BEST's data center is being moved from East Hartford to Groton in March 2015 through November. This is an overarching State of CT move which must be successful, and it could result in priorities being moved from this project to the data center move.
- (2) State Department of Education (SDE) IT staff resources are limited due to high turnover in the department and a great number of IT systems being maintained.

**Next Steps & Project Milestones:**

2015

- (1) March - Begin training of the ECIS Web pages to over 400 Community based Pre-K programs.
- (2) March - Assign specific User Name and Password Security access to ECIS for over 400 Community based Pre-K programs.
- (3) March - Convert existing child data collected in various formats as a baseline ECIS.
- (4) February - User Acceptance Testing by OEC staff and some Facilities
- (5) March - Rollout of the ECIS Phase 1, SASID Assignment and Enrollment Web site to over 400 Community based Pre-K facilities. The system is accessible through a link on the existing OEC Web Site.
- (6) Ongoing – Clean-up of over 3,000 existing duplicate SASIDs created by PKIS and PSIS systems. Requires phone calls to Pre-K facilities to ascertain additional child data, analysis and batch clean-up process.