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## MEMORANDUM

TO: Tech Coordinators, Superintendents, Business Managers  
FROM: Brian Townsend, Agency of Education Director of Digital Services  
SUBJECT: Statewide Longitudinal Data System (SLDS) Rollout Update  
DATE: 02/05/2018

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In late November, a survey was released to the field to ascertain detail about each Supervisory Union/District in anticipation of the upcoming rollout of the Statewide Longitudinal Data System (SLDS). The survey link was emailed to individuals that responded to the most recent Annual Technology Survey which comes out each June. Most all Supervisory Unions/Districts responded.

Following up with the SLDS survey, the following tasks are now slated for completion in the next month:

1. Clarification of roles and information gathered in the survey from November. This is being led by Peter Drescher ([Peter.Drescher@vermont.gov](mailto:Peter.Drescher@vermont.gov)) from the Agency of Education.
  - a. Follow up with non-responsive SU/SD's;
  - b. Follow up on roles & responsibilities of local personnel, technology coordinators, business managers, data managers, and IT personnel.
  - c. Ascertain one key point person at each SU/SD. This individual will be the key contact point for all communication from the AOE.
  - d. Verification of Student Information System (SIS) vendor contacts for missing fields for the SU/SD.
2. Communication(s) to the key point person at each SU/SD will explain the process moving forward and provide detail on the release of the specifications to the SIS vendor group. This will occur first due to the timing of the project and should alleviate much of the work burden on local SU/SD IT personnel. These communications are being led by Brian Townsend from the Agency of Education ([Brian.Townsend@vermont.gov](mailto:Brian.Townsend@vermont.gov)).
3. Release specifications to the SIS vendor contacts. SIS vendor contacts will work with the key point person from each SU/SD and/or local IT personnel to map SIS data to Vertical Reporting (VR) specifications, implement business rules, develop extractions of data, and begin certification of submissions for each SU/SD into the SLDS. This process is being led by Jana Riddle from the Agency of Education ([Jana.Riddle@vermont.gov](mailto:Jana.Riddle@vermont.gov)).