

BCeSIS Implementation for First Nations Schools.

Introduction to BCeSIS and the Team.

BCeSIS is a web-based central student registry, permanent student record database, and information management system. In 2003, the BC Ministry of Education selected eSIS (Electronic Student Information System), developed by Administrative Assistants Ltd. in Ontario, to be the common student information system for the province's public and private school systems. In BC, each school district is responsible for the implementation of BCeSIS within their schools, supported by the province's BCeSIS implementation team. As such FNEESC is supporting First Nations schools in implementing BCeSIS. The Team at FNEESC includes:

- a. Denise Williams. – FNEESC BCeSIS Coordinator
- b. Dayna Anderson – FNEESC BCeSIS Liaison.
- c. Andrew Smit & co – FNEESC BCeSIS Project Manager.

The New Process of Implementation.

The implementation process for BCeSIS involves a number of steps to be completed in order to ensure a successful and stress-free implementation. These steps include the following:

- a. Development of BCeSIS provincial-wide implementation plan with requirements, risks and benefits analysis.
(completed by FNEESC in March 2007)
- b. Development of BCeSIS school-level implementation guide to help schools with implementation process
(completed by FNEESC July 2007)
- c. Implementation of BCeSIS in individual school with FNEESC support:
 - i. An introduction tele/web/video conference call will provide a broad overview of the BCeSIS program. The session will clarify and reinforce the information you gathered while exploring the First Nations BCeSIS website.
 - ii. A second tele/web/video conference call will review, in detail, the steps necessary to fully and accurately complete the School Set-up Questionnaire. The second session will also review the agenda for the visit that the First Nations BCeSIS team will make to your school.
 - iii. The completion of School Setup Questionnaire and submission of school student information/data to FNEESC for uploading into BCeSIS and initial school setup in BCeSIS by FNEESC in preparation for the training and implementation visit to your school.
 - iv. FNEESC implementation team visits your school to provide training and finalize setup and configuration of BCeSIS for your school.
(visit will be 2-3 days long).
 - v. Your school goes live with using BCeSIS.

Next-steps and the Attached Guide.

Attached to this introduction is a the detailed school-level implementation plan which outlines in detail the process for implementation in your school. Furthermore, it includes resources for support and assistance once your school is using BCeSIS in day-to-day operations. So what are the next steps for your school? First, you should review the implementation guide that is attached. The second step is contact Andrew Smit (andrews@fnesc.ca) – FNESC BCeSIS Project Manager – to schedule times for the tele-conferences and for the visit by the FNESC implementation team. Typically the first and second tele-conference will be a couple of weeks apart. The implementation teams visit to your school will be a few months after the second tele-conference to allow time to gather and submit data required for FNESC BCeSIS implementation to prepare for the visit. The implementation team will be only starting to visit schools at the end of January 2008, the tele-conferences will be starting in October 2007 to allow plenty of time to prepare for the implementation visits.