

CSIP Web Application - FACT Sheet

There have been several changes that have been made to the CSIP Web Application. Please take a few minutes to read the changes listed below BEFORE working on your CSIP.

To access the CSIP application, click: <http://www.assessment.jefferson.k12.ky.us/CSIP/>
Please remember that your username and password is the same as the CASCADE system.

New Features: Version 2

1. Maintenance Page –

This is a new page that allows users to choose which school year's plan to edit. The 2 options are (a) 2006/07 – which is your current plan and (b) 2007/08 – where you would begin your next year's plan.

IMPORTANT: Any school that has chosen the calendar year option (Jan-Dec) to submit their plan on Dec 15th, should choose "2007-08" on the Maintenance Page to begin their new plan. Title I Tier schools that have chosen the calendar year option (Jan-Dec) to submit their plan on Dec 15th, need to begin their NCLB revisions in the **2007/08 option**. Title I Tier schools that chose the school year option (Aug-May) will still need to make any NCLB revisions to their **2006/07 plan** by Dec 15th.

2. Validations –

There have been several validation procedures added to the application to add consistency across school plans. Some examples include:

- Date – must use mm/dd/yyyy
- Benchmark – must use numbers (no text) in projected and actual data fields
- Strategies – all fields must be completed to accept strategy

If users type incorrect information into the fields, an error message will appear prompting them to re-enter with the correct format.

3. Other Components -

Schools can enter up to three "other" action components.

4. Importing –

Schools can import data from their 2006/07 plan into their 2007-08 plan and then make any necessary changes. See more detailed information on importing below.

Importing

1. The 2007/08 plan allows users to import data from your 2006/07 school plan. Users can import by action component.
2. **IMPORTANT** – users must import *before* beginning a new action component. If users start typing in an action component and then decide to import 06/07 data, it will NOT allow users to import.
3. After importing 06/07 data, users can make changes to the data that was imported or add new goals/benchmarks/strategies.
4. The executive summary can also be imported from your 2007/07 plan.
5. It will not import cost/funding source information for strategies. Users must go into each strategy and add a new cost/funding source.
6. It will not import “other components”. If schools have an “other” component, they must type that information.

Training Opportunities

- There will be two types of training offered to principals.
 - Orientation training will be offered to **new** principals on the web application and planning process on October 12th (VanHoose Education Center, MIS Lab in Basement, 9-11am).
 - Review trainings will be offered to any principal on version 2 features and goal setting/ benchmarking on October 20th (Jaeger Education Center, Windows Lab, 9-10 am) and October 26th (Jaeger Education Center, Portable B, 9-10 am), October 27th (Jaeger Education Center, Portable B, 9-10 am)
- Please register for training using PDCentral. Additional trainings will be made available upon demand.

Contact Information

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