



META SIS Implementation Overview

All decisions to migrate and records finalized need to be completed by January 1st.



By December 31st	January – February	March – June	July – August	Ongoing
META SIS to META SIS Migration				
- District internal needs assessed - SIS demos - Discussions with META <i>*All decisions to migrate, agreements/contracts, and state reporting prerequisites, including assignment of an Open IRN, must be completed by January 1.</i>	- Kickoff Meeting - Schedule Reoccurring Calls - Schedule Legacy SIS Data Export Schedule - Identify 3rd Party Vendors	- Server Configuration - Complete District/School Setups and Mappings - Data Imports and Validation of Data - Report Setups - Identify Expanded Training Dates <i>*Student enrollment must reach the minimum threshold established jointly by the district and META by April 1.</i>	- Expanded User Training - Go Live - Establish 3rd Party Vendor Connections - Legacy SIS access ends June 30	- Customer Service Support - End User Training - District Leader Specific Meetings and Trainings - EMIS Coordinator Meetings and Trainings - Workdays / Help Sessions

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221 Columbus Road
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2100 Citygate Drive
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614-473-8300

Dayton Office
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Dayton, Ohio 45405
937-223-1112

Marion Office
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Marion, Ohio 43302
740-389-4798

Piketon Office
175 Beaver Creek Road, Suite C
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800-634-8828



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New District Implementation				
- District internal needs assessed - SIS demos - Discussions with META <i>*All decisions to migrate, agreements/contracts, and state reporting prerequisites, including assignment of an Open IRN, must be completed by January 1.</i>	- Kickoff Meeting - Assign District Leaders - Discuss Roles and Responsibilities - Schedule Reoccurring Calls - Identify 3rd Party Vendors	- Server Configuration - Complete District/School Setups - Data Mapping Setups - Report Setups – Transcript, Report Card, etc. - District Leader Training - Identify Expanded Training Dates <i>*Student enrollment must reach the minimum threshold established jointly by the district and META by April 1.</i>	- Expanded User Training - Go Live - Establish 3rd Party Vendor Connections	- Customer Service Support - End User Training - District Leader Specific Meetings and Trainings - EMIS Coordinator Meetings and Trainings - Workdays / Help Sessions

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Another ITC SIS to META SIS Migration				
- Signed ITC release received and all documentation recorded - District internal needs assessed - SIS demos - Discussions with META <i>*All decisions to migrate, agreements/contracts, and state reporting prerequisites, including assignment of an Open IRN, must be completed by January 1.</i>	- Kickoff Meeting - Assign District Leaders - Discuss Roles and Responsibilities - Schedule Reoccurring Calls - Schedule Legacy SIS Data Export Schedule - Identify 3rd Party Vendors	- Server Configuration - Complete District/School Setups and Mappings - Data Imports and Validation of Data - Report Setups - District Leader Training - Identify Expanded Training Dates <i>*Student enrollment must reach the minimum threshold established jointly by the district and META by April 1.</i>	- Expanded Training - Go Live - Establish 3rd Party Vendor Connections - Legacy SIS access ends June 30	- Customer Service Support - End User Training - District Leader Specific Meetings and Trainings - EMIS Coordinator Meetings and Trainings - Workdays / Help Sessions

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