

NHED: iNHDEX Implementation Timeline (as of 11/1/2024)

(Shown in REVERSE order)

Activity	Who	Notes	Timing	Deliverable	ESSP Survey	NHED Resources	NHED CANVAS
iNHDEX Production Submissions	LEAs	Per the submission calendar submit the mid-year submissions: Enrollment, Student Roster, Free and Reduced, Program Participation, Student Absence, Student Class , Course Assignments, Summer Graduates and Withdrawals	Feb 15 - Mar 15, 2025				
MILESTONE DONE		You are now ready to submit into the open submission windows via iNHDEX.	February 15, 2025				
System Baseline Before Go Live	ALMA		Feb 1 - Feb 15th, 2025				
NHED to compare new submissions to data from 23/24 for approval.	NHED	NHED will test the data flow of the data from iNHDEX to i4See and conversions to old formats. NHED will evaluate data received to last year and if reasonable Melissa will accept the submission.	Jan 1 - Feb 1, 2025				
MILESTONE Districts to submit all submissions in Test-run window	LEAs	All districts will go through the entire submission workflow and validation using the Test-run submission window for all submissions.	Jan 1 - Feb 1, 2025				
MILESTONE LEAs to confirm Calendars in iNHDEX	Districts	Districts will need to add additional fields and submit to NHED	December 1-31, 2024				
MILESTONE Set-up Calendar in iNHDEX	Alma + NHED + LEAs	NHED will extract the 2024-2025 Calendars setup in i4see in the new submission Layouts. ALMA will upload to iNHDEX as a	December 1-31, 2024				

		baseline year.					
Districts complete MOY iNHDEX training	NHED and LEA	Training to include set-up of users, calendar and submissions. Also submission certification reports. <ul style="list-style-type: none"> MOY training by 12/1. 	December 1-31, 2024				
Drop-Dead Date Communication	Alma & NHED	Communicate cut-over date to all districts and vendors once determined (Date=TBD)	December 1 (TBD)				X
MILESTONE Test Harness Submissions Testing Readiness Survey	Alma & NHED	A survey will be sent out to obtain status on Submission Changes testing	Nov 8 - 22, 2024		ESSP		
Implement New Submission Changes	LEA + Vendor		January - November, 2024				
MILESTONE LEAs to setup all users in iNHDEX	LEAs	Local Security Admin to add users and groups and assign permissions at the district level	Sep - Dec, 2024				
SUBMISSION: Student Roster			Sep 1 - Sep 15				
MILESTONE LEAs and vendors to attend Test Harness and Roles and permissions Training	LEAs + Vendors	NHED and ALMA conduct training for LEAs and vendors to learn how to set up users and use the test harness.	August - December, 2024				TBD
Test Submission Changes in Test Harness	LEA + Vendor	All submissions need to be run through the test harness. The test harness will not test the following: <ul style="list-style-type: none"> Cross District validations as overlapping entry/exit dates Submission Preconditions Calendar related validations Missing Students checks 	August - November, 2024				

Charter Payment Verification		<ul style="list-style-type: none"> Alma: SOLUTION NEEDED (or via Student Roster?) All others from AOY/i4see 	Aug 15 - Sep 15				
Test Harness Training		DISTRICT BETA TESTERS	8/5-9/2024				
MILESTONE Test Harness Set-up	LEA + Vendors	LEA to create a vendor user for testing in iNHDEX.	August 1 - 30, 2024			Non-Alma pilot group in July	
Release of Test Harness			August 1, 2024				
SUBMISSION: Summer Grad Data		<ul style="list-style-type: none"> Alma districts via Alma All others from BOY/i4see 	July 15- Aug 15, 2024				
Set-up users in iNHDEX	ALMA + NHED	NHED to set-up Superintendents and setup Local Security Admin	July - August, 2024			User lists to Alma	
Participate in Office Hours	LEAs + Vendors	Office hours will allow open discussions on various support topics. NHED staff will be available to answer specific implementation questions. (Link)	April 2024 - February, 2025				X
Attend iNHDEX Academy Trainings	Alma & Other SIS	Tracks TBD (Melissa) Add Links to training pages	April - December, 2024				As Needed
MILESTONE LEAs/Vendors to inform NHED of migration plan	SEA, LEAs + Vendors	<ul style="list-style-type: none"> When will codes be rolled-over to new year formats. When will testing begin? When will vendors be set-up in the test harness? Project Plan (optional). 	June 15, 2024	Migration Plan	ESSP	ESSP: 5/9 (Prompt) ESSP: 5/30 (Submission)	X
LEAs and vendors develop their individual migration plans.	LEAs + Vendors	<p>DETAILS:</p> <ul style="list-style-type: none"> Vendor contact Which vendor user is testing? Who is LSA? Who is Superintendent user How many iNHDEX users? What is each user's role? 	March - June 14, 2024				X

		<ul style="list-style-type: none"> ● How will you convert to new codes? ● TIMELINES: <ul style="list-style-type: none"> ○ Project timeline ○ iNHDEX migration vs. existing i4see timeline. ● When will you convert to new codes? ● How will you handle Out-of-District reporting? ● Please define the following policies: <ul style="list-style-type: none"> ○ Absence ○ School Calendar ○ Tuition / Split Tuition Agreements ● Test plan ● Who will handle data review/comparison? ● Who will handle sign-off showing their data is accurate? 					
District meetings with vendors to develop migration plan.	LEAs + Vendors	SIS Vendors and LEA reps meet to discuss rollover plans.	March - April, 2024				X
Attend SLD Training in April 2024.	NHED, LEAs + Vendors	Links + dates sent via email.	April, 2024				X
Review & understand the new data dictionary & all submission changes.	LEAs + Vendors	Links to data dictionary & SLD available at https://www.education.nh.gov/inhdex	Jan - April, 2024				X