IDENTIFICATION

Project Manager	Darren Smith	*Report Date*	3-Nov-2020
Sponsor	Peter Singh	*Project ID*	PRJ1543
Project Summary	Implementation of PowerSchool New SIS		

PROJECT TREND

Planned End Date	*Revised End Date*	*Health*	*% Complete*	*Reason for Change in Health*
2023 Q4	n/a	**GREEN**	8%	

GREEN on track (budget, schedule, and scope; **YELLOW** issued identified but action is being taken; **RED** requires immediate intervention.

Project Stage (Phase I)	*Planned End Date*	*Status*
Business Process Review (1st Round)	July 2020	100%
Training (Core Project Team)	Nov 2020	10%
Configure Preliminary Test Environment	Nov 2020	90%
System Integration Testing	Nov 2020	
Business Process Review (2nd Round with Business Stakeholders)	Nov 2020	
Project Team End-User Training	Nov 2020	
Data Mapping Trillium to PS-SIS	Nov 2020	
Data Conversion - Trillium to PS-SIS	Nov 2020	
Complete Test Environment Configuration	Nov 2020	
User Acceptance Testing	Jan 2021	
Enterprise Reporting Interface Design & Build	Spring 2021	
Operational Data Store Design & Build	Spring 2021	
External Application Review & Integration	Spring 2021	
Organizational End-User Training	May 2021	
Cut-over to from Trillium PRD to PS-SIS PRD and Application Integration	Oct 2021	
Elementary and Alternative Schools Operational on PS-SIS	Oct 2021	
Phase II – Secondary School Cutover	**Sept 2022**	
Phase III – Special Education Module	**Q4 2023**	

MAJOR ISSUES (UP TO 3)

ID	Description & Impact to Project	Reported Date	Due Date	Status	Resolution / Comments
01	The Virtual School start-up effort required key project resources who could not conduct project work, such as completing the system configuration and second round of the Business Process Review	29-Sep-2020	TBD	Open - Medium	The VS start-up issues are being resolved and processes put place for upcoming quad-mester changes. Hiring full-time and dedicated project resources is in progress
02	Master Service Agreement – an extension of 60-days was negotiated with PowerSchool (from Sept 17th) to complete the agreement	28-Oct-2020	Nov-16	Open	TDSB (Toronto District School Board) has involved a 3rd party firm to assist with the agreement and is expecting to complete within the agreed timeframe

PROGRESS / MILESTONE SUMMARY

Key Accomplishments This Period:

- The Project Steering Committee has met bi-weekly since June
  - Has met monthly since September (monthly ongoing)
  - Provide guidance and decisions on issues, resourcing, contract negotiations, risks.

- Ongoing co-operation and collaboration with the York DSB Project Team
  - regular meetings to discuss issues and strategies between districts and projects

- Completed one round of Business Process Review with Business Analysts and some central staff stakeholders; PowerSchool lead the BPR for:
  - Assessment (Grading Configuration/Report Cards/Transcripts)
  - ONSIS/OEN
  - EQAO OCAS-OUAC, Reporting, Panorama
  - CO-OP
  - General Reporting

  - A draft Executive Summary has been created and will be completed and delivered to TDSB after the second round of BPR (ETA Mid-Nov)

- PowerSchool environments were provisioned; built on the Ontario model
  - Training, Environment, Development, Test

- District level setup is complete in Dev- District Level Setup such as calendars, reporting periods, attendance codes, defining school years & terms, grading schemas
  - School level setup for Elementary and Secondary schools is in-progress - 80% complete in the Development environment

- Application Rationalization
  - The Application Rationalization work is underway for doing analysis on the downstream applications that integrated with Trillium
  - A process of evaluation including a questionnaire and demonstration has been created to assess the functions and whether they are compatible with the functions in the new SIS

- Data Mapping and Conversion from Trillium to PowerSchool
  - Start analysis on the Trillium data conversion to the PowerSchool SIS
  - Weekly meetings with the PowerSchool and TDSB analysts to map out the data for conversion

- Job postings were closed, interviews are in-progress for the 9 (contract) project positions
  - A training and certification track has been established for technical and project staff (to be complete once the positions are filled in Nov)

- The Cyber & Risk Assessment has been completed and the recommendations were provided to PowerSchool
  - Data at rest in the database is in an unencrypted state - recommends this data be encrypted
  - A 3rd party vulnerability scan revealed outdated software versions – recommends upgrading all end-of-life software versions to the current supported versions to address any exploitable vulnerabilities

- A technical design concept was developed to consolidate operational data between Trillium SIS (secondary) and PowerSchool SIS (Elementary)
  - Single database schema residing in the PowerSchool Cloud
  - Integration with downstream applications
  - Bridges the two SIS systems operating in parallel during the 2021/22 school year
  - Near real-time synchronization of data from the two source systems
    - A logical database View will create the combined schema for presenting to downstream systems
  - The solution will minimize the impact on downstream systems by maintaining the same schema once all schools are migrated

- An Identity Management (IDM) working group of various I.T. teams supporting the SAP, Active Directory, Azure, Security and Technology Integration has been established
  - Meet bi-weekly for IDM solution planning
    - Provisioning staff & students to/from PowerSchool SIS to/from Active Directory and SAP (HR)
    - Access Management via Azure

Key Activities / Milestones Next Period:

- Complete the Business Process Review (with Elementary/ Secondary Schools and available stakeholders) and identify any gaps and create mitigation plans

- Complete the System District and School level setup
  - Use case and functional testing

- Complete the Application Rationalization and Disposition process – identify which applications will be maintained moving forward with PowerSchool SIS

- Complete the analysis on the Trillium data conversion to the PowerSchool

  - Test conversion scripts and data validation

- Train and certify the technical staff on PowerSchool administration

Budget	Revised Budget	Actual YTD	Surplus/Deficit	% (Actual / Budget)
$ 3,806,717		$ 2,001,373		53 %
Comments	The amount shown is for the 9/1/2020 - 8/31/2021 year and the utilized amount includes the licensing and project expenditure amounts			

CHANGE REQUEST SUMMARY

CR ID	Description	Submitted On	Status	Impact to Scope/Budget/Schedule
		DD-MMM-YYYY		