

# PowerSchool - New SIS Project

ITSR1543

## Audit Committee

June 21, 2021



**IT Services**  
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### IDENTIFICATION

<i>Project Manager</i>	Darren Smith	<i>Report Date</i>	27-May-2021
<i>Sponsor</i>	Peter Singh	<i>Project ID</i>	PRJ1
<i>Project Summary</i>	Implementation of PowerSchool New SIS		

### PROJECT TREND

<i>Planned End Date</i>	<i>Revised End Date</i>	<i>Health</i>	<i>% Complete</i>	<i>Reason for Change</i>
2023 Q4	n/a	<b>YELLOW</b>	24%	Due to the delayed start of the Master Service Agreement, the project is in a yellow state until the data migration has progressed since there are many activities that depend on the data migration.

Due to the delayed start of the data migration (and Master Service Agreement) the project will remain in a yellow state until the data migration has progressed since there are many activities e.g. Enrollment module that depend on the data migration.

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

### Project Milestones

Data & Reporting Mapping Trillium to PS-SIS

Project Team Training on SIS Customization

Gap Analysis and solution design (Based on findings from the Business Process Review)	June 2021	75%
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Data Conversion and Validation of Active Records - Trillium to PS-SIS	June 2021	60%
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Data Conversion of historical Records - Trillium to PS-SIS Operational Data Stored (ODS)	July 2021	
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Enrollment Module & E-Collect Configuration	Sept 2021	
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# Progress Report



Base configuration is complete in the Test environment

The Core SIS is setup District Setup and School Setup (Elem and Sec)



Mapping Trillium Data and Migration to PowerSchool SIS schema

All staff, student & contact info and enrollment data has been migrated from Trillium to the test SIS and the project staff is performing data validation; migrating course data and historical grades is currently in-progress



PowerSchool SIS Scheduler Training

3- day training course for SIS staff to assess the training material and enable them to train schools on scheduling a school year with timetables, courses and teacher assignments. The training will help inform the training plan and needs for school staff



Ontario Board Collaboration

Consulting with Ontario Boards currently operating on and/or migrating to the PowerSchool SIS and sharing solutions to system gaps as well as optimized process and workflows



Application Disposition In progress

Reduce technical footprint and technical debt by incorporating functions of exiting applications into PowerSchool



System Customization

A developer will be joining the team in July to customize the SIS UI and workflows for certain functions that were identified as a Gap in the Business Process Review

# Completed Task Highlights

- ✓ Business Process Review (BPR) – 2 Rounds with SIS Analysts and SIS Stakeholders from Schools and Central Staff analyzing the following subject areas:
  - Attendance
  - Registration, Demographics, Enrolment, Transfer, Demit
  - Scheduling
  - Assessment- Report cards, grading
  - Reporting
- ✓ Analysis on Gaps discovered during the BPR process on specific functions in Trillium that don't directly align with a PowerSchool function
  - Categorized as Partial Fits & Gaps depending on the discrepancy and each item was analyzed and a remediation plan created for moving forward in PowerSchool
- ✓ Training SIS Staff
  - The Initial Product Training Course and Certification Course to 'Train-the-trainer' completed by SIS and project resources
- ✓ Configuration of Core functions in Test SIS System
  - For 'Fits' identified in the BPR the functions were configured in the test SIS
- ✓ System Integration
  - Multiple instance of SIS (Sandbox, Development, Training, and Production) environments configured
  - Microsoft Azure Integrated for Identity Management and Single-Sign-On
  - A persistent Network Tunnel between the TDSB and PowerSchool Datacenter's hosting the SIS instances was established
    - For API and application integration
- ✓ The Master Services Agreement between TDSB and PowerSchool was approved
  - Includes data privacy and security governance
- ✓ Data Migration – the data migration is in-progress
  - A data mapping Matrix between Trillium and PowerSchool was created to track and validate data

# Timeframe

<i>Project Milestones</i>	<i>Planned End Date</i>	<i>Revised End Date</i>	<i>Status</i>
Data & Reporting Mapping Trillium to PS-SIS	May 2021	End - June 2021	70%
Project Team Training on SIS Customization	May 2021	Mid-Aug 2021	50%
Gap Analysis and solution design (Based on findings from the Business Process Review)	June 2021		75%
Data Conversion and Validation of Active Records - Trillium to PS-SIS	June 2021		60%
Data Conversion of historical Records - Trillium to PS-SIS Operational Data Stored (ODS)	July 2021		
Enrollment Module & E-Collect Configuration	Sept 2021		
SIS Customization for Gaps identified during the Business Process Review – Minimum Viable Product (MVP)	Oct 2021		
User Acceptance Testing of MVP for Scheduler Start	Dec 2021		
Initial Product Training and Prep-to-Build Training for select School Staff – starting in Nov 2021	Feb 2022		
<b>Production MVP instance of PS SIS active for the Scheduler Start and student registration</b>	<b>Feb 2022</b>		
School Scheduling of 2022/23 Year	June 2022		
Student registration into PS SIS – Starts in Feb 2022	June 2022		
Reporting Interface Design & Build	June 2022		
<b>System of Record Cutover – Enterprise Integration and activation of PowerSchool SIS - Trillium is deactivated and data is archived and read-only</b>	<b>July 2022</b>		
<b>School Open – Early Start begins in August</b>	<b>Aug 2022</b>		
Application Disposition & Integration	Oct 2022		

# Issues & Risk



## **Master Service Agreement - the agreement has been completed**

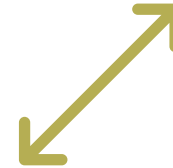
However, the delays had an impact on the migration of data from Trillium to PowerSchool



## **Pandemic**

The pivot to Virtual School impacted project the project timelines since staff were diverted away; specifically:

- the Business Process Review
- hiring and training the core project team
- forming of the Project Working Group as the Centrally Assigned School members were reassigned



## **Scope**

The Business Process Review and the Initial Product Training identified gaps between the Trillium and PowerSchool functionality that requires additional effort to configure and/or develop a solution

# Committee Reporting Schedule

## Current Reporting to Trustees – FBEC/Audit Committees

- Quarterly Update to FBEC
- Standing Item on the Audit Committee agenda through the implementation phase

## Proposed Rotating Schedule

Committee	2020	2021				2022	
	November	March	May/June	September	December	March	May/June
Audit		✓	✓	✓	✓	✓	✓
FBEC	✓		✓		✓		✓

# Budget & Actuals (FY21)

	<b>Actual YTD</b>	<b>FY21</b>	<b>FY22</b>	<b>FY23</b>	<b>FY24-FY31</b>	<b>Total</b>
PowerSchool Hosting/Licensing Cost On-Going through FY31	\$1,810,338	\$2,095,481	\$2,307,905	\$2,365,603	\$18,632,834	\$25,401,823
PowerSchool Professional Services Implementation Cost	\$1,063,322	\$1,750,000	\$2,345,935	\$1,937,200	\$0	\$6,033,135
Actual YTD as of May 2021	\$2,873,660	\$3,845,481	\$4,653,840	\$4,302,803	\$18,632,834	<b>\$31,434,958*</b>

\* Human resources internal costs associated with this project will amount to approximately \$2,550,000 which is not included in this table.



