

PowerSchool - New SIS Project

ITSR1543

Audit Committee

Sept 28, 2021



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PowerSchool SIS Project

IDENTIFICATION

<i>Project Manager</i>	Indushan Rajakulasingam / Darren Smith	<i>Report Date</i>	07-Sept-2021
<i>Sponsor</i>	Peter Singh	<i>Project ID</i>	PRJ1543
<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 in Health</i>
2023 Q4	n/a	YELLOW	30%	Due to the delayed start of the data migration (due to the Master Service Agreement) the project is in a yellow state until the data migration has progressed since there are many active records in the 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				
<i>Project Milestones</i>				<i>Planned End Date</i>
Data & Reporting Mapping Trillium to PS-SIS (the mapping document is complete but updates are added as the migration of datasets progresses)				May 2021
Project Team Training on SIS Customization (resource issues have halted the training until a Developer is added to the project team)				May 2021
Gap Analysis (Business Process Review)				June 2021
Gap Analysis solution design (Ongoing refinements based on Business Process Review)				May 2022
Data Conversion and Validation of Active Records - Trillium to PS-SIS (there are three datasets still outstanding and the project team is still doing the data validation)				June 2021
Data Conversion of historical Records - Trillium to PS-SIS Operational Data Stored (ODS)				July 2021
Enrollment Module Configuration				Sept 2021

Full set of Data Conversion to be completed by Aug 3rd was completed. Validation is nearing completion. A second dry run of data conversion and validation is planned to be completed end of October.

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; additional validation & migration cycle is planned



PowerSchool SIS Scheduler Training

9 day training course for Power School project team & internal SIS staff planned for October. This will allow the training team to plan and prepare training.



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 Completed

This will reduce technical footprint and technical debt by incorporating functions of exiting applications into PowerSchool. Planning and prep for year 2 will begin in spring.



System Customization

A developer will be joining the team in Sept 2021 to customize the SIS UI and workflows for certain functions that were identified as a Gap in the Business Process Review. Power School developer is engaged in meantime.

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
 - Registrations, Demographics, Enrolment, Transfer, Demit
 - Scheduling
 - OnSIS
 - Assessment- Report cards, grading
 - Reporting
 - Education and Community Partnership Program (ECP)
 - Con Ed & e-Learning
- ✓ 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
 - Additional Gaps identified during training and categorized
- ✓ 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 Identify 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
 - Enrollment & E-Collect kick-offs
- ✓ The Master Services Agreement between TDSB and PowerSchool was approved
 - Includes data privacy and security governance
- ✓ Data Migration - first pass of data mapping Matrix between Trillium and PowerSchool is nearing completion.

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 (the mapping document is complete but updates are added as the migration of datasets progresses)	May 2021	End-July 2021	100%
Project Team Training on SIS Customization (resource issues have halted the training until a Developer is added to the project team)	May 2021	End Sept 2021	50%
Gap Analysis (Business Process Review)	June 2021	End Sept 2021	95%
Gap Analysis solution design (Ongoing refinements based on Business Process Review)	May 2022		10%
Data Conversion and Validation of Active Records - Trillium to PS-SIS (there are three datasets still outstanding and the project team is still doing the data validation)	June 2021	Sept 2021	95%
Data Conversion of historical Records - Trillium to PS-SIS Operational Data Stored (ODS)	July 2021	End-Oct 2021	15%
Enrollment Module Configuration	Sept 2021	End Sept 2021	90%
E-Collect Forms Configuration	Nov 2021		15%
SIS Customization for Gaps identified during the Business Process Review – Minimum Viable Product (MVP)	Oct 2021	End Dec 2021	25%
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	Mar 2022		
Production MVP instance of PS SIS active for the Scheduler Start and student registration	Feb 2022		
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		
System of Record Cutover – Enterprise Integration and activation of PowerSchool SIS - Trillium is deactivated and data is archived and read-only	July 2022		
School Open – Early Start begins in August	Aug 2022		

Issues & Risk



Project Staffing

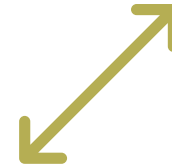
Internal resource gaps are causing delays to project. Staffing needs include dedicated:

- 1 Developer
- 1 Database Backfill



Pandemic

Ongoing Virtual & In-class School support are impacting the project timelines as staff are diverted away



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)

	Actual YTD	FY21	FY22	FY23	FY24-FY31	Total
PowerSchool Hosting/Licensing Cost On-Going through FY31	\$2,207,341	\$2,095,481	\$2, 307,905	\$2,365,603	\$18,632,834	\$25,401,823
PowerSchool Professional Services Implementation Cost	\$1,398,945**	\$1,750,000	\$2,345,935	\$1,937,200	\$0	\$6,033,135
Actual YTD as of August 2021	\$3,606,286	\$3,845,481	\$4,653,840	\$4,302,803	\$18,632,834	\$31,434,958*

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

** Actual YTD figures include an PO currently pending release by Purchasing in the amount of \$94,600.

