

# PowerSchool - New SIS Project

ITSR1543

## Audit Committee

December 6, 2021



**IT Services**  
CONNECT • DISCOVER • LEARN • CREATE



# PowerSchool SIS Project

<i>Project Manager</i>	Darren Smith	<i>Report Date</i>	25-Nov-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	40%	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. There have been recent resource issues with project staff being away on medical and other leave that has impacted some activities.

**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

(The mapping document is complete but updates are added as the migration of datasets progresses)

Project Team Training on SIS Customization

(PS is assisting TDSB with customizations along with TDSB developer)

Gap Analysis (Business Process Review)

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)

Production Test Run / Data Validation

Phase 1 - Secondary Scheduling

Phase 2 - Elementary Scheduling

Phase 3 - Remaining Data migration

A test data migration of active student records has completed; a full dataset of historical Trillium data begins in December and the migration scripts are tested and ready for the PRD migration. As of December 17th, a copy of the Trillium database will be used for migrating the active student records into the PowerSchool PRD environment. The project is remaining in yellow status due to resourcing and cloud access issues – addressed further on in the presentation.

# Progress Report



Base configuration is complete in the Test environment

The Core SIS is setup District Setup and School Setup (Elem and Sec) including customized screens for the TDSB workflows identified as 'Fits' in the Business Process Reviews



Mapping Trillium Data and Migration to PowerSchool SIS schema

Staff, student, contact 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, and the data will be updated with a recent version of Trillium in mid-Dec 2021



PowerSchool SIS Scheduler Enrolment Training

Project staff are developing training material for school staff to be trained on the scheduling and enrolment functions that will be live in PowerSchool SIS in February 2022



Ontario Board Collaboration

A Product Tailoring request is being submitted to PowerSchool as a consortium to share the cost with other Ontario School Boards to address a gap identified in the Business Process Review



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

The SIS interface and workflows for certain functions identified as a Gaps in the Business Process Review are being customized .

# Completed Task Highlights

- ✓ Business Process Review and Gap Analysis is complete
  - ‘Gaps’ discovered during the BPR process on specific functions in Trillium that don’t directly align with a PowerSchool function
  - For ‘Fits’ identified in the BPR the functions were configured in the test SIS
- ✓ Customization –specific gaps identified in the BPR were addressed by customizing the SIS interface and workflows
  - Submitted a Product Tailoring Request with Provincial Consortium partners to address a gap “No-Show Process”
- ✓ Data Migration – completed production simulation of the data migration in three phases
- ✓ Enrolment Module
  - Configuration of the form is complete and is being tested
  - Boundary validation files have been uploaded and are currently being tested
  - Training materials are being developed for delivery to School Staff in January
  - Overview scheduled for Parent/Settlement workers was complete in November
- ✓ E-Collect (Forms)
  - Kick off has been held, and BA assigned. TDSB is building capacity to build further forms
    - Developmental History Form and testing has been completed
    - Startup forms are being developed by team, as they have completed training
- ✓ System Integration
  - Multiple instance of SIS (Sandbox, Development, Training, and Production) environments configured
  - Microsoft Azure Integrated for Identify Management and Single-Sign-On and Multi-Factor Authentication
  - A persistent Network Tunnel between the TDSB and PowerSchool Datacenter’s hosting the SIS instances was established
    - For API and application integration
    - The Enrollment & E-Collect modules are integrated with the development environment

## Timeframe

Project Milestones	Planned End Date	Revised End Date	Status
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 (PS is assisting TDSB with customizations along with TDSB developer)	May 2021	End-Nov 2021	60%
Gap Analysis (Business Process Review)	June 2021	End Nov 2021	98%
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	100%
Production Test Run / Data Validation Phase 1 - Secondary Scheduling Phase 2 - Elementary Scheduling Phase 3 - Remaining Data migration	Oct 2021	End Nov	P1-95% P2-50% P3-80%
Data Conversion of historical Records - Trillium to PS-SIS Operational Data Stored (ODS) (Pending production test run completion)	July 2021	End Dec 2021	15%
Existing Application Integration (Downstream Applications)	Aug 2022		10%
Enrollment Module	Sept 2021	Early Jan 2022	75%
School Choices (Optional Attendance)	Oct 2022		10%
E-collect Form Configuration /Implementation	Nov 2022		65%
SIS Customization for Gaps identified during the Business Process Review – Minimal Viable Product (MVP)	Oct 2021		35%
User Acceptance Testing of MVP for Scheduler Start (Simulation of Scheduler Start training and data validation/myblueprint integration)	Dec 2021		60%
Initial Product Training Launch (Scheduling and Registration) for school staff starting in Jan 2022	Apr2022		
<b>Production Go-Live of PowerSchool SIS in support of the Scheduler Start and student registration for the 2022 schoolyear</b>	<b>Feb 2022</b>		
Production Go-Live of PowerSchool Enrolment Module	Feb 2022		
School Scheduling of 2022/23 Year	June 2022		
Reporting Interface Design & Build	June 2022		10%
<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>		
Organizational End-User Training – beginning in Dec 2021 and ongoing until after the Cut-Over	Oct 2022		
Parent Portal Engagement/Implementation Start (Pilot in Winter 2023)	Winter 2023		

# Issues & Risk



## Project Staffing

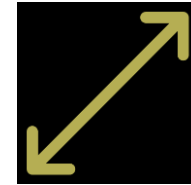
Internal resource gaps are causing delays to project. Staffing needs include dedicated:

- 1 Developer
- 1 Database Backfill
- 2 Short-term medical leave



## Cloud Access

There are limitations on certain functions in the Cloud environment that are impacting the way we configure on-prem applications that we are working on with PowerSchool



## 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	\$2,154,688	\$2,095,481	\$2, 307,905	\$2,365,603	\$18,632,834	\$25,401,823
PowerSchool Professional Services Implementation Cost	\$292,025	\$1,750,000	\$2,345,935	\$1,937,200	\$0	\$6,033,135
Actual YTD as of November 1, 2021	\$2,446,713	\$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.



