

Grantee Name: Puget Sound Educational Service District

Project 2 - Develop a Regional Data Portal & Data Sharing Agreements

Project Goals/Desired Outcomes: The purpose of this project is to transfer student data easily between districts and in a common format, to provide educators with information to support personalization of instruction, and to make information available to parents, students and community-based organizations
Narrative: This project invests in the creation of a data system for all seven districts to coordinate the collection of student data (demographics, academic, health, social and family history), facilitate the flow of that data from district to district as students move, and present that data in a meaningful form to
Key Goals & Performance Measures: *Decreasing Achievement Gaps (Reading & Math); College Enrollment Rates: % of students in Very Good or Exemplary Schools; Students with Highly Effective Teacher and Principal; Students with Effective Teacher and Principal; % of Students "Ready to Cross-reference to other projects: Project 2 supports all Projects and Commitments.*

Activities for Project 2

#####	Activities, Tasks, Milestones, and Deliverables	Key Personnel	Start Date (mm/dd/yy)	End Date (mm/dd/yy)	Status Choose: Not Begun, In Progress, or Complete: mm/dd/yy	In Progress Status Choose: Ahead; On-track; Off-track; Immediate attn reqd	Notes	Dependent Activities (in other projects)	Budget Reference	Change from application (includes pg. reference)	Rationale for change	Implications on other activities, performance measures, and budget?
2.1	Activity 2.1: Project Management - Secure Program Management Support.		Mon, 4/8/13	Fri, 8/30/13					P2 -- Personnel & Fringe Benefits (p. 261)	Changed Application Analyst III title to Data Program Administrator. Added PSESD Asst. Supt/CTO to direct P2 - 20% & Program Specialist to provide program clerical support - 25% The original budget proposed a role and funding for one staff position to support this project (Application Analyst III.) In planning the SOW it became clear that the role had been significantly under-scoped and that the project required different roles and additional staff to support it. The funding for the Application Analyst III was combined with funding originally earmarked for annual data dashboard software licenses to accommodate the creation of the 1.0 FTE Data Program Administrator role, 0.25 FTE to support the work of the DCC and the DPA, and to provide for participation of the PSESD Assistant Superintendent/CTO to the	Program Administrator is needed to coordinate data needs among the seven districts, early learning providers, higher education agencies, and community-based organizations.	Salary of Data Program Administrator increased from salary of Application Analyst to match PSESD salary band. 20% of Asst. Supt. Chief Technology Officer is supported by P2
2.1.1	Task: Assign PSESD Assistant Superintendent/Chief Technology Officer (0.20 FTE) to project	PSESD Superintendent PSESD Asst Supt/CTO	Mon, 4/8/13	Mon, 4/8/13								
2.1.2	Task: Write Data Program Administrator job description	PSESD Superintendent PSESD Asst Supt/CTO RTT-D Project Director PSESD Exec Dir HR	Mon, 4/8/13	Fri, 5/31/13								
2.1.3	Task: Hire Data Program Administrator (1.0 FTE)	PSESD Superintendent PSESD Asst Supt/CTO RTT-D Project Director PSESD Exec Dir HR	Mon, 6/3/13	Wed, 7/31/13								
2.1.4	Task: Hire Program Specialist (0.25 FTE)	PSESD Superintendent PSESD Asst Supt/CTO RTT-D Project Director PSESD Exec Dir HR	Wed, 5/1/13	Fri, 8/30/13								
2.1.5	Milestone: PSESD Assistant Superintendent/Chief Technology Officer assigned to project.	PSESD Superintendent PSESD Asst Supt/CTO	Mon, 4/8/13	Mon, 4/8/13								
2.1.6	Milestone: Program Assistant (0.25 FTE) On-board	PSESD Superintendent PSESD Asst Supt/CTO RTT-D Project Director PSESD Exec Dir HR	Fri, 8/30/13	Fri, 8/30/13								
2.1.7	Milestone: Data Program Administrator (DPA) On-board	PSESD Superintendent PSESD Asst Supt/CTO RTT-D Project Director PSESD Exec Dir HR	Thu, 8/1/13	Thu, 8/1/13								

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2.2	Activity 2.2: Data Coordinating Committee - Establish and maintain a Data Coordinating Committee to provide advice and direction to this project and to ensure stakeholder engagement in project activities and tasks.		Mon, 4/1/13	Thu, 9/15/16				Oversight and coordination for all aspects of this project will be provided by the DCC. The DCC will advise project staff on each of the project's activities and many of the tasks.		This activity was added	The complexity of this project suggested the creation of a group of representatives to advise and coordinate its activities.	The various activities in this project will be advised and coordinated through the work of this group.
2.2.1	Task: Establish a Data Coordinating Committee (DCC) charter describing the roles and responsibilities of the DCC, its membership, decision-making and conflict resolution protocols and its operating norms.	District Representatives PSESD Asst Supt/CTO Data Program Administrator (DPA)	Mon, 4/1/13	Mon, 6/17/13								
2.2.2	Task: Form the DCC consisting of representatives from each of the seven Consortium Districts, the PSESD and other Participating Entities (e.g., Community Center for Education Results (CCER), Youth Development Executives of King County (YDEKC), foundations, community colleges, community-based organizations, etc.)	DCC PSESD Asst Supt/CTO DPA	Mon, 4/1/13	Mon, 6/17/13								
2.2.3	Task: The DCC will establish a meeting schedule for 2013-14 school year.	DCC PSESD Asst Supt/CTO DPA	Thu, 8/1/13	Fri, 9/13/13								
2.2.4	Task: The DCC will establish a work plan for the 2013-14 school year.	DCC PSESD Asst Supt/CTO DPA	Thu, 8/1/13	Fri, 9/13/13								
2.2.5	Task: The DCC will establish a meeting schedule for 2014-15 school year.	DCC PSESD Asst Supt/CTO DPA	Mon, 6/2/14	Fri, 8/29/14								
2.2.6	Task: The DCC will establish a work plan for the 2014-15 school year.	DCC PSESD Asst Supt/CTO DPA	Mon, 6/2/14	Fri, 8/29/14								
2.2.7	Task: The DCC will establish a meeting schedule for 2015-16 school year.	DCC PSESD Asst Supt/CTO DPA	Mon, 6/1/15	Mon, 8/31/15								
2.2.8	Task: The DCC will establish a work plan for the 2015-16 school year.	DCC PSESD Asst Supt/CTO DPA	Mon, 6/1/15	Mon, 8/31/15								
2.2.9	Task: The DCC will establish a meeting schedule for 2016-17 school year.	DCC PSESD Asst Supt/CTO DPA	Wed, 6/1/16	Wed, 8/31/16								
2.2.10	Task: The DCC will establish a work plan for the 2016-17 school year.	DCC PSESD Asst Supt/CTO DPA	Wed, 6/1/16	Wed, 8/31/16								
2.2.11	<i>Milestone: DCC established</i>	DCC PSESD Asst Supt/CTO DPA	Mon, 6/17/13	Mon, 6/17/13								
2.2.12	<i>Deliverable: DCC meeting schedule for the 2013-14 school year provided to the RTTD Grant Director.</i>	DCC PSESD Asst Supt/CTO DPA	Mon, 9/16/13	Mon, 9/16/13								
2.2.13	<i>Deliverable: DCC work plan for the 2013-14 school year provided to the RTTD Grant Director.</i>	DCC PSESD Asst Supt/CTO DPA	Mon, 9/16/13	Mon, 9/16/13								
2.2.14	<i>Deliverable: DCC meeting schedule for the 2014-2015 school year provided to the RTTD Grant Director.</i>	DCC PSESD Asst Supt/CTO DPA	Mon, 9/15/14	Mon, 9/15/14								
2.2.15	<i>Deliverable: DCC work plan for the 2014-2015 school year provided to the RTTD Grant Director.</i>	DCC PSESD Asst Supt/CTO DPA	Mon, 9/15/14	Mon, 9/15/14								

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2.2.16	Deliverable: DCC meeting schedule for the 2015-2016 school year provided to the RTTD Grant Director.	DCC PSESD Asst Supt/CTO DPA	Tue, 9/15/15	Tue, 9/15/15								
2.2.17	Deliverable: DCC work plan for the 2015-2016 school year provided to the RTTD Grant Director.	DCC PSESD Asst Supt/CTO DPA	Tue, 9/15/15	Tue, 9/15/15								
2.2.18	Deliverable: DCC meeting schedule for September - December 2016 provided to the RTTD Grant Director.	DCC PSESD Asst Supt/CTO DPA	Thu, 9/15/16	Thu, 9/15/16								
2.2.19	Deliverable: DCC work plan for September - December 2016 provided to the RTTD Grant Director.	DCC PSESD Asst Supt/CTO DPA	Thu, 9/15/16	Thu, 9/15/16								
2.3	Activity 2.3: Document and maintain an inventory the data warehouse and data sharing capabilities of each Consortium District/PSESD to establish baseline technical capacities, policies and practices for entities (e.g., districts, agencies, foundations, community-based organizations) drawing upon the products of this project. This inventory will, at a minimum, document: 1) technical systems capabilities; 2) staff technical capacities; 3) standards for data quality and security; 4) related business practices and workflows; 5) data sharing agreements; 6) data use governance policies; 7) data transfer and conversion capabilities; and 8) dashboard and reporting capabilities and integration. NOTE: This inventory will be used by Activities 4-8 of this project.		Thu, 8/1/13	Wed, 11/30/16			This Inventory will be used by Activities 4-8 as information establishing baseline capacities.	Activity 2.4 - Data Warehouse & Data Transfer Plan Activity 2.5 - Data Sharing Agreements Activity 2.6 - Data Governance/Security/Quality Activity 2.7 - Data Dashboard/Reports Activity 2.8 - Data Use Training		The activity was added.	An inventory and a gaps analysis will result in efficiencies and an understanding of how districts can work together to integrate data systems, produce effective and actionable dashboards and make student data available in appropriate ways to all entities involved in this project.	This activity will improve the project's processes and results.
2.3.1	Task: (Initial Inventory) The Data Program Administrator (DPA) will, with the guidance and cooperation of the DCC, create an inventory instrument to document Consortium District/PSESD systems, capacities, policies and practices as described in this Activity.	DCC PSESD Asst Supt/CTO DPA	Thu, 8/1/13	Mon, 9/30/13				Data Program Administrator and the DCC must be engaged in the inventory process. This Task cannot be in place until the Data Program Administrator has been hired.				
2.3.2	Task: (Initial Inventory) The DPA will train staff at each Consortium District/PSESD to complete the inventory instrument created in Task 2.3.1.	DPA Consortium District/PSESD staff	Tue, 10/1/13	Thu, 10/31/13								
2.3.3	Task: (Initial Inventory) Consortium District/PSESD staff, with the guidance of the DPA, will complete the inventory instrument.	DPA Consortium District/PSESD staff	Fri, 11/1/13	Tue, 12/31/13								
2.3.4	Task: (Initial Inventory) The DPA will receive, review, refine, and approve the inventory instruments submitted by each Consortium District/PSESD.	DPA Consortium District/PSESD staff	Fri, 11/1/13	Tue, 12/31/13								
2.3.5	Task: (Initial Inventory) The DPA and a database design/development contractor will build an Inventory database that will meet the needs of this project's activities.	DPA Contractor	Mon, 9/2/13	Thu, 10/31/13								
2.3.6	Task: (Initial Inventory) The DPA will enter into the inventory database the data from the each Consortium District/PSESD's inventory instruments.	DPA Program Specialist	Fri, 11/1/13	Tue, 12/31/13								

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2.3.7	Task: Inventory Update. The DPA will conduct a review of the inventory database at the next available meeting of the DCC, documenting any changes that consortium districts and participating entities have made to their data systems, policies, practices and procedures.	DPA Consortium District/PSESD staff Program Specialist	Mon, 3/3/14	Fri, 5/30/14								
2.3.8	Task: Inventory Update. The DPA will conduct a review of the inventory database at the next available meeting of the DCC, documenting any changes that consortium districts and participating entities have made to their data systems, policies, practices and procedures.	DPA Consortium District/PSESD staff Program Specialist	Mon, 9/1/14	Fri, 11/28/14								
2.3.9	Task: Inventory Update. The DPA will conduct a review of the inventory database at the next available meeting of the DCC, documenting any changes that consortium districts and participating entities have made to their data systems, policies, practices and procedures.	DPA Consortium District/PSESD staff Program Specialist	Mon, 3/2/15	Fri, 5/29/15								
2.3.10	Task: Inventory Update. The DPA will conduct a review of the inventory database at the next available meeting of the DCC, documenting any changes that consortium districts and participating entities have made to their data systems, policies, practices and procedures.	DPA Consortium District/PSESD staff Program Specialist	Tue, 9/1/15	Mon, 11/30/15								
2.3.11	Task: Inventory Update. The DPA will conduct a review of the inventory database at the next available meeting of the DCC, documenting any changes that consortium districts and participating entities have made to their data systems, policies, practices and procedures.	DPA Consortium District/PSESD staff Program Specialist	Tue, 3/1/16	Tue, 5/31/16								
2.3.12	Task: Inventory Update. The DPA will conduct a review of the inventory database at the next available meeting of the DCC, documenting any changes that consortium districts and participating entities have made to their data systems, policies, practices and procedures.	DPA Consortium District/PSESD staff Program Specialist	Thu, 9/1/16	Wed, 11/30/16								
2.3.13	<i>Deliverable: A written inventory of existing data warehouse, dashboard, sharing agreements and governance assets in each Consortium District, the PSESD and each Participating Entity.</i>	DCC PSESD Asst. Supt./CTO DPA District Data Administrators	Tue, 12/31/13	Tue, 12/31/13								
2.4	Activity 2.4: Create and implement a Data Warehouse and Data Transfer Plan that builds upon and enhances district/PSESD technical and procedural capacities to provide systems required to meet the goals of this project and those of the other Consortium RTT-D Grant projects. The Data Warehouse and Data Transfer Plan will incorporate: 1) development strategy; 2) data warehouse architecture; 3) data warehouse administration; 4) data modeling; 5) data access and delivery; 6) database design; 7) data management; 8) performance & capacity; 9) future planning and sustainability; 10) standards and guidelines; 11) metadata strategy; 12) dashboard and reporting requirements; 13) data sharing technical protocols and mechanisms; and 14) federation and automated data exchanges with existing data warehouses, source databases and dashboards. The Data Warehouse and Data Transfer Plan will provide, as required, 1) written, entity-specific implementation plan for each Consortium District and the PSESD and 2) an implementation plan for a central data warehouse.		Mon, 9/2/13	Wed, 11/30/16				An inventory of Consortium District, PSESD and participating entities' DSA policies, practices and capabilities was conducted as part of Activity 2.3. The information gathered by Activity 2.3 will be used to inform this activity's tasks.		The High Quality Plan calls for the implementation and enhancement of a centralized data warehouse. This SOW calls for the addition of a region wide inventory of existing data warehousing and a plan that specifies a clear and comprehensive strategy before the project purchases, adopts or adapts a technical solution.	An inventory and a gaps analysis will result in efficiencies and a better understanding of how districts can work together to integrate data systems. This will also result in an increased capacity among the districts to deploy data interoperability and will avoid the deployment of redundant solutions.	The budget updates cost of servers and storage and the contract costs based on activities related to the project
2.4.1	Task: The DPA will poll the other Road Map Consortium RTTD teams (Project, Commitment and Assurance) to determine their requirements for data warehouse/transfer system support.	DPA RTTD Project leads and staff	Mon, 9/2/13	Fri, 11/29/13								

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2.4.2	Task: The DCC and the DPA will identify & document the specifications for Consortium District/PSESD data systems to successfully accomplish the goals of this project and the other RTTD projects.	DCC DPA	Mon, 11/1/13	Tue, 12/31/13								
2.4.3	Task: The DCC and the DPA will review the Inventory (Activity 3) to determine the status and capabilities of existing systems and will perform a "gaps analysis" to identify the necessary changes/improvements needed to successfully accomplish the goals of this project and the other RTTD projects.	DCC DPA	Mon, 12/2/13	Tue, 12/31/13								
2.4.4	Task: (District) The DPA and district data center staff will cooperatively write entity-specific Data Warehouse and Data Transfer Plans to inform Consortium Districts/PSESD as they address the identified changes/improvements.	DPA District Data Administrators	Wed, 1/1/14	Fri, 2/28/14								
2.4.5	Task: (District) The DPA will provide technical assistance and advice to Consortium Districts/PSESD data center and business office staff throughout their district's procurement process for the software, hardware and services required to implement the entity-specific components of the Data Warehouse and Data Transfer Plan. As a part of this process, DPA will meet with district staff as required to ensure that the technical requirements of the entity-specific Data Warehouse/Data Transfer Plan are incorporated into procurement processes by representing the project on any contract review/award process.	DPA District/PSESD Data Administrators District/PSESD Business & Purchasing Administrators	Mon, 3/3/14	Fri, 5/30/14								
2.4.6	Task: (District) The DPA will provide technical assistance, project management support and coordination to Consortium Districts/PSESD data center staff as they implement entity-specific components of the Data Warehouse and Data Transfer Plan. The assistance that the Data Project Administrator will provide will be based upon a districts capacity to manage projects of the scale called for in the plan. Typical assistance provided by the Data Project Administrator: 1) conducting a project launch meeting to establish the charter, team membership, timelines and deliverables for the entity-specific Data Warehouse/Data Transfer Plan project. 2) Assuring that each district has a project manager in charge of the project and that sufficient resources are dedicated to its timely completion. 3) Serving as a member of the project team as a liaison to the DCC. 4) Assisting the district project team by supplying technical expertise, where required. 5) Assuring that each district builds all necessary data fields so all districts can collect the baseline and student data as specified in the plans above. 5) Reporting to the DCC monthly on the districts' progress toward completion. 6) Creating or acquiring written documentation on the data warehousing and data transfer systems upon completion of the entity-specific Data Warehouse/Data Transfer Plan. 7) Entering the documentation in the Inventory created in Activity 3.	DPA District/PSESD Data Administrators	Mon, 6/2/14	Fri, 11/28/14			This task will be broken out into smaller tasks closer to implementation based on the entity-specific Data Warehouse and Data Transfer Plans developed above.					
2.4.7	Task: (Central) If the analysis conducted in Task 2.4.3 determines that Consortium District/PSESD systems should be augmented by a central data warehouse, the DCC and the DPA will write a Central Data Warehouse and Data Transfer Plan and a set of requirements for the central data warehouse.	DCC PSESD Asst Supt/CTO DPA	Mon, 12/2/13	Tue, 12/31/13								
2.4.8	Task: (Central) Develop specifications for solicitation. This RFP will also specify the professional services required for implementation of the data warehouse and any necessary data sharing protocols/programming necessary to connect to Consortium Districts/PSESD and other participating entity databases.	DCC PSESD Asst Supt/CTO DPA	Wed, 1/1/14	Thu, 1/30/14								
2.4.9	<i>Deliverable: (Central)</i> Specifications set for RFP	DCC PSESD Asst Supt/CTO DPA	Fri, 1/31/14	Fri, 1/31/14								

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2.4.10	Task: (Central) Send RFP to Executive Committee for approval.	DPA PSES D Asst Supt/CTO	Mon, 2/3/14	Mon, 2/3/14								
2.4.11	Task: (Central) Executive Committee approves and issues Request for Proposals (RFP) and specifications for central data warehouse.	Executive Committee	Mon, 2/3/14	Fri, 2/28/14								
2.4.12	<i>Deliverable: (Central) RFP issued</i>	DPA PSES D Business Office	Mon, 3/3/14	Mon, 3/3/14								
2.4.13	Task: (Central) Host information sessions for potential bidders, develop addendums to RFP as needed	DPA PSES D Asst Supt/CTO	Mon, 3/17/14	Tue, 4/15/14								
2.4.14	Task: (Central) Proposal application window closes and screening begins with DCC	DCC PSES D Asst Supt/CTO DPA	Wed, 4/16/14	Fri, 5/9/14								
2.4.15	Task: (Central) DCC reviews and agrees on finalist proposals	DCC PSES D Asst Supt/CTO DPA	Mon, 5/12/14	Thu, 5/15/14								
2.4.16	Task: (Central) DCC submits finalist award recommendations to Executive Committee	DCC PSES D Asst Supt/CTO DPA	Fri, 5/16/14	Fri, 5/16/14								
2.4.17	Task: (Central) Executive Committee reviews and approves award.	Executive Committee	Mon, 5/19/14	Fri, 5/23/14								
2.4.18	<i>Deliverable: (Central) Contract(s) awarded for central data warehouse.</i>	DPA PSES D Asst Supt/CTO PSES D Business Office	Mon, 5/26/14	Mon, 5/26/14								
2.4.19	Task: (Central) In cooperation with PSES D Assistant Superintendent/CTO, the DPA will deploy a central data warehouse as specified by the plan.	DPA PSES D Asst Supt/CTO	Mon, 6/2/14	Fri, 8/29/14								
2.4.20	Task: (Central) The DPA will provide training to two employees per district on the access, interface, and manipulation of the central data warehouse deployed in the task above.	DPA	Tue, 9/2/14	Wed, 12/31/14								
2.4.21	Task: Review and modify the Data Warehouse and Data Transfer Plan(s) to ensure that the strategy continues to support the goals of this project and those of the other Consortium Grant projects based on the inventory updates described in Task 2.3.9. Results of this update will be included in the Project 2 quarterly report described in Task 2.10.10.	DCC PSES D Asst Supt/CTO DPA District Data Administrators	Mon, 3/2/15	Fri, 5/29/15								
2.4.22	Task: Review and modify the Data Warehouse and Data Transfer Plan(s) to ensure that the strategy continues to support the goals of this project and those of the other Consortium Grant projects based on the inventory updates described in Task 2.3.10. Results of this update will be included in the Project 2 quarterly report described in Task 2.10.12.	DCC PSES D Asst Supt/CTO DPA District Data Administrators	Tue, 9/1/15	Mon, 11/30/15								
2.4.23	Task: Review and modify the Data Warehouse and Data Transfer Plan(s) to ensure that the strategy continues to support the goals of this project and those of the other Consortium Grant projects based on the inventory updates described in Task 2.3.11. Results of this update will be included in the Project 2 quarterly report described in Task 2.10.14.	DCC PSES D Asst Supt/CTO DPA District Data Administrators	Tue, 3/1/16	Tue, 5/31/16								
2.4.24	Task: Review and modify the Data Warehouse and Data Transfer Plan(s) to ensure that the strategy continues to support the goals of this project and those of the other Consortium Grant projects based on the inventory updates described in Task 2.3.12. Results of this update will be included in the Project 2 quarterly report described in Task 2.10.16.	DCC PSES D Asst Supt/CTO DPA District Data Administrators	Thu, 9/1/16	Wed, 11/30/16								
2.4.25	<i>Milestone: All Consortium Districts and the PSES D data systems compliant with the requirements of the Data Warehouse and Data Transfer Plan.</i>	DCC PSES D Asst Supt/CTO DPA	Mon, 12/1/14	Mon, 12/1/14								
2.4.26	<i>Milestone: A central data warehouse accessible to data systems operated by Consortium districts, PSES D, CBOs and other participating entities as specified in the Data Warehouse and Data Transfer Plan.</i>	DCC PSES D Asst Supt/CTO DPA	Mon, 9/1/14	Mon, 9/1/14								

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2.5	Activity 2.5: Data Sharing Agreements - Enhance Consortium District/PSED capacity to establish and maintain effective Data Sharing Agreements (DSA) consistent with federal and state law/regulation and district policy at the levels required to meet the goals of this project and those of the other Consortium RTT-D Grant projects.		Mon, 9/2/13	Fri, 5/27/16				An inventory of Consortium District, PSED and participating entities' DSA policies, practices and capabilities was conducted as part of Activity 2.3. The information gathered by Activity 2.3 will be used to inform this activity's tasks.				
2.5.1	Task: The DCC and the DPA will research, write, and publish a Model Data Sharing Agreement (Model DSA) for Consortium Districts/PSED and Participating Entities to use as the basis of DSA consistent with federal and state law/regulation and district policy at the levels required to meet the goals of this project and those of the other Consortium RTT-D Grant projects.	DCC PSED Asst Supt/CTO DPA	Mon, 9/2/13	Fri, 11/29/13								
2.5.2	Task: The DPA will distribute the Model DSA to Consortium Districts/PSED.	DPA	Tue, 12/3/13	Fri, 2/28/14								
2.5.3	Task: The DPA will provide three introductory Model DSA training opportunities to Consortium District/PSED data center staff.	DPA	Tue, 12/3/13	Fri, 2/28/14								
2.5.4	Task: The DPA will establish an inventory of DSA executed by Consortium Districts/PSED with participating entities.	DPA	Mon, 3/3/14	Thu, 5/29/14								
2.5.5	Task: Model DSA Update. The DPA will conduct an annual review of the Model DSA (or as changes in federal, state and local law/regulation require) and recommend changes to the DCC.	DPA	Mon, 12/1/14	Fri, 1/16/15								
2.5.6	Task: Model DSA Update. The DPA and the DCC will amend the Model DSA, which will be retained by the DPA in the inventory established in Activity 3.	DPA PSED Asst Supt/CTO DCC	Mon, 1/19/15	Fri, 2/13/15								
2.5.7	Task: Model DSA Update. The DPA will publish the Model DSA and its existence and purposes to Consortium Districts/PSED and to Community-based Organizations. If needed, the DPA will also provide suggestions for modifications to existing DSA's.	DPA Consortium District/PSED staff	Mon, 2/16/15	Fri, 2/27/15								
2.5.8	Task: The DPA will provide three Model DSA update training opportunities to Consortium District/PSED data center staff.	DPA	Mon, 3/16/15	Fri, 5/29/15								
2.5.9	Task: Model DSA Update. The DPA will conduct an annual review of the Model DSA (or as changes in federal, state and local law/regulation require) and recommend changes to the DCC.	DPA	Tue, 12/1/15	Fri, 1/15/16								
2.5.10	Task: Model DSA Update. The DPA and the DCC will amend the Model DSA, which will be retained by the DPA in the inventory established in Activity 3.	DPA PSED Asst Supt/CTO DCC	Mon, 1/18/16	Fri, 2/12/16								
2.5.11	Task: Model DSA Update. The DPA will publish the Model DSA and its existence and purposes to Consortium Districts/PSED and to Community-based Organizations. If needed, the DPA will also provide suggestions for modifications to existing DSA's.	DPA Consortium District/PSED staff	Mon, 2/15/16	Fri, 2/26/16								

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2.5.12	Task: The DPA will provide three Model DSA update training opportunities to Consortium District/PSESD data center staff.	DPA	Mon, 3/14/16	Fri, 5/27/16								
2.5.13	Deliverable: Model Data Sharing Agreement	DCC PSESD Asst Supt/CTO DPA	Mon, 12/2/13	Mon, 12/2/13								
2.5.14	Deliverable: Initial Inventory of DSA (updated annually)	DPA	Fri, 5/30/14	Fri, 5/30/14								
2.6	Activity : Data Governance, Security & Quality - Establish and maintain robust Data Governance, Security and Quality policies and procedures consistent with federal and state law/regulation and district policy at the levels required to meet the goals of this project and those of the other Consortium RTTD Grant projects. At a minimum, this plan will address the Consortium RTT-D Project's data use, data security, state archivist regulations, records retention and destruction, and e-discovery requirements.		Mon, 12/2/13	Fri, 5/27/16				An inventory of Consortium District, PSESD and participating entities' Data Governance and Quality policies, practices and capabilities was conducted as part of Activity 2.3. The information gathered by Activity 2.3 will be used to inform this activity's tasks.		This activity was added to the Statement of work.	The SOW planning team recommended a thorough inventory of existing data governance, quality and security practices and policies in districts and entities participating in data sharing agreements.	
2.6.1	Task: The DPA and DCC will research federal, state and local law/regulation and industry standards for Data Governance, Security & Quality.	DCC PSESD Asst Supt/CTO DPA	Mon, 12/2/13	Tue, 1/14/14			Task 2.9.1: Partner with district/PSESD data staff to establish and maintain effective data quality standards, data governance practices, and data security protocols consistent with federal and state law/regulation and district policy and at the levels required to meet the goals of this project and those of the other Consortium RTT-D Grant projects.					
2.6.2	Task: The DPA will staff the DCC as it writes the initial Model Data Governance, Security & Quality policies and procedures.	DCC PSESD Asst Supt/CTO DPA	Wed, 1/15/14	Fri, 2/14/14								
2.6.3	Task: The DPA will publish the Model Data Governance, Security & Quality policies and procedures and its existence and purposes to Consortium Districts/PSESD and to Community-based Organizations.	DPA	Mon, 2/17/14	Fri, 2/28/14								
2.6.4	Task: The DPA will retain a copy of the Model Data Governance, Security & Quality policies and procedures and enter it into the inventory created as part of Activity 3.	DPA	Mon, 2/17/14	Fri, 2/28/14								

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2.6.5	Task: The DPA will provide assistance and guidance for Consortium Districts, PSESD and Participating Entities as they execute Model Data Governance, Security & Quality policies and procedures by meeting with appropriate staff in the entities requesting Data Governance, Security & Quality. Coordinate with these staff members to write entity-specific Data Governance, Security & Quality policies and procedures that appropriately addresses their data use goals and is compliant with the Project's Model.	DCC PSESD Asst Supt/CTO DPA	Tue, 3/4/14	Fri, 4/11/14								
2.6.6	Task: The DPA will oversee the approval of the Data Governance, Security & Quality policies and procedures' governing authority.	DCC PSESD Asst Supt/CTO DPA	Mon, 4/14/14	Wed, 4/30/14								
2.6.7	Task: The DPA will oversee implementation of Data Governance, Security & Quality policies and procedures throughout the Consortium.	DCC PSESD Asst Supt/CTO DPA	Thu, 5/1/14	Fri, 5/30/14								
2.6.8	Task: The DPA will archive a copy of the Data Governance, Security & Quality policies and procedures and enter it into the inventory created in Activity 3.	DPA	Mon, 5/19/14	Fri, 5/30/14								
2.6.9	Task: The DPA will provide three introductory Model Data Governance, Security and Quality policies and procedures training opportunities to Consortium District/PSESD staff.	DPA	Mon, 6/2/14	Fri, 8/29/14								
2.6.10	Task: Model DGSQ Update. The DPA will conduct an annual review of the Model DGSQ (or as changes in federal, state and local law/regulation require) and recommend changes to the DCC.	DCC PSESD Asst Supt/CTO DPA	Mon, 12/1/14	Fri, 1/16/15								
2.6.11	Task: Model DGSQ Update. The DPA and the DCC will amend the Model DGSQ, which will be retained by the DPA in the inventory established in Activity 3.	DCC PSESD Asst Supt/CTO DPA	Mon, 1/19/15	Fri, 2/13/15								
2.6.12	Task: Model DGSQ Update. The DPA will publish the updated Model DGSQ and its existence and purposes to Consortium Districts/PSESD and to Community-based Organizations. If needed, the DPA will also provide suggestions for modifications to existing entity-specific policies and procedures.	DPA	Mon, 2/16/15	Fri, 2/27/15								
2.6.13	Task: The DPA will provide three annual Model Data Governance, Security and Quality policies and procedures training opportunities to Consortium District/PSESD staff.	DPA	Mon, 3/2/15	Fri, 5/29/15								
2.6.14	Task: Model DGSQ Update. The DPA will conduct an annual review of the Model DGSQ (or as changes in federal, state and local law/regulation require) and recommend changes to the DCC.	DCC PSESD Asst Supt/CTO DPA	Mon, 11/30/15	Fri, 1/15/16								
2.6.15	Task: Model DGSQ Update. The DPA and the DCC will amend the Model DGSQ, which will be retained by the DPA in the inventory established in Activity 3.	DCC PSESD Asst Supt/CTO DPA	Mon, 1/18/16	Fri, 2/12/16								
2.6.16	Task: Model DGSQ Update. The DPA will publish the updated Model DGSQ and its existence and purposes to Consortium Districts/PSESD and to Community-based Organizations. If needed, the DPA will also provide suggestions for modifications to existing entity-specific policies and procedures.	DPA	Mon, 2/15/16	Fri, 2/26/16								
2.6.17	Task: The DPA will provide three introductory Model Data Governance, Security and Quality policies and procedures training opportunities to Consortium District/PSESD staff.	DPA	Mon, 2/29/16	Fri, 5/27/16								
2.6.18	<i>Deliverable: A published model set of Data Governance, Security and Quality policies and procedures.</i>	DCC PSESD Asst Supt/CTO DPA	Mon, 3/3/14	Mon, 3/3/14								
2.6.19	<i>Milestone: All Consortium Districts/PSESD have written Data Governance, Security and Quality policies and practices that conform with the Project's Data Governance model.</i>	DCC PSESD Asst Supt/CTO DPA	Mon, 9/1/14	Mon, 9/1/14								

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2.7	Activity 2.7: Data User Interface - Build upon existing district/PSED data dashboard/reporting capabilities to implement easy-to-use data user interfaces for educators, parents, students, community-based organizations, post-secondary institutions, early learning providers and other partners at the levels required to meet the goals of this project and those of the other Consortium RTT-D Grant projects.		Mon, 12/2/13	Wed, 11/30/16				An inventory of Consortium District, PSED and participating entities' data dashboard, reporting and data visualization practices and capabilities was conducted as part of Activity 2.3. The information gathered by Activity 2.3 will be used to inform this activity's tasks.		The High Quality Plan calls for the purchase of Tableau developer licenses for each district. This has been removed from this Activity.	District partners indicated that Tableau developer licenses were not necessary and likely would not be valuable for all districts. Instead these funds could be used for other software licenses or training.	Funding for Tableau licenses was moved to a general fund for software licenses.
2.7.1	Task: (District) The Data Program Administrator (DPA) will provide technical support and guidance to Consortium District and PSED data staff to analyze existing Data User Interfaces (e.g., dashboards, reports, data visualization) for ease of use, functionality, capacity to incorporate data provided by this project and those of the other Consortium RTT-D Grant projects, and to meet the goals of the Road Map Consortium RTT-D Grant. This work will use the inventory conducted in Activity 3. Consortium Districts/PSED and the DPA will review the Inventory (Activity 3) to determine the status and capabilities of existing data user interfaces to accomplish the goals of this project and the other RTT-D grant projects.	DPA District Data Administrators Contractors	Mon, 12/2/13	Fri, 2/28/14								
2.7.2	Task: (District) Consortium Districts/PSED and the DPA will perform a "gaps analysis" to identify deficiencies in current user interfaces.	DPA District Data Administrators Contractors	Mon, 3/3/14	Fri, 3/28/14								
2.7.3	Task: (District) Consortium Districts/PSED and the DPA will cooperatively write entity-specific Data User Interface Plan to inform Consortium Districts/PSED as they address the identified deficiencies.	DPA District Data Administrators Contractors	Mon, 3/31/14	Fri, 5/30/14								
2.7.4	Task: (District) The DPA and contracted Subject Matter Experts will provide technical support and guidance to Consortium District and PSED data staff to identify and develop new and/or supplemental data user interfaces required to support the goals of this project and those of other Road Map Consortium RTTD projects.	DPA District Data Administrators Contractors	Mon, 6/2/14	Fri, 8/29/14								
2.7.5	Task: (District) The DPA will provide technical assistance and advice to Consortium Districts/PSED data center and business office staff throughout their district's procurement process for the software, hardware and services required to implement the entity-specific components of the Data User Interface Plan. DPA will meet with district staff as required to ensure that the technical requirements of the entity-specific Data User Interface Plan are incorporated into procurement processes by representing the project on any contract review/award process.	DPA District Data Administrators Contractors	Mon, 6/2/14	Fri, 8/29/14								

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2.7.6	Task: (District) The DPA will provide technical assistance, project management support and coordination to Consortium Districts/PSESD data center staff as they implement entity-specific components of the Data User Interface Plan. The assistance that the DPA will provide will be based upon a districts capacity to manage projects of the scale called for in the plan. Typical assistance provided by the DPA: 1) conducting a project launch meeting to establish the charter, team membership, timelines and deliverables for the entity-specific Data User Interface Plan project. 2) Assuring that each district has a project manager in charge of the project and that sufficient resources are dedicated to its timely completion. 3) Serving as a member of the project team as a liaison to the DCC. 4) Assisting the district project team by supplying technical expertise, where required. 5) Reporting to the DCC monthly on the districts' progress toward completion. 6) Creating or acquiring written documentation on the data interfaces upon completion of the entity-specific Data User Interface Plan. 7) Entering the documentation in the Inventory created in Activity 3.	PSESD Asst Supt/CTO DPA Contractors	Mon, 9/1/14	Fri, 11/28/14								
2.7.7	Task: (Central) If the analysis conducted in Task 2.7.2 determines that Consortium District/PSESD systems should be augmented by new data user interfaces that cannot be added to existing systems, the DCC and the DPA will write a Data User Interface Plan and a set of requirements for the data user interfaces specified.	PSESD Asst Supt/CTO DPA Contractors	Mon, 9/1/14	Tue, 9/30/14								
2.7.8	Task: (Central) Develop specifications for solicitation. This RFP will also specify the professional services required for implementation of the data user interfaces.	DCC PSESD Asst Supt/CTO DPA	Wed, 10/1/14	Thu, 10/30/14								
2.7.9	Deliverable: (Central) Specifications set for RFP	DCC PSESD Asst Supt/CTO DPA	Fri, 10/31/14	Fri, 10/31/14								
2.7.10	Task: (Central) Executive Committee approves and issues Request for Proposals (RFP) and specifications for central data user interface.	Executive Committee	Mon, 11/3/14	Fri, 11/28/14								
2.7.11	Deliverable: (Central) RFP issued	DPA PSESD Business Office	Mon, 12/1/14	Mon, 12/1/14								
2.7.12	Task: (Central) Host information sessions for potential bidders, develop addendums to RFP as needed	DPA PSESD Asst Supt/CTO	Mon, 12/15/14	Tue, 1/13/15								
2.7.13	Task: (Central) Proposal application window closes and screening begins with DCC	DCC PSESD Asst Supt/CTO DPA	Wed, 1/14/15	Fri, 2/6/15								
2.7.14	Task: (Central) DCC reviews and agrees on finalist proposals	DCC PSESD Asst Supt/CTO DPA	Mon, 2/9/15	Thu, 2/12/15								
2.7.15	Task: (Central) DCC submits finalist award recommendations to Executive Committee	DCC PSESD Asst Supt/CTO DPA Executive Committee	Fri, 2/13/15	Fri, 2/13/15								
2.7.16	Task: (Central) Executive Committee reviews and approves award.	Executive Committee	Mon, 2/16/15	Fri, 2/20/15								
2.7.17	Deliverable: (Central) Contract(s) awarded for central data user interfaces.	DPA PSESD Asst Supt/CTO PSESD Business Office	Mon, 2/23/15	Mon, 2/23/15								
2.7.18	Task: (Central) In cooperation with PSESD Assistant Superintendent/CTO, the DPA will deploy data user interfaces as specified by the plan.	PSESD Asst Supt/CTO DPA Contractors	Mon, 3/2/15	Tue, 6/30/15								

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2.7.19	Task: The DPA and contracted Subject Matter Experts will provide technical support and guidance to Consortium District and PSESD data staff to identify, develop and deploy new and/or supplemental data user interfaces required to support the goals of this project and those of other Road Map Consortium RTT-D projects by reviewing any changes entities may have made to their data transfer requirements and protocols described in Task 2.3. Results of this update will be included in the Project 2 quarterly report described in Task 2.10.12.	PSESD Asst Supt/CTO DPA District Data Administrators Contractors	Tue, 9/1/15	Mon, 11/30/15								
2.7.20	Task: The DPA and contracted Subject Matter Experts will provide technical support and guidance to Consortium District and PSESD data staff to identify, develop and deploy new and/or supplemental data user interfaces required to support the goals of this project and those of other Road Map Consortium RTT-D projects by reviewing any changes entities may have made to their data transfer requirements and protocols described in Task 2.3. Results of this update will be included in the Project 2 quarterly report described in Task 2.10.14.	PSESD Asst Supt/CTO DPA District Data Administrators Contractors	Tue, 3/1/16	Tue, 5/31/16								
2.7.21	Task: The DPA and contracted Subject Matter Experts will provide technical support and guidance to Consortium District and PSESD data staff to identify, develop and deploy new and/or supplemental data user interfaces required to support the goals of this project and those of other Road Map Consortium RTT-D projects by reviewing any changes entities may have made to their data transfer requirements and protocols described in Task 2.3. Results of this update will be included in the Project 2 quarterly report described in Task 2.10.16.	PSESD Asst Supt/CTO DPA District Data Administrators Contractors	Thu, 9/1/16	Wed, 11/30/16								
2.7.22	<i>Deliverable: If specified by the plan developed in Task 2.7.3, Consortium District data user interfaces for participating entities required to support the goals of this project and those of other Road Map Consortium RTT-D projects deployed.</i>	DCC PSESD Asst Supt/CTO DPA District Data Administrators Contractors	Mon, 12/1/14	Mon, 12/1/14			Task in this Activity that created the dashboard for participating entities					
2.7.23	<i>Deliverable: If specified by the plan developed in Task 2.7.7, centrally developed data user interfaces for participating entities required to support the goals of this project and those of other Road Map Consortium RTT-D projects deployed.</i>	DCC PSESD Asst Supt/CTO DPA District Data Administrators Contractors	Wed, 7/1/15	Wed, 7/1/15			Data Warehouse in DW/Data Sharing Activity					
2.8	Activity 2.8: Data Use Training - Develop data use, integration and training plans and materials for Consortium district instructional staff and leadership and staff in other entities receiving data under data sharing agreements required to meet the goals of this project and those of the other Consortium RTT-D Grant projects.		Mon, 3/3/14	Fri, 11/28/14				Inventory in Activity 2.3		Original budget funded an one-time, two-day training for teachers on the use of the project's data dashboards. Under this revision teacher dashboard training is incorporated into the ongoing training offered by districts and described in its own Activity 2.8.	District and CBO partners expressed that job-embedded training would be more effective than separate data dashboard training for teachers and other educators.	Budget for teacher training was reduced by \$6,367 and combined with other budget allocations to support more training for data center staff and other district staff on the Central Data Warehouse, Model Data Sharing Agreements, and Model Data Governance, Security & Quality Plans as described in Activities 2.4.20, 2.5.3, 2.5.8, 2.5.12, 2.6.9, 2.6.13, and 2.6.17.
2.8.1	Task: The Data Program Administrator and the professional development staff of each Consortium District/PSESD will develop a project-long plan to train teachers, principals and other staff on the use of project-developed data resources (e.g., dashboards, data security, etc.). Whenever possible this training should be imbedded into existing district training and reflect district instructional and programmatic priorities and goals. (Consortium Districts/PSESD)	Data Coordinating Committee (DCC), PSESD Asst. Supt./CTO, Data Program Administrator	Mon, 3/3/14	Fri, 5/30/14								

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2.8.2	Task: The Data Program Administrator and the professional development staff of each Consortium District/PSESD will create training materials and schedules based on the plan developed in the previous Task 2.8.1. (Consortium Districts/PSESD)	Data Coordinating Committee (DCC), PSESD Asst. Supt./CTO, Data Program Administrator	Mon, 4/14/14	Fri, 6/27/14								
2.8.3	Task: The Data Program Administrator and the professional development staff of each Consortium District/PSESD will deliver job-embedded training developed in the previous Task 2.8.2. (Consortium Districts/PSESD)	Data Coordinating Committee (DCC) PSESD Asst. Supt./CTO Data Program Administrator Consortium District Professional Development Directors Contractors	Tue, 7/1/14	Fri, 8/29/14								
2.8.4	Task: The Data Project Manager and the Consortium Districts/PSESD professional development staff will continue to deliver job-embedded training developed in Task 2.8.2 according to district-specific timelines established in the training plan from Task 2.8.1. (Consortium Districts/PSESD)	Data Coordinating Committee (DCC) PSESD Asst. Supt./CTO Data Program Administrator Consortium District Professional Development Directors Contractors	Mon, 9/1/14	Fri, 11/28/14								
2.8.5	Task: The Data Program Administrator and the professional development staff of each Participating Entity will develop a project-long plan to its staff on the use of project-developed data resources (e.g., dashboards, data security, etc.). Whenever possible this training should be imbedded into existing entity training and reflect entity's instructional and programmatic priorities and goals. (Participating Entities)	Data Coordinating Committee (DCC) PSESD Asst. Supt./CTO Data Program Administrator Participating Entity PD staff Contractors	Mon, 3/3/14	Fri, 5/30/14								
2.8.6	Task: The Data Program Administrator and the professional development staff of each Participating Entity will create training materials and schedules based on the plan developed in the previous Task 2.8.5. (Participating Entities)	Data Coordinating Committee (DCC) PSESD Asst. Supt./CTO Data Program Administrator Participating Entity PD staff Contractors	Mon, 4/14/14	Fri, 6/27/14								
2.8.7	Task: The Data Program Administrator and the professional development staff of each Participating Entity will deliver job-embedded training developed in the previous task. (Participating Entities)	Data Coordinating Committee (DCC) PSESD Asst. Supt./CTO Data Program Administrator Participating Entity PD staff Contractors	Tue, 7/1/14	Fri, 8/29/14								
2.8.8	Task: The Data Project Manager and the professional development staff of each Participating Entity will continue to deliver job-embedded training developed in Task 2.8.7 according to entity-specific timelines established in the training plan from Task 2.8.5. (Participating Entities)	Data Coordinating Committee (DCC) PSESD Asst. Supt./CTO Data Program Administrator Participating Entity PD staff Contractors	Mon, 9/1/14	Fri, 11/28/14								
2.8.9	<i>Deliverable: Initial Data Use Training Plan for each Consortium District and the PSESD.</i>	Data Coordinating Committee (DCC) PSESD Asst. Supt./CTO Data Program Administrator Consortium/PSESD PD staff Participating Entity PD staff Contractors	Mon, 6/2/14	Mon, 6/2/14								
2.8.10	<i>Deliverable: Initial Data Use Training Plan for identified Participating Entities.</i>	Data Coordinating Committee (DCC) PSESD Asst. Supt./CTO Data Program Administrator Consortium/PSESD PD staff Participating Entity PD staff Contractors	Mon, 6/2/14	Mon, 6/2/14								

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2.9	Activity 2.9: Plan for Sustainability		Mon, 1/4/16	Wed, 8/31/16						This activity was added	Calls upon the DCC and project management and leadership to create a plan to maintain the systems and processes created this project after RTT-D funding ends.	This activity will lay out a sustainability plan for districts and other entities to assure that the positive impact of this project will continue.
2.9.1	Task: Create a plan for ongoing maintenance and oversight of the regional data system.	Data Coordinating Committee (DCC), PSESD Asst. Supt./CTO, Data Program Administrator	Mon, 1/4/16	Thu, 4/28/16								
2.9.2	Milestone: Post-grant sustainability plan submitted to the Executive Committee	Data Coordinating Committee (DCC), PSESD Asst. Supt./CTO, Data Program Administrator, RTT-D Project Director	Fri, 4/29/16	Fri, 4/29/16								
2.9.3	Task: Executive Committee reviews plan and recommends modifications to the DCC	Executive Committee RTT-D Project Director	Mon, 5/2/16	Thu, 6/30/16								
2.9.4	Task: DPA and DCC modify sustainability plan based on committee feedback	DPA PSESD Asst Supt/CTO DCC	Fri, 7/1/16	Fri, 7/29/16								
2.9.5	Milestone: Final draft of sustainability plan submitted to Executive Committee for approval.	DPA PSESD Asst Supt/CTO DCC	Mon, 8/1/16	Mon, 8/1/16								
2.9.6	Task: Executive Committee approves post-sustainability plan.	Executive Committee	Tue, 8/2/16	Tue, 8/30/16								
2.9.7	Deliverable: Approved post-grant sustainability plan	Data Coordinating Committee (DCC), PSESD Asst. Supt./CTO, Data Program Administrator	Wed, 8/31/16	Wed, 8/31/16								
2.10	Activity 2.10: Report on Progress - Provide written reports of progress on P2 quarterly to the RTT-D Project Director and Executive Committee. At a minimum these reports will address progress toward: 1) maintenance of the written data systems inventory (Activity 3) 2) implementation of the Data Warehouse and Data Sharing Plan (Activity 4). 3) implementation of the Data Sharing Agreements (Activity 5). 4) implementation of the Data Governance, Security and Quality (Activity 6). 5) implementation of the Data User Interfaces (Activity 7). 5) implementation of the Data Use Training (Activity 8).		Mon, 6/3/13	Fri, 12/30/16						This activity was added	Improve the integration of this project's activities with those of the other projects. Improve the accountability of this project's management and the DCC to the Executive Committee	Improved integration and accountability.
2.10.1	Task: Write quarterly report	DCC PSESD Asst. Supt./CTO Data Program Administrator	Mon, 6/3/13	Fri, 6/14/13								
2.10.2	Deliverable: Project 2 quarterly report for Q3 - SY 2012-13.	DCC PSESD Asst. Supt./CTO Data Program Administrator	Mon, 6/17/13	Mon, 6/17/13								
2.10.3	Task: Write quarterly report	DCC PSESD Asst. Supt./CTO Data Program Administrator	Mon, 9/2/13	Fri, 9/13/13								
2.10.4	Deliverable: Project 2 quarterly report for Q4 - SY 2012-13	DCC PSESD Asst. Supt./CTO Data Program Administrator	Mon, 9/16/13	Mon, 9/16/13								
2.10.5	Task: Write quarterly report	DCC PSESD Asst. Supt./CTO Data Program Administrator	Mon, 12/2/13	Fri, 12/13/13								
2.10.6	Deliverable: Project 2 quarterly report for Q1 - SY 2013-14	DCC PSESD Asst. Supt./CTO Data Program Administrator	Mon, 12/16/13	Mon, 12/16/13								

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2.10.7	Task: Write quarterly report	DCC PSESD Asst. Supt./CTO Data Program Administrator	Mon, 3/3/14	Fri, 3/14/14								
2.10.8	Deliverable: Project 2 quarterly report for Q2 - SY 2013-14	DCC PSESD Asst. Supt./CTO Data Program Administrator	Mon, 3/17/14	Mon, 3/17/14								
2.10.9	Task: Write quarterly report	DCC PSESD Asst. Supt./CTO Data Program Administrator	Mon, 6/2/14	Fri, 6/13/14								
2.10.10	Deliverable: Project 2 quarterly report for Q3 - SY 2013-14	DCC PSESD Asst. Supt./CTO Data Program Administrator	Mon, 6/16/14	Mon, 6/16/14								
2.10.11	Task: Write quarterly report	DCC PSESD Asst. Supt./CTO Data Program Administrator	Mon, 9/1/14	Fri, 9/12/14								
2.10.12	Deliverable: Project 2 quarterly report for Q4 - SY 2013-14	DCC PSESD Asst. Supt./CTO Data Program Administrator	Mon, 9/15/14	Mon, 9/15/14								
2.10.13	Task: Write quarterly report	DCC PSESD Asst. Supt./CTO Data Program Administrator	Mon, 12/1/14	Fri, 12/12/14								
2.10.14	Deliverable: Project 2 quarterly report for Q1 - SY 2014-15	DCC PSESD Asst. Supt./CTO Data Program Administrator	Mon, 12/15/14	Mon, 12/15/14								
2.10.15	Task: Write quarterly report	DCC PSESD Asst. Supt./CTO Data Program Administrator	Mon, 3/2/15	Fri, 3/13/15								
2.10.16	Deliverable: Project 2 quarterly report for Q2 - SY 2014-15	DCC PSESD Asst. Supt./CTO Data Program Administrator	Mon, 3/16/15	Mon, 3/16/15								
2.10.17	Task: Write quarterly report	DCC PSESD Asst. Supt./CTO Data Program Administrator	Mon, 6/1/15	Fri, 6/12/15								
2.10.18	Deliverable: Project 2 quarterly report for Q3 - SY 2014-15	DCC PSESD Asst. Supt./CTO Data Program Administrator	Mon, 6/15/15	Mon, 6/15/15								
2.10.19	Task: Write quarterly report	DCC PSESD Asst. Supt./CTO Data Program Administrator	Mon, 8/31/15	Fri, 9/11/15								
2.10.20	Deliverable: Project 2 quarterly report for Q4 - SY 2014-15	DCC PSESD Asst. Supt./CTO Data Program Administrator	Mon, 9/14/15	Mon, 9/14/15								
2.10.21	Task: Write quarterly report	DCC PSESD Asst. Supt./CTO Data Program Administrator	Mon, 11/30/15	Fri, 12/11/15								
2.10.22	Deliverable: Project 2 quarterly report for Q1 - SY 2015-16	DCC PSESD Asst. Supt./CTO Data Program Administrator	Mon, 12/14/15	Mon, 12/14/15								
2.10.23	Task: Write quarterly report	DCC PSESD Asst. Supt./CTO Data Program Administrator	Mon, 2/29/16	Fri, 3/11/16								
2.10.24	Deliverable: Project 2 quarterly report for Q2 - SY 2015-16	DCC PSESD Asst. Supt./CTO Data Program Administrator	Mon, 3/14/16	Mon, 3/14/16								
2.10.25	Task: Write quarterly report	DCC PSESD Asst. Supt./CTO Data Program Administrator	Wed, 6/1/16	Tue, 6/14/16								
2.10.26	Deliverable: Project 2 quarterly report for Q3 - SY 2015-16	DCC PSESD Asst. Supt./CTO Data Program Administrator	Wed, 6/15/16	Wed, 6/15/16								
2.10.27	Task: Write quarterly report	DCC PSESD Asst. Supt./CTO Data Program Administrator	Thu, 9/1/16	Wed, 9/14/16								

#####	Activities, Tasks, Milestones, and Deliverables	Key Personnel	Start Date (mm/dd/yy)	End Date (mm/dd/yy)	Status Choose: Not Begun, In Progress, or Complete; mm/dd/yy	In Progress Status Choose: Ahead, On-track; Off-track; Immediate attn reqd	Notes	Dependent Activities (in other projects)	Budget Reference	Change from application (includes pg. reference)	Rationale for change	Implications on other activities, performance measures, and budget?
2.10.28	Deliverable: Project 2 quarterly report for Q4 - SY 2015-16	DCC PSESD Asst. Supt./CTO Data Program Administrator	Thu, 9/15/16	Thu, 9/15/16								
2.10.29	Task: Write summary report	DCC PSESD Asst. Supt./CTO Data Program Administrator	Thu, 12/1/16	Thu, 12/29/16								
2.10.30	Deliverable: Project 2 Summary Report including Sustainability Plan.	DCC PSESD Asst. Supt./CTO Data Program Administrator	Fri, 12/30/16	Fri, 12/30/16								