

Iterative Project Report For Programs & Multi-Year Phased Projects

Submitted to Project Oversight on 7/21/22

GENERAL INFORMATION

Program/Project Name: Statewide Automated Reporting System Rewrite

Agency Name: ND Department of Public Instruction

Project Sponsor: Donna Fishbeck

Project Manager: Justin Anderson

PROJECT DESCRIPTION

The North Dakota Department of Public Instruction (NDDPI) Statewide Automated Reporting System (STARS) was given the directive by the 2019 State Legislature of improving the User Interface, Customer Experience, and Student Outcomes Reporting of the system. NDDIT has contracted with Nexus Innovations to do the analysis and updates to STARS and with OtisEd to implement the iMart platform and data reporting.

BUSINESS NEEDS AND PROBLEMS

There is a need to improve the User Interface, Customer Experience, and Student Outcomes Reporting of the system.

PROGRAM/PROJECT FORMAT

Program/Project Start Date: 3/2/2020

Budget Allocation at Time of Initial Start Date: \$1,200,000

How Many Phases Expected at Time of Initial Start Date: 4

Phase Approach Description: Rolling Wave Methodology

Estimated End Date for All Phases Known at Time of Initial Start Date: 7/2022

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PROGRAM/PROJECT ROAD MAP

The program road map shows the high-level plan or vision for the program/projects/phases. It is intended to offer a picture of the lifespan of all the effort that is expected to be required to achieve the business objectives.

Project/Phase	Title	Scope Statement	Estimated Months Duration	Estimated Budget
Phase 1	Current and Future State Analysis	An in-depth analysis of the systems current state, desired future state, and gap analysis conducted by Nexus Innovations.	8	\$240,000
Phase 2	iMart Nimble Analytics Enrollment and Assessment Reporting	The implementation of an iMart Nimble Analytics reporting platform by Otis Educational Systems. This will improve the analytics capabilities and student outcome reporting using the data collected in STARS.	10	\$550,000
Phase 3	UI/UX and Toolset Updates	The improvement of the user interface and user experience based on the feedback and findings from Phase 1 of the project.	4	\$210,000
Phase 4	iMart Nimble Analytics Additional Reporting	Additional reporting created and configured in the iMart Nimble Analytics reporting platform by Otis Educational Systems as identified by NDDPI.	12	\$450,000
Phase 5	Technology Uplift	.Net and SQL Server upgrade. A Training plan will be created and finalization of the roadmap from Phases 1 and 3.	4	\$650,200

Notes:

NDDPI wished to continue with the technology uplift and added Phase 5 with additional funding.

PROJECT BASELINES

The baselines below are entered for only those projects or phases that have been planned. At the completion of a project or phase a new planning effort will occur to baseline the next project/phase and any known actual finish dates and costs for completed projects/phases will be recorded. The iterative report will be submitted again with the new information.

Project/Phase	Program/Project Start Date	Baseline Execution Start Date	Baseline End Date	Baseline Budget	Actual Finish Date	Schedule Variance	Actual Cost	Cost Variance
Phase 1	3/2/2020	7/16/2020	1/15/2021	\$247,558.00	1/15/2021	0%	\$210,331.40	-15%
Phase 2	8/17/2020	9/8/2020	6/30/2021	\$570,720.00	1/11/2022	40%	\$678,158.00	18%
Phase 3	3/8/2021	4/12/2021	6/30/2021	\$280,000.00	7/30/2021	18%	\$272,802.00	-3%
Phase 4	7/19/2021	1/22/2022	6/30/2022	\$447,680.00	6/30/2022	0%	\$502,000.00	12%
Phase 5	7/19/2021	8/9/2021	1/15/2022	\$685,200.00	5/27/2022	40%	\$401,056.00	-41%

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Notes:

OBJECTIVES

Project/Phase	Business Objective	Measurement Description	Met/Not Met	Measurement Outcome
Phase 1	Create a working document to serve as a "Roadmap" form the current state of STARS to the desired future state	The document will contain high-level plans for all of the key functionality of STARS	Met	The "Roadmap" will facilitate a better decision making process for NDDPI to determine the future of STARS and future phases of this project.
Phase 2	Increase the availability and readability of Student Outcomes reporting.	Accurate dashboard reporting for Enrollment and Assessment data will be available and accessible by school administrators.	Met	Dashboards will be created on time with 100% accurate data updating daily
Phase 3	Improve the UX/UI for the current STARS	Improvements documented in the Phase 1 Gap Analysis will be implemented into STARS. Data collection points will be consolidated, and data redundancy will be reduced.	Met	Improvements documented in the Phase 1 Gap Analysis will be implemented into STARS. Data collection points will be consolidated, and data redundancy will be reduced.
Phase 3	NDDPI needs the ability to better manage STARS	NDDPI will have updates to the current platform as well as a conversion from Subversion to Azure DevOps.	Met	NDDPI can manage their own regular updates for STARS
Phase 4	Creating additional reports to expand the reporting capabilities that were created in Phase 2	Accurate dashboard reporting for Enrollment and Assessment data will be available and accessible by school administrators.	Met	Dashboards will be created on time with 100% accurate data updating daily
Phase 5	Bring the existing system up to more current technology versions to increase longevity	Updates are complete and current interfaces are compatible	Met	Existing input and reporting abilities are completely working

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POST-IMPLEMENTATION REPORT

Post-Implementation Reports are to be performed after each project or phase is completed. A “PIR” is a process that utilizes surveys and meetings to determine what happened in the project/phase and identifies actions for improvement going forward. Typical PIR findings include, “What did we do well?” “What did we learn?” “What should we do differently next time?”

Project/Phase	Lesson Learned, Success Story, Idea for Next Time, Etc.
Phase 1	Having a central repository for system documentation would be greatly helpful
Phase 1	Having a project manager and procurement office assigned and available at the beginning the project could have helped to ensure the procurement procedures were all followed.
Phase 2	Having a clear definition of what “good” looks like is critical to project success
Multiple	It was helpful using an Agile or Agile hybrid approach for a reporting system with multiple deadlines throughout the year

KEY CONSTRAINTS AND/OR RISKS

Staff Availability - NDDPI has limited technical staff that work with STARS. We will need to ensure not to over allocate their time.

Reporting deadlines – There are several state and federal reporting deadlines throughout the year that will limit the times when larger NDDPI staff commitment or technology upgrades can be scheduled.

Vendor Agile transformation – Post phase 1 & 2, both vendors have undergone an agile transformation. This could present a risk as it will be a new workflow for the project for all additional phases.