2/20/2020

Mr. Denk,

This school year has been an eye-opening experience for you and I both. In light of what we have discovered about data quality issues within PowerSchool, it is imperative that I receive this training and the networking opportunities that go with it. I will be able to improve the function of PowerSchool and the quality of data we are able to produce when needed.

Terry Morrow is a great resource for us, however, I would like to have a greater understanding of PowerSchool-behind the scenes.   If I have a better understanding of PowerSchool details, I believe he will become a greater asset to myself and SFT.

PowerSchool University (PSU) is hosted in four locations throughout the year. PSU is hosted and led by PowerSchool trained and certified system administrators. This is a wonderful training opportunity, would give me the ability to receive hands on training with 28 instructional hours, access to the curriculum for the entire course catalog, and national/regional resources. Here are some courses that are highly recommended for Technology Directors.

● "PowerSchool SIS: Setting up Standards- Based Grading." This will assist SFT with their new grading system.

● "PowerSchool SIS: End of Year and Start of Year." This will be beneficial to ensure all the proper steps are met at the beginning and end of the school year. This would include Enrollment, PowerSchool Registration, Scheduling, and etc..

● "PowerSchool SIS: Working with Students and Contacts." **Contacts** is a new feature in PowerSchool. This will give me a greater understanding of the new features and provide better district support.

● "Customizations 450: Creating Insertion Points and Plugins." This will open the door for us to implement and manage additional add-ons. Get the most out of PowerSchool- behind the scenes and ensures essential dates and responsibilities are met.

I would like to propose to attend one of the 2020 PSU Conventions.   Below is an estimated cost analysis.

Description	Quantity	Total
Convention Tuition	1	2200.00
Flight	1	$400.00
Rental Car	1	$700.00
Hotel	1	1400.00
Evening Meals	1x6	$300.00
Total		$5000.00

I will submit a report post-conference that will include a summary, major takeaways, tips, and recommendations on how we can better utilize PowerSchool. I would like to secure seats and reservations if this proposal is plausible.   Thank you for considering this request.

Best Regards,

Sean