

# Memo

**To:** Superintendent Jeff Stephens, Weber School District Board of Education  
**From:** Lynn Raymond, Administrative Director of Technology  
**CC:** Robert Petersen, John Alexander  
**Date:** May 19, 2021  
**Re:** Bid and Purchase requests

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It is necessary to upgrade our SIS (Student Information System) program which includes servers, storage and capacity in our District Office data center. The current system has been in place for 30+ years. This system is the central component to all student data and student data security. It is the system that runs and houses day to day grades, attendance, demographics and other student information. Funds for this purchase are from regular operating budgets coupled with CARES funding. The prices are NASPO/State Contract AR3227.

There is a window during the summer where we can move the data over with confidence that we will be ready when teachers come back in August. Therefore there is a timeline we must adhere to, we have been informed that due to the current technology shortage we must get our order in immediately, waiting until June will delay the ability to receive the equipment substantially. Due to this I am requesting immediate board approval for the following acquisition that will be on the consent calendar for June 9, 2021:

On prem - Student Data Servers, Database and storage systems – Not to exceed \$100,000

Thank you for your consideration of this acquisition. District purchasing guidelines will be followed. These items are important to the safe, reliable and secure operation of our SIS. I appreciate your continued support of technology in the district. If I can provide you with further clarification or answers to questions, please contact me at 801-476-7977. Alternatively, you can reach me on my cell phone at 801-540-1014.

Thank you.

Lynn Raymond  
Director of Technology