

Memo

To: Dr. Michael Robey, Superintendent
Dr David Ballard, Assistant Superintendent of Curriculum

From: John Cavallone, Coordinator of Information Services in Technology

Date: February 4, 2013

Re: Annual Microsoft Software Assurance Recommendation

Cc: Board of Education

Recommendation:

I recommend the Annual Microsoft Software Assurance Agreement Which allows the district to stay current with the latest versions of Microsoft Software and in compliance with licensing.

Rationale

Microsoft Software Assurance ensures the district is in compliance with Microsoft software licensing based on Full Time Employee counts instead of software installations per device. This is an annual agreement/cost allowing the district to install on as many district owned computers as needed and upgrade to the latest versions instead of a direct purchase which would result in substantially higher costs. The current \$28,116.00 annual charge for January 1, 2013 thru December 31, 2013 is a substantial savings to buying the software and licensing outright. Microsoft Office, when released approximately every three years at a per device cost would run the district \$140,000 at each release.