



J. Sterling Morton High School District 201

Board of Education Green Sheet

Board Meeting Date: 05/14/2025

Agenda Location: (check one)

- | | | |
|--|---|---|
| <input type="checkbox"/> Staff Travel | <input type="checkbox"/> Student Travel | <input checked="" type="checkbox"/> Contracts |
| <input type="checkbox"/> Bids or Quotes | <input type="checkbox"/> Bid Results | <input type="checkbox"/> Donations/Grants |
| <input type="checkbox"/> Disposal of District Property | <input type="checkbox"/> Other: Click to enter text | |

Submitted by: Christopher Blomquist

A. EDUCATIONAL IMPACT STATEMENT

B. SCHOOL IMPROVEMENT GOAL STATEMENT

To enhance operational efficiency, ensure regulatory compliance, and improve access to critical records, the district will renew its agreement with FileBound. FileBound provides advanced document management and workflow automation, allowing departments to securely scan, store, index, and retrieve records while reducing manual processes and paper storage costs. Continued use of FileBound will support timely decision-making, strengthen internal controls, and align with the district's strategic goals of transparency, data security, and efficient resource management. Although the initial renewal quote was \$94,333.48, the district successfully negotiated a reduced cost, maintaining the same annual price as the 2024-25 school year at \$74,278, ensuring both continuity of service and fiscal responsibility.

C. STATUTE, BOARD POLICY OR RULE STATEMENT

Board Policy 4.60 – Purchases and Contracts

D. FISCAL IMPACT STATEMENT

COST: \$74,278

SOURCE: IT Funded.

E. SUPERINTENDENT'S GOALS (check all that apply)

- ☐ ACCOUNTABILITY
- ☐ ENHANCED LEARNING OPPORTUNITIES
- ☐ ENSURE PARENTS AND THE COMMUNITY ARE ACTIVE PARTNERS IN THE PROCESS
- ☐ PROVIDE SAFE AND WELL-MAINTAINED SCHOOLS TO ENHANCE LEARNING
- ☒ RUN AN EFFICIENT BUSINESS OPERATION

F. IMPLEMENTATION AND ASSESSMENT PLAN

List details of the trip/event including implementation and assessment plan, if chaperones, etc.)

Click here to enter text.

ADMINISTRATION'S RECOMMENDATION

Administration recommends renewing the FileBound agreement to maintain efficient document management, workflow automation, and compliance support at a cost consistent with the prior year, ensuring both operational continuity and fiscal responsibility.