

Memo

To: Dr. Jeff Stephens, Superintendent
Board of Education

From: Nick Harris
Director of Digital Teaching and Learning

cc: John Alexander, Purchasing Agent
Robert Peterson, Business Administrator

Date: March 26, 2021

Re: Remind Approval

As communication technology has advanced toward mobile platforms, it has become necessary to upgrade our existing method of mass communication from our existing in-house method to a more advanced mobile application called "Remind." Remind is a service that will allow safe, trackable two-way mobile communication between teachers and families whether it be on a team, classroom, or school level. This purchased service also allows for district-wide emergency notification. Funds for this purchase will come from Federal relief funds.

I am requesting board approval for the following:

- Remind Base Plan for approximately 32000 student licenses for three years -- not to exceed \$264,000 total (approximately \$88,000 per year)
- Remind premium features: Student information system Sync, LMS integration, advanced search and urgent message -- all included.

Thank you for considering the upgrade to purchase this new application. All District purchasing guidelines will be followed. If I can provide further clarification or other answers to any questions you might have, please contact me at 801-476-7977 or on my cell phone at 801-430-2470.

Sincerely,

Nick Harris
Director of Digital Teaching and Learning