

**ROBSTOWN INDEPENDENT SCHOOL DISTRICT  
AGENDA ACTION SHEET**

Date: September 12, 2022

Subject: **DISCUSS AND CONSIDER APPROVAL OF PURCHASE ORDER(S) EXCEEDING \$50,000 FOR SOFTWARE (SKYWARD)**

Administrator Responsible: Vanessa R. Riggs

Position: Chief Financial Officer

A. Purpose of Agenda Item:

☐

Information Only

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Action Needed

B. Authority for this Action:

☐

Local Policy \_\_\_\_\_

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Law or Rule CH (Local)

C. Strategic Objective, Goal, or Need Addressed:

The objective is to gain approval to renew our annual Skyward software.

D. Summary:

According to CH Local "any single, budgeted purchase of goods and services that costs \$50,000 or more, regardless of whether the goods or services are competitively purchased, shall require Board approval before a transaction may take place."

The annual license fees for Skyward total \$54,188.50. The fees include access to the student and financial database as well as the Skylert module. Attached are the quotes for each module.

E. Alternatives Considered:

F. Comments Received:

G. Administrative Recommendation:

Administration recommends the board of trustees approve purchase orders exceeding \$50,000 for software as requested.

H. Fiscal Impact and Cost: \$54,188.50

I. Monitoring and Reporting Time-Line: Yearly



ROBSTOWN ISD  
ATTN: ACCOUNTS PAYABLE  
801 N. FIRST STREET  
ROBSTOWN, TX 78380-2608

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## Invoice Detail

Invoice # 0000218598  
Invoice Date 09/01/2022  
Due Date 09/16/2022  
Invoice Total 19,964.00

\* Invoice was emailed.

Qty.	Item Description	Unit Price	Extension
2480.00	STUDENT MANAGEMENT CORE (SAAS) - SOFTWARE LICENSE	4.7700	11,829.60
2480.00	SUPPORT FEE - STUDENT MANAGEMENT SUITE	2.0800	5,158.40
2480.00	NEW STUDENT ONLINE ENROLLMENT (SAAS) - SOFTWARE LICENSE	1.0400	2,579.20
2480.00	FOOD SERVICE INTERFACE (SAAS) - SOFTWARE LICENSE	0.1600	396.80

Software Licenses: 09/01/2022 - 08/31/2023

Quantity represents student count unless minimum rate applies.

RECEIVED  
APR 21 2022  
ROBSTOWN ISD BUSINESS OFFICE

Total Extension 19,964.00

### REMIT TO:

SKYWARD ACCOUNTING DEPT  
2601 SKYWARD DRIVE  
STEVENS POINT, WI 54482

Invoice # 0000218598  
Invoice Date 09/01/2022  
Payor ROBSTOWN ISD  
Due Date 09/16/2022 (ROBSTOTX000)

Invoice Amount: 19,964.00  
Remit Amount:

PLEASE RETURN STUB WITH PAYMENT. Questions can be directed to [account@skyward.com](mailto:account@skyward.com)

**Invoice Detail**

ROBSTOWN ISD  
ATTN: ACCOUNTS PAYABLE  
801 N. FIRST STREET  
ROBSTOWN, TX 78380-2608

Invoice # 0000216099  
Invoice Date 09/01/2022  
Due Date 09/15/2022  
Invoice Total 29,895.00

\* Invoice was emailed.

<u>Qty.</u>	<u>Item Description</u>	<u>Unit Price</u>	<u>Extension</u>
1.00	FINANCIAL MANAGEMENT ANNUAL LICENSE FEE	9,517.0000	9,517.00
1.00	PAYROLL ANNUAL LICENSE FEE	3,785.0000	3,785.00
1.00	EMPLOYEE ACCESS ANNUAL LICENSE FEE	3,354.0000	3,354.00
1.00	SUBSTITUTE TRACKING ANNUAL LICENSE FEE	2,461.0000	2,461.00
1.00	FIXED ASSETS ANNUAL LICENSE FEE	2,417.0000	2,417.00
1.00	EMPLOYEE MANAGEMENT ANNUAL LICENSE FEE	2,012.0000	2,012.00
1.00	FAST TRACK ANNUAL LICENSE FEE	1,679.0000	1,679.00
1.00	SCHOOL BASED ACTIVITY ACCOUNTING ANNUAL LICENSE FEE	1,449.0000	1,449.00
1.00	PEIMS FINANCE ANNUAL LICENSE FEE	1,208.0000	1,208.00
1.00	SALARY NEGOTIATIONS ANNUAL LICENSE FEE	1,208.0000	1,208.00
1.00	PAYROLL IMPORT/EXPORT INTERFACE ANNUAL LICENSE FEE	805.0000	805.00

Annual License Fees: 09/1/2022 - 08/31/2023

Total Extension 29,895.00

**REMIT TO:**

SKYWARD ACCOUNTING DEPT  
2601 SKYWARD DRIVE  
STEVENS POINT, WI 54482

Invoice # 0000216099  
Invoice Date 09/01/2022  
Payor ROBSTOWN ISD  
Due Date 09/15/2022 (ROBSTOTX000)

Invoice Amount: 29,895.00  
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ROBSTOWN ISD  
ATTN: ACCOUNTS PAYABLE  
801 N. FIRST STREET  
ROBSTOWN, TX 78380-2608

**Invoice Detail**

Invoice #	0000220206
Invoice Date	08/09/2022
Due Date	08/27/2022
Invoice Total	4,329.50

\* Invoice was emailed.

<u>Qty.</u>	<u>Item Description</u>	<u>Unit Price</u>	<u>Extension</u>
1.00	SKYLERT FULL UNLIMITED RENEWAL - 12 MONTH LICENSE 2,474 Students	4,329.5000	4,329.50

Skylert License for the period 9/1/2022 - 8/31/2023

Skylert student counts are provided by our third party vendor (Intrado). The count represents the number of unique Student ID's a district has present in their system.

When your district sends a call out, that's how many sets of student contact data is called.

If those numbers look incorrect, Intrado will work with your district to correct your data.

Their support contact information is: (800) 920-3897, or support@intrado.com

Total Extension 4,329.50

**REMIT TO:**

SKYWARD ACCOUNTING DEPT  
2601 SKYWARD DRIVE  
STEVENS POINT, WI 54482

Invoice #	0000220206
Invoice Date	08/09/2022
Payer	ROBSTOWN ISD
Due Date	08/27/2022

(ROBSTOTX000)

Invoice Amount: 4,329.50  
Remit Amount:

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