



Executive Summary Finance Committee Meeting

DATE: September 22, 2022

TOPIC: Renewal of Zoom Video Communications Inc. Subscription for the 2022-2023 School Year

PREPARED BY: Jordan Stephen

Recommended for:

- ☒ Action
- ☒ Discussion
- ☒ Information

Purpose/Background:

Zoom is the digital platform that Lincolnwood School District 74 has used for staff members to host video conferences between students, families, colleagues, and administrators. Zoom's features for video conferencing have become widely used and include tools for building engagement, enhancing communication, and sharing links and information as well as recording conferences or presentations when needed.

Though schools are moving beyond a time where this type of tool is a necessity for the district to operate, we have found a certain amount of value in its inclusion. During an Administrative discussion, it was agreed that we might need to utilize this service for events such as Parent/Teacher conferences. Our team is currently testing using the Zoom "basic" accounts. If this works as anticipated, this product and contract would be reduced in capacity and only be accessible to a much smaller portion of the staff that would benefit from virtual meetings with parents and outside groups. By moving this through the Finance Committee it places the District in a much better position to immediately renew the Zoom subscription if needed.

District Legal Counsel has reviewed the terms and conditions and Master Service Agreement and found there were a few items that we would like to have modified. After working on this for a number of weeks, both parties agreed on the modified Master Services Agreement. As Zoom does not primarily provide services to K-12 school districts, SOPPA does not apply in this case.

Fiscal Impact:

\$7,500 The quote is identical to the previous school year in which Lincolnwood School District 74 paid Zoom Video Communications Inc. \$7,500 in 2021-2022.

Recommendation:

It is the Administrative recommendation that the Finance Committee concurs to recommend to the Board of Education to approve the renewal Quote for Zoom Video Communications Inc. in the amount of \$7,500 for the 2022-2023 school year.