



## Executive Summary Finance Committee Meeting

DATE: April 21, 2022

TOPIC: Frontline Absence and Substitute Management Software 3-Year Renewal (2022-2025)

PREPARED BY: Courtney Whited

### Recommended for:

- Action
- Discussion
- Information

### Purpose/Background:

Expenditures over \$10,000 require Board of Education approval. The District uses Frontline's Absence & Substitution Management system to record and manage staff absences and request substitutes. These services are available 24 hours a day, seven days a week online to assist employees in reporting absences and to assist substitute teachers in viewing available jobs at SD74. This renewal is under the Master Service Agreement legal counsel reviewed and approved in prior years. District Legal Counsel also noted that SOPPA does not factor into consideration because no student data or usage is involved.

### Fiscal Impact:

**2022-23 Year 1: \$4,084.15 (3.0% increase over prior year)**

2023-24 Year 2: \$4,247.51 (4.0% increase over prior year)

2024-25 Year 3: \$4,438.66 (4.5% increase over prior year)

**\$12,770.32 is the 3-Year Total**

The District paid \$3,965.19 to Frontline in 2021-22

### Recommendation:

The Finance Committee concurs with the Administration to recommend to the Board of Education to approve this purchase from Frontline for Absence and Substitute Management in the 3-year amount of \$12,770.32 providing service from July 2022 - June 2025.