

**ROBSTOWN INDEPENDENT SCHOOL DISTRICT
AGENDA ACTION SHEET**

Date: September 13, 2021

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

Administrator Responsible: Vanessa R. Riggs

Position: Chief Financial Officer

A. Purpose of Agenda Item:

Information Only Action Needed

B. Authority for this Action:

Local Policy _____ Law or Rule CH (Local)

C. Strategic Objective, Goal, or Need Addressed:

The objective is to gain approval to renew our annual Skyward and Edgenuity (credit recovery) 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 \$54,090.80. The fees include access to the student and financial database as well as the Skylert module.

The district typically pays approximately \$43,450.00 each year for our Edgenuity (credit recovery) software. This year the district wishes to add additional licenses and it's possible the amount exceeds \$50,000. We are in the process of getting an updated quote but we would need authority to issue the purchase order as soon as possible.

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:

I. Monitoring and Reporting Time-Line: Yearly