To: Dr. Ushma Shah, Superintendent of Schools

From: Dr. Sheila Johnson, Assistant Superintendent of Finance and Operations

Re: **Electronic Timekeeping System**

Date: December 12, 2023

We are seeking approval to implement an electronic timekeeping system by Tyler Technologies. We currently use School ERP Pro as our financial system. School ERP Pro is one of the systems that Tyler Tech offers. Integrating the time and attendance system with School ERP Pro eliminates dual entry between timekeeping and payroll. Streamlining the payroll process will reduce the volume of paper timesheets, automate timekeeping, reduce payroll errors, and improve efficiency.

The estimated total cost of implementing the electronic timekeeping system is $92,246. The district will pay for the project with ESSER III funds.