

The Application Requirements Matrix should be filled out in the following manner:

The first column should be filled out with either a: Y or N

1. **Yes** (Meaning the functionality currently is included in the latest generally available release of the product)
2. **No** (Meaning the functionality is not in the current release of the product, the functionality cannot be achieved through custom work, the functionality cannot be achieved through a third party system, and the functionality is not on the future roadmap of the product)
3. **Future** (Meaning the functionality is currently slated for a future release of the product. The date when the district will receive this functionality must be included)
4. **Custom** (Meaning the functionality can be custom built by the vendor at an additional cost. The cost must be included on the matrix and cost analysis)
5. **Variation** (Meaning the functionality can be achieved by the district customizing the system using tools provided at no cost to the district)
6. **3rd Party** (Meaning the functionality can be achieved by a third party system; the 3rd party system must be listed in the comments section)

The second column (Included In Cost Proposal):

1. **Y - Yes** (Meaning that the functionality is included in the cost proposal). If the corresponding requirement was answered with Custom and this second column is marked with a Yes, then the custom work needs to be included in the cost proposal.
2. **N - No** (Meaning the item is not included in the cost proposal). For example, the vendor may have modules available that are not being proposed for this RFP. Therefore, a Yes could have been marked in the System Functionality column but a No in the Cost column.

Item	General Requirements	Included in System Functionality	Included In Cost Proposal	Vendor Comments
	General - the proposed system:			
1	is 100% web-based allowing the entire system to be accessed via any standard web browser. List the browsers supported.			
2	is fully accessible via PC and Mac.			
3	is one fully integrated system utilizing a single database for all transactions.			
4	lets authorized users change data in the system from one login and one district view without having to log in at separate school levels / school views to change data, such as valid values for a specific field.			
5	lets authorized users view "all years" of district data with one view and one login, without needing to log into a specific year.			
6	lets authorized users run reports and queries across multiple years of data and across schools.			
7	permits data entered throughout the system to always be available in real time without additional processes needing to be run. For example, attendance and grades entered in the grade book are available in real time for admin users to view/edit without needing to run a process for the data to be pulled/updated from the grade book or other part of the system. Detail all exceptions in the comments column.			
8	is available via district wide area network			
9	is available via Internet connections			
10	is available via Microsoft Windows workstations			
11	is available via Apple MAC workstations			
12	is available via app			
13	is deployed using a district-wide approach so all data across the district is stored in a single, normalized database with real time updates for all online transactions.			
14	utilizes pop-up calendars for date selections.			

15	supports wizards or workflow-based processing. Give examples.			
16	provides on screen indications of students with alerts or other notations on file.			
17	lets authorized users add an end date to an alert so it removes it from other users viewing it but maintains it as part of the student's historical alerts page.			
18	permits withdrawn student records to be available for electronic record transfer to other schools or district systems using the same SIS, <u>without</u> needing to do an export/import process.			
19	maintains an unlimited number of school years of history for all student activity.			
20	displays digitized pictures of students which can be uploaded for all students and individually.			
21	displays digitized pictures of parents, guardians and staff.			
22	maintains all previous data; data is not overwritten. For example, when changing an address, the previous number is "end-dated" and the new phone number added so that a history all of all changes is preserved.			
23	includes a spell checker for free-text fields.			
24	uses Google authentication to authenticate			
25	generates a random password for parents that may be used for a single login by users prior to their setting their own password.			
26	Uses two factor authentication, alerting and requiring a verification code when logging into the system on an unrecognized device.			
27	allows a user to be assigned to multiple user groups and roles when appropriate.			
28	has the ability to automatically sign off dormant users from the system after a user defined time period.			
29	allows teachers to access only their student data information from the classroom.			
30	meets all applicable federal, state, and local mandates.			
31	has built-in spellcheck abilities.			

32	accommodates copy and paste functionality.			
33	provides teachers with access to student records for only the students enrolled in their classes.			
34	allows district to give teachers access to all students in teacher's building			
35	restricts school site users from changing district-defined tables, unless they have been given security rights to do so.			
36	provides the ability to update user security available on-line.			
37	provides an access control log for the system manager.			
38	provides the ability to allow district control of district identified tables.			
39	provides the ability to allow user defined fields at school sites that may or may not exist at the District level.			
40	displays a warning message before an automatic log off due to inactivity.			
41	enforces strong passwords in parent/student portal.			
42	provides the ability to track user logins in SIS, teacher gradebook, parent/student portal.			
43	integration with Clever. Please describe.			
44	Provide means to convert data from current software into new system.			
	Searching - the proposed system:			
45	supports searching for students, staff, and parents at the school level and district wide, based upon permissions.			
46	supports searching for students, staff, and parents based on first name, last name, or a combination of both.			
47	supports searching for a student by their current name or any name used in the past.			
48	supports searching for a parent, guardian, staff, or any other person maintained in the system by their current name or any name used in the past.			

49	supports searching for a student by their student number, grade level, birthdate, state id, team, or any saved filter/query. Detail all exceptions in the comments column.			
50	supports searching for one or more students designated as special education based upon user defined criteria, including Status (i.e. Receiving Services), Setting (i.e. Residential Facility), and Disability (i.e. Autism).			
51	supports searching food service accounts.			
52	utilizes elasticsearch for google-like search capabilities to simplify product navigation and help users find data.			
53	recommends tools that may be helpful as words are typed into the search field, based upon others who have also searched for that same key word or phrase.			
54	adheres to security during the search process and users will only be able to access pages in their search results for which they have been granted permission through user security rights.			
	Customization - the proposed system:			
55	provides the ability for an authorized end user to create custom screens (pages).			
56	provides the ability for an authorized user to create new data fields, including designating each field as a numeric, date, money, email, phone, drop list, checkbox, and text field. Detail all exceptions in the comments column.			
57	provides for all custom pages and fields to remain unchanged even after a system update.			
58	permits custom fields to be included on both existing screens and user defined (custom) screens.			
59	lets a user sequence custom fields on the screen.			
60	lets a user designate a custom field as required and the system then validates the end user has entered a value before allowing them to leave the page.			
61	lets a user enter a lists of valid values for a custom field which then displays as a pop-up selection during data entry.			
62	allows customs fields to be available for reporting purposes.			

63	provides the option for custom screens and/or fields to be displayed on the parent/student portal.			
64	has no limit as to the number of custom fields that can be added. Detail any exceptions in the comments column.			
	Calendar - the proposed system:			
65	supports an unlimited number of calendars/tracks per school.			
66	supports unique calendars for each school.			
67	supports unique calendars for each track within a school. For example, within "School A," there can be a unique calendar for "Traditional School Year" as well as "Summer School Calendar," each with their own, unique start and end dates.			
68	supports an unlimited number of different schedule structures per calendar. For example, within the "Traditional School Year" calendar, there can be a "kindergarten" schedule and a "1-3 Grade" schedule, each with unique start and end times.			
69	supports non traditional calendars within a school. For example, a calendar within a building where a specific date is a meeting date for KG but not for grades 1 through 5.			
70	supports the ability to include Saturday and Sunday in calendar definitions.			
71	supports the ability to designate special days (snow days for example) for each calendar.			
72	supports year-round calendars.			
73	supports user-defined calendar day codes, such as instructional day and non-instructional day.			
74	maintains all prior year calendars indefinitely.			
73	supports the minutes of instruction to vary by calendar where each day can have a different start and end time.			
	End of Year/New Year Processing - the proposed system:			

75	supports ending enrollments for students individually and en masse.			
76	lets an End Date be mass assigned.			
77	lets an End Status be mass assigned.			
78	lets a Diploma Date be mass assigned.			
79	lets a Diploma Type be mass assigned			
80	supports new year rollover to be completed for only one school.			
81	supports new year rollover to be completed for the entire district at one time, without needed to go school by school.			
82	supports the enrollment record(s) for the new school year to be automatically created and all student data automatically visible to the new school.			
83	supports the automatic promotion of students to the next grade level, including the auto creation of the new enrollment record.			
84	supports the automatic promotion of students to the next school, including the auto creation of the new enrollment record.			
85	supports excluding a student or students from being automatically promoted to the next school or grade level.			
86	supports the automatic rolling forward of calendars, term schedules, period schedules, grade levels, courses, teacher assignments, room assignments, grading credits, scheduling rules, attendance codes, and scheduling teams. Detail all exceptions in the comments column.			
87	allows designated staff to move forward with full system tools while other staff responsible for end of year tasks can continue operation in the former year without interference or signing on to a specially created archive/back-up of the data.			
	Mobile Device Access - the proposed system:			
88	Support access to iOS and Android via a native application.			
89	enforces system user rights when using a wireless device.			
90	does not store any data on the wireless device.			

91	does not require any syncing when using a wireless device.			
92	Supports taking attendance from the wireless device through a native app.			
93	Supports taking a discipline referral from the wireless device through a native app.			
94	Supports the viewing of student information from the wireless device, including student picture, contact information, schedule, behavior history, grades, and transportation information through a native app. Detail all exceptions in the comments column.			
	Document Management - the proposed system:			
95	provides the ability to upload signed parent and student forms such as permission slips, court papers, and health forms.			
96	provides the ability to upload blank forms commonly used in the district/school for easy retrieval, such as attendance and discipline policy forms.			
97	provides the ability for custom forms which can be made interactive.			
98	allows the custom form to pre-populate with the student and school information.			
99	allows the custom form to be saved directly into the student's record.			
100	allows the custom form to be modified and updated.			
101	allows the custom form to be printed.			
102	allows required forms for parents or students based on a field or other data point in the system			
	Messaging and Notices - the proposed system:			
103	supports the ability to send messages to the entire school staff or sub-group via an integrated messaging system, without needing to use an external email system.			
104	supports the ability to send messages to all students or sub-group via an integrated messaging system, without needing to use an external email system.			

105	supports the ability to send messages to all parents/guardians or sub-group via an integrated messaging system, without needing to use an external email system.			
106	supports the ability to click an email address from the system which links to your local email system so you can easily send an email to a parent, student, or emergency contact.			
107	supports the ability to send messages to the entire school staff and or sub-group via an integrated voice dialer, without needing to use a third-party system.			
108	supports the ability to send messages to all students or sub-group via an integrated voice dialer, without needing to use a third-party system.			
109	supports the ability to send messages to all parents/guardians or sub-group via an integrated voice dialer, without needing to use a third-party system.			
110	supports the ability to send messages to the entire school staff and or sub-group via an integrated text messaging system, without needing to use a third-party system.			
111	supports the ability to send messages to all students or sub-group via an integrated text messaging system, without needing to use a third-party system.			
112	supports the ability to send messages to all parents/guardians and or sub-group via an integrated text messaging system, without needing to use a third-party system.			
113	supports the posting of district wide notices to the home page of the system for staff, parents and students to view, including adding images and hyperlinks.			
114	The system supports the posting of school specific notices for only those users who have access to the school, including adding images and hyperlinks.			
	Surveys - the proposed system:			
115	includes an integrated survey designer, in which the survey is designed directly within the SIS and not a third-party tool.			

116	allows the survey to be completed online by any designated teacher, staff member, student, parent, or combination of any of these, without needing to access a third-party site to complete the survey; only the "designated audience" will receive the survey link to complete the survey online.			
117	allows surveys to be recorded anonymously.			
118	allows questions to be recorded using radio buttons.			
119	allows questions to be recorded using checkboxes.			
120	allows questions to be recorded using text fields.			
121	allows questions can be marked as required.			
122	allows the survey creator to define if multiple responses from the same user is permitted.			
123	allows the survey creator to define a start date/start time and end date/end time.			
124	can send initial messages to the designated audience that a survey needs to be completed.			
125	can send reminder messages to those users that have not yet completed the survey.			
126	allows survey results to be analyzed in multiple formats.			
	District and School Management - the proposed system:			
127	supports the setup of standard district information including name, state number, district contact, phone, fax, email, complete address, and county. Detail all exceptions in the comments column.			
128	The system supports the setup of standard school information including name, state number, phone, email, title 1 indicator, URL, principal information, and address. Detail all exceptions in the comments column.			
129	supports schools to be excluded from state reporting.			
130	maintains all grade levels supported for each school.			
131	maintains default promotion (i.e. Grade 2 promotes to Grade 3) detail for each grade level offered.			
132	maintains room information for each school including maximum capacity.			

133	maintains default promotion (i.e. Grade 2 promotes to Grade 3) detail for each grade level offered using the student's current primary address to change buildings while adhering to the districts matriculation pattern.			
	Scalability - the proposed system:			
134	supports an unlimited number of students.			
135	supports an unlimited number of schools.			
136	supports an unlimited number of simultaneous users on the system.			
137	supports an unlimited number of registered users.			
138	supports unlimited number of saved historical database sets (years).			
139	supports a student population larger than 10,000 - the SIS vendor has current customer, who is fully implemented, using the current version of the specific system being proposed in this RFP, with a student count of at least 10,000.			
140	supports a student population larger than 20,000 - the SIS vendor has current customer, who is fully implemented, using the current version of the specific system being proposed in this RFP, with a student count of at least 20,000.			
141	supports a student population larger than 50,000 - the SIS vendor has current customer, who is fully implemented, using the current version of the specific system being proposed in this RFP, with a student count of at least 50,000.			
142	supports a student population larger than 75,000 - the SIS vendor has current customer, who is fully implemented, using the current version of the specific system being proposed in this RFP, with a student count of at least 75,000.			

143	supports a student population larger than 100,000 - the SIS vendor has current customer, who is fully implemented, using the current version of the specific system being proposed in this RFP, with a student count of at least 100,000.			
144	supports a student population larger than 200,000 - the SIS vendor has current customer, who is fully implemented, using the current version of the specific system being proposed in this RFP, with a student count of at least 200,000.			
145	supports a student population larger than 300,000 - the SIS vendor has current customer, who is fully implemented, using the current version of the specific system being proposed in this RFP, with a student count of at least 300,000.			
	State Reporting			
146	supports and maintains all state reporting fields and provides data extracts for all files and cycles as required by the Missouri Department of Elementary and Secondary Education (DESE)			
147	Meet Missouri Department of Elementary and Secondary Education (DESE) requirements as they occur-MOSIS and Core Data			

Item	Household Management	Included in System Functionality	Included In Cost Proposal	Vendor Comments
	Household Management - the proposed system:			
1	utilizes a family household structure in which there is one family record maintained in the database across the entire district.			
2	requires only that parents and guardians are entered into the system once and are stored in the database only once, even if there are multiple students in the district tied to that parent or guardian.			
3	provides an "at a glance" look at all the household relationships for a student across the district.			
4	requires other people such as doctors, case managers, and emergency contacts are entered into the system only once and are stored in the database only once, even if there are multiple students in the district tied to that contact.			
5	assigns a unique user name and password to each parent and guardian to access their child's information through the online portal; there is no sharing of id's or passwords.			
6	maintains a history of all name changes so that duplicate records for the same person are eliminated. This includes parents, students, staff, emergency contacts, and any other people stored in the system.			
7	requires that when changes, such as a phone number change, need to be made to any person associated to a student's record (such as a parent, guardian, doctor, or emergency contact) the change only needs to be made on that individual's contact page (not on the student's page) and reflected across the district for all students who are associated with that person.			
8	forces the user to first search to see if a student, parent, guardian, doctor, emergency contact, or any other person has been entered into the database before creating a new record, eliminating duplicate records.			

9	easily accommodates split families, where a student lives with two parents residing at different locations.			
10	allows the student to have a different last name than one or both parents.			
11	can maintain non school age children information in the database without affecting enrollment.			
	Addresses - the proposed system:			
12	maintains the address information for all families.			
13	allows a family to have more than one active address.			
14	supports designating an address as primary.			
15	supports post office and rural route addresses.			
16	provides a list of valid addresses the end user can select from when entering an address for a family, eliminating data entry and increasing data accuracy.			
17	maintains the start date and end dates of each address for the family so a historical record is kept in this system.			
18	supports an address to be marked as Private.			
19	provides for addresses to be searched by house number, PO box, street name, street tag, apartment number, city, phone number, and a combination of any of the above criteria. Detail any exceptions in the comments column.			
20	provides for each address to be associated to specific schools within the district so the system can automatically create an enrollment record for the student based upon address/school assignment information.			
21	validates that the school the student is enrolling is associated to their home address and provides a warning if outside the boundary.			
22	maintains a history of all families living at any one address.			
23	tracks geocodes (latitude and longitude)			
	Household Updating - the proposed system:			
24	allows parents and guardians to request phone numbers, addresses, family members and emergency contact updates directly from the online portal.			

25	has an integrated workflow process where changes requested by parents and guardians through the online portal are electronically sent to the designated approver(s) homepage in real time.			
26	provides an interactive approval/deny page for the designated approver(s) to complete the request.			
27	immediately notifies the parent or guardian of the status of their update request in real time.			
	Household Management Reports - the proposed system:			
28	provides an Address Change Report listing all students who have an address change recorded during a specified date range.			
29	provides a Census by Address Report listing the latest student addresses recorded, grouped by address or student name.			
30	provides a Birthday Report displaying student birthdays by date, date range, or month.			
31	provides a Census by School Boundary Report listing the students living in the school boundaries grouped by address or student name.			
32	provides a Census Verification Report that can be printed per student so information can be validated by parents/guardians.			
33	provides a Federal Impact Aid Report displaying people employed at a federal institution who have at least one child who is a student enrolled in a school.			
34	provides the ability to print mailing labels that can also be limited to one per household.			

Item	Demographics	Included in System Functionality	Included In Cost Proposal	Vendor Comments
	Student Demographics - the proposed system:			
1	tracks all student demographic data in separate data fields, including, first name, last name, middle name, nickname, gender, race/ethnicity, birthdate, student ID number, email, phone number, birth country, and birth state. Detail all exceptions in the comments column.			
2	provides a single student demographics page that displays the contact information for the student, including parent/guardian data, doctors, emergency contacts and secondary households. Detail all exceptions in the comments column.			
3	captures indicators for special programs or language data, including English proficiency level, home language, homeless status, immigrant, gifted and talented, migrant data, and any other indicator defined by the school and/or district. Detail all exceptions in the comments column.			
4	provides the ability to automatically assign a random student ID Number.			
5	allows all student data, including enrollment history, schedule, attendance, programs, grades, transcripts, credit summary, assessments, behavior, transcript, fees, lockers, and athletic eligibility to be viewed by searching for the student only one time and not having to search for the student again for each data area of the application.			
6	displays a complete history of the student's enrollment in chronological order regardless of schools attended within the district.			
7	displays the start date/end date, start status/end status for each enrollment record.			
8	allows the student's schedule to be viewed, including any drop/add dates.			
9	allows the student's schedule to be printed, sent via e-mail, and posted to the online portal.			

10	allows the student's attendance history to be viewed, indicating total absences and tardies for the school year.			
11	displays the student's progress over the entire school year, including any interim, progress, and final grades all on one screen.			
12	allows authorized users view only access to the teacher's grade book in real time, to view assignments and grades earned by the student.			
13	displays multiple years of transcript data, including the courses the student completed and the corresponding grade/mark.			
14	displays all student assessment scores ever taken by the student (district, state, and national) and corresponding results all on one screen.			
15	displays the behavior summary for each student including each incident, the date of the incident, other participants involved, and any resolutions.			
16	displays behavior records across schools and school years so a student's behavior can be tracked over multiple years.			
17	tracks student transportation data for students who take the bus to school, including bus numbers, bus pickup times, and miles transported.			
18	generates bus ID's for students which can include bus number and the student's picture.			
19	tracks student transportation data for students who drive to school, car make/model, car color, license plate number, and parking permit number.			
20	allows supporting documentation specific to transportation, such as signed bus permission slips and student proof of car insurance to be uploaded to the student's transportation screen.			
21	captures foster care placement, including the start dates and end dates.			
22	tracks every foster care placement on one screen, allowing a historical record of all foster placements for student.			

23	allows foster care documentation to be uploaded to the student's foster care screen.			
	Staff Tracking - the proposed system:			
24	maintains detailed tracking of all types of staff members, including but not limited to teachers, administrative staff, volunteer staff, maintenance staff and other staff member types.			
25	tracks all staff demographic data in separate data fields, including, first name, last name, middle name, nickname, gender, race/ethnicity, birthdate, staff ID number, email, phone number, birth country, and birth state. Detail all exceptions in the comments column.			
26	tracks HR information including but not limited to the full time status, hire date, education level, position, exit date, years of experience, and credential information.			
27	tracks multiple school assignments for a single staff member including the assignment dates, assignment percentages and types of assignments at each school without creating the staff record more than once.			
28	tracks credentials for each staff member including credential type, authorized teaching area, expiration date, date issued, and document number.			
	Staff Data Update - the proposed system:			
29	allows staff to request name, phone number, address, and credential updates directly from within the SIS.			
30	has an integrated workflow process where changes requested by staff through the SIS are electronically sent to the designated approver(s) homepage in real time.			
31	provides an interactive approval/deny page for the designated approver(s) to complete the request.			
32	immediately notifies the staff member of the status of their update request.			

Item	Enrollment	Included in System Functionality	Included In Cost Proposal	Vendor Comments
	Enrollment - the proposed system:			
1	provides a complete view of a student's enrollment history on one page. This includes schools attended outside the current district.			
2	permits the student to be enrolled in multiple schools simultaneously, such as in the case of concurrent enrollments.			
3	allows a primary enrollment to be designated for funding purposes.			
4	allows for pre-enrollment into the next school year.			
5	allows the district to define which enrollment fields are mandatory. Users must enter data in those fields before they are allowed to leave the page. Required fields are color coded for easy recognition by end users.			
6	accommodates transfers, withdrawals, and new enrollments.			
7	captures all data pertaining to student enrollment, including grade level, start date, end date, start status, end status, comments, and state reporting fields. Detail all exceptions in the comments column.			
8	captures all data pertaining to graduating students, including projected graduation date, cohort, diploma date, and post graduation plans.			
9	automatically calculates the graduation cohort year based on the first 9th grade entry in enrollment while also providing a record of changes made manually to that cohort.			
	Online Registration - the proposed system:			
10	supports parents/guardians registering their children through a secured online portal.			
11	offers an online registration system that is integrated directly into the online parent portal and does not re-direct parents to a different site or third-party product.			

12	allows districts to customize the online registration process to adhere to district policy.			
13	includes an integrated workflow process in which online registration data submitted by parents is immediately available in real time to authorized admin users to review, without the need to run a process or download any data.			
14	contains a built-in process flow so the office staff can verify the registration information entered by the parents/guardians before saving to the database.			
15	allows the district to choose what data will need to be populated for online registration.			
16	allows parents/guardians to upload supporting documentation, such a birth certificates and immunization records, directly through the online registration process.			
17	supports the online registration forms to be in any number of languages so the parents can complete the process in their home language.			
18	only requires one online registration packet per family.			
19	includes capturing an electronic signature from the parent/guardian.			
20	allows the online registration forms to include hyperlinks to supporting material.			
21	automatically rolls over from family and student data from year to year so returning families simply need to verify and update data and do not need to reenter data each year.			
22	allows for some children's records within a family to be maintained by both parents while others may be updated by only one of the parents based upon security.			
	Records Transfer - the proposed system:			
23	can transfer student data in real time to other districts who are using the same SIS regardless of geographical location using an integrated workflow system and not an import/export function.			

24	can transfer student transcript data in real time to other districts who are using the same SIS regardless of geographical location using the integrated workflow system.			
25	can transfer student demographic data in real time to other districts who are using the same SIS regardless of geographical location using the integrated workflow system.			
26	can transfer student census data in real time to other districts who are using the same SIS regardless of geographical location using the integrated workflow system.			
27	can transfer student enrollment data in real time to other districts who are using the same SIS regardless of geographical location using the integrated workflow system.			
28	can transfer student assessment data in real time to other districts who are using the same SIS regardless of geographical location using the integrated workflow system.			
29	can transfer student immunization data in real time to other districts who are using the same SIS regardless of geographical location using the integrated workflow system.			
30	can transfer student attendance data in real time to other districts who are using the same SIS regardless of geographical location using the integrated workflow system.			
31	can transfer student behavior data in real time to other districts who are using the same SIS regardless of geographical location using the integrated workflow system.			
32	can transfer student report card data in real time to other districts who are using the same SIS regardless of geographical location using the integrated workflow system.			
33	can transfer student special ed data in real time to other districts who are using the same SIS regardless of geographical location using the integrated workflow system.			
34	contains a feature to locate the district the student previously was enrolled.			
	Enrollment Reports - the proposed system:			

35	provides an Enrollment Loss Report listing those students who are currently enrolled in the selected school and do not have a primary enrollment in the same school for next year.			
36	provides an Enrollment Overlap Report displaying enrollments information for students who have overlapped enrollments which can be filtered and generated based upon criteria, including grade level, school, school year, enrollment date, and date range.			
37	provides a Student Enrollment Status Report listing the students' enrollment start/end status and mailing address which can be filtered and generated based upon criteria, including grade level, school, school year, enrollment date, and date range.			
38	provides an Enrollment Summary Report listing a district-wide breakdown of enrollments summary grouped by school, grade, gender and race.			

Item	Attendance	Included in System Functionality	Included In Cost Proposal	Vendor Comments
	Office Attendance - the proposed system:			
1	provides school site office staff one screen which shows in real time the teachers that have taken attendance and which teachers have not taken attendance, without needing to run a report.			
2	allows attendance to be taken in the school office for a group of students by day, by period, for multiple dates, and by time in/time out. Time in/Time out can be entered for each period.			
3	allows staff to drill down into a specific student's attendance record to make modifications, such as adding a reason code.			
4	maintains an audit trail of all changes made to the student's attendance record, including date/time stamp, user name, and the change made to the record.			
5	displays the student's complete attendance record, including the current status, the name of the user who made the change, and any notes placed on the attendance record.			
6	displays attendance recorded in the classroom for office and district staff to access in real time; no process needs to be run to have the updated status.			
7	displays attendance recorded in the classroom for parents, guardians, and students to access in real time via computer, mobile device, or i-pad; no process needs to be run to have the updated status.			
8	maintains historical attendance records year over year. For example, if a 12th grader had been in the district their entire academic life, an authorized user can view that students 2nd grade attendance records within the system.			
9	provides student attendance views broken down by day, by period, by term, and by course/section.			
10	allows supporting documentation, such as absence notes, to be uploaded directly to the student's attendance screen.			

11	provides the option to allow substitutes to take attendance online.			
12	allows the substitutes to have limited user rights to student data.			
13	automatically removes all attendance from a student record when an end enrollment record is created. For example, the student last marked present at school on 11/1. On 11/15 the parent officially withdraws the student with an effective date of 11/2. All attendance after 11/2 will automatically be cleared when the withdraw record is added to enrollment. No one needs to log on to attendance and manually clear the information.			
14	automatically updates attendance records based on the school calendar. For example, if a user enters three days of suspension for a student with a start date of Friday, the system enters the end date as Tuesday not Sunday.			
15	allows for auto withdraw of students that have missed 15 consecutive days of attendance with the ability to exclude specific attendance codes			
	Attendance Notifications - the proposed system:			
15	includes an attendance letter designer that allows multiple templates to be customized and printed in batch and sent out by postal mail when defined triggers are reached.			
16	provides the options to customize the letters to include bolding, italicizing and underlining text, changing font size, style and color, inserting pictures, tables, and hyperlinks.			
17	allows the user to insert any data field stored in the database directly into the letter.			
18	allows the user to insert any custom field directly into the letter.			
19	allows the user to insert a sub-report directly into the letter, such as the student's attendance history.			

20	allows the letter to be generated for each student that meets a defined trigger total on the effective date by summing the selected status/excuse counts. Example: Absent Unexcused have a weight of 1.0, tardies have a weight of .65, and the letter has a trigger/threshold of 5. If a student receives 4 Unexcused Absences and 2 tardies ($4*1.0+2*.34 = 5.3$), a letter will be generated on the day that they exceed a total of 5			
21	allows emails to be sent to parents, guardians, and students based upon attendance triggers.			
22	allows parents, guardians, and students to receive real-time push notifications sent to their mobile device for any attendance updates.			
23	offers an integrated messenger system, which is not a third-party interface, to send attendance messages as a voice message to parents, guardians, and students.			
24	offers an integrated messenger system, which is not a third-party interface, to send attendance messages as a text message to parents, guardians, and students.			
25	allows messages sent through the integrated messenger to be sent in multiple languages.			
26	allows messages sent through the integrated messenger to be scheduled for delivery.			
27	includes mail merge functionality so messages sent through the integrated messenger can be personalized for each recipient.			
	Attendance Reports - the proposed system:			
28	provides an Average Daily Attendance (ADA) & Average Daily Membership (ADM) Detail Report which calculates ADM & ADA based off either whole day & Half Day attendance defined in the calendar, or using an exact minute calculation. It summarizes the data by student, grade and calendar.			

29	provides an Attendance Reason Report which counts the attendance period and attendance days grouped by attendance reason.			
30	provides a Consecutive Absent Report listing students having a user defined number of consecutive school days absent.			
31	provides an Attendance Day Count Report which calculates whole day & half day attendance based off the number of minutes defined in the calendar, and sums and filters the totals based on the report parameters selected.			
32	provides an Attendance Funding Report which displays district-level summaries of membership and attendance for funding, excluding students with a state exclude flag on their record.			
33	provides a Home and Hospital Attendance Report displaying Weekly or Monthly Attendance Registers for manual documentation of attendance for students in Home and Hospital instructional settings.			
34	provides an Attendance Period Count Report displaying attendance marks that meet user defined criteria by period.			
35	provides a Period Detail Batch Report listing student attendance period detail.			
36	provides an Attendance Register Report calculating whole day & half day attendance based off the number of minutes defined in the grade and calendar, and displays the result for each day, for each student for a grade level along with a summary of ADA and ADM during that time frame.			
37	provides a Substitute Attendance Roster Report for substitutes to record classroom attendance on paper.			
38	provides an Attendance Not Submitted Report listing all teachers who have not taken attendance.			
39	provides a School Attendance Report displaying daily attendance status for the school.			
40	provides an Attendance Caller Report listing all students who are absent or tardy with Parent/Guardian contact information.			

Item	Grade Reporting	Included in System Functionality	Included In Cost Proposal	Vendor Comments
	Grading - the proposed system:			
1	allows any number of grading types (such as progress grade, academic grade, effort grade) to be defined.			
2	supports any number of grading scales, including alpha (A-F), numeric (1-4) and any other scales, such as pass/fail.			
3	supports rubric scoring for standards-based grading.			
4	supports standard-aligned grading where grades can be given on the progress report and report card at the individual standard level.			
5	allows multiple criteria to be assigned to each grading value, including minimum percent, gpa value, unweighted gpa value, bonus points, and passing score.			
6	enforces a grading window in which teachers can publish/post grades.			
7	provides a method for both the teacher and office staff to enter grades for students.			
8	permits data entered throughout the system to always be available in real time without additional processes needing to be run. For example, grades entered in the grade book are available in real time for admin users to view/edit without needing to run a process for the data to be pulled/updated from the grade book or other part of the system.			
9	provides a report for the office staff to view missing grades.			
10	allows parents, guardians, and students to receive real-time push notifications sent to their mobile device for any grading updates.			
11	allows the option for district/school control over classroom grading setup and rules.			
12	allows the option for district/school control over classroom level grade books. This way template grade books can be prepopulated for teachers.			
	GPA - the proposed system:			

13	supports both standard and user defined (custom) GPAs.			
14	automatically updates GPAs as coursework is completed without needing to run a system process.			
15	allows courses to be excluded from GPA calculations.			
16	supports both weighted and unweighted GPAs.			
17	allows both standard and custom GPAs to be included on the transcript.			
	Transcripts - the proposed system:			
18	provides a transcript template with the option to display user defined criteria, including demographic information, GPA, custom GPA, class rank, credit groups, standards, assessment results, immunizations, enrollment history, attendance summary, student picture, credits attempted/earned, and in-progress work. List any exclusions.			
19	allows multiple transcript templates to be created for a single school.			
20	allows transcript templates to be created once and copied from year to year.			
21	provides the option for transcripts to be viewed on the online parent/student portal.			
22	allows grades to be posted to transcripts for all students at once.			
23	maintains transcript history for any number of years on a single screen for each student.			
24	allows transcripts to be printed for a single student or set of students.			
25	allows transcripts to be sorted based upon multiple criteria, including alphabetical, grade level, zip code, and teacher. Detail all exceptions in the comments column.			
26	provides the ability to record course and grade information for classes taken at schools outside the district or other places, such as community college.			

27	allows the option of printing an unofficial transcript from the portal to service non-academic needs, i.e. discounts on insurance for students.			
28	allows transcripts to be generated as an industry-standard Postsecondary Electronic Standards Council (PESC) XML file which can be submitted directly to post-secondary schools or a third-party vendor, including the NCAA Eligibility Center and Parchment.			
	Report Cards - the proposed system:			
28	provides the ability to create both traditional and standard based report cards.			
29	provides a report card template with the option to display user defined criteria, including demographic information, GPA, class rank, standards, attendance summary, student ID, counselor, comments, and grading scale(s). Detail all exceptions in the comments column.			
30	allows multiple report card templates to be created for a single school.			
31	allows report card templates to be created once and copied from year to year.			
32	provides the option for report cards to be viewed on the online parent/student portal.			
33	allows report cards to be printed for a single student or a set of students.			
34	allows transcripts to be sorted based upon multiple criteria, including alphabetical, grade level, zip code, and teacher. Detail all exceptions in the comments column.			
	Grade Reports - the proposed system:			
35	provides a Class Rank report that can filtered and generated based upon multiple criteria, including grade level, normal GPA, normal GPA + AP bonus, unweighted GPA, and unweighted GPA + AP bonus. Detail all exceptions in the comments column.			

36	provides Cumulative Labels that can be printed with a full year's transcript data per student.			
37	provides a Grade Report summarizing each student grades that can filtered and generated based upon multiple criteria, including grade level, term, teacher, and grade earned.			
38	provides a Credits Earned Report listing the credits a student has earned.			
39	provides a GPA Report displaying term and cumulative GPA's that can be filtered and generated based upon multiple criteria, including grade level, term, minimum GPA, and maximum GPA.			
40	provides a Transcript Audit Report showing differences between the score on the transcript and the source (such as the grade book).			

Item	Counselor	Included in System Functionality	Included In Cost Proposal	Vendor Comments
	Counselor - the proposed system:			
1	provides a method to assign counselors for one student or group of students.			
2	can automatically assign counselors to a group of students based upon multiple criteria, including grade level, range by last name, range by first name, and those students who have no counselor assigned.			
3	provides online access for the counselor to all student data, including grades, transcripts, schedules, behavior, assessments, and any other data based upon permissions.			
4	provides online access for the counselor to the student's schedule, attendance, discipline, and other information from all schools the student attended, for current and previous years.			
5	allows counselors to create and maintain plans for students, such as student success teams (SST), graduation plans, and 504 Plans.			
6	allows forms and documents used when meeting with the student to be uploaded to the student's counseling screen.			
7	provides fields to document phone calls made to parents, case managers, and any other person working with the student.			
8	records student visits to the counselor including the date, purpose, outcome, and other notes.			
9	allows counselor to view/print summary contact information (i.e. contacts, phone numbers, emergency contact information) .			
10	supports an unlimited number of visits and meetings between the counselor and student.			
11	allows counselors to search for only their assigned students within the database without creating search or query text.			

12	allows counselors to limit reports to only their assigned students within the database without creating search or query text.			
	Document Management - the proposed system:			
13	provides the ability to upload signed parent and student forms to the student's counseling screen.			
14	provides the ability to upload blank forms commonly used in the district/school for easy retrieval, such as college readiness forms, work permits, and any other forms used for counseling purposes.			
15	provides the ability for custom forms to be interactive, without storing any information on the local drive.			
16	allows the custom form to pre-populate with the student and school information.			
17	allows the custom form to be saved directly into the student's record.			
18	allows the custom form to be modified and updated.			
19	allows the custom form to be printed.			
	Academic Planner - the proposed system:			
20	provides an academic planner to define the requirements a student must meet for graduation or promotion.			
21	supports the definition of multiple academic plans per school.			
22	can mass assign a specific academic plan to a group of students.			
23	automatically updates the student's academic plan based upon the completion of courses by the student without manual intervention.			
24	accommodates a combination of criteria the student must meet for the academic plan, including minimum GPA, specific course requirements, test requirements, and credit requirements by department.			

25	can automatically give course requests to students for the following year based upon the student successfully passing courses defined in their academic plan.			
26	enforces pre-requisites and co-requisites when assigning course requests to students for the following year based upon the student successfully passing courses defined in their academic plan.			
27	provides a color-coded method to easily view the student's progress towards the completion of the academic plan without needing to generate a report.			
28	provides teachers access to the academic plans for their students so they can monitor progress.			
29	provides the option for the academic plan to be made available on the online portal for students and parents/guardians to access in real time.			
30	supports compound requirements using "and/or" statements and logical expressions. For example, a requirement can be defined as students passing "course 001 or test 001" or students required to pass "course 001 and test 001."			
31	supports test requirements associated to the academic planner to be further defined that the students need "one score at or above" a certain score, a "sum of scores at or above" a certain score, or a "count of passing tests."			
	Meetings - the proposed system:			
32	provides an interactive calendar with the ability for counselors to schedule meetings with students, staff, and parents/guardians.			
33	allows meetings to be given a start and end time.			
34	allows the counselor to define meeting location.			
35	allows the option to mark the meeting as recurring and to defined the recurrence pattern.			
36	allows the option to include attachments for the attendees to access before the meeting begins.			

37	sends messages to the meeting attendees with the meeting information directly through the system, without needing to access an external email system.			
38	tracks who actually attended the meeting and automatically updates a contact log.			
	Early Warning - the proposed system:			
39	provides an integrated Early Warning System and dashboard to quickly see a student's persistence toward graduation (successful completion of high school), and the likelihood of students being promoted to the next grade level.			
40	calculates a score of one student's likelihood to graduate and/or be promoted to the next grade level compared to their peers.			
41	utilizes predictive analysis to generate a student's score which is ever evolving and dynamically updated as new data is entered into the system.			
42	utilizes predictive analysis based upon multiple factors including Enrollment, Behavior, Household Demographics, Student Engagement, Guardian Involvement, Attendance, Grades, and Standardized Tests.			
43	displays a chart of scores color-coded to show the placement of students based upon their score.			
44	provides the option to view scores by district, school, multiple schools, and/or grade levels.			
45	lets users create a "watchlist" allowing them to focus on particular students.			
46	displays the factor (such as attendance or test scores) that most affect the student's score.			
47	exports the data to excel for further analysis.			
48	graphs the student's score for a selected range - annually, last 12 months, last 30 days, and last 7 days.			

Item	Behavior	Included in System Functionality	Included In Cost Proposal	Vendor Comments
	Behavior - the proposed system:			
1	supports entering an incident only once and attaching an unlimited number of students/people participating in that incident.			
2	allows a user to view all of a student's behavior history for a single school, across all schools for a single school year, for a single school for multiple years or across all schools for multiple years. All behavior history is maintained for an unlimited number of years.			
3	includes the tracking of both positive and negative behavior events. The system easily identifies which events are positive and which are negative to facilitate the appropriate reporting.			
4	tracks demerits for incident events.			
5	tracks any weapons used.			
6	tracks the role each person had in the incident.			
7	tracks name of the referrer.			
8	tracks resolution date.			
9	allows students, parents, and staff members to be associated to an incident.			
10	alerts the user when a student has an IEP.			
11	provides a ticker which automatically tracks and updates how many days a student has been out of school for behavior related consequences directly on the student's behavior screen.			
12	allows supporting documentation, such a behavior contracts or pictures related to a behavior event, to be uploaded to the student's behavior screen.			
13	allows the district/school to define behavior events.			
14	allows the district/school to define behavior resolutions.			
15	supports an unlimited number of resolutions for each student participating in each event.			

16	automatically updates attendance records for suspensions and expulsions based on the school calendar. For example, entering three days of suspension starting on a Friday the system enters the end date as Tuesday not Sunday.			
17	tracks and automatically updates an integrated detention management tracker which tracks student's detention time.			
	Behavior Referral - the proposed system:			
18	provides an online behavior referral form that can be utilized by all staff, including teachers.			
19	allows a behavior referral to be completed using a mobile device.			
20	tracks detailed information on the referral, including name of students, event name, date, time, weapons, referral name, and comments.			
21	includes an integrated workflow process in which the online referral is automatically routed to the staff member(s) responsible for resolving the behavior incident.			
22	provides an alert message to the staff member regarding a behavior event that needs to be addressed.			
23	automatically sends back to the initial referrer any updates regarding the behavior event they sent.			
	Behavior Notifications - the proposed system:			
24	includes a behavior letter designer that allows multiple templates to be customized and printed in batch and sent out by postal mail when defined triggers are reached.			
25	provides the options to customize the letters to include bolding, italicizing and underlining text, changing font size, style and color, inserting pictures, tables, and hyperlinks.			
26	allows the user to insert any data field stored in the database directly into the letter.			
27	allows the user to insert any custom field directly into the letter.			
28	allows the user to insert a sub-report directly into the letter, such as the student's behavior history.			

29	allows the letter to be generated for each student that meets a defined event or resolution.			
30	allows emails to be sent to parents, guardians, and students based upon behavior triggers.			
31	offers an integrated messenger, which is not a third-party interface, to send behavior messages as a voice message to parents, guardians, and students.			
32	offers an integrated messenger, which is not a third-party interface, to send behavior messages as a text message to parents, guardians, and students.			
33	allows messages sent through the integrated messenger to be sent in multiple languages.			
34	allows messages sent through the integrated messenger to be scheduled for delivery.			
35	includes built in mail merge functionality so messages sent through the integrated messenger can be personalized for each recipient.			
	Behavior Reports - the proposed system:			
36	provides standard reports for analysis of behavior events.			
37	allows behavior event reports to be filtered and generated based upon multiple criteria, including date, date range, event type, staff member, and participant role.			
38	provides standard reports for analysis of behavior resolutions.			
39	allows behavior resolution reports to be filtered and generated based upon multiple criteria, including grade level, enrollment date, date range, number of events, and resolution type.			

Item	Scheduling Requirements	Included in System Functionality	Included In Cost Proposal	Vendor Comments
	Course Planning - the proposed system:			
1	supports a district course catalog.			
2	supports an unlimited number of district course catalogs for the same school year so one school can have a different catalog than another school.			
3	supports an unlimited number of courses.			
4	supports alpha-numeric course ID's.			
5	supports alpha-numeric course names.			
6	provides the option for courses to be designated as standards based.			
7	supports standards to be associated to a course.			
8	pre-populates the teacher grade book with any standards associated to a course so the teacher does not need to input the standards into their grade book.			
9	allows courses to be marked active and inactive.			
10	prevents a student from requesting a course that has been marked inactive .			
11	allows courses to be assigned a state code.			
12	allows courses to span more than one term.			
13	allows courses to span more than one period of the day.			
14	enforces a maximum number of students that can be assigned to a course.			
15	enforces a maximum number of sections that can be designated per course.			
16	allows a course to have a GPA weight of zero (0).			
17	allows bonus points to be associated to a course.			
18	allows courses to be excluded from appearing on the transcript.			
19	allows courses to be flagged as vocational courses.			
20	allows courses to be flagged as Homeroom.			
21	allows courses to be flagged as non-attendance courses.			
22	allows authorized users to establish course rules that are enforced by the system.			

23	allows the following course rule to be defined and is enforced by the system: Course A needs to be taken before Course B.			
24	allows the following course rule to be defined and is enforced by the system: Course A needs to be taken after Course B.			
25	allows the following course rule to be defined and is enforced by the system: Course A precedes Course B and in consecutive terms			
26	allows the following course rule to be defined and is enforced by the system: Course A follows Course B and in consecutive terms.			
27	allows the following course rule to be defined and is enforced by the system: Course A and Course B must be in consecutive terms but not in any specific order.			
28	allows the following course rule to be defined and is enforced by the system: Course A and Course B must be taught by the same teacher.			
29	allows the following course rule to be defined and is enforced by the system: Course A and Course B must be scheduled into sections that have the same section number.			
30	allows the following course rule to be defined and is enforced by the system: Course A and Course B must be scheduled into a section that meets during the same period number during different terms.			
31	allows the following course rule to be defined and is enforced by the system: Course A and Course B must be scheduled into different periods during the same term.			
32	allows the following course rule to be defined and is enforced by the system: Course A and Course B must be scheduled into different terms.			
33	allows the following course rule to be defined and is enforced by the system: Course A and Course B are scheduled during the same period and the same term.			

34	allows the following course rule to be defined and is enforced by the system: The student must be scheduled into sections of both Course A and Course B or neither course.			
35	allows the following course rule to be defined and is enforced by the system: Course A can only be taught by a specific teacher.			
36	allows the following course rule to be defined and is enforced by the system: Course A can only be taught in a specific room.			
37	allows the following course rule to be defined and is enforced by the system: Course A can only be taught by a specific teacher and in a specific room.			
38	allows the following course rule to be defined and is enforced by the system: Course A can only be taught during specific terms.			
39	allows the following course rule to be defined and is enforced by the system: Course A can only be taught during specific time periods of the day.			
40	allows the following course rule to be defined and is enforced by the system: a teacher can only teach during specific terms.			
41	allows the following course rule to be defined and is enforced by the system: a teacher can only teach during specific time periods of the day.			
42	allows the following course rule to be defined and is enforced by the system: a specific room can only be used during specific terms.			
43	allows the following course rule to be defined and is enforced by the system: a specific room can only be used during specific time periods of the day.			
44	course set-up requirements can be carried over automatically from year to year, including teacher assignments, room assignments, scheduling rules, and scheduling teams. Detail all exceptions in the comments column.			

45	allows fees to be aligned to a course.			
46	automatically assigns the course fee for all students enrolled into the course.			
47	supports responsive scheduling (also known as flex time, enrichment courses, intervention programs, etc.) where schools can establish a special period of the day as focused instruction on a particular topic.			
48	lets offerings created through responsive scheduling be assigned to a particular calendar day and considered as additional instruction time.			
49	allows the flexibility of responsive scheduling to support the period of the day to be scheduled multiple times a day, for an entire day during the week, once a month, or even once a term.			
50	allows attendance to be recorded for responsive day offerings.			
51	lets teachers request that any of their students attend one of their offerings through responsive scheduling.			
52	lets counselors request that students attend an offering through responsive scheduling.			
53	lets students request, through the Portal, that they want to attend an offering defined through responsive scheduling.			
	Staff Planning - the proposed system:			
54	supports defining FTE for teachers that is enforced by the auto-schedule builder.			
55	supports defining the minimum number of courses a teacher can teach and is enforced by the auto-schedule builder.			
56	supports defining the maximum number of courses a teacher can teach and is enforced by the auto-schedule builder.			
57	supports defining the minimum number of periods a teacher can teach and is enforced by the auto-schedule builder.			
58	supports defining the maximum number of periods a teacher can teach and is enforced by the auto-schedule builder.			

59	supports defining the minimum number of sections a teacher can teach and is enforced by the auto-schedule builder.			
60	supports defining the maximum number of sections a teacher can teach and is enforced by the auto-schedule builder.			
61	supports defining specific rooms a teacher can teach in and is enforced by the auto-schedule builder.			
62	supports defining specific courses a teacher can teach and is enforced by the auto-schedule builder.			
	Course Requests - the proposed system:			
63	supports the automatic loading of student course requests.			
64	allows counselors and other designated staff members to manually add course requests for a student.			
65	allows teachers to request courses electronically for the students they teach.			
66	allows students to enter course requests from the online portal.			
67	allows students to print out their requests from the online portal.			
68	allows course requests to be designated as required or alternates.			
69	allows course requests to be assigned to students en masse.			
70	allows course requests to be made for an entire grade level.			
71	allows course request to be made based upon a student's current request (i.e. if the student has Biology, they must also have lab).			
	Scheduling Students - the proposed system:			
72	provides a roster builder to manually add students to a class.			
73	allows rosters to be copied from one class to another.			
74	allows a homeroom roster to be created once and copied over to the core classes.			

75	provides a walk-in scheduler for individual student scheduling.			
76	allows a complete look at the student's current schedule, any empty periods, and course requests all on one screen.			
77	supports real-time interactive schedule additions and changes within the walk-in scheduler .			
78	provides the ability to search for all courses available that fit the student's schedule directly within the walk-in scheduler.			
79	allows for searching for specific courses to fill a student's schedule, directly within the walk-in scheduler including searching by course number, name, department, team, teacher, term, and period. Detail all exceptions in the comments column.			
80	provides a course search results list directly within the walk-in scheduler that displays all courses that meet user defined criteria, including course name, number of open seats, term the course is offered, period the course is offered, and number of students with an IEP. Detail all exceptions in the comments column.			
81	alerts users of potential student conflicts when searching for course sections within the master schedule. For example, the schedule created an avoidance rule that student A could not be in a section with student B. While searching for a section of course 1100 - English the SIS shows that section .003 has a student on the roster that student B has a predefined conflict with, allowing the user to keep the avoidance rule in affect.			
82	shows all courses (including dropped courses) and optionally only active courses directly within the walk-in scheduler.			
83	provides for students to be scheduled into the next school year without affecting the current schedule.			
84	provides for courses to be dropped from the student's schedule while retaining the course history, including any attendance and grades.			
85	provides a method for flagging repeat courses.			

86	allows users to drop a course section in walk in scheduling for any calendar date past, present or future.			
87	allows users to drop and add course sections at the same time in the walk-in schedule for any calendar date past, present or future.			
88	allows user to add course sections in walk-in scheduling for any calendar date past, present or future.			
	Master Schedule Builder - the proposed system:			
89	provides an integrated master schedule builder as part of the core system at no additional cost.			
90	enforces scheduling rules that have been set for course.			
91	allows the master schedule to be rolled forward from year to year.			
92	supports multiple versions of the master schedule.			
93	utilizes an interactive master schedule builder with drag and drop functionality.			
94	provides the ability to view detailed information within the master schedule builder simply by hovering over the data without having to generate a report, including number of requests satisfied, number of seats taken, number of sections placed, number of sections needed, any scheduling rules for the course, name of the section, teacher, student count, male/female ratio, and room number. Detail all exceptions in the comments column.			
95	allows for real time, interactive additions and changes to be made to courses directly within the master schedule interface without needing to generate a report, including editing the section number, assigning a teacher, assigning a room, assigning a team, viewing the roster, viewing conflicts, and locking a roster. Detail all exceptions in the comments column.			

96	allows for real time, interactive viewing of conflicts directly within the master schedule interface without needing to generate a report, including teacher conflicts, room conflicts, student conflict and singleton conflicts. Detail all exceptions in the comments column.			
97	allows for real time, interactive viewing of missing data directly within the master schedule interface without needing to generate a report, including missing teachers and missing rooms.			
98	allows for real time, interactive viewing of other course descriptions, directly within the master schedule interface without needing to generate a report, including highlighting courses without enough seats, full sections, empty sections, and singleton courses.			
99	allows for real time, interactive loading of students into classes.			
100	automatically balances the master schedule by number of students.			
101	automatically balances the master schedule by gender.			
102	automatically balances the master schedule by minority status.			
103	automatically balances the master schedule by number of discipline incidents.			
104	automatically balances the master schedule by number of students classified as receiveing special education services.			
105	allows the balancing options to be changed and the scheduler automatically re-balances the sections.			
106	provides a tool to search for students with gaps in their schedule and moves the user to the walk-in scheduler to correct the issue.			
107	has a "fill student schedule" option, filling in openings in student schedules with a designated course such as Intervention.			
	Scheduling Reports - the proposed system:			

108	provides an Open Rooms Report displaying the rooms that are not being used per term and period.			
109	provides a Request Batch Report listing all of the student course requests.			
110	provides a Request Conflict Report displaying potential scheduling conflicts that can be filtered by number of courses, department, and course.			
111	provides an Under Requested Student Report displaying a list of students that have not requested enough courses to fill a schedule.			
112	provides a Request Detail Report listing the students that have requested a specific department or course.			
113	provides a Request Satisfied Summary showing the count of requests and requests satisfied per grade, per course.			
114	provides a Room Usage Report displaying what sections meet in each term and period for each room.			
115	provides a Seat Count Report showing the count of the number of seats versus the number of seats requested.			
116	provides a Teacher Load Report displaying teacher utilization, including number of courses, number of sections, number of periods, number of students, and number of students classified as Special Ed.			
117	provides Section Rosters that can be filtered and generated based upon multiple criteria, including term, period, effective date, and teacher.			
118	provides Student Schedules that can be filtered and generated based upon multiple criteria, including grade level and any other subgroup defined by the user.			
119	allows Student Schedules to be sorted based upon multiple criteria, including alphabetical, grade/alpha, zip code and teacher. Detail all exceptions in the comments column.			

Item	Health	Included in System Functionality	Included In Cost Proposal	Vendor Comments
	Immunization - the proposed system:			
1	tracks an unlimited number of immunization types for students.			
2	allows a student to be marked as exempt from an immunization.			
3	tracks multiple shots for each immunization type and reports each date that an immunization was administered.			
4	is pre-configured with the state immunization compliance rules and updated by the vendor, as necessary.			
5	allows the district to create, track and maintain additional immunizations with rules as needed.			
6	automatically determines if a student has complied with immunization requirements.			
7	dynamically updates compliance for each student if the state changes compliancy rules.			
8	clearly displays compliance for each student through the use of color codes, without having to generate a report.			
9	provides the option for immunization entries to be mass imported into the SIS from fixed width, comma delimited, and tab delimited files.			
	Health Conditions and Interventions - the proposed system:			
10	tracks special health concerns on each student.			
11	is pre-configured with ICD10 Medicare health codes and updated by the vendor, as necessary.			
12	maintains a disposition/intervention status on each health concern for each student.			
13	allows health conditions to be flagged with an alert appearing on each student's page and visible at all times.			
14	allows treatment plans to be added/referenced in each condition.			

15	allows nurses to schedule office visits as part of the follow treatment to a condition.			
	Screenings - the proposed system:			
16	tracks vision screenings.			
17	tracks hearing screenings.			
18	tracks early childhood screenings.			
19	tracks dental screenings.			
20	tracks scoliosis screenings.			
21	tracks tuberculosis screenings.			
22	tracks blood pressure screenings.			
23	tracks child and teen checkup.			
24	tracks height/weight and vitals.			
25	tracks sports physicals.			
26	automatically calculates BMI.			
27	provides a batch entry function for staff to enter screenings that occurred on the same date with the same results to be mass entered for a selected group of students, either by a grade level or a class.			
	Health Visits - the proposed system:			
28	tracks each health visit for each student including if the student showed or did not show for appointment, date, time in, time out, comments, complaints, medication dose, discharge and treatment. Detail all exceptions in the comments column.			
29	tracks an unlimited number of nurse actions for each health visit.			
30	uses district created tables for complaints, discharge and treatments. These are interrelated, whereas selecting a specific complaint only then shows the list of designated treatments and discharges that apply to that complaint.			
	Medication Tracking - the proposed system:			
31	tracks an unlimited number of medications for students.			
32	tracks dosage amounts per medication.			

33	allows medication to be scheduled to be taken as one time only, daily, weekly, as needed, and for a specific time.			
34	automatically populates an interactive health office calendar to assist the nurse with daily planning with the names of students who are scheduled to receive medication.			
35	sends an alert to the nurse when medication reaches a specific dosage threshold per student.			
	Contact Log - the proposed system:			
36	provides a contact log so the health staff can document communication between the health staff and parent/guardians.			
37	captures the name of the person contacted, the contact date, and any comments on the contact log.			
38	allows the contact log to be printed.			
	Health Concerns - the proposed system:			
39	allows for unlimited amount of health concerns, such as allergies, to be linked to a student's record.			
40	provides the option to set an alert flag for health concerns.			
41	allows alert flags to be viewed by all staff, including teachers based upon security rights.			
	Medicaid Tracking - the proposed system:			
42	captures insurance information for the student.			
43	captures Medicaid diagnosis for each student.			
44	tracks Medicaid services associated to each diagnosis.			
45	tracks the service log, including dates of service, provider, start and end times, service units, and location.			
46	provides a Service Log Report that can be filtered by service, provider, school or district wide, and by student.			
	Document Management - the proposed system:			
47	provides the ability to upload signed parent and student forms such as ability to administer medication forms.			

48	provides the ability to upload blank forms commonly used in the district/school for easy retrieval, such as health and immunization policy forms.			
49	provides the ability for custom forms, which makes the forms interactive without storing any information on the local drive.			
50	allows the custom form to pre-populate with the student and school information.			
51	allows the custom form to be saved directly into the student's record.			
52	allows the custom form to be modified and updated.			
53	allows the custom form to be printed.			
	Health Notifications - the proposed system:			
54	includes a letter designer that allows multiple templates to be customized and printed in batch and sent out by postal mail in regards to health, such as immunization non-compliance.			
55	provides the options to customize the letters to include bolding, italicizing and underlining text, changing font size, style and color, inserting pictures, tables, and hyperlinks.			
56	allows the user to insert any data field stored in the database directly into the letter.			
57	allows the user to insert any custom field directly into the letter.			
58	allows the user to insert a sub-report directly into the letter, such as the student's immunization history.			
59	allows the letter to be generated for each student that meets a defined criteria, such as missing a screening or immunization non-compliance.			
60	allows emails to be sent to parents, guardians, and students based upon health related triggers.			
61	offers an integrated messenger, which is not a third-party interface, to send health related messages as a voice message to parents, guardians, and students.			

62	offers an integrated messenger, which is not a third-party interface, to send health related messages as a text message to parents, guardians, and students.			
63	allows messages sent through the integrated messenger to be sent in multiple languages.			
64	allows messages sent through the integrated messenger to be scheduled for delivery.			
65	includes mail merge functionality so messages sent through the integrated messenger can be personalized for each recipient.			
	Health Reports - the proposed system:			
66	provides a Daily Health Report listing the health events and resolutions that occurred on a specific date.			
67	provides an Immunization Summary Report that can be filtered and generated based upon specific criteria, including grade level and effective date.			
68	provides an Immunization Compliance Report that can be filtered and generated based upon specific criteria, including grade level, immunization type, and compliance status.			
69	provides a Screening Compliance Report that can be filtered and generated based upon specific criteria, including grade level, effective date and screening type.			
70	provides a Health Alerts Summary Report that can be filtered and generated based upon specific criteria, including date, date range, and health alert type.			
71	provides a Health Condition Summary Report that can be filtered and generated based upon specific criteria, including date, date range, and health condition type.			

Item	Teacher Access	Included in System Functionality	Included In Cost Proposal	Vendor Comments
	Teacher - the proposed system:			
1	provides an integrated teacher portal that shares the same database as the SIS, and is not a third-party system interfacing with the SIS.			
2	contains all functionality, including grade book, seating charts, attendance, grading, and reports as part of the core product; none of these are separate applications, logins, or databases.			
3	is always available in real time without additional processes needing to be run. For example, attendance and grades entered in the grade book are available in real time for admin users to view/edit without needing to run a process for the data to be pulled/updated from the grade book or other part of the system.			
4	only provides access to the teacher for the records of students who are assigned to them.			
5	based upon security rights, provides teachers view, read, edit, and/or delete access to those students assigned to them, including demographics, student schedule, transcripts, assessments, grade history, behavior, and fees. Detail all exceptions in the comments column.			
6	provides for more than one teacher to share a grade book with each maintaining their own unique id and password.			
7	provides teachers real time access to the system, both at school as well as off campus.			
8	allows the teacher to view the student's Individualized Education Plan (IEP) directly from their portal in real time.			
9	allows the teacher to view the student's Personalized Learning Plan (PLP), such as 504, directly from their portal in real time.			
10	allows the teacher access to any special concern alerts, such as health problems or court orders.			

11	provides the teacher with a behavior referral form that can be completed on line and electronically routed to the appropriate staff for resolution.			
12	provides the teacher the ability to request future courses for students assigned to them.			
13	automatically sends messages to the teacher's home page and roster regarding students being added or dropped from their class.			
	Teacher Attendance - the proposed system:			
14	allows teachers to take attendance online for both period and daily attendance.			
15	allows teachers to take attendance from an online roster or online seating chart.			
16	includes a drag and drop seating chart that allows for multiple seating chart configurations per section.			
17	includes seating charts with pictures of the students that can also be printed.			
18	includes seating charts that can assign students alphabetically.			
19	includes seating charts that can assign students randomly.			
20	allows teachers to include comments when marking a student absent or tardy.			
21	provides the teacher a history of the student's attendance, including the other classes the student is scheduled but not taught by the teacher.			
22	automatically shows any student who has been pre-excused for an absence, such as a sports activity or doctor appointment.			
23	includes an audit trail for all attendance changes made.			
24	automatically updates the attendance roster once a student is registered into a class.			
	Teacher Grade Book - the proposed system:			

25	provides an integrated grade book that shares the same database as the SIS, and is not a third-party system interfacing with the SIS.			
26	automatically updates the grade book roster once a student is registered into or dropped from a class.			
27	supports traditional grading as well as standards based grading.			
28	allows scores for individual standards to be captured and then rolled up to a single standard for progress and report card reporting.			
29	lets teachers choose calculation options including mean, weighted mean, median, mode, or the highest score which can be edited by the teacher before being posted to a report card or progress report.			
30	utilizes an easy to use spreadsheet format for creating assignments and entering grades.			
31	supports the creation of categories, such as homework, quizzes, and tests.			
32	allows for a category of assignments to be automatically excluded from the grade calculation.			
33	allows assignment categories to be assigned a weight.			
34	allows assignments within a category to be excluded from showing on the online parent/student portal.			
35	allows categories to be created once and copied across courses, sections and terms.			
36	can automatically drop the student's lowest grade in each assignment category.			
37	supports an unlimited number of assignments to be created for an assignment category.			
38	allows an assignment to be given a weight.			
39	allows an assignment to be created for only a specified group of students in the class.			
40	supports both alpha scales (for instance A-F) as well as rubrics (for instance 1-4).			
41	supports non traditional grading scales, such as pass/fail, credit/no credit.			

42	displays a running total of the student's points earned, allowing the teacher to always be aware of the progress of each student.			
43	enforces a grading window during which time the teachers must publish/post grades for report cards.			
44	provides the option for the teacher to utilize a comment bank when adding comments for a student's report card.			
45	provides the option for the teacher to enter free text comments for the student's report card, based upon permissions.			
46	provides a spell check for teachers entering their own comments.			
47	allows the entire grade book (assignment categories and assignments) to be copied across terms and years.			
48	allows only specific assignments to be copied across terms and years.			
49	allows assignments to be designated to apply to more than one section without needing to use a copy function.			
	Learning Management - the proposed system:			
50	allows teachers to upload resources for specific assignments the students can access via the online portal.			
51	allows students to submit work back electronically which automatically is received into the teachers grade book.			
52	allows teachers to add hyperlinks for specific assignments that the students can access via the online portal.			
53	includes a score analysis dashboard where teachers can analyze scores for a single assignment or multiple assignments.			
54	includes a score analysis dashboard with drill-down capabilities for teachers to quickly view which students met a specific score or proficiency level.			
55	includes a score analysis dashboard with the option for teachers to export results into CSV.			
56	includes a score analysis dashboard where teachers can create sub-groups of students based upon scores.			

57	includes a calendar view/pacing guide where the teacher can view all their assignments for all the classes they teach on one screen and compare to other teachers.			
58	includes a calendar view that had drag and drop functionality, allowing a teacher to drag an assignment to a different due date.			
59	allows teachers to copy assignments from one teacher's grade book to another teacher's grade book.			
60	allows teachers to view each other's grade book in a pacing guide view.			
61	includes a curriculum library where teachers can search for assignments created by other teachers and add them into their grade book.			
62	includes single sign-on Google integration where teachers can link to documents saved in their Google account directly from their grade book.			
63	allows the teachers to attach documents in the Google account to an assignment to be accessed by students using the online student portal.			
64	is IMS OneRoster 1.2 certified.			
65	integrates with other Learning Management Systems that are IMS OneRoster Compliant, including grade passback to the SIS grade book. If so, please list other systems in the comments.			
66	adheres to IMS Learning Tools Interopability (LTI) standards to connect to third-party LTI compliant assessment content from the grade book.			
	Discussion Boards - the proposed system:			
67	includes integrated discussion board functionality.			
68	allows teachers to create any number of discussion threads.			
69	allows teachers to indicate which students should be able to view and respond to the thread.			
70	allows teachers to specify date ranges in which students can respond to a thread.			

71	includes a monitoring feature where teachers can be alerted if a student flags another student's comment as offensive.			
72	provides the option for teachers to approve comments provides by students before they are viewable by others.			
	Online Assessments - the proposed system:			
73	provides integrated online assessment functionality with test item creation.			
74	allows test items to be created by teachers, based upon security rights.			
75	allows test items to be defined as multiple choice.			
76	allows test items to be defined as true/false.			
77	allows for an answer key to be defined so the system can automatically score the assessment once the student completes the assessment online.			
78	allows teachers to assign an online assessment for all students or a subgroup of students.			
79	allows students to access the online assessment using any device with internet connection.			
	Teacher Communication - the proposed system:			
80	provides an integrated auto dialer for teachers to send messages to parents and students that shares the same database as the SIS, and is not a third-party system interfacing with the SIS.			
81	provides an integrated auto dialer for teachers that supports "missed assignments" messaging where all students with a missing assignment will be notified via the auto dialer.			
82	provides an integrated auto dialer for teachers that supports "grades/marks" messaging where all students with grade/mark determined by the teacher (such as a failing grade) will be notified via the auto dialer.			
83	provides an integrated auto dialer for teachers that supports general notification messages to be sent to the parents/guardians/students.			

84	provides an integrated auto dialer for teachers to send text messages to parents and students.			
	Teacher Reports - the proposed system:			
85	provides an Attendance Register displaying the attendance data for each student for each day.			
86	provides an Attendance Summary displaying the total absences and tardies for each student.			
87	provides a Spreadsheet pre-populated with the class roster for general use by the teacher.			
88	provides a Grade Book Export Report, allowing the teacher to export the data from their grade book into multiple formats, including CSV, tab delimited, XML, and HTML.			
89	provides a Missing Assignment Report which can be filtered and generated by multiple criteria, including by student, by term, and by assignment.			
90	provides a Portal Usage Roster Report which tracks the login activity by parents and students.			
91	provides the ability for the teacher to print labels that can be used for files or mailings.			
92	provides a Student Summary Report listing the student's assignments and scores that can be printed and used for mailings.			
93	provides a Student Assessment Summary Report, allowing teachers to have access to scores for state, district, and national tests.			

Item	Teacher Access	Included in System Functionality	Included In Cost Proposal	Vendor Comments
	Summer School - the proposed system:			
1	Summer school must be contained within the same instance of the SIS.			
2	System must provide ability for all of the summer school programs to be able to prepare standard report cards, progress report, summer school certificate, and labels for the summer semester indicating courses, grades, credit, summer site attended, absences, conduct, and teacher of record, etc.			
3	Ability to use all the regular school year functions in summer school.			
4	Ability to pre-enroll students into summer school program in order to get counts of students prior to summer school starting.			
5	The system should be able to identify whether a course was taken during the summer (i.e. when printed on documents and accessed in the system). This includes course history.			
6	Provide the ability to perform year-end activities while handling summer school within the same environment.			
7	Each student's "next year school" must be able to access the student's records during the summer months for review and evaluation and for performing student scheduling for the next school year (summer school must not interfere with this capability).			
8	System should allow for summer school enrollments where students will be attending a school different from their normal home school.			
9	System should provide a process to assign students to their appropriate summer school site according to a district summer school mapping/cross reference/clustering.			
10	System should allow for summer school enrollments for students that normally attend school from outside of district, recording the student's home district.			
11	Ability to capture daily or period attendance by homeroom teacher or individual student.			
12	Secondary courses and grades collected during summer school are to be included in the academic achievement or transcript data or permanent record data that is associated with the student.			

13	Provisions must be made for some middle school students that will attend summer school at a high school to take high school courses for credit before enrolling in high school.			
14	Provide the ability to track summer school programs offered at each school. Student may attend multiple summer programs.			
15	Ability for home school and summer school personnel to update students' records during the same timeframe when appropriate.			
16	Ability to print reports to present to board of education for approval of all summer school programs.			
17	Allow for specialized enrollment codes (ie., promotion, remediation, test retake only, etc).			
18	Allow for specialized withdrawal codes (ie., completion, suspension, test retake only, etc).			
19	ability to enroll for summer school via online portal			
20	ability to enter course requests for summer school via online portal			
21	Listing of all students by homeroom teacher which is used to identify students to be retained at the end of the school year and then again at the end of summer school.			
22	Report of students marked as retained by all or selected locations, by user-selected sort.			
23	Ability to print labels for all or selected locations.			
24	Roster of students eligible for summer school.			
25	Ability to maintain free and reduced status from home school			
26	Ability to produce various demographic rosters with user-specified fields by user-specified sorts.			
27	Provide roster of students by summer location with user defined sorts.			
28	Ability to provide a list of enrollees by teacher assignment.			
29	Provide district-wide reports of students attending summer school with user specified fields and sorts with appropriate security.			
30	Ability to track students as having attended summer school, including year, grade level, location, etc.			
31	Ability to produce reports of in-district summer school students and/or out-of-district students with courses and grades with user-specified fields by user-specified sorts.			
32	Ability to use different calendars per school, program, etc.			
33	Ability to record summer school discipline.			

34	Ability to record if a student must attend summer school and have a way to notify parents.			
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Item	Parent / Student Access	Included in System Functionality	Included In Cost Proposal	Vendor Comments
	Parent/Student Access - the proposed system:			
1	provides online parent and student portals that provide real-time access to all student data.			
2	provides online parent and student portals that share the same database as the SIS, and is not a third-party system interfacing with the SIS.			
3	provides online parent and student portals that can be accessed using an iPad app.			
4	provides online parent and student portals that can be accessed using an iPhone app.			
5	provides online parent and student portals that can be accessed using an Android app.			
6	provides the ability to display portal data in any number of district-defined languages			
7	provides online parent and student portals that provides real-time access to all grade book data.			
8	provides parents with a single login to access all students that are part of their family or household.			
9	generates passwords for access to the portal.			
10	supports multiple languages; the end user can easily toggle between different languages and the system will translate the portal into the language chosen.			
11	provides access to student demographic and census information, including family members and their relationships between one another, enrollment status, address, phone numbers, and email address. Detail all exceptions in the comments column.			
12	provides access to student attendance data.			
13	provides access to student grades, including in-progress grades.			
14	provides access to class assignments from the teacher's grade book.			

15	provides the ability to view all past assignments, current assignments and future assignments.			
16	provides a categorization of each assignment (homework, test, class work, etc.).			
17	supports viewing and printing an unofficial transcript from the portal.			
18	provides access to a student's status toward graduation, including if the student is on track to meet requirements and what classes they have taken and/or are planning to take in future years to meet the requirement.			
19	displays test, test score and status (passed, not passed) required for graduation.			
20	displays all student behavior events for the current school year.			
21	displays the status of all student fees, including charges, amounts paid and balance due.			
22	shows a detailed record of all assessments.			
23	displays lunch account balances and exactly what their child purchased at school on a particular day.			
24	provides access to view and print an IEP and 504 Plan.			
25	provides access to view and print a RTI plan.			
26	provides the ability for parents/students to view and print transcripts and report cards.			
27	displays all student immunization records including the date, dose, and vaccine, including identifying which immunization records are not compliant.			
28	displays student transportation data including parking and bus route data.			
29	displays a "to do list" showing due and past due assignments.			
30	provides a family calendar and individual student calendars with upcoming assignments.			
31	displays district and school notices.			
32	allows parents and students to complete online surveys from directly within the portal, without being directed to a third-party site.			

33	includes single sign-on Google Drive integration where students can link to documents saved in their Google Drive account directly from their portal and submit to the teacher.			
34	can automatically create new student accounts for current and future students.			
35	can create a user name and password for each student randomly or by a defined pattern, such as a combination of first name, last name, student #, student ID, state ID, date of birth, plus a delimiter.			
36	can auto-disable student accounts after a specific number of days after an enrollment end date where no future enrollment is listed. This will also disable the parent account if they do not have other children in the district.			
	Census Updates - the proposed system:			
37	allows parents and guardians to request phone numbers, addresses, family members and emergency contacts updates directly from the online portal.			
38	has an integrated workflow process where changes requested by parents and guardians through the online portal are electronically sent to the designated approver(s) homepage in real time.			
39	provides an interactive approval/deny page for the designated approver(s) to complete the request.			
40	immediately notifies the parent or guardian of the status of their update request.			
	Online Registration- the proposed system:			
41	supports parents/guardians registering their children through a secured online portal.			
42	offers an online registration system that is integrated directly into the online parent portal and does not re-direct parents to a different site or third-party product.			
43	allows districts to customize the online registration screens to adhere to district policy.			

44	includes an integrated workflow process in which online registration data submitted by parents is immediately available in real time to authorized admin users to review, without the need to run a process or download any data.			
45	contains a process flow so the office staff can verify the registration information entered by the parents/guardians before saving to the database.			
46	allows the district to choose what data will need to be populated for online registration.			
47	allows parents/guardians to upload supporting documentation, such a birth certificates and immunization records, directly through the online registration process.			
48	supports the online registration forms to be in any number of languages so the parents can complete the process in their home language.			
49	only requires one online registration packet per family.			
50	includes capturing an electronic signature from the parent/guardian.			
51	allows the online registration forms to include hyperlinks to supporting material.			
52	automatically rolls over from family and student data from year to year so returning families simply need to verify data and do not need to reenter data each year.			
	Online Payments - the proposed system:			
52	provides an integrated online payment system for food service and any other fee, in which the parents complete the transaction within the online portal and are not re-directed to another site.			
53	provides an integrated online payment system that is not a link to a third-party payment system, but rather shares the same database as the SIS.			
54	supports online credit card transactions .			
55	supports electronic checks.			
56	allows districts to designate what credit cards to accept.			

57	is rated payment card industry (PCI) level 1, the highest security level for online payment transactions.			
58	only stores the last 4 digits of the credit card.			
59	automatically routes funds to the designated district or school bank accounts.			
	Free and Reduced Application Management - the proposed system:			
60	provides an integrated work flow process for processing free and reduced lunch applications.			
61	allows the free and reduced lunch applications to be completed online directly within the parent portal.			
62	includes electronic signature functionality when parents are completing the free and reduced lunch application online.			
63	has the federal forms and letters already integrated into the system.			
64	prepopulates household data from the database onto the application so parents and staff do not need to manually enter data that has not changed.			

Item	Lockers	Included in System Functionality	Included In Cost Proposal	Vendor Comments
	Locker Management - the proposed system:			
1	includes an integrated locker management assignment tool so lockers can be auto assigned to students.			
2	allows lockers to be auto assigned to students by grade level.			
3	allows lockers to be auto assigned to students by alphabetically.			
4	allows lockers to be auto assigned to students by randomly.			
5	allows lockers to be auto assigned to students by hallway.			
6	allows up to five locker combinations to be assigned per lock.			
7	automatically assigns lockers for the next school year, while automatically assigning the next locker combination.			
8	allows students to have more than one locker assigned to them.			
9	allows a single locker to be assigned to multiple students.			
10	provides reports displaying locker assignment information, open lockers, and combinations.			

Item	Special Education	Included in System Functionality	Included In Cost Proposal	Vendor Comments
	Special Education - the proposed system:			
1	provides a special education IEP system that is fully integrated with the application as part of the core system.			
2	provides a special education IEP system which shares the same database as the SIS application.			
3	tracks Special Education activities as well as an IEP writer.			
4	tracks the initial special education meeting date.			
5	tracks the IEP start date.			
6	tracks the IEP end date.			
7	tracks the IEP evaluation date.			
8	captures multiple disabilities for a student.			
9	tracks an unlimited number of team meetings.			
10	captures location, time, meeting date, invite date, attendees, and comments for all team meetings.			
11	supports multiple IEP template formats.			
12	supports the option to display team meeting information on the IEP.			
13	supports an unlimited number of goals and objectives.			
14	supports the creation of goal banks so that goals can be selected from a pre-defined list.			
15	captures least restrictive environment requirements.			
16	tracks an unlimited number of special education services.			
17	tracks special ed services, including name of service provider, location, start date, end date, and frequency.			
18	supports an unlimited number of evaluations.			
19	captures student test results on the evaluation.			
20	captures classroom observations on the evaluation.			
21	supports an unlimited number of progress reports.			
22	captures a student's progress towards annual goals.			
23	supports free text comments.			
24	allows teachers to have access to the IEP directly from their grade book in real time.			

25	allows parents/guardians and students to have access to the IEP directly from the online portal in real time.			
26	allows compliance alerts to be defined so designated users are notified automatically of upcoming compliancy messages based upon triggers.			
	Document Management - the proposed system:			
27	provides the ability to upload signed parent and student forms such as IEP referrals and consent to provide services forms.			
28	provides the ability to upload blank forms commonly used in the district/school for easy retrieval, such as IEP progress reports and manifestation of disability forms.			
29	provides the ability for custom forms, which makes the forms interactive without storing information on the local drive.			
30	allows the custom form to pre-populate with the student and school information.			
31	allows the custom form to be saved directly into the student's record.			
32	allows the custom form to be modified and updated.			
33	allows the custom form to be printed.			
	Special Ed Notifications - the proposed system:			
34	includes a letter designer that allows multiple templates to be customized and printed in batch and sent out by postal mail in regards to special ed activities.			
35	provides the options to customize the letters to include bolding, italicizing and underlining text, changing font size, style and color, inserting pictures, tables, and hyperlinks.			
36	allows the user to insert any data field stored in the database directly into the letter.			
37	allows the user to insert any custom field directly into the letter.			
38	allows emails to be sent to parents, guardians, and students regarding special ed activities.			

39	offers an integrated messenger, which is not a third-party interface, to send special ed related messages as a voice message to parents, guardians, and students.			
40	offers an integrated messenger, which is not a third-party interface, to send special ed related messages as a text message to parents, guardians, and students.			
41	allows messages sent through the integrated messenger to be sent in multiple languages.			
42	allows messages sent through the integrated messenger to be scheduled for delivery.			
43	includes mail merge functionality so messages sent through the integrated messenger can be personalized for each recipient.			
	Special Education Reports - the proposed system:			
44	provides a Plan Audit Report listing potential errors and missing date for an IEP.			
45	provides a report that shows plans without start/end dates.			
46	provides a report that shows plans without a service.			
47	provides a report that shows plans with an end date before start date			
48	provides a report that shows plans that are overlapping.			
49	provides a report that shows services without start/end dates.			
50	provides a report that shows a plan with no service minutes.			
51	provides a report that shows services with an end date before start date.			
52	provides a report that shows services that are overlapping.			
53	provides a Process Compliance Report displaying upcoming events for an individual IEP, including IEP due dates, evaluation dates, and past due notifications.			
54	provides a Service Detail Report listing the services each student is receiving that can be filtered and generated based upon multiple criteria, including date, date range, service type, and school.			

55	provides a Service Provider Detail Report listing the providers offering services that can be filtered and generated based upon multiple criteria, including date, date range, service type, and school.			
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Item	Learner Plans	Included in System Functionality	Included In Cost Proposal	Vendor Comments
	Personalized Learning Plan (PLP) - the proposed system:			
1	provides a method to create a personalized learning plan (PLP) for each student.	should be filled out with either a: Y or N		
2	allows the district to create a PLP as a 504 plan.			
3	allows the district to create a PLP as a modified IEP.			
4	allows the district to create a PLP as a plan for students in alternative education.			
5	provides a PLP template for minimum data entry.			
6	utilizes banks, such a goal banks, for the user to select from when populating the PLP.			
7	provides a method for forms (such as evaluation forms) to be stored and utilized when documenting the progress of a student.			
8	allows teachers to have access to the PLP directly from their grade book in real time.			
9	allows parents/guardians and students to have access to the PLP directly from the online portal in real time.			
10	provides the ability to upload signed parent and student forms and attach them to the PLP.			
11	provides the ability to upload blank forms commonly used in the district/school for easy retrieval, such as PLP progress reports and manifestation of disability forms.			
12	provides the ability for custom forms, which makes the forms interactive without storing information on the local drive.			
13	allows the custom form to pre-populate with the student and school information.			
14	allows the custom form to be saved directly into the student's record.			
15	allows the custom form to be modified and updated.			
16	allows the custom form to be printed.			

	Response to Intervention (RTI) - the proposed system:			
17	provides a method to create a response to intervention plan (RTI) for each student.			
18	provides a RTI template for minimum data entry.			
19	captures the start date of the intervention plan.			
20	captures the end date of the intervention plan.			
21	captures the base score of the intervention plan.			
22	captures the goal score of the intervention plan.			
23	captures the method or tool the intervention provider is going to use to measure the student's intervention progress			
24	captures the targeted number of minutes the student will receive intervention instruction per intervention delivery event.			
25	captures the number of intervention delivery sessions the student will receive during his/her intervention plan.			
26	captures the frequency in which the student will receive intervention delivery from a intervention delivery staff member.			
27	captures RTI meeting dates, times, and locations.			
28	provides a graph that displays the student's base score, goal score and their progress towards meeting that goal.			

Item	Assessment	Included in System Functionality	Included In Cost Proposal	Vendor Comments
	Assessments - the proposed system:			
1	tracks an unlimited number of assessments.			
2	tracks state assessments.			
3	tracks national assessments such as the SAT ACT, and PSAT.			
4	tracks district defined tests.			
5	tracks teacher scored assessments including an interface within the grade book for teacher to enter test results.			
6	allows test scores to be tracked at the main test (parent) level.			
7	allows test scores to be tracked at the sub-test level.			
8	allows test scores to be tracked at the strand level.			
9	allows test scores to be tracked at the sub-strand level.			
10	captures and reports scale scores.			
11	captures and reports raw scores.			
12	captures and reports percentile scores.			
13	captures and reports percentage scores.			
14	captures and reports curve equivalent scores.			
15	captures and reports pass/fail scores.			
16	tracks multiple scores for each test.			
17	tracks score results, including basic, proficient, advanced, and any other user defined status.			
18	tracks test name.			
19	tracks date test was administered.			
20	tracks test year.			
21	tracks number of items.			
22	tracks test type (district, state, national).			
23	tracks special accommodation.			
24	tracks NCLB test category.			
25	displays all tests a student has taken across an unlimited number of school years all on a single screen.			
26	provides the option to print one or more assessment results on the transcript.			

27	provides the option to have teachers view assessment scores for the students assigned to them.			
28	provides an import tool to easily import results.			
29	provides an option to display test results for all participants within the teacher tool set cross-referenced by other SIS data such as attendance or discipline.			
	Online Assessments - the proposed system:			
30	provides an integrated online assessment tool with test item creation.			
31	allows test items to be created by teachers, based upon security rights.			
32	allows test items to be defined as multiple choice.			
33	allows test items to be defined as true/false.			
34	allows an answer key to be defined so the system can automatically score the assessment once the student completes the assessment online.			
35	allows teachers to assign an online assessment for all students or a subgroup of students.			
36	allows students to access the online assessment using any device with internet connection.			
	Assessment Reports - the proposed system:			
37	provides an Assessment Accommodations Report to easily view which students need special accommodations.			
38	provides a Test Results Report that can be filtered and generated based upon specific criteria, including grade level, effective date, test type, test result, and test score.			
39	provides an integrated Data Analysis Tool to analyze test scores in pivot table format.			
40	provides an integrated Data Analysis Tool to analyze test scores in line graph format.			
41	provides an integrated Data Analysis Tool to analyze test scores in pie chart format.			
42	provides an integrated Data Analysis Tool to analyze test scores in bar chart format.			

43	provides reports that display assessment analysis per student.			
44	provides reports that display assessment analysis per class.			
45	provides reports that display assessment analysis per question.			

Item	Fees	Included in System Functionality	Included In Cost Proposal	Vendor Comments
	Fees - the proposed system:			
1	provides a fees management system to track fees owed by a student to the district and the collection of such fees.			
2	supports the definition of an unlimited number of student fee types, such as library and athletics.			
3	supports specific fees by grade level.			
4	supports fees only collected by specific schools.			
5	support the definition of optional fees such as yearbooks and sweatshirts.			
6	provides for the definition of course fees so that the student is automatically charged a fee when registered into the course.			
7	supports the ability to define the fee amount for each course.			
8	supports the definition of general fees that will be charged to all students, including picture fees, locker fees, etc.			
9	supports printing student fee statements.			
10	supports manually entering fee payments made by students.			
11	supports tracking the date, description, and comment for each payment. Detail all exceptions in the comments column.			
12	allows for partial payments.			
13	supports the inquiry on the overall fee statement/status of a student.			
14	maintains a complete history of all transactions for a student account for an unlimited number of years.			
15	supports designating whether a payment was made by check, cash, or credit card.			
16	lists total debits, credits, last payment, and running balance for a student.			
17	enforces user defined fee maximums per student.			
18	allows for a fee to be designated as a "one time" only fee.			
19	lets the district or school choose which fees can be paid with recurring payments.			

	Online Payments - the proposed system:			
20	supports online payments to be managed at the district level or each school can set up their own online payment preferences and act as its own business unit with separate bank accounts, convenience fees, etc.			
21	provides an integrated online payment system, in which the parents complete the transaction within the online portal and are not re-directed to another site.			
22	provides an integrated online payment system that is not a link to a third-party payment system, but rather shares the same database as the SIS.			
23	supports online credit card transactions.			
24	supports electronic checks.			
25	allows districts to designate what credit cards to accept.			
26	allows parents to make online payments for both food service fees as well as all other fees, such as yearbook and library fines.			
27	is rated payment card industry (PCI) level 1, the highest security level for online payment transactions.			
28	only stores the last 4 digits of the credit card.			
29	supports payments for multiple items in one transaction.			
30	automatically routes funds to the designated district or school bank accounts. These relationships can be one fee to one account or many to one.			
31	allows parents to set up recurring payments.			
	Fee Reports - the proposed system:			
32	provides a Fees Audit Report displaying all overpaid payments, both at the school level and district wide.			
33	provides a Fee Payment Report listing all payments made by a student that can be filtered and generated based upon multiple criteria, including grade level, fee type, date, and date range.			

34	provides a Fees Summary Report listing all outstanding fees and paid fees for the entire school that can be filtered and generated based upon multiple criteria, including grade level, fee type, date, and date range.			
35	provides a Student Billing Statement Report listing balances for a student that can be filtered and generated based upon multiple criteria, including grade level and fee type.			

Item	Auto Dialer	Included in System Functionality	Included In Cost Proposal	Vendor Comments
	Auto Dialer - the proposed system:			
1	provides an integrated auto dialer that shares the same database as the SIS, and is not a third-party system interfacing with the SIS.	ould be filled out with either a: Y or N		
2	provides an integrated auto dialer that is a Voice over IP system requiring no hardware located at the district or school sites.			
3	provides the ability to interface with a third-party auto dialer solution if the SIS integrated solution is not implemented.			
4	provides an integrated auto dialer that supports unlimited calls by the district.			
5	provides an integrated auto dialer in which the number of calls made does not affect the cost of the system.			
6	provides an integrated auto dialer that supports multiple languages.			
7	provides an integrated auto dialer that supports text to speech recognition.			
8	provides an integrated auto dialer that supports uploading .wav files so messages can be sent using a staff member's voice.			
9	provides an integrated auto dialer that supports built-in mail merge functionality so that messages can be personalized per recipient.			
10	provides an integrated auto dialer that supports messages to be sent as a text message.			
	Attendance Messaging - the proposed system:			
11	provides an integrated auto dialer for attendance that shares the same database as the SIS, and is not a third-party system interfacing with the SIS.			
12	provides an integrated auto dialer for attendance that allows for an unlimited number of templates to be created for attendance related messages.			

13	provides an integrated auto dialer for attendance that can be sent out for all students who meet user defined criteria.			
14	provides an integrated auto dialer for attendance that supports a scheduled dialer start time and end time for messages to be sent out automatically.			
15	provides an integrated auto dialer for attendance that supports the attendance message being sent one time only or by designated frequency.			
16	provides an integrated auto dialer that supports attendance messages to be sent as a text message.			
	Behavior Messaging - the proposed system:			
17	provides an integrated auto dialer for behavior that shares the same database as the SIS, and is not a third-party system interfacing with the SIS.			
18	provides an integrated auto dialer for behavior that allows for an unlimited number of templates to be created for behavior related messages.			
19	provides an integrated auto dialer for behavior that can be sent out for all students who meet user defined criteria.			
20	provides an integrated auto dialer for behavior that supports a scheduled dialer start time and end time for messages to be sent out automatically.			
21	provides an integrated auto dialer for behavior that supports the behavior message being sent one time only or by designated frequency.			
22	provides an integrated auto dialer for behavior that supports a message to be sent out by event type, such as using profanity or disrupting class.			
23	provides an integrated auto dialer for behavior that supports a message to be sent out by role, such as participant, offender, victim, and witness.			
24	provides an integrated auto dialer that supports behavior messages to be sent as a text message.			
	Staff Messaging - the proposed system:			

25	provides an integrated auto dialer for sending messages to staff members that shares the same database as the SIS, and is not a third-party system interfacing with the SIS.			
26	provides an integrated auto dialer for sending messages to a subset of staff members, such as "teachers only" or "all principals."			
27	provides an integrated auto dialer that supports a scheduled dialer start time for messages to be sent out automatically.			
28	provides an integrated auto dialer that supports messages sent to staff members to be sent one time only or by designated frequency.			
29	provides an integrated auto dialer that supports messages sent to staff members to be sent as a text message.			
	Teacher Messaging - the proposed system:			
30	provides an integrated auto dialer for teachers to send messages to parents and students that shares the same database as the SIS, and is not a third-party system interfacing with the SIS.			
31	provides an integrated auto dialer for teachers that supports "missed assignments" messaging where all students with a missing assignment will be notified via the auto dialer.			
32	provides an integrated auto dialer for teachers that supports "grades/marks" messaging where all students with grade/mark determined by the teacher (such as a failing grade) will be notified via the auto dialer.			
33	provides an integrated auto dialer for teachers that supports general notification messages to be sent to the parents/guardians/students.			
34	provides an integrated auto dialer for teachers to send text messages to parents and students.			
35	provides an integrated auto dialer with an option for "grades/marks" messaging and "missed assignments" messaging to be set at the building level on a automated schedule while still enabling teachers to generate additional messages to be sent to the parents/guardians/students.			

	Emergency Messaging - the proposed system:			
36	provides an integrated auto dialer for emergency messages that shares the same database as the SIS, and is not a third-party system interfacing with the SIS.			
37	provides an integrated auto dialer for emergency messages in which data line bandwidth is automatically increased to accommodate emergency calls.			
38	provides an integrated auto dialer for emergency messages that can be sent district wide..			
39	provides an integrated auto dialer for emergency messages that can be sent for only selected schools.			
40	provides an integrated auto dialer for emergency messages that system supports .wav files so messages can be sent in a staff members voice and not computer text to speech.			
41	provides an integrated auto dialer for emergency messages that supports emergency messages to be sent as a text message.			

Item	Food Service	Included in System Functionality	Included In Cost Proposal	Vendor Comments
	Free and Reduced Application Management - the proposed system:			
1	provides an integrated work flow process for processing free and reduced lunch applications.			
2	allows the free and reduced lunch applications to be completed online using the parent portal.			
3	includes electronic signature functionality when parents are completing the free and reduced lunch application online.			
4	has the federal forms and letters already integrated into the system.			
5	prepopulates household data from the database onto the application so parents and staff do not need to manually enter data that has not changed.			
6	maintains a historical record of all applications processed per family.			
7	allows applications to be amended without needing to start a new application.			
8	allows applications to be copied to the next school year and only the data that is different needs to be changed.			
9	supports the verification process of applications.			
10	supports direct certification and can automatically upload files received from the state.			
	Point of Sale - the proposed system:			
11	offers integrated point of sale terminals for use in the cafeteria.			
12	offers integrated point of sale terminals that include touch screen graphical interfaces.			
13	offers integrated point of sale terminals that include cash drawers.			
14	offers integrated point of sale terminals that include pin pads.			

15	offers integrated point of sale terminals that include bar code scanners.			
16	offers integrated point of sale terminals that share the same database as the SIS.			
17	offers integrated point of sale terminals that as students are enrolled in school, their data is immediately available in the terminal without needing to run a process.			
18	offers integrated point of sale terminals that can support two lines with two distinct methods of entry, such as bar code and pin pads.			
19	offers integrated point of sale terminals that supports student photos.			
20	offers integrated point of sale terminals in which a student's free/reduced lunch indicator can be hidden from view of the cashier.			
21	offers integrated point of sale terminals in which a cash drawer can be attached.			
22	offers integrated point of sale terminals that capture payments by cash or check.			
23	offers integrated point of sale terminals that support various price points, such as free vs. reduced vs. staff meals.			
24	offers integrated point of sale terminals that support user defined layouts.			
25	offers integrated point of sale terminals that support creating terminal layouts once and copied remotely to multiple schools.			
26	offers integrated point of sale terminals that allow parents to view what the student bought in real time and down to the item level.			
	Online Payments - the proposed system:			
27	provides an integrated online payment system for food service, in which the parents complete the transaction within the online portal and are not re-directed to another site.			

28	provides an integrated online payment system that is not a link to a third-party payment system, but rather shares the same database as the SIS.			
29	supports online credit card transactions .			
30	supports electronic checks.			
31	allows districts to designate what credit cards to accept.			
32	is rated payment card industry (PCI) level 1, the highest security level for online payment transactions.			
33	only stores the last 4 digits of the credit card.			
34	automatically routes funds to the designated district or school bank accounts.			
35	lets the parents set-up recurring payments which can automatically add money to a food service account when it reaches a low balance.			
	Point of Sale Reports - the proposed system:			
36	provides a Cashier Report that prints a daily, period, or monthly transaction information for Cashiers to reconcile their drawer.			
37	provides a Cashier Report that prints the deposit transaction detail during the input period.			
38	provides an Edit Check Report that prints school level summaries of enrollment and meal counts grouped by students' eligibilities and the purchasable items' State code.			
39	provides a Purchasable Item Report that prints a summary report for all purchasable Items.			
40	provides a Student Journal Report that will batch print student's monthly transactions detail and account balance.			
41	provides a Low Balance Letter which prints a letter with the account balance information for each active student			
42	provides a Transaction Detail Report which prints the daily transactions' detail information group by POS terminal.			

Item	Reports and Queries	Included in System Functionality	Included In Cost Proposal	Vendor Comments
	On Screen Reports - the proposed system:			
1	supports printing most pages of the interface and corresponding data in report format not just using the "print screen function."			
2	displays on screen reports in PDF format and includes a report header. The header can include the district information, school information, report title, and when the report was run.			
	Canned Reports - the proposed system:			
3	provides prebuilt reports for each area of the SIS			
4	allows all reports to be viewed in PDF format.			
5	provides multiple selection parameters to choose from when generating a report..			
6	supports canned reports to be filtered by any subgroup of students.			
	Mandated Reporting - the proposed system:			
7	provides all state and federal mandated reporting.			
8	provides state requirements updates at no additional cost.			
9	provides a state reporting contact who is knowledgeable about all state-specific reporting rules.			
10	provides all state reporting extracts in the format required by the state.			
11	captures all data required for the civil rights data collection (CRDC).			
	Filter/Query Designer - the proposed system:			
12	supports accessing saved queries for editing.			
13	provides the option to create new queries.			
14	supports filters/queries that can be created by user defined SQL statements.			

15	supports filters/queries that can be created by selecting student names.			
16	supports filters/queries that can be created by selecting fields within the system to be used in the query.			
17	supports filters/queries that can be filtered even further by using the operators sounds like, contains, starts with, before, after, greater than, less than, equals to, is null, is not null. Detail all exceptions in the comments column.			
18	allows the user to change the name of the field that should display on the output. For example, if the name of the field is "Student Name," the user may want it to display as "Name of Student."			
19	allows an unlimited number of queries to be created and saved.			
20	supports querying results from the system's live database or the districts data warehouse database.			
21	supports testing a query to preview results.			
22	supports selecting data from both custom fields and standard fields.			
23	supports an unlimited number of tables that can be selected from in a query.			
24	allows queries to be saved to/shared with different user types and individuals throughout the district in real time.			
25	allows queries to be generated at the school level or district wide for any year in the database.			
26	supports data tables and data fields that are named with straight forward designations. For example, the student table is called "student table," the first name field is titled the "first name field." No numeric or alpha codes are used to list the fields and tables within the database.			
27	allows results to be exported in PDF, tab delimited, HTML, XML, and CSV formats.			
28	Allows access to raw data using standard SQL queries and management tools.			
	Data Analysis Visualization Reports - the proposed system:			

29	provide the ability for three dimensional data visualization.			
30	supports the creation of an unlimited number of data analysis visualizations.			
31	allows data fields, custom fields, and state specific fields can be used in creating data analysis visualizations.			
32	allows data analysis visualizations to be modified and then saved without changing the original template.			
33	allows data analysis visualizations to be modified using a drag and drop interface.			
34	allows data analysis visualizations to be saved to different user types and individuals throughout the district in real time.			
35	allows data analysis visualizations to be generated at the school level or district wide.			
36	allows data analysis visualizations results to be exported out of the system in PDF, tab delimited, HTML, XML, and CSV formats.			
37	allows data analysis visualizations results to be displayed as a pie chart.			
38	allows data analysis visualizations results to be displayed as a line chart.			
39	allows data analysis visualizations results to be displayed as a pivot table.			
40	allows for drill down capabilities so that a user can look at the underlying data. For example when looking at assessment results, an end user can drill down to see what students make up the results.			

Item	Data Warehouse	Included in System Functionality	Included In Cost Proposal	Vendor Comments
	Data Warehouse - the proposed system:			
1	provides an integrated data warehouse.			
2	provides an integrated data warehouse housed in a separate database than the production database for performance considerations.			
3	provides an integrated data warehouse which flattens the production database structure for better data analysis and performance capabilities.			
4	allows access to the data warehouse to be set by user.			
5	allows access to the data warehouse to be set by role.			
6	provides the option to query against live data or the data warehouse.			
7	provides the option for the snapshot of the data warehouse to be scheduled to be refreshed daily.			
8	provides the option for the snapshot of the data warehouse to be scheduled to be refreshed weekly.			
9	provides the option for the snapshot of the data warehouse to be scheduled to using a start date.			
10	provides the option for the snapshot of the data warehouse to be scheduled to using a start time.			
11	provides an integrated data warehouse which can also be seamlessly integrated with a visualization tool, such as Tableau, MS SRS, etc.			
12	supports a visualization tool that utilizes drag and drop for easy analysis and manipulation of data.			
13	supports a visualization tool that displays date in bar graphs.			
14	supports a visualization tool that displays date in line graphs.			
15	supports a visualization tool that displays date in pie charts.			
16	supports a visualization tool that displays date in scatter plots.			
17	supports a visualization tool that displays date in maps.			
18	supports a visualization tool that displays date in heat maps.			

19	supports a visualization tool that displays date in time series displays.			
20	allows data from the warehouse to be published as a dashboard.			
21	provides for other data in district third-party systems, such as library or transportation systems data, to be integrated into the SIS data warehouse and reported alongside the SIS data.			
22	allows the visualization to be displayed and used within the SIS as a pass-through with end users not needing to sign in twice - once to the SIS and again into the visualization tool.			
23	Allows raw data access to the data warehouse using standard SQL queries and management tools.			

Item	Technology	Included in System Functionality	Included In Cost Proposal	Vendor Comments
	Hardware - the proposed vendor:			
1	provides all hardware needed to operate the system if cloud hosted or full specification if district hosted.			
2	provides database server(s) if cloud hosted or full specification if district hosted			
3	provides application server(s) if cloud hosted or full specification if district hosted			
4	provides load balancer(s) if cloud hosted or full specification if district hosted			
5	provides data warehouse server(s) if cloud hosted or full specification if district hosted			
6	provides a SIF zone integration server regardless if the system is hosted at the district or cloud hosted.			
7	provides all maintenance on the hardware regardless if the system is hosted at the district or cloud hosted.			
	Software - the proposed vendor:			
8	provides all software licenses necessary to operate the system.			
9	provides database licenses.			
10	provides web server licenses.			
11	provides operating system licenses.			
12	provides MS SQL Reporting Services licenses.			
13	provides MS Visual Studio licenses. (Professional or Enterprise edition)			
	Services - the proposed vendor:			
14	completes all system upgrades remotely.			
15	completes all supporting software upgrades remotely.			
16	provides offsite backups.			
17	provides warm site fail over.			

18	provides release notes that includes documentation describing the scope of the release and any other information important to the successful implementation of a release, including but not limited to the need for additional and/or replacement software and additional or replacement equipment.			
	Security - the proposed vendor:			
19	does not outsource any hosting.			
20	owns its own data centers.			
21	owns and operates multiple data centers that are a full replication of each other.			
22	owns and operates multiple tier-4 data centers.			
23	supports 256-bit SSL encryption for all online transitions.			
24	supports a broad set of security policies to manage general security settings. Security policy must be able to support groups including administrative staff, by teacher and for external access by parents/students.			
25	stores the user password in an encrypted format.			
26	uses SAML to support single sign on.			
27	generates a random password that may be used for a single login by users prior to their setting their own password.			
28	uses two factor authentication, alerting and requiring a verification code when logging into the system on an unrecognized device.			
29	allows a user to be assigned to multiple user groups and roles when appropriate.			
30	has the ability to automatically sign off dormant users from the system after a user defined time period.			
31	allows teachers to access only their student data information from the classroom.			
32	meets all applicable federal, state, and local mandates.			
33	has built-in spellcheck abilities.			
34	accommodates copy and paste functionality.			

35	provides teachers with access to student records for only the students enrolled in their classes.			
36	restricts school site users from changing district-defined tables, unless they have been given security rights to do so.			
37	provides the ability to update user security available online.			
38	provides an access control log for the system manager.			
39	provides the ability to allow district control of district identified tables.			
40	provides the ability to allow user defined fields at school sites that may or may not exist at the district level.			
41	displays a warning message before an automatic log off due to inactivity.			
42	enforces strong passwords.			
43	provides the ability to track user logins.			
44	received Service Organization Control (SOC) 2 certification, demonstrating sufficient policies and strategies that satisfactorily protect electronic data.			
45	Outside of the district, who will have access to our data and who will require access?			
	Data Exchange - the proposed system:			
46	is SIF compatible and includes the zone integration server and agents as part of the core system.			
47	delivers library, transportation, human resource, finance, and facilities management objects for data exchange.			
48	can request data for a particular set of criteria and timeframe with provided data-scoped zone routing.			
49	has data-scoped routing capabilities that lets users request system data to populate a third-party application for a specific timeframe. Users don't have to be concerned about receiving the entire historical SIS database and causing their network and servers to be overwhelmed.			
50	is ODBC or native MS SQL compliant, allowing the district complete access to the underlying data.			

51	provides an extract utility for the purpose of transferring data via a flat file from the SIS into third-party software.			
52	provides an extract utility in which the extract file can be generated in the following column delimiters: CSV, TAB, Tilde, and Vertical Bar.			
53	provides an extract utility in which the extract file can be delivered to the third-party system using server message block (SMB).			
54	provides an extract utility in which the extract file can be delivered to the third-party system using hyper text transfer protocol (HTTP).			
55	provides an extract utility in which the extract file can be delivered to the third-party system using Hyper Text Transfer Protocol Secure (HTTPS).			
56	The extract file can be delivered to the third-party system using file transfer protocol (FTP).			
57	The extract file can be delivered to the third-party system using secure file transfer protocol (SFTP).			
58	provides an extract utility in which the extract file can be delivered to the third-party system automatically at a certain time, including daily, weekly, and monthly.			
59	Must integrate with "Clever" to sync our rosters			

Item	Support	Included in System Functionality	Included In Cost Proposal	Vendor Comments
	Support - the proposed system:			
1	provides an online portal to view software releases status, reported problem resolution status, current documentation, and training schedule.			
2	provides a central client support help line to be available during district business hours.			
3	provides a toll free number to log issues as well as a online support portal.			
4	provides online help functions including: (1) the ability for authorized users to initiate online support requests, (2) access to online help documentation for all authorized users, (3) tip sheets, (4) procedure documentation, and (5) frequently asked questions relevant to the implemented solution.			
5	provides a technical support contract to the district.			
6	develops a service level agreement (SLA) which defines all support parameters, including but not limited to, hours of supplier support availability, supplier response times to client calls, and supplier resolution times.			
7	provides ongoing training classes available via the web with a trainer and as recorded classes.			
	Online Help - the proposed system:			
8	provides online help for every function within the system.			
9	makes user guides accessible to all users.			
10	allows any section of the user guide to be printed.			
11	provides online video tutorials.			
12	provides online video simulations in which the user can "practice" completing tasks.			
13	provides online discussion boards in which users can discuss topics with other SIS users across the country.			
14	provides online help documentation for interactive use.			
15	provides the ability to search for specific help topics.			

16	provides the option to print the help text.			
17	provides the ability for authorized users to edit the pre-programmed help text to support district policies.			
18	provides the ability for authorized users to create new help articles to outline district policies and procedures.			
19	provides the ability for authorized users to link help to outside URL's for further description, video content, or district defined policy documents.			