



# College Station Independent School District

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*Success...each life...each day...each hour*

## MEMORANDUM

To: Amy Drozd, CFO

From: Carmella Shafer, Director of Purchasing

Date: August 3, 2021

Subject: Renewal purchase request for a software license for Cardonex, a master scheduling software, from Education Advanced

The process of building a master schedule involves countless hours and is extremely important when ensuring the schedule is equitable, student-driven, and assigns teachers in the most efficient and cost-effective manner possible. In the fall of 2020, district staff researched various software packages to assist in the development of the master schedules for secondary campuses. Cardonex was determined to best fit the needs of district and a purchase was approved in December of 2020.

Counselors and staff were trained and began using the software for scheduling the 2021-2022 school year. Some of the advantages of the software are as follows:

- Maximizes the number of students receiving their first choice classes.
- Balances class sizes.
- Saves times and improves staffing efficiency.
- Allows for data driven decisions in staffing.

These online resources are available from Education Advanced Inc. through the BuyBoard Contract #579-19. All items on this contract have been competitively bid and awarded by the Cooperative's Board of Trustees based on state statutes.

It is the recommendation of Carmella Shafer, Director of Purchasing and Chrissy Hester, Director of Student Services to renew the subscription to Cardonex for the 2021-22 and 2022-23 school year, including annual training and technical assistance in the amount of \$57,667.00 and \$54,387.00, respectively as per the attached quotes 00002912 and 00002921 from the Elementary and Secondary School Emergency Relief (ESSER III) Fund. The ESSER III fund application has been submitted and the cost of Cardonex has been included in the budget plan.

Handwritten signature of Carmella Shafer in blue ink.

Carmella Shafer, Director of Purchasing

Handwritten signature of Chrissy Hester in blue ink.

Chrissy Hester, Director of Student Services



Education Advanced, Inc  
 2702 E. Fifth St, #372  
 Tyler, TX 75701  
 (903) 858-4497  
[accounts@educationadvanced.com](mailto:accounts@educationadvanced.com)  
<http://www.educationadvanced.com>

Sales Rep Jill Blankenship

Contact Name Chrissy Hester  
 Bill To Name College Station ISD  
 Bill To 1812 Welsh Ave  
 College Station, TX 77840-4851  
 USA

Quote Number 00002912  
 Created Date 7/9/2021  
 Expiration Date 9/30/2021

Product	Line Item Description	Sales Price	Quantity	Total Price
Cardonex Implementation, Training, & Technical Assistance	21-22 School Year	\$9,843.00	1.00	\$9,843.00
Cardonex Subscription Renewal	21-22 School Year	\$7.00	6,832.00	\$47,824.00

Quote for Services has been submitted for your approval. Terms of agreement for services will be governed by Company's Subscription Services Agreement.

Subtotal \$57,667.00  
 Discount 0.00%  
 Total Price \$57,667.00

Notes Please send PO to  
[accounts@educationadvanced.com](mailto:accounts@educationadvanced.com).

Quote Acceptance Information

Accepted By \_\_\_\_\_

Signature \_\_\_\_\_

Accepted Date \_\_\_\_\_



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Sales Rep Jill Blankenship

Contact Name Chrissy Hester  
 Bill To Name College Station ISD  
 Bill To 1812 Welsh Ave  
 College Station, TX 77840-4851  
 USA

Quote Number 00002921  
 Created Date 7/9/2021  
 Expiration Date 9/30/2022

Product	Line Item Description	Sales Price	Quantity	Total Price
Cardonex Implementation, Training, & Technical Assistance	School Year 2022-2023	\$6,563.00	1.00	\$6,563.00
Cardonex Subscription Renewal	School Year 2022-2023	\$7.00	6,832.00	\$47,824.00

Quote for Services has been submitted for your approval. Terms of agreement for services will be governed by Company's Subscription Services Agreement.

Subtotal \$54,387.00  
 Discount 0.00%  
 Total Price \$54,387.00

Notes Subscription pricing is subject to change due to updated student enrollment. Please send PO to [accounts@educationadvanced.com](mailto:accounts@educationadvanced.com).

**Quote Acceptance Information**

Accepted By \_\_\_\_\_

Signature \_\_\_\_\_

Accepted Date \_\_\_\_\_