



College Station Independent School District

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

MEMORANDUM

To: Mr. Mike Martindale *MM*

From: Amy Drozd, Chief Financial Officer *AD*

Date: August 11, 2021

Subject: Software license renewal for Cardonex, a master scheduling software, from Education Advanced.

Agenda Item: J – 7.

BACKGROUND

In the fall of 2020, District administrative staff, technology staff, and counselors researched various software packages that would assist in the development of the master schedules for secondary campuses. The process being used was very time consuming and cumbersome to incorporate additions, deletions, or changes. Their review process included detailed demonstrations as well as confirmations as to its effectiveness with other school districts.

Cardonex software was determined by the review team to be the best solution for CSISD. The purchase was approved by the Board of Trustees in December 2020. Counselors and staff were trained and began using the software in scheduling students for the fall of 2021. The advantages of the software are as follows:

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

It is the recommendation of Carmella Shafer, Director of Purchasing, and Chrissy Hester, Director of Student Services, to renew the license subscription to Cardonex for the 2021-2022 with the option to extend for one year at a price of \$57,667 and \$54,587 for the 2022-2023 fiscal year which includes annual training and technical assistance. Cardonex is available from Education Advanced Inc., through the BuyBoard Contract #579-19. If approved, the purchase will be from the Elementary and Secondary Emergency Relief (ESSER III) Funds. The ESSER III grant application has been filed with TEA and includes the Cardonex license renewal.

RECOMMENDATION

It is recommended the Board of Trustees approve the renewal of a license for Cardonex from Education Advanced utilizing BuyBoard contract #579-19 in the amount of \$57,667 for the 2021-2020 fiscal year with the option to extend for one year in the amount of \$54,387 using ESSER III funds.

Amy Drozd
Chief Financial Officer

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Mike Martindale
Superintendent of Schools