

## Process Automation & Document Management tools to modernize and simplify your school district's processes

"It's been so beneficial to have workflows, notifications and alerts so we can **improve our productivity.**"

— Hesperia, CA Unified School District

"Having instant access to all of that data associated with the student file allows our faculty and administration to **make quick decisions and fulfill requests faster.**"

— Rapid City, SD Area Schools

"FileBound solutions create efficiencies and **take the paper shuffle out of the equation.**"

— Skyward, Inc.

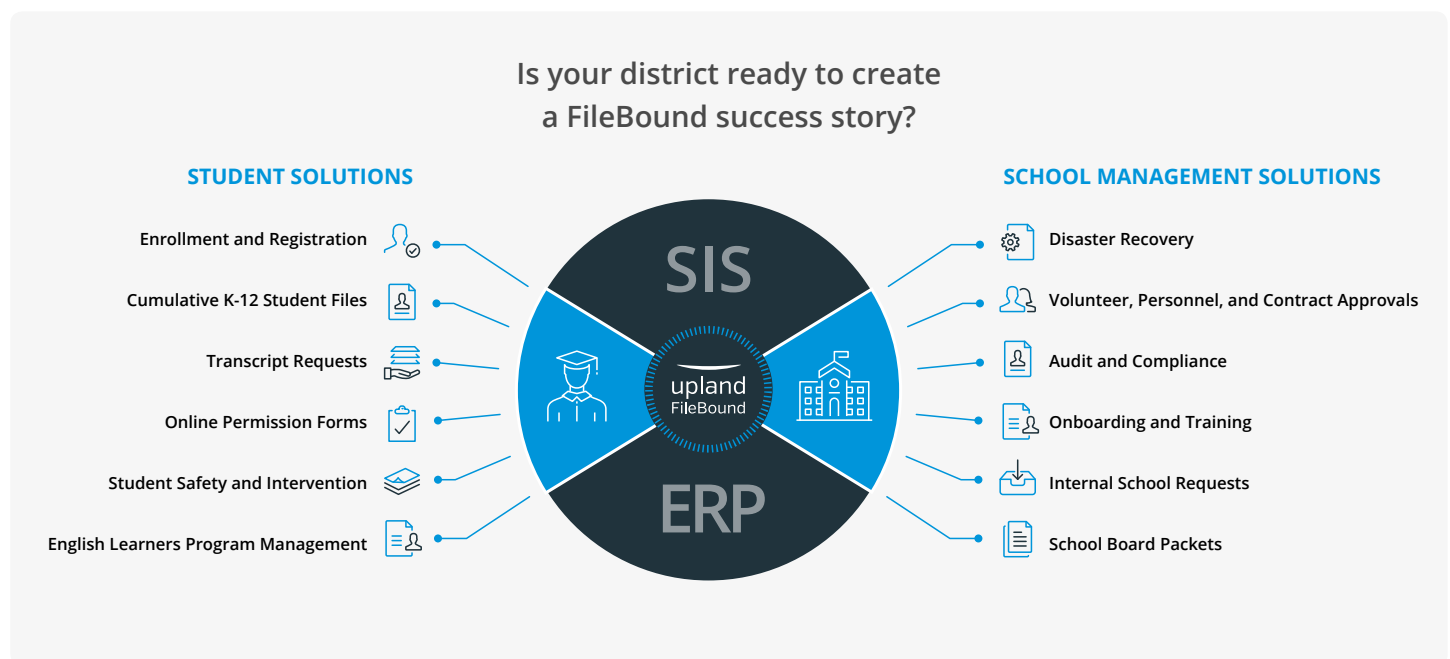


# Designed to Modernize and Automate Your School District's Processes

FileBound's solutions allow K-12 educators and administrators to streamline student services by providing faculty secure and reliable access to critical student information like medical needs, required student modifications, language resources, or advanced placement programs, while also building efficiencies in central office operational processes – such as personnel management, onboarding and training, background checks, facilities and equipment requests, and more.

FileBound also aligns with budget constraints and works in tandem with your districts' existing student information systems (SISs), accounting/finance packages (ERPs) to ensure immediate adoption across faculty and administrative staff.

We help districts focus on what really matters – **providing students and their families with the best services and resources possible** by ensuring faculty have access to required student documentation and records, while simplifying central office requests and processes.



## Benefits

**Interface Integration** with existing SIS, ERP, and human resource processes promotes quick adoption.

**Automate** central office and HR processes such as resource contracting, personnel action forms, onboarding and training, disaster recovery – and so much more! Streamlined processes means more time to focus on larger district initiatives and student-centric services.

**Safeguard** student and faculty privacy by enforcing rules and security protocols specific to the faculty, staff, or administrator need.

**Ensure** audit-ready compliance standards so your district can easily and accurately comply with state and federal reporting requirements while enforcing disaster recovery.

**Faster** access to student resources improves student comprehension, enhances your district's reputation, and helps to achieve funding mandates.

**Utilize** cloud capabilities or on-premises packages and flexible licensing options to enhance your district's technological capabilities while conscientiously adhering to your defined budget.

# For Faculty and Program Directors: Easily Access and Track Student Data

Pairing FileBound with your districts' existing SIS quickly grants faculty immediate access to student documents for complying to medical restrictions, managing learning assistance modifications or accelerated learning programs, or counseling and disciplinary documents – all while automatically enforcing permissions-based user security to safeguard student data to satisfy state and federal compliance standards.

Hesperia Unified School District in California used FileBound to improve student services by automating the annual documentation process for each of the 4,600 students in their English Learner (EL) program. **The results?** Approval and processing time for each student dropped from 3 months to only 2 weeks – an improvement of nearly 84 percent in getting students the resources they need.

Faculty at Rapid City Area Schools (RCAS) in South Dakota simplified their work by using FileBound Connect – providing them access to all student documentation and records, simply by pulling up their SIS record. "Having instant access to all of that data associated with the student file allows our faculty and administration to make quick decisions and fulfill requests faster, rather than spending time emailing every teacher or parent trying to pull together the information they need," said Nancy Williams, Business Analyst at RCAS.

K-12 school districts nationwide have already found success by drastically improving transparency and productivity around Student Services processes, access for parents to permission and medical forms, student transcript requests, and more – while, most importantly, improving the speed and quality of services they provide to students and their families.

*"FileBound solutions create efficiencies and take the paper shuffle out of the equation. Their document and automation solution quickly delivers documentation and records specific to the student in question without leaving the Skyward interface. Fulfilling student record requests, processing student services, and providing documentation to the necessary parties is no longer a laborious effort."*

— Kevin McFerrin, Executive VP of Business Development for Skyward, Inc.



## Student Solutions



Enrollment and Registration



Cumulative Student Files K-12



Transcript Requests



Online Permission Forms



Counseling & Disciplinary Docs



English Learner Program Mgmt

# 84%

In the Hesperia Unified School District, processing time for each student dropped from 3 months to only 2 weeks – an 84% improvement.

# For Administrative Staff: Fast Track Requests and Streamline Central Office Processes

Whether administrative staff is complying to audits, aligning onboarding resources for new hires, processing background checks for volunteers, or releasing school board packets for public consumption, FileBound is a game changer for improving administrator productivity, efficiency, and responsiveness.

By automatically creating a digital audit trail for all documents and data, school districts using FileBound are compliant with state and federal mandates and have a reliable, secure disaster recovery capabilities – ensuring their students' critical data is safe and accessible.

Staff at Rapid City Area Schools in South Dakota use FileBound Connect and workflow to streamline countless central office processes. **Their Accounts Payable department alone cut invoice processing down from 3 weeks to less than two hours.**

Cache County School District in Utah uses FileBound to ensure they meet all annual state and federal audit requirements to continue to receive the educational funding that keeps much needed programs alive for their students.

State requirements in Mississippi required that DeSoto County Schools comply with annual audits to meet state records retention requirements. DeSoto had staff working overtime, yet it still took months to manually enter the required data into the student records. "Before FileBound, we had stacks of paper halfway up the wall. Today there is no paper! And by the first day of school, all student information is in our SIS, supporting documents are electronically stored, and we're ready to go," remarked Melissa Green, MIS Director at DeSoto County Schools.

How much more could you be doing to help your students? Does your staff have the tools they need to achieve success? Your school district already has the right resources in place. FileBound allows you to take better advantage of them.

**Let us help your district refine your processes so you can focus on what really matters – students.**

## About Upland Filebound

Upland FileBound delivers document and process automation applications that improve the operation of any organization by connecting users with the information they need to work more efficiently and effectively. With FileBound, customers can build automated workflow processes and centrally manage documents to improve compliance, collaboration and access to information. FileBound is a subsidiary of Upland Software (NASDAQ: UPLD), a leading provider of cloud-based Enterprise Work Management software designed to manage and automate document-intensive business processes.

upland FileBound



## School Management Solutions



Disaster Recovery



Volunteer, Personnel, and Contract Approvals



Audit and Compliance



Onboarding and Training



Internal School Requests



School Board Packets

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— Melissa Green, MIS Director at DeSoto County Schools.