

# Engage like never before.

**Proposal for Crawford Central School District** 

Date: 2019-10-14







# **Table of contents**

Proposal for Crawford Central School District

Executive overview	3
Pricing	4
Customer references	5
Website design	6-8
Our launch process	9-12
Website CMS	13-15
Website accessibility	16
Support and training	18-19
Hosting, application and security	20-23
Related links	24
Terms and conditions	25-30

## **Executive overview**

We are committed to making web communications technology as easy as possible for school administrators so they can improve how they communicate and improve education outcomes. What sets Campus Suite apart is a unified platform designed for flexibility and simplicity, and customer-first support. Combined, these strengths make it possible for schools to leverage technology to better engage not only their parents, but their entire school community and make an impact through better communication.

Campus Suite helps large and small public school districts and private schools improve how they communicate using beautiful websites, notification systems and mobile apps. In 2016, the company launched a powerful and comprehensive school communication cloud that enables schools to expand their reach and amplify their messages. Schools can now manage websites, voice, text, social media and email communications from one centralized control center.

Campus Suite integrates with existing school technologies, eliminating any IT burdens on schools, affording them better use of their internal resources and the peace of mind knowing all critical web communications are in great hands.

Years in business: Founded in 2000 Executive team Eric Fulkert. CEO.

Steve Williams, V.P. Marketing Jason Morgan, V.P. Product

No. of employees

Customers: Public school districts (K-12), private schools, charter schools,

community colleges and small colleges

Thank you for this opportunity,



Eric Fulkert
CEO of Campus Suite
eric@campussuite.com
513.207.9431

# **Pricing**

Proposal date: 2019-10-14

This quote is valid for 90 days from 2019-10-14

Implementation	Schools and/or Students	Subtotal
Website design, build and launch	8	\$2,867.20
School-branded design		
<ul> <li>ADA compliant site migration and remediation</li> </ul>		
(approx. 100 pgs. per school**)		
Dedicated project leader and support team		
School communication cloud	Schools and/or Students	Subtotal
Content Management System (CMS)	8	\$5,450.40
<ul> <li>Full-featured websites, teacher pages and intranets</li> </ul>		
<ul> <li>Unlimited user access and storage</li> </ul>		
Access to "Design for life" premium theme library		
Accessibility Compliance Service	8	\$2,184.00
<ul> <li>Monthly site reporting and monitoring</li> </ul>		
<ul> <li>Error corrections and video transcriptions/CC</li> </ul>		
Training and support		
Social Media Manager	8	Included
Support, training and upgrades		Included
Secure cloud hosting with fail-overs (AWS)		Included
*Due upon proposal execution	First year total*:	\$10,501.60
**Does not include custom application functionality outside of	Second year total:	\$7,634.40
Campus Suite's features <u>www.campussuite.com/matrix</u>	Third year total:	\$7,634.40

## **Customer references**



Park Ridge - Niles School District 64

www.d64.org

## Allison Blum

District Web Technologist Phone: (847) 318-4300 Email: ablum@d64.org



## **Kildeer Countryside School District 96**

www.kcsd96.org

## **Betsy Fresen**

Public Information Coordinator

Phone: (847) 459-4260

Email: bfresen@kcsd96.org



## Starkville Oktibbeha School District

www.starkvillesd.com

## **Nicole Thomas**

Director of Communication

Phone: (662) 615-0021

Email: nthomas@starkville.k12.ms.us



## **Elmwood Park CUSD 401**

www.epcusd401.org

### **Dave Porreca**

Web/Media specialist

Phone: (708) 452-7292

Email: porrecad@epcusd401.org



# Design tailored to your school spirit

Your school deserves a beautiful website, so we do all we can to help you create a communication hub that's all yours – one that reflects your image, people and achievements.

It starts with our Design Center, your online resource for planning and design. See live examples of dozens of website designs and start capturing the spirit of your school.

## Great school websites start here.



# Select from premium designs.

Choose from dozens of ADA-compliant designs, all made to engage with natural, intuitive navigation.



# Get accessibility peace of mind.

Your website design is assured of having ADA compliance and accessibility built right in.



# Customize it to your school brand.

Control your messaging and brand to give your district and schools just the look you want.



## **Campus Suite Design Center**





# Website design features

Multi-site branding and templates	Create and maintain school branding consistency with flexible design themes.	
Theme manager	Change navigation, headers, footers, and widgets at any time, while maintaining brand consistency.	
Customization	Customize each and every school in your district using the Campus Suite theme manager.	
Layout flexibility	Adjust layouts and columns to your specification to help organize information and content.	
Browser compatibility	Supports WC3 standards and works on any popular browser – Chrome, Firefox, Safari, I.E., Opera and more.	
Responsive design	Mobile-first' design ensures your web pages automatically format to work and look great on phones, tablets, and desktops.	
Theme library	An ever-expanding library of ADA-compliant design themes helps your website design keep up with the technology and the times.	
Widgets	Choose from over 50 dynamic widgets: add calendars, news, videos, social media feeds and more.	

# **Website functionality features**

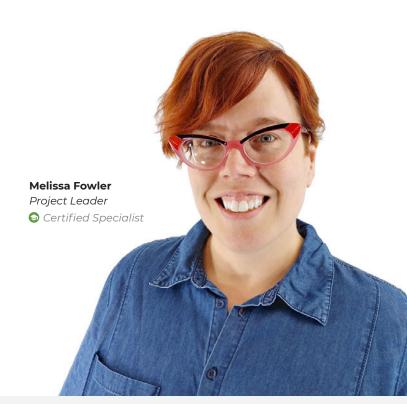
Searchable directory	Find who you want in an instant. Search school and district directories by name or department.
Calendars	Parents can 'sync' their own personal calendars with your online district, school, department and classroom calendars.
Photo galleries	Upload and organize your photos into galleries, and automatically resize your images so they can be viewed on any device.
News and announcements	Share and spread news and announcements with other departments and schools for message control and consistency.
Blogs	Share ideas through rich content that helps tell your school story and encourage dialogue through comments.

Content sharing (schools)	Readily share news, calendars, photo galleries, faculty/staff profiles and other content with other schools and departments.
Faculty/staff profiles	Faculty and staff profiles link to a searchable directory, and include profile bio and contact information
Form builder	From physicals to admission forms, custom forms make it easy to create, capture and manage all kinds of critical information.
Emergency alert banner	Target specific schools, departments or your entire district with prominent announcement banners on designated web pages.
Sitemaps	Make your site more accessible for all by adding an ADA-compliant sitemap that dynamically adjusts with content changes.
RSS Feeds	Embed news, events, blogs, photo galleries, calendars and other content from around your site and across the web.
Language translations	Eliminate language barriers with instant web page translations that accommodate all members of your school community.
Friendly URLs	URLs feature intuitive names so visitors can easily know where to go and your pages are search-engine friendly.
Social media integration	Add social media feeds such as Facebook and Twitter to your webpages along with social sharing buttons.
Online Spirit Shop	Sell school-themed clothing and merchandise by adding an online spirit wear store to your website.
E-commerce	Accept payments online using the e-commerce form builder to make it easy for your parents and students to transact how they prefer.
Streaming videos	Embed a YouTube or Vimeo video feed on a webpage to bring your school to life on any viewing device.
Polls/Surveys	Use the form builder to quickly create a poll/survey and learn powerful insights into your parents or other web visitors.

# We make it easy to have a great website.

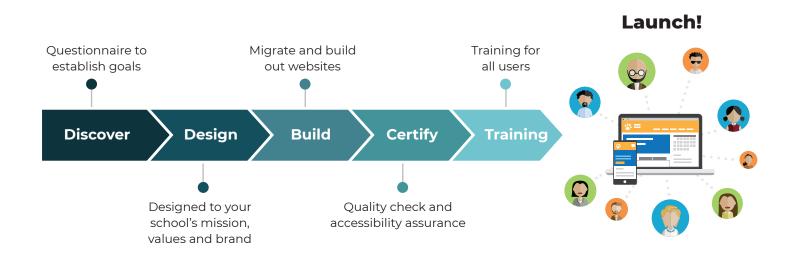
Building a new website is not something you do every day, but we do. And we're here to help every step of the way. From discovering and establishing your website goals at the outset, to training and supporting all your users, your Campus Suite project leader and support team are there for you at every turn.

- Custom branding
- Website migration
- Accessibility compliance remediation
- Quality Assurance and launch
- Support and training



## Your 5-step path to a great website

Launch a website that brings the entire school community together.







## **Process**

Each phase in Campus Suite's
Playbook is comprised of tasks that
should be completed in the order seen
on your "Process Checklist" screen
available when you are logged into
your staged website. As you come up
with questions or encounter obstacles
at any time during this process, your
project manager is there to help you.
Follow this Playbook, and in due time,
you'll have a sleek, cutting-edge
website that's sure to engage parents,
staff, students and the entire school
community.



## **Step 1 - Discover**

1.	Complete stakeholder questionnaire	Complete the customer questionnaire that surveys various project stakeholders to gain a shared understanding of goals and expectations.
2.	Review Service Level Agreement (SLA)	Gain a full understanding of service levels and confirm realistic expectations. Make certain we're all in alignment.
3.	Upload digital assets	Upload your highest-quality digital assets to your website to ease the page-building process.
4.	Set up Google account and services	A Google account for your organization is critical for services such as site search, translation, and website traffic analytics.
5.	Build and publish website architecture	Following best practices of successful website design, here's where the foundation for your site starts coming together.
6.	Approve design adjustments	The look and feel of your website gets refined at this stage.

# Step 2 - Design

5.	Build and publish website architecture	Following best practices of successful website design, here's where the foundation for your site starts coming together.
6.	Approve design adjustments	The look and feel of your website gets refined at this stage.

# Step 3 - Build

navigation and mega-menu content  8. Manage website worksheet  Participate in publisher training  Publisher training sessions are made available on-demand. Live sessions can be scheduled with Campus Suite support.  Pollowing publishing training, start working the website worksheer production/content migration  determine the main navigation across the top your site.  This is a living, breathing shared document that serves as a check for every page on your website.  Publisher training sessions are made available on-demand. Live sessions can be scheduled with Campus Suite support.  Following publishing training, start working the website worksheer in production/content (see above) to begin creating pages.				
<ul> <li>worksheet for every page on your website.</li> <li>Participate in publisher training sessions are made available on-demand. Live sessions can be scheduled with Campus Suite support.</li> <li>Website production/content migration</li> <li>Supply bulk data import sheets</li> <li>Campus Suite makes it easy to import any common data such as users, staff/faculty, news, events and any directory using easy-to-populate bulk import sheets.</li> <li>Approve design</li> <li>The look and feel of your website gets refined at this stage.</li> </ul>	7.	navigation and	Once the site architecture is published, now's when you need to determine the main navigation across the top your site.	
training  sessions can be scheduled with Campus Suite support.  10. Website production/content migration  11. Supply bulk data import sheets  Campus Suite makes it easy to import any common data such as users, staff/faculty, news, events and any directory using easy-to-populate bulk import sheets  13. Approve design  The look and feel of your website gets refined at this stage.	8.	•	This is a living, breathing shared document that serves as a checklist for every page on your website.	
production/content migration  (see above) to begin creating pages.  11. Supply bulk data import sheets  Campus Suite makes it easy to import any common data such as users, staff/faculty, news, events and any directory using easy-to-populate bulk import sheets  13. Approve design  The look and feel of your website gets refined at this stage.	9.		-	
<ul> <li>import sheets users, staff/faculty, news, events and any directory using easy-to-populate bulk import sheets</li> <li>13. Approve design The look and feel of your website gets refined at this stage.</li> </ul>	10.	production/content	Following publishing training, start working the website worksheet (see above) to begin creating pages.	
	11.			
	13.	• • •	The look and feel of your website gets refined at this stage.	

# Step 4 – Certify

15.	Configure Google services	Critical and helpful Google features to make your website more powerful and useful are configured at this stage.	
16.	Q&A and deployment	This series of pre- and post-deployment is a gauntlet of technical diligence to ensure your site meets our and your quality standards.	
17.	Final review and deployment approval	Website is configured and ready to go live. Launch time.	

## Step 5 - Training

# 14. Pre-deployment training

Here's when you need to make certain all key website admins and publishers have participated in either live or on-demand training.

## Launch and certification

A Campus Suite Certified website is received after passing a review by a Campus Certified Specialist in Digital Communications. The assessment is based in four (4) key areas with (4) specific criteria within each area to create a 16-point checklist that comprises a successful website.



## ✓ Branding and design

How well your school brand supports your professionalism

## ✓ Usability

How easy it is to navigate and find information

## ✓ Mobile friendliness

How well it works on phones and tablets

## ✓ Accessibility

How well it supports those with disabilities



Inline editor makes it easy for non-technical users to edit and preview in real time.

# A CMS that works as beautifully as it looks

From the site administrator, to contributing staff members, to the parents and many others depending on a beautiful hub packed with easy-to-find information, everyone in your school community will appreciate Campus Suite's CMS.

# We make it easy for you to have a great website.

Using a flexible platform ready to respond to tomorrow's communication challenges, our 5-step path to creating a great website ensures your challenges are solved and goals are met. What's more, it's all managed by a Campus Suite project leader and support team who are with you from initial planning, up through and beyond project launch.

- Create, publish and update web pages with ease
- Project a professional image; depict your mission and values
- Make important school information easy to find
- Meet ADA-compliance WCAG 2.1 accessibility standards



Build beautiful pages that make it easy for visitors to find what they want fast.



## Manage

Control user permissions, content approvals and system integration from a single spot.



**Empower** 

Keep your web content fresh, and watch your content managers contribute like never before.





# **CMS editing features**

Inline editor	Inline editor features a live preview to see just how your page will appear before you publish it.
Spell check	Because spelling counts! Misspelled words and grammar errors are found and corrected.
Page Drafts	Save drafts of your page before it goes live and keep track of page updates, including who made them and when.
Page history	Keep track of and revert back to previous versions of your page.
Scheduled content publishing	Add flexibility to your publishing schedule by choosing when you want your saved content to go live.
Scheduled content expiration	No stale content. Schedule the date and time you want your content removed and automatically archived.
Table editing	Create and edit tables that are properly formatted for logic, readability and ADA compliance.
Multicolumn layouts	Fifteen different column settings give you flexible layout options that respond beautifully on all devices.
Rotating panels and images	Show more images more often using rotating images and graphic panels that tell your school stories visually.
Content reuse and repurposing	Share content across departments and schools, and maintain control of edits and updates from a single spot.
Embed scripts	Add scripts to link content such as forms and videos from other Java and HTML sources.
Social media integration	Extend your web content by adding Facebook, Twitter other social media feeds to your pages.
Widgets	Over 50 widgets available to add to your page for interactivity and enhanced functionality.
Edit source and CSS	Adjust styles and the ability to edit source code of each page.

# **CMS administration features**

Custom role-based roles	Create custom roles and define permissions: superuser, administrator, publisher, workflow approver, and teacher.
Impersonate users	Review user's access by simply clicking a button and impersonating the user to double check permission settings.
Group permissions	Set up group permissions to streamline managing user access and security.
Approval workflows	Manage web page drafts and versions using designated roles to control and approve content: create, revise, schedule and publish pages.
Bulk import	Import worksheets quickly updated popular modules: blogs, faculty/staff profiles, news, calendars, photo galleries, redirects, etc.
Activity logs	Access reports of all user logins and content updates. Page history provides the ability to revert back to previous versions if needed.
Document management	Uploaded and organize documents into a searchable repository.
Page history	Complete version history available for all content updates, and the ability to revert back to a previous version.
Domain management	Assign and manage domains and subdomains with logical naming schemes using built-in domain manager.
User policies	Set up a website publishing policy that requires users to agree with terms before editing and adding website content.
Tag management	Create and manage tags to help organize and segment website content.
LDAP/Active Directory integration	Authenticate a user's login to your LDAP/Active Directory for secure access to website platform.
Google Apps Integration	Integrate seamlessly with suite of Google apps for greater collaboration and single sign-on.
Microsoft 365	Create a single sign-on for your Microsoft 365 users to simplify password management and security.



ADA-compliance reporting built right into your Campus Suite dashboard.



# We'll handle all your website accessibility.

We take on the responsibility of making and keeping your website ADA compliant and accessible to those with disabilities, so you can focus on education – not trying to keep up with changing web accessibility guidelines.

## Includes a fully managed service:

- Covers all monitoring, reporting and fixes
- Includes future platform updates
- Free training and support
- ADA reports pushed to your dashboard

	Others	Campus Suite
Scanning and monitoring Ongoing monthly website reports for discovering accessibility errors	<b>✓</b>	<b>✓</b>
Stay current with WCAG 2.1 standards Designs and page templates are ADA compliant and fully accessible		<b>✓</b>
Human reviews to correct issues Incorporate human judgment into accessibility review as part of ongoing review and fixes		<b>✓</b>
Video closed captioning Up to 60 minutes per year of English language video captioning and transcription		<b>✓</b>
Ongoing training Video training and documentation for best practices and 24/7 access to helpdesk support		<b>✓</b>







# PDF remediation and support

We take on the responsibility of making and keeping your website PDFs ADA compliant and accessible to those with disabilities, so you can focus on education – not trying to keep up with changing web accessibility guidelines.

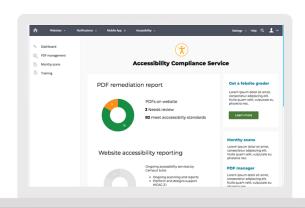
## Includes a fully managed service:

- Fixing all PDFs stored on your website
- Dashboard for reporting and managing all PDFs
- Ongoing review and fixes of updated PDFs on your website

# Helping you get the full picture on ADA compliance

Know exactly where your PDFs stand at all times when it comes to accessibility. The PDF manager monitors and flags all documents that need reviewed and fixed as they are uploaded to your website.

Rest assured that we're here to pinpoint and fix all your accessibility issues, so you can focus on managing your communications, not worrying about ADA compliance.



PDF manager and reporting built right into your Campus Suite dashboard.



# Lean on us for A+ support and training

We know what's easy to some, might not be to others, so our Campus Suite support spans every level of user. From the non-techie teacher creating content for the first time, or the site administrator needing a refresher on more advanced tasks, we're there for you, in so many ways.

## **Customer-first support**

- Live Chat
- Helpdesk and phone support
- Video training and weekly live webinars
- Platform upgrades



# Free resources, training and ideas

Campus Suite Academy - Professional development and forum for school communicators



Live webinars and videos



Case studies and customer success



Accessibility Education Center



Guides, templates and how-to articles



**Campus Suite Academy** 







## **Helpdesk hours and process**

Innersync provides 24/7 technical support for outage related issues and 9am-6pm EST support for software issues. Campus Suite is carefully monitored, so in the event of any type of outage or errors, the Campus Suite support team will support the issue until it is resolved, regardless of the software support window. Campus Suite provides live phone and e-mail support with our technical specialists for eligible users. Issues can be submitted via our website and a support specialist will follow up within four (4) hours maximum, based on your user role. All issues are logged and assigned priority, based on the level of importance. Users receive a follow-up phone call or e-mail with a timeframe for the resolution. All customary ongoing support is included in the subscription.

See www.campussuite.com/support

24/7 Helpdesk	Administrators can contact a Campus Suite support specialist any time of day via phone, email or website.s.	
Guaranteed response times (SLA)	Depending on service level agreement and user level, the action starts from immediately to 2- or 4-hours response time.	
User Guide online	A comprehensive knowledge base of documents and videos for troubleshooting and training.	
Live chat	Built-in live chat with a U.Sbased Campus Suite support specialist for all users.	
Phone support	Regularly scheduled live training webinars, recorded sessions available 24/7 on demand	
On-demand training	The look and feel of your website gets refined at this stage.	
Product maintenance and upgrades	Maintenance updates are automatically pushed; upgrades available at any time.	

# Hosting, security, and infrastructure

Campus Suite allows educational facilities to curb the IT hassles of staying current with web technologies. Incorporating the Software-as-a-Service (SaaS) delivery model, in which software and hosting services are provided on a subscription basis. Campus Suite's centralized processing, storage, memory, bandwidth and dynamically manages it in the "cloud." Campus Suite clients are not encumbered with recurring costs and problems that arise by maintaining a robust hosting environment. You are assured of staying current with proven web technology.



99.9% Uptime guarantee	Industry-leading reliability, assuring your users can depend on accessing your website.	
AWS Cloud-based hosting (EC2)	Efficient, best-in-class hosting to keep your site secure and reliable.	
Remote zone failovers	Website data is protected by automatically switching data centers if necessary.	
Unlimited bandwidth	Terabyte-plus bandwidth utilization for premium connectivity.	
Unlimited file storage	A secure home for all website files: documents, forms, photos, videos and all your web data.	
Unlimited users	No restrictions on the number of admins, publishers or writers using the system.	
Backups	Automatic back-ups utilizing AWS's EC2 service for disaster recovery.	
Widgets	Choose from over 50 dynamic widgets: add calendars, news, videos, social media feeds and more.	
SSL login	Built-in authentication makes it easy on your administrators and all of your users to gain secure access.	
Domain SSL certificates	Protect website data and user information with encrypted, certificated communications.	

## **Datacenter platform**

Campus Suite uses 'best in class' services beginning with Amazon Web Services (AWS) to host and deliver the core Campus Suite platform. AWS is a secure, durable, technology platform with industry-recognized certifications and audits: PCI DSS Level 1, ISO 27001, FISMA Moderate, FedRAMP, HIPAA, and SOC 1 (formerly referred to as SAS 70 and/or SSAE 16) and SOC 2 audit reports. AWS services and data centers have multiple layers of operational and physical security to ensure the integrity and safety of your data.

The AWS Cloud infrastructure is built around Regions and Availability Zones ("AZs"). A Region is a physical location in the world where we have multiple Availability Zones. Availability Zones consist of one or more discrete data centers, each with redundant power, networking and connectivity, housed in separate facilities. These Availability Zones offer you the ability to operate production applications and databases which are more highly available, fault-tolerant and scalable than would be possible from a single data center.

## Hosting and 3rd parties

Campus Suite uses AWS Availability Zones to host Campus Suite. Campus Suite runs in one region, with a backup replica in a different zone. When traffic increases to the Campus Suite application, AWS activates additional servers to handle the load using Elastic Load Balancing. In the event of an AWS region outage, Campus Suite will fall back to the secondary region backup.

Campus Suite servers are worker "instances" on AWS EC2 (Amazon Elastic Compute Cloud). Worker instances are disposable; all data is written to S3 or the database.

Campus Suite is designed to scale. Most current content management systems lack the ability to scale. Campus Suite uses the Amazon S3 (Amazon Simple Storage Service) to store files for your website. S3 allows Campus Suite to use Amazon CloudFront with your website. Amazon CloudFront CDN (content distribution network) allows copies of your website files and content to be put closer to your web visitors. The result is a faster website. S3 and Cloudfront allow Campus Suite to scale to handle large amounts of traffic.

Campus Suite uses Amazon Relational Database Service (RDS) for SQL databases. AWS RDS offers a managed database with backups and replication. Campus Suite uses RDS to provide multiple copies of the core database to scale dynamically.

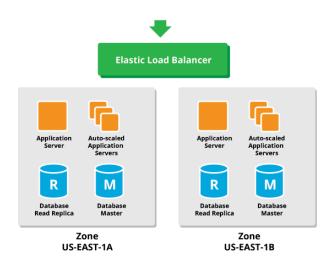


Figure 1a - Remote zone failover and load balancing

Campus Suite uses Sparkpost to send email for your school. Sparkpost customers send more than 3 billion emails per year, accounting for 25% of the world's non-SPAM email. Campus Suite uses Sparkpost to send your email in the most reliable way possible, without being marked SPAM.

Campus Suite uses DialMyCalls to power SMS and voice notifications. DialMyCalls clients include Georgia-Pacific, Chrysler, Goodwill and many other major organizations. DialMyCalls has redundant calling systems set up in strategic, geographically secure areas around the country to ensure maximum up-time in case of any natural disaster or event that may occur. DialMyCalls allows Campus Suite to offer you more connectivity and reliability than a dedicated data center. It also allows Campus Suite to scale to handle large amounts of SMS and voice communications.

## **Server Platform**

Campus Suite is built on the LAMP stack.
LAMP stands for Linux, Apache, MySQL, and
PHP.

- Campus Suite uses Ubuntu Linux as a server operating system. Linux is an open source server and desktop operating system that powers most of the Internet.
- Apache is an open source web server used by over 50% of the top 10,000 websites on the Internet. Apache brings security and stability to serve web content.

- MySQL is an open source SQL database. Campus Suite uses the hosted version called RDS on AWS.
   MySQL powers a wide range of major software and websites.
- PHP (recursive acronym for PHP:
   Hypertext Preprocessor) is a
   widely-used open source
   general-purpose scripting language
   that is especially suited for web
   development and can be embedded
   into HTML. PHP is a common, stable,
   and well-supported development
   language that avoids "vendor" lock. A
   version of PHP powers
   Facebook.com

Using LAMP allows Campus Suite to use industry-leading best practices in building, hosting, and securing the Campus Suite platform.

# Campus Suite Support and the 'Roadmap'

The Campus Suite support system provides a streamlined process to get answers to any questions with precision and speed. In addition, the attentiveness and responsiveness that drive our support are key parts to the Campus Suite technology roadmap. Support and the roadmap work hand in hand to deliver on the Campus Suite promise of user-driven, customer-centric service and products (See Support and IT services diagram). The support team helps identify new features and enhancements that will benefit Campus Suite clients and continuously improve the software through version

updates. Through an integrated Software Development Cycle, the roadmap helps Innersync forecast and coordinate technology developments.

## **Service Level Agreement**

## Software

A Campus Suite subscription includes ongoing customer support and all version updates for as long as the subscription is in effect. A reasonable number of web-based group and individual training sessions are also part of the basic Campus Suite service package. Any extraordinary, on-site training will be considered separately from subscription fee. Customary support includes live phone and e-mail access with our support specialists, and a dynamic search-friendly Knowledge Base created from an ever-expanding list of system users and managed by the Campus Suite support team.

See www.campussuite.com/sla

## Hosting

To offer optimal security and value to our clients, Campus Suite provides scalable hosting with Amazon Web Services (AWS). This not only provides great efficiencies but keeps our clients and Campus Suite out in front of advances in server hardware. Partnering with a key, off-site, hosting provider is an important component to continuous and dependable web site operation. An industry leader with a reputation for world-class web hosting and

support, Amazon Web Services manages the hardware – providing the fastest processors, ample space, and world-class service and support – and Campus Suite manages the software.

## **Network Availability**

The network is guaranteed to be available 100% of the time, excluding scheduled maintenance. Network uptime comprises the functioning of all network infrastructure including cabling, switches and routers. Services or software running on servers are not included in the definition of our network. Network downtime exists if servers are unable to transmit and receive data and a ticket is opened for the incident with the Campus Suite team.

## **Uptime metrics**

Campus Suite "uptime" statistics meet or exceed industry averages. The percentage of time that an application or service is available to its user base, uptime figures do not include planned outages, which are defined as service loss to multiple users or portions of the organization, or if the entire service is unavailable.

See status.campussuite.com

## **Bandwidth utilization**

Amazon Web Services offers access to a terabyte plus connection per region.

Campus Suite has access to the top Internet connectivity available to any data center.

# **Related links**

Video demonstration

www.campussuite.com/video-demo

**Customer case studies** 

www.campussuite.com/case-studies

**Design and launch process** 

www.campussuite.com/playbook

**Technical documentation** 

www.campussuite.com/technical

**Customer examples** 

www.campussuite.com/customers

**Campus Suite Design Center** 

www.campussuite.com/design



## **Campus Suite Academy**

# Free resources, training and ideas

Campus Suite Academy - Professional development and forum for school communicators



live webinars and videos



Case studies and customer success



Accessibility
Education Center



Guides, templates and how-to articles

www.campussuite.com/academy



## **Campus Suite Terms and Conditions**

THIS AGREEMENT ('Agreement') is entered into on (2019-10-14), between Innersync Studio LLC ('Licensor'), with its principal place of business located at 752 Dunwoodie Dr., Cincinnati, Ohio 45230 and Crawford Central School District ('Licensee'), with its principal place of business located at 11280 Mercer Pike, Meadville, PA 16335 and shall be effective as of (2019-10-14) (the 'Effective Date').

### **RECITALS**

WHEREAS, Licensor is engaged in the business of providing access to Software and Licensor's application server; WHEREAS, Licensee desires to retain Licensor to perform the services provided for in this agreement. NOW, THEREFORE, Licensor and Licensee agree as follows:

#### 1. Grant of License

Subject to the terms and conditions herein, Licensor hereby grants Licensee a nonexclusive license to (i) access and utilize Campus Suite Hosted Edition (the 'Software') on Licensor's application server over the Internet, and (ii) transmit data related to Licensee's use of the Software over the Internet.

#### 2. Use and Access

A. Subject to the restrictions on use as set forth herein, Licensee will have access to the Software and Licensor's application server for the purpose of using the software for its intended purpose and in accordance with the specifications set forth in any documentation relating to the Software provided by Licensor. Such use and access will be continuous on a 24/7 basis except for interruptions by reason of maintenance or downtime beyond Licensor's reasonable control.

B. Licensee will use the Software only for its internal school operations and will not permit the Software to be used by or for the benefit of anyone other than Licensee. Licensee will not have the right to re-license or sell rights to access and/or use the Licensed Software or to transfer or assign rights to access or use the Software, except as expressly provided herein. Licensee may not modify, translate, reverse engineer, decompile or create derivative works based upon the Software. Licensee agrees to use the Software in a manner that complies with all applicable laws including intellectual property and copyright laws. Licensor expressly reserves all rights not expressly granted to Licensee herein.

C. Licensee will not: (i) transmit or share identification or password codes to persons other than authorized users (ii) permit the identification or password codes to be cached in proxy servers and accessed by individuals who are not authorized users, or (iii) permit access to the software through a single identification or password code being made available to multiple users on a network.

#### 3. Unlimited Calling, E-mailing and Texting Restriction

Licensee may send unlimited calls, emails and texts during the term of this Agreement to the recipient numbers and email addresses based on the enrollment number provided (qualifying personnel included in service at no extra charge) at the time of sign up or on the renewal date. Calls and texts will be limited to the North American Numbering Plan. Valid recipients include (parents, guardians, students, employees, faculty and administrative staff. Calls, emails, or texts to others outside of this enrollment and qualifying personnel are strictly prohibited. All recipients must opt into communications from your school to be called, emailed, or texted.

#### 4. Definition of Unlimited Calls

Certain plans are classified as "unlimited," which means you can send an unlimited number of time-sensitive messages to a relatively static list of members or recipients, provided, however, that messages conform with all FTC and FCC regulations, and are not considered as "spamming" by your recipients. The following results may result in a plan adjustment or account cancellation by Licensor: Frequently changing recipient lists; frequently sending messages that have a high percentage of disconnected numbers; frequent hang-ups by recipients shortly after the call begins; receiving a high percentage of opt-out requests from your recipients.

### 5. Minimum Age

You are prohibited from using or registering for the Campus Suite system for notifications for individuals under the age of eighteen. By using or registering for the Campus Suite system, you represent and warrant to Licensor that your users are above the age of eighteen, or have parental consent.

### 6. Customer Represent and Warrants

Customer Represents and warrants that one (1) user is knowledgeable concerning the restrictions under federal, state and local laws and regulations that may apply to customer's use of Campus Suite and other automated communication services ordered hereunder, and two (2) each use by the user of Campus Suite shall comply in all respects with all such applicable laws and regulations, including but not limited to the type and identity of each call recipient, transmission of a valid caller-ID, customer's relationship to each call recipient, the call date and time selected by the user and the content and timing of each call. Any unlawful use by the user of Campus Suite is strictly prohibited. Customer and the person executing this Agreement jointly and severally represents and warrant that such person is fully authorized to execute and deliver the Agreement on behalf of the customer.

## 7. Price and Payment

A. Licensee will pay Licensor the following per annual subscription cost for the license of the Software and access to Licensor's application server: \$7,634.40 per the first year, \$7,634.40 per the second year and \$7,634.40 per the third year for notifications and for website CMS. Licensor will invoice the licensee for quantity pricing on the first

day of the contract date. Licensor reserves the right to change pricing based on, provider cost changes, additional features, or excessive utilization of the software resources. The licensor will notify the licensee 30 (thirty) days in advance of any price changes. Upon Licensor providing project related parties and/or Licensor access to the Software and Licensor's application server (e.g. the "product"), the Licensee is formally accepting the Campus Suite "product" as delivered.

B. The fees for the license of the Software do not include taxes. If Licensor is required to pay or collect any federal, state, local, or value-added tax on any fees charged under this Agreement, or any other similar taxes or duties levied by any governmental authority, excluding taxes levied on Licensor's net income, then such taxes and/or duties will be billed to and paid by Licensee immediately upon receipt of Licensor's invoice and supporting documentation for the taxes or duties charged.

C. One-time fee of \$2,867.20 is due upon execution of the proposal and the software, support and hosting fee is due on (2019-10-14) (the 'Effective Date').

### 8. Technical Support

Licensor will supply telephone and/or email support to Licensee based on support level (Premium, professional or standard) regarding the Software on a reasonable and necessary basis to Client within business hours – Monday to Friday 9 am to 6 pm EST, exclusive of holidays. Licensor will provide a listing of detailed hours, holidays, and service availability on their website, and reserves the right to modify the times technical support is available.

## 9. Term and Termination

A. The term of service shall be (36) months starting (2019-10-14) with voluntary one year extensions. The parties agree that unless either party provides written (letter, facsimile, email) notice of intent not to extend the contract for an additional year within 30 days of the applicable termination date to the authorized representative contact below, the contract will be extended for a term of one year.

B. Either party may terminate this agreement for material breach, provided, however, that the terminating party has given the other party at least twenty-one (21) days written notice of and the opportunity to cure the breach. Termination for breach will not preclude the terminating party from exercising any other remedies for breach.

## 10. Ownership of Intellectual Property

Title to any proprietary rights in the Software or Licensor's web site will remain in and be the sole and exclusive property of Licensor. Licensee will be the owner of all content created and posted by Licensee.

### 11. Confidentiality

A. Licensee acknowledges that the Software and other data on Licensor's application server embodies logic, design and coding methodology that constitute valuable confidential information that is proprietary to Licensor. Licensee will safeguard the right to access the Software and other software installed on Licensor's application server using the same standard of care that Licensee uses for its own confidential materials.

B. All data pertaining to Licensee disclosed to Licensor in connection with the performance of this Agreement and residing on Licensor's application server will be held as confidential by Licensor and will not, without the prior written consent of Licensee, be disclosed or be used for any purposes other than the performance of this Agreement. Licensor will safeguard the confidentiality of such data using the same standard of care that Licensor uses for its own confidential materials. This obligation does not apply to data that: (i) is or becomes, through no act or failure to act on the part of Licensor, generally known or available; (ii) is known by Licensor at the time of receiving such information as evidenced by its written records; (iii) is hereafter furnished to Licensor by a third party, as a matter of right and without restriction on disclosure; (iv) is independently developed by Licensor as evidenced by its written and dated records and without any breach of this Agreement; or (v) is the subject of a written permission to disclose provided by Licensee. Further notwithstanding the forgoing, disclosure of data will not be precluded if such disclosure: (i) is in response to a valid order of a court or other governmental body of the United States; (ii) is otherwise required by law; or (iii) is otherwise necessary to establish rights or enforce obligations under this Agreement, but only to the extent that any such disclosure is necessary.

### 12. Warranty and Disclaimer

Licensor warrants the Software is developed and will be provided in conformity with generally prevailing industry standards. Licensee must report any material deficiencies in the Software to Licensor in writing within thirty (30) days of Licensee's discovery of the defect. Licensor's exclusive remedy for the breach of the above warranty will be for Licensor to provide access to replacement Software within a commercially reasonable time. THIS WARRANTY IS EXCLUSIVE AND IS IN LIEU OF ALL OTHER WARRANTIES, WHETHER EXPRESS OR IMPLIED, INCLUDING ANY WARRANTIES OF MERCHANTABILITY OR FITNESS FOR A PARTICULAR PURPOSE AND ANY ORAL OR WRITTEN REPRESENTATIONS, PROPOSALS OR STATEMENTS MADE ON OR PRIOR TO THE EFFECTIVE DATE OF THIS AGREEMENT. DEVELOPER EXPRESSLY DISCLAIMS ALL OTHER WARRANTIES.

### 13. Limitation of Liability, Indemnification

Neither party will be liable to the other for special, indirect or consequential damages incurred or suffered by the other arising as a result of or related to the use of the Software, whether in contract, tort or otherwise, even if the other has been advised of the possibility of such loss or damages. Licensee will indemnify and hold Licensor harmless against any claims incurred by Licensor arising out of or in conjunction with Licensee's breach of this Agreement, as well as all reasonable costs, expenses and attorneys' fees incurred therein. Licensor's total liability

under this Agreement with respect to the Software, regardless of cause or theory of recovery, will not exceed the total amount of fees paid by Licensee to Licensor during the twelve month period immediately preceding the occurrence or act or omission giving rise to the claim. Licensor is not liable for any damages, claims, or costs from loss of access to the software, or loss of licensee data for disconnection for non-payment. ADA compliant web content is the responsibility of the Licensee and Licensor is not held liable for any related circumstances related to ADA compliant lawsuits brought forth from the effective date.

#### 14. Relation of Parties

Nothing in this Agreement will create or imply an agency or employment relationship between the parties, nor will this Agreement be deemed to constitute a joint venture or partnership between the parties.

#### 15. Non-assignment

Neither party will assign this Agreement, in whole or in part, without the prior written consent of the other party, and such consent will not be unreasonably withheld. This Agreement will inure to the benefit of, and be binding upon the parties hereto, together with their respective legal representatives, successors, and assigns, as permitted herein.

#### 16. Arbitration

Any dispute arising under this Agreement will be subject to binding arbitration by a single Arbitrator with the American Arbitration Association (AAA), in accordance with its relevant industry rules, if any. The parties agree that this Agreement will be governed by and construed and interpreted in accordance with the laws of the State of Ohio. The arbitration will be held in Ohio. The Arbitrator will have the authority to grant injunctive relief and specific performance to enforce the terms of this Agreement. Judgment on any award rendered by the Arbitrator may be entered in any Court of competent jurisdiction.

#### 17. Attorneys' Fees

If any litigation or arbitration is necessary to enforce the terms of this Agreement, the prevailing party will be entitled to reasonable attorneys' fees and costs. Licensor's total liability under this Agreement with respect to the Software, legal fees, or damages regardless of cause or theory of recovery, will not exceed the total amount of fees paid by Licensee to Licensor during the twelve month period immediately preceding the occurrence or act or omission giving rise to the claim.

#### 18. Severability

If any term of this Agreement is found to be unenforceable or contrary to law, it will be modified to the least extent necessary to make it enforceable, and the remaining portions of this Agreement will remain in full force and effect.

## 19. Force Majeure

Neither party will be held responsible for any delay or failure in performance of any part of this Agreement to the extent that such delay is caused by events or circumstances beyond the delayed party's reasonable control.

#### 20. Waiver and Modification

The waiver by any party of any breach of covenant will not be construed to be a waiver of any succeeding breach or any other covenant. All waivers must be in writing, and signed by the party waiving its rights. This Agreement may be modified only by a written instrument executed by authorized representatives of the parties hereto.

## 21. Entire Agreement

This Agreement constitutes the entire agreement between the parties with respect to its subject matter, and supersedes all prior agreements, proposals, negotiations, representations or communications relating to the subject matter. Both parties acknowledge that they have not been induced to enter into this Agreement by any representations or promises not specifically stated herein.

Signatures		
IN WITNESS WHEREOF, the parties have execu	uted this Agreement by	their duly authorized representatives.
PROVIDER: Innersync Studio, LLC		
By:	Date:	
Authorized Representative		
Innersync Studio, LLC		
USER: Crawford Central School District		
By:	_ Date:	-
Print name:		_

Authorized Representative

Crawford Central School District