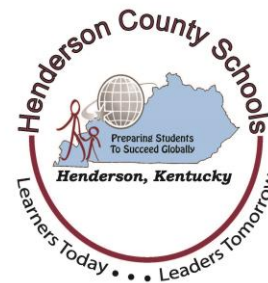


Henderson County Schools

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www.henderson.kyschools.us



To: Marganna Stanley, Superintendent
And School Board Members

From: Cindy Cloutier
Director of Finance

Date: June 28, 2017

Re: Contract and Convenience Fee Schedule

In response to requests from Technology to accept online payment of technology fees, including payments with credit cards, I am requesting that we continue with Vanco Services, which integrates with Infinite Campus and currently processes the payments for book fees at Henderson County High School. There is no additional cost to add the middle schools to our current service.

In addition to the contract, I also request that a convenience fee structure is set to cover the program charges for EFT services. The convenience fee would be charged to the parent/user of the eService electronic funds transfer system through Vanco Services. This service will be completely optional as cash and checks will still be accepted at the school. The fee schedule would be as follows:

Standard Program Charges for Payment by Visa, Mastercard or Discover:

Transaction Fee \$0.58 per transaction
Credit Card Rate 3.5% per transaction
Infinite Campus Software Use Fee 1.15% per transaction
(This equates to a \$1.75 convenience fee on a \$25.00 technology fee payment transaction)

Other Program Charges That May Apply (Credit Card Payments)

Chargebacks \$25.00 per transaction

Standard Program Charges for Payment by Checking Account Auto Draft

Authorization Fee \$0.50 per authorization
Transaction Fee \$0.35 per transaction

Other Program Charges That May Apply (Auto draft)

Regular Returns \$3.00 per return
Late Returns \$5.00 per return
Credit Transactions \$5.00 per credit