

# School Cash

---

**Recommendation:** Seeking approval to implement School Cash at NISD.

## **Benefits**

- Increased efficiency in processing deposits, purchases orders, and checks for school bookkeepers.
- Internal audits completed by district staff can be completed more efficiently through enhanced reporting capabilities.
- Ability to pay online for yearbooks, NHS spirit store, sporting events, dances, etc.
- Online donations to the district and education foundation can be accepted and receipts automatically sent to donors.
- User-friendly interface for parents and the public.
- Compliance with all Kentucky Redbook guidelines.
- Increase efficiency in GASB 84 year-end processes.
- Integration with Infinite Campus and MUNIS.
- Extremely positive reviews from other KY Finance Officers.

For additional information on the user experience see pages 16-20.

For contract see pages 21-28.

Fee Schedule	
Annual Software Fee	\$ 5,600
One-Time Implementation Fee	\$ 800
Total Cost	\$ 6,400



# Why SchoolCash is the Best Choice for Newport ISD

March 2022

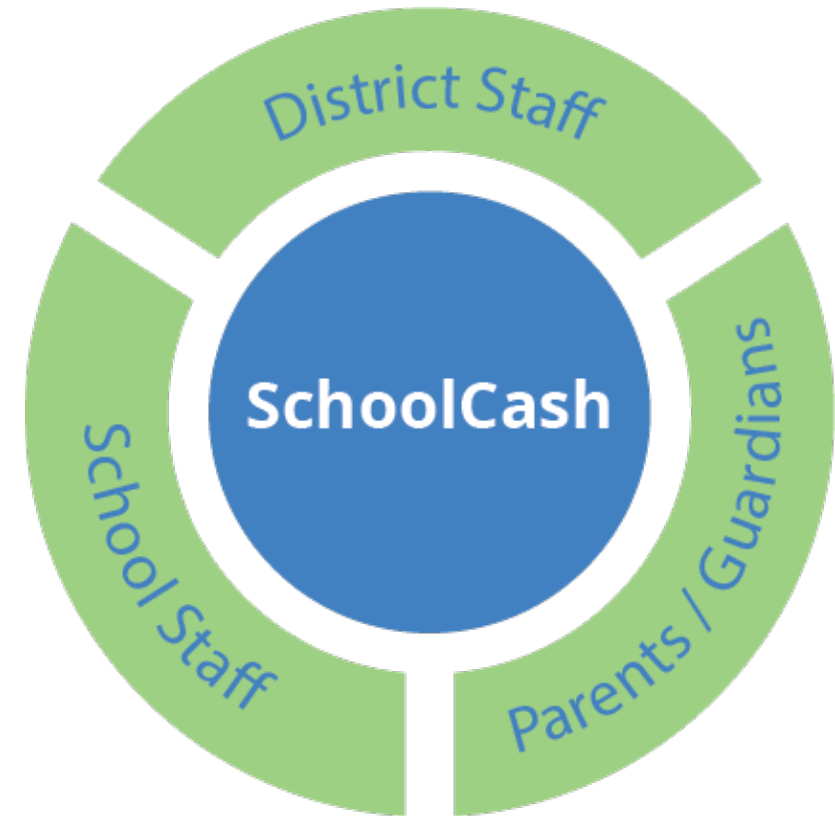


# Our Priorities For Managing School Activity Funds

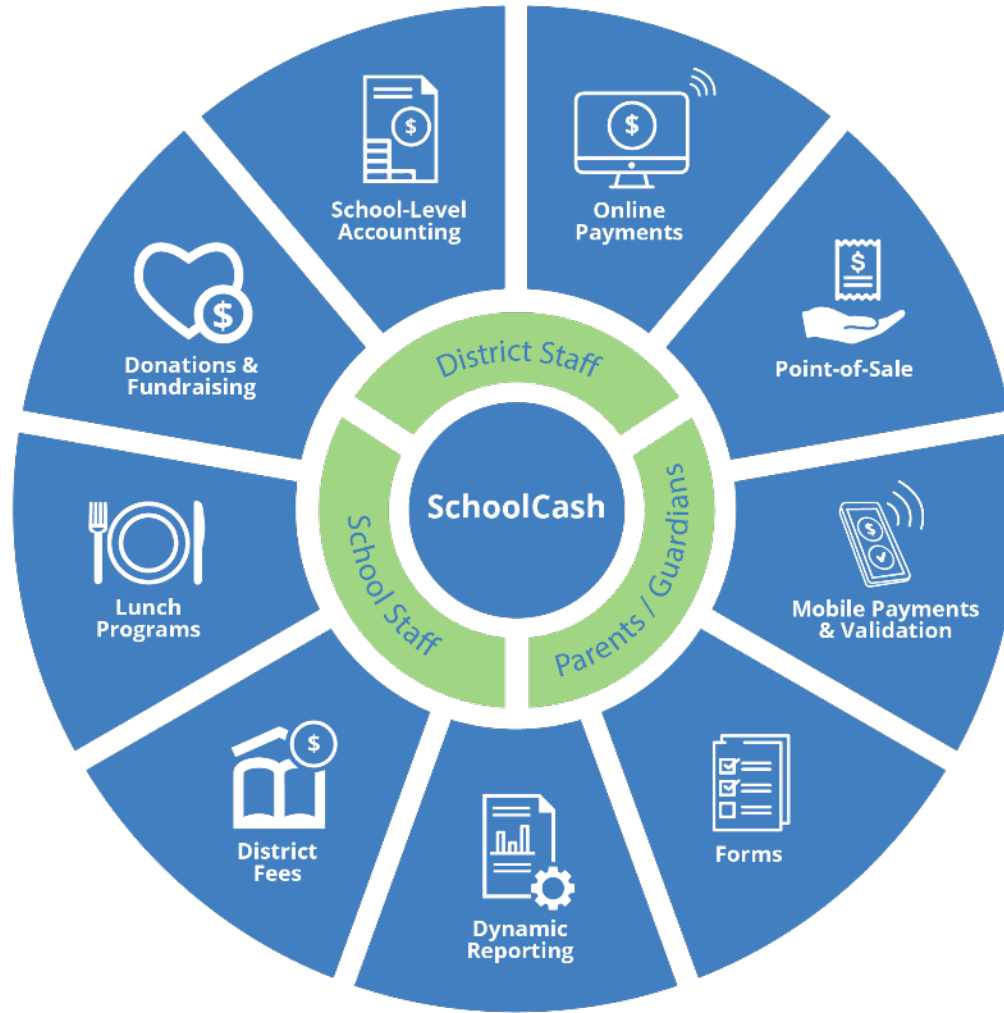
- Modernize outdated processes
- Real-time financial visibility
- Create efficiencies by reducing cash handling & eliminating manual, paper-based processes
- Secure, user-friendly solution

# KEV's School Activity Fund Management Software

Empowers K-12 school districts  
to **manage every dollar**



# The Most Comprehensive Solution Available



# SchoolCash Automates The Process From Start To Finish



# Support For All Payment Types



**CASH**



**CHECK**



**E-CHECK**



**DEBIT**



**CREDIT**

# Support For All Fund Collection Methods



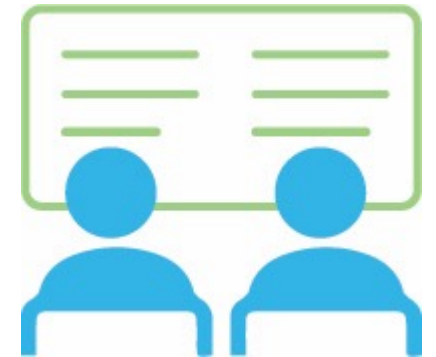
**ONLINE**



**MOBILE / POS**



**OFFICE**



**CLASSROOM**

# SchoolCash Helps School Districts



**Reduce risk**  
of fraud



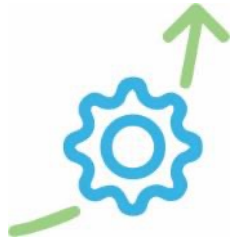
**Save time**  
with an integrated,  
automated solution



**Improve accountability**  
through centralized control



**Gain real-time visibility**  
over all transactions



**Increase productivity**  
by eliminating costly,  
manual processes



**Ensure regulatory  
compliance**



**Reduce IT costs**  
with a single vendor



**Bolster fundraising  
& online donations**

# Why Have We Chosen KEV Group?

**Most trusted provider**  
of school activity fund management software for  
**K-12 schools across North America**

# Tremendous Base Of Experience & Expertise



K-12 SCHOOLS SERVED  
ACROSS NORTH AMERICA

17,000



FUNDS MANAGED  
ANNUALLY

\$3 BILLION

SINCE 1996

YEARS OF  
EXPERIENCE

25



CUSTOMER  
RETENTION RATE

99%



PARENT  
PARTICIPATION RATE

96%

# Ongoing Investments To Drive Customer Success



## R&D

- Continuous feature enhancements
- New product innovations



## Support

- Skilled technical assistance for rapid issue resolution
- Proactive release & incident communication



## Services

- Proven implementation process
- Expert operational advice to realize value sooner



## Engagement

- Dedicated support & customized programs to drive user adoption
- Ongoing guidance to achieve desired outcomes



## Community

- Creating opportunities for customers to share & learn
  - Annual User Conferences
  - Best Practices Seminars
  - Online Forums

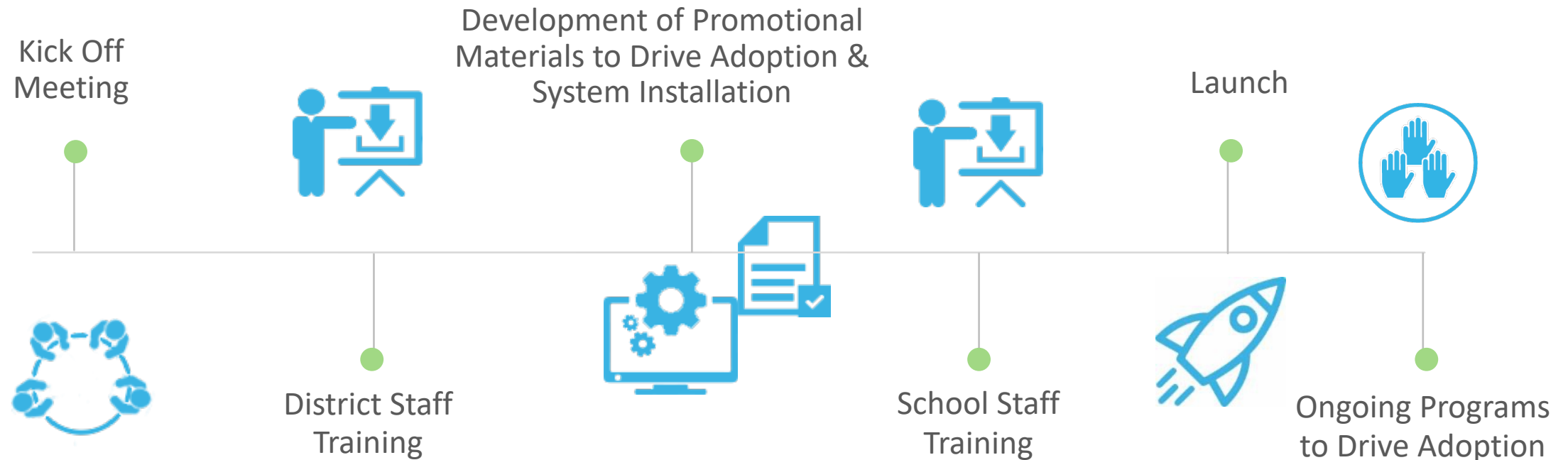


## Education

- Interactive, 24/7 online self-help resources
- Customized training solutions

# Proven Implementation Process

No failed implementations in the company's history



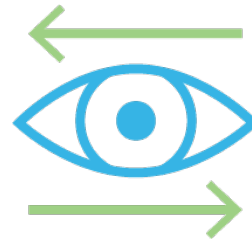
# The Advantages Of Choosing A Single Vendor



Seamless, fully integrated



Single Sign-On



End-to-end transparency



Ironclad audit trail



Consolidated  
payment reporting



Track all payment  
methods consistently



Single point of  
contact



Chart of Accounts  
consistency

# Newport ISD Wins With KEV Group



**KEV Group delivers  
the optimal solution  
with SchoolCash**

- An end-to-end solution that allows us to manage every dollar that flows through our district
- Supports our entire community with easy-to-use, intuitive software
- An unwavering commitment to our satisfaction & success

# SchoolCash User Experience



# SchoolCash Accounting

- Collect cash at the office or in the classroom
- Manage bank deposits
- Print checks & POs
- Duplicate detection for vendors & payments
- Reconcile school generated funds against your bank statement
- Robust reporting at the state level (GASB 84), district level & school level

The screenshot displays the SchoolCash Accounting interface. At the top, a blue header contains the title 'SchoolCash Accounting'. Below the header, the dashboard is divided into several sections. On the left, a vertical sidebar contains icons for various functions: a magnifying glass, a calculator, a lock, a document, a printer, a stack of papers, and a user profile. The main content area is titled 'Hi seann' and 'Chestnut High School - School Generated Funds'. It features a 'My To Do List' section with four items: '07 Incoming Deposits pending', '01 Check in progress', '16 Purchase Orders in progress', and '01 Transfer in progress'. To the right of the to-do list are three expandable sections: 'Income' (with sub-items: Deposits/Receipts, Incoming Deposits, Cash/Checks YTD Itemized, Non Sufficient Funds), 'Expense', and 'General'. Below these is a 'Most Used Reports' section listing reports such as '#2 Detailed Category Summary', '#5 Overview Umbrella Category Summary', '#10 Trial Balance', '#11 Transaction Reports Various', '#13 Transfer Report', '#14 Tax Rebate Reports For Board Submission', and '#15 Modified Transactions'. On the far right, a 'My School Information' sidebar lists links for 'Category (Chart of Accounts)', 'Demographics', 'Program Maintenance', 'Supplier/Vendor Maintenance', 'Resource Centre', and 'SchoolCash Online'.

# Purchase Orders

- District approved Vendor list
- Duplicate detection for new vendors
- Unit prices for items stored for future POs
- Ability to mark POs as fulfilled or partially fulfilled
- Receive invoices & issue checks directly from fulfilled POs

Purchase Order

Log Out

SchoolCash Accounting | Purchase Order

Chestnut High School - School Generated Funds

Forms
Print
Payment
Update Suppliers
Main Menu

Details
List View
Search
Stock Items

Status: UnpostedLast Updated: 2/8/2022

PO#: 30
PO Date: 03/02/2022
Requested By:

Form 1 / 2

**Supplier:**  
Name: ABC School Supply  
Address: 139 Orange Drive  
City: Washington  
Prov/State: NC  
PC/Zip: 43392

**Ship To:**  
Name: Chestnut High School  
Address: 1234 Main St  
City: Pflugerville  
Prov/State: TX  
PC/Zip: 78703

Ship Via:  
Ship/Due:  
Supplier Instructions:

Item #	Cat. Name/Cat. #/ Memo	Item Desc./Catalog #	GL Codes/Name	Quantity	Unit Price	Total	
1	Baseball - 103.3.9001.1	Baseballs		1	\$4.00	\$4.00	

Subtotal: \$4.00  
Discount: \$0.00  
Freight: \$0.00  
Tax: \$0.00  
Total: \$4.00

Delete
Post

© 2022 KEV Group

2022.3.4.10 User Guide

# Public & Parent Online Portal

- Intuitive, easy-to-use store front for all activities (athletic events, fundraisers, spirit wear etc.)
- Parents manage & pay fees for all their children using a single account
- Parents pay for student fees through eCheck & credit card
- All student data is protected & stored in the US
- PCI DSS compliant

## SchoolCash Online



Pecan Ridge ISD

MY ACCOUNT | ITEMS | MEAL PLAN | PAYMENT HISTORY |

### Items

Search

Make A Donation

Add Student

Eli Clark	Randall Clark	Pecan Ridge ISD	Show All Items		
Student	School	Item Name	Price	Due Date	Status
Eli Clark	Chestnut High School	<a href="#">School Face Masks - 2021/2022</a> School Logo Printed Cotton Masks with Adjustable Elastic Earloop - Choose from 8 solid colors (Whit... <a href="#">View Item</a>	\$16.00	Jun 30/22	Optional
Eli Clark	Chestnut High School	<a href="#">Yearbook - 2021/2022</a> Cherish your high school memories and purchase a 'must-have' keepsake and your school yearbook <a href="#">View Item</a>	\$25.00	Jul 01/22	Optional
Eli Clark	Chestnut High School	<a href="#">Musical Instrument Rental Agreement - 2021/2022</a> Welcome to the School of Rock! Your instruments are ready to be signed out. Please complete the... <a href="#">View Item</a>	\$250.00	Nov 30/22	Action Required

**Can't find an item?** Each school creates its own items for purchase and assigns them to its students. Once assigned, items will appear under the student's tab. If you can't find an item, the item may not be available for purchase, has expired, or is not assigned to your student.

Number of fees to display per page: 10

1 of 1 Pages

# Donations

- Can be made to the district or a specific school
- Donors can select specific school related initiatives
- Donations can be made in honor or in memory of someone
- Accessible to the public & parents/guardians
- Donation receipt includes the district's registered charity ID

## SchoolCash Online

MY ACCOUNT | ITEMS | MEAL PLAN | PAYMENT HISTORY | 0



Pecan Ridge ISD

### Give To Pecan Ridge ISD

An excellent way to support your school is through a charitable donation.

We are always happy to receive donations and are grateful for the generosity of our community.

Donations received can be directed to support

- a specific classroom
- a school
- a program
- unspecified, and the District will distribute to a priority need

Check out <http://myschooldistrict.com> for program updates.

Charitable donation receipts will be provided.

*Thank you for your donation!*

### Gift Information

I would like to make a donation of: ☐ \$20 ☐ \$50 ☐ \$100 ☐ \$250 ☐ \$500 ☐ \$1000

Other Amount:

School:

Initiative:

### Tribute Information

## **STATEMENT OF WORK**

This STATEMENT OF WORK (the “**Statement of Work**”), dated March 1, 2022, is entered into by and between **KEV Group Inc.**, a Delaware corporation with its principal place of business at 3000 S. Hulen Street Suite 124-562, Fort Worth, TX, 76109, USA (“**KEV**”) and **Newport ISD** having its principal place of business at 30 W 8<sup>th</sup> Street, Newport, KY, 41071, USA (the “**Client**”) and together with KEV collectively, the “**Parties**” (the respective address of KEV and the Client being referred to as the “**Legal Address**” of each).

**WHEREAS** KEV has developed several software and web-based solutions for school level accounting, online payment processing, and tracking of student obligations and other related services;

**AND WHEREAS** the Client desires to license such software and web-based solutions from KEV pursuant to this Statement of Work;

**AND WHEREAS** the Parties agree that this Statement of Work and the Products and Services to be provided hereunder (collectively, the “**Service Offering**”) are subject to the terms and conditions of the Service Level Agreement (the “**Agreement**”), a copy of which is available on [kevgroup.com/sla](http://kevgroup.com/sla) (the “**Website**”), and is expressly incorporated herein by reference.

**NOW THEREFORE**, in consideration of the mutual covenants and promises contained herein and of other good and valuable consideration, the receipt and sufficiency of which is hereby acknowledged, the Parties hereby agree as follows:

### **ARTICLE 1.**

#### **ASSOCIATED CONTRACT DOCUMENTS.**

**1.1.** This Statement of Work, the Schedules attached hereto and the documents referred to herein, including the Agreement, represent the entire and integrated agreement of the Parties all of which together shall be considered one and the same agreement.

### **ARTICLE 2.**

#### **DEFINITIONS.**

**2.1. Defined Terms.** Capitalized terms used, but not defined, herein have the respective meanings ascribed to them in the Agreement.

### **ARTICLE 3.**

#### **TERM**

**3.1 Statement of Work Term.** The Statement of Work shall be in effect for a three (3) year (the “**Term**”) and shall automatically renew on March 1, 2025, unless either Party provides the other Party with written notice of non-renewal at least sixty (60) days prior to the expiration of the Term.

### **ARTICLE 4.**

#### **FEES & TIMING**

**4.1 Fees.** Other than as set forth in the Agreement, the fees for the Service Offering are set forth in **Schedule “A”** hereto. Fees related to training and implementation must be paid in full prior to implementation commencing.

**4.2 Timing.** The Parties commit to implement the Products according to the agreed-upon Implementation Timeframe, the details of which are attached hereto as **Schedule “B”**. The Client agrees that it shall pay all fees specified in **Schedule “A”** prior to the start of implementation. Any changes to the dates as noted in Schedule B will require mutual written agreement between KEV and Client.

## ARTICLE 5.

### CLIENT RESPONSIBILITIES AND RESTRICTIONS

**5.1.** In addition to the responsibilities and restrictions set forth in the Agreement, the Client shall be responsible for the following:

(a) Use reasonable efforts to obtain the email address of a Primary Guardian for each student.

(b) In a secure manner, and in accordance with the Client's internal privacy policies and procedures, ensure all student data is correct and uploaded to the KEV database as required and described and supported by KEV's Implementation Department;

(c) Ensure that substantially all Student Items are available (as reasonable) to be paid online. Each Secondary School will maintain at least 5 active fees and each Elementary School will maintain at least 2 active fees. A district-level account will be created with at least one active fee at all times;

(d) Communicate to principals and key school staff that online payments are an important initiative for the school district;

(e) Establish, monitor and evaluate goals and/or targets to encourage school bookkeepers and principals to adopt and use the Products; and

(f) Review, distribute, display, promote and market KEV promotional material to increase the amount of funds flowing through School Cash Online. The district website, and all school website sites will include direct links to School Cash Online.

(g) Ensure no schools have little or no fees processed in School Cash Online within 6 months of implementation 'go live'.

(e) School Cash Register

(f) School Cash Donations

(g) School Cash Forms

(The products listed in clauses (a) through (g) being referred to collectively as, the "**Products**").

## ARTICLE 6.

### INCLUSIONS AND EXCLUSIONS

**6.1. Inclusions.** The following products and services are included in this Statement of Work:

(a) School Cash Online

(b) School Cash Integration

(c) School Cash Catalog

(d) School Cash Resource Center

**IN WITNESS WHEREOF**, the Parties have executed this Statement of Work as of the date first above set forth.

**KEV Group Inc.**

By:

\_\_\_\_\_  
Name: Joshua Shuval

Title: Director of Operations and Risk  
Management

**Newport ISD**

By:

\_\_\_\_\_  
Name:

Title:

**SCHEDULE A**  
**Fees**

Annual Recurring Software Fee				
# Schools	Item	Description	Unit Price (Per School)	Total (District)
3	SCM	SchoolCash Management Solution	\$ 1,400	\$ 4,200
	SCI	SchoolCash Integration to Student Information System		
	SCC	SchoolCash Catalog (engine to create items for sale)		
	SCR	SchoolCash Register (solution to receipt/track cash & checks)		
	SCO	SchoolCash Online* (parents emailed & sent link to pay online)		
	SCD	SchoolCash Donations (simplify donations from general public)		
	SCF	SchoolCash Forms (collect payments and data all in one step)		
	SCS	SchoolCash Success Package - Training/Ongoing Support		\$ 1,400
Annual Software Fee				\$ 5,600

One-Time Implementation and Training Fee				
# Schools	Item	Description	Unit Price (Per School)	Total (District)
	IMP	Implementation: Weekly Meetings, Penny Tests, Needs Analysis, Database set up, Chart of Account alignment.		\$ 800
One Time Costs				\$ 800
Grand Total				\$ 6,400

**\*Transaction and Other Online Payment Fees and Functionality**

KEV will add a fee of 4% + \$0.10 per item to all items created in School Cash Catalog for sale via School Cash Online (SCO) and School Cash Register (the ‘Transaction Fee’). The item price visible to parents/guardians will be inclusive of this fee. The Transaction Fee is discounted from 4.5% plus 10 cents per item.

For items paid via SCO and Point of Sale (POS) the Transaction Fee includes any applicable merchant processing fees. The Transaction Fee will be automatically sent to KEV and will not be visible in SchoolCash Accounting.

For items paid via cash or check (specifically, not School Cash Online or POS) in School Cash Register the Transaction Fee will be deposited by the school to their bank account and will be accounted for in a pre-configured School Cash Management Account. For further clarity, the Transaction Fee for School Cash Register payments does not belong to KEV.

KEV has the right to change the Transaction Fee with 90 days’ notice given to the Client. Please refer to additional Payment Terms and Conditions in the following link: <http://www.kevgroup.com/paymentterms/>

### **\*\*Payment Terms**

The one-time Training and Implementation fee of \$800.00 and the annual recurring software fee of \$5,600.00 will be payable upon signing this Statement of Work. After the first year of this Statement of Work, the annual recurring software fee will be subject to standard price increases that will reflect the Consumer Price Index (CPI) + 2%. Should the Client cancel the contract prior to the initial term stated in Article 3.1 then the annual recurring software amount for the full term outlined in Schedule A Fees are immediately due.

In order to facilitate credit/debit card payment processing, Client is responsible for completing a merchant application with KEV's then-current preferred payment provider. KEV reserves the right to change or add to its list of preferred payment providers at its sole discretion and will communicate such changes or amendments to Client as soon as possible. Client will have 90 days from date of communication to sign a new merchant services agreement with the new preferred provider, otherwise a 30 cent per-transaction fee will apply to each transaction processed on School Cash Online, payable by the Client.

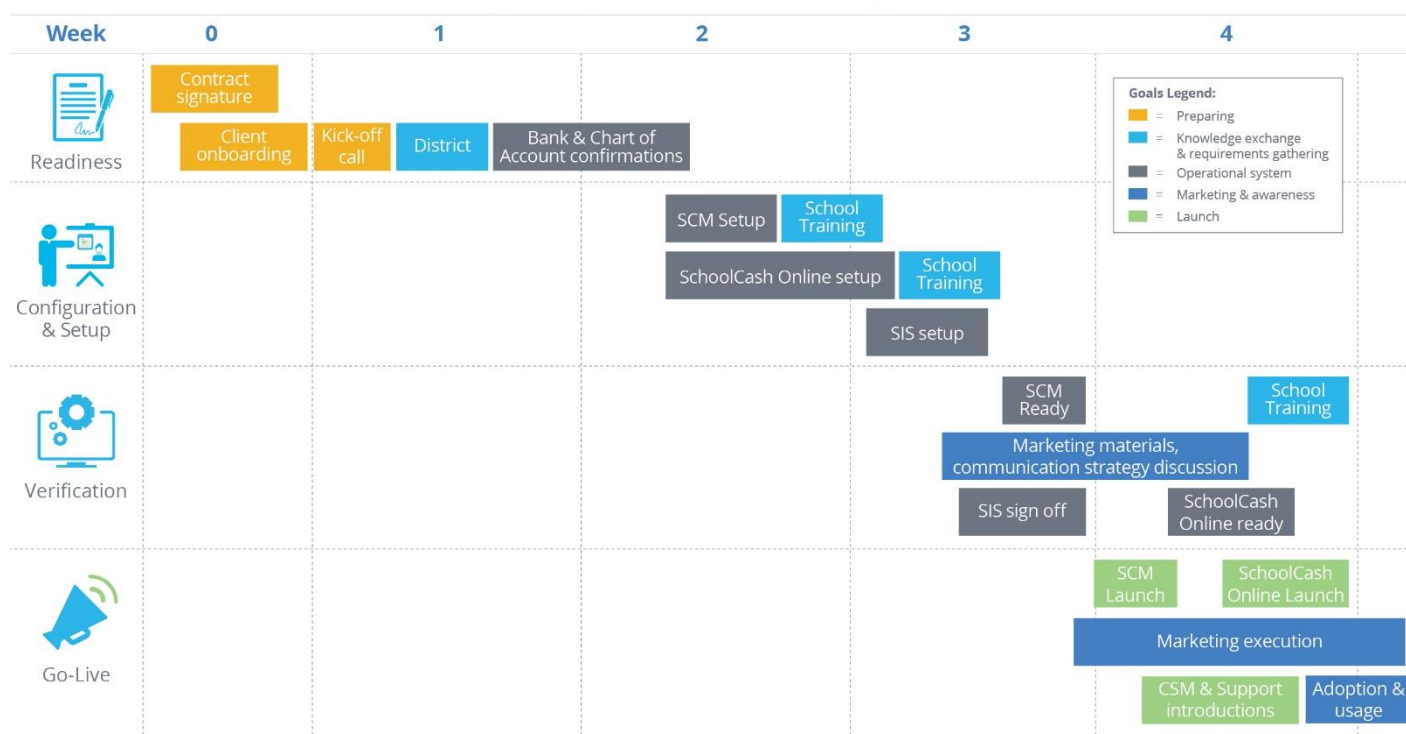
Should the Client activate School Cash Collections at any time during the Term of this Agreement, the Client will be charged 2% of all cash and check transactions which are processed after the first six (6) months of using the Module ('Collections Transaction Fee'). The Collections Transaction Fee will be invoiced to the Client on a monthly basis in arrears. In addition, the Collections Transaction Fee is subject to change with 90 days notice provided by KEV to the Client.

## SCHEDULE B

### Timeline

QUICK START IMPLEMENTATION		
PHASE	School Cash Management (SCM)	School Cash Online (SCO)
<b>PHASE 0 – Readiness</b> (Weeks 1 to 2)	<ul style="list-style-type: none"> <li>• <b>KEV</b> to assign <b>District</b> with preparatory tasks</li> <li>• <b>District</b> to confirm the exact <i>cut-off date</i> of the existing accounting system</li> <li>• <b>District</b> to submit the Chart of Accounts (CoA) for all schools</li> <li>• Kick-off meeting – introduction to Project team</li> </ul>	<ul style="list-style-type: none"> <li>• <b>KEV</b> to assign <b>District</b> with preparatory tasks</li> <li>• <b>District</b> to submit bank account info for all schools</li> <li>• <b>District</b> to submit key info and documents for the merchant processing application &amp; agreement</li> <li>• <b>District</b> to open one separate in-and-out bank account (chequing account). Credit card payments will be credited to this account and <b>KEV</b> will debit funds from this account and credit them to individual school bank accounts</li> <li>• Introduction to ERP extracts, if applicable, timeline dependant on discovery</li> <li>• Kick-off meeting – introduction to Project team</li> </ul>
<b>PHASE 1 – Configuration &amp; Set-up</b> (Weeks 3-5)	<ul style="list-style-type: none"> <li>• One 90-minute Best Practice training delivered by <b>KEV</b> to review the setup for (SCM &amp; SCO). Includes <b>District</b> training and decision making</li> <li>• Set up of SCM by <b>District</b> and review of SCM by <b>KEV</b>. Process requires up to 2 business days to complete. Training cannot start until the setup is complete</li> <li>• SCM training delivered to <b>School's</b> bookkeepers through KEV University's on-demand computer-based training - mix of modules covering: Deposits, Cashbox/NSF/Transfers if applicable (plus Cheques, Monthly Bank Reconciliation, Ledger/Reports for non-centralized districts)</li> </ul>	<ul style="list-style-type: none"> <li>• “Penny testing” of school bank accounts by <b>KEV</b> begins. <b>District/Schools</b> to verify the exact amounts received</li> <li>• Set up and review of SCO by <b>KEV</b></li> <li>• SCO training delivered to <b>School's</b> bookkeepers through KEV University's on-demand computer-based training - mix of modules covering: School Cash Catalogue, Item/Fee Creation</li> <li>• Credit card payment test by <b>KEV</b> to test the complete flow of funds from parent purchase through to the school bank account</li> </ul>
<b>PHASE 2 – Verification</b> (Week 6)	<ul style="list-style-type: none"> <li>• SCM setup and training complete</li> <li>• <b>SYSTEM READY FOR USE</b></li> <li>• Transition from Project to Support – introduction to Customer Success &amp; Support teams</li> </ul>	<ul style="list-style-type: none"> <li>• <b>District</b> to set up the SIS export. <b>KEV</b> to provide instructions with specific requirements</li> <li>• <b>Schools/District</b> to review marketing and communications materials provided by <b>KEV</b> for driving parent awareness of SCO</li> <li>• Target SCO launch date to parents determined by <b>KEV &amp; District</b></li> <li>• Validation of SCO by <b>KEV</b></li> <li>• <b>SYSTEM READY FOR USE</b></li> <li>• Transition from Project to Support – introduction to Customer Success &amp; Support team</li> </ul>

<b>PHASE 3 – Go-Live</b> (Week 6)		<ul style="list-style-type: none"> <li>SCO training delivered by <b>KEV</b> for <b>School's</b> bookkeepers - smaller sessions covering: School Cash Register &amp; Group Collections/Reports</li> </ul>
<b>SCO Launch Date</b>	<ul style="list-style-type: none"> <li>On behalf of Client, KEV automatically sends Invitation Emails to all Primary Guardian email addresses provided by Client. Each Invitation Email contains a unique hyperlink to enable to Primary Guardian to create or log-in to their SchoolCashOnline account and be provided with instant access to see, add, and remove the students that have been associated with their email address by the Client without the need for the Primary Guardian to first enter the student's ID number or other personal information; view their pending fees and transaction history; make payments; add or remove additional Guardians for their students; and update KEV's record of the email addresses of themselves and co-Guardians.</li> </ul>	
<b>SCO Adoption and Usage</b>	<ul style="list-style-type: none"> <li>On behalf of Client, KEV automatically sends Invitation Emails to new Primary Guardians identified by Client, as well as to previous recipients who have not responded.</li> </ul>	



The Quick Start Implementation is a 30-day process that commences after the Client completes readiness tasks and information collection. Clients need to complete readiness tasks before the implementation's kick-off occurs. Clients should give themselves approximately 10 days post SOW confirmations to complete these readiness tasks.

If readiness tasks are not complete after 15-20 days post SOW confirmations, the implementation project will go into a 'stalled' status and the implementation's kick-off will need to be rescheduled based on KEV availability.

If Implementations are completed within the 30-day window (from kick-off to SCO launch) as documented in the above implementation timeline, the Client will receive a credit in the amount of \$100 per school to be reflected on the renewal invoice. If the implementation is completed between 30 and 60 days (from kick-off to SCO launch), the Client will receive a credit in the amount of \$50 per school to be reflected only in the next renewal invoice (only a one time rebate).

Implementations must be complete within 90 days (from kick-off to SCO launch). \$50 per school will be charged to the Client for any implementation that extends beyond 90 days (from kick-off to launch).

Please see the following implementation guide for more details on the Quick Start Implementation, the readiness tasks, resource and training plans: <https://kevgroup.com/quickstart/>