

BROKEN ARROW  PUBLIC SCHOOLS
 Educating Today Leading Tomorrow

Contract Committee Review Request
MUST BE COMPLETED IN FULL

Date: 3/7/24

Contract/Agreement Vendor: GT Soft
Name of Vendor & Contact Person

Vendor Email Address

Dates of Service: July 1, 2024 - June 30, 2025

Describe Contract (Technology, program, consultant-prof Development, etc.)


Please use Summary below to fully explain the contract purchase, any titles, and details for the Board of Education to review.

B&A
 Reason/Audience to benefit
 4/8/24
 BOE Date

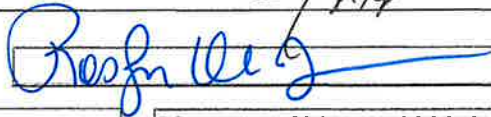
\$ 17,000.00
 Amount of agreement

Person Submitting Contract/Agreement for Review: Amory Butler / David Sutton

PLEASE SEND THROUGH APPROPRIATE APPROVAL ROUTING BEFORE SENDING TO BOARD CLERK

Principal &/or Director or Administrator: 

Does this Contract/Agreement utilize technology? YES/NO YES
 If yes, Technology Admin: 

Cabinet Team Member: 

Funding Source: 72/982 982-3300-530-900-0000-000-082
Fund/Project OCAS Coding

Consent

Action

Accept and approve the RENEWAL agreement between Broken Arrow Public Schools and GTSoft. GTSoft is providing EZCHILD Track online software for B&A Connections billing, online enrollment, and online parent portal. Cost to district for one year is \$17,000.00 and will be paid ith B&A Connections Activity Funds.D.Sutton

Summary This area must be complete with full explanation of contract

The Contract/Agreement should be received at least 2 weeks prior to a Board Meeting to ensure placement on the Agenda. The Contract Committee meets most Tuesdays at 8:00a.m. All Contracts/Agreements, regardless the amount, must be first approved by the Contract Committee and then presented to the Board of Education for approval and signature. The item will be placed on Electronic School Board for the board agenda by Janet Brown. By following this process, the liability of entering into an agreement is placed with the district rather than an individual.

COST PROPOSAL

I Cost for EZChildTrack SaaS (Annual)

No.	Software as a service (SaaS)	Cost
1.	Annual subscription cost for EZChildTrack SaaS to 20 sites for the period July 1, 2024 – June 30, 2025 <i>*Discounted cost per site is \$850.00 (Standard cost is \$1,000.0 + Usage)</i>	\$17,000.00

2 Cost for Technical Support (Annual)

Technical Support		Cost
Web-based support will be provided to all administrative users. Telephone support will be provided to HQ users between M-F 9am and 7pm EST		Included

3 Cost for Training (Annual)

Training		Cost
Virtual Training		Included

4 Cost for Optional Modules

No.	Item	Cost
1.	Mobile Attendance Module (Standard cost is \$150.00 per site)	Included
2.	Full Mobile Application (Attendance, Payments, & Reporting) (Standard cost is \$300.00 per site)	Included
3a.	Bulk Email Broadcast – Scheduled	Included
3b.	Bulk Email Broadcast – Real-Time	\$0.05
4.	SMS Broadcast (per recipient per mail)	\$0.05

5 Cost for Payment Processing w/ Forte Payment Systems (To Parents)

No.	Item	Cost
1.	Credit Cards (per transaction)	3.00% + \$0.20
2.	ACH/e-Checks (per transaction)	\$1.50

6 Payment Terms

Net 30



BROKEN ARROW PUBLIC SCHOOLS



Proposal for Childcare Management Software



[CONFIDENTIAL]

Submitted by

GTSOFT INC.
ezchildtrack.com

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CONTACTS

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Business Name

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<https://www.ezchildtrack.com>

Contacts

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Technical Matters

Dhiman Bhattacharya

(281) 565-1462

dhiman@thomaskelly.com

COMPANY BACKGROUND

GTSOFT Inc. is an affiliate of ThomasKelly Software Associates. **ThomasKelly Software Associates (TKSA)** is an information technology consulting and software development company, based in Sugar Land, Texas. TKSA was formed in **1996** and has a team of highly experienced software professionals capable of handling total responsibility for the analysis, design, development, delivery, and maintenance of complex software applications. TKSA's mission is to deliver high quality, customized software solutions, using the latest technology in a timely and cost-efficient manner that will enable the client to achieve their business goals.

ThomasKelly Software Associates (TKSA) has over **28 years of experience** in providing commercial off-the-shelf (COTS) software services to clients around the country. TKSA has **22+ years of experience** in successfully implementing, hosting, training, and supporting afterschool systems for School Districts and State Education Departments.

EZChildTrack SaaS is a web-based childcare management software. Its features include automated billing, online payments & registrations, and a parent portal. EZChildTrack is currently being used by 2,000+ schools and organizations nationwide.

EZReports SaaS is a web-based software for managing afterschool programs. It is currently being used by 9 State Departments of Education – Michigan, Florida, New Mexico, Colorado, Alabama, New York, Idaho, Delaware and the Bureau of Indian Education. EZReports is currently being used by over 3,000+ schools and organizations nationwide.

EZSES SaaS was used by the Texas Department of Education to manage the Title I SES program for 5 years beginning in 2007. EZSES was used by over 2,000+ schools.

EZTPPI SaaS is a case management software being used, for 5+ years, by the North Carolina Department of Health and Human Services for managing their teen pregnancy prevention initiatives.

EZComEd SaaS is a software used to manage enrichment, community, and adult education programs.

TKSA's **technical support** team has over 22 years of experience in supporting over 5,000 schools that are using our various SaaS offerings. TKSA has a web-based support system that is integrated into all our SaaS offerings to provide technical support and assistance to our clients. TKSA provides both web-based support and telephone support to our clients. TKSA's **training team** has over 22 years of experience in training school districts and DOEs on our various SaaS offerings.

FEATURES

I Overview

EZChildTrack is a comprehensive web-based childcare management software with plentiful features including, but not limited to, automated billing and payments, online registration, mobile attendance, and a wide range of reporting options. With EZChildTrack, program directors, site coordinators, and other staff members can manage operations from a single system while allowing parents to register, pay and access information in real-time.

The key benefits of using EZChildTrack are listed below:

- **100 % Web-based Software**
 - Accessible via the Internet from anywhere using major browsers (i.e. Microsoft Edge, Mozilla Firefox, Google Chrome, and Safari)
 - Enter data once without any redundancy
 - Real-time access to information

- **Improve Parent Satisfaction (Parent Portal)**
 - Registration and Enrollment
 - Invoices & Receipts
 - Tax Statements
 - Payments via Credit Cards and e-Checks
 - Calendar & Bulletin Board

- **Speed Up Accounts Receivable (Reduce Payment Circle)**
 - Online Payments
 - Automatic Payments
 - Payments via Credit Cards and e-Checks
 - Accept Payments at the Center

- **Streamline & Centralize Operations (Corporate Interface)**
 - Better Decision Making via Real-time
 - Access to Data
 - Executive Dashboard & Reports
 - Revenue Projections
 - Schedule Programs and Activities
 - Real-time Monitoring of Center Operations

- **Enhance Center Productivity (Center Interface)**

- Faster Decision Making via
 - Mobile Devices (Tablets and Smartphones)
- Accept Payments Real-time
- Record Attendance Real-time using
 - Badge Scanners
 - Parent PIN
 - Digital Signatures
- **Reduce the Cost of Operation**
 - Improve Center Productivity
 - Lower Delinquency & Payment Cycles
 - Eliminate Multiple Data Entry Points
 - Real-time Data Collection at Centers

Some of the capabilities of EZChildTrack are listed below:

- **Comprehensive Data Management and Tracking**
 - Designed to Handle Multi-site Programs
 - Students, Parents, and Family Information
 - Flexible Schedules and Fee Structures
 - Calendar-based Online Enrollment Options
 - Multiple Payment Options
 - Automated Billing/Payments
 - Account Management
 - Agency Accounting
 - Staff Management
 - Mobile-friendly Attendance Tracking
 - Meal Tracking
 - Customizable Online Registration
 - Spanish Version for Online Registration Forms
 - Parent Communication and Engagement
- **Extensive Reporting Capabilities**
 - Over 75 Standard Reports
 - User-friendly Reporting Options
 - Custom Data Exports
 - Custom Reports

- **Established and Secure Technology**
 - Microsoft Web Technologies
 - Microsoft SQL Server Database
 - Secure Access via Internet
 - Rackspace Hosting
 - Rackspace Managed Security Services
 - PCI compliant solution

Operating Environment

Web Application

EZChildTrack has been developed using Microsoft Web Technologies. The application software was developed using ASP.NET, HTML, DHTML, and JavaScript on the Windows platform with IIS web servers.

Backend Database

The database used for EZChildTrack is **MS SQL Server**.

2 User Levels

EZChildTrack is a hierarchical user database system. EZChildTrack has the following interfaces for different user levels:

- **Administrative Interface**

The administrative interface is designed for program directors and other organization-level employees to set up, administer and manage their programs. This interface encompasses all the features of EZChildTrack.


- **Site Interface**

The site interface is designed to allow site users to register, enroll/de-enroll students in different activities, and record attendance. Organization-level users can configure features within the site level interface via the permission module.

- **Parent Portal**


The EZChildTrack parent portal has been designed with a simplified user interface. The parent portal allows effortless navigation to primary features like payments and registration.

EZChildTrack has a **comprehensive user administration** module that allows for setting up multiple user roles at each of the above levels and granting permissions to each role for different modules.

 EZChildTrack allows an **unlimited number of users** for both administrative and site level users. EZChildTrack allows administrative users to create **roles**, grant **permissions**, and add/drop users, as needed.

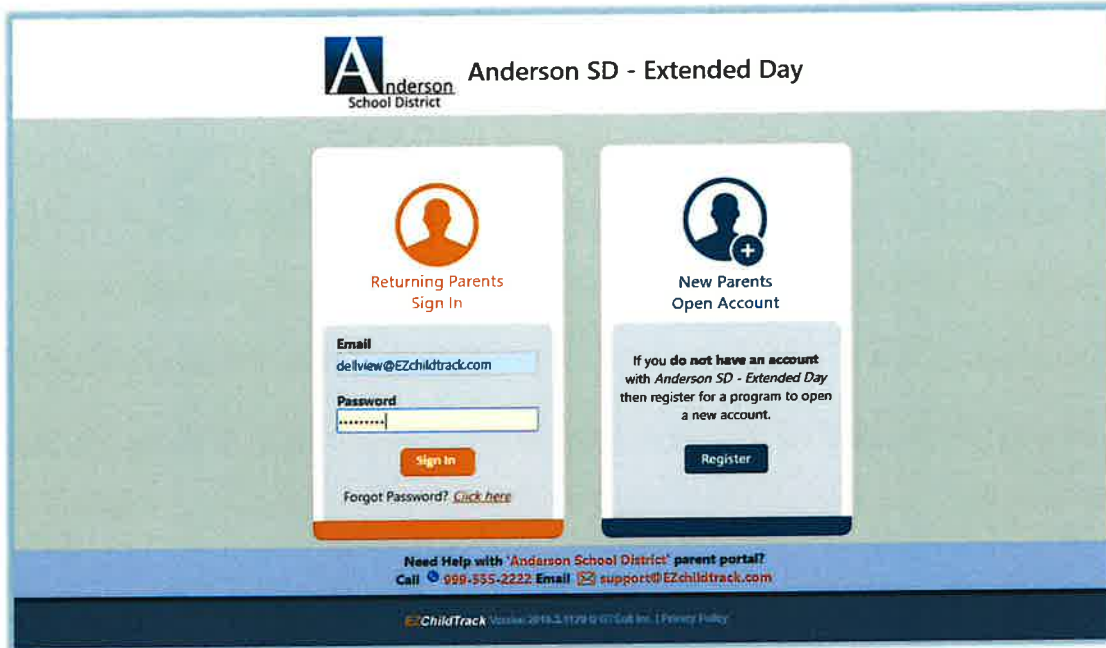
3 Parent Portal

The EZChildTrack Parent Portal is an online interface for parents, which provides them with quick and easy access to information for managing their childcare needs. The parent portal is highly configurable to meet the needs of a childcare program.

 The EZChildTrack Parent Portal is an invaluable tool to collect **registration** data and **payments** from parents. It also helps with improving parent **engagement** via effective **communication**, thereby, freeing up significant time for program staff from data entry to focus on providing a **better quality of childcare**.

Parents can:

- Make online payments using credit cards, debit cards, or bank accounts
- Register online for various programs (e.g. after-school, summer camp, etc.)
- Manage their schedule by enrolling in activities online
- Manage child and adult information
- Enroll in Autopay (automatic payment via credit cards, debit cards, or bank accounts)
- View/Print account transactions and statements
- Print invoices and payment reports
- Print year-end tax statements
- View bulletins and calendar
- Download forms and other documents



Online Payments

Parents can make payments from the parent portal using credit cards or e-checks. They also have the ability to store payment methods and register for autopay.

Online Registration

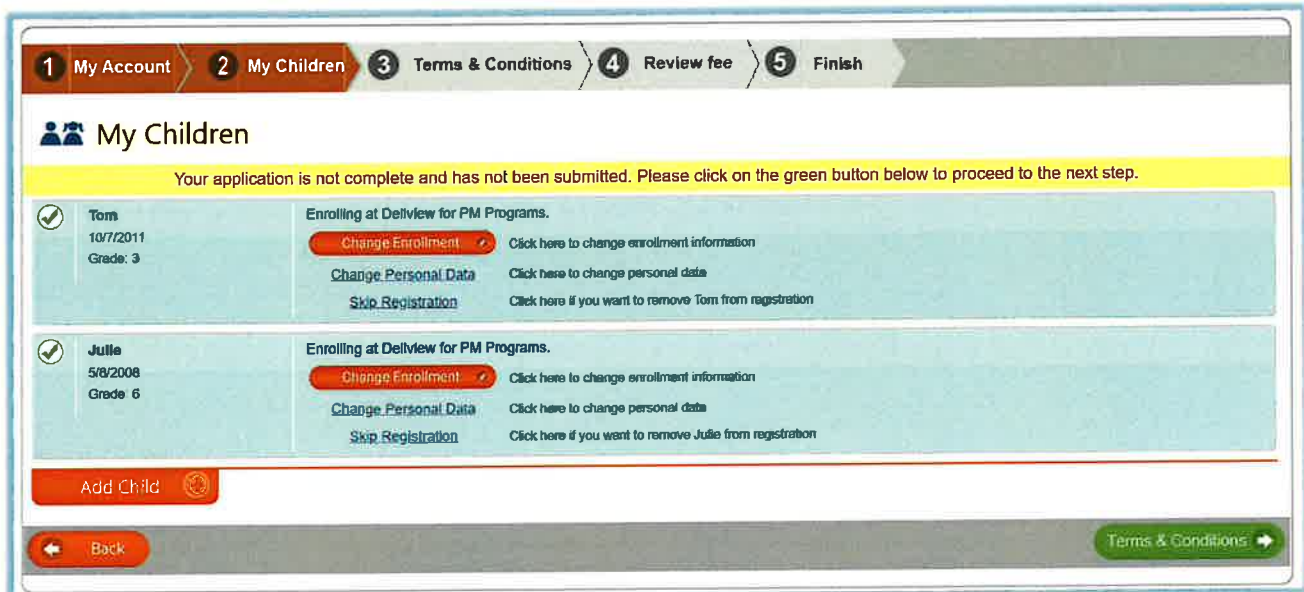
EZChildTrack allows for simplified input of registration data online using secure electronic registration forms. New parents can also use the registration forms to open new accounts. Through online registration, parents are able to enter their account information, child information, enroll their children in activities, upload documents, sign waivers, and pay registration fees prior to submitting their applications.

Online registration supports the use of **capacities and waitlists** for both school year and summer programs.

For returning parents, demographic data is pre-populated by the system and they have the option to review and update information as needed, rather than re-entering all of their data.



The online registration form is **semi-customizable**. The software allows for the addition of **user-defined fields** to the registration form. Users can also customize registration by week for **summer programs** and AM & PM for **school-year programs**. The registration form is also available in **Spanish**.



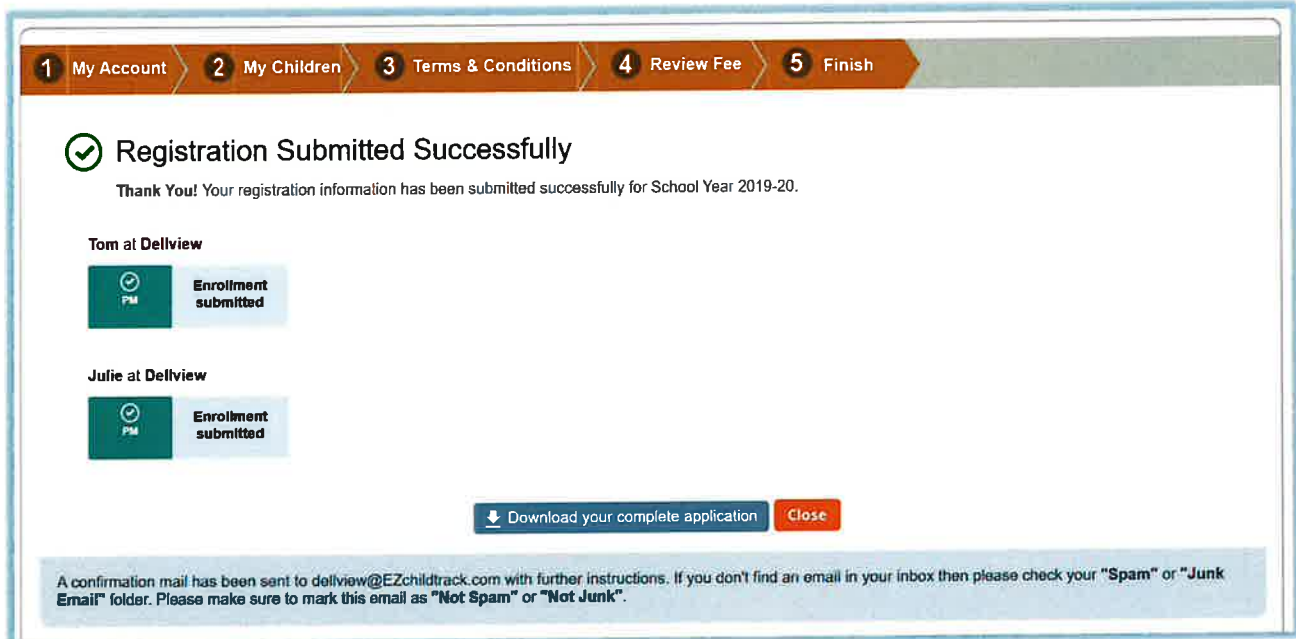
1 My Account > 2 My Children > 3 Terms & Conditions > 4 Review fee > 5 Finish

My Children

Your application is not complete and has not been submitted. Please click on the green button below to proceed to the next step.

<input checked="" type="checkbox"/> Tom 10/7/2011 Grade: 3	Enrolling at Delview for PM Programs. <input type="button" value="Change Enrollment"/> Click here to change enrollment information Change Personal Data Click here to change personal data Skip Registration Click here if you want to remove Tom from registration
<input checked="" type="checkbox"/> Julie 5/8/2008 Grade: 6	Enrolling at Delview for PM Programs. <input type="button" value="Change Enrollment"/> Click here to change enrollment information Change Personal Data Click here to change personal data Skip Registration Click here if you want to remove Julie from registration

Review Child Enrollment Information



1 My Account 2 My Children 3 Terms & Conditions 4 Review Fee 5 Finish

Registration Submitted Successfully

Thank You! Your registration information has been submitted successfully for School Year 2019-20.

Tom at Dellview

PM Enrollment submitted

Julie at Dellview

PM Enrollment submitted

[Download your complete application](#) [Close](#)

A confirmation mail has been sent to dellview@EZchildtrack.com with further instructions. If you don't find an email in your inbox then please check your "Spam" or "Junk Email" folder. Please make sure to mark this email as "Not Spam" or "Not Junk".

After the parent submits an application, a confirmation email is sent to them. The parent also has an option to download the application from the confirmation screen.

i EZChildTrack has an option to set up **custom emails for parents**. This module allows for auto-sending user-defined emails to parents both at the time of submission and approval of their application.

Calendar Enrollment

In addition to fixed schedule and drop-in activities, EZChildTrack gives parents and administrators the flexibility of calendar-based enrollment. This option allows parents to pick activities for their children based upon a flexible schedule rather than a fixed one.

2 Review Fee
3 Make Payment

for the whole week. You will not be able to make changes to the week after the payment is made and enrollment is confirmed.

Select Site

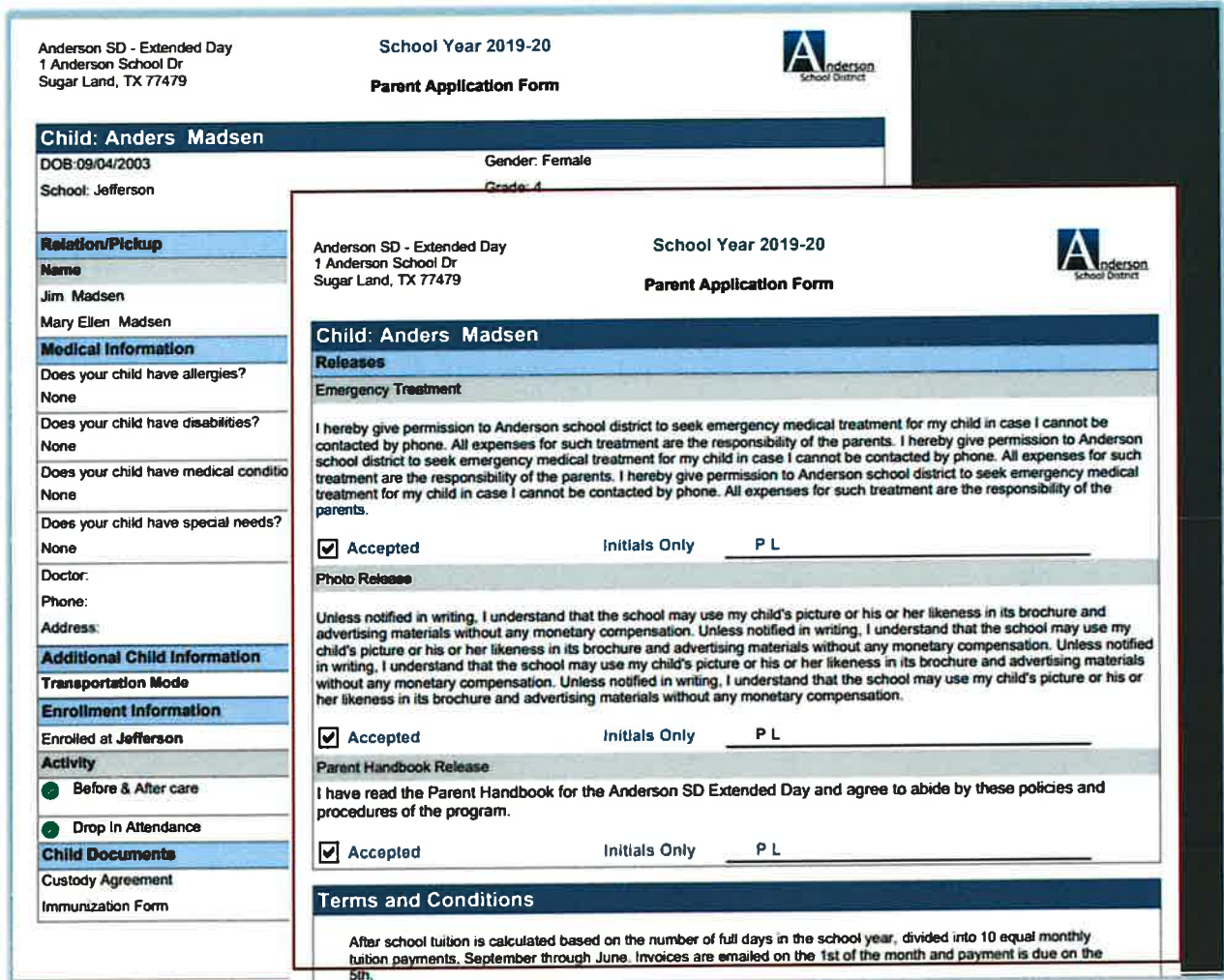
Dellview

February 2020					
Mon	Tue	Wed	Thu	Fri	
27	28	29	30	31	
AM Care PM Care	AM Care PM Care	AM Care PM Care	AM Care PM Care	AM Care PM Care	
3	4	5	6	7	
AM Care PM Care	AM Care PM Care	AM Care PM Care	AM Care PM Care	AM Care PM Care	
10	11	12	13	14	
AM Care PM Care	AM Care PM Care	AM Care PM Care	AM Care PM Care	AM Care PM Care	
17	18	19	20	21	
AM Care PM Care	AM Care PM Care	AM Care PM Care	AM Care PM Care	AM Care PM Care	
24	25	26	27	28	
AM Care PM Care	AM Care PM Care	AM Care PM Care	AM Care PM Care	AM Care PM Care	

February 2020

Printable Format of Parent Application

After the parent submits an application, a printable format of the application is available to both the parent and the school district.



Anderson SD - Extended Day
1 Anderson School Dr
Sugar Land, TX 77479

School Year 2019-20

Parent Application Form

Child: Anders Madsen
 DOB: 09/04/2003 Gender: Female
 School: Jefferson Grade: 4

Anderson SD - Extended Day School Year 2019-20
 1 Anderson School Dr Sugar Land, TX 77479

Parent Application Form

Child: Anders Madsen

Releases

Emergency Treatment

I hereby give permission to Anderson school district to seek emergency medical treatment for my child in case I cannot be contacted by phone. All expenses for such treatment are the responsibility of the parents. I hereby give permission to Anderson school district to seek emergency medical treatment for my child in case I cannot be contacted by phone. All expenses for such treatment are the responsibility of the parents. I hereby give permission to Anderson school district to seek emergency medical treatment for my child in case I cannot be contacted by phone. All expenses for such treatment are the responsibility of the parents.

Accepted Initials Only P L

Photo Release

Unless notified in writing, I understand that the school may use my child's picture or his or her likeness in its brochure and advertising materials without any monetary compensation. Unless notified in writing, I understand that the school may use my child's picture or his or her likeness in its brochure and advertising materials without any monetary compensation. Unless notified in writing, I understand that the school may use my child's picture or his or her likeness in its brochure and advertising materials without any monetary compensation. Unless notified in writing, I understand that the school may use my child's picture or his or her likeness in its brochure and advertising materials without any monetary compensation.

Accepted Initials Only P L

Parent Handbook Release

I have read the Parent Handbook for the Anderson SD Extended Day and agree to abide by these policies and procedures of the program.

Accepted Initials Only P L

Terms and Conditions

After school tuition is calculated based on the number of full days in the school year, divided into 10 equal monthly tuition payments. September through June. Invoices are emailed on the 1st of the month and payment is due on the 5th.

Sample image shows the child enrollment page and the terms and condition page

Program administrators can review and approve parent applications one-by-one or in batch mode. They can also choose the option to auto-approve applications, if required.

4 Account Management

EZChildTrack provides tools to manage family and child data efficiently. The account management module at administrative and site interfaces allows users to search for accounts by child name, parent name, or account number. The account list screen also has a quick view option to see basic account information without navigating into the account.

EZChildTrack has multiple built-in account flags e.g. 'employee account,' 'subsidized account,' etc., which are useful in identifying and tracking special accounts. Users can filter the account list by billing status (current, delinquent, suspended) and account flags. Parent communication (notes, emails, etc.) is also maintained within the account management module and is easily accessible for review.

Tools:

- Quickly filter accounts based on billing status and account flags
- Quickly access account details
- Account information
 - Demographic information for adults and children
 - Photos of adults and children
 - Emergency contacts and adults authorized to pickup
 - Immunization records
- Registration and enrollment information
 - Registration document tracking
 - Current enrollment and enrollment history
- Billing information
 - Current balance, payment due, and past due
 - Payment history
 - Late payment fees (once or daily)
 - Late checkout fees
 - NSF fees
 - Miscellaneous fees
- Review and approve applications
 - New accounts
 - Returning accounts
 - Waitlist management
- Parent communication
 - Email blasts allow real-time communication with parents
 - Text blasts for emergency notifications
 - Create custom letters for standard communication

Anderson SD - Extended Day

Home Support Tech Support Exit Program

Billing Communication Application Administration Setup Reports Help

Accounts Activity Site Payment Invoice Statement On-Demand Invoice

Acct No. Type Acct No. Name Type Acct Holder No.

Manage Accounts Help

+ Add New Account using Parent Application + Add New Account Export To Excel

Active Closed Collection

Acct No. Name Search In Children & Account Holders Find Clear

Program --All Active Programs-- Site --All-- Status --All-- Flag --All-- Show only Registered Accounts

Acct No.	Name	Home Phone	Cell Phone	Balance(\$)	Action
6	Jacku	999-966-9495	832-816-9166	95.00	[Icons]
7	Jacku	999-998-9549	323-232-3232	325.00	[Icons]
8	Maline, Ryan	999-855-4655	999-655-0055	140.00	[Icons]
9	Maline, Ryan	999-865-8935	999-923-0174	280.00	[Icons]
10	Maline, Ryan	999-490-5003	999-355-8559	0.00	[Icons]
11	Anderson, Phillip			70.00	[Icons]
12	Anderson, Phillip			70.00	[Icons]
13	Andrew, Alexis		532-645-6969	0.00	[Icons]
14	Andrewson, Annie	999-848-0555	999-158-7841	280.00	[Icons]

Account Information

Primary : Anderson, Phillip
anderson12345@EZchildtrack.com
Address : Taft Street Houston, TX 999999999

Children
Anderson, Kerry Grade PreK Bushy Park
Anderson, Kerry Grade 1 Bushy Park

Account Tab

From the Account tab, the user can view account details for all of the registered contacts on the account, add or remove contacts, or suspend/close the account.

Account Details Help Close

Account Registration Billing Agency Communication Notes History

Account Information

Adams, Coreen
Primary Account Holder

Change Password

179 Turnbull Road Houston, TX 99999

999-966-9495 (H)
832-816-9166 (C)
999-660-5663 (W)
delview@EZchildtrack.com

Profile Drop

Adams, Sam
Secondary Account Holder

179 Turnbull Road Houston, TX 99999

999-966-9495 (H)
832-423-5594 (C)
999-658-8345 (W)
sanjeev.yamdamgn@EZchildtrack.com

Profile Drop Switch to Primary

Acct No. P1-A00915 Since 8/20/2009

Balance : \$95.00 (Auto Pay - Weekly)

Payment Due : \$95.00 (Due on 12/29/2019)

Suspend Account Close Account

Children Add Child

Adams, Julie
DOB: 05/06/2008 Age: 11 years

Grade Level 5
School: Delview

Profile Drop Attendance Immunization

Adams, Tom
DOB: 10/07/2011 Age: 8 years

Grade Level 3
School: Robert Moten Elem School

Profile Drop Attendance Contacts

Other Contacts Add Other Contact Show Past Contacts

Adams, Brian

Houston, TX 99999

713-252-6456 (H)
832-565-4465 (C)
281-324-5664 (W)

Adams, Charles

TX

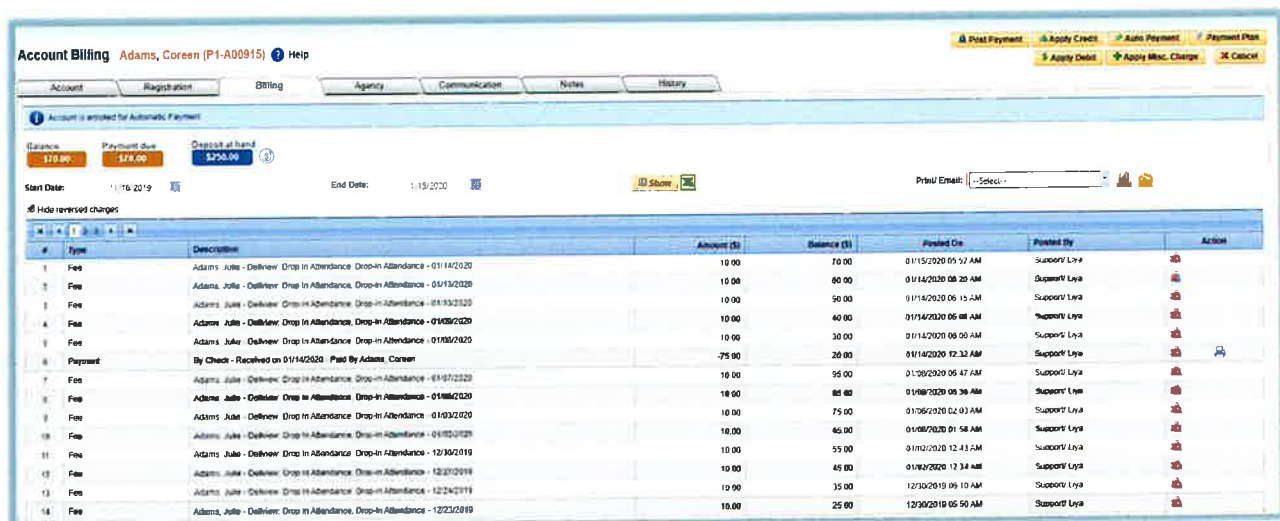
713-256-9874 (H)
832-565-9876 (C)
281-565-4135 (W)

Fumblefink, Joe Do not release

Billing Tab

The billing tab allows administrators to view fee and payment details for an account. By default, the transactions are displayed for the past 30 days, but the user can change the dates to view the transaction history for any specified date range. All transactions have an audit trail indicating a username and timestamp. Financial transactions cannot be deleted from the system. All cancellations are hidden, by default, when parents print statements from the parent portal.

Administrators can post payments, miscellaneous debits and credits, enroll accounts into autopay, setup payment plans or issue refunds.



Account Billing Adams, Coreen (P1-A00915) Help

Post Payment Apply Credit Auto Payment Payment Plan
Apply Debit Apply Misc. Charge Cancel

Account: Registration Billing Agency Communication Notes History

Account is enrolled for Automatic Payment

Balance: \$10.00 Payment Due: \$78.00 Deposit of Fund: \$250.00

Start Date: 1/16/2019 End Date: 1/15/2020 Print Email: --Select--

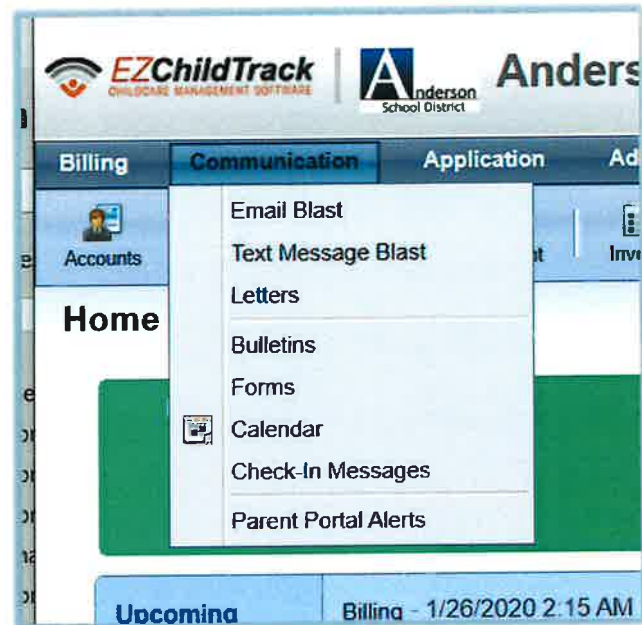
Hide reversed charges


#	Type	Description	Amount (\$)	Balance (\$)	Posted On	Posted By	Action
1	Fee	Adams, Julie - Delivered Drop In Attendance Drop-in Attendance - 01/14/2020	10.00	70.00	01/15/2020 09:57 AM	Support@Lya	
2	Fee	Adams, Julie - Delivered Drop In Attendance Drop-in Attendance - 01/13/2020	10.00	80.00	01/14/2020 08:20 AM	Support@Lya	
3	Fee	Adams, Julie - Delivered Drop In Attendance Drop-in Attendance - 01/13/2020	10.00	90.00	01/14/2020 06:15 AM	Support@Lya	
4	Fee	Adams, Julie - Delivered Drop In Attendance Drop-in Attendance - 01/09/2020	10.00	40.00	01/14/2020 06:08 AM	Support@Lya	
5	Fee	Adams, Julie - Delivered Drop In Attendance Drop-in Attendance - 01/06/2020	10.00	30.00	01/14/2020 06:00 AM	Support@Lya	
6	Payment	By Check - Received on 01/14/2020 Paid By Adams, Coreen	-75.00	28.00	01/14/2020 12:32 AM	Support@Lya	
7	Fee	Adams, Julie - Delivered Drop In Attendance Drop-in Attendance - 01/07/2020	10.00	95.00	01/09/2020 05:47 AM	Support@Lya	
8	Fee	Adams, Julie - Delivered Drop In Attendance Drop-in Attendance - 01/06/2020	18.00	87.00	01/08/2020 05:36 AM	Support@Lya	
9	Fee	Adams, Julie - Delivered Drop In Attendance Drop-in Attendance - 01/03/2020	10.00	75.00	01/06/2020 02:03 AM	Support@Lya	
10	Fee	Adams, Julie - Delivered Drop In Attendance Drop-in Attendance - 01/02/2020	18.00	46.00	01/06/2020 01:58 AM	Support@Lya	
11	Fee	Adams, Julie - Delivered Drop In Attendance Drop-in Attendance - 12/30/2019	10.00	55.00	01/03/2020 12:41 AM	Support@Lya	
12	Fee	Adams, Julie - Delivered Drop In Attendance Drop-in Attendance - 12/27/2019	10.00	45.00	01/02/2020 12:34 AM	Support@Lya	
13	Fee	Adams, Julie - Delivered Drop In Attendance Drop-in Attendance - 12/24/2019	10.00	35.00	12/30/2019 09:10 AM	Support@Lya	
14	Fee	Adams, Julie - Delivered Drop In Attendance Drop-in Attendance - 12/23/2019	10.00	25.00	12/30/2019 05:50 AM	Support@Lya	

5 Parent Communication

Administrative users have the following real-time tools for communication with parents.

- Email blasts with attachments
- SMS (text messages) blasts for emergency notifications
- Printed letters
- Bulletins and calendars in the parent portal
- Upload forms that parents can download from the parent portal
- Site specific alerts on Parent check-in/check-out
- Parent portal alerts



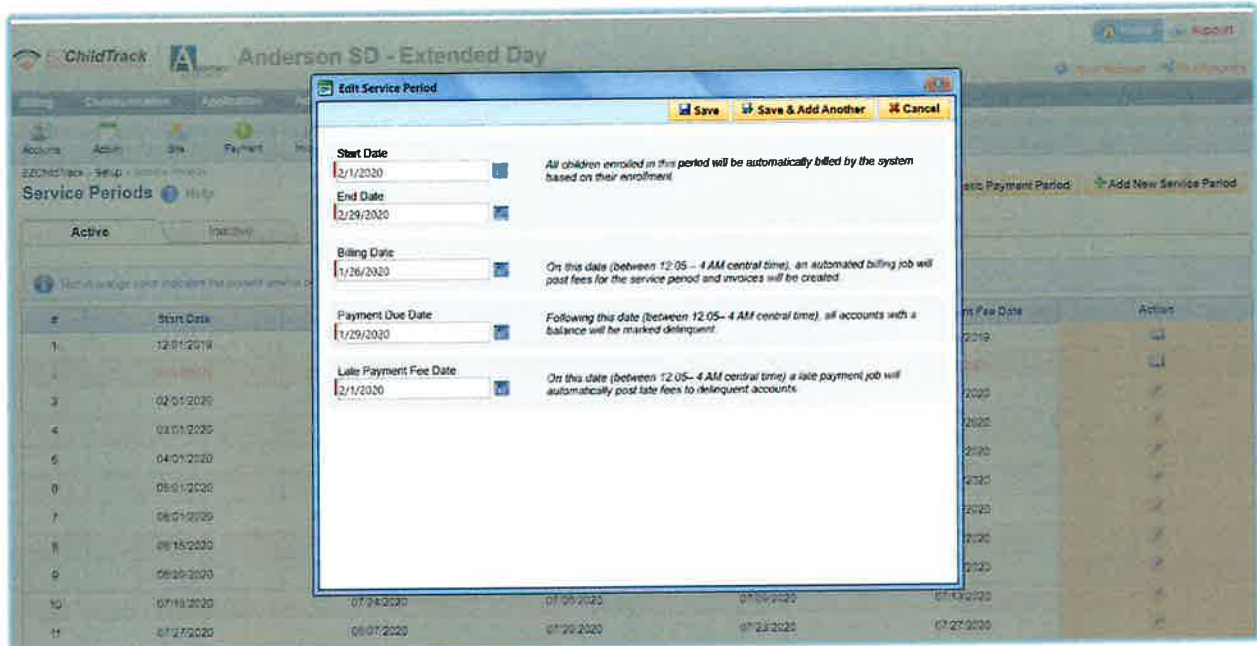
 EZChildTrack communication tools allow you to send bulk emails/messages **targeted at a specific group of parents** based on program, location, and financial filters

6 Automated Billing

EZChildTrack provides flexible options that enables users to set up a variety of schedules and fee categories required for school year programs, summer camps, and preschool programs. The entire billing process is automated and does not require any manual intervention. Invoices are automatically generated and fees are posted to accounts, by the system, based on student enrollment. The EZChildTrack billing engine also supports generating invoices and posting fees for drop-in programs, based upon child attendance. Childcare providers can manage their own billing and payment due dates by defining service periods (billing cycles) at the start of the program. The service period setup includes defining service start and end dates, billing dates, payment due dates, and late payment fee dates.

On the billing date specified for each billing cycle, the system automatically posts fees into parent accounts and invoices are automatically generated within the parent portal. Invoices and statements can also be batch printed or emailed to the parents with one click using the email blast tool. For accounts enrolled in autopay, payments are automatically drafted and processed from the account's enrolled method of payment on the payment due date. For all other accounts, payments must be submitted by the payment due date. If a payment is not made by this date, then, the system will automatically mark the account delinquent.

On the late payment fee date, the system automatically posts a pre-defined late payment fee to all accounts that are still marked delinquent. There is also an option to assess a late payment fee on a daily basis.



Administrators can also specify suspension thresholds in EZChildTrack. If the account balance exceeds the suspension threshold, then, the system automatically suspends the account and the students are unable to check-in to the program. Suspended accounts will be unable to register for new programs, however, they will be able to make payments. Suspension status is automatically removed when a payment has been made and the account status becomes current.

Suspension

Do you want to automatically mark accounts as suspended? Yes No

Please specify threshold value for balance and outstanding days to suspend account:

Mark accounts as suspended when balance of more than \$150.00 is outstanding for more than 30 day(s).

Suspend accounts only on the late payment fee date

Allow staff to record attendance for children from suspended accounts
 Parents of suspended account will still be blocked to check-in children using Parent PIN.



EZChildTrack automates the entire billing and payment process:

- Automated Billing (enrollment based)
- Automated Payments
- Automated Late Payment Fees (once or daily)
- Automated Late Check-Out Fees
- Automated Billing (attendance based)
- Automated ACH Settlement
- Automated NSF Fees
- Automated Deposit Tickets

EZChildTrack's billing features are summarized below:

- Manage all billing functions from one screen
- View and manage transactions
- Print/email invoices (individual and batch print)
- Print/email current statements
- Print/email transaction summary reports for any date range
- Print/email payment reports
- Print/email tax statements
- View account receivables by amount and days
- Post payments to an account using multiple payment methods (cash, check, money order, credit card and e-check)
- Save payment methods to account
- Issue full or partial refunds
- Cancel transaction
- Post batch payments (paper checks and cash only)
- Define multiple fee schedules
- Define frequency of activity fees
- Automatic proration of fees based on enrollment date
- Automatically mark accounts delinquent
- Automatically suspend accounts
- Manage bank deposit tickets
- Export financial data
- Define miscellaneous charges
- Project future revenue
- Extensive reporting capabilities

7 Payment Processing

EZChildTrack provides integrated online payment processing via credit card, debit card, or e-Checks (checking and savings account). Online payments provide enhanced convenience to parents and reduce the A/R cycle for clients. Funds received from online payments are directly deposited in the childcare provider's bank account on a recurring basis.

EZChildTrack also supports automatic payments via credit card, debit card, and bank account (EFT). Parents can conveniently enroll for autopay in the parent portal. EZChildTrack automatically notifies parents via email regarding successful or failed payments. EZChildTrack also sends reminders to parents for expiring credit cards that are enrolled in autopay. All transactions are automatically recorded on the statement of account, which is accessible to parents in the parent portal. There are two different methods of processing payments – gross funding and net funding. With gross funding, payments are processed and deposited in the client's specified bank account. The processor will then issue an invoice to the client on a monthly basis for the service of processing their payments. Clients will have an option to assess a convenience fee (% or \$), to parents, for all credit card or e-check payments processed within EZChildTrack. With net funding, parents pay for the processing fee directly to the processor and the district will not be charged for these services.

Payment Methods

Cash
 Check
 Money Order
 Credit Card (Offline)

Credit Card (BluePay) Accept
 Master Card
 VISA
 American Express
 Discover

ECheck (BluePay)

Allow parents to save credit cards/bank accounts

Online credit card / e-check transactions will be displayed as 'GTSoft Inc.' in parent's statements.

Enable Automatic Payments (runs on the payment due date)

Parents must enroll in autopay when submitting registration online

Apply % discount on payment amount if enrolled in autopay. Revenue Category

Apply a different discount when accounts are enrolled in:

Bi-Monthly Autopay: % Monthly Autopay: %

To run autopay before payment due date, change the days below:

Credit Card days E-Checks days

Parents Pay Processing Fees

Credit Card % Revenue Category

E-Check % Revenue Category

Processing fee for refunds will be paid by the childcare provider

Sample image shows the screen where administrative staff can setup convenience fees for parents within EZChildTrack


EZChildTrack's payment processing features are summarized below:

For Parent

- Make online payments via credit card, debit card, or bank account
- Enroll in autopay for recurring billing
- Update the payment method or cancel autopay
- Store payment methods for future use
- Receive payment status and other updates via email
- Receive payment receipt via email

For Childcare Providers



- Reduce the A/R cycle by making it easier for parents to make payments
- Minimize account receivables and improve financials
- Improve efficiency and accuracy by reducing data entry for payments
- Improved parent satisfaction













 EZChildTrack uses hosted payment forms, which ensures PCI compliance. Our payment processing partners are among the most reputable providers in the country.



8 Punch Pass

EZChildTrack punch pass provides administrator to setup options for the parent to pre-pay for attendance based childcare service. Administrator can create limit punch passes usage by using many criteria, like the “Number of visits”, “Time (AM/PM/Full day care)”, “Sites” etc.

EZChildTrack » Setup » Billing » Punch Pass

Punch Pass  Help  Add New Punch Pass

#	Punch Pass	Employee	Parent Portal	Number of Visits	Type	Fees (\$)	Action
1	10 visit punch pass	✓	✓	10	Daily	200.00	 
2	50 visit Punch Pass	✓	✓	10	Daily	300.00	 
3	15 visit summer camp pass		✓	15	Every Check-in	375.00	 
4	20 visit punch pass	✓		20	Daily	300.00	 
5	ABC PunchPass		✓	20	Every Check-in	200.00	 
6	100 visit punch pass	✓	✓	100	Every Check-in	1,000.00	 

 - Edit  - Delete

Punch pass setup screen

After the punch pass is set up the parent can buy the punch pass online from the parent portal.



Parent Portal – Buy punch pass for a child

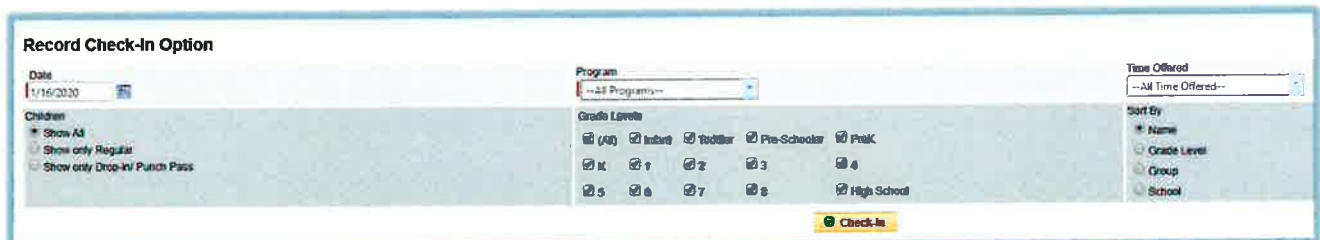
The number of visits in the punch pass is automatically adjusted each time the child visits the center. Administrators also have option to manually make adjusts to the number of visits.

9 Mobile-friendly Attendance

EZChildTrack provides multiple options to childcare providers for recording time and attendance data for children efficiently and accurately.

Staff Check-in/Check-out using Enrolled List

Site staff can record child attendance from a filtered roster. The check-out is recorded separately from the list of checked-in children. Staff members can use a PC, iPad, or tablet to record attendance in real-time.



Sample image shows the screen where site staff can utilize filters to generate a roster for recording attendance

Record Check-In

Enrolled **Checked-In**

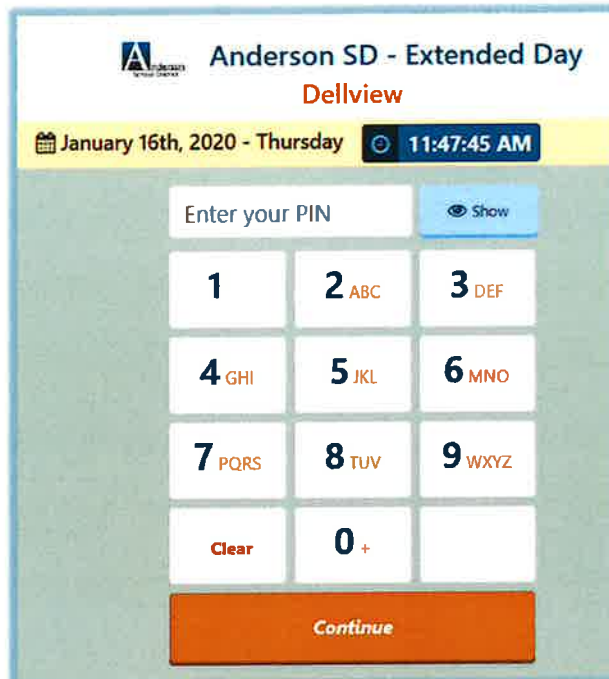
Default check-in time: Enrollment start time Current time Specific time

#	Select All	Name	Grade	Check-in Time
1	<input checked="" type="checkbox"/>	Adams, Julie	6	11:44 AM
2	<input type="checkbox"/>	Alison, Aurora	3	
3	<input type="checkbox"/>	Alleman, Jordan	7	
4	<input type="checkbox"/>	Allison, Ben	3	
5	<input checked="" type="checkbox"/>	Alvaroni, James	4	11:44 AM
6	<input type="checkbox"/>	Alvaroni, Madeline	3	
7	<input type="checkbox"/>	Alvaroni, Ryan	7	
8	<input type="checkbox"/>	Amsbaugh, Justin	3	
9	<input type="checkbox"/>	Amy, Jacku	5	
10	<input type="checkbox"/>	Anderson, Kerry	1	
11	<input checked="" type="checkbox"/>	Anderson, Kerry	PreK	11:44 AM
12	<input type="checkbox"/>	Andrewson, Brayden	5	
13	<input checked="" type="checkbox"/>	Andrewson, Evan	2	11:44 AM
14	<input type="checkbox"/>	Armaded, Clare	8	
15	<input type="checkbox"/>	ARTHUR, Ella	2	
16	<input type="checkbox"/>	Bacul, Blake	5	
17	<input type="checkbox"/>	Baker, Danielle	5	
18	<input type="checkbox"/>	Baker, Ethan	4	
19	<input type="checkbox"/>	Baker, Savannah	8	
20	<input type="checkbox"/>	Barnette, Ava-Maria	4	

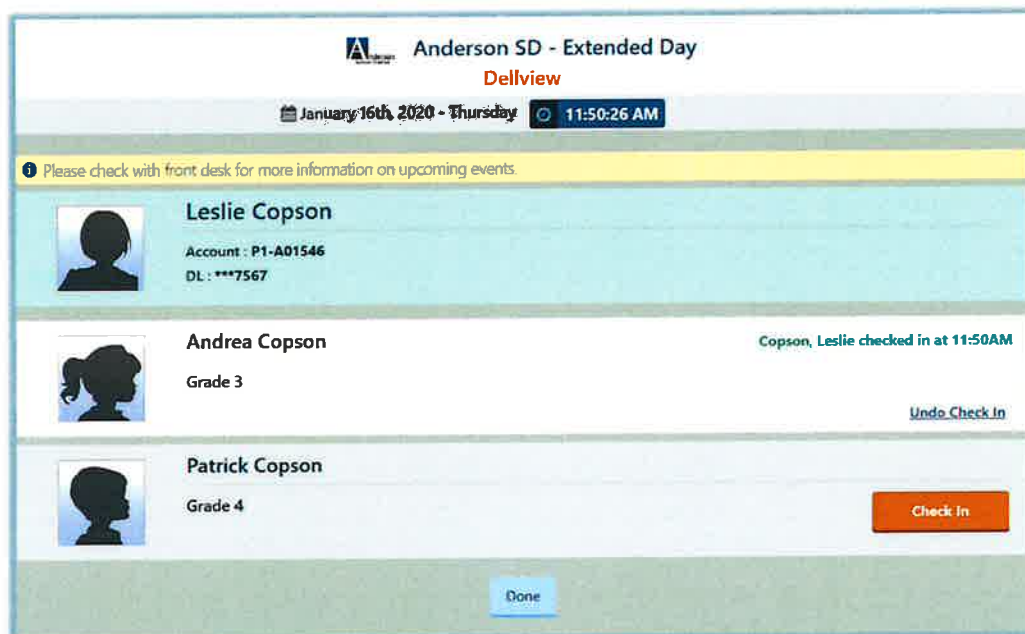
Sample image shows the screen where site staff can record attendance in real-time

Parent Check-in/Check-out using a PIN

Parents can check their children in and out using a numeric PIN code along with a digital signature (optional) on a PC, iPad, or tablet.



Sample image shows the screen where parents and adults authorized to pick-up can input their PIN securely



Sample image shows the screen where parents can check their children in or out. Pictures can be uploaded for site staff to identify children and adults

Student Check-in/Check-out using Barcode Scanner

Students can record attendance by scanning, swiping, or entering their district student ID. This can be utilized on PC, iPad, or tablet. This option is very useful for programs with a large enrollment.

January 16, 2020 - Thursday

11:53:15 AM

Student ID

1	2 <small>ABC</small>	3 <small>DEF</small>
4 <small>GHI</small>	5 <small>JKL</small>	6 <small>MNO</small>
7 <small>PQRS</small>	8 <small>TUV</small>	9 <small>WXYZ</small>
	0 <small>*</small>	
Clear		Enter

Ready to Scan...

Audio:

Recording Attendance from Rosters/Sign-in Sheets

If a valid internet connection is not available, then, staff can print rosters and sign-in sheets to record attendance and then, they are able to enter the data in the system at a later time.

WEEKLY SIGN-IN SHEET				ANDERSON SD - EXTENDED DAY									
Week: 01/12/2020 - 01/18/2020				Dellview									
AM				All Active Programs									
#	Child Name	Gr		Monday		Tuesday		Wednesday		Thursday		Friday	
				Time	Signature	Time	Signature	Time	Signature	Time	Signature	Time	Signature
1	Allison, Aurora	3	IN										
2	Alleman, Jordan	7	IN										
3	Allison, Ben	3	IN										
4	Alvaroni, James	4	IN										
5	Alvaroni, Madeline	3	IN										
6	Alvaroni, Ryan	7	IN										
7	Amsbaugh, Justin	3	IN										



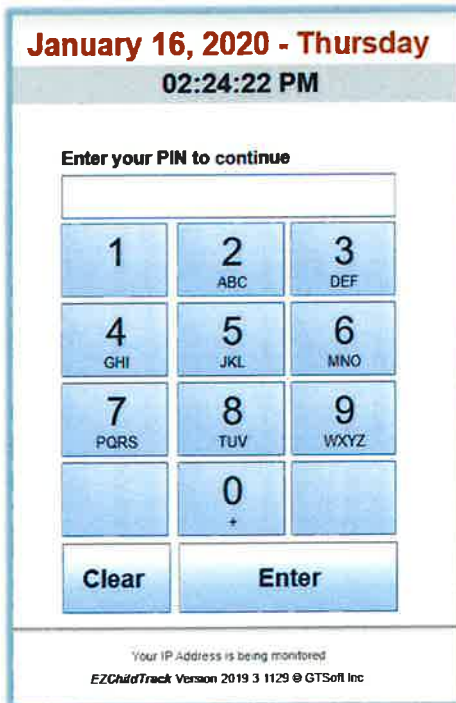
EZChildTrack provides a **mobile-friendly attendance module** that automatically computes and posts **drop-in charges** and **late pickup charges**, if applicable.

I0 Staff Management

EZChildTrack allows you to track information for organization staff.

- Demographic information
- Licensing, training, and certification
- Documentation

In addition to staff personal information, EZChildTrack also has a module to track and report staff attendance. A unique numerical PIN (e.g. employee id) is assigned to each staff member and they can use this PIN to check themselves in and out of the program.

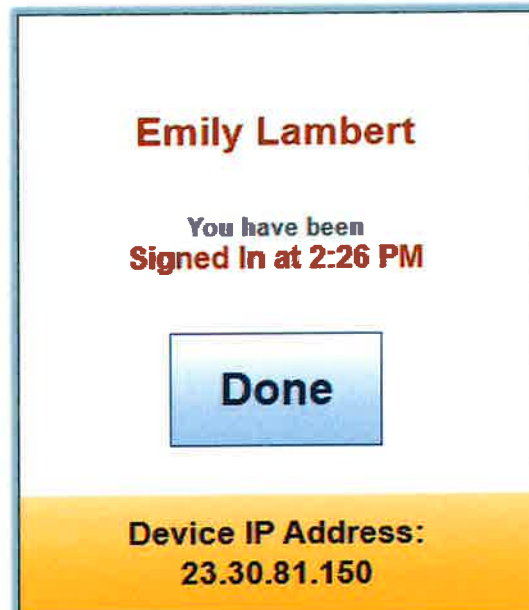


January 16, 2020 - Thursday
02:24:22 PM

Enter your PIN to continue

1	2 ABC	3 DEF
4 GHI	5 JKL	6 MNO
7 PQRS	8 TUV	9 WXYZ
	0 +	
Clear	Enter	

Your IP Address is being monitored
EZChildTrack Version 2019 3 1129 © GTSOft Inc



Emily Lambert

You have been
Signed In at 2:26 PM

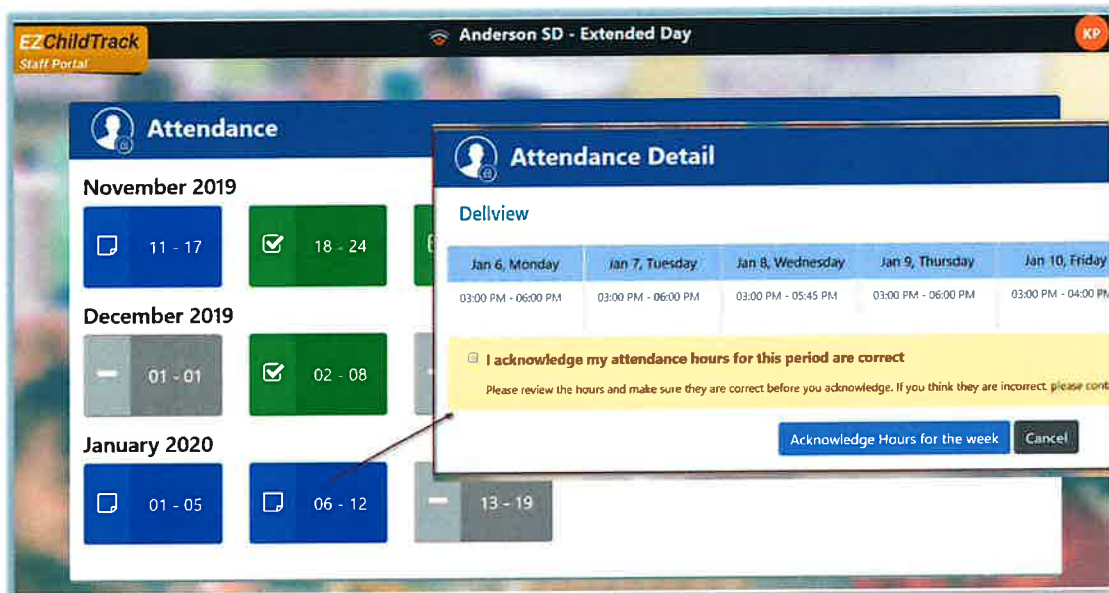
Done

**Device IP Address:
23.30.81.150**

Program and site administrators can review staff attendance to ensure the accuracy of the hours logged and make adjustments to account for hours spent off-location, if needed. EZChildTrack can also keep track of paid leaves for employees.

Staff Portal (Optional)

EZChildTrack has a staff portal that allows staff to self-certify and submit their attendance to the administration. This will streamline the process of recording, certifying, and acknowledging staff hours.



II Meal Tracking (Optional)

EZChildTrack has an integrated tool to track meals provided to students. Our meal tracker module keeps track of food program information needed for childcare providers for the USDA Child and Adult Care Food Program (CACFP) and also provides enhanced features for the detailed tracking of nutrition for individual food items served. EZChildTrack also tracks the family's eligibility for free and reduced lunch which is used to generate monthly reimbursement reports.

The meal tracker module provides the following features:

- Define the food items
- Menu planning for breakfast, lunch, and snacks
- Scheduling of meals served
- Meal Tracking - Detailed tracking by individual or batch mode
- Weekly or monthly menus
- Monthly meal count reports

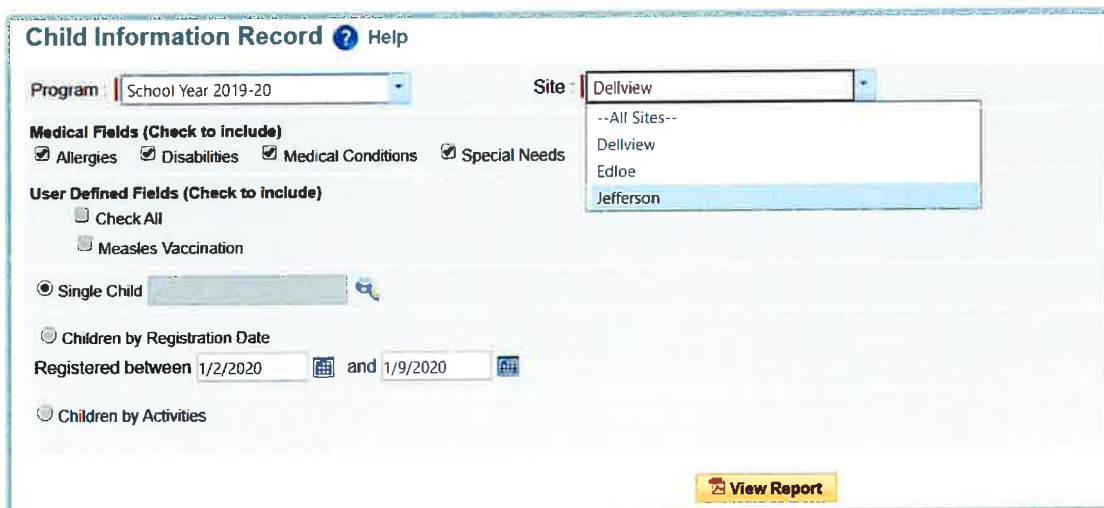
I2 Reporting

EZChildTrack has an extensive reporting module. Most reports are available in both PDF and Excel formats. All reports have an option screen, where users can specify filters to generate the report.

EZChildTrack also has an extensive export module, where users can select fields and download an Excel file with the selected fields.



EZChildTrack Report Menu



Sample - Report Option page



The EZChildTrack reporting module includes over **75 standard reports** and a **custom export** feature, which allows users to generate their own custom reports. The reporting module also allows users to request and access any **customer reports**, which are built based on a client's specified requirements.

CHILD INFORMATION RECORD			
Adams, Tom			Date of Admission 08/28/2019
Personal Information			
Name of Child (Last, First, Middle Initial) Adams, Tom		Child's date of Birth 10/07/2011	Grade 3
Home Address 179 Turnbull Road Houston, TX 99999		School Robert Moton Elem School	
Primary Account Holder		Secondary Account Holder	
Name Adams, Coreen		Name Adams, Sam	
Home Address 179 Turnbull Road Houston, TX 99999		Home Address 179 Turnbull Road Houston, TX 99999	
Cell Phone 832-816-9166	Work Phone 999-868-5663	Home Phone 999-966-9495	Cell Phone 832-423-5594
Email Address dellview@EZchildtrack.com		Email Address sanjeev.yamdagni@EZchildtrack.com	
Employer Name Serv Coord		Employer Name	
Medical Information			
Physician's Name		Physician's Phone Number 914-778-4321	Preferred Hospital St Luke Hospital
Does your child have allergies? None		Does your child have disabilities? None	
Does your child have special needs? None		Does your child have medical conditions? None	
Emergency Contact & Release of Child			
<i>List of all individuals, including parents/ legal guardians, in order of preference, to be contacted in an emergency.</i>			
1. Adams, Coreen	(C) 832-816-9166	(W) 999-868-5663	(H) 999-966-9495
2. Adams, Sam	(C) 832-423-5594	(W) 999-658-8346	(H) 999-966-9495
3. Adams, Brian	(C) 832-565-4865	(W) 281-324-5664	(H) 713-252-6456
4. Adams, Charles	(C) 832-565-9876	(W) 281-565-4135	(H) 713-256-9874
Release of Child Only			
<i>List of all individuals, other than the parents/ legal guardians, to whom the child may be released.</i>			
1. Adams, Brian	(C) 832-565-4865	(W) 281-324-5664	(H) 713-252-6456
2. Adams, Charles	(C) 832-565-9876	(W) 281-565-4135	(H) 713-256-9874
Do Not Release			
<i>List of all individuals who are unauthorized to pickup the child.</i>			
1. Fumblefink, Joe	(C) Not Available	(W) Not Available	(H) Not Available

Sample – Child Information Report

13 Training and Support

Onsite Training

EZChildTrack can provide onsite training, at an additional cost.

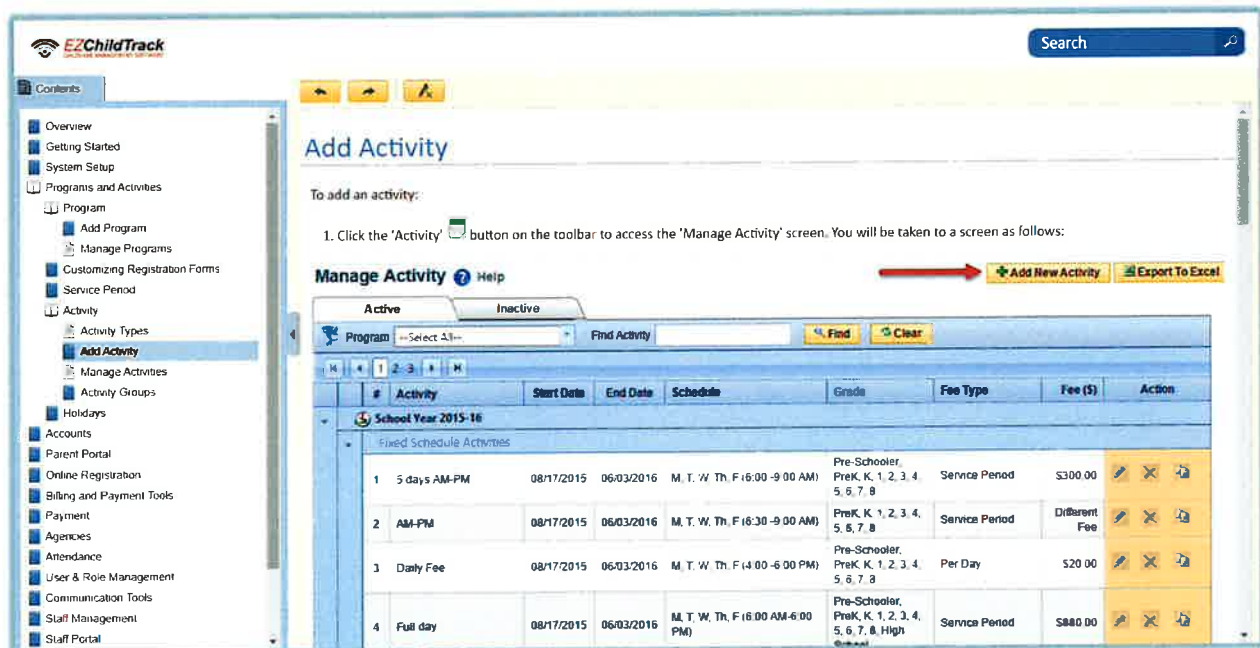
Virtual Training

EZChildTrack will provide 6 virtual training sessions at no additional cost to the client. The first 3 training sessions will be for organization administrators. These training sessions will cover all of the topics necessary to successfully setup the system and run your programs. There will be one training session for site coordinators, that will cover topics specified by administrators, likely related to the what site coordinators need to accomplish within the system. The final 2 training sessions will be conducted at the client's discretion, covering topics that the client would like to review.

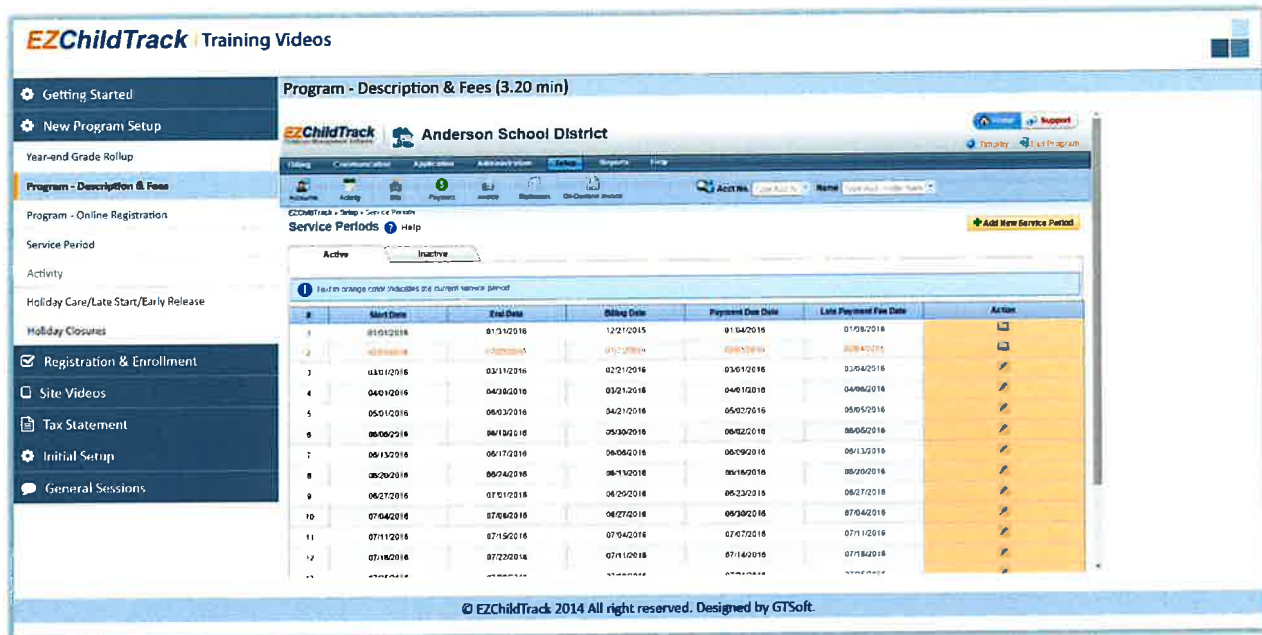
Online Help Tools

EZChildTrack has the following online support tools for ongoing training needs:

- Online Help
- FAQ
- Training videos
- Version Upgrades



The online user guide provides detailed information with relevant screenshots.



Short training videos for users to selectively review information

Technical Support

EZChildTrack provides unlimited web-based technical support to all users in the system and unlimited telephone support to administrative users. Telephone support is primarily used for high priority issues.

EZChildTrack includes an **integrated web-based support system**, which enables users to report and review support tickets online. The response time for online support tickets is **one business day**. The support system will be updated with the response from the technical support team, which can be viewed by the user. In addition, the support system will send the response to the user by email.

Administrative Users	<ul style="list-style-type: none"> • Unlimited telephone support (M-F 9am – 7pm EST) • Unlimited web-based support
Site Users	<ul style="list-style-type: none"> • Unlimited web-based support



We take pride in adopting a **customer-centric approach** to establish long term relationships and work towards exceeding the expectations. Our continuing resolution is to deliver **better customer service** and ensure the **highest level of customer satisfaction**.

I4 Hosting and Security

EZChildTrack is hosted on dedicated servers managed by Rackspace Inc., one of the largest hosting companies in the world. The server is located at their data center in Dallas, TX.

1. Rackspace Managed Hosting

EZChildTrack is hosted on dedicated servers with Rackspace.

Rackspace, a world leader in hosting, delivers enterprise-level managed hosting, cloud hosting, and e-mail hosting services to businesses of all types and sizes globally. Rackspace serve thousands of customers from data centers around the world. Rackspace integrates the industry's best technologies and practices for each customer's specific needs delivering it as a service via the company's commitment to Fanatical Support®.

Rackspace Security is a powerful, fully integrated portfolio of services, managed devices and best practices — all designed to ensure the highest levels of security for customer data. Rackspace portfolio covers all three critical security areas: physical security; operational security; and system security. Physical security includes locking down and logging all physical access to servers at our data center. Operational security involves creating business processes that follow security best practices to limit access to confidential information and maintain tight security over time.

EZChildTrack uses Rackspace Managed Security (RMS) services to secure its network. RMS is designed to detect and respond to APTs and other cyber-attacks — with tailored solutions backed by a 24x7x365 Rackspace Customer Security Operations Center.

2. Rackspace Managed Security

EZChildTrack uses Rackspace Managed Security (RMS) services to secure its network. RMS is designed to detect and respond to APTs and other cyber-attacks — with tailored solutions backed by a 24x7x365 Rackspace Customer Security Operations Center.

Detect and respond to advanced threats 24x7x365

An experienced Rackspace security team monitors and manages the environment around the clock, responding to threats based on specific business needs and IT requirements.

Leverage security experts

Rackspace Managed Security service acts as a security force multiplier to meet the security goals. RMS includes strategic planning for best-practice cloud security and tactical day-to-day security monitoring and threat analysis.

Employ industry best practices and advanced security solutions

Rackspace works closely with a select list of security providers to collective expertise from across the industry, along with advanced technology to protect managed hosted environment.

Meet security goals while lowering TCO

The advanced security protection of Rackspace Managed Security can significantly lower total cost of ownership (TCO) over internally developed security operations centers and comparable managed security service offerings.

More information available at [RMS](#).

3. Application Security

EZChildTrack has the following features to ensure the data security:

- ❖ EZChildTrack provides hierarchical user access for different type of users based on a defined set of access privileges.
- ❖ EZChildTrack uses industry standard 256 bit SSL encryption for all data communication between client's browser and server through a SSL Certificate.
- ❖ Passwords for all users are stored in encrypted format.

4. Disaster Recovery

Backup/Recovery Plan

The data backup/restore service is provided by Rackspace Inc. under their 'Managed backup services' offering. The backup services provided by Rackspace are listed below:

Web Servers

1. Complete backup on weekly basis
2. Incremental backups are performed everyday

Database Servers

1. Complete backup on weekly basis
2. Incremental backups of operating system files, everyday
3. Full database backup everyday
4. Incremental transaction log backup on an hourly basis

Restoring Data

Once a restore request is made, Rackspace starts restoring the data immediately. The complete duration of restore will vary. Typically, a 200MB file needs 5mins to be restored

Disaster Recovery Plan

In case of disaster:

- Any hardware failure will be replaced in 1 hour
- Data restore will start immediately after the hardware change. It requires approximately 5mins for each 200MB of data

Summary

Rackspace has power and network redundancy. EZChildTrack also have a disaster recovery plan in place with Rackspace at a separate facility in the Chicago area in Illinois. We have been partnered with Rackspace for 20 years and have never encountered any network failure or downtime during this period. In the event of a failure, your account manager will be accessible 24x7 during this period and will manage this crisis for you until the network is restored.

Data Confidentiality

GTSOFT Inc. will not knowingly disclose to any third person, and will not, except in the performance of this Agreement, use any non-public information it obtains about client's activities, student information, businesses, records or finances. GTSOFT Inc. and its directors, officers, employees, and agents shall maintain with strict confidentiality all personal and non-personal information obtained from client.