



135 Berkshire Street, Cambridge, Massachusetts 02141

May 6, 2025

TO THE HONORABLE MEMBERS OF THE SCHOOL COMMITTEE:

CONTRACT: Computer Software (FY26 Contract)

RECOMMENDATION:

That the School Committee approve a contract with the following vendor, funds to be provided in accordance with the budget reference listed below. Procurement procedures for this purchase have complied with Chapter 30B of the laws of the Commonwealth of Massachusetts.

<u>Contractor</u>	<u>Period of Contract</u>	<u>Amount</u>
Follett Software 1340 Ridgeview Drive McHenry, IL 60050	7/1/25 – 6/30/26	\$47,730.00

DESCRIPTION: This contract is for the purchase of CPS special education system to centralize and streamline the entire Individualized Education Program (IEP) process.

ADDITIONAL INFORMATION:

See attached supplemental information for additional details.

SUPPORTING DATA, RULES OF THE SCHOOL COMMITTEE: Chapter III, Section 12..." motions calling for the appropriation or expenditure of money I require the affirmative vote of four members."

BUDGET REFERENCE:

Fund		Account		Dept.		Project	
15000 25000	General Fund Grant Fund	55804	Computer Software	852375	Management & Supervision, Special Ed.	SC25674	IDEA IEP Improvement

Respectfully Submitted

David Murphy
Interim Superintendent of Schools

SUPPLEMENTAL INFORMATION: Follett Aspen Special Education System

Purpose: The purpose of a Special Education System to centralize and streamline the entire Individualized Education Program (IEP) process, making it more efficient, collaborative, and compliant. It aims to ease the administrative burden on educators, improve communication with parents and caregivers, and ultimately support the development and implementation of effective IEPs for students with disabilities.

Amount of Contract: \$47,730.00

Description/Scope of Services:

The Aspen Special Education System will provide equivalent functionality as our current system and their company will provide improved responsiveness which, in turn, support us to respond more effectively to families at a lower cost (once the conversion is implemented).

Once all IEP data and documents have been transferred to the Aspen Special Education System, Parents/Guardians will have access to their child's IEP on the same system they access for other purposes; report cards and class schedules, for example. Educators will also be accessing the same system for Student Information and IEP creation.