
Modernize School Processes with DocuSign for K-12

To save time and reduce the cost and hassle of paperwork, many K-12 school districts have turned to trusted digital technologies. DocuSign helps schools automate and digitize time-intensive processes like collecting back-to-school forms, getting signatures on IEPs and purchase orders, and managing HR requirements and back office contracts.

DocuSign enables remote signing capabilities for school districts to improve and streamline interactions between teachers, parents and students. Ultimately, teachers can spend more time teaching, and less on paperwork, and administrators can operate more efficiently to better meet the needs of the school community.

Save time and increase productivity

Streamline all processes for enhanced efficiencies

By digitizing and automating parent-facing and internal processes, staff can free up their time to focus on student learning and school operations instead of tracking down signatures.

Reduce overall costs

Free up funds for other strategic investments

By transforming from paper to digital processes, K-12 school districts can reduce costs associated with printing, faxing and scanning.

Provide better experiences

Engage parents, teachers and students with digital experiences

With SMS delivery and the ability to sign on any mobile device, school districts can reach parents and staff on the go and offer a convenient and automated experience.

A Trusted solution

Support HIPAA and FERPA requirements

DocuSign is a well-known and trusted brand that parents and staff already feel comfortable using, while our leading security standards and regulatory compliance support keeps student and employee data safe.

Results

DocuSign enabled Spring Branch Independent School District's procurement team to [save time, cut costs and take on a more strategic role](#) within the organization. The school district was able to achieve \$4 million in savings through digital procurement initiatives, while also having 80 percent of all contracts completed in under two days.

“Now, we’re all working from the same document and have a central location for tracking where every agreement is — and in 24 to 48 hours, we’ve got a signed contract.”

Rick Gay
Director of Procurement
Spring Branch Independent
School District

Use Cases

Admission, enrollment and back to school forms

With K-12 schools focused on getting students back into their classrooms, many education leaders are focused on streamlining all admission and enrollment forms, as well as reducing traditional administrative burdens.

Assessments or IEPs

Addressing learning loss is a key focus, so overall student needs and special education assessments have become vital, and schools are looking to streamline parent consent forms, as well as the signing of IEPs.

Employee or parent consent

K-12 schools are adopting varying levels of management for tracking consent for everything from health forms to field trip waivers. Streamlining these processes at scale will require technology that can verify parent/guardian identification and collect signatures.

HR hiring and onboarding processes

Every year schools are hiring teachers, staff and administrators, with some of the largest school districts looking to onboard more than 600 new staff members each year. The streamlining of these HR processes will be critical to quickly hiring and onboarding.

Procurement and purchase orders

Centralizing contracts for critical school resources—including school buses, cafeteria food and classroom supplies—is essential for district finance teams to manage their budgets. DocuSign gives procurement teams visibility into all purchases made across their school sites and classrooms.

DocuSign for K12

DocuSign offers a wide-range of solutions that enhance administrative processes for K-12 school districts.

eSignature

- [eSignature](#) or [Click](#) for signing/acknowledging consent on forms
- [Templates](#) for quickly generating parent-facing forms and other employee policies
- [Bulk Send](#) for distribution of forms in mass
- [SMS Delivery](#) to meet parent expectations by providing text notifications in real-time
- [Signer Attachments](#) to easily upload images
- [Powerforms](#) to generate on-demand, self-service documents

Contract Lifecycle Management

Transform the entire agreement lifecycle with automated document generation, collaboration, workflows and an easy-to-search, cloud-based central agreement repository.



About DocuSign

DocuSign helps organizations connect and automate how they navigate their systems of agreement. As part of its industry-leading product lineup, DocuSign offers eSignature, the world's #1 way to sign electronically on practically any device, from almost anywhere, at any time. Today, over a million customers and more than a billion users in over 180 countries use the DocuSign platform to accelerate the process of doing business and simplify people's lives.

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