



Staff eForms



Available	Pending	Passed	Archived
0			54

- Form Requests 2
- Submitted Forms
- Form Library
- Form Approvals
- User Groups

Reject Form

Approve Form

PLAYBOOK

7 Habits of Highly Efficient School Districts

Improve Your District's Efficiency

Efficient school districts don't just happen by chance. They are the result of intentional strategies and practices that minimize administrative friction and unlock the full potential of educators, staff, and families. Here are seven habits that can propel your district towards frictionless operations and maximized productivity.

1. Automate Forms & Workflows

- Digitize paper-based processes to eliminate repetitive tasks and bottlenecks.
- Leverage smart logic and conditional actions for automated form routing and communications.

"With [SchoolStatus Forms & Flows] Trigger Actions, we can define automated actions like instantly sending follow-up eForms, scheduling reminders, or moving students into new groups. It eliminates so many subsequent manual steps."

Karen Burns,
School of Arts & Sciences

2. Enable Self-Service Processes

- Make tasks accessible from any device, empowering families and staff to complete them on their schedule.
- Reduce back-and-forth communication and keep information up-to-date.

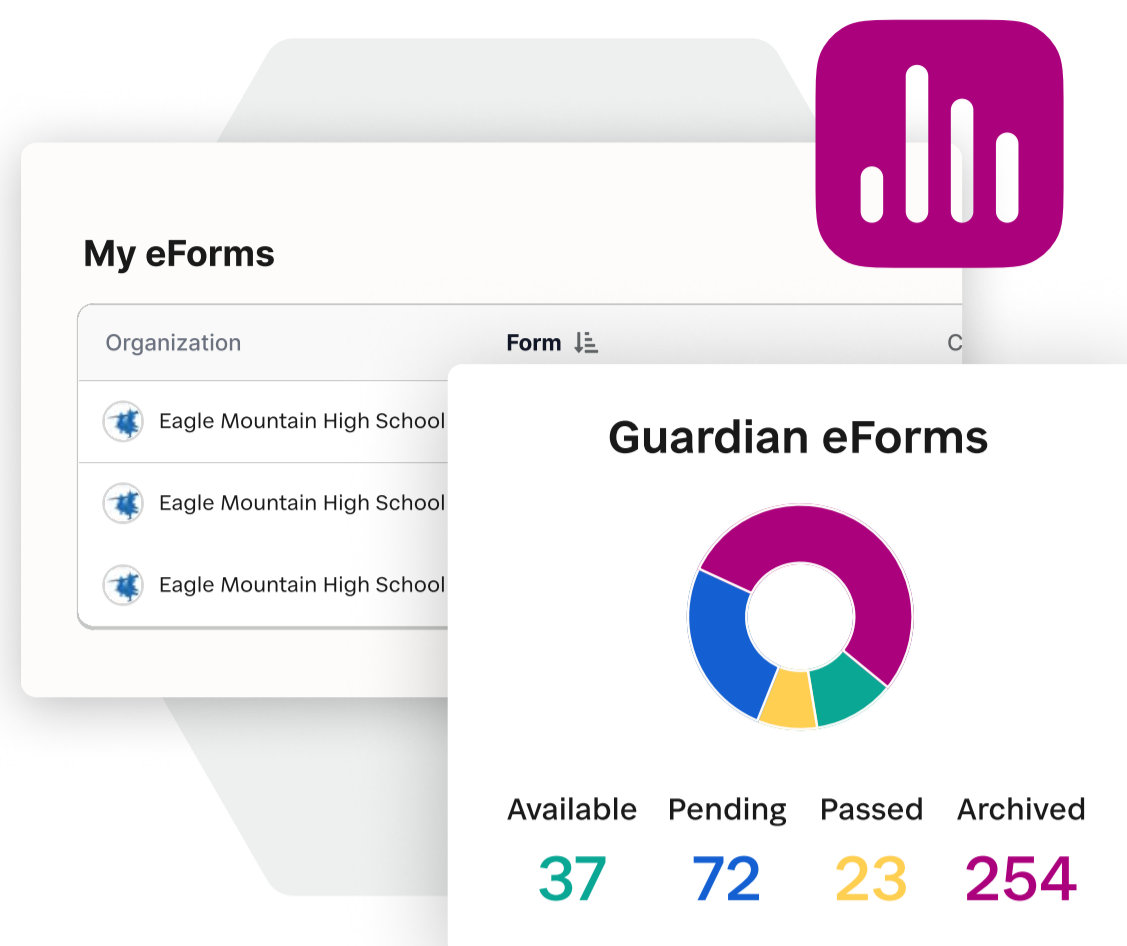


100%

of families at NYC's PS8 adopted SchoolStatus Forms & Flows for student registration

3. Integrate Data Systems

- Ensure seamless data flow between digital platforms to prevent informational roadblocks and duplicative efforts.
- Establish a single source of truth for your district's data.



"[SchoolStatus Forms & Flows]' integration with our SIS made our partnership viable and valuable. For the first time, we have real-time visibility into where each application sits."

Warwick Valley CSD

4. Centralize Data & Processes

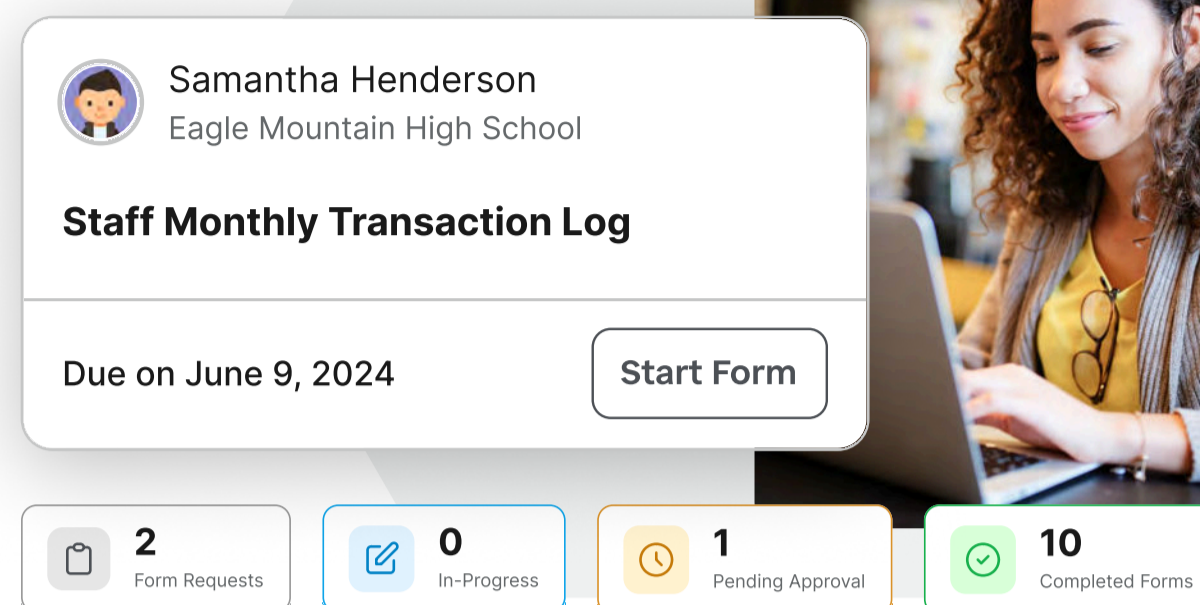
- Consolidate administrative tasks, data collection, and communications into one unified platform.
- Eliminate information silos and constant context switching between disparate systems.

"When we began discussions with [SchoolStatus Forms & Flows], we soon realized that it was the only solution that could both fit within our budget and manage everything we needed it to.."

Karen Burns
School of Arts & Sciences

5. Leverage Workflow Automation

- Use automated actions and triggers to keep tasks and information flowing seamlessly between stakeholders.
- Ensure everyone gets the right information at the right time, without manual intervention.



6. Prioritize User Experience

- Adopt solutions that are accessible from any device and integrated with existing tools (like SchoolStatus Connect).
- Offer features like automatic translation and e-signatures to encourage widespread adoption.

7. Measure and Optimize Continuously

- Regularly evaluate your district's administrative processes for potential bottlenecks or areas of improvement.
- Collect feedback from stakeholders and analyze data to identify opportunities for greater efficiency.

By embracing these habits, your district can overcome the resistance forces of inefficient processes and unlock its full potential.

Want to learn more? Download our free eBook *"How K-12 Administrators Can Save Time on Forms and Workflows"* for a full guide to designing frictionless operations.

[Learn More](#)

