

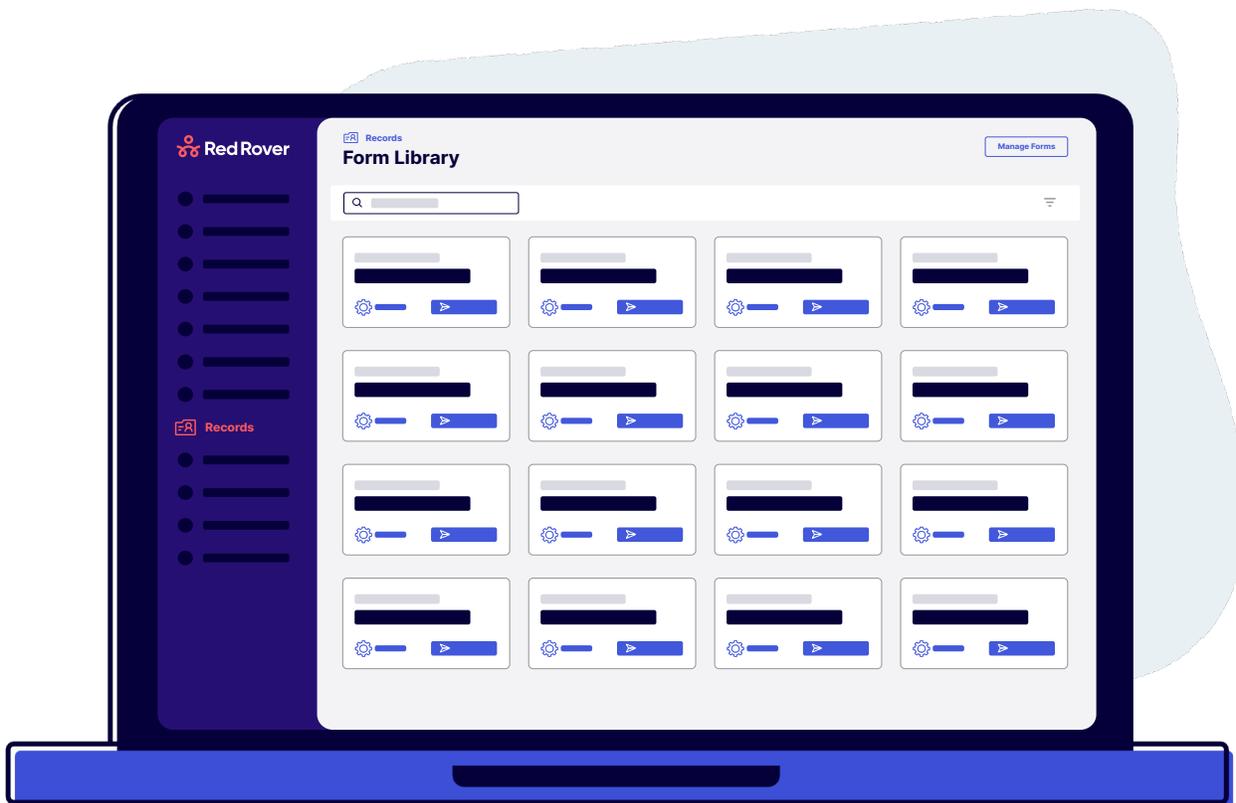


Records

Forms Collection & Record Retention

- **CENTRALIZED EMPLOYEE RECORDS**
- **WORKFLOW-DRIVEN APPROVALS**
- **CUSTOM FORMS & DATA CAPTURE**
- **COMPLIANCE & RETENTION**
- **DOCUMENT MANAGEMENT**
- **EMPLOYEE SELF-SERVICE**

Red Rover centralizes employee records for K-12 in a unified system for ease of access and compliance. Employee records are maintained alongside key documents, making it easier for HR teams to find related information quickly. Centralized records ensure that employee information is easily accessible through a unified system, reducing manual effort and improving day-to-day visibility. Designed to empower HR to manage employee data in a single system of record, Red Rover Records is a central hub deeply integrated into Red Rover's suite of solutions to connect and support employees throughout their entire lifecycle.

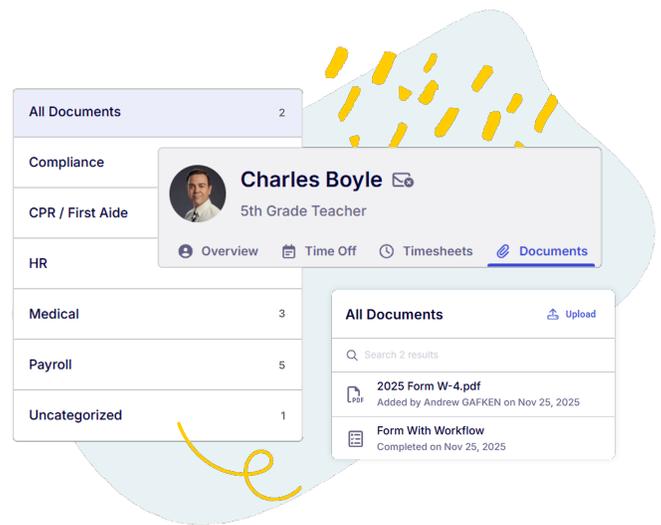


EMPLOYEE RECORDS BUILT FOR K-12

Managing employee records in K–12 requires accuracy, accessibility, and compliance. Red Rover Records centralizes employee files, contracts, and key documents in one unified system designed specifically for school districts. With employee information organized and easy to access, HR teams spend less time searching for records and more time supporting schools and staff.

ACCESS, VISIBILITY, AND COMPLIANCE

Red Rover Records simplifies record management by keeping documents connected directly to employee profiles. HR teams can quickly find contracts, certifications, and critical files while maintaining consistent access controls and audit readiness. The result is improved visibility, reduced manual effort, and greater confidence that records are accurate, complete, and compliant.



Because Records is natively connected to Red Rover's human capital management platform, it serves as the foundation for the entire employee lifecycle. A single employee profile powers every module, enabling sophisticated workflows, role-based permissions, and automated processes that aren't possible with disconnected systems. The result is cleaner data, streamlined operations, and enhanced functionality across the district.

KEY FEATURES:

- Centralized Employee Profiles
- Secure Document Storage
- Granular Permissions for Documents
- Audit-Ready Record Organization
- Configurable Workflow and History
- District-Wide Search and Retrieval
- Custom Fields, Reports, and Form Builder
- License and Certification Management
- Employee Self-Service
- Single Database

ADDITIONAL PRODUCT OFFERINGS



ABSENCE MANAGEMENT

Absence Tracking & Substitute Scheduling



HIRING

Talent Acquisition & Onboarding



TIME TRACKING

Timekeeping & Extra Duty



PD MANAGEMENT

Learning Management & Compliance Tracking