Document Management Solution for your district's Human Resource Records

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Employee Management for K-12 school districts is a unique function. YellowFolder's document management solution is the only intelligent file cabinet specifically designed for K-12 schools. We have developed a system to securely manage the entire lifecycle of your district's personnel files catered to your daily departmental needs.

YellowFolder Benefits:

Safety & Security
- Access is centrally controlled by the district and allows you to enable roll-based access down to the document-level with activity tracking and logging.
- A system that is fully compliant with FERPA and HIPPA regulations.
- Digital documents cannot be lost or unintentionally destroyed, keeping your personnel files protected against theft or acts of nature.

Efficient
- Cloud based system allows you to view or retrieve records from virtually anywhere on or off campus.
- Easy and quick access, reducing or eliminating time spent on file retrieval for state educational audits or personnel requests.
- Integrates with numerous HR tools and systems such as Frontline, Oracle and Scribbles.

Cost Effective
- Reduce costs associated with creating new files by printing or scanning directly to the YellowFolder system.
- Improve staff efficiency with reducing time spent on file retrieval and updating.
- Reclaim and repurpose real estate currently used for file storage.
- Save on office supplies by reducing the number of times files are copied.

How it works:
- We organize your system based on your existing file structure.
- You select your privacy & security settings.
- Your team can retrieve, update & edit with any internet enabled device.