

HOW CRYSTAL LAKE D47 WENT PAPERLESS WITH
YELLOWFOLDER

From file cabinets to a *searchable* student record — in 18 months.

An elementary district of 8,300 students retired its physical records room with YellowFolder — cutting transfer time to neighboring high schools to a single click, and processing records requests in a tenth of the time, without disrupting the school year.

HEADLINE RESULT

85%

of all paper student records digitized with YellowFolder in the first 18 months — well ahead of the district's three-year plan.

CUSTOMER PROFILE

DISTRICT

Crystal Lake Elementary
District 47, Illinois

DEPARTMENT

Student Information Services
(records custodian)

RECORD SERIES

Cumulative student files, K-8

ENGAGEMENT

Active partner since 2024

STAKEHOLDERS

**SIS dept., central office,
building office staff, feeder
high-school district**

01

The Challenge // PAIN POINTS

Crystal Lake D47 was running out of physical space to store cumulative student records. File cabinets crowded every building, summer transfers meant boxing and trucking files between districts, and securing paper records across multiple sites was a growing risk. They needed a way out of paper — without losing a school year to the migration.

02

The Solution // YELLOWFOLDER

We partnered with the SIS team on a phased, district-wide records conversion built on **YellowFolder. Droplet** mass-upload brought every new student in digitally on day one, while existing files were converted on the district's own office scanners against a three-year plan. Small, in-building training sessions and on-site visits made adoption stick — staff were doing the work themselves within weeks, not months.

DROPLET BULK INTAKE

ON-SITE SCANNING WORKFLOW

IN-BUILDING TRAINING

YELLOWFOLDER SHARE

03

Measurable Results // IN THEIR WORDS

Two school years in, the district has reclaimed storage space across every building, eliminated the annual summer transfer logistics, and turned records requests into a routine front-office task — not a central-office bottleneck.

85% DIGITIZED IN 18 MOS.

10× FASTER RECORDS REQUESTS

0 BOXES TRUCKED TO THE HS DISTRICT

1-CLICK SUMMER TRANSFERS

“

The support from YellowFolder took the anxiety out of an unknown project. The availability of the team, the timely responses, and the dedication to our district's success made this transition seamless.

Aaron Knoth

Director of Student Information
Services

CRYSTAL LAKE ELEM. D47

Ready to retire *the*
records room?

[Book a YellowFolder demo →](#)

[View full case study webinar](#)