

MEMORANDUM

**TO: Randy Poe, Superintendent
Ed Massey, Chairperson
Board Members**

FROM: Karen Cheser, Deputy Superintendent/CAO

DATE: May 31, 2017

**RE: Thornwilde Elementary Textbook/Instructional Materials
Purchasing Plan K-8**

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I recommend the board approve the attached textbook/instructional materials purchasing plan for Thornwilde Elementary.

Karen Cheser
Deputy Superintendent/CAO