M E M O R A N D U M

**TO: RANDY POE, SUPERINTENDENT**

**KAREN BYRD, CHAIRPERSON**

**BOARD MEMBERS**

**FROM: DR. JIM DETWILER, DEPUTY SUPERINTENDENT/CAO**

**MS. JENNY WATSON, ASSISTANT SUPERINTENDENT – LEARNING SUPPOR SERVICES**

**DATE: FEBRUARY 26, 2019**

**RE: MEMORANDUM OF AGREEMENT WITH SMEKENS EDUCATION SOLUTIONS, INC AND STEPHENS ELEMENTARY SCHOOL**

Attached is a memorandum of agreement between the Stephens Elementary School and Smekens Education Solutions, Inc. for lesson writing consultation.

I recommend the Board approve this memorandum of agreement as presented.

**Dr. James Detwiler**

**Deputy Superintendent/CAO**