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. LINDA BLACK, DIRECTOR OF ELEMENTARY TEACHING AND LEARNING**

**DATE: DECEMBER 17, 2019**

**RE: MEMORANDUM OF AGREEMENT BETWEEN COLLINS ELEMENTARY SCHOOL AND LEARNING WITHOUT TEARS.**

The attached is an agreement between Learning Without Tears and Collins Elementary School to instruct students in 3rd through 5th grade in Keyboarding. I recommend that the Board of Education approve this MOA as presented.

**Dr. James Detwiler**

**Deputy Superintendent/CAO**

**Ms. Linda Black**

**Director of Elementary Teaching and Learning**