M E M O R A N D U M

**TO: MATTHEW TURNER, SUPERINTENDENT**

**MATT MCINTIRE, CHAIRPERSON**

**BOARD MEMBERS**

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

**MS. LINDA BLACK, DIRECTOR ELEMENTARY T&L**

**DATE: OCTOBER 30, 2020**

**RE: MEMORANDUM OF AGREEMENT WITH BOOK CREATOR AND FLORENCE ELEMENTARY SCHOOL**

Attached is the memorandum of agreement between Florence Elementary School and Book Creator for a free subscription for digital book creation software used by students to create individual literary works. The agreement is for the 2020-2021 school year at no cost.

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

**Dr. James Detwiler**

**Deputy Superintendent/CAO**