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**

**MR. CASEY JAYNES, DIRECTOR OF MS/HS TEACHING AND LEARNING**

**DATE: NOVEMBER 24, 2020**

**RE: MEMORANDUM OF AGREEMENT BETWEEN CERTIPORT AND COOPER HIGH SCHOOL**

The attached agreement is between Cooper High School and Certiport. This is a software license for Microsoft Office Specialist (MOS) certification testing and preparation for the 2020-2021 school year at a cost of $3,744.00 to be paid using CTE funds and school fees.

I recommend the Board approve this MOA as presented.

**Dr. James Detwiler**

**Deputy Superintendent/CAO**