

To: Board of Education

From: Leah Wisdom, director instruction, equity and student services

Re: Instructional Coaching Group, Jim Knight Institute (amendment)

Date: December 10, 2018

Background:

On September 24, 2018, the board of education approved registrations for 24 staff members to attend the Jim Knight Instructional Coaching Institute provided by the Instructional Coaching Group, a cost to not exceed \$37,200.

Rationale:

Since this approval, there are 27 staff members attending instead of 24, with a revised cost of \$41,850, an addition of \$4,650. The current budget allocation of general fund, special education or Title III ESL grant are able to cover the additional registration fees.

Recommendation:

Administration recommends the board of education approve the additional registrations, increasing the cost to the coaching institute from \$37,400, previously approved, to \$41,850. Registrations are to be paid from existing budget within the professional development fund, special education fund or Title III ESL grant fund.

Motion:

"I move the Board of Education approve and additional amount of \$4,650 to the previously approved \$37,200, for staff registrations to the Jim Knight Instructional Coaching Institute provided by the Instructional Coaching Group, a revised total cost of \$41,850. Registrations are to be paid from existing budget within the professional development fund, special education fund or Title III ESL grant fund."