

To: Board of Education

From: Jerri Kemble, assistant superintendent, leading, learning & technology, ext. 2755  
Ellen Willets, assistant director, learning and instructional resources, ext. 4769

Re: Kagan Cooperative Learning amendment

Date: August 10, 2017

**Background:**

On July 24, 2017, the board of education approved payment of \$57,960 to Kagan Cooperative Learning Professional Development for facilitation and materials.

**Rationale:**

We wish to amend the request to increase it by \$360, due to an error in calculation of the quote, to a total of \$58,320.

**Recommendation:**

Administration recommends amending the prior Kagan Cooperative Learning Professional Development request by \$360 to the increased amount of \$58,320.

**Motion:**

"I move that the Board of Education approve increasing the Kagan Cooperative Learning Professional Development request to \$58,320."