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## MEMORANDUM

**DATE:** February 1, 2018

**TO:** Williamson County Board of Education

**FROM:** Denise Goodwin, Assistant Superintendent of Elementary Schools

**RE:** 2018-19 Voluntary Student Supply Fee Request – Elementary Schools

Elementary schools request approval of a \$25.00 voluntary Student Supply Fee for instructional materials and supplies with an additional \$5.00 voluntary Student Supply Fee for the purchase of student recorders in schools where recorders are used as part of music instruction.

The instructional materials and supplies purchased with the fees are to be consumables used directly by students. These materials and supplies are used as supplemental materials to the district's provided curriculum. Each school will have a grade level listing of the materials and supplies that are being purchased on file.

The \$25.00 instructional materials and supplies fee, as well as the \$5.00 recorder fee, are the same fee requests as in previous years. The fees are strictly voluntary.

Staff recommends approval.