

MEMORANDUM

TO: School Board Finance Members

FROM: Michaela Keegan, Executive Director of Curriculum and Instruction
Chris Petisce, Executive Director of Finance
Thomas Morgan, Senior Director of Purchasing and Asset Management

RE: Curricular Contracts

DATE: April 1, 2025

This memo provides an overview of the curricular contracts for presentation at the April 9, 2025, School Board Finance Meeting.

Annually, the district provides its list of curricular contracts to the board, typically at the June school board meeting. This group includes curricular materials and licenses for curriculum products that the district has already adopted. Over the course of the past few years, the district has adopted common, high-quality curricular materials across the district, with specific vendors approved for each subject and grade level. A list of the approved products by level is included in the appendix of this memo.

PPSD has worked collectively to drive cost efficiencies including, standardization of curriculum,(where possible) leveraging volume to drive economies of scale, price negotiations, and various discounts, i.e. digital/print bundling. A three-year schedule of purchases is attached; demonstrating year over year, cost reductions for curriculum orders.

We look forward to discussing these contracts with you at the upcoming Finance Committee meeting.

A handwritten signature in black ink that reads "Michaela Keegan". The signature is fluid and cursive, with a long horizontal flourish extending to the right.

Michaela Keegan,

Executive Director of Curriculum and Instruction