



710 17th St. SW, Faribault, MN 55021

Office: 507-333-6000 | Fax: 507-333-6050

## MEMORANDUM

**TO:** Finance Committee

**FR:** Tracy Corcoran, Director of Teaching and Learning

**DA:** October 18, 2021

**RE:** OP1 - Falcons Online Academy

Our Falcons Online Academy is growing. We currently have over 115 students enrolled K-12. With this growing student population, we are requesting the addition of an OP1 to support the Falcons Online Coordinator and teachers. Duties will include course set up, rostering, attendance, grade reporting, transcripts, and state reporting, in addition to other OP duties that arise to ensure this program is set up for success for our students, families, and staff.

Proposed cost: \$75,000

Thank you for your consideration.

Tracy Corcoran and Chris Bothun