



Memorandum

To: Michael Kapolka, Superintendent
From: Michelle Hilla, Director of Curriculum and Instruction
Subject: K–5 Everyday Math Journals – Three-Year Purchase
Date: June 9, 2025

Dear Mr. Kapolka,

I am writing to recommend approval of a three-year purchase of Everyday Math Journals to support instruction in our current K–5 math program. These journals are used consistently as supplemental materials across all elementary classrooms.

This multi-year purchase aligns with our next scheduled math curriculum review and offers both financial and operational advantages. By purchasing now, we can lock in current pricing, which has increased each of the past two years, and generate a savings of over \$10,000 compared to annual purchasing.

Given the cost savings and long-term alignment with our instructional planning cycle, I recommend the Board approve this three-year purchase of Everyday Math Journals.

Thank you for your consideration.
Michelle Hilla