



To: Dr. Mike Riggle
From: Brad Swanson
Date: January 8, 2018
Re: Certified FTE Adjustment for the 2017-18 School Year

This memo serves to request approval from the Board of Education for the following FTE adjustment.

Karly Sachs	Mathematics, GBS	0.8 FTE to 0.9 FTE
Kelsey Nichols	Fine Arts, GBN	0.7 FTE to 0.8 FTE