

MEMORANDUM

July 31, 1999

TO: Carol Comeau

FM: Cynthia Stiegele

RE: Additional Staffing

Carol, in identifying our needs for the 99-00 school year, Aquarian School is requesting a budget transfer up to \$ 73,800 in salary and benefits for two special education aides, at 6 hours per day, and one full-time teacher with gifted endorsement. This would comply with the agreement between Aquarian School and the District in which Aquarian would provide all of their gifted education support without using personnel from the Gifted Education Department.

These funds will be transferred from supplies and material costs as well as the excess in compensation costs after determining actual salaries for new hires.