



VIRGINIA BEACH CITY PUBLIC SCHOOLS
CHARTING THE COURSE

MEMORANDUM

TO: Carla A.B. Smith, CPPO, CPPB
Director, Office of Procurement Services

FROM: Kipp D. Rogers, Ph.D., Chief Academic Officer 
Roni S. Myers-Daub, Ed.D., Executive Director Programs for Exceptional Children 

VENDOR: Inspire to Create

DOLLAR AMOUNT: \$21,043.68

DATE: May 19, 2023

This memo is to request permission to purchase Social-Emotional Learning Educator's Kits from Inspire to Create which is the sole source for all complete program materials. These kits would supplement materials that are already being used in some classrooms in the division and help students to recover academic progress lost due to the impact of COVID-19. Materials that other vendors can provide have not matched the need to supplement current materials. These kits are being requested by the Office of Programs for Exceptional Children.

This purchase will be funded by federal dollars. The \$21,043.68 will be funded by the Title VI-B IDEA Section 611 ARP Grant which has an FY23 budget of \$3,470,796.00

Carla A.B. Smith

Carla A.B. Smith, CPPO, CPPB
Director of Procurement