



VIRGINIA BEACH CITY PUBLIC SCHOOLS
CHARTING THE COURSE

MEMORANDUM

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

FROM: Danielle E. Colucci, Chief Academic Officer ^{D.C.}_{D.C.}
Roni S. Myers-Daub, Ed.D., Executive Director Programs for Exceptional Children 

VENDOR: Just Right Reader

DOLLAR AMOUNT: \$75,499.20

DATE: August 23, 2023

This memo is to request permission to purchase Class Pack Libraries from Just Right Reader which is the source being used by the VBCPS Department of Teaching and Learning for decodable books. Just Right Reader has a library of 700 titles, which is much higher than comparable companies with a catalog of 200 titles. These additional materials will expand the use of this program and help students to recover academic progress lost due to the impact of COVID-19. The materials are being requested by the Office of Programs for Exceptional Children to expand availability of the Just Right Reader library of 700 titles to VBCPS students being serviced by SECEP.

This purchase will be funded by federal dollars. The \$75,499.20 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, CPPO, CPPB
Director of Procurement