



FED FOCUS

November 25-29, 2024

Please be reminded that the Title I School Websites have already been set-up for you. Please do NOT change the format of your websites. It was set-up so that all 28 schools will be the same. I will not check any added sections, I will only be checking the folders that we created. We will begin checking websites the week of December 16th. Please contact Patricia Cox if you are having any issues with your website!

Don't forget that you should have something in each of the folders. If something does not apply to your school (such as TSI) please put a note to indicate that this is not applicable to your school!

As a reminder, you need to have 2 quotes for all purchases under \$10,000 and 3 quotes for all purchases totaling over \$10,000. If an item is sole source (such as IXL, Reading Horizons, Edmentum, Apple) you will need to attach the signed Sole Source Affirmation. (This has been uploaded to the forms section of the Federal Programs website and was shared in PCS Speaks.) Please be sure all quotes are within 30 days and they are signed by the principal.

I hope that each of you has a wonderful Thanksgiving holiday and time to refresh, relax, and spend time with those you love!

Happy Thanksgiving!

