

---

---

**INTEROFFICE MEMORANDUM**

---

---

**TO:** DR. MARK SILVERSTEIN

**FROM:** JENNIFER JOHNSON

**SUBJECT:** CLAYTON LEARNING WALK

**DATE:** NOVEMBER 6, 2019

Requesting Board Approval for 2019/2020 School year Learning walks with Clayton Business Office in the Payroll Department. The informal learning walks are for ongoing professional development purposes.