

# Ector County Independent School District Odessa, Texas

## Memorandum

**TO:** Board of Trustees

**FROM:** Jim Nelson, Interim Superintendent of Schools

**SUBJECT: REQUEST FOR APPROVAL OF SIGNATURE AUTHORITY FOR PROGRAMS/REPORTS**

**DATE:** September 18, 2018

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On an annual basis the Board of Trustees officially approve the names of contact persons for the various special programs and reports. This agenda item consolidates these names for Board approval.

The following is a list of special programs or responsibilities for which the District is responsible, along with recommended persons to act on the District's behalf:

|   |                                |
|---|--------------------------------|
| Americans with Disabilities Act                                     | Patrick Young                  |
| Bilingual and ESL Education   | Betsabe Salcido                |
| Compensatory Education/Title I                                      | Julia Willett-Weekly           |
| Gifted and Talented Education                                       | Carolyn Gonzalez               |
| Career and Technology Education                                     | Carla Byrne                    |
| Special Education   | Tracy Taylor                   |
| Food Service  | Katy Taylor                    |
| Title IX  | Gregory Nelson                 |
| PEIMS   | Heather Potts                  |
| Teacher Retirement System   | Armando Nunez, David Harwell   |
| Banking Transactions  | David Harwell, Albert Anchondo |
|   | Albessa Chavez                 |
| Programs for At-Risk Students                                       | Julia Willett-Weekly           |
| Instructional Management Coordinator/<br>Records Management Officer | Amy Miller                     |

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It is recommended that the Board of Trustees approve the persons identified as having signature authority for the corresponding program.

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Respectfully submitted,

**Jim Nelson**  
Interim Superintendent of Schools

**David Harwell**  
Chief Financial Officer