

**PALESTINE INDEPENDENT SCHOOL DISTRICT
1007 E. PARK AVENUE
PALESTINE, TEXAS 75801**

OFFICIAL COMMUNICATION

Date: June 13, 2018
To: Board of Trustees
From: David Atkeisson, Director of Business Services / CFO
Subject: Vehicle Purchase

We are in need of adding/updating our white fleet (staff vehicles used for school business travel to staff development, etc.) Our current white fleet is aging and a couple of the vehicles are becoming unreliable for long-distance travel. We are also in need of updating our maintenance fleet. We currently have funds allocated for these purposes available in the budget as approved last August. Due to the aggregate total purchase costs, we must have formal Board approval to purchase these vehicles.

We are currently working with our local dealers for pricing and anticipate all three vehicles, to include two SUVs and one maintenance pick-up to cost no more than \$113,500.

Respectfully submitted,



David Atkeisson
Director of Business Services/CFO