

**Ector County Independent School District
Odessa, Texas**

Memorandum

TO: Board of Trustees
FROM: Jim Nelson, Interim Superintendent of Schools
SUBJECT: **DISCUSS AND CONSIDER APPROVAL OF RECOMMENDATION FOR
PROCLAMATION 2019 INSTRUCTIONAL MATERIALS COMMITTEES**
DATE: November 15, 2018

The Board will receive information concerning the upcoming textbook adoption. Amy Miller, Instructional Materials Coordinator, will present an IMA overview and Jaime Miller, Literacy Director, will explain the process of selecting committees, committee training, and the textbook selection process.

No specific action is required by the Board of Trustees.

Respectfully submitted,

Jim Nelson
Interim Superintendent of Schools

Dr. Stephanie Howard
Deputy Superintendent