

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

**Memorandum**

**TO:** Board of Trustees  
**FROM:** Hector Mendez, Superintendent of Schools  
**SUBJECT: REQUEST FOR APPROVAL OF MINUTES**  
**DATE:** December 13, 2011

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Attached is a copy of the minutes of the meeting of the Board of Trustees for:

November 15, 2011 – 6:00 p.m. – Regular Board Meeting  
November 17, 2011 – 11:30 a.m. – CRSS Training Workshop  
December 6, 2011 – 12:00 noon – Board Workshop

Please examine these minutes with regard to their accuracy and clarity.

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If there are no corrections to the minutes of the meeting listed above, it is recommended that the Board of Trustees approve the minutes as submitted.

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Respectfully submitted,

**Hector Mendez**  
Superintendent of Schools