

RESOLUTION

COPPELL INDEPENDENT SCHOOL DISTRICT

May 19, 2008

**STATE OF TEXAS
COUNTY OF DALLAS**

WHEREAS, the Board of Trustees of Coppell Independent School District, Texas, desires to fulfill total compliance as required by the Texas State Library and Archives Commission for Coppell Independent School District;

NOW, THEREFORE, BE IT RESOLVED:

RECORDS MANAGEMENT OFFICER. The Director of Purchasing will serve as Records Management Officer for the Coppell Independent School District as provided by law and will ensure that the maintenance, destruction, electronic storage, or other disposition of the records of this office are carried out in accordance with the requirements of the Local Government Records Act.

RECORDS CONTROL SCHEDULES. Appropriate records control schedules issued by the Texas State Library and Archives Commission per Form SLR508 shall be adopted by the Records Management Officer for use in Coppell Independent School District, as provided by law. Any destruction of records of the Coppell Independent School District will be in accordance with these schedules and the Local Government Records Act.

We certify that the foregoing is a true and correct copy of the Resolution duly adopted by the Board of Trustees of Coppell Independent School District and that the same now appears of record.

PASSED, APPROVED AND ADOPTED BY THE BOARD OF TRUSTEES OF THE COPPELL INDEPENDENT SCHOOL DISTRICT, DALLAS COUNTY, TEXAS, on the _____ day of _____, 2008.

COPPELL INDEPENDENT SCHOOL DISTRICT

**BY: _____
Board of Trustees President**

ATTEST:

**BY: _____
Board of Trustees Secretary**