

Ector County Independent School District Odessa, Texas

Memorandum

TO: Board of Trustees

FROM: Roy C. Benavides, Ed.D., Superintendent

SUBJECT: **APPROVAL OF BUDGET AMENDMENT #2 (BG-Q)**

DATE: March 9, 2004

Attached is a summary of the recommended second budget amendment to the 2003-2004 budget.

The net result of the amendment is an increase in the General Fund balance of \$374,167 and an increase of \$13,000 in Debt Service Funds. Bruce Revell, Assistant Superintendent for Finance & Business Operations, will be available if there are questions related to this amendment.

It is recommended that the Board of Trustees approve the second budget amendment for the 2003-2004 budget as presented in the attachment to this agenda item.

Respectfully submitted,

***Roy C. Benavides, Ed.D.,
Superintendent***

***Bruce Revell,
Assistant Superintendent
for Finance & Business Operations***