

AT A BOARD PROCEDURES SUB-COMMITTEE MEETING OF THE BOARD OF TRUSTEES OF THE ECTOR COUNTY INDEPENDENT SCHOOL DISTRICT HELD AT THE ADMINISTRATION CONFERENCE ROOM C, 802 NORTH SAM HOUSTON, ODESSA, ECTOR COUNTY, TEXAS, at 4:15 p.m., August 26, 2009, with the following members:

Sub-Committee Members Present:

Fay Batch
Dr. Donnie Norwood
Yollie Wilkins

Non- Sub-Committee Members Present:

Dr. Donna C. Smith

School Officials: Hector Mendez, Brian Moersch

Others: Mike Barker, Al Harris, Nelda Loya

20649 **Sub-Committee Meeting Called to Order:** Dr. Donna Smith, Board President, called the Board of Trustees' Sub-Committee Meeting to order.

20650 **Verification of Compliance with Open Meeting Law:** Dr. Donna Smith, Board President, verified that the provisions of Section 551.001 of the Texas Government Code have been met in connection with public notice of this meeting.

20651 **Board Procedures Sub-Committee Meeting:** The Board of Trustees' Board Procedures Sub-Committee met to discuss the preliminary process in the development of a District's Board of Trustees Procedures Manual.

Sub-Committee members agreed to use the Spring Branch ISD Board Operating Procedures Manual as a model format for the development of the District's procedures manual.

Members reviewed and compared individual sections of the District and Spring Branch ISD's manual and developed specific directives.

The Sub-Committee will meet again on September 8, 2009 at 4:15 p.m. to continue their revisions and prepare to present to the entire Board after a draft has been completed.

20652 **Adjournment:** Dr. Donna Smith, Board President, adjourned the Board of Trustees Sub-Committee Meeting at 5:02 p.m.

Board President
Dr. Donna Smith

Board Secretary
Yollie Wilkins