

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

Memorandum

TO: Board of Trustees

FROM: Tom Crowe, Superintendent of Schools

**SUBJECT: REQUEST FOR APPROVAL FOR THE SALE OR DISPOSAL OF
INSTRUCTIONAL MATERIALS OR TECHNOLOGICAL
EQUIPMENT**

DATE: August 16, 2016

As required by Board Policy CMD (Legal), attached is a request to dispose of out-of-adoption materials.

It is recommended that the Board of Trustees approve the Sale or Disposal of Instructional Materials or Technological Equipment as presented.

Respectfully submitted,

Tom Crowe
Superintendent of Schools

David Harwell
Chief Financial Officer