



ECTOR COUNTY INDEPENDENT SCHOOL DISTRICT - Odessa, TX
068901

OTHER REVENUES:
GRANTS FROM PRIVATE SOURCES
CDC (EXHIBIT) A (Reg)

Permission is requested to accept this donation/gift for our school/department. The donor understands that the donation/gift will become the property of the Ector County Independent School District and will be under the jurisdiction of the school/department in accordance with School Board Policy and administrative rules and regulations. Approved donation/gift should be added to fixed assets inventory if applicable.

Campus: 864 - Information Technology

Principal/Non-Campus Administrator: Jessica Dominguez

Name of Donor: Education Foundation of Odessa

Email/Phone of Donor: educationfoundation.odessa@outlook.com

Donor Mailing Address: PO Box 951

Donation Description: Library Donation in honor of Dick Saulsbury

Type of Donation: Check

Value*: 25000

*Values assigned for donation of equipment or services is for internal reporting purposes only. This value may not be used as an appraisal value for IRS purposes.

Purpose of Donation: Donation in honor of Dick Saulsbury to replenish books in San Jacinto Library

Item/Service: Library Books

Purpose of Purchase: Library Books

Approver	Response	Date	Comment
Jessica Dominguez	Approve	12/12/2025 12:08 PM	NA
Keeley Boyer	Approve	12/12/2025 2:51 PM	NA
Dusty Baumann	Approve	12/12/2025 5:03 PM	NA
Nidia Soriano	Approve	12/15/2025 8:49 AM	NA
Albessa Chavez	Approve	12/16/2025 10:03 AM	Approved

Memo

To: Albessa Chavez, Chief Financial Officer

From: Celeste Potter, Education Foundation

Date: December 12, 2025

Re: Donation

Message:

The Education Foundation Board of Directors would like to donate \$25,000 in honor of Dick Saulsbury to replenish books in the San Jacinto Elementary Library. Book selection is to be determined by the Digital Learning team.

Check# 3651

*Donation form submitted.

