

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

Memorandum

TO: Board of Trustees
FROM: Tom Crowe, Interim Superintendent of Schools
SUBJECT: REQUEST FOR APPROVAL OF LETTER OF AGREEMENT BETWEEN
JAN C. JACOB, ED.D. AND ECTOR COUNTY ISD
DATE: September 17, 2013

Presented for your consideration is the Letter of Agreement between consultant, Jan C. Jacob, Ed.D. and Ector County ISD. Ms. Jacob agrees to facilitate (1 ½) days of Curriculum Audit Training in April 2014.

This is submitted on this day for your approval.

Respectfully submitted,

Tom Crowe
Interim Superintendent of Schools

Carolyn Gonzalez
Assistant Superintendent
for Curriculum