

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

**Memorandum**

**TO:** Board of Trustees  
**FROM:** Roy C. Benavides, Ed.D., Superintendent  
**SUBJECT:** REQUEST FOR APPROVAL OF CLOSED MEETING [BG-not applicable]  
**DATE:** January 20, 2004

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In accordance with the provisions of Texas Government Code Section 551.074 the Board of Trustees may elect to hold a closed meeting for Personnel Matters (Superintendent's Evaluation and Contract and Routine Personnel Report) [Board will deliberate the appointment, employment, evaluation, reassignment, duties, discipline, or dismissal of public employees of the District].

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Upon the recommendation of the Board President, the Board of Trustees will hold a closed meeting for personnel matters.

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**Respectfully submitted,**

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