

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

Memorandum

TO: Board of Trustees
FROM: H.T. Sánchez, Ed.D., Superintendent of Schools Interim
SUBJECT: REQUEST FOR APPROVAL OF ACCRUED LEAVE BENEFITS
DATE: June 18, 2013

Ms. Tommie Robinson had planned to retire at the end of her contract, June 30, 2013. Ms. Robinson's oversight of our testing process is critical. We have requested that Ms. Robinson work until July 31, 2013 to oversee summer testing. She has agreed to assist with summer testing. This action would eliminate Ms. Robinson from receiving the accrued leave benefit. Being that Ms. Robinson is delaying her retirement at the District's request, it is recommended the Board allow Ms. Robinson to receive the accrued leave benefit as outlined in DEC(Local)

It is recommended that the Board of Trustees approve this request.

Respectively submitted,

H.T. Sánchez, Ed.D.
Superintendent of Schools Interim

Brian J. Moersch
Chief Business Officer