

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

**Memorandum**

**TO:** Board of Trustees  
**FROM:** Hector Mendez, Interim Superintendent of Schools  
**SUBJECT: REQUEST FOR APPROVAL OF OUT-OF-STATE TRAVEL  
FOR CAREER CENTER [BG-F,G]**  
**DATE:** August 21, 2007

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Natividad Armendarez (Welding Instructor) and Phillip Good (student) are requesting permission to attend the Washington Leadership Training Institute in Herndon, Virginia from September 15-19, 2007.

Phillip is very active in leadership competition and is a Skills USA District II Reporter.

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

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Respectfully submitted,

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**Hector Mendez,**  
Interim Superintendent  
of Schools

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**Steve Brown, Ed.D.,**  
Assistant Superintendent for  
Secondary Operations