

Ector County Independent School District Odessa, Texas

Memorandum

TO: Board of Trustees

FROM: Roy C. Benavides, Ed.D., Superintendent

SUBJECT: APPROVAL OF BUDGET AMENDMENT #1 FOR 2003-2004 (BG Q)

DATE: December 16, 2003

Attached is a summary of the recommended first budget amendment to the 2003-2004 budget.

The net result of the amendment is a decrease in the General Fund balance of \$391,158 a decrease of \$93,750 in Special Revenue Funds, and an increase in debt service funds of \$182,114. Bruce Revell, Executive Director of Finance & Business Operations, will be available if there are questions related to this amendment.

It is recommended that the Board of Trustees approve the first budget amendment for the 2003-2004 budget as presented in the attachment to this agenda item.

Respectfully submitted,

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

**Bruce Revell,
Executive Director
for Finance & Business Operations**