



OUR students...THE future

ECTOR COUNTY INDEPENDENT SCHOOL DISTRICT
 Odessa, Texas

891
 CDC
 (EXHIBIT)A

TO: Chief Financial Officer

FOR: Recommendation to Accept Donation/Gift

FROM: _____ / Ryan Merritt
 Principal OR Director
 _____ / CTE
 School OR Department

Education Foundation of Odessa Jay Arrick, President
 Name of Donor (if organization, please include name of president)
 PO Box 951 Odessa Texas 79760
 Mailing address City State Zip Code
 has offered a donation or gift in the following category: Donation/Gift (describe below)

Description of Donation/Gift	Value*	Purpose of Donation
Check# 3176	\$ 20,000.00	Project Lead the Way - Hays
	\$	
	\$	

*Values assigned for donation of equipment or services is for internal reporting purposes only. This value may not be used as an appraisal value for IRS purposes.

Permission is requested to accept this donation/gift for our school/department. The donor understands that the donation/gift will become the property of the Ector County Independent School District and will be under the jurisdiction of the school/department in accordance with School Board Policy and administrative rules and regulations. Approved donation/gift should be added to fixed assets inventory if applicable.

REMARKS: Deposit to: 494-11-6396-00-112-11-49423 Teaching Materials STEM
 lab kits + supplies

() Approval () Disapproval *Ryan Merritt* 11/9/2022
 PRINCIPAL / DIRECTOR Date

() Approval () Disapproval *Colton Patten* 11-8-22
 DIRECTOR OF DEVELOPMENT Date

() Approval () Disapproval *N. Sarah P. Offines* 11/10/22
 CHIEF FINANCIAL OFFICER Date
 (The following approval required for a single donation/gift of \$10,000 or more)

() Approval () Disapproval _____
 SUPERINTENDENT OF SCHOOLS Date

Memo

COPY

To: Albessa Chavez, Accounting
From: Celeste Potter, Education Foundation
Date: November 8, 2022
Re: Donation – Project Lead the Way

Message:

Enclosed is a check (ck# 3176) in the amount of \$20,000.00 to support Project Lead the Way in ECISD.

Any unused funds should be returned to the Education Foundation.

Celeste Potter

From: Ryan Merritt
Sent: Thursday, November 3, 2022 2:51 PM
To: Celeste Potter
Subject: RE: Chevron Funding

Follow Up Flag: Flag for follow up
Flag Status: Flagged

Hi Celeste,

I met with the leadership team at Hays Elementary this week to learn more about the PLTW Launch program and about their plans for engaging students in STEM. The campus has expressed interest in becoming a PLTW Spotlight school. In order to keep working toward full implementation the teachers need more resources. I have received a request to purchase \$20,000 in lab kits and supplies needed to fill in the gaps.

The last time we spoke you mentioned there is Chevron funding from the prior year that could be requested. I would like to request the \$20,000 to purchase the needed resources.

Please let me know if you need more information for this request.

Thank you,

Ryan

From: Celeste Potter <Celeste.Potter@ectorcountyisd.org>
Sent: Monday, October 10, 2022 1:15 PM
To: Ryan Merritt <Bradley.Merritt@ectorcountyisd.org>
Subject: Chevron Funding
Importance: High

Good afternoon, Ryan. I hope you're enjoying the long weekend.

I talked to Chevron earlier today and they are open to considering a request for funding towards a drone program in ECISD as well as continued funding for Project Lead the Way.

I would like to submit a formal proposal to Chevron next week through the Education Foundation. Would you be able to put together a budget of what you would need for the above-mentioned items? You've got around \$100,000 to work with.

Thanks,

Celeste Potter, Director
ECISD Development Office
Education Foundation of Odessa



Education Foundation of Odessa, Inc.

P.O. Box 951
Odessa, TX 79760
(432) 456-7059
www.educationfoundationodessa.org

Prosperity Bank
620 N. Grant
Odessa, TX 79761
88-2258/1113

3176

11/8/2022

PAY TO THE ORDER OF Ector County ISD

\$**20,000.00

Twenty Thousand and 00/100*****

DOLLARS

PROTECTED AGAINST FRAUD

Ector County ISD
Finance Department
P.O. Box 3912
Odessa, Texas 79760

Colate Patten

MEMO
Donation - PLTW

⑆ 1 1 1 3 2 2 5 8 3 ⑆ 1 0 0 8 0 4 1 1 ⑆ 3 1 7 6

Education Foundation of Odessa, Inc.

Ector County ISD

Restricted Expenses: Project Lead the Way Project Lead the Way Donation (Chevron Funding)

11/8/2022

3176

20,000.00

Prosperity Bank Chec Donation - PLTW

20,000.00

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