



Canutillo Independent School District

7965 Artcraft Rd.
El Paso, Texas 79932

Mailing Address: PO Box 100
Canutillo, Texas 79835

Damon Murphy Ed.D.
Superintendent of Schools

(915) 877-7444
FAX (915) 877-7414
murphy@canutillo-isd.org

MEMORANDUM

TO: Members of the Board of Trustees

FROM: Dr. Damon Murphy, Superintendent

DATE: December 6, 2012

SUBJECT: Purchase of College Level Textbooks for Northwest ECHS

As stated in Board Policy CH(Local), any purchase that costs or aggregates to a cost of \$10,000 or more shall require board approval before a transaction may take place. This request is to consider approval of the purchase of College Level Textbooks from Barnes & Noble EPCC Bookstore in the total amount not to exceed \$16,000.00 and UTEP Bookstore, in the total amount not to exceed \$5,000.00. Please find the attached quotations and funding source documents.

ADMINISTRATIVE RECOMMENDATION:

Administration recommends approval of the purchase of College Level Textbooks for Northwest ECHS as presented under the Consent Agenda.

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