

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

Memorandum

TO: Board of Trustees
FROM: Roy C. Benavides, Ed.D., Superintendent
SUBJECT: **REQUEST FOR APPROVAL OF AGENDA [BG-not applicable]**
DATE: December 16, 2003

The Board of Trustees has been provided with an official copy of the agenda for this meeting in accordance with the provisions of the laws of this state and the policies of this Board. Only items listed on this agenda may be deliberated by the Board at this meeting. Items of business which are considered to be of an emergency nature may be added to this agenda provided an amended agenda listing the nature of the emergency is posted at least two hours in advance of this meeting as required by law.

The order of items on this agenda may be changed by a majority vote of board members present prior to the approval of the agenda.

It is recommended that the Board of Trustees approve the superintendent's agenda for the regular meeting of the Board of Trustees for Tuesday, December 16, 2003 as submitted.

Respectfully submitted,

Roy C. Benavides, Ed.D.
Superintendent of Schools