



**MINUTES**  
CANUTILLO INDEPENDENT SCHOOL DISTRICT  
Regular Meeting of the Board of Trustees  
July 23, 2013

**Present:** Mr. Armando Rodriguez, President  
Mr. Adrian Medina, Member  
Mrs. Rachel Quintana, Member  
Mrs. Laure Searls, Member  
Dr. Pedro Galaviz, Superintendent

**DRAFT**

**1. GENERAL FUNCTIONS**

**A. Call to Order**

The meeting was called to order at 6:09pm by Board President Armando Rodriguez.

**B. Roll Call**

All board members were present except Patricia Mendoza, Leticia Gonzalez and Sergio Coronado who reported they were unable to attend.

**C. Pledge of Allegiance**

The Pledge of Allegiance was led by Sergio Gomez.

**D. Texas Pledge of Allegiance**

The Texas Pledge of Allegiance was led by Sergio Gomez.

**E. CISD Mission Statement**

The mission statement was read aloud by Laure Searls.

**2. BOARD HONORS**

Sergio Gomez was recognized for being selected to play in the El Paso Youth Symphony Orchestra.

**3. OPEN FORUM**

No one signed up to speak during Open Forum.

**4. BOARD OF TRUSTEE BUSINESS**

**A. Finance/Audit/Facilities/Planning Committee meeting report for June 17, 2013**

Adrian Medina reported on the Finance/Audit/Facilities/Planning Committee meeting held on June 17, 2013.

**5. REPORTS**

**A. Food Services Report**

Aida Salcedo, Food Services Director, reported on Food Services menu improvements and customer satisfaction. The report included results of a survey taken at the end of the 2012-13 school year.

**B. Demographics Report**

Administration withdrew this agenda item.

**6. CONSENT AGENDA**

**A. Board Meeting Minutes**

1. **May 21, 2013**
2. **June 3, 2013**
3. **June 10, 2013**
4. **June 18, 2013**

- B. Attendance, Financials and Warrant List in the amount of \$2,529,111.24 for June 1-30, 2013**
- C. Budget Amendments**
- D. Acceptance of Donations**
- E. Inclusion of a section of the *Envisions* newsletter dedicated to the Canutillo Bond Accountability Committee**
- F. Salvage Auction**
- G. Submission of Grants**
- H. Vendors expected to exceed guidelines of Local Policy (CH)**
- I. Extension of Membership with Purchasing Cooperative Contracts**
- J. Food Service Vendors expected to exceed the guidelines of Policy CH(Local)**
- K. Purchase of college-level textbooks for Northwest ECHS, July 2013**
- L. Purchase of desktop computers for Canutillo Middle School**
- M. Renewal of Cloud Backup and Disaster Recovery Services for District Data**
- N. Purchase of laptop computers for Northwest ECHS**
- O. Payment of travel expenses for the implementation of the Asset Management Program**
- P. Student Athletic Insurance for 2013-14**
- Q. Annual Shared Services Arrangement Contract for the Regional Day School Program for the Deaf for school year 2013-14**
- R. School Uniforms for Garcia Elementary School beginning in the 2013-13 school year**
- S. 2013-14 Internal Audit Charter**
- T. 2013-14 Internal Audit Committee Charter**
- U. Contract with Linebarger Goggan Blair & Sampson LLP for representing Canutillo ISD in the administrative appeal and any judicial appeal of the property value study conclusions for CISD for the school year 2014-15**

It was moved by Laure Searls, seconded by Adrian Medina and carried unanimously to approve all items under the Consent Agenda except items B, H, I, K, L and R which were withdrawn for separate discussion and consideration.

**Item B – Attendance, Financials, and Warrant List in the amount of \$2,529,111.24**

It was moved by Laure Searls, seconded by Rachel Quintana and carried unanimously to approve item B as presented.

**Item H – Vendors expected to exceed guidelines of Local Policy CH**

It was moved by Laure Searls, seconded by Rachel Quintana and carried unanimously to approve item H as presented.

**Item I – Extension of membership with purchasing cooperative contracts**

It was moved by Laure Searls, seconded by Adrian Medina and carried unanimously to approve item I as presented.

**Item K – Purchase of college-level textbooks for Northwest ECHS, July 2013**

It was moved by Adrian Medina, seconded by Rachel Quintana and carried unanimously to table Item K until a future meeting.

**Item L – Purchase of desktop computers for Canutillo Middle School**

It was moved by Adrian Medina, seconded by Rachel Quintana and carried unanimously to approve item L as presented.

**Item R – School Uniforms for Garcia Elementary School beginning in the 2013-13 school year**

It was moved by Laure Searls, seconded by Rachel Quintana and carried unanimously to approve item R as presented.

**7. NEW BUSINESS**

**A. Discussion and possible action regarding hiring Construction Manager at Risk for small projects (JDE, DDE, GES and BCE)**

It was moved by Laure Searls, seconded by Adrian Medina and carried unanimously to approve hiring Construction Manager at Risk for small projects (JDE, DDE, GES and BCE)

**B. Discussion and possible action regarding Byers Guaranteed Maximum Price (GM) for Davenport, Garcia, Jose Damian and Bill Childress elementary schools**

It was moved by Laure Searls, seconded by Adrian Medina and carried unanimously to approve the Guaranteed Maximum Price by Byers for Bill Childress Elementary (BCE), Deanna Davenport Elementary (DDE), Jose Damian Elementary (JDE) and Garcia Elementary (GES) schools.

**Guaranteed Maximum Price**

BCE Construction cost (including CMR Fees)	\$102,772.00
DDE Construction cost (including CMR Fees)	\$237,153.00
JDE Construction cost (including CMR Fees)	\$170,067.00
GES Construction cost (including CMR Fees)	\$36,955.00

**C. Discussion and possible action to develop policy related to the publication of final audit reports**

Internal Audit was directed to develop a procedure/regulation and bring it back to the Board for discussion and consideration at a future meeting.

**8. EXECUTIVE SESSION**

The meeting was closed at 7:41 under *Texas Governmental Code* Sections 551.071, 551.072, and 551.074 for discussion of real property with legal counsel, discussion of personnel matters to include evaluation of interim superintendent, and to hear recommendations for principal of Canutillo Elementary School and Director of Career & Technical Education and for discussion regarding new assistant principal for Canutillo High School.

The meeting reconvened into Open Session at 9:00pm.

**9. PERSONNEL**

**A. Consider approval of recommendation for Canutillo Elementary School principal**

It was moved by Adrian Medina, seconded by Rachel Quintana and carried unanimously to approve administration's recommendation of Julieta Melendez for principal of Canutillo Elementary School.

**B. Consider approval of recommendation for Director of Career & Technical Education**

It was moved by Laure Searls, seconded by Rachel Quintana and carried unanimously to approve administration's recommendation of Jan Massie as Director of Career and Technical Education.

**10. ADJOURNMENT**

The meeting adjourned at 9:17pm by unanimous consent.

Presented to the Board of Trustees on August 27, 2013.

*These minutes reflect all agenda items in the order as originally posted and do not necessarily reflect the order in which the items were discussed.*