



Canutillo Independent School District

7965 Artcraft Rd.
El Paso, Texas 79932

Mailing Address: PO Box 100
Canutillo, Texas 79835

Ron Gatlin
Purchasing Agent

(915) 877-7426
FAX (915) 877-7415
rgatlin@canutillo-isd.org

MEMORANDUM

TO: Members of the Board of Trustees

FROM: Ron Gatlin, Purchasing Agent

DATE: November 13, 2013

SUBJECT: Acceptance of Donations to Canutillo ISD

The attached forms list the donations that have been received by the district and are being submitted for your review and consideration under the Consent Agenda. Additional supporting documentation is attached.

District Donations

Total Value	\$7608.75
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The Canutillo Independent School District does not discriminate on the basis of race, color, national origin, gender, age or disability in its employment practices, or in providing education services, activities and programs, including technical education programs. For more information regarding the Canutillo Independent School District's policy of non-discrimination contact: Executive Director for Human Resources, (915) 877-7423, 7965 Artcraft Rd., El Paso, TX 79932.

El Distrito Escolar Independiente de Canutillo no discrimina en cuanto a raza, color, origen, género, edad o discapacidad en lo que se refiere a sus prácticas de empleo, o al proveer servicios, actividades y programas educativos y vocacionales. Para mayor información respecto a la política de no discriminación del Distrito Escolar Independiente de Canutillo, favor de contactar a: Director Ejecutivo de Recursos Humanos, (915) 877-7423, 7965 Artercraft Rd., El Paso, TX 79932.



**Canutillo Independent School District
Donation Approval Form**

Date of request: 11/1/13

School/Department: GES

On behalf of the CISD, I am asking that you approve the acceptance of the following items:

Donation Description	Quantity	Value
<u>Check # 178247 CEC entertainment AKA Chuck E Cheese</u>	<u>1</u>	<u>\$181.35</u>

Purpose of donation: Funds will be used to purchase incentives and awards for students for perfect attendance, raven tokens, raven club.

Donor or Donor Organization Name: CEC Entertainment
Address, City, State & Zip Code: 441 West Airport Freeway
Irving, TX 75062

- Check one:
- Non-monetary donation
 - This donation will be recorded in the campus/department activity account
 - This donation is for the benefit of the following club or team and will be recorded in their account if the donation is

<u>Student Activity</u>	<u>865.00. 2195.00. 105.00</u>
Club Name	Account Number
<u>Sheryl Mayson</u>	<u>11-4-13</u>
Sponsor's Signature	Date

Donation has been received and is pending approval Yes
If yes, list Miscellaneous Receipt # 116640 No

REQUESTER'S SIGNATURE: Sheryl Mayson 11-8-13
Principal/Department Head Date

ACCEPTANCE APPROVAL: Katherine Gm 11/12/13
Business Services Executive Director Date

IF ADDITIONAL APPROVALS ARE REQUIRED, PLEASE FORWARD TO:

Technology Approval:
(If required - All technology related items) Executive Director of School Resources Date

Facilities Approval:
(If required - Building and grounds modifications/improvements) Executive Director of Facilities Date

AFTER ALL APPROVALS SEND:
Copy to Campus
Original to Finance Accountant

Property donated (and accepted) to the district becomes sole property of the district and cannot be returned to the donor. Donations made to the district or a campus activity account are tax-deductible. Donors should check with their tax-advisor for the donation's tax status when donating to a club or team.

JP MORGAN CHASE BANK, N.A.
DALLAS, TEXAS 75201

CEC

4441 West Airport Freeway, Irving, TX 75062

Check No. **178247**
178247

Pay
ONE HUNDRED EIGHTY ONE AND 35/100 ***
DOLLARS *******

Date **0 28 13**

\$*****181.35

CONTROL DISBURSEMENT ACCOUNT

To
GONZALO AND SOPHIA GARCIA
The
ELEMENTARY SCHOOL
Order
6550 WESTSIDE DRIVE
Of
EL PASO TX 79932

Richard M. Fisk

⑆ 178 247 ⑆ ⑆ 111300880⑆ 9320004923⑆



Canutillo Independent School District
Donation Approval Form

Date of request: 10/23/13 School/Department: CISD - Technology

On behalf of the CISD, I am asking that you approve the acceptance of the following items:

Table with 3 columns: Donation Description, Quantity, Value. Row 1: FETC 2014 Full Conference Registration Fee 1 \$240

Purpose of donation: Pay for Lynn A. Harkins, Instructional Technology Lead Teacher's FETC 2014 Conference registration fee (no cost to our district).

Donor or Donor Organization Name: FETC | www.FETC.org
Address, City, State & Zip Code: 1471 Timberlane Rd Tallahassee, FL 32312
850-219-9600 (voice), 850-219-9616 (Fax)
email: info@fetc.org

- Check one:
[] Non-monetary donation
[X] This donation will be recorded in the campus/department activity account
[] This donation is for the benefit of the following club or team and will be recorded in their account if the donation is

Club Name: N/A Account Number: N/A

Sponsor's Signature: N/A Date: N/A

Donation has been received and is pending approval (see attached documentation) [X] Yes [] No
If yes, list Miscellaneous Receipt # N/A

REQUESTER'S SIGNATURE: Lynn A. Harkins 10/23/13
Principal/Department Head Date

ACCEPTANCE APPROVAL: m. agr 11/4/13
Business Services Executive Director Date

IF ADDITIONAL APPROVALS ARE REQUIRED, PLEASE FORWARD TO:

Technology Approval: [Signature] 11/13/13
Executive Director of School Resources Date
(If required - All technology related items)

Facilities Approval:
Executive Director of Facilities Date
(If required - Building and grounds modifications/improvements)

AFTER ALL APPROVALS SEND:

Copy to Campus
Original to Finance Accountant

Property donated (and accepted) to the district becomes sole property of the district and cannot be returned to the donor. Donations made to the district or a campus activity account are tax-deductible. Donors should check with their tax-advisor for the donation's tax status when donating to a club or team.



Canutillo Independent School District Donation Approval Form

Date of request: 11/8/13

School/Department: JDE

On behalf of the CISD, I am asking that you approve the acceptance of the following items:

Donation Description	Quantity	Value
<u>check</u>	<u>1</u>	<u>\$2,000</u>

Purpose of donation: Student Activity Account

Donor or Donor Organization Name: Jose Damian Elen. PTO
 Address, City, State & Zip Code: _____

- Check one:
- Non-monetary donation
 - This donation will be recorded in the campus/department activity account
 - This donation is for the benefit of the following club or team and will be recorded in their account if the donation is

JDE Student Activity
Club Name

865.00.2193.11.103.00
Account Number

Sponsor's Signature

Date

Donation has been received and is pending approval Yes
 If yes, list Miscellaneous Receipt # 28054 No
Office

REQUESTER'S SIGNATURE: _____ 11/11/13
 Principal/Department Head Date

ACCEPTANCE APPROVAL: _____ 11/12/13
 Business Services Executive Director Date

IF ADDITIONAL APPROVALS ARE REQUIRED, PLEASE FORWARD TO:

Technology Approval:
 (If required - All technology related items) _____
 Executive Director of School Resources Date

Facilities Approval:
 (If required - Building and grounds modifications/improvements) _____
 Executive Director of Facilities Date

AFTER ALL APPROVALS SEND:
 Copy to Campus
 Original to Finance Accountant

Property donated (and accepted) to the district becomes sole property of the district and cannot be returned to the donor. Donations made to the district or a campus activity account are tax-deductible. Donors should check with their tax-advisor for the donation's tax status when donating to a club or team.



Canutillo Independent School District Donation Approval Form

Date of request: 11-5-13

School/Department: SDE

On behalf of the CISD, I am asking that you approve the acceptance of the following items:

Donation Description	Quantity	Value
<u>clothes</u>	<u>6 Bags</u>	<u>100.00</u>
<u>Toys</u>	<u>1 Bag</u>	

Purpose of donation: Help Kids

Donor or Donor Organization Name: Luz Mendoz
Address, City, State & Zip Code: 7309 Branding Iron
Canutillo TX 79835

- Check one:
- Non-monetary donation
 - This donation will be recorded in the campus/department activity account
 - This donation is for the benefit of the following club or team and will be recorded in their account if the donation is

Luz Mendoz [Signature]
 Club Name: Volunteers Name Account Number: _____

[Signature]
 Sponsor's Signature Date: 11-8-2013

Donation has been received and is pending approval Yes
 If yes, list Miscellaneous Receipt # _____ No

REQUESTER'S SIGNATURE: [Signature] 11/11/13
 Principal/Department Head Date

ACCEPTANCE APPROVAL: [Signature] 11/12/13
 Business Services Executive Director Date

IF ADDITIONAL APPROVALS ARE REQUIRED, PLEASE FORWARD TO:

Technology Approval:
(if required - All technology related items) _____
 Executive Director of School Resources Date

Facilities Approval:
(if required - Building and grounds modifications/improvements) _____
 Executive Director of Facilities Date

AFTER ALL APPROVALS SEND:
 Copy to Campus
 Original to Finance Accountant

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Canutillo Independent School District Donation Approval Form

Date of request: 11/8/13 School/Department: JDE

On behalf of the CISD, I am asking that you approve the acceptance of the following items:

Donation Description	Quantity	Value
Banner	1	\$200

Purpose of donation: JDE Distinctions Designations
Banner - to announce P&T recognitions (students)

Donor or Donor Organization Name: Cruz Gutierrez - Gran Turismo
 Address, City, State & Zip Code: 6966 Doniphan Dr.
Canutillo, TX 79835

- Check one:
- Non-monetary donation
 - This donation will be recorded in the campus/department activity account
 - This donation is for the benefit of the following club or team and will be recorded in their account if the donation is

Club Name _____ Account Number _____

Sponsor's Signature _____ Date _____

Donation has been received and is pending approval Yes
 If yes, list Miscellaneous Receipt # _____ No

REQUESTER'S SIGNATURE: [Signature] 11/11/13
 Principal/Department Head Date

ACCEPTANCE APPROVAL: [Signature] 11/12/13
 Business Services Executive Director Date

IF ADDITIONAL APPROVALS ARE REQUIRED, PLEASE FORWARD TO:

Technology Approval:
(If required - All technology related items) _____
 Executive Director of School Resources Date

Facilities Approval:
(If required - Building and grounds modifications/improvements) _____
 Executive Director of Facilities Date

AFTER ALL APPROVALS SEND:
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Original to Finance Accountant

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Canutillo Independent School District Donation Approval Form

Date of request: 11/11/2013 School/Department: CES

On behalf of the CISD, I am asking that you approve the acceptance of the following items:

Donation Description	Quantity	Value
<u>Coats</u>	<u>300</u>	<u>0</u>

Purpose of donation: Coats for children

Donor or Donor Organization Name: Knight of Columbus
Address, City, State & Zip Code: St Luke 12160

- Check one:
- Non-monetary donation
 - This donation will be recorded in the campus/department activity account
 - This donation is for the benefit of the following club or team and will be recorded in their account if the donation is

Club Name _____ Account Number _____
Randy Becker _____
Sponsor's Signature _____ Date _____

St Luke Knight of Columbus
Donation has been received and is pending approval Yes
If yes, list Miscellaneous Receipt # _____ No

REQUESTER'S SIGNATURE: [Signature] 11/11/13
Principal/Department Head Date

ACCEPTANCE APPROVAL: [Signature] 11/12/13
Business Services Executive Director Date

IF ADDITIONAL APPROVALS ARE REQUIRED, PLEASE FORWARD TO:

Technology Approval:
(if required - All technology related items) Executive Director of School Resources _____ Date _____

Facilities Approval:
(if required - Building and grounds modifications/improvements) Executive Director of Facilities _____ Date _____

AFTER ALL APPROVALS SEND: **Copy to Campus Original to Finance Accountant**

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Canutillo Independent School District Donation Approval Form

Date of request: 11/7/13

School/Department: CHS/CTE PBLA

On behalf of the CISD, I am asking that you approve the acceptance of the following items:

Donation Description	Quantity	Value
<u>HONEY SUCKLE TURKEY</u>	<u>30</u>	<u>\$686.40</u>

Purpose of donation: PURCHASE OF TURKEYS TO INCLUDE IN THANKSGIVING BASKETS FOR CHS STUDENTS & THEIR FAMILIES

Donor or Donor Organization Name: PLAN B NETWORKS, INC.
 Address, City, State & Zip Code: 11395 JAMES WATT DR., STE A6
EL PASO, TX 79936

- Check one:
- Non-monetary donation
 - This donation will be recorded in the campus/department activity account
 - This donation is for the benefit of the following club or team and will be recorded in their account if the donation is

FUTURE BUSINESS LEADERS
 Club Name OF AMERICA

865.00.2198.04.917.00
 Account Number

[Signature]
 Sponsor's Signature

11/8/13
 Date

Donation has been received and is pending approval Yes
 If yes, list Miscellaneous Receipt # _____ No

REQUESTER'S SIGNATURE:

[Signature] 11/11/13
 Principal/Department Head Date

ACCEPTANCE APPROVAL:

[Signature] 11/11/13
 Business Services Executive Director Date

IF ADDITIONAL APPROVALS ARE REQUIRED, PLEASE FORWARD TO:

Technology Approval:

(If required - All technology related items)

 Executive Director of School Resources Date

Facilities Approval:

(If required - Building and grounds modifications/improvements)

 Executive Director of Facilities Date

AFTER ALL APPROVALS SEND:

*Copy to Campus
 Original to Finance Accountant*

Property donated (and accepted) to the district becomes sole property of the district and cannot be returned to the donor. Donations made to the district or a campus activity account are tax-deductible. Donors should check with their tax-advisor for the donation's tax status when donating to a club or team.



Canutillo Independent School District Donation Approval Form

Date of request: 10/14/13 School/Department: Garcia Elementary
 On behalf of the CISD, I am asking that you approve the acceptance of the following items:

Donation Description	Quantity	Value
<u>Classroom Supplies</u>	<u>8</u>	<u>\$75.00</u>
<u>5TH GRADE</u>		

Purpose of donation: Classroom supplies for 5th grade classroom

Donor or Donor Organization Name: Helen Smith
 Address, City, State & Zip Code: Garcia, TX 78724

- Check one:
- Non-monetary donation
 - This donation will be recorded in the school's activity account
 - This donation is for the benefit of the following club or team and will be recorded in their account if the donation is monetary in

Club Name _____ Account Number _____

Sponsor's Signature _____ Date _____

Donation has been received and is pending approval Yes
 If yes, list Miscellaneous Receipt # supplies No

REQUESTER'S SIGNATURE: Ashley Mason 10-23-13
Principal/Department Head Date

ACCEPTANCE APPROVAL: Marta Aguiar 11/11/13
Business Services Executive Director Date

IF ADDITIONAL APPROVALS ARE REQUIRED, PLEASE FORWARD TO:

Technology Approval:
(If required - All computer related items) _____
Technology Coordinator Date

Facilities Approval:
(If required - Building and grounds modifications/improvements) _____
Executive Director of Facilities Date

AFTER ALL APPROVALS SEND:
 Copy to Business Services
 Original to Campus

Property donated (and accepted) to the district becomes sole property of the district and cannot be returned to the donor. Donations made to the district or a campus general fund are tax-deductible. Donors should check with their tax advisor for the donation's tax status when donating to a club or team.



Canutillo Independent School District Donation Approval Form

Date of request: 10-23-2013

School/Department: Canutillo Middle School

On behalf of the CISD, I am asking that you approve the acceptance of the following items:

Donation Description	Quantity	Value
<u>20 \$50.00 gift cards</u>	<u>20</u>	<u>\$50.00</u>

Purpose of donation: To help educators in our facility to purchase much needed classroom supplies. This is part of the Wal-Mart Teacher Rewards program.

Donor or Donor Organization Name: Wal-Mart
Address, City, State & Zip Code: 451 Resler
El Paso Texas 79912

- Check one:
- Non-monetary donation (gift cards)
 - This donation will be recorded in the campus/department activity account
 - This donation is for the benefit of the following club or team and will be recorded in their account if the donation is

CMS Faculty
Club Name
[Signature]
Sponsor's Signature

Account Number
10/25/13
Date

Donation has been received and is pending approval Yes
If yes, list Miscellaneous Receipt # No

REQUESTER'S SIGNATURE: [Signature] 10/25/13
Principal/Department Head Date

ACCEPTANCE APPROVAL: [Signature] 11/4/13
Business Services Executive Director Date

IF ADDITIONAL APPROVALS ARE REQUIRED, PLEASE FORWARD TO:

Technology Approval:
(If required - All technology related items)
Executive Director of School Resources Date

Facilities Approval:
(If required - Building and grounds modifications/improvements)
Executive Director of Facilities Date

AFTER ALL APPROVALS SEND:
**Copy to Campus
Original to Finance Accountant**

Property donated (and accepted) to the district becomes sole property of the district and cannot be returned to the donor. Donations made to the district or a campus activity account are tax-deductible. Donors should check with their tax-advisor for the donation's tax status when donating to a club or team.



Canutillo Independent School District Donation Approval Form

Date of request: 10-29-13

School/Department: CHS-CTE-Ag. Science

On behalf of the CISD, I am asking that you approve the acceptance of the following items:

Donation Description	Quantity	Value
<u>check</u>	<u>996.00</u>	<u>996.00</u>

Purpose of donation:

Donor or Donor Organization Name: Animal Health International
 Address, City, State & Zip Code: 11199 ROSAS
FC PASO 79935

Check one:

- Non-monetary donation
- This donation will be recorded in the campus/department activity account
- This donation is for the benefit of the following club or team and will be recorded in their account if the donation is

Canutillo FFA
 Club Name
[Signature]
 Sponsor's Signature

865.00 2198.55 917.00
 Account Number
10-29-13
 Date

Donation has been received and is pending approval
 If yes, list Miscellaneous Receipt # 21673

Yes
 No

REQUESTER'S SIGNATURE:

[Signature]
 Principal/Department Head
11-4-13
 Date

ACCEPTANCE APPROVAL:

[Signature]
 Business Services Executive Director
11/4/13
 Date

IF ADDITIONAL APPROVALS ARE REQUIRED, PLEASE FORWARD TO:

Technology Approval:

(If required - All technology related items)

 Executive Director of School Resources
 Date

Facilities Approval:

(If required - Building and grounds modifications/improvements)

 Executive Director of Facilities
 Date

AFTER ALL APPROVALS SEND:

Copy to Campus
 Original to Finance Accountant

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Donation Approval Form

Date of request: 10/16/2013 School/Department: CHS / Stu Co

On behalf of the CISD, I am asking that you approve the acceptance of the following items:

Donation Description	Quantity	Value
<u>Monetary, Check</u>	<u>1</u>	<u>\$300</u>

Purpose of donation: To assist with homecoming costs

Donor or Donor Organization Name: Sun City Graduation Services LLC
Address, City, State & Zip Code: 1141 Liberty Manor Dr Ste. 101
EL PASO, TX 79925

- Check one:
- Non-monetary donation
 - This donation will be recorded in the campus/department activity account
 - This donation is for the benefit of the following club or team and will be recorded in their account if the donation is

Student Council Club Name 865.00-2498.53.001.00 Account Number

S R M Sponsor's Signature 10/17/2013 Date

Donation has been received and is pending approval Yes
If yes, list Miscellaneous Receipt # 27512 No

REQUESTER'S SIGNATURE: [Signature] Principal/Department Head 10-24-13 Date

ACCEPTANCE APPROVAL: [Signature] Business Services Executive Director 10/23/13 Date

IF ADDITIONAL APPROVALS ARE REQUIRED, PLEASE FORWARD TO:

Technology Approval:
(If required - All technology related items) _____
Executive Director of School Resources Date

Facilities Approval:
(If required - Building and grounds modifications/improvements) _____
Executive Director of Facilities Date

AFTER ALL APPROVALS SEND:
Copy to Campus
Original to Finance Accountant

Property donated (and accepted) to the district becomes sole property of the district and cannot be returned to the donor. Donations made to the district or a campus activity account are tax-deductible. Donors should check with their tax-advisor for the donation's tax status when donating to a club or team.



Canutillo Independent School District Donation Approval Form

Date of request: 10-1-13

School/Department: CHS

On behalf of the CISD, I am asking that you approve the acceptance of the following items:

check #	Donation Description	Quantity	Value
16903		1500	1500

Purpose of donation: cheer uniforms

Donor or Donor Organization Name: Vernac / Margarita Sanchez : Oscar Venegas
Address, City, State & Zip Code: 1919 E. Rio Grande
El Paso, TX 79902

- Check one:
- Non-monetary donation
 - This donation will be recorded in the campus/department activity account
 - This donation is for the benefit of the following club or team and will be recorded in their account if the donation is

cheerleading
Club Name

865.00.2198.75001.00
Account Number

Evangelina Martinez
Sponsor's Signature

10-9-13
Date

Donation has been received and is pending approval Yes
 If yes, list Miscellaneous Receipt # 27785 No

REQUESTER'S SIGNATURE:

[Signature]
Principal/Department Head 10/10/13
Date

ACCEPTANCE APPROVAL:

[Signature] 10/18/13
Business Services Executive Director Date

IF ADDITIONAL APPROVALS ARE REQUIRED, PLEASE FORWARD TO:

Technology Approval:

(If required - All technology related items)

Executive Director of School Resources Date

Facilities Approval:

(If required - Building and grounds modifications/improvements)

Executive Director of Facilities Date

AFTER ALL APPROVALS SEND:

**Copy to Campus
Original to Finance Accountant**

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Canutillo Independent School District Donation Approval Form

Date of request: 10-1-13

School/Department: CHS

On behalf of the CISD, I am asking that you approve the acceptance of the following items:

Donation Description	Quantity	Value
<u>check # 20505</u>	<u>250</u>	<u>250</u>

Purpose of donation: cheer uniforms for CHS

Donor or Donor Organization Name: Valley By Products /
 Address, City, State & Zip Code: PO Box 628
Canutillo, TX 79835

- Check one:
- Non-monetary donation
 - This donation will be recorded in the campus/department activity account
 - This donation is for the benefit of the following club or team and will be recorded in their account if the donation is

cheerleading
 Club Name

865.00.2198.76.001
 Account Number

Evangelina Martinez
 Sponsor's Signature

10-1-13
 Date

Donation has been received and is pending approval Yes
 If yes, list Miscellaneous Receipt # 21785 No

REQUESTER'S SIGNATURE: [Signature] 10/16/13
 Principal/Department Head Date

ACCEPTANCE APPROVAL: [Signature] 10/18/13
 Business Services Executive Director Date

IF ADDITIONAL APPROVALS ARE REQUIRED, PLEASE FORWARD TO:

Technology Approval:
(if required - All technology related items)
 Executive Director of School Resources Date

Facilities Approval:
(if required - Building and grounds modifications/improvements)
 Executive Director of Facilities Date

AFTER ALL APPROVALS SEND:
Copy to Campus
Original to Finance Accountant

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Canutillo Independent School District Donation Approval Form

Date of request: 10/21/2013

School/Department: Garcia Elementary

On behalf of the CISD, I am asking that you approve the acceptance of the following items:

Donation Description	Quantity	Value
<u>Check # 2857</u>	<u>1</u>	<u>\$ 700.00</u>

Purpose of donation: To provide clothing for the children at Gonzalo Garcia Elementary School and the children of other Canutillo ISD schools.

Donor or Donor Organization Name: Gonzalo Garcia
Address, City, State & Zip Code: 2921 Stone Edge Dr
El Paso, TX 79904

- Check one:
- Non-monetary donation
 - This donation will be recorded in the campus/department activity account
 - This donation is for the benefit of the following club or team and will be recorded in their account if the donation is

Garcia Elementary Activity Account 865.00, 2195.00, 105.00

Club Name

Account Number

[Signature]
Sponsor's Signature

10/21/2013
Date

Donation has been received and is pending approval

If yes, list Miscellaneous Receipt # 26956
office

- Yes
 No

REQUESTER'S SIGNATURE:

[Signature] 10-22-13
Principal/Department Head Date

ACCEPTANCE APPROVAL:

[Signature] 10/24/13
Business Services Executive Director Date

IF ADDITIONAL APPROVALS ARE REQUIRED, PLEASE FORWARD TO:

Technology Approval:

(if required - All technology related items)

Executive Director of School Resources Date

Facilities Approval:

(if required - Building and grounds modifications/improvements)

Executive Director of Facilities Date

AFTER ALL APPROVALS SEND:

**Copy to Campus
Original to Finance Accountant**

Property donated (and accepted) to the district becomes sole property of the district and cannot be returned to the donor. Donations made to the district or a campus activity account are tax-deductible. Donors should check with their tax-advisor for the donation's tax status when donating to a club or team.

Canutillo Independent School District

Office Receipt

School FSD NO. 20750
 Received From Gonzalo Garcia Date 10/21, 2013
 (CHECK ONE) CASH _____ CHECK(S) BOTH _____
 \$ 700.00

FUNDRAISER # _____ TAX FREE DAY _____ TAX INCLUDED _____
 MISC RECEIPT# _____ TICKET# _____

ACCT.	DESCRIPTION	AMOUNT
	<u>845 00 2195 00 115 4 00</u>	<u>700 00</u>
	<u>Charitable Contribution</u>	
	<u>Activity Fee</u>	<u>2857</u>

NO RECEIPT NO REFUND

(Please specify type when reporting a fund raising activity; i.e. candy, t-shirts, fund raiser # and whether tax-free)

NOTE: An original receipt must be presented for refund
 If payment is made by check, a refund can only be issued after 10 working days after the check was deposited

Distribution: white copy to payer
 yellow copy to finance w/master receipt
 pink copy remains in the book for audit purposes

Received By [Signature]

TX. 07461128 Box 0012917 2857
 GONZALO GARCIA
 2921 STONE EDGE DR. PH. 915-637-6915
 EL PASO, TX 79904
 DATE 10.21.13

PAY TO THE ORDER OF Garcia Elementary School \$ 700.00
Seven Hundred and 00/100 DOLLARS

MEMO Charitable Contrib. Activity Fee 285.00
Gonzalo Garcia
 02857 26956



Canutillo Independent School District Donation Approval Form

Date of request: 10-1-13 School/Department: CHS

On behalf of the CISD, I am asking that you approve the acceptance of the following items:

Donation Description	Quantity	Value
check # 18008	100.	100

Purpose of donation: cheer uniforms at CHS

Donor or Donor Organization Name: Styles Unlimited Beauty Salon / Socorro Ornelas
 Address, City, State & Zip Code: PO BOX 444
Canutillo TX 79835

- Check one:
- Non-monetary donation
 - This donation will be recorded in the campus/department activity account
 - This donation is for the benefit of the following club or team and will be recorded in their account if the donation is

Cheerleading Club Name 86500-2198.75.001.00 Account Number
Evangelina Martinez Sponsor's Signature 10-9-13 Date

Donation has been received and is pending approval Yes
 If yes, list Miscellaneous Receipt # 27785 No

REQUESTER'S SIGNATURE: [Signature] 10-16-13
 Principal/Department Head Date

ACCEPTANCE APPROVAL: Martha Aguirre 10/18/13
 Business Services Executive Director Date

IF ADDITIONAL APPROVALS ARE REQUIRED, PLEASE FORWARD TO:

Technology Approval:
(If required - All technology related items)
 Executive Director of School Resources _____ Date _____

Facilities Approval:
(If required - Building and grounds modifications/improvements)
 Executive Director of Facilities _____ Date _____

AFTER ALL APPROVALS SEND:

*Copy to Campus
Original to Finance Accountant*

Property donated (and accepted) to the district becomes sole property of the district and cannot be returned to the donor. Donations made to the district or a campus activity account are tax-deductible. Donors should check with their tax-advisor for the donation's tax status when donating to a club or team.



Canutillo Independent School District Donation Approval Form

Date of request: 10-1-13

School/Department: CHS

On behalf of the CISD, I am asking that you approve the acceptance of the following items:

check #	Donation Description	Quantity	Value
9125		150	150

Purpose of donation: Cheer uniforms

Donor or Donor Organization Name: International Fluid Power / Patricia Arellano
 Address, City, State & Zip Code: 7410 Doniphan Dr.
 Canutillo, TX 79835

- Check one:
- Non-monetary donation
 - This donation will be recorded in the campus/department activity account
 - This donation is for the benefit of the following club or team and will be recorded in their account if the donation is

Cheerleading
 Club Name
Evangelina Mtz
 Sponsor's Signature

865.00-2198.75001.00
 Account Number
109-13
 Date

Donation has been received and is pending approval Yes
 If yes, list Miscellaneous Receipt # 27785 No

REQUESTER'S SIGNATURE:

[Signature] 10-16-13
 Principal/Department Head Date

ACCEPTANCE APPROVAL:

[Signature] 10/18/13
 Business Services Executive Director Date

IF ADDITIONAL APPROVALS ARE REQUIRED, PLEASE FORWARD TO:

Technology Approval:

(If required - All technology related items)

 Executive Director of School Resources Date

Facilities Approval:

(If required - Building and grounds modifications/improvements)

 Executive Director of Facilities Date

AFTER ALL APPROVALS SEND:

**Copy to Campus
 Original to Finance Accountant**

Property donated (and accepted) to the district becomes sole property of the district and cannot be returned to the donor. Donations made to the district or a campus activity account are tax-deductible. Donors should check with their tax-advisor for the donation's tax status when donating to a club or team.



Canutillo Independent School District Donation Approval Form

Date of request: 10-29-13

School/Department: CMS Math Department

On behalf of the CISD, I am asking that you approve the acceptance of the following items:

Donation Description	Quantity	Value
<u>Algebra Class Chocolate Sales</u>	<u>1</u>	<u>\$30.00</u>

Purpose of donation: Parent refused child to sell chocolates for Algebra class fundraiser but is making donation instead.

Donor or Donor Organization Name: Sabina Del Real
Address, City, State & Zip Code: 310 Corregidor Ave.
Canutillo TX 79835

- Check one:**
- Non-monetary donation
 - This donation will be recorded in the campus/department activity account
 - This donation is for the benefit of the following club or team and will be recorded in their account if the donation is

CMS Math Club
 Club Name

865.00.2199.14.041.400
 Account Number

[Signature]
 Sponsor's Signature

10/29/13
 Date

Donation has been received and is pending approval Yes
 If yes, list Miscellaneous Receipt # 34998 No

REQUESTER'S SIGNATURE: [Signature] 10/29/13
 Principal/Department Head Date

ACCEPTANCE APPROVAL: [Signature] 10/31/13
 Business Services Executive Director Date

IF ADDITIONAL APPROVALS ARE REQUIRED, PLEASE FORWARD TO:

Technology Approval:
 (if required - All technology related items) _____
 Executive Director of School Resources Date

Facilities Approval:
 (if required - Building and grounds modifications/improvements) _____
 Executive Director of Facilities Date

AFTER ALL APPROVALS SEND:
Copy to Campus
Original to Finance Accountant

Property donated (and accepted) to the district becomes sole property of the district and cannot be returned to the donor. Donations made to the district or a campus activity account are tax-deductible. Donors should check with their tax-advisor for the donation's tax status when donating to a club or team.



Canutillo Independent School District Donation Approval Form

RCVD OCT 23 2013 AM 11:25

Date of request: 10/16/13 School/Department: DDE

On behalf of the CISD, I am asking that you approve the acceptance of the following items:

Donation Description	Quantity	Value
jumping balloon for Fall Carnival	1	\$ 50 ⁰⁰

Purpose of donation: To help 3rd grade raise money for field trips, etc.

Donor or Donor Organization Name: Jose A. Najera, Jr.
Address, City, State & Zip Code: 12629 Tierra Pera
El Paso, TX 79938

- Check one:
- Non-monetary donation
 - This donation will be recorded in the campus/department activity account
 - This donation is for the benefit of the following club or team and will be recorded in their account if the donation is

Club Name _____ Account Number _____
Jose A. Najera, Jr. 10-10-13
Sponsor's Signature _____ Date _____

Donation has been received and is pending approval Yes
If yes, list Miscellaneous Receipt # _____ No

REQUESTER'S SIGNATURE: [Signature] 10/16/13
Principal/Department Head Date

ACCEPTANCE APPROVAL: [Signature] 10/24/13
Business Services Executive Director Date

IF ADDITIONAL APPROVALS ARE REQUIRED, PLEASE FORWARD TO:

Technology Approval:
(If required - All technology related items) _____
Executive Director of School Resources Date

Facilities Approval:
(If required - Building and grounds modifications/improvements) _____
Executive Director of Facilities Date

AFTER ALL APPROVALS SEND:
Copy to Campus
Original to Finance Accountant

Property donated (and accepted) to the district becomes sole property of the district and cannot be returned to the donor. Donations made to the district or a campus activity account are tax-deductible. Donors should check with their tax-advisor for the donation's tax status when donating to a club or team.