



CANUTILLO INDEPENDENT SCHOOL DISTRICT

iViva Canutillo!

TO: BOARD OF TRUSTEES AND SUPERINTENDENT DR. BORREGO
FROM: DR. DEBRA KERNEY, CHIEF ACADEMIC OFFICER
SUBJECT: FACILITY REQUEST FORM: CHILD EVANGELISM FELLOWSHIP OF WEST TEXAS,
RIO GRANDE CHAPTER, GOOD NEWS CLUB
DATE: AUGUST 10, 2026

Canutillo ISD has received a facilities request form from the Child Evangelism Fellowship of West Texas-Rio Grande Chapter requesting use of a room at Jose Damian Elementary School for after school Good News Club, grades 1-5. As stated in GKD (Regulation) *Requests for use by individuals, groups, or organizations to use facilities or equipment for financial profit, partisan political reasons, religious purposes, or serving the individual or group's self-interest shall be approved by the Board.*

Street Address:

7965 Artcraft Rd.
El Paso, TX 79932

Mailing Address:

P.O. Box 100
Canutillo, TX 79835

P: (915) 877-7440

F: (915) 877-7521

canutillo-isd.org

Canutillo Independent School District does not discriminate on the basis of race, color, religion, gender, sex, national origin, age, disability, military status, genetic information, or any other basis prohibited by law in its employment practices or in providing education services, activities, and programs, including career and technical education (vocational programs).

For additional information regarding Canutillo Independent School District's policy of nondiscrimination contact the Human Resources Division:
(915) 877-7423 | 7965 Artcraft Rd. | El Paso TX 79932



**CANUTILLO INDEPENDENT SCHOOL DISTRICT
FACILITIES REQUEST FORM
REQUIRING BOARD APPROVAL**

Name: Rick Rivera
Address: PO Box 4234, El Paso 79914 Email: cefriograndedirector@gmail.com
Telephone #: 915-875-2287 Date of Application: 7-28-26
Organization: CEF of West Texas, Rio Grande Chapter
Address: PO Box 4234, El Paso 79914-4234
Position of Applicant: Director

Indicate length of time you are planning to use facilities:

Date(s): Sept 1 - Apr 27 Time: From 3:30 To 4:45
Type of facility requested: Meeting Area Location/campus: Jose Damian Elern
Purpose for use of facilities: Good News Club
Number of Participants: 30 Food be sold during the event: (circle one) Yes ☒ No ☐

If selling food during the event, a City of El Paso Public Food Establishment Permit must be provided to the associate superintendent's office five (5) business days prior to the event.

I have read the Rules and Regulations for use of Canutillo ISD building facilities and I will abide by these rules and regulations. I further assure responsibility for the proper care of these facilities.

Applicant signature: [Signature] Title: Director Date: 07-28-2026

Approved by Principal or Designee: [Signature] Title: Principal Date: 8/10/26

Custodial Services Required:

Facilities & Transportation Division - Lead Custodian Signature

Date

Associate Superintendent's Approval

Date

8/10/26

Board Approved: Yes No

Date