Minutes of Regular Board Meeting

The Board of Trustees
Canutillo ISD

A Regular Board Meeting of the Board of Trustees of Canutillo ISD was held Wednesday, December 14, 2016, beginning at 6:00 PM in the 7965 Artcraft, El Paso, Texas 79932.

1. **GENERAL FUNCTIONS**

   A. Call to Order
   The meeting was called to order at **6:08 pm** by Board President Laure Searls.

   B. Pledge of Allegiance
   The Pledge of Allegiance was led by the Boy Scouts and CISD students.

   C. Texas Pledge of Allegiance
   The Texas Pledge was led by the Boy Scouts and CISD students.

   D. Roll Call
   All trustees were present at roll call except for Trustee Brigham who arrived at **6:25 pm**.

   E. CISD Mission and Vision Statements
   The Mission Statement was read by Trustee Frietze and the Vision Statement was read by Trustee Rodriguez.

2. **BOARD HONORS**
   Presenter: L. Rodriguez

   A. Recognition of the Canutillo High School varsity football team for being district 2-5A champions, winning bi-district, advancing to the area round of the playoffs, and finishing the season with an 11-1 record.
   This item was removed from the agenda due to a scheduling conflict.

   B. Recognition of the Canutillo High School boys and girls Cross Country teams for achieving top District 2-5A finishes and advancing to regionals.
   The Canutillo High School boys and girls Cross Country teams were honored for achieving top District 2-5A finishes and advancing to regionals.

   C. Recognition of Senior Anisa Burciaga for finishing in 1st place overall in the District 2-5A Cross Country meet and placing 3rd in the Region 1 meet in

Lubbock to advance to the State meet.
Senior CHS student Anisa Burciaga was honored for finishing in 1st place overall in the District 2-5A Cross Country meet and placing 3rd in the Region 1 meet in Lubbock to advance to the State meet.

3. **OPEN FORUM**

Ms. Laura Lopez, Canutillo Elementary School Parent Liaison spoke to the board regarding her support of the proposed Community Health Center (Project Vida MOU).
Mrs. Jessica Arrellano, Garcia Elementary Principal wanted to thank Judge G. Garcia for his generous donation of 42 winter jackets. In addition she also wanted to thank Student Support and the Elks Lodge for their support and donations over the holidays.

4. **PRESENTATION**

A. The Little Free Library (*for the residents of Canutillo*).
Presenter: Elliot Lavis
Mr. E. Lavis gave a presentation regarding the Little Free Library for the residents of Canutillo. Mrs. Quintana mentioned the possibility of partnering with the Village of Vinton who already has this program/libraries in place. Mrs. Trout also suggested the possibility of involving the girl scouts so that they could also earn additional badges and patches.

5. **PUBLIC HEARING**

A. A public hearing will be held on December 14, 2016 regarding the **T**exas **A**cademic **P**erformance **R**eport. (TAPR). The public is invited for public comment.
Presenter: A. Galaviz
The **T**exas **A**cademic **P**erformance **R**eport was presented by Mrs. M. Rocha. The 2016 Accountability rating for Canutillo ISD was "met the standard." Mrs. Rocha mentioned that Deanna Davenport Elementary had shown significant progress. Mrs. Rocha stated the district received 32 distinctions compared to 20 distinctions from the previous year. The graduation rate was 91.6% up from 88.10% from the previous year. In addition the dropout rates also decreased (4.6% to 2%). Out of 395 graduates, 306 continued on with their education. Criminal incidents at our campus are low and in some instances non- existent. Mr. Rodriguez wanted to thank the staff and superintendent for all their hard work closing the gaps. Mrs. Searls stated that the board went out on a limb to purchase books for dual credit classes and noted that it was a good investment.
No public comment.
The presentation ended at **6:55 pm**.

6. **BOARD OF TRUSTEE BUSINESS**

A. Discussion and approval regarding the November 28, 2016 CBAC meeting minutes.
Mrs. Searls asked that administration focus on increasing participation in CBAC this upcoming year. Mr. Rodriguez voiced his concerns regarding CBAC's priorities. Mrs. Searls said there was a consensus regarding these projects at a prior meeting. Mr. Rodriguez requested administration present the original list and explain what had changed.
It was moved by Mrs. Searls, seconded by Mrs. Yglesias and passed unanimously to approve the November 28, 2016 CBAC meeting minutes.

B. Discussion and approval regarding the December 7, 2016 Agenda Review meeting minutes.
It was moved by Mrs. Quintana, seconded by Ms. Frietze and passed unanimously to approve the December 7, 2016 Agenda Review meeting minutes.

C. Discussion and approval regarding the December 7, 2016 Training Workshop meeting minutes.
It was moved by Mrs. Searls, seconded by Ms. Frietze and passed unanimously to approve the December 7, 2016 Training Workshop meeting minutes.

7. **CONSENT AGENDA**

A. *BOARD OF TRUSTEE BUSINESS*

1. Approval of the Board Member Continuing Education Credits for the 2016 calendar year per BBD and BR Legal.
Presenter: L. Searls

B. *BUSINESS SERVICES*

1. Approval of meeting minutes.
   a. October 25, 2016 Regular Board Meeting
   b. November 17, 2016 Regular Board Meeting
2. Approval of the Monthly Financials.
Presenter: M. Piekarski
3. Approval of the Monthly Warrant List.
Presenter: M. Piekarski
4. Approval of the Budget Amendments.
Presenter: M. Piekarski
5. Approval of the Monthly Donation Report.
Presenter: M. Piekarski
6. Approval of the purchase and installation of overhead projectors for Canutillo Elementary School, utilizing Plan B Networks Inc. under the Region 19 RFP Contract #14-6992, this vendor offers the best value to the District.

Total Amount $10,862.
Presenter: J. Melendez

7. Approval of the replacement of the data center ceiling mounted comfort AC unit with a 10 ton rooftop unit in order to protect the electronics hosted inside CISD's data center. Utilizing PC Automated Controls Inc., the vendor offering the best value to CISD through Region 19 RFP Contract #15-7130. Total Amount Not To Exceed $14,200.
   Presenter: T. Flores
8. Approval of intrusion alarm services to be monitored by Sonitrol of El Paso for the remainder of the FY2016-2017 fiscal year. Total amount $9,985.50.
   Presenter: B. Vasquez
9. Approval of the purchase of computers and laptops for students and teachers (Bill Childress Elementary) in the classroom to support the academic progress. Utilizing Decision Tree Technologies the vendor offering the best value to CISD, through DIR-SDD-2030-TX. Total Amount $20,200.00
   Presenter: R. Salcedo
10. Approval of Baron Supply, Ferguson Enterprises, Ivan's Pumping Service, El Paso Phoenix Pumps, Trace Analysis Inc., Apple Inc., Temporary Alternatives Inc., (DBA) DM Dickason Personnel Services, Robert Half International Inc., Skyy Wear & Supplies and Wingfoot Commercial Tire Systems, LLC (DBA) Goodyear Commercial Tire & Service Center, Canutillo ISD vendors that will exceed an anticipated spending budget of over $10,000 in aggregate during FY2016-2017. These vendors support the day to day purchases for the District.
    Presenter: C. Pulley

C. *BOND REPORT AND PROCUREMENT*

1. Approval of Bond Report
   Presenter: B. Vasquez
2. Approval of the development of an infrastructure project at Bill Childress Elementary School to ensure compliance with TCEQ regulations. Total Amount Not to Exceed $120,000 using Bond Funds.
   Presenter: B. Vasquez

D. *CURRICULUM & INSTRUCTION*

1. Approval of Canutillo High School's continued participation with Sole Source vendor College Entrance Examination Board (**d**oing **b**usiness **a**s) The College Board to offer AP Exams to all interested eligible students. Total Amount $18,450.
   Presenter: T. Clapsaddle
2. Approval of the purchase of textbooks for the three new Dual Credit classes that are being added to the Dual Credit program at Canutillo High School in the Spring 2017 semester. Utilizing Cengage Learning, the vendor offering the best value to the District through BuyBoard Co-operative Contract #487-15. Total Amount $11,583.

Presenter: T. Clapsaddle

E. *INTERNAL AUDIT*

1. Approval of the Audit Plan 16-17 - 2nd Quarter Status Updates.
   Presenter: H. Rodriguez
2. Approval of a request for an internal audit review of an employee complaint.
   Presenter: H. Rodriguez
3. Approval of a request for an Internal Audit of the high energy consumption at Reyes Elementary School.
   Presenter: H. Rodriguez
4. Approval regarding internal audit review of Horizone Construction LTD final payment.

It was moved by Mrs. Searls, seconded by Mrs. Quintana and passed unanimously to approve the **Consent Agenda** excluding the following items: **A-1, B10** and **C2**.

Item A-1
Approval of the Board Member Continuing Education Credits for the 2016 calendar year per BBD and BR Legal.
Presenter: L. Searls
Mrs. Searls wanted to confirm that the December 7, 2016 Training Workshop hours would be submitted to TASB. Ms. Gomez stated the hours would be added and the new hours would be presented to the board at a later date.
It was moved by Mrs. Searls, seconded by Mrs. Quintana and passed unanimously to approve the Board Member Continuing Education Credits for the 2016 calendar year per BBD and BR Legal once the additional hours have been added.

Item B10
Approval of Baron Supply, Ferguson Enterprises, Ivan's Pumping Service, El Paso Phoenix Pumps, Trace Analysis Inc., Apple Inc., Temporary Alternatives Inc., (DBA) DM Dickason Personnel Services, Robert Half International Inc., Skyy Wear & Supplies and Wingfoot Commercial Tire Systems, LLC (DBA) Goodyear Commercial Tire & Service Center, Canutillo ISD vendors that will exceed an anticipated spending budget of over $10,000 in aggregate during FY2016-2017. These vendors support the day to day purchases for the District.
No action required.

Item C2
Approval of the development of an infrastructure project at Bill Childress Elementary School to ensure compliance with TCEQ regulations. Total Amount Not to Exceed $120,000 using Bond Funds.
It was moved by Mr. Rodriguez, seconded by Ms. Frietze and passed unanimously to approve the development of the infrastructure project at Bill Childress Elementary School to ensure compliance with TCEQ regulations.

Total Amount Not to Exceed $120,000 using Bond Funds.

8. **NEW BUSINESS**

A. Discussion and possible action regarding a Memorandum of Understanding between The University of Texas at El Paso ("UTEP") and the Canutillo Independent School District ("CISD").
Presenter: Dr. Kerney
Dr. Kerney stated the MOU between UTEP and CISD would allow for the purchase of environmental modules (STEM). In addition Dr. Kerney stated they are currently partnering with Alderete Middle School and applying for additional grant money.
It was moved by Mr. Rodriguez, seconded by Ms. Frietze and passed unanimously to approve the Memorandum of Understanding between The University of Texas at El Paso ("UTEP") and the Canutillo Independent School District ("CISD").

B. Discussion and possible action regarding a Memorandum of Understanding between Project Vida and Canutillo Independent School District.
Presenter: Dr. Reyes/B. Vasquez
Mrs. Brigham voiced her concerns regarding the state of the Lone Star Building and the costs associated with bringing the building up to code. She also stated that improvements were not budgeted for and that taking money for the fund balance was not an option. Mr. Vasquez stated based on his experience the average price per square foot is $75.00 (tenant improvement). Mrs. Frietze stated a decision must be made regarding these building one way or the other. Mr. Schlesinger from Project Vida stated they would look at other funding sources and return to the board in June 2017. For now the mobile unit would be housed in the Lone Star parking lot and would remain there indefinitely.
It was moved by Ms. Frietze, seconded by Mr. Rodriguez and passed unanimously to approve the Memorandum of Understanding between Project Vida and Canutillo Independent School District with the following conditions: No additional funds committed to any improvements, the district will pay for utilities and janitorial services, a classroom space in the Lone Star Building and the use of the Lone Star Building parking lot for the mobile clinic.

C. Discussion regarding the funding source of the new Deanna Davenport Elementary Librarian and update on position.
Presenter: M. Carrasco
The library position will close on December 15, 2016 and will be funded by salary savings.

9. **EXECUTIVE SESSION**
The meeting is to be closed under *Texas Government Code* Sections 551.071, 551.072 and 551.074

A. Discussion with Superintendent regarding possible amendment(s) to the

Superintendent's contract of employment with Canutillo ISD.

B. Discussion with legal counsel regarding pending litigation.

C. Discussion regarding personnel assigned to central/executive office and board operations.

10. **NEW BUSINESS (continued)**
The meeting reconvened into open session at **9:49 pm.**

A. Discussion and possible action regarding possible amendment(s) to the Superintendent's contract of employment with Canutillo ISD.
Motion #1
It was moved by Mr. Rodriguez and seconded by Ms. Frietze to extend the Superintendent's contract for 18 months (to align with the superintendents evaluation cycle), a 1% raise, 4.5 days as requested as well as an amendment to the contract.
Vote:
Ms. Brigham-No, Ms. Frietze-Yes, Mrs. Quintana-No, Mr. Rodriguez-Yes, Mrs. Searls-No, Mrs. Trout-No and Mrs. Yglesias-Yes
Motion failed
Motion #2
It was moved by Mr. Rodriguez and seconded by Mrs. Yglesias to extend the Superintendent's contract for 12 months, a 1.5% raise, 4.5 days as requested with an amendment as discussed in closed session.
Vote:
Ms. Brigham-Yes, Ms. Frietze-Yes, Mrs. Quintana-No, Mr. Rodriguez-Yes, Mrs. Searls-No, Mrs. Trout-No and Mrs. Yglesias-Yes.
Motion passed.

11. **ADJOURNMENT**
The meeting adjourned at **9:51 pm.**

Presented to the Board of Trustees for approval on **January 24, 2017**.

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.