

# Hitchcock Independent School District

## BOARD OF TRUSTEES

**Meeting Date:** December 15, 2025

**Presented by:** Dr. Darryl J. Henson, Interim Superintendent of Schools

**Subject:** Budget Amendment

### Consent Item

#### **BACKGROUND INFORMATION:**

- A) Crosby Middle School is requesting a budget amendment to transfer funds to support the Robotics Club, while remaining within compliance. This is a small, but necessary, administrative adjustment to ensure proper accounting for this student activity.

Specifically, we are requesting a transfer of \$256.86 from Function Code 11 (Instruction) to the appropriate Function Code 36 (Extracurricular Activities).

This action will properly classify the expenditure supporting the Robotics Club under its correct functional area, aligning our budget with TEA financial accountability requirements.

- B) Finance is requesting a budget amendment to transfer funds to develop a budget for Function Code 21 (Administrative Curriculum Department). This includes \$156,500 for salary, supplies and training.
- C) Finance is requesting a budget amendment to transfer funds into Function Code 93 (Payments to the Fiscal Agent of Shared Services Arrangements) for Hitchcock ISD's portion of the GGCC Coop fees, which increased \$158,000 over what was budgeted when Needville left the Coop.

The Finance amendments will be transferred from Function Code 11 (Instruction) with no impact to the overall budget.

#### **BOARD ACTION REQUIRED:**

I move that the Board approve the Budget Amendment as presented.

**POLICY AUTHORIZATION:**

N/A

**CONTACT PERSON:**

Robin Hataway, Chief Financial Officer

**FUNDING SOURCE:**

General Fund (199)

**ENCLOSURES:**

Admin Curriculum Budget Amendment

GGCC Budget Amendment

Crosby Middle School Robotics Budget Amendment