

AGENDA ITEM

**BOARD OF TRUSTEES
AGENDA**

| | | |
|-----------------------------------|---|----------------------------------|
| <input type="checkbox"/> Workshop | <input checked="" type="checkbox"/> Regular | <input type="checkbox"/> Special |
|-----------------------------------|---|----------------------------------|

- (A) Report Only Recognition

Presenter(s):

Briefly describe the subject of the report or recognition presentation.

- (B) Action Items

Presenters(s): John Cox, Deputy Superintendent for Curriculum & Instruction
Sandra Koenig, Perfecto Mancha Elementary

Briefly describe the action required.

Consider and take appropriate action on the approval for Perfecto Mancha Elementary to accept a donation & installation of a school sign (\$2,484.58) from the Perfecto Mancha Elementary PTO. Subject to approval by Superintendent.

- (C) **Funding source: Identify the source of funds if any are required.**

- (D) **Clarification: Explain any question or issues that might be raised regarding this item.**



Mancha Elementary

Memo

To: Mr. Samuel Mijares, Superintendent of Schools
CC: Mr. John Cox, Deputy Superintendent for Curriculum & Instruction
From: Sandra Koenig, Principal
Date: 3/22/2023
Re: Donation

Our school PTO has graciously offered to purchase signage for our school to be installed by Oca Signs & Graphics. The signage would read “Home of the Mustangs” and would be installed in the front of the school building. Below is a list of the materials and the total project cost. I am submitting a request for your review and placement as an item on the next board agenda.

Approval  Date MAR 30 2023
John Cox, Deputy Superintendent for Curriculum and Instruction

OCA SIGNS & GRAPHICS
 135 Medina St.
 Eagle Pass, TX 78852
 830-773-0770
 Fax 830-773-9537

Estimate

Date 3/15/2023
 Estimate # S18372

Name / Address

Joey Salazar

P.O. #
 Terms

Other

| Description | Qty | Rate | Total |
|--|-----|----------|----------|
| (1) set of 24" formed plastic letters in black, font: Helvetica Medium Italic (HOME OF THE MUSTANGS) | 1 | 2,084.58 | 2,084.58 |
| Install letters onto wall. Includes labor and materials | 1 | 400.00 | 400.00 |

We require 55% down payment to commence work, rest is due upon completion
 Turn around time is 2 to 3 weeks once down payment is received

Estimate is good for 30 days.

| | |
|--------------------------|------------|
| Subtotal | \$2,484.58 |
| Sales Tax (8.25%) | \$0.00 |
| Total | \$2,484.58 |

ocasigns@yahoo.com

Font: Helvetica Medium Italic
Size: 24" Color: Black

41'

HOME OF THE MIGHTY MUSTANGS

31'

HOME OF THE MUSTANGS