



OFFICE OF THE ASSOCIATE SUPERINTENDENT

#BestSmallDistrictinTexas

MEMORANDUM

TO: BOARD OF TRUSTEES AND SUPERINTENDENT GALAVIZ
FROM: DR. DEBRA Y. KERNEY, ASSOCIATE SUPERINTENDENT
SUBJECT: FACILITY REQUEST FORM: TEXAS CIRCUIT 35 OF JEHOVAH'S WITNESSES
DATE: JANUARY 14, 2025

Canutillo ISD has received a facilities request form from the Texas Circuit 35 of Jehovah's Witnesses requesting use of the auditorium at Canutillo High School for their annual meeting on April 5, 2025. 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



Texas Education Agency A-Rated Three Years in a Row.

P: (915) 877-7481
F: (915) 877-7522
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 Dr. | El Paso TX 79932.



CANUTILLO INDEPENDENT SCHOOL DISTRICT FACILITIES REQUEST FORM REQUIRING BOARD APPROVAL

Name: Eliseo Ramirez
 Address: 6255 Strahan Email: eliseo3ramirez@gmail.com
 Telephone #: (915) 538-9622 Date of Application: 12/4/2024
 Organization: Texas Circuit 35 of Jehovah's Witnesses
 Address: 6255 Strahan
 Position of Applicant: Assistant Assembly overseer

Indicate length of time you are planning to use facilities:
 Date(s): April 5, 2025 Time: From 8:00 am To 1:00 pm

Type of facility requested: Auditorium Location/campus: CHS

Purpose for use of facilities: Annual meeting

Number of Participants: 250 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.

[Signature] Minister 12/4/2024
 Applicant signature Title Date

* *****

Approved by Principal or Designee	Title	Date
<u>[Signature]</u>		<u>12/18/24</u>

Custodial Services Required:

Facilities & Transportation Division - Lead Custodian Signature	Date

Associate Superintendent's Approval	Date
<u>[Signature]</u>	<u>1/6/25</u>

Board Approved: Yes No	Date