



Canutillo Independent School District

7965 Arcraft Rd.
El Paso, Texas 79932

Mailing Address: PO Box 100
Canutillo, Texas 79835

Ron Gatlin
Purchasing Agent

(915) 877-7426
FAX (915) 877-7415
rgatlin@canutillo-isd.org

MEMORANDUM

TO: Members of the Board of Trustees

FROM: Ron Gatlin, Purchasing Agent

DATE: December 10, 2013

SUBJECT: Acceptance of Donations to Canutillo ISD

The attached forms list the donations that have been received by the district and are being submitted for your review and consideration under the Consent Agenda. Additional supporting documentation is attached.

District Donations

Total Value	\$2048.16
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The Canutillo Independent School District does not discriminate on the basis of race, color, national origin, gender, age or disability in its employment practices, or in providing education services, activities and programs, including technical education programs. For more information regarding the Canutillo Independent School District's policy of non-discrimination contact: Executive Director for Human Resources, (915) 877-7423, 7965 Arcraft Rd., El Paso, TX 79932.

El Distrito Escolar Independiente de Canutillo no discrimina en cuanto a raza, color, origen, género, edad o discapacidad en lo que se refiere a sus prácticas de empleo, o al proveer servicios, actividades y programas educativos y vocacionales. Para mayor información respecto a la política de no discriminación del Distrito Escolar Independiente de Canutillo, favor de contactar a: Director Ejecutivo de Recursos Humanos, (915) 877-7423, 7965 Arcraft Rd., El Paso, TX 79932.



Canutillo Independent School District Donation Approval Form

Date of request: 11/22/13

School/Department: GES

On behalf of the CISD, I am asking that you approve the acceptance of the following items:

Donation Description	Quantity	Value
<u>Alamo Livestock Check # 7624</u>	<u>1</u>	<u>\$500</u>

Purpose of donation: Student Activity

Donor or Donor Organization Name: Alamo Livestock
Address, City, State & Zip Code: P.O. Box 13311 El Paso TX 79913

Check one:

- ☐ Non-monetary donation
☐ This donation will be recorded in the campus/department activity account
☒ This donation is for the benefit of the following club or team and will be recorded in their account if the donation is

Student Activity
Club Name

865.00-2195.00-105.00
Account Number

Sponsor's Signature _____

Date _____

Donation has been received and is pending approval

If yes, list Miscellaneous Receipt # 116659
Office

☒ Yes
☐ No

REQUESTER'S SIGNATURE: _____

Sheryl Maxson 11-22-13
Principal/Department Head Date

ACCEPTANCE APPROVAL: _____

Martha Ayon 12/2/13
Business Services Executive Director Date

IF ADDITIONAL APPROVALS ARE REQUIRED, PLEASE FORWARD TO:

Technology Approval:

(If required - All technology related items)

Executive Director of
School Resources _____
Date

Facilities Approval:

(If required - Building and grounds modifications/improvements)

Executive Director of Facilities _____
Date

AFTER ALL APPROVALS SEND:

Copy to Campus
Original to Finance Accountant

Property donated (and accepted) to the district becomes sole property of the district and cannot be returned to the donor. Donations made to the district or a campus activity account are tax-deductible. Donors should check with their tax-advisor for the donation's tax status when donating to a club or team.

Canutillo Independent School District

MASTER RECEIPT

DEPOSIT # _____

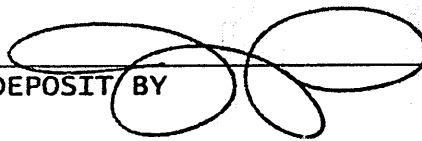
MASTER # 5789

SCHOOL Garcia Elem

DATE 11/22/13

AMOUNT \$ 500.00

OFFICE RECEIPT REFERENCE 16659

DEPOSIT BY 

POSTED _____
INITIAL & DATE

Canutillo Independent School District

Office Receipt

School Garcia Elem
Received From Alamo Livestock # 7624
(CHECK ONE) CASH _____ CHECK(S) ☒ BOTH _____

NO. 16659
Date 11/22/2013
\$ 500.00

FUNDRAISER # _____ TAX FREE DAY _____ TAX INCLUDED _____

MISC RECEIPT# _____ TICKET# _____

ACCT.	DESCRIPTION	AMOUNT
	<u>Donation for</u>	<u>500.00</u>
	<u>Student Activities</u>	
	<u>865.00.2195.00.105.00</u>	

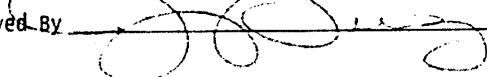
~~NO RECEIPT NO REFUND~~

(Please specify type when reporting a fund raising activity; i.e. candy, t-shirts, fund raiser # and whether tax-free)

NOTE: An original receipt must be presented for refund

If payment is made by check, a refund can only be issued after 10 working days after the check was deposited

Distribution: white copy to payer
yellow copy to finance w/master receipt
pink copy remains in the book for audit purposes

Received By 

DEPOSIT TICKET

11-24/1210 1147
4945202216

CANUTILLO INDEPENDENT SCHOOL DISTRICT
GARCIA ELEMENTARY SCHOOL
P O BOX 100
CANUTILLO, TX 79835-0100

DATE 11/22/13

DEPOSITS MAY NOT BE AVAILABLE FOR IMMEDIATE WITHDRAWAL
INCLUDE ADDING MACHINE TAPE LISTING.

	DOLLARS	CENTS
TOTAL CURRENCY		
TOTAL COIN		
TOTAL FOOD STAMPS		
LIST EACH CHECK		
1 Alamo	500	00
2 Livestock		
3		
4		
5		
6		
7		
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25		
26		
27		
28		
TOTAL FROM OTHER SIDE OR ATTACHED LIST		
PLEASE RE-ENTER TOTAL HERE	500	00

WELLS
FARGO
Wells Fargo Bank, N.A.
wellsfargo.com

FOR ACHIEVED DEPOSIT ONLY USE A VOIDED CHECK

B-8965

\$

TOTAL DEPOSIT

500.00

⑈10500080⑈ ⑆518200392⑆ 4945202216⑈

FOR SECURITY PURPOSES, THE FACE OF THIS DOCUMENT CONTAINS A COLORED BACKGROUND AND MICROPRINTING IN THE BORDER.



ALAMO LIVESTOCK

P.O. Box 1311
El Paso, TX 79913
(915) 497-2555 Tel.

WELLS
FARGO
Wells Fargo Bank, N.A.
El Paso, Texas
wellsfargo.com

88-6/1120

7624

DATE 11/22/2013

PAY TO THE
ORDER OF

GARCIA ELEMENTARY SCHOOL

\$ 500.00

Five Hundred Dollars and No Cents

DOLLARS

MEMO

SECURITY FEATURES INCLUDED. DETAILS ON BACK.

AUTHORIZED SIGNATURE

⑈7624⑈ ⑆112000066⑆5586074070⑈

[Signature]



Canutillo Independent School District Donation Approval Form

Date of request: 10-23-13

School/Department: JDE

On behalf of the CISD, I am asking that you approve the acceptance of the following items:

Donation Description	Quantity	Value
<u>CK. #107178</u>	<u>1</u>	<u>\$400.00</u>

Purpose of donation: 4th grade fundraiser

Donor or Donor Organization Name: Mission Chevrolet
Address, City, State & Zip Code: 1316 George Dieter
El Paso, TX 79926

Check one: ☐ Non-monetary donation
☐ This donation will be recorded in the campus/department activity account
☒ This donation is for the benefit of the following club or team
and will be recorded in their account if the donation is

Sock Hop 'Oldies But
Club Name Goodies
Maria Q. Flecha
Sponsor's Signature

103.07.01
Account Number
11-12-13
Date

Donation has been received and is pending approval
If yes, list Miscellaneous Receipt # 28053
OFFICE

☒ Yes
☐ No

REQUESTER'S SIGNATURE:

And. Jaz
Principal/Department Head
11/15/13
Date

ACCEPTANCE APPROVAL:

Martha Agu
Business Services Executive Director
11/19/13
Date

IF ADDITIONAL APPROVALS ARE REQUIRED, PLEASE FORWARD TO:

Technology Approval:

(If required - All technology related items)

Executive Director of
School Resources
Date

Facilities Approval:

(If required - Building and grounds modifications/improvements)

Executive Director of Facilities
Date

AFTER ALL APPROVALS SEND:

Copy to Campus
Original to Finance Accountant

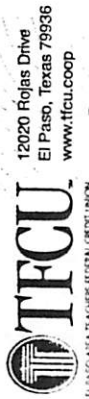
Property donated (and accepted) to the district becomes sole property of the district and cannot be returned to the donor
Donations made to the district or a campus activity account are tax-deductible. Donors should check with their tax-advisor
for the donation's tax status when donating to a club or team.

MARGIE RAMIREZ
P. O. BOX 1157 PH. 915-877-1928
CANUTILLO, TX 78835

2930

88-8103/3120

Pay to the Order of CISD Wellness Program \$ 1200
Twelve no/100 Dollars



12020 Rojas Drive
El Paso, Texas 79936
www.tfcu.coop

Prime Account

For T-Shirt Program

Margie Ramirez

⑆312081034⑆0005426280⑆02938

THE FACE OF THIS DOCUMENT HAS A COLORED BACKGROUND. IF WHITE, FALSI



PO Box 26488 • 1316 George Dieter
El Paso, Texas 79926
(915) 594-1700

Wells Fargo Bank Texas, N.A.
221 N. Kansas
El Paso, TX 79901
www.wellsfargo.com

88-6 433
1120

CHECK# 107178

107178

PAY **FOUR HUNDRED DOLLARS AND 00/100**

DATE AMOUNT

11/01/13 \$400.00

TO THE ORDER OF
JOSE RAMAN FLEMMENTARY SCHOOL
6300 STRAHAN RD
EL PASO TX 79932

VOID AFTER 90 DAYS

RECEIVED
DETAILS ON BACK

Margie Ramirez

⑆107178⑆ ⑆12000066⑆9330688574⑆



Canutillo Independent School District Donation Approval Form

RCVD NDU 15 2013 PM04:19

Date of request: 11/18/2013

School/Department: C & I

On behalf of the CISD, I am asking that you approve the acceptance of the following items:

Donation Description	Quantity	Value
Kagan event host four reward		\$400.00

Purpose of donation: Donation of Kagan products for hosting professional development on November 1 and November 2

Donor or Donor Organization Name: Kagan Professional Development

Address, City, State & Zip Code: P. O. Box 72008

San Clemente, CA 92673-2008

Check one:

☒ Non-monetary donation

☐ This donation will be recorded in the campus/department activity account

☐ This donation is for the benefit of the following club or team
and will be recorded in their account if the donation is

Club Name

Account Number

Sponsor's Signature

Date

Donation has been received and is pending approval

If yes, list Miscellaneous Receipt #

☐ Yes

☒ No

REQUESTER'S SIGNATURE:

Principal/Department Head

Date

ACCEPTANCE APPROVAL:

Business Services Executive Director

Date

IF ADDITIONAL APPROVALS ARE REQUIRED, PLEASE FORWARD TO:

Technology Approval:

(If required - All technology related items)

Executive Director of
School Resources

Date

Facilities Approval:

(If required - Building and grounds modifications/improvements)

Executive Director of Facilities

Date

AFTER ALL APPROVALS SEND:

**Copy to Campus
Original to Finance Accountant**

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Kagan Publishing • P.O. Box 72008 • San Clemente, CA 92673-2008
Toll Free: 1 (800) 933-2667 • Local & Int'l. (949) 545-6300
Fax: (949) 545-6301 • E-Mail: Orders@KaganOnline.com
Web: www.KaganOnline.com

Please fill in all information. Print legibly.

Name _____

Address

City _____

State Zip

Hm. Phone ()

Hm. E-Mail

School or District Canutillo ISD

Address P.O. Box 100

City Cannotti 110

State TX Zip 79835

Sch. Phone 915.1877-7486

Sch. E-Mail ia.simone@panofilio

Sch. Fax ⁹¹⁵-⁸⁷⁷-7470 1501.0

Grade _____ Title Encl. Dev. Chron

☐ Don't add me to your E-mail list

Ship to: ☐ Home ☒ School

Bill to: ☐ Home ☐ School

Other: _____

U.S. funds only. No cash please.

☐ Check # _____ (Payable to Kagan Publishing.)☐ Purchase Order # _____ (Must be attached.)

<input type="checkbox"/> Credit Card No.	Expiration Date		
--	-----------------	--	--

Authorized Signature Required

Subtotal	Econ.	2nd Day	Next Day	HI, AK, CAN*
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\$10-\$24	\$5	\$10	\$18	\$9
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\$25-\$49	\$6	\$12	\$21	\$14
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\$50-\$74	\$8	\$15	\$24	\$19
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\$50-\$74	\$8	\$13	\$24	\$17
\$75-\$99	\$9	\$17	\$27	\$24

\$100-\$199	\$11	\$21	\$30	\$28
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\$100-\$199	\$11	\$21	\$30	\$29
\$200-\$299	10%	13%	18%	15%

* Economy: Prices allow 2-3 weeks for delivery.

- **Rush Orders:** Orders must be received by noon M–Th, 9:00 am on Fri (PST).

* **Hawaii, Alaska, Canada:** Please allow approximately 2-4 weeks for delivery. For rush orders please call, fax, or e-mail for rates.

- **International:** Please call, fax, or e-mail for rates.

If you need more room, please photocopy this form or attach another sheet of paper.

Subtotal (360.00)
(\$10 Minimum Order)

Shipping & Handling 40.00

Subtotal 400.00

Tax/GST
 applicable tax rate. ☒

(California add 8%. Illinois add applicable tax rate.
Canada add 5% GST, plus PST)
(No tax outside California, Illinois, and Canada)

TOTAL	400.00
-------	--------

www.KaganOnline.com ^{TOTAL}

Canutillo Independent School District
A/P
PO Box 440
Canutillo, TX 79835



FEIN: 33-0593901

Host Bonus Statement

Send Correspondence & Remittance to:
Kagan Professional Development
P.O. Box 72008
San Clemente, CA 92673-2008
1-800 CO-OP LRN * (800) 266-7576
(949) 545-6333 * Fax (949) 545-6334

Host bonus must be used within 30 days of receipt of this memo and processed as one order.

Only Kagan produced items qualify. Please exclude items beginning with "D" because these are not Kagan produced items.

Be sure to include shipping charges in your order. Shipping will be 10% of the order subtotal. In addition, sales tax / GST will be added, if applicable. If your order totals more than your host bonus, please provide payment with this order in the form of a check, credit card, or purchase order.

Thank you for supporting Kagan, we look forward to working with you again in the future!

Account No.	Date Printed	Invoiced By	Page
3920	11-12-2013	Kimberly	1
Balance forward from 9-13-2013			\$0.00
11-7-2013	This is not a HB for Event 15290, STB Tour Rewards - Voided this \$400.00 HB		\$0.00
11-12-2013	Credit memo from Event 15290, November 1, 2013 El Paso, TX, Vern M. Tour reward to be used toward purchase of Kagan products.		\$400.00
Ending Balance			\$400.00

12-13- emailed



Canutillo Independent School District
Donation Approval Form

RCVD NOV 01 2013 PM 12:21

Date of request: 10-31-2013

School/Department: JOSE DAMIAN ELEMENTARY

On behalf of the CISD, I am asking that you approve the acceptance of the following items:

Donation Description	Quantity	Value
<u>WINTER COAT - BOYS</u>	<u>1</u>	<u>\$24.99</u>

Purpose of donation: To provide a coat to a child in need for the winter

Donor or Donor Organization Name: Amanda Dixon

Address, City, State & Zip Code: 6669 Canbana Del Sol
EL PASO, TX 79911

Check one:

- ☒ Non-monetary donation
☐ This donation will be recorded in the campus/department activity account
☐ This donation is for the benefit of the following club or team and will be recorded in their account if the donation is

Club Name

Account Number

Sponsor's Signature

Date

Donation has been received and is pending approval

If yes, list Miscellaneous Receipt #

☐ Yes
☐ No

REQUESTER'S SIGNATURE:

Principal/Department Head

Date

ACCEPTANCE APPROVAL:

Business Services Executive Director

Date

IF ADDITIONAL APPROVALS ARE REQUIRED, PLEASE FORWARD TO:

Technology Approval:

(If required - All technology related items)

Executive Director of
School Resources

Date

Facilities Approval:

(If required - Building and grounds modifications/improvements)

Executive Director of Facilities

Date

AFTER ALL APPROVALS SEND:

Copy to Campus
Original to Finance Accountant

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Canutillo Independent School District Donation Approval Form

Date of request: 11/19/2013

School/Department: CHS/Dance

On behalf of the CISD, I am asking that you approve the acceptance of the following items:

Donation Description	Quantity	Value
water bottles	98	<u>approx \$12.00</u>

Purpose of donation: in order to fundraise with the bottles for a profit

Donor or Donor Organization Name: Primetime Advertising
Address, City, State & Zip Code: PO Box 200548
Arlington, 76006

Check one:

- ☒ Non-monetary donation
☐ This donation will be recorded in the campus/department activity account
☐ This donation is for the benefit of the following club or team and will be recorded in their account if the donation is

Bodies in Motion
Club Name

001.32
Account Number

[Signature]
Sponsor's Signature

11/19/2013
Date

Donation has been received and is pending approval

If yes, list Miscellaneous Receipt #

☐ Yes
☐ No

REQUESTER'S SIGNATURE:

[Signature]
Principal/Department Head Date

ACCEPTANCE APPROVAL:

[Signature]
Business Services Executive Director Date

IF ADDITIONAL APPROVALS ARE REQUIRED, PLEASE FORWARD TO:

Technology Approval:

(If required - All technology related items)

Executive Director of
School Resources Date

Facilities Approval:

(If required - Building and grounds modifications/improvements)

Executive Director of Facilities Date

AFTER ALL APPROVALS SEND:

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Canutillo Independent School District Donation Approval Form

Date of request: 11/21/13

School/Department: SPED

On behalf of the CISD, I am asking that you approve the acceptance of the following items:

Donation Description	Quantity	Value
<u>Cash</u>	<u>\$5.00</u>	<u>\$5.00</u>

Purpose of donation: LifeSkills donation

Donor or Donor Organization Name: Gonzalo Quinonez
Address, City, State & Zip Code: _____

Check one:

- ☐ Non-monetary donation
☐ This donation will be recorded in the campus/department activity account
☒ This donation is for the benefit of the following club or team and will be recorded in their account if the donation is

LifeSkills
Club Name

73
Account Number

[Signature]
Sponsor's Signature

11/21/13
Date

Donation has been received and is pending approval

If yes, list Miscellaneous Receipt # 28953

☒ Yes
☐ No

REQUESTER'S SIGNATURE:

[Signature]
Principal/Department Head

12/3/13
Date

ACCEPTANCE APPROVAL:

[Signature]
Business Services Executive Director

12/4/13
Date

IF ADDITIONAL APPROVALS ARE REQUIRED, PLEASE FORWARD TO:

Technology Approval:

(If required - All technology related items)

Executive Director of
School Resources

Date

Facilities Approval:

(If required - Building and grounds modifications/improvements)

Executive Director of Facilities

Date

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Canutillo Independent School District Donation Approval Form

Date of request: 11/21/13

School/Department: Jose Damian Elementary

On behalf of the CISD, I am asking that you approve the acceptance of the following items:

Donation Description	Quantity	Value
Material Cubbies for classroom chairs	24	100.00
Apple iPad 2 16 GB	1	399.99
Survivor - iPad Cover Protection	1	79.99
1 year Warranty for iPad		79.99
Tax		46.20

706.17

Purpose of donation: Cubbies will help students reduce the amount of weight they carry in their backpacks. The Apple iPad will help students reinforce their learning through reading, math, and science applications.

Donor or Donor Organization Name: Rachel P. Gutierrez

Address, City, State & Zip Code: 2620 Samoa Dr

El Paso, TX 79925

915 598-9222 Home #

915 497-2155 cell #

Check one:

- ☒ Non-monetary donation
☐ This donation will be recorded in the campus/department activity account
☐ This donation is for the benefit of the following club or team and will be recorded in their account if the donation is

Club Name

Account Number

Sponsor's Signature

Date

Donation has been received and is pending approval

If yes, list Miscellaneous Receipt #

☒ Yes

☐ No

REQUESTER'S SIGNATURE:

Principal/Department Head

Date

ACCEPTANCE APPROVAL:

Business Services Executive Director

Date

IF ADDITIONAL APPROVALS ARE REQUIRED, PLEASE FORWARD TO:

Technology Approval:

(If required - All technology related items)

Executive Director of
School Resources

Date

Facilities Approval:

(If required - Building and grounds modifications/improvements)

Executive Director of Facilities

Date

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