



Gregory-Portland Independent School District

BOARD MEMORANDUM

TO: DR. MICHELLE CAVAZOS

FROM: DR. ISMAEL GONZALEZ III

CC: BOARD OF TRUSTEES
DEBORAH GARZA
MICHAEL THIEME
DR. MICHAEL NORRIS
PENNY ARMSTRONG
BRITTANY SOLIZ-SANDOVAL

DATE: Monday, November 13, 2025

SUBJECT: Consider Approval to Carry Forward and Re-Appropriate 2024-2025
Encumbrances & Fund Commitments into Fiscal Year 2025-2026

PRIORITIES

PRIORITY 1: EXCEPTIONAL STUDENT PERFORMANCE

N/A

PRIORITY 2: HIGH PERFORMING AND ENGAGED WORKFORCE

N/A

PRIORITY 3: QUALITY SERVICE AND IMPACTFUL COMMUNITY ENGAGEMENT

N/A

PRIORITY 4: EFFICIENT AND EFFECTIVE DISTRICT AND CAMPUS OPERATIONS

4.1 Maintain operational compliance and internal system audits

BACKGROUND INFORMATION:

Type: Consent

In accordance with TEA Financial Accountability System Resource Guide (FASRG) and with generally accepted accounting principles, funds that are obligated through issuance of a purchase order or a funds commitment, but are not expended at year-end, may be carried forward to the next fiscal year. This requires approval by the Board of Trustees, since these funds must actually be appropriated into the

new budget year. Such encumbered and committed funds will be presented to the Board for approval by fund and function at the fall 2025 Board meeting. As part of the year-end process, fund balance accounts will be adjusted to reflect the appropriate balances required to meet district obligations.

RECOMMENDATION:

I request that the Board of Trustees consider approval of the Carry Forward and Re-Appropriation of the 2024-2025 Encumbrances & Fund Commitments into Fiscal Year 2025-2026.

FINANCIAL IMPACT AMOUNT AND FUNDING SOURCE (IF APPLICABLE):

General Fund total budget increase \$5,815,955.62

Food Service total budget increase \$2,900.80

BOARD RELATED POLICY:

N/A

ACTION ITEM SUGGESTED MOTION (if applicable):

N/A