



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: CHILD EVANGELISM FELLOWSHIP OF WEST TEXAS
DATE: FEBRUARY 8, 2024

Canutillo ISD has received a facilities request form from the Child Evangelism Fellowship of West Texas-Rio Grande Chapter requesting use of a room at Bill Childress Elementary School for after school Good News Club, grades 1-5. 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

P: (915) 877-7481
F: (915) 877-7522
canutillo-isd.org



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

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: Sheryl C. Maxsom, PhD
Address: 533 La Cantera Dr Email: smaxsom@elp,rr.com
Telephone #: 915-549-2794 Date of Application: 2-5-24
Organization: Child Evangelism Fellowship Rio Grande Chapter
Address: _____
Position of Applicant: Chapter Board Member

Indicate length of time you are planning to use facilities:

Tuesdays
Date(s): 3/21-4/25/2024 Time: From 3:15 To 4:45

Type of facility requested: Any Room Available Location/campus: Bill Childress Elem

Purpose for use of facilities: Good News Club

Number of Participants: 20 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.

Sheryl C. Maxsom, PhD Board Member 2-5-24
Applicant Signature Title Date

Approved by Principal or Designee: [Signature] Title Principal Date 2/8/24

Custodial Services Required:

Facilities & Transportation Division - Lead Custodian Signature Date

Associate Superintendent's Approval

Date 2/8/24

Board Approved: Yes No Date