



San Elizario ISD  
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## MEMORANDUM

**To:** Members of the Board of Trustees  
**From:** Elizabeth Perez, Chief Financial Officer  
**Subject:** Financial Reports – Budget Amendment  
**Date:** October 15, 2025

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**HISTORY:** The District's 2025-2026 budget was officially approved at the June 18, 2025 special Board meeting.

**RATIONALE:** In accordance with CE(LOCAL), the Board shall approve amendments to the budget when a change is made increasing any one of the functional spending categories or increasing revenue object accounts and other resources. The purpose of this agenda item is to amend revenues and expenditures in the following areas:

- **Instructional Materials**
  - **Function 11 (Instruction):** To increase function 11 by \$20,659.37 to pay for math instructional materials PO 53544 received in FY 2026. Should reimbursement not be provided by the state, the expense will be funded through fund balance.
- **Intersession Tutoring and Support**
  - **Function 31 (Guidance, Counseling and Evaluation):** To decrease function 31 by \$31,949 to pay for intersession.
  - **Function 11 (Instruction):** To increase function 11 by \$28,619 to pay for intersession tutoring.
  - **Function 34 (Transportation):** To increase function 34 by \$1,669 to pay for intersession transportation.
  - **Function 52 (Security):** To increase function 52 by \$1,660.57 to pay for bus monitors and security during intersession.
  - **Function 35 (Food Service):** To increase function 35 by \$905 to pay for food service during intersession.
- **Technology Equipment**
  - **Function 13 (Curriculum Development & Instructional Staff Development):** To decrease function 13 by \$8,000 to purchase technology equipment and account for costs in correct function code.
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- **Function 11 (Instruction):** To increase function 11 by \$8,000 to purchase technology equipment and account for costs in correct function code.
- **Food Purchases**
  - **Function 12 (Instructional Resources & Media):** To decrease function 12 by \$1,500 to cover food purchases and account for costs in correct function code.
  - **Function 11 (Instruction):** To increase function 11 by \$1,500 to cover food purchases and account for costs in correct function code.
- **GT Testing**
  - **Function 13 (Curriculum Development & Instructional Staff Development):** To decrease function 13 by \$4,947 to pay for GT testing and account for costs in correct function code.
  - **Function 31 (Guidance, Counseling and Evaluation):** To increase function 31 by \$4,947 to pay for GT testing and account for costs in correct function code.
- **AP Testing**
  - **Function 11 (Instruction):** To decrease function 11 by \$9,192 to pay for AP testing and account for costs in correct function code.
  - **Function 31 (Guidance, Counseling and Evaluation):** To increase function 31 by \$9,192 to pay for AP testing and account for costs in correct function code.

**BUDGET:** The proposed budget amendment can be seen in the attachment enclosed.

**ADMINISTRATIVE RECOMMENDATION:** The administrative recommendation is to approve the budget amendment as presented.

**For Approval?** ☒ Yes ☐ No

**If no, please check one:** ☐ Presentation ☐ Report ☐ Information

**Please check if applicable:** ☒ Attachment Included

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A Proud Community of Champions – Soaring to Excellence!