



Canutillo Independent School District

7710 Cap Carter Rd.
Canutillo, TX 79835

Mailing Address: PO Box 100
Canutillo, Texas 79835

(915) 727-1555

dpadilla@canutillo-isd.org

Dominic Padilla

Executive Director

Facilities and Transportation

Date: February 3, 2014
To: Canutillo ISD Board of Trustees
From: Dominic Padilla, Executive Director of Facilities and Transportation
Subject: Marquee Funds for Administration Office Space

As stated in Board Policy CH (Local), any purchase that costs or aggregates to a cost of \$10,000 or more shall require Board approval before a transaction may take place. This item is to consider the reallocation of funds within to marquee budget for its utilization toward construction of new offices at CISD Central Office.

The Board of Trustees has previously approved the allocation of \$200,000 from Fund Balance toward the purchase of 3 marquees for Alderete Middle School, Canutillo Middle School and Canutillo High School. As you know, funds have been approved by the Board for the purchase and installation of marquees at AMS and CMS and a balance of \$125,074.46 remains within that account.

Due to recent hiring of new personnel at CISD Central Office there is a current demand for additional office space.

ADMINISTRATIVE RECOMMENDATION

It is Administrations' recommendation that a portion of funds from the marquee account be utilized for the construction of office space needed to meet the demand of our personnel at Central Office.

Account: 199.51.6639.00.999.99

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