

Board of Trustees

Meeting Date: September 29, 2025

Executive Summary of Board Agenda Item

Subject/Title for Agenda Posting: Board Acceptance of the August 2025 Donations Report

Justification Statement: Presentation for your review and acceptance of the August 2025 Donations Report

Purpose of Agenda Item:

☐ Information ☒ Discussion

☐ Action

Item Type:

☐ Curriculum & Instruction

☐ Human Resources

☐ Business Services

Staff Responsible:

Cristina Purley

Signature of Requester(s)

Signature of Presenter(s)

Business Services Approval (Initials)

Date

Agenda Summary:

The Financial Services Departments presents the following donations reported to Finance in August 2025

RECOMMENDATION: Administration recommends that the Board accept the August 2025 Donation Report as presented.

PRIOR BOARD ACTION:

AWARDED:

AWARDED AMOUNT:

AMOUNT(S):

ACCOUNT NO(S):

PROCUREMENT METHOD TYPE: (3 Quotes, Cooperative Contract Quotes, Sole Source, Formal Bid)

REQUESTING DEPARTMENT:

CONSEQUENCES OF NON-APPROVAL:

IMPLEMENTATION TIMELINE:

ATTACHMENT(S): August 2025 Donations Report



This report includes ALL donation reported to Finance in June, 2024

This report includes ALL donation reported to Finance in June, 2024



Canutillo Independent School District
Donation Approval Form

EXHIBIT R

Date of request: Aug. 7, 25 School/ Department: RES
On behalf of the CISD, I am asking that you approve the acceptance of the following items

Donation Description	Quantity	Value
2024 Road Across America Jeans		\$90

Purpose of donation: Teacher Appreciation/Incentives

Donor or Donor Organization Name: Normal's Designs
Address, City, State & Zip Code: 6814 First St
Canutillo, Tx. 79835

- 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 monetary in nature

Normal's Designs 461.00.5755.18.106.00
Account Number
Aug 7, 25
Date

Donation has been received and is pending approval ☐ Yes
If yes list Miscellaneous Receipt # ☐ No

REQUESTER'S SIGNATURE

Principal/Department Head Date
 9/17/25
Financial Services Director Date

ACCEPTANCE
APPROVAL:

IF ADDITIONAL APPROVALS ARE REQUIRED PLEASE FORWARD TO:

Technology Approval:

Director of Student Date
Activities

Facilities Approval:

Executive Director of Facilities Date

AFTER ALL APPROVALS SEND

Copy to Campus
Copy to Accountant • Asset Management
Original to Board of Trustees for Approval

Property donated and accepted by the district becomes the property of the district and cannot be returned to the donor.
Donations made to the district in a non-monetary activity account are non-deductible. Donors should check with their tax advisor
for the tax-deductibility when donating to a club or team.

IRMAS DESIGNS
6874 FIRST ST
CANUTILLO, TX 79835-5417

WELLS FARGO BANK, NA
MINNEAPOLIS, MN 55479

0000437416

DATE 07/23/2025

PAY Ninety and 0/100 Dollars

\$ ****90.00

TO THE ORDER OF

REYES ELEMENTARY SCHOOL
PO BOX 100
CANUTILLO, TX 79835-0100

001186-1 T4 P2



Memo: Donation 2024 Read Across America Tees



Tim Murphy

⑈0000437416⑈ ⑆121000248⑆127376317⑈

Bill payment

437416

From Irma's Designs

Bill amount \$90.00

Memo Donation: 2024 Read Across America Tees

Message Dear Reyes Elementary School, Thank you for partnering with us on the Read Across America tee fundraiser in 2024! Please accept the enclosed check as a donation from the proceeds. Thanks, Irma Barraza

Square



0001186-0 may only be deposited once. For any issues with your check, contact Square Support at (855) 700-6000.



Canutillo Independent School District
Donation Approval Form

EXHIBIT R

Date of request: 5 Sept 2025 School/ Department: All

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

Donation Description	Quantity	Value
10 COMMANDMENTS Posters	360	\$270.00

Purpose of donation: Per SB #10 LAW

Donor or Donor Organization Name: Jerry Grema
Address, City, State & Zip Code: 231 Zinc Dr
Vinton TX 79821

- 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 monetary in nature

Club Name _____
Sponsor's Signature Jerry Grema

Account Number _____
Date 5 Sept 2025

Donation has been received and is pending approval ☐ Yes
If yes, list Miscellaneous Receipt # _____ ☐ No

REQUESTER'S SIGNATURE:

Principal/Department Head _____ Date _____
Czy 9/17/25
Financial Services Director _____ Date _____

ACCEPTANCE
APPROVAL:

IF ADDITIONAL APPROVALS ARE REQUIRED, PLEASE FORWARD TO:

Technology Approval:

(If required - All technology related items)

Director of School Resources _____ Date _____

Facilities Approval:

(If required - Building and grounds modification/improvements)

Executive Director of Facilities _____ Date _____

AFTER ALL APPROVALS SEND:

Copy to Campus
Copy to Accountant • Asset Management
Original to Board of Trustees for Approval

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.

Packing Slip



MILLION VOICES

Order# **4933523**
Order Date **9/2/2025**
Ref. Number **IGNITE-272-4-2**
Vendor #

Customer# **1206**
CustPO#
Shipped Via
Mode

Jerry Guerra
Ship To:
231 Zinc Dr.
Vinton, , TX 79821
US

Jerry Guerra
Bill To:
231 Zinc Dr.
Vinton, TX 79821
US

SKU	Description	Location	Quantity	Unit	Dim. Qty	Dim. UOM	Cu Ft	Lbs
TX1	TC Poster - Texas Version	B07 03A 04	9.00	Each	9.00	Each	4.51	36.00
			9.00		9.00		4.51	36.00

Notes :