



OFFICE OF THE ASSOCIATE SUPERINTENDENT

#BestSmallDistrictinTexas

MEMORANDUM

TO: BOARD OF TRUSTEES AND SUPERINTENDENT BORREGO
FROM: DR. DEBRA Y. KERNEY, ASSOCIATE SUPERINTENDENT
SUBJECT: FACILITY REQUEST FORM: CENTRAL CANUTILLO CHRISTIAN CONGREGATION OF
JEHOVAH'S WITNESSES
DATE: FEBRUARY 2, 2026

Canutillo ISD has received a facility request form from the Central Canutillo Christian Congregation of Jehovah's Witnesses requesting use of the cafeteria at Canutillo Middle School for a Religious Memorial of Jesus' Death on Thursday, April 2, 2026. 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



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

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

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

Name: Paul R. Estrada
 Address: 301 E. Borderland rd spc 52 El Paso TX 79932 Email: paestrada15@gmail.com
 Telephone #: 915-777-7787 Date of Application: 12/20/25
 Organization (include specific sport if applicable): Central Canutillo Christian Congregation of Jehovah's Witnesses
 Address: 6255 Strahan rd El Paso TX 79932

Please indicate what you are requesting:

Date(s): 4/02/2026 Times: From 5:00pm To 9:30pm
 Type of facility requested: Cafeteria Preferred Locations/Campuses: Canutillo Middle School
 Purpose for use of facilities: Religious: Memorial of Jesus Death

Number of Participants: 250 Percentage of Participants CISD students/taxpayers (required): unknown
(Programs with higher CISD participation receive full priority scheduling until 21 calendar days prior to initial event. Other groups may be canceled/rescheduled in fulfillment of requirement prior to the 21-day deadline. Further, CISD retains the right to cancel any group at any time per Superintendent and/or Board action regarding this CISD participation priority guideline.)

Food be sold: Yes ___ No x Entry Fee for this event: Yes ___ No x

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/Regulations for use of Canutillo ISD building facilities and I will abide by these rules/regulations. I assume responsibility for the proper care of these facilities.

Paul R. Estrada Congregation Elder/Minister 12/20/25
 Applicant signature Title Date

Approved by Principal or Designee <u>Andres Es</u>	Title <u>PRINCIPAL</u>	Date <u>1/15/26</u>
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Custodial Services Y N Utilities Y N Security Y N POSSIBLY

I will let custodial know

Approval Signature/Title if Custodial Services etc Waived:

Facilities & Trans. Division - Campus/Facility Lead Custodian Signature Date

Resources/Compliance Supervisor Signature Date

CFO Approval Signature [Signature] Date 1/21/26

Comments: MY CUSTODIANS WORK REGULAR SHIFT THIS DAY. THEY WILL DO THEIR DUTIES AND STAY TO ASSIST EVENT.