



**MINUTES**  
CANUTILLO INDEPENDENT SCHOOL DISTRICT  
Regular Meeting of the Board of Trustees  
October 22, 2013

DRAFT

**Present:** Mr. Armando Rodriguez, President  
Mrs. Leticia Gonzalez, Vice President  
Mrs. Patricia Mendoza, Secretary  
Mr. Sergio Coronado, Member  
Mr. Adrian Medina, Member  
Mrs. Rachel Quintana, Member  
Mrs. Laure Searls, Member

**1. GENERAL FUNCTIONS**

**A. Call to Order**

The meeting was called to order at 6:06pm by Board President Armando Rodriguez.

**B. Roll Call**

All board members were present except Adrian Medina who arrived at 6:11pm.

**C. Moment of Silence**

A moment of silence was observed in remembrance of Canutillo community member Arthur Lee Daniel.

**D. Pledge of Allegiance**

The pledge of allegiance was led by students from Alderete Middle School.

**E. Texas Pledge of Allegiance**

The Texas Pledge of Allegiance was led by students from Alderete Middle School.

**F. CISD Mission & Vision Statements**

The CISD Mission and Vision Statements were read aloud by Patricia Mendoza and Leticia Gonzalez.

**2. SPECIAL PRESENTATIONS**

- A. Garcia Elementary student Julia Hoover, a second grader, read aloud her composition regarding citizenship.
- B. Alderete Middle School students gave a performance they created as part of their assignment to write a play with two acts or scenes.
- C. ArcelorMittal representative Penny Ledesma presented the district with a check in the amount of \$10,000 for the purchase of tablets for Davenport, Childress and Canutillo elementary schools.

**3. BOARD HONORS**

- A. Deborah Gonzalez was recognized for being awarded the Mentor Teacher Award at UTEP's 9<sup>th</sup> Annual ABC Conference
- B. Campus principals were recognized as part of Principal's Month.
- C. Staff from Human Resources was recognized as part of Texas Education Human Resources.

**4. OPEN FOURM**

Stephanie Frieze, cheerleader parent and spokesperson for several other cheerleader parents, expressed concerns regarding the recent purchase of cheerleading uniforms by the school district utilizing district funds along with a donation from former board member Mr. Arellano.

**5. PUBLIC HEARING – Financial Integrity Rating System (FIRST)**

Martha Aguirre, Executive Director of Financial Services, presented the district's 2011-12 FIRST report and reviewed each of the 20 Indicators:

**1. Total fund balance less reserves was greater than zero**

*Fund Balance = \$14,532,587*

**2. Total unrestricted net assets balance in the statement of net assets was greater than zero**

*Unrestricted net asset balance = \$18,726,349*

**3. There were no disclosures in the annual financial report concerning default on bonded indebtedness obligations**

*Passed*

**4. The annual financial report was filed within one month after November 27, 2012 deadline**

*Yes, date received by TEA was December 4, 2012*

**5. The external auditors issued an unqualified opinion in the annual financial report**

*Yes, CISD received a clean audit*

**6. The annual financial report did not disclose any instance of material weakness in internal controls**

*None found*

**7. The district's three-year average percent of total tax collections (including delinquent) was greater than 98%**

*CISD = 99%*

**8. The PEIMS data was accurately reflected (aggregate variance less than 3 %) in the Annual Financial Report**

*CISD = 0%*

**9. Debt-related expenditures (net of IFA & EDA allotment) were less than \$350 per student**

*Debt-related expenditures per student = \$684*

*District 5-year percent change = 6.7%*

*District taxes per penny of tax effort = \$144,675*

**10. There was no disclosure in the annual audit report of material non-compliance**

*None found*

**11. The district received full accreditation status in relation to financial management practices**

*CISD received full accreditation*

**12. The aggregate of budgeted expenditures and other uses was less than the aggregate of total revenues, other resources and fund balance in the general fund**

*Aggregate expenditures and other uses = less by \$12,633,707*

**13. The district's construction projects were adequately financed to avoid creating a deficit fund balance**

*Aggregate FB in General Fund & Capital Projects Fund = \$43,131,762*

**14. The ratio of cash and investments to deferred revenues (excluding net delinquent taxes) in the general fund was greater than or equal to 1:1**

*Ratio of cash and investments to deferred revenues = 8.57:1*

**15. The administrative cost ratio was less than the threshold ratio**

*CISD Ratio = 12.6%*

**16. The ratio of students to teachers was within the range according to district size**

*CISD Ratio = 16.36%*

*# of Students = 5,995*

*# of FTE Teachers = 366*

**17. The ratio of students to total staff was within the ranges according to district size**

*CISD Ratio = 7.3%*

*# of Students = 5,995*

*# of FTE Teachers = 822*

**18. The decrease in undesignated unreserved fund balance was less than 20% over the last two fiscal years**

*FY10 Balance = \$5,045,692*

*FY11 Balance = \$10,859,531*

*FY12 Balance = \$11,127,532*

*FY10 Balance @ 80% = \$4,036,554*

**19. The aggregate total of cash and investments in the general fund was more than \$0**

*Total cash and investments = \$14,379,120*

**20. The investment earnings in all funds meet or exceed the three-month treasury bill rate**

*Investment earnings = 20.3%*

*3-month treasury bill rate = 4%*

Canutillo ISD received 63 of 64 for a rating of Above Standard Achievement

After the presentation of the FIRST report, the public was invited to provide comment. No one commented.

**6. BOARD OF TRUSTEES BUSINESS**

**A. Discussion and possible action regarding superintendent evaluation and evaluation wheel**

No action was taken. The board will meet with Dr. Galaviz at a special board meeting (possibly on November 4<sup>th</sup>) to discuss the evaluation process as well as the evaluation instrument to be used.

**B. Finance/Audit/Facilities/Planning Committee meeting report for October 9, 2013**

Sergio Coronado reviewed the minutes of the October 9<sup>th</sup> committee meeting.

**C. Policy/Instruction/Personnel/Student Services Committee meeting report of October 15, 2013**

Leticia Gonzalez reviewed the minutes of the October 15<sup>th</sup> committee meeting

**7. CONSENT AGENDA**

**A. Board Meeting Minutes**

**1. September 17, 2013**

**2. October 7, 2013**

**B. Attendance, Financials and Warrant List in the amount of \$3,911,197.49 for September 1-30, 2013**

- C. Budget Amendments**
- D. Acceptance of Donations**
- E. Second reading of BE(Local) Board Meetings**
- F. Special Education Report Regarding Operating Guidelines and Staff Handbook**
- G. Limited English Proficient (LEP) Report**
- H. Credit by Examination Update**
- I. 2013-14 Campus Objectives**
- J. Submission of Grants**  
*School Garden Program*
- K. Compensatory Education Home Instruction Waiver**
- L. Instructional Materials Allotment Committee (Proclamation 2014)**
- M. New Position – CTE Secretary**
- N. Gifted and Talented Supplemental Pay (GT Certified)**
- O. Public Use Facility Ordinance from City of El Paso**
- P. Purchase of District-Wide Web Filtering and Licensing**  
*Purchase from MicroShare, Inc. in the total amount of \$23,633.15*
- Q. Purchase of Adobe Education Enterprise Agreement**  
*Purchase from SHI Government Solutions in the total amount of \$16,468.80*
- R. Kids Excel of El Paso, Inc. Agreement**
- S. Purchase of Time Clocks and Badges**  
*Purchase of 45 Synel time clocks and 1,500 proximity badges from Prologic Technology Systems, Inc. in the total amount of \$65,910*
- T. Purchase of eleven (11) Apple iMac Computers**  
*Purchase for CTE Program at Canutillo High School from Apple Inc. in the total amount of \$35,200*
- U. Award of RFP 13-09 Web-Based ARD Automation for IEP**  
*Award of RFP 13-09 for web-based ARD automation for IEP to ESPED, Inc. in the total amount of \$39,270*

Adrian Medina requested items 7D and 7E be withdrawn from the consent agenda and Sergio Coronado requested item 7F be withdrawn from the consent agenda for separate discussion and consideration.

It was moved by Laure Searls, seconded by Patricia Mendoza and carried unanimously to approve all items under the consent agenda except 7D, 7E and 7F.

**Item 7D – Acceptance of Donations**

Discussion took place regarding district acknowledgement of donations. It was moved by Adrian Medina, seconded by Leticia Gonzalez and carried unanimously to approve the acceptance of donations as presented.

**7E – Second Reading of BE(Local) Board Meetings**

Discussion took place regarding the desired movement of regular board meetings from the third Tuesday of the month to the fourth Wednesday of the month. It was moved by Sergio Coronado and seconded by Leticia Gonzalez to move the regular board meetings from the third Tuesday of the month to the fourth Wednesday of the month with the exception of November and December. The motion failed with Sergio Coronado, Patricia Mendoza and Armando Rodriguez voting aye and Leticia Gonzalez, Adrian Medina, Rachel Quintana and Laure Searls voting no.

**7F – Special Education Report Regarding Operating Guidelines and Staff Handbook**

Discussion took place regarding the board's desire to have a special education report presented to them annually in conjunction with the Limited English Proficient report. It was

**8. NEW BUSINESS**

**A. Discussion and possible action regarding district organizational chart**

It was moved by Patricia Mendoza, seconded by Laure Searls and carried unanimously to approve the district organizational chart as presented by the superintendent noting that the Executive Director of Technology should be changed to Director of Technology and the Testing Coordinator does not report to the public information office.

## **9. EXECUTIVE SESSION**

The meeting was closed at 8:28pm under *Texas Government Code* Sections 551.071, 551.072 and 551.074 for:

- A. Discussion regarding potential purchase of real property
- B. Discussion regarding proposal to suspend Marc Abeyta without pay for good cause pending final decision on discharge from employment
- C. Discussion with legal counsel to address options related to HB 343 including process for requesting AG opinion and potential litigation.

The meeting reconvened into open session at 10:23pm.

## **10. NEW BUSINESS**

### **A. Discussion and possible action regarding decision to enter into real estate contract for the purchase of real property and approval of a resolution regarding the same**

It was moved by Laure Searls, seconded by Sergio Coronado and carried unanimously to approve the superintendent and legal counsel to move forward to complete the sales agreement and resolution for the purchase of the Lions land subject to the completion of due diligence which ends on November 1, 2013.

It was moved by Laure Searls, seconded by Rachel Quintana and carried unanimously to approve the superintendent and legal counsel to move forward to complete the sales agreement and resolution for the purchase of the Escobar land subject to completion of due diligence which ends on November 1, 2013.

### **B. Discussion and possible action regarding proposal to suspend Marc Abeyta without pay for good cause pending final decision on discharge from employment**

It was moved by Sergio Coronado, seconded by Laure Searls and carried unanimously to approve the proposal to suspend Marc Abeyta without pay for good cause pending the final decision on discharge from employment.

### **C. Discussion and possible action to address options related to HB 343 including request for Attorney General opinion and potential litigation**

It was moved by Sergio Coronado and seconded by Patricia Mendoza to direct administration and legal counsel to request an opinion from the Attorney General regarding the legality and constitutionality of House Bill 343. Mr. Coronado amended his motion and Mrs. Mendoza amended her second to include investigating the possibility of moving forward with litigation. The amended motion and seconded carried unanimously.

## **11. ADJOURNMENT**

The meeting adjourned at 10:30pm by unanimous consent.

Presented to the Board of Trustees for approval on November 19, 2013

*These minutes reflect all agenda items in the order as originally posted and do not necessarily reflect the order in which the items were discussed.*