



Canutillo Independent School District

7965 Artcraft Rd.

Mailing Address P.O. Box 100

El Paso, TX 79932

Canutillo, Texas 79835

Ron Gatlin
Purchasing Agent

Voice (915) 877-7426
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MEMORANDUM

TO: Members of the Board of Trustees

FROM: Ron Gatlin, Purchasing Agent

DATE: November 13, 2013

SUBJECT: Budget Amendments

Please find enclosed budget amendments for your review and consideration under the Consent Agenda.

- Budget Amendment # BJE 239114 & BJE 239115 is to reallocate funds from function 11 to functions 13 and 31 to provide funds for teachers and the counselor to attend local staff development trainings.
- Budget Amendment # BJE 239532 is to transfer funds from function 11 to function 13 to provide out of town professional development for the teachers at Northwest Early College High School.
- Budget Amendment # BJE 243144 is to transfer funds from function 11 to function 36 to purchase Mariachi uniforms for Northwest Early College High School.
- Budget Amendment # BJE 244774 is to transfer funds from function 51 to functions 23 and 31 to purchase furniture, computers, and radios for the Assistant Principals and Counselors at Canutillo High School.

The Canutillo Independent School District does not discriminate on the basis of race, color, national origin, gender, age or disability in its employment practices, or in providing education services, activities and programs, including technical education programs. For more information regarding the Canutillo Independent School District's policy of non-discrimination contact: Executive Director for Human Resources, (915) 877-7423, 7965 Artcraft Rd., El Paso, TX 79932.

El Distrito Escolar Independiente de Canutillo no discrimina en cuanto a raza, color, origen, género, edad o discapacidad en lo que se refiere a sus prácticas de empleo, o al proveer servicios, actividades y programas educativos y vocacionales. Para mayor información respecto a la política de no discriminación del Distrito Escolar Independiente de Canutillo, favor de contactar a: Director Ejecutivo de Recursos Humanos, (915) 877-7423, 7965 Artcraft Rd., El Paso, TX 79932.

- Budget Amendment # BJE 244780 is to transfer funds from function 41 to function 36 to assist the CHS cheerleaders travel to San Antonio for a competition. These funds are from the Superintendent's Discretionary Funds.
- Budget Amendment # BJE 237548 is to transfer of funds from function 11 to function 36 to cover expenditures for fees, uniforms, and miscellaneous expenses for the CATE program.

TO: Dr. Pedro Galaviz, Superintendent

THROUGH: Martha Aguirre, Executive Director Financial Services

FROM: Kathy Ellis, Business Manager

SUBJECT: Curriculum/Instruction - BJE # 239114 & BJE #239115

DATE: November 12, 2013

BUDGET CODE	CURRENT BUDGET	CHANGE	AMENDED BUDGET
			-
185.11.6398.00.916.4.28 Fixed Assets Technology	7,500.00	(2,251.00)	5,249.00
185.11.6499.00.916.4.28 Misc Operating Expense	500.00	(500.00)	-
			-
185.13.6499.00.916.4.28 Misc Operating Expense	-	1,500.00	1,500.00
185.31.6499.00.916.4.28 Misc Operating Expense	-	1,251.00	1,251.00
			-

REASON FOR AMENDMENT REQUEST - This budget amendment is to reallocate funds from function 11 to functions 13 and 31 to provide funds for teachers and the counselor to attend local staff development trainings.

Superintendent



Executive Director Financial Services

Date


Date

TO: Dr. Pedro Galaviz, Superintendent

THROUGH: Martha Aguirre, Executive Director Financial Services

FROM: Kathy Ellis, Business Manager

SUBJECT: Northwest Early College High School - BJE #239532

DATE: November 12, 2013

BUDGET CODE	CURRENT BUDGET	CHANGE	AMENDED BUDGET
199.11.6399.00.003.4.11 General Supplies	8,965.00	(1,300.00)	7,665.00
			-
199.13.6411.00.003.4.99 Employee Travel	1,000.00	1,300.00	2,300.00

REASON FOR BUDGET AMENDMENT REQUEST: This budget amendment is to transfer funds from function 11 to function 13 to provide out of town professional development for the teachers at Northwest Early College High School.

Superintendent



Executive Director Financial Services

Date



Date

TO: Dr. Pedro Galaviz, Superintendent

THROUGH: Martha Aguirre, Executive Director Financial Services

FROM: Kathy Ellis, Business Manager

SUBJECT: School of Music - BJE #243144

DATE: November 12, 2013

BUDGET CODE	CURRENT BUDGET	CHANGE	AMENDED BUDGET
199.11.6397.44.999.4.11 Fixed Assets Other	60,500.00	(4,900.00)	55,600.00
199.36.6397.44.999.4.11 Fixed Assets Other	6,000.00	(6,000.00)	-
199.36.6397.44.003.4.99 Fixed Assets Other	-	10,900.00	10,900.00

REASON FOR BUDGET AMENDMENT REQUEST: This budget amendment is to transfer funds from function 11 to function 36 to purchase Mariachi uniforms for Northwest Early College High School.

Superintendent

Date



Executive Director Financial Services



Date

TO: Dr. Pedro Galaviz, Superintendent

THROUGH: Martha Aguirre, Executive Director Financial Services

FROM: Kathy Ellis, Business Manager

SUBJECT: Financial Services - BJE #244774

DATE: November 12, 2013

BUDGET CODE	CURRENT BUDGET	CHANGE	AMENDED BUDGET
199.51.6629.00.999.4.99 Construction Improvements	35,560.00	(4,499.00)	31,061.00
199.23.6397.00.001.4.99 Fixed Assets Other	1,279.00	756.00	2,035.00
199.23.6398.00.001.4.99 Fixed Assets Technology	1,335.00	1,623.00	2,958.00
199.31.6397.00.001.4.99 Fixed Assets Other	-	2,120.00	2,120.00

REASON FOR BUDGET AMENDMENT REQUEST: This budget amendment is to transfer funds from function 51 to functions 23 and 31 to purchase furniture, computers, and radios for the Assistant Principals and Counselors at Canutillo High School

Superintendent

Date



Executive Director Financial Services



Date

TO: Dr. Pedro Galaviz, Superintendent

THROUGH: Martha Aguirre, Executive Director Financial Services

FROM: Kathy Ellis, Business Manager

SUBJECT: Financial Services - BJE # 244780

DATE: November 12, 2013

BUDGET CODE	CURRENT BUDGET	CHANGE	AMENDED BUDGET
199.41.6499.01.701.4.99 Supt's Discretionary Fund	30,000.00	(2,000.00)	28,000.00
199.36.6412.54.001.4.91 Student Travel	-	2,000.00	2,000.00

REASON FOR BUDGET AMENDMENT REQUEST: This budget amendment is to transfer funds from function 41 to function 36 to assist the CHS cheerleaders travel to San Antonio for a competition. These funds are from the Superintendent's Discretionary Funds.

Superintendent



Executive Director Financial Services

Date



Date

TO: Dr. Pedro Galaviz, Superintendent

THROUGH: Martha Aguirre, Executive Director Financial Services

FROM: Kathy Ellis, Business Manager

SUBJECT: Career & Technology Department- BJE# 237548

DATE: November 12, 2013

BUDGET CODE	CURRENT BUDGET	CHANGE	AMENDED BUDGET
199.11.6397.00.917.4.22 Fixed Assets Other	249,281.00	(10,000.00)	239,281.00
			-
199.36.6499.00.917.4.22 Misc Operating Expense	200.00	10,000.00	10,200.00

REASON FOR AMENDMENT REQUEST - This budget amendment is to transfer funds from function 11 to function 36 to cover expenditures for fees, uniforms, and miscellaneous expenses for the CATE program.

Superintendent



Executive Director Financial Services

Date
11/12/13

Date