



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
Fax (915) 877-7415

MEMORANDUM

TO: Members of the Board of Trustees

FROM: Ron Gatlin, Purchasing Agent

DATE: January 14, 2014

SUBJECT: Budget Amendments

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

- Budget Amendment # BJE 252982 is to reallocate funds from function 23 to function 31 for out of town staff development for the counselor .
- Budget Amendment # BJE 259114 is to reallocate funds from function 23 to function 31 for out of town staff development for the counselor.
- Budget Amendment # BJE 259369 is to reallocate funds from function 23 to function 36 to process pay for the Science Fair Coordinator to run the Science Fair in January.
- Budget Amendment # BJE 259798 & # BJE 259846 is to transfer funds from function 11, 21, and 31 to function 21, 36, and 51 to support college tours, IT Apple certification, and the barn project..

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.

TO: Dr. Pedro Galaviz, Superintendent

THROUGH: Martha Aguirre, Executive Director Financial Services

FROM: Kathy Ellis, Business Manager

SUBJECT: Canutillo Elementary School - BJE # 252982

Date: January 14, 2014

BUDGET CODE	CURRENT BUDGET	CHANGE	AMENDED BUDGET
199.23.6411.00.101.4.99 Employee Travel	4,000.00	(300.00)	3,700.00
199.31.6411.00.101.4.99 Employee Travel	1,200.00	300.00	1,500.00

REASON FOR AMENDMENT REQUEST - This budget amendment is to reallocate funds from function 23 to function 31 for out of town staff development for the counselor.

Superintendent

Martha Aguirre

Executive Director Financial Services

Date

1/13/14

Date

TO: Dr. Pedro Galaviz, Superintendent

THROUGH: Martha Aguirre, Executive Director Financial Services

FROM: Kathy Ellis, Business Manager

SUBJECT: Canutillo Elementary School - BJE # 259114

Date: January 14, 2014

BUDGET CODE	CURRENT BUDGET	CHANGE	AMENDED BUDGET
199.23.6411.00.101.4.99 Employee Travel	4,000.00	(20.00)	3,980.00
199.31.6411.00.101.4.99 Employee Travel	1,200.00	20.00	1,220.00

REASON FOR AMENDMENT REQUEST - This budget amendment is to reallocate funds from function 23 to function 31 for out of town staff development for the counselor.

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: Canutillo Elementary School - BJE # 259369

Date: January 14, 2014

BUDGET CODE	CURRENT BUDGET	CHANGE	AMENDED BUDGET
199.23.6398.00.101.4.99 Controlled Assets Technology	2,500.00	(500.00)	2,000.00
199.36.6128.05.101.4.99 Extra Duty Pay	-	500.00	500.00

REASON FOR AMENDMENT REQUEST - This budget amendment is to reallocate funds from function 23 to function 36 to process pay for the Science Fair Coordinator to run the Science Fair in January.

Superintendent

Martha Aguirre

Executive Director Financial Services

Date

1/14/14

Date

TO: Dr. Pedro Galaviz, Superintendent

THROUGH: Martha Aguirre, Executive Director Financial Services

FROM: Kathy Ellis, Business Manager


SUBJECT: Career & Technology Department- BJE# 259798 & #259846

DATE: January 14, 2013

BUDGET CODE	CURRENT BUDGET	CHANGE	AMENDED BUDGET
199.11.6118.05.917.4.22 Extra Duty Pay	20,000.00	(20,000.00)	-
199.11.6249.00.917.4.22 Maintenance & Repair	3,000.00	(2,700.00)	300.00
199.21.6398.69.917.4.22 Controlled Assets Technology	2,500.00	(2,500.00)	-
199.21.6499.00.917.4.22 Misc Operating Expense	1,000.00	(1,000.00)	-
199.31.6398.00.917.4.22 Controlled Assets Technology	5,000.00	(1,000.00)	4,000.00
199.31.6399.00.917.4.22 General Supplies	5,000.00	(996.00)	4,004.00
199.31.6499.00.917.4.22 Misc Operating Expense	1,000.00	(660.00)	340.00
			-
199.21.6411.00.917.4.22 Employee Travel	6,000.00	8,500.00	14,500.00
199.36.6411.00.917.4.22 Employee Travel	44,000.00	2,000.00	46,000.00
199.36.6412.00.917.4.22 Student Travel	63,000.00	10,650.00	73,650.00
199.51.6629.00.917.4.22 Construction/Bldg Improvement	60,000.00	7,706.00	67,706.00
		-	-
199.11.6126.03.917.4.22 Part Time/Temp Pay	30,000.00	(25,175.00)	4,825.00
199.11.6141.03.917.4.22 Medicare	218.00	(149.00)	69.00
199.11.6143.03.917.4.22 Workers Compensation	80.00	(60.00)	20.00
199.11.6145.03.917.4.22 Unemployment Comp	43.00	(31.00)	12.00
			-
199.51.6629.00.917.4.22 Construction/Bldg Improvement	60,000.00	25,415.00	85,415.00
		-	-

REASON FOR AMENDMENT REQUEST - This budget amendment is to transfer funds from functions 11, 21, and 31 to functions 21,36, and 51 to support college tours, IT Apple certification, and the barn project.

Superintendent



Executive Director Financial Services

Date

1/15/14

Date