



San Elizario ISD
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MEMORANDUM

To: Members of the Board of Trustees
From: Elizabeth Perez, Chief Financial Officer
Subject: Financial Reports – Budget Amendment
Date: September 16, 2025

HISTORY: The District's 2025-2026 budget was officially approved at the June 18, 2025 special Board meeting.

RATIONALE: In accordance with CE(LOCAL), the Board shall approve amendments to the budget when a change is made increasing any one of the functional spending categories or increasing revenue object accounts and other resources. The purpose of this agenda item is to amend revenues and expenditures in the following areas:

- **SPED Travel Request**
 - **Function 31 (Guidance Counseling and Eval):** To decrease function 31 by \$1,500 to cover expenses for SPED conference travel and account for costs in correct function code.
 - **Function 21 (Instructional Leadership):** To increase function 21 by \$1,500 to cover expenses for SPED conference travel and account for costs in correct function code (see function 31 above).
- **Software - SPED**
 - **Function 71 (Debt Service):** To decrease function 71 by \$20,440.35 to cover software used for medicaid billing management and account for costs in correct function code.
 - **Function 21 (Instructional Leadership):** To increase function 21 by \$20,440.35 to cover software used for medicaid billing management and account for costs in correct function code (see function 71 above).
- **CTE Program**
 - **Function 51 (Facilities Maintenance & Oper):** To decrease function 51 by \$3,000 to clean the Culinary Arts exhaust systems and account for costs in correct function code.
 - **Function 11 (Basic Instruction):** To increase function 11 by \$3,000 to clean the Culinary Arts exhaust systems and account for costs in correct function code (see function 51 above).

BUDGET: The proposed budget amendment can be seen in the attachment enclosed.

The mission of the San Elizario Independent School District is to graduate students with innovative skills for 21st-century careers by focusing on academic and social skills, fostering transformative practices, and building community support through positive relationships between home and school.



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ADMINISTRATIVE RECOMMENDATION: The administrative recommendation is to approve the budget amendment as presented.

For Approval? ☒ Yes ☐ No

If no, please check one: ☐ Presentation ☐ Report ☐ Information

Please check if applicable: ☒ Attachment Included

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A Proud Community of Champions – Soaring to Excellence!