



# UNITED INDEPENDENT SCHOOL DISTRICT AGENDA ACTION ITEM

**TOPIC:** Approval of Request(s) from Board Member(s) in re: Use of Board of Trustees Discretionary Funds for Various Projects/Campuses

**SUBMITTED BY:** Ramiro Veliz, III **OF:** Board President

**APPROVED FOR TRANSMITTAL TO SCHOOL BOARD:** \_\_\_\_\_

**DATE ASSIGNED FOR BOARD CONSIDERATION** December 18, 2019

**RECOMMENDATION:**

It is recommended that the United ISD Board of Trustees approve Request(s) from Board Member(s) in re: Use of Board of Trustees Discretionary Funds for Various Projects/Campuses

**RATIONALE:**

**BUDGETARY INFORMATION:**

Budget Amendment as needed

**POLICY REFERENCE & COMPLIANCE:**



**United Independent School District  
Board of Trustees Discretionary Funds Request Form  
Fiscal Year 2019-2020**

Exhibit A

Requesting Campus: United South High School

Campus Principal: Adriana P. Ramirez

Originator's Email: lguard71@uisd.net (Leopoldo Guardiola)

Board Member: Ricardo Rodriguez

Board Member: \_\_\_\_\_

Board Member: \_\_\_\_\_

Description of Request: Basketball equipment for Girls Basketball team

Estimated Cost of Request: \$1,000.00

Principal or Director Signature: *Adriana P. Ramirez* Date: 12/2/19

ASSOCIATE SUPERINTENDENT APPROVAL: Yes \_\_\_\_\_ No \_\_\_\_\_  
Signature: \_\_\_\_\_ Date: \_\_\_\_\_

SUPERINTENDENT APPROVAL: Yes \_\_\_\_\_ No \_\_\_\_\_  
Signature: \_\_\_\_\_ Date: \_\_\_\_\_

BOARD MEMBER APPROVAL: Yes  No \_\_\_\_\_  
Signature: *Briselda Rodriguez* Date: 12/03/19  
*for Ricardo "Rick" Rodriguez*

BOARD MEMBER APPROVAL: Yes \_\_\_\_\_ No \_\_\_\_\_  
Signature: \_\_\_\_\_ Date: \_\_\_\_\_

BOARD MEMBER APPROVAL: Yes \_\_\_\_\_ No \_\_\_\_\_  
Signature: \_\_\_\_\_ Date: \_\_\_\_\_

BOARD APPROVAL DATE: \_\_\_\_\_

Please return the completed form to the Superintendent's Office for final processing.



United Independent School District  
Board of Trustees Discretionary Funds Request Form  
Fiscal Year 2019-2020

Exhibit A

Requesting Campus: United South High School

Campus Principal: Adriana P. Ramirez

Originator's Email: jose.coss@uisd.net

Board Member: Ricardo Rodriguez

Board Member: \_\_\_\_\_

Board Member: \_\_\_\_\_

Description of Request: Equipment for weight room

Estimated Cost of Request: \$1,500.00

Principal or Director Signature: *Adriana P. Ramirez* Date: 12/5/19

ASSOCIATE SUPERINTENDENT APPROVAL: Yes \_\_\_\_\_ No \_\_\_\_\_  
Signature: \_\_\_\_\_ Date: \_\_\_\_\_

SUPERINTENDENT APPROVAL: Yes \_\_\_\_\_ No \_\_\_\_\_  
Signature: \_\_\_\_\_ Date: \_\_\_\_\_

BOARD MEMBER APPROVAL: Yes  No \_\_\_\_\_  
Signature: *Ricardo Rodriguez by A. Salinas* Date: 12/5/19

BOARD MEMBER APPROVAL: Yes \_\_\_\_\_ No \_\_\_\_\_  
Signature: \_\_\_\_\_ Date: \_\_\_\_\_

BOARD MEMBER APPROVAL: Yes \_\_\_\_\_ No \_\_\_\_\_  
Signature: \_\_\_\_\_ Date: \_\_\_\_\_

BOARD APPROVAL DATE: \_\_\_\_\_

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Exhibit A

United Independent School District  
Board of Trustees Discretionary Funds Request Form  
Fiscal Year 2019-2020

Requesting Campus: A. Ruiz

Campus Principal: Michelle Cantu

Board Member: Ricardo Rodriguez

Board Member: \_\_\_\_\_

Description of Request: Incentives for students

Estimated Cost of Request: \$2,700<sup>00</sup>

Principal or Director Signature: Michelle Cantu Date: 12/4/19

SUPERINTENDENT APPROVAL: Yes \_\_\_\_\_ No \_\_\_\_\_

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

BOARD MEMBER APPROVAL: Yes  No \_\_\_\_\_

Signature: Ricardo Rodriguez by A. Salazar Date: 12/4/19

BOARD MEMBER APPROVAL: Yes \_\_\_\_\_ No \_\_\_\_\_

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

BOARD MEMBER APPROVAL: Yes \_\_\_\_\_ No \_\_\_\_\_

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

BOARD APPROVAL DATE: \_\_\_\_\_

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United Independent School District  
Board of Trustees Discretionary Funds Request Form  
Fiscal Year 2019-2020

Exhibit A

Requesting Campus: ZAFFIRINI ELEMENTARY SCHOOL

Campus Principal: CLAUDIA I. BENAVIDES

Originator's Email: [cbenavid@uisd.net](mailto:cbenavid@uisd.net)

Board Member: RICARDO "RICK" RODRIGUEZ

Board Member: RAMIRO VELIZ, III

Board Member: \_\_\_\_\_

Description of Request: TO BE USED FOR STAFF AND STUDENT INCENTIVES

Estimated Cost of Request: \$4,000.00 (\$2,000 EACH BOARD MEMBER)

Principal or Director Signature: *Claudia Benavides* Date: 12/9/19

ASSOCIATE SUPERINTENDENT APPROVAL: Yes \_\_\_\_\_ No \_\_\_\_\_

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

SUPERINTENDENT APPROVAL: Yes \_\_\_\_\_ No \_\_\_\_\_

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

BOARD MEMBER APPROVAL: Yes  No \_\_\_\_\_

Signature: *Ricardo Rodriguez by A. Salinas* Date: 12/9/19

BOARD MEMBER APPROVAL: Yes  No \_\_\_\_\_

Signature: *Ramiro Veliz III by A. Salinas* Date: 12/9/19

BOARD MEMBER APPROVAL: Yes \_\_\_\_\_ No \_\_\_\_\_

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

BOARD APPROVAL DATE: \_\_\_\_\_

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United Independent School District
Board of Trustees Discretionary Funds Request Form
Fiscal Year 2019-2020

Exhibit A

Requesting Campus: Alexander High School

Campus Principal: Ernesto Sandoval, Jr.

Originator's Email: esandoval@uisd.net

Board Member: Javier Montemayor

Board Member:

Board Member:

Description of Request: Bus for NCA Competition -Cheerleaders

Estimated Cost of Request: \$2,500.00

Principal or Director Signature: [Signature] Date: 12/5/19

ASSOCIATE SUPERINTENDENT APPROVAL: Yes No

Signature: Date:

SUPERINTENDENT APPROVAL: Yes No

Signature: Date:

BOARD MEMBER APPROVAL: Yes No

Signature: Javier Montemayor by [Signature] Date: 12/9/19

BOARD MEMBER APPROVAL: Yes No

Signature: Date:

BOARD MEMBER APPROVAL: Yes No

Signature: Date:

BOARD APPROVAL DATE:

Please return the completed form to the Superintendent's Office for final processing.



# UNITED INDEPENDENT SCHOOL DISTRICT

## PURCHASE REQUISITION

Pg. 1 of 1

VENDOR NAME AND ADDRESS

**OK Tours**

737 Austin Street

San Antonio, TX 78215

Phone 210-222-8889

Campus JB Alexander HS

Date December 6, 2019

Fund/YR	Func	Org	Prog. Code	Local Option	Proj. Num	Obj.	Sub Object	Amount

Budget Code

Account Code

Approval Code: \_\_\_\_\_ Discount: \_\_\_\_\_

Qty	Item#	Description	Unit Price Per	Discounted Price Per	Extension Unit Total
1		Charter Bus NCA Competition	\$2,500.00		\$2,500.00
			\$0.00		\$0.00
			\$0.00		\$0.00
			\$0.00		\$0.00
			\$0.00		\$0.00
			\$0.00		\$0.00
			\$0.00		\$0.00
			\$0.00		\$0.00
			\$0.00		\$0.00
			\$0.00		\$0.00

Disposition: Check \_\_\_\_\_ Mail \_\_\_\_\_ PickUp \_\_\_\_\_ Fax \_\_\_\_\_ Page Total **\$2,500.00**  
 Remarks \_\_\_\_\_ Grand Total **\$2,500.00**

Originator Cassandra Rios  
 Administrator Signature

Date 12/6/19  
 Date 12/6/19

Budget Coordinator \_\_\_\_\_ Date \_\_\_\_\_  
 Other \_\_\_\_\_ Date \_\_\_\_\_



**.....OK TOURS!!!**  
Charter Bus Service & Tours

737 Austin Street  
San Antonio, TX 78215  
Phone: 210-222-8880  
Fax: 210-222-8280  
Toll Free 800-270-0132  
Website: www.oktours.com  
Email: service@oktours.com

**Charter Quote**

Date: 12/06/19  
Quote No. : 24771

**Cassandra Rios**  
Alexander High School  
3600 E. Delmar  
Laredo, TX 78041

Phone: 956-693-0369  
Fax:  
Order Date 08/28/19  
  
SalesRep: Alexis Cliburn

Thank you for contacting OK Tours. We hope this Quote will be acceptable for your trip on Friday, January 31, 2020. This quote is good for 14 days, after which circumstances could require us to change it. To accept this quote, please sign below and return it by mail or fax as soon as possible. \*THIS IS NOT A CONTRACT\* Thank you for considering OK Tours .

\$ 200.00 deposit per bus due 7 days after contract date. A signed contract must also be received to secure bus reservation. Deposit is NON REFUNDABLE!! Balance is due 14 days before departure. Any additional services added to trip may result in additional charges.

\*\*\*Customer pays for driver's hotel\*\*\*

\*\*\*\*\*56 Passenger Buses are equipped with WIFI, 110 Outlets and satellite tv \*\*\*

Group Name: <b>Cheer</b>	# Coaches: 1
Group Leader: <b>Cassandra Rios</b>	Equipment: <b>56 Passenger Bus</b>
Destination: <b>Dallas, TX</b>	Division: <b>San Antoni</b>
Leave Date: <b>Friday, January 31, 2020</b>	o
Spot Time: <b>5:30 am</b>	Return Date: <b>Monday, February 3, 2020</b>
Leave Time: <b>6:00 am</b>	Return Time: <b>12:00 pm</b>
Pickup <b>Alexander High School</b>	Destination <b>Dallas, TX</b>
Location: <b>3600 E Del Mar Blvd</b>	Details:
<b>Laredo, TX 78041</b>	

Transport Charge: \$5,750.00

Your signature below acknowledges that you understand and agree to the terms and conditions stated.

*Cassandra Rios* 12/6/19  
Charter Party Signature Date

Alexis Cliburn  
Office Manager





**United Independent School District  
Board of Trustees Discretionary Funds Request Form  
Fiscal Year 2019-2020**

Exhibit A

Requesting Campus: Kennedy-Zapata Elementary School

Campus Principal: Thelma J. Martinez

Originator's Email: tmartin@uisd.net

Board Member: Ricardo Molina Sr.

Board Member: \_\_\_\_\_

Board Member: \_\_\_\_\_

Description of Request: To purchase supplies for instructional poster machine.

Estimated Cost of Request: \$416.98

Principal or Director Signature: *[Signature]* Date: 12-11-19

ASSOCIATE SUPERINTENDENT APPROVAL: Yes \_\_\_\_\_ No \_\_\_\_\_  
Signature: \_\_\_\_\_ Date: \_\_\_\_\_

SUPERINTENDENT APPROVAL: Yes \_\_\_\_\_ No \_\_\_\_\_  
Signature: \_\_\_\_\_ Date: \_\_\_\_\_

BOARD MEMBER APPROVAL: Yes *[Signature]* No \_\_\_\_\_  
Signature: *Ricardo Molina Sr.* Date: 12/11/19

BOARD MEMBER APPROVAL: Yes \_\_\_\_\_ No \_\_\_\_\_  
Signature: \_\_\_\_\_ Date: \_\_\_\_\_

BOARD MEMBER APPROVAL: Yes \_\_\_\_\_ No \_\_\_\_\_  
Signature: \_\_\_\_\_ Date: \_\_\_\_\_

BOARD APPROVAL DATE: \_\_\_\_\_

Please return the completed form to the Superintendent's Office for final processing.



# UNITED INDEPENDENT SCHOOL DISTRICT

## PURCHASE REQUISITION

Pg. 1 of 1

VENDOR NAME AND ADDRESS

**IMAGERY GRAPHIC SYSTEMS, INC.**

2538 Boardwalk Street

San Antonio, Tx 78217

Phone 1-800-735-8770

Campus **KENNEDY-ZAPATA**  
Date **December 11, 2019**

Fund/YR	Func	Org	Prog. Code	Local Option	Proj. Num	Obj	Sub Object	Amount

Budget Code

Account Code

Approval Code: \_\_\_\_\_ Discount: \_\_\_\_\_

Qty	Item#	Description	Unit Price Per	Discounted Price Per	Extension Unit Total
1	2406	Perfecta 13 x 19 Sheet Heavyweight Paper	\$89.95		\$89.95
1	2401	Perfecta 24 x 100 Heavyweight Paper	\$99.95		\$99.95
1	2400BL	Perfecta Ink Cartridge Black	\$79.95		\$79.95
1	2400CY	Perfecta Ink Cartridge Cyan	\$39.95		\$39.95
1	2400YE	Perfecta Ink Cartridge Yellow	\$39.95		\$39.95
1	2400MG	Perfecta Ink Cartridge Magenta	\$39.95		\$39.95
1		Freight Charges 7 %	\$27.28		\$27.28
			\$0.00		\$0.00
		QUOTE # 6050	\$0.00		\$0.00
			\$0.00		\$0.00

Disposition: Check \_\_\_\_\_ Mail \_\_\_\_\_ PickUp \_\_\_\_\_ Fax \_\_\_\_\_ Page Total **\$416.98**  
 Remarks **SUPPLIES FOR INSTRUCTIONAL POSTER MACHINE** Grand Total **\$416.98**

**THELMA J. MARTINEZ** 12/11/19  
 Original Signature Date  
 Administrator Signature Date

Budget Coordinator Date  
 Other Date



**IMAGERY** graphic systems

2538 Boardwalk Street  
San Antonio, TX 78217  
(210) 341-7000 Fax (210) 341-2984  
Toll Free (800) 735-8770  
[www.imagerygraphic.com](http://www.imagerygraphic.com)

**ADDRESS CHANGE**

# QUOTE

Date	Quote #
12/11/2019	6050

Quote expires in 30 days

Name / Address
Kenedy-Zapata Elementary Attn: Carmen Rodriguez 3809 S. Espeja Molina Rd. Laredo, TX 78046

Sales Rep	ISS
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Item	Description	Qty	Rate	Total
2406	Perfecta 13" x 19" Sheet Media, Heavyweight Coated Paper, 40 sheets	1	89.95	89.95
2401	VQ Perfecta Heavyweight Coated Paper: 24"x100' for Perfecta 2400 & 3600	1	99.95	99.95
2400BL	VARIQUEST PERFECTA 2400 INK CARTRIDGE, 80mil BLACK	1	79.95	79.95
2400CY	VARIQUEST PERFECTA 2400 INK CARTRIDGE, 29ml CYAN	1	39.95	39.95
2400YE	VARIQUEST PERFECTA 2400 INK CARTRIDGE, 29ml YELLOW	1	39.95	39.95
2400MG	VARIQUEST PERFECTA 2400 INK CARTRIDGE, 29ml MAGENTA	1	39.95	39.95
	Subtotal			389.70
SHIPPING	Customer Freight Charge.		7.00%	27.28
<b>Total</b>				<b>\$416.98</b>

CHECK OUT OUR WEBSITE AT: [www.imagerygraphic.com](http://www.imagerygraphic.com)

EMAIL PURCHASE ORDER TO: [orders@imagerygraphic.com](mailto:orders@imagerygraphic.com)

\* Imagery Graphic Systems is part of the following Co-Ops: ESC Region 20 #17030