



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:** May 14, 2025

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**HISTORY:** The District's 2024-2025 budget was officially approved at the June 25, 2024 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:

- **Software**
  - **Function 71 (Debt Service):** To increase function 71 by \$9,337 to renew ID software licensing and account for costs in correct function code.
  - **Function 53 (Data Processing Services):** To decrease function 53 by \$9,337 to renew ID software licensing and account for costs in correct function code (see function 71 above).
- **Legal Services**
  - **Function 41 (General Administration):** To increase function 41 by \$81,000 to pay for legal services. An amendment to the budget is necessary due to a significant increase in legal service costs compared to previous years. The additional expense will be covered by fund balance. Below is historical information on legal services:
    - FY 2022 spent: \$34,053
    - FY 2023 spent: \$36,121
    - FY 2024 spent: \$19,802
    - FY 2025 spent thru 3/3/24: \$121,074
- **Instructional Materials**
  - **Function 11 (Instruction):** To increase function 11 by \$114,931 to purchase math instructional materials. Should reimbursement not be provided by the state, the expense will be funded through fund balance.

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

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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!