

**ROBSTOWN INDEPENDENT SCHOOL DISTRICT
AGENDA ACTION SHEET**

Date: February 13, 2023

Subject: **DISCUSS AND CONSIDER RATIFICATION OF PURCHASE ORDER(S) EXCEEDING \$50,000
TO CCISD FOR REGIONAL DAY SCHOOL PROGRAM FOR THE DEAF**

Administrator Responsible: Vanessa R. Riggs

Position: Chief Financial Officer

A. Purpose of Agenda Item:

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Information Only

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Action Needed

B. Authority for this Action:

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Local Policy _____

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Law or Rule CH (Local)

C. Strategic Objective, Goal, or Need Addressed:

The objective is to ratify payment in excess of \$50,000 to CCISD.

D. Summary:

According to CH Local "any single, budgeted purchase of goods and services that costs \$50,000 or more, regardless of whether the goods or services are competitively purchased, shall require Board approval before a transaction may take place."

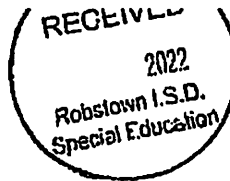
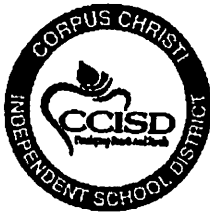
The district issued a purchase order over \$50,000 to the Corpus Christi Independent School District so several of our Special Education students can attend and receive services from the Regional Day School Program for the Deaf. The invoice was due in January and administration requested a budget amendment to move funds to the appropriate function. The board approved the budget amendment but the request to issue the purchase order was not made at the board meeting. In order to continue services, the district issued the purchase order and now requests that the board ratify the purchase.

E. Alternatives Considered:

F. Comments Received:

G. Administrative Recommendation:

Administration recommends the Board of Trustees approve ratification of purchase order exceeding \$50,000 for the Regional Day School Program for the Deaf.



OFFICE OF SPECIAL EDUCATION

P.O. Box 110 • 801 Leopard Street
Corpus Christi, Texas 78403-0110

Office: 361-878-2684 • Fax: 361-878-4969
www.ccisd.us

November 30, 2022

Pam Kwiatkowski, Director
Robstown ISD
701 N. First St.
Robstown, Texas 78380

Dear Ms. Pam Kwiatkowski,

Enclosed you will find the 2022-2023 invoice for services provided by the Corpus Christi Regional Day School Program for the Deaf. Please remit your payment, payable to the Corpus Christi Independent School District, to the address below on or before January 31, 2023.

Corpus Christi Independent School District
Attn: Office of Finance
PO Box 110
Corpus Christi, Texas 78403-0110

If you have any questions, please contact Kimberly Patella, Coordinator for the Regional Day School Program for the Deaf and Speech Services at (361) 878-2680, extension 44921.

Sincerely,

Kimberly Patella, M.S., BEI-Advanced
CCRDSPD Coordinator

KP/can

Enclosure

cc: Melly Gonzalez Guerra, Ed.D., Senior Director
Michael Gallardo, Accountant

Every student a learner...Every learner a graduate...Every graduate a success!



Regional Day School Program for the Deaf

Corpus Christi Independent School District
801 Leopard St. Corpus Christi, TX 78403
(361) 878-2680 Ext. 44921

Invoice

Attention: Pam Kwiatkowski, Director
Robstown ISD
701 N. First St.
Robstown, Texas 78380

Invoice Number 2223
Invoice Date 11/30/2022

Description	Qty	Rate	Amount
Direct Student	3	\$ 20,565	\$ 61,695
Itinerant Direct Student	1	\$ 12,339	\$ 12,339
Itinerant Indirect Student	4	\$ 1,122	\$ 4,488

Remit payment, payable to the Corpus Christi Independent School District by January 31, 2023 to:
Corpus Christi Independent School District
Attn: Office of Finance
PO Box 110
Corpus Christi, Texas 78403-0110

TOTAL **\$ 78,522.00**