



TORNILLO INDEPENDENT SCHOOL DISTRICT

Finance Services

MEMORANDUM

To: Members of the Board of Trustees
From: Luis M Guerra, Director of Finance
Subject: Budget Amendment - Administration
Date: November 19, 2025

Budget Amendment Request

1. Requesting a budget amendment to allocate Teacher incentive funds from Function - 53 Instruction to Function 41- General Administration.

Decrease

199.52.6299.01.952.99.0.00	\$12,943
199.53.6299.00.953.99.0.55	3,057

Increase

199.41.6411.00.701.99.0.00	\$6,000
199.41.6211.00.750.99.0.00	6,000
199.41.6499.00.750.99.0.00	4,000

Board President: _____ Date: _____

Board Secretary: _____ Date: _____