

Agenda of Regular Meeting

The Board of Trustees Canutillo ISD

A Regular meeting of the Board of Trustees of Canutillo ISD will be held January 11, 2005, beginning at 6:00 PM in the Canutillo ISD Administration Office, 7965 Artcraft, El Paso, TX 79932.

The subjects to be discussed or considered or upon which any formal action may be taken are as listed below. Items do not have to be taken in the order shown on this meeting notice.

1. General Functions
 - A. Call to Order
 - B. Roll Call
 - C. "Pledge of Allegiance to the United States Flag" 4
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 - E. "CISD Mission Statement" 6
 - F. Approval of Minutes
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 - G. Communications (Thirty Minute Open Forum)
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 2. Personnel Committee - Mr. Frieze, Chairperson (January 4) 28
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 - J. Consent Agenda
 1. Creation of Position (Comprehensive School Reform (CSR) Facilitator)
 2. Position Changes (Upgrade of Campus Technology Specialist to Campus Network Specialist)
 3. Approval of Budget Amendments
 4. Equipment, Supplies and Services for the Band Program
 5. Approval of Competitive Sealed Proposals as the construction delivery method for the Agronomics Center as recommended by Facilities/Finance Committee
 6. Award of bid for fence for the Agronomics Center

7.	Approval of award of water service contract for the new high school as recommended by Facilities/Finance Committee	
8.	Approval to change the standard "H" goal post to an offset goal post as recommended by Facilities/Finance Committee	
9.	Approval of changes and additions to the stage curtains at the new high school as recommended by Facilities/Finance Committee	
10.	Award of installation of 1150 linear feet of 12 inch PVC pipe along Desert South Blvd. as recommended by the Facilities/Finance Committee	
11.	Presentation of Local Policies Included in TASB Localized Policy Manual Update 74 as recommended by Policy Committee (first reading)	
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4.	Business and Finance	
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D.	Approval of Competitive Sealed Proposals as the construction delivery method for the Agronomics Center as recommended by Facilities/Finance Committee	
E.	Award of bid for fence for the Agronomics Center	
F.	Approval of the solution for the closing of the second floor corridors as recommended by Facilities/Finance Committee	45
G.	Approval of use of artificial turf at the new high school football field	50
H.	Authorization for financial advisor to proceed with Maintenance Tax Notes	

I.	Approval of award of water service contract for the new high school as recommended by the Facilities/Finance Committee	52
J.	Approval to change the standard "H" goal post to an offset goal post as recommended by the Facilities/Finance Committee	54
K.	Approval of changes and additions to the stage curtains at the new high school as recommended by Facilities/Finance Committee	60
L.	Award of installation of 1150 linear feet of 12 inch PVC pipe along Desert South Blvd. as recommended by Facilities/Finance Committee	63
M.	Consultation with attorney	
5.	Administration	
A.	Presentation of Local Policies Included in TASB Localized Policy Manual Update 74 as recommended by Policy Committee (first reading)	65
6.	Adjournment	

If, during the course of the meeting, discussion of any item on the agenda should be held in a closed meeting, the Board will conduct a closed meeting in accordance with the Texas Open Meetings Act, Government Code, Chapter 551, Subchapters D and E. Before any closed meeting is convened, the presiding officer will publicly identify the section or sections of the Act authorizing the closed meeting. All final votes, actions, or decisions will be taken in open meeting.



Pledge of Allegiance to the United States Flag

***I pledge allegiance to the flag of the United States of America
and to the republic for which it stands:
one nation under God, indivisible,
with liberty and justice for all.***

When reciting the pledge of allegiance, civilians should stand at attention or with the right hand over the heart. Men should remove their hats. Armed services personnel in uniform face the flag and give the military salute.



Texas Pledge of Allegiance

"Honor the Texas Flag; I pledge allegiance to thee, Texas, one and indivisible."

The pledge of allegiance to the state flag should be rendered by all present except those in uniform by standing at attention facing the flag with the right hand over the heart. Individuals who are not in Uniform and who are wearing a headdress that is easily removable should remove their headdress with their right hand and hold it at the left shoulder, with the hand over the heart. Individuals in uniform should remain silent, face the flag, and render the military salute.

The pledge of allegiance to the state flag may be recited at all public and private meetings at which the pledge of allegiance to the United States Flag is recited and at state historical events and celebrations.

The pledge of allegiance to the state flag should be recited after the pledge of allegiance to the United States flag if both are recited.

Canutillo ISD

Mission Statement

Canutillo Independent School District is committed to providing a quality education to meet the varied needs of its student body. Every learner will have the opportunity to be challenged, successful, and prepared for a future as a responsible and productive citizen.

The District believes that quality education will provide the opportunity....

....to develop the ability to think logically, independently, and creatively.

....to communicate effectively.

....to develop an appreciation for other people.

....to build a responsibility to local, state, national and world communities.

Minutes of Regular Meeting

The Board of Trustees Canutillo ISD

A Regular meeting of the Board of Trustees of Canutillo ISD was held December 14, 2004, beginning at 6:00 PM in the Canutillo ISD Administration Office - 7965 Artcraft - El Paso, Texas.

1. General Functions

A. Call to Order

The meeting commenced at 6:05 p.m.

B. Roll Call

(Mr. Coronado arrived at 6:09 p.m. and Mr. Reyes arrived at 6:08 p.m. Mr. Hecker notified the Superintendent's Office that he would be absent, he was out-of-town.)

C. "Pledge of Allegiance to the United States Flag"

Mr. Fietze led the group in reciting the Pledge of Allegiance to the United States Flag.

D. "Texas Pledge of Allegiance"

Mr. Fietze also led the group in reciting the Texas Pledge of Allegiance.

E. "CISD Mission Statement"

Mr. Villarreal read the following into the record:

Canutillo Independent School District is committed to providing a quality education to meet the varied needs of its student body. Every learner will have the opportunity to be challenged, successful, and prepared for a future as a responsible and productive citizen.

The District believes that quality education will provide the opportunity....

....to develop the ability to think logically, independently, and creatively.

....to communicate effectively.

....to develop an appreciation for other people.

....to build a responsibility to local, state, national and world communities.

F. Approval of Minutes

Minutes for the meetings of:

1. Regular Board Meeting 11/9/04
2. Special Board Meeting 11/11/04

Mr. Fietze made the motion to approve the minutes of the Regular Board Meeting 11/9/04 and Special Board Meeting 11/11/04 (with reading waived). Mrs. Sanchez seconded the motion. The vote was taken - Ayes: unanimous (with the exception of Mr. Villarreal – he abstained from approval of the minutes for the meeting of 11/9/04 since he was not present).

G. Communications (Thirty Minute Open Forum)

1. General Comments Portion
No audience member requested to address the Board under this agenda item.
2. Complaints Portion
No audience member requested to address the Board under this agenda item.

H. Board of Trustee Business

1. Review of events for month of December

The Board reviewed the events for the month of December. Mr. Villarreal explained that the pre-evaluation of the Superintendent would be postponed until January due to the “No Child Left Behind” performance criteria has not yet been mailed.

2. Holiday Melodies Performed by Canutillo High School Choir - Mr. Adame, Choral Director

CHS Chamber Choir, under the direction of Willie Adame Jr. and accompanist Elena Castaneda, performed a medley of holiday songs for the Board and audience.

I. Committee Reports

1. Facilities/Finance Committee - Mr. Coronado, Chairperson (November 29th & December 8)

Mr. Coronado, Facilities & Finance Committee Chairperson, reported that at the November 29 meeting, the committee reviewed the Administration’s updated five-year plan including anticipated student population growth, personnel hiring needs, financial projections, and curriculum & instruction developments. Mr. Coronado reported that at the December 8 meeting, the committee reviewed and recommended for approval of the Warrant List and Financial Statements for November. He said that the committee received an update report on the new high school construction project. Mr. Coronado said that the committee also discussed budget priorities for 2005~2006 and financial options for the installation of artificial turf at the new high school.

J. Consent Agenda

1. Leave of Absence Requests
2. Approval of Budget Amendments
3. Award Armored Car Service RFP #05-06
4. Purchase of FFA truck and Band trailer for CHS
5. Food Service Child Nutrition Cooperative Purchasing Contracts
6. Furniture and equipment for new high school
7. Award of E-Rate #8 Projects
8. Purchase upgrade to enhance the district's SEMS telephone absence tracking system

9. Interlocal Agreement with Village of Vinton regarding the Safe & Drug Free Schools and Community Grant
10. Interlocal Agreement with Village of Vinton to share maintenance, personnel and equipment
11. Interlocal Agreement with El Paso ISD regarding El Paso County Juvenile Justice Alternative Education Program
12. Purchase district-wide extended warranties for servers
13. Request permission for use of space in the CISD maintenance facility by West Texas Health Connection
14. Request easement for a portion of Tract 8A, Block 11, Upper Valley Grant, El Paso, Texas by El Paso Electric Company
15. Board Budget Priorities for Fiscal Year 2005~2006
16. Approval of Optometric Services
17. Adoption of Policy CW (Local) - New Facilities as recommended by Policy Committee - second reading
18. Adoption of TASB Localized Policy Manual Update 73 as recommended by Policy Committee (including Policies GKD (Local) and GKDA (Local)) - second reading

Mr. Frieze made the motion to approve the consent agenda as presented with the exceptions of agenda items 4, 10,13 and 18. Mr. Coronado seconded the motion. The vote was taken – ayes: unanimous.

K. Reports

1. Superintendent's Report
 - a. Overview of 2004

Mr. Hart presented a brief overview of the 2004 District accomplishments and his upbeat prediction for the District in the coming year.

2. Financial, Attendance, Warrant List for October 23rd - November 30th 2004 in the amount \$2,515,840.04

Mr. Coronado made a motion to approve the financial, attendance, warrant list for October 23rd – November 30th 2004 in the amount of \$2,515,840.04. Mrs. Sanchez seconded the motion. The vote was cast – ayes: unanimous.

The following Board Members abstained from approval of the warrant list, specifically as follows:

Mr. Coronado – page 4

Mr. Fietze – page 4

Mrs. Sanchez – page 4

Mr. Villarreal – pages 4 & 116

3. Other Reports

- a. Formative Report - DAC - Antonio Del Campo, Chairperson

Antonio Del Campo, chairperson for the District Advisory Committee (DAC), presented a summary report including the Committee's deliberations on the PDAS (Professional Development Assessment System) and Calendar for 2005~2006 School Year.

- b. Progress Report on Construction of New High School - Dimensions Architects International & Banes General Contractor

The Board was presented with a progress report on the construction of the new high school. Fred Siebert, Banes General Contractors Project Manager, said that the new high school was 60% complete and on schedule.

2. Instruction and Student Affairs

- A. NONE

3. Personnel

A. Leave of Absence Requests

Action on this item was taken and approved by the Board of Trustees under consent agenda.

B. Request for a Level III Grievance by Jose R. Banuelos

With the consent of the Board, two items requiring adjournment into closed session were taken out of order and deliberated by the Board prior to the adjournment of the public meeting.

The Board of Trustees adjourned into closed session 9:04 p.m. through 9:45 p.m. under the authority of Texas Revised Civil Statutes Annotated, Texas Government Code Sections 551.074 and 551.082.

Mr. Villarreal stated for the record that two options were made available to the Board. The Board could either grant the grievance or take no action, which would uphold the decision made by administration.

Mr. Coronado made a motion to grant the grievance. Mrs. Sanchez seconded the motion. The vote was taken: Ayes: Coronado & Sanchez Nays: Fietze, Lerma, Reyes, & Villarreal. Motion failed.

The Board offered the administration words of encouragement regarding the enforcement of the employee code of conduct.

C. Administrative Personnel Actions (no Board action required - information item only)

1. Superintendent approved employment of personnel (no Board action required)

Mr. Hart approved employment of personnel:

Bertha Atayde Food Service Sub,
Effective 11/1/04

Martha Hernandez Food Service Sub,
Effective 11/1/04

Audrie Morgan Special Ed. Teacher, CHS,
Effective 11/29/04

Niceforo Robles Sub Driver,
Effective 11/17/04

2. Superintendent approved position changes for personnel (no Board action required)

Mr. Hart approved position changes for personnel:

Monica Cazares Counseling Clerk, CHS, to
Sp. Ed. SEMS/SERS Clerk,
Effective 11/18/04

Ron Gatlin Warehouse Supervisor to
Warehouse Supervisor/Energy
Manager, Effective 10/1/04

Sandra Guerrero Receptionist, BCE, 202 days
to 226 days,
Effective 11/19/04

3. Superintendent acceptance of resignations from personnel (no Board action required)

Mr. Hart accepted resignations:

Jaime Armendariz	Bus Driver, Effective 11/17/04
Hilda Carrera	Custodian, DDE, Effective 11/15/04
Teresa Fresquez	Attendance Clerk, BCE, Effective 11/19/04
Javier Villalva	Maintenance Worker, Effective 11/11/04

4. Termination of Support Personnel (no Board action required)

This was provided to the Board of Trustees under a confidential cover.

4. Business and Finance

- A. Approval of Budget Amendments

Action on this item was taken and approved by the Board of Trustees under consent agenda.

- B. Acceptance of Donations to Canutillo ISD

Mr. Reyes made the motion to accept the donations to Canutillo ISD as listed on pages 57-58-59. Mrs. Sanchez seconded the motion. The vote was cast – ayes: unanimous.

- C. Award Armored Car Service RFP #05-06

Action on this item was taken and approved by the Board of Trustees under consent agenda.

D. Purchase of FFA truck and Band trailer for CHS

Mrs. Sanchez made the motion to approve the purchase of the truck and trailer for the FFA Department and CHS Band Program (the truck valued at \$24,204.00 and trailer at \$9,075.00 for a total amount of \$33,279.00) from Philpott Motors Company. Mr. Frieze seconded the motion. The vote was cast – ayes: unanimous.

E. Food Service Child Nutrition Cooperative Purchasing Contracts

Action on this item was taken and approved by the Board of Trustees under consent agenda.

F. Furniture and Equipment for new high school

Action on this item was taken and approved by the Board of Trustees under consent agenda.

G. Award of E-Rate #8 Projects

Action on this item was taken and approved by the Board of Trustees under consent agenda.

H. Purchase upgrade to enhance the district's SEMS telephone absence tracking system

Action on this item was taken and approved by the Board of Trustees under consent agenda.

I. Interlocal Agreement with Village of Vinton regarding the Safe & Drug Free Schools and Community Grant

Action on this item was taken and approved by the Board of Trustees under consent agenda.

J. Interlocal Agreement with the Village of Vinton to share maintenance, personnel and equipment

Mr. Coronado made the motion to approve the Interlocal Agreement with the Village of Vinton to share maintenance, personnel and equipment. Mr. Frieze seconded the motion. The vote was cast – ayes: unanimous.

- K. Interlocal Agreement with El Paso ISD regarding El Paso County Juvenile Justice Alternative Education Program

Action on this item was taken and approved by the Board of Trustees under consent agenda.

- L. Purchase district-wide extended warranties for servers

Action on this item was taken and approved by the Board of Trustees under consent agenda.

- M. Request permission for use of space in the CISD maintenance facility by West Texas Health Connections

Mrs. Sanchez made a motion to grant permission for use of space in the CISD maintenance facility by West Texas Health Connections as recommended by the Superintendent. Mr. Coronado seconded the motion. The vote was cast – ayes: unanimous.

It was understood that a letter of agreement would be made by the district's legal counsel and signed by both parties.

- N. Request for easement for a portion of Tract 8A, Block 11, Upper Valley Grant, El Paso, Texas by El Paso Electric Company

Action on this item was taken and approved by the Board of Trustees under consent agenda.

- O. Consultation with attorney regarding change order requested by Enlink

The Board of Trustees adjourned into closed session from 9:50 p.m. through 10:00 p.m. under the authority of Texas Revised Civil Statutes Annotated, Texas Government Code Section 551.077.

The Board of Trustees took no formal action on this item.

- P. Board Budget Priorities for Fiscal Year 2005~2006

Action on this item was taken and approved by the Board of Trustees under consent agenda.

- Q. Consider use of artificial turf or natural grass on the new high school football field

After a considerable amount of discussion, Mr. Reyes made the motion for the installation of natural grass as originally planned. Mr. Lerma seconded the motion. The vote was cast and the motion failed.

- R. Presentation and possible recommendation to proceed with the issuance of Tax Maintenance Notes for the installation of artificial turf and possibly other capital improvements at the new high school

This item was postponed until additional information could be obtained. The Board of Trustees took no formal action on this item.

- S. Approval of Optometric Services

Action on this item was taken and approved by the Board of Trustees under consent agenda.

- T. Consideration of possible solutions regarding the openings on the second floor corridors at the new high school

This item was also postponed. The Board of Trustees took no formal action on this item.

5. Administration

- A. Adoption of Policy CW (Local) - New Facilities as recommended by Policy Committee - second reading

Action on this item was taken and approved by the Board of Trustees under consent agenda.

- B. Adoption of TASB Localized Policy Manual Update 73 as recommended by Policy Committee (including Policies GKD (Local) & GKDA (Local)) - second reading

Mr. Villarreal made the motion to adopt TASB Localized Policy Manual Update 73 as recommended by Policy Committee including Policies GKD (Local) & GKDA (Local). Mrs. Sanchez seconded the motion. The vote was cast – ayes: unanimous.

6. Adjournment

The public meeting was adjourned by unanimous consent at 10:01 p.m.

Canutillo Independent School District

P.O. box 100

Canutillo, Texas 79835

Phone (915) 877-7482 / Fax 877-7483

To: CISD Board of Trustees

Contact person: Alfredo Vasquez, public information (877-7481)

Date: January 5, 2005

Subj: Recognition of Project Harmony Coordinators

Project Harmony, an outreach program launched five years ago to help needy families in the Canutillo ISD communities, had its most successful response this year.

Through donations from area businesses and individuals, the project distributed about 400 boxes packed with a full Thanksgiving meal for community families and collected more than 1,000 new toys to give away to students this past holiday season.

Project Harmony, which is based out of Canutillo Elementary School, was initiated by Kenny Cooper, CES physical education teacher, with the assistance of colleagues physical education teachers Lura Beets and Martin Carrillo.

“The kind of support we have received from the community has been awesome and a tremendous blessing,” said Coach Cooper. “When we first started off trying to make a difference, we could only put together about 50 Thanksgiving meal boxes and collect about 200 toys for Christmas.”

“On behalf of the school district and the community, Coaches Cooper, Beets, and Carrillo are to be commended for exemplifying the compassion and generosity that lives throughout this region,” said Charles Hart, CISD Superintendent.

Project Harmony yields 400 Thanksgiving meals

Canutillo students' outreach astounds

By Michael D. Hernandez

El Paso Times

Project Harmony, an outreach program launched five years ago to help needy families in Canutillo, has had its most successful year.

Through donations from area businesses, the project that is based out of Canutillo Elementary School distributed about 400 boxes packed with a full Thanksgiving meal for Canutillo families and has collected more than 1,000 new toys it will give away today to students.

"The kind of support we've received from the community has been awesome and a tremendous blessing," Canutillo Elementary School coach Kenny Cooper said. "When we first started off trying to make a difference, we could only put together about 50 (Thanksgiving meal) boxes."

Cooper, who oversees the endeavor with the help of Canutillo Elementary School coaches Martin Carrillo and Lura Beets, said that donations of toys are welcome throughout the year.

To donate to Project Harmony, call Cooper at 877-2836 or 373-8868.



Times file photo

Canutillo Elementary School coach Kenny Cooper, center, handed coach Lura Beets packages of food during last year's Project Harmony, which distributes food and toys to area families during the holidays. Over 1,000 new toys will be distributed this year through the project.

Canutillo Independent School District

P.O. Box 100

Canutillo, Texas 79835

Phone (915) 877-7482 / Fax 877-7483

To: Superintendent Charles Hart and Board of Trustees

Contact person: Alfredo Vasquez, public information (877-7481)

Date: January 5, 2004

Subj: Recognition of U.S. Marines Toys For Tots Project

For the past three years, many Canutillo ISD students have had a more enjoyable Christmas thanks to the efforts of the local U.S. Marines' Toys for Tots program. Over a hundred new toys were sent to Davenport ES students in 2002, to Childress ES in 2003, and to Damian ES this past Christmas.

On behalf of the CISD Board of Trustees and Administration, we would like to show the district's appreciation for their selfless work and generosity by recognizing representatives from the Battery D Second Battalion 14th Marine 4th Marine division including

- Sergeant Adrian Vela
- Gunnery Sergeant Paul (Cookie) Faulkner
- Staff Sergeant Joaquin Alvarado

Thanks to Marines such as these individuals, the Toys For Tots program has been a big success in Canutillo ISD.

**CANUTILLO INDEPENDENT SCHOOL DISTRICT
OFFICE OF THE SUPERINTENDENT
POST OFFICE BOX 100
CANUTILLO, TEXAS**

Agenda Item: H 2 Date: January 11, 2005

Subject: Request by Mr. Hecker to attend Capitol Conference and Legislative Reception - February 9th in Austin, Texas

Presented By: Charley Hecker Consent Agenda: _____

ACTION

1. BACKGROUND INFORMATION:

Mr. Hecker has requested to attend the Captiol Conference and Legislative Reception in lieu of attending the Summer Leadership Institute in San Antonio. The request for travel needs approval from the Board.

2. SUPERINTENDENT RECOMMENDATION:

Recommend approval of the request for travel from Mr. Hecker.

3. BOARD ACTION REQUESTED:

Motion to approve the request submitted by Mr. Hecker to attend the Capitol Conference and Legislative Reception in Austin, Texas as recommended by the Superintendent.

MOTION _____ SECOND _____

AYES _____ NAYS _____



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Statewide Conferences

- Celebrating Educational Opportunities Conference
- Capitol Conference & Legislative Reception
- HR Services Workshops
- Parent Learning Network Texas Conference
- Risk Management Fund's Annual Members' Conference
- Summer Governance Seminar
- Summer Leadership Institute (SLI)
- TASB/TASA Annual Convention
- Winter Governance and Legal Seminars

Regional Workshops & Seminars

- Board Candidate Workshops
- Parent Learning Network Workshops (pdf)
- HR Services Workshops
- Risk Management Fund Seminars
- Spring Workshops
- 2005 Fall Legal Seminars
- 2005 Winter Legal Seminars

On-District Training

- Board Governance and Operations
- District Planning Services
- Legal Intervention Training
- HR Services Workshops
- Parent Learning Network
- Public Relations
- Risk Management
- Team Building Sessions

Capitol Conference and Legislative Reception



Wednesday, February 9, 2005
Marriott at the Capitol
 Austin, Texas

The 79th Session of the Texas Legislature could offer a solution to the state's school funding crisis. At TASB's Capitol Conference, school leaders will get to know the players, the issues, and the possible consequences of pending legislation.

Legislative Reception

Presenters will include Capitol insiders and TASB Governmental Relations Division staff who keep an eye on issues affecting public schools.

The program

The conference will be at the Marriott at the Capitol in Austin.

8:30-9:30 a.m.	Registration
9:30 a.m.-noon	Program
Noon	Lunch will be provided
1-2:30 p.m.	Program
2:30-5 p.m.	Visits with legislators, guided tours of the Capitol
5:30-7 p.m.	Legislative Reception

Visiting the Capitol

The afternoon schedule includes time for you to visit with your state representative and state senator. You are urged to make an appointment now to visit your legislators while you're in town for the conference. To reach a legislator's office directly, dial TASB's toll-free number, 800-580-4885. TASB's operator will transfer your call.

You may also have time to watch legislators in action on the floor of the House or the Senate and to take a guided tour of the Capitol.

Tours generally last 30 to 45 minutes in length and are available until 4:30 pm. The Capitol Information and Guide Service is located in the restored Treasurer's Business Office on the first floor of the Capitol in the South wing. Your guide will lead you through the Capitol and the Extension, while presenting information about the history of Texas, the Legislature, and the legislative process.

Online Learning Center

TASB ISD

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Continuing Education
Credit

Legislative Reception

At the end of a busy day, school board members will visit with legislators and state leaders in a more relaxed setting. All members of the Legislature and the state leadership have been invited to the TASB Legislative Reception at 5:30 p.m. at the hotel.

Board members are urged to call their legislators to issue a personal invitation to this special event. Legislators are invited to an average of six receptions every evening during the session. A personal contact from a constituent will encourage legislators to attend TASB's special event. Use TASB's toll free number (800-580-4885) to invite your representative and your senator.

Hotel

Marriott at the Capitol
701 East 11th Street, Austin, Texas 78701
512-478-1111 or 800-228-9290

TASB has reserved a block of rooms at the Marriott at the Capitol at a special rate of \$144 for single or double rooms. For reservations, contact the hotel directly and say that you are attending TASB's Capitol Conference on February 9. Reservations must be made by Tuesday, January 18, to get these special rates.

Registration

The Capitol Conference is a service provided for TASB members. There is no registration fee, but space is limited and it is important to have enough lunches and materials for all, so please register by noon Monday, February 7.

Register on line

Register by fax by calling 800-580-8272, extension 2219, and asking for the paper version of the Capitol Conference/Legislative Reception registration form.

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Physical Address: 7703 North Lamar Boulevard · Austin, Texas 78752 ([Get Map](#))
Mailing Address: P.O. Box 400 · Austin, Texas 78767-0400
Telephone: 512-467-0222

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**CANUTILLO INDEPENDENT SCHOOL DISTRICT
OFFICE OF THE SUPERINTENDENT
POST OFFICE BOX 100
CANUTILLO, TEXAS**

Agenda Item: H 3 Date: January 11, 2005

Subject: Request for Jose Villarreal to attend NABE 2005 Conference - Jan. 19-22
in San Antonio

Presented By: Jose Villarreal Consent Agenda: _____

ACTION

1. BACKGROUND INFORMATION:

Mr. Villarreal will be a presenter along with other district representatives at the NABE 2005 Conference in San Antonio. The request for travel needs approval from the Board.

2. SUPERINTENDENT RECOMMENDATION:

Recommend approval of the request for travel from Mr. Villarreal

3. BOARD ACTION REQUESTED:

Motion to approve the request submitted by Mr. Villarreal to attend the NABE 2005 Conference in San Antonio, Texas as recommended by the Superintendent.

MOTION _____ SECOND _____

AYES _____ NAYS _____

NABE 2005

**Many Rivers, on Course to
Academic Excellence**

**January 19-22, 2005
San Antonio, Texas**

Are there English Language Learners (ELLs) in your classroom?
Then, you can't afford to miss the world's largest conference
for educators of ELL students!

**NABE 2005: World-class professional development
for experts and novices alike.**

**Don't Delay! Complete and return the enclosed
forms by November 12, 2004 for Early Bird savings!**



JANUARY-----

Action Items

Superintendent Evaluation

Action on Superintendent's Contract & Salary

Other Items

Presentation of and required Public Hearing on District's Annual Report

School Board Appreciation

Important Dates

Sam Rayburn Day (Jan. 6, 2005)

Martin Luther King, Jr.'s Birthday (Jan. 17, 2005)



Canutillo Independent School District

7965 Artcraft Rd.
El Paso, TX 79932

Mailing Address: P.O. Box 100
Canutillo, Texas 79835

John P. Kessinger, Ed. D.
Assistant Superintendent

Personnel Committee Meeting Minutes
January 4, 2005

(915) 877-7475
FAX (915) 877-7477
jkessinger@canutillo.k12.tx.us

Location: Administration Building
Time: 6:05 p.m. – 6:14 p.m.

Board Committee Members Present: Mr. Frieze, and Mrs. Sanchez

Others Present: Mr. Charles Hart, Dr. Pam Padilla, Renee O'Donnell, Martha Veale, Tony Reza, Sergio Coronado, Charlie Hecker, Rudy Escobar, Isabel Escobar and Leroy Romero.

Mrs. Sanchez arrived at 6:12 p.m.

The meeting was called to order at 6:05 p.m.

Mr. Frieze asked for the record to reflect that Mrs. Sanchez called and said she would be running late.

3.0 Personnel

- A. **Upgrade of Campus Technology Specialist to Campus Network Specialist:** Mrs. O'Donnell addressed the committee members and explained that the district currently has two vacancies for a campus technology assistant. They tried to fill those positions in early December, but both applicants for the job turned us down because of the salary offer. They wanted a salary above mid-point. Mrs. Veale and Mrs. O'Donnell concluded that the job has outgrown the current pay grade. Mrs. O'Donnell talked to Mr. Nichman with TASB and he said it would be logical to put them into pay grade 6 because of the upgraded certifications the district is now requiring. Mrs. O'Donnell provided the committee members with the pay grade range and explained what we are proposing. We will re-post with this new pay grade and the increased certification. The existing pay grade 4 technology personnel will remain at pay grade 4 but will have the opportunity to challenge the test to see if they can move into pay grade 6. The committee members asked Mrs. Veale and Mrs. O'Donnell questions on these positions. The committee members all agreed to approve these two upgrades for recommendation to the full board.
- B. **Creation of Comprehensive School Reform Facilitator:** This position is part of a grant that has been awarded to the district in the amount of \$150,000. The grant is a comprehensive school reform grant for the high school. Half of the grant provides the salary for a CSR Facilitator. The job description was provided to each of the committee members. It is an Administrative pay grade 3 requiring a bachelor's degree. The grant is for three years. Dr. Padilla answered questions and the committee agreed to recommend the creation of this position to the board.
- C. **Comments/Input from Community Members on items discussed by Personnel Committee:**
There were no comments or input from community members.

Adjournment: Motion to adjourn by consensus.

Meeting adjourned at 6:17 p.m.

POLICY COMMITTEE MEETING

Minutes

Date: Tuesday, January 4, 2005
Location: Canutillo Administration Office
Time: 6:30 p.m. – 6:51 p.m.

Board Committee Members Present:

Charley Hecker, Chairperson Carl Frieze Yvonne Sanchez

Board Members Present:

Sergio Coronado

Others Present:

Renee O'Donnell Dr. Pam Padilla Mr. Charles Hart
Tony Reza Dr. John Kessinger

CALL TO ORDER

Mr. Hecker called the meeting to order at 6:00 p.m. A sign-in sheet was distributed for attendance.

REVIEW OF LOCAL POLICIES INCLUDED IN LOCALIZED POLICY MANUAL UPDATE 74

The Committee discussed the following local policies:

CAA (LOCAL) – FISCAL MANAGEMENT GOALS AND OBJECTIVES: FINANCIAL ETHICS

CE (LOCAL) – ANNUAL OPERATING BUDGET

DBA (LOCAL) – EMPLOYMENT REQUIREMENTS AND RESTRICTIONS: CREDENTIALS AND RECORDS

DBD (LOCAL) – EMPLOYMENT REQUIREMENTS AND RESTRICTIONS: CONFLICT OF INTEREST

DDF (LOCAL) – TERMINATION OF CONTRACT: REDUCTION IN FORCE

EL (LOCAL) – CHARTER CAMPUS OR PROGRAM

Mrs. O'Donnell presented Update 74 indicating that most of them have to do with fraud prevention in defining the auditing procedures and clarifying language in the legal policies. Mr. Reza provided more feedback by stating that he was interviewed along with the business manager by the auditors, making sure that there weren't any possibilities or reducing the risk of fraud that might be associated with the district's financial transactions and this is an offset of that. **After some discussion from the committee, it was recommended that Update 74 be presented to the board for approval on Tuesday at first reading and then tackle CE (Local) separately.**

COMMENTS/INPUT FROM COMMUNITY MEMBERS ON ITEMS DICUSSED BY POLICY COMMITTEE

None.

Adjournment

The meeting was adjourned at 6:51 p.m.



Canutillo Independent School District

7965 Artcraft Rd.
El Paso, TX 79932

Mailing Address: P.O. Box 100
Canutillo, Texas 79835

Tony Reza
Comptroller

(915) 877-7430
FAX (915) 877-7415
treza@canutillo.k12.tx.us

January 4, 2005

TO: Board of Trustees

THROUGH: Tony Reza *TR*
Comptroller

FROM: Kathy Ellis *K Ellis*

SUBJECT: Approval of Warrant List for December 1-31, 2004

Enclosed in your packet is the warrant list for December 1-31, 2004. I recommend its approval in the amount of: **\$ 3,234,935.84.**

The following Board members abstain from voting on individual payments as follows:

Sergio Coronado	Am. Exp./registration-NSBA	\$	820.00	Page 5
Carl Fietze	Am. Exp./registration-NSBA	\$	830.00	Page 5
Charley Hecker	Am. Exp./registration-NSBA	\$	820.00	Page 5
	Banes General Contractors	\$	2,443,668.09	Page 11
Frank Lerma	Am. Exp./registration-NSBA	\$	830.00	Page 5
Yvonne Sanchez	Am. Exp./registration-NSBA	\$	830.00	Page 5
Jose Villarreal	Am. Exp./registration-NSBA	\$	830.00	Page 5
	Am. Exp./registration-NABE	\$	100.00	Page 6
	MGA Planning/registration-TABE	\$	50.00	Page 54
	Sprint/cell service fee	\$	49.34	Page 87

CANUTILLO INDEPENDENT SCHOOL DISTRICT

Monthly ADA and Last Day Enrollment
As of December 16, 2004

<u>Campus</u>	<u>December ADA</u>	<u>Enrollment 12/16/04</u>
Canutillo Elementary School	683.876	737
Deanna Davenport Elementary School	594.459	642
Jose H. Damian Elementary School	674.500	727
Bill Childress Elementary School	718.708	773
Canutillo Middle School	751.333	777
Canutillo High School	1193.500	1233
	<hr/>	<hr/>
DISTRICT TOTALS	4616.376	4889
Ineligible students (Children of employees-out of state and ineligible PK students-not LEP or economically disadvantaged. Tuition is not collected.)		62
		<hr/>
GRAND TOTAL ENROLLMENT		4951

CANUTILLO INDEPENDENT SCHOOL DISTRICT

Year-to-Date Average Daily Membership and ADA
 August 16, 2004 through December 16, 2004

<u>Campus</u>	<u>ADM</u>	<u>ADA</u>	<u>ATT %</u>
Canutillo Elementary School	710.113	689.114	97.0%
Deanna Davenport Elementary School	605.012	587.821	97.2%
Jose H. Damian Elementary School	689.554	669.720	97.1%
Bill Childress Elementary School	736.202	719.000	97.7%
Canutillo Middle School	780.310	753.703	96.6%
Canutillo High School	1243.101	1190.317	95.8%
	_____	_____	
*DISTRICT TOTALS	4764.292	4609.675	96.8%

*Does not include ineligible students

**CANUTILLO INDEPENDENT SCHOOL DISTRICT
OFFICE OF THE SUPERINTENDENT
POST OFFICE BOX 100
CANUTILLO, TEXAS**

Subject: Creation of Position

Date: January 5, 2005

Presented by: Renée O'Donnell

Consent Agenda

ACTION

1. **BACKGROUND INFORMATION**

(1) **Comprehensive School Reform (CSR) Facilitator** **CHS**

Rationale: • The CSR grant will provide \$150,000 this year and will continue for a total of three years. A major and required expenditure of grant funds will be a Comprehensive School Reform Facilitator. As soon as the District receives formal notification, this job will be posted. Position will be in place as long as grant provides funding.

2. **SUPERINTENDENT RECOMMENDATION**

It is recommended that the Board approve the above-mentioned position as recommended by the Personnel Committee on January 4, 2005.

3. **BOARD ACTION REQUESTED**

Motion to approve the creation of Comprehensive School Reform (CSR) Facilitator as recommended by the Superintendent and Personnel Committee.

MOTION _____ **SECOND** _____

FOR _____ **AGAINST** _____

BOARD PRESIDENT: This Board will adjourn into closed session pursuant to the following section of the Texas Open Meetings Act, Texas Government Code Section 551.074 and 551.082, for evaluation and employment of a public officer or employee.

**CANUTILLO INDEPENDENT SCHOOL DISTRICT
OFFICE OF THE SUPERINTENDENT
POST OFFICE BOX 100
CANUTILLO, TEXAS**

Subject: Position Changes

Date: January 5, 2005

Presented by: Renée O'Donnell

Consent Agenda ✓

ACTION

1. BACKGROUND INFORMATION

Upgrade of Campus Technology Specialist to Campus Network Specialist

Rationale: • The District has vacancies for two campus technology specialists, Pay Grade 4, that the District has not been able to fill because the pay grade range \$(10.05 - \$12.56) does not match the going market rate for these types of technicians. We have posted and interviewed for these two positions, but have not been able to fill the vacancies because the recommended candidates have refused job offers because of pay level. This dilemma has prompted us to review our computer tech pay ranges and restructure how the District uses campus technicians. In the last few years, the knowledge, skills, and responsibilities required of our campus technicians have evolved because of the complexity of our network system. The pay range of Pay Grade 4 does not compare with the market for the skills we are presently requiring. Moving the job of Campus Technology Specialist to a new position entitled Campus Technology Network Specialist, Pay Grade 6 (\$12.61 - \$15.76) will allow the District flexibility in negotiating salaries and ensure hiring qualified applicants. Only new hires will be hired in this Pay Grade 6 position. Existing Pay Grade 4 Campus Technology Specialists can qualify for promotion to Pay Grade 6 by demonstrating proficiency through a test all candidates will have to pass.

2. SUPERINTENDENT RECOMMENDATION

It is recommended that the Board approve the position change as recommended by the Personnel Committee on January 4, 2005.

3. BOARD ACTION REQUESTED

Motion to approve the above-mentioned position change as recommended by the Superintendent and Personnel Committee.

MOTION _____ **SECOND** _____

FOR _____ **AGAINST** _____

BOARD PRESIDENT: This Board will adjourn into closed session pursuant to the following section of the Texas Open Meetings Act, Texas Government Code Section 551.074 and 551.082, for evaluation and employment of a public officer or employee.

**CANUTILLO INDEPENDENT SCHOOL DISTRICT
OFFICE OF THE SUPERINTENDENT
POST OFFICE BOX 100
CANUTILLO, TEXAS**

Subject: Administrative Personnel Actions for Board of Trustee Information Only

Date: January 11, 2004

Presented by: Renée O'Donnell

Consent Agenda: _____

ACTION

1. **BACKGROUND INFORMATION**

Superintendent approved employment of personnel:

Ramon Salgado

**Temporary Bus Driver,
Effective 12/03/04**

Superintendent approved position changes for personnel:

Rosanna M. Dominguez

**Temporary Driver to
PT Driver,
Effective 11/30/04**

Ramon Gallegos

**Interim Asst. Lead Custodian, CES,
To Custodian, CES,
Effective 12/6/04**

Ramon Gallegos

**Custodian, CES, to
Asst. Lead Night Custodian, CES,
Effective 12/6/04**

Sandra Guerrero

**Receptionist, BCE, 226 days to
Attendance Clerk, BCE, 202 days,
Effective 12/10/04**

Juana García

**Asst. Lead Night Custodian, CES,
To Custodian, CES,
Effective 12/6/04**

Superintendent approved resignations:

Carmen L. Figueroa

**PT Driver,
Effective 12/3/04**

BOARD ACTION REQUESTED

No action required.

CANUTILLO INDEPENDENT SCHOOL DISTRICT
OFFICE OF THE SUPERINTENDENT
POST OFFICE BOX 100
CANUTILLO, TEXAS

Agenda Item: 4A

Date: January 11, 2005

Subject: Canutillo Elementary School – BJE # 1100 & 1101

Presented By: Tony Reza

Consent Agenda: X

ACTION

1. BACKGROUND INFORMATION:

The enclosed budget amendment is to transfer funds from functions 11 and 33 to functions 13 and 23 to provide funds to allow staff to attend the NABE conference and supplies for administrative and office use.

2. SUPERINTENDENT RECOMMENDATION:

The Superintendent recommends approval of the requested budget amendment.

3. ACTION REQUESTED:

The Board of Trustees approves the requested budget amendment.

MOTION _____ SECOND _____

AYES _____ NAYS _____

Date: 1/04/05

Reason:
FUNDING SOURCE: LOCAL FUNDS

PURPOSE OF AMENDMENT: FUNDS WILL BE USED TO COVER STAFF TRAVEL TO NABE CONFERENCE.

HOW WILL THIS IMPACT EDUCATION: CONFERENCE WILL ALLOW FOR TEACHERS TO GAIN BETTER INSIGHT IN BILINGUAL INSTRUCTION AND CURRICULUM.

WHAT GOAL WILL BE MET? GOAL 2 OBJECTIVE 4 - ALL ENGLISH LEARNERS WILL BECOME PROFICIENT IN ENGLISH AND REACH HIGH ACADEMIC STANDARDS, ATTAINING, AT MINIMUM , PROFICIENCY OR BETTER IN THE FOUNDATION CURRICULUM.

Mode: Lookup

Cancel? N

Date: 1/04/05

Reason:
FUNDING SOURCE: LOCAL FUNDS

PURPOSE OF AMENDMENT: TO PROVIDE FUNDS TO PURCHASE MUCH NEEDED SUPPLIES FOR ADMINISTRATIVE/OFFICE USE FOR CAMPUS SUPPORT

HOW WILL THIS IMPACT EDUCATION: FUNDS WILL BE USED TO PURCHASE SUPPLIES FOR OFFICE USE. SUPPLIES WILL BE USED TO CARRY OUT ALL OFFICE FUNCTIONS AND RESPONSIBILITIES FOR CAMPUS SUPPORT.

WHAT GOAL WILL BE MET? GOAL 7- THE DISTRICT SUPPORT TEAM WILL PROVIDE LEADERSHIP, TECHNICAL ASSISTANCE, AND EFFECTIVE AND EFFICIENT ADMINISTRATION TO ENSURE SCHOOLWIDE AND DISTRICTWIDE IMPROVEMENT.

Mode: Lookup

Cancel? N

TO: Charles Hart, Superintendent

THROUGH: Tony Reza, Comptroller

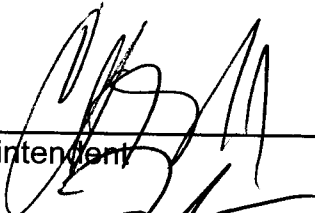
FROM: Kathy Ellis, Assistant Business Manager

SUBJECT: Canutillo Elementary School - BJE # 1100 & 1101


DATE: January 5, 2005

BUDGET CODE	CURRENT BUDGET	CHANGE	AMENDED BUDGET
199.11.6412.00.101.5.11 Student Travel	3,000.00	(3,000.00)	-
199.13.6411.00.101.5.99 Employee Travel	3,000.00	3,000.00	6,000.00
199.33.6399.00.101.5.99 General Supplies	3,500.00	(500.00)	3,000.00
199.23.6399.00.101.5.99 General Supplies	9,070.00	500.00	9,570.00
			-

REASON FOR AMENDMENT REQUEST - This budget amendment is to reallocate funds from functions 11 & 33 to functions 13 & 23 to provide funds for staff to attend the NABE conference and for supplies for administrative and office use.



Superintendent



Comptroller

1/5/05
Date

1-5-05
Date

1/05/05 FY 5 CANUTILLO INDEPENDENT SCHOOL DISTRICT 08:42:55 OPADEV000S
 TXCUSTOM Budget Transfer Request Entry Approval Ref: XGL.491L.01
 JAN BJE 1100 BUDGET AMMENDMENT Total: .00
 CMD A C C O U N T TO FROM

Position To: _____
 BEGIN
 0001.000 199.11.6412.00.101.5.11
 0002.000 199.13.6411.00.101.5.99

3,000.00
 3,000.00

COMMANDS: L F T E
 F2=Process Transfer

POSITION: +n,n.n,-n, Roll-up, Roll-down

JAN BJE 1101 BUDGET AMENDMENT Total: .00
 CMD A C C O U N T T O FROM

Position To: _____
 BEGIN

<u>0001.000</u>	199.33.6399.00.101.5.99		500.00
<u>0002.000</u>	199.23.6399.00.101.5.99	500.00	

COMMANDS: L F T E
 F2=Process Transfer.

POSITION: +n,n.n,-n,Roll-up,Roll-down

**CANUTILLO INDEPENDENT SCHOOL DISTRICT
OFFICE OF THE SUPERINTENDENT
POST OFFICE BOX 100
CANUTILLO, TEXAS**

Agenda Item: 4 B Date: January 11, 2005

Subject: Equipment, Supplies and Services for the Band Program

Presented By: Tony Reza Consent Agenda: ✓

ACTION

1. BACKGROUND INFORMATION:

The Finance Department has reviewed and evaluated proposals for the band program RFP #05-05. The Finance Department recommends awarding as per the supplemental documents enclosed in this packet (**highlighted areas in yellow indicate award of products**). Total award is for **\$69,945.50** to three vendors.

Capshaw Olivas	-	\$20,660.50
White's Music Box	-	\$ 7,650.00
Brook May Music	-	\$41,635.00

In addition White's Music Box and Mesilla Valley Music are being recommended to provide supplies and services for the band program district-wide.

This is also to request approval as stated in Board Policy CH (Local), any single-item purchase that costs more than \$10,000 shall require Board approval before a transaction may take place.

2. SUPERINTENDENT RECOMMENDATION:

Recommend approval of award of equipment, supplies and services for the band program

3. BOARD ACTION REQUESTED:

Motion to approve the award of equipment, supplies and services for the band program as recommended by the Superintendent.

MOTION _____ SECOND _____

AYES _____ NAYS _____

**CANUTILLO INDEPENDENT SCHOOL DISTRICT
OFFICE OF THE SUPERINTENDENT
POST OFFICE BOX 100
CANUTILLO, TEXAS**

Agenda Item: 4 F Date: January 11, 2005

Subject: Approval of solution for the closing of the second floor corridors as recommended by Facilities/Finance Committee

Presented By: Yusuf Farran Consent Agenda:

ACTION

1. BACKGROUND INFORMATION:

This item was presented to the Facilities/Finance Committee. The committee recommended that the areas to be closed on second floor corridors not exceed \$6,000.00. Floor plans have been included in this exhibit to denote the areas to be closed.

2. SUPERINTENDENT RECOMMENDATION:

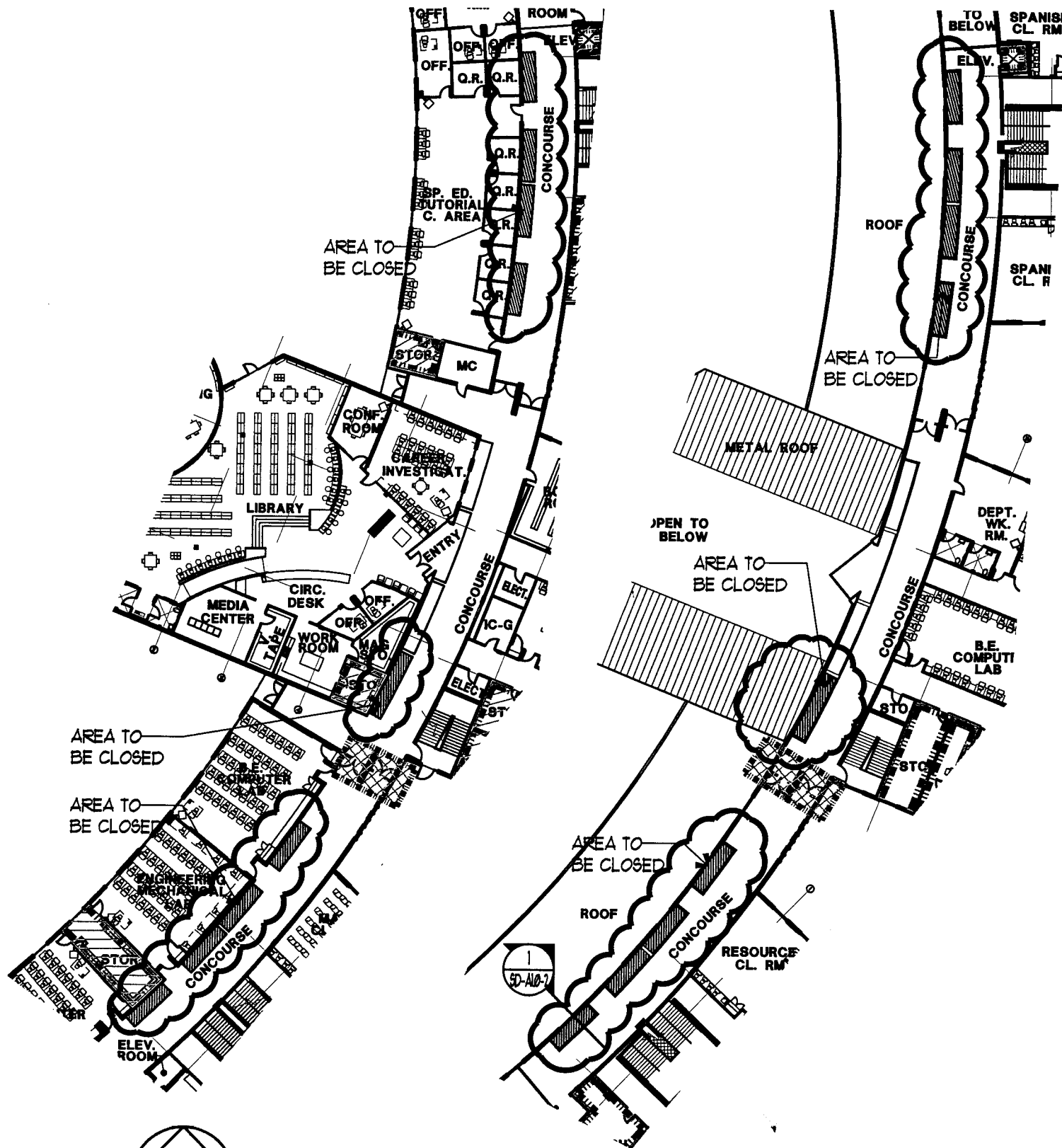
Recommend approval of solution for the areas that need to be closed on the second floor corridor.

3. BOARD ACTION REQUESTED:

Motion to approve the solution for the areas that need to be closed on the second floor corridor not to exceed \$6,000.00 as recommended by Facilities/Finance Committee and the Superintendent.

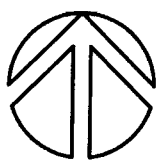
MOTION _____ SECOND _____

AYES _____ NAYS _____



PARTIAL FLOOR PLAN

SCALE: 1"=40'



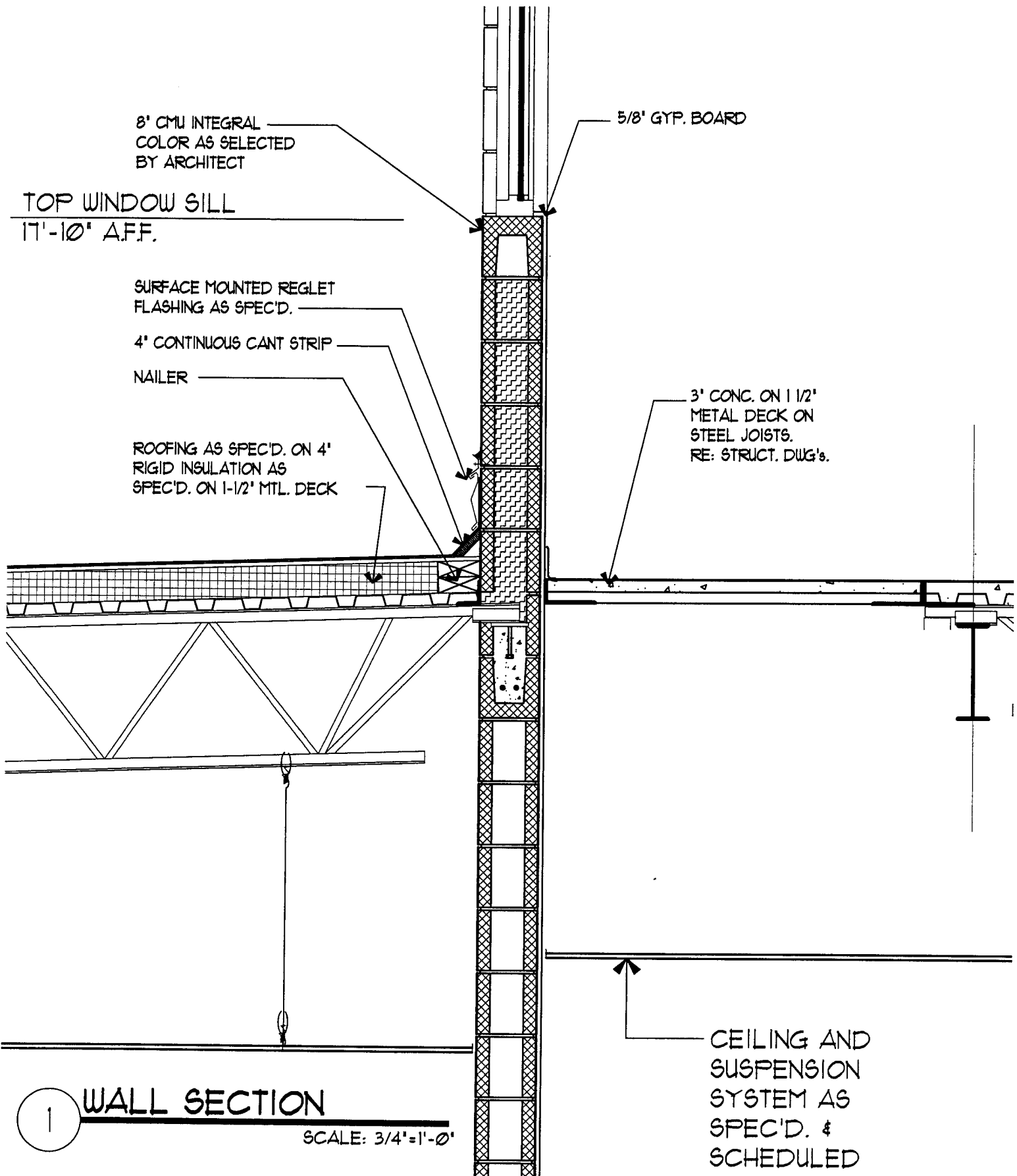
Dimonico
ARCHITECTS
 INTERNATIONAL
 INDUSTRIAL • PLANNING • EDUCATIONAL • HISTORIC PRESERVATION
 4150 RIO BRAVO, SUITE 102 EL PASO, TEXAS 79902
 915-533-0875 FAX: 915-532-8839

CANUTILLO HIGH SCHOOL
CANUTILLO INDEPENDENT SCHOOL DISTRICT

6875 SOUTH DESERT BOULEVARD EL PASO TEXAS 79932

Date:	DEC. 14, 2004
Project No:	0132
ATTACH TO SHEET:	A1.0
SUPPLEMENTAL DRAWING:	0132A1.0

ATTACHMENT: # 0132A1.0-1

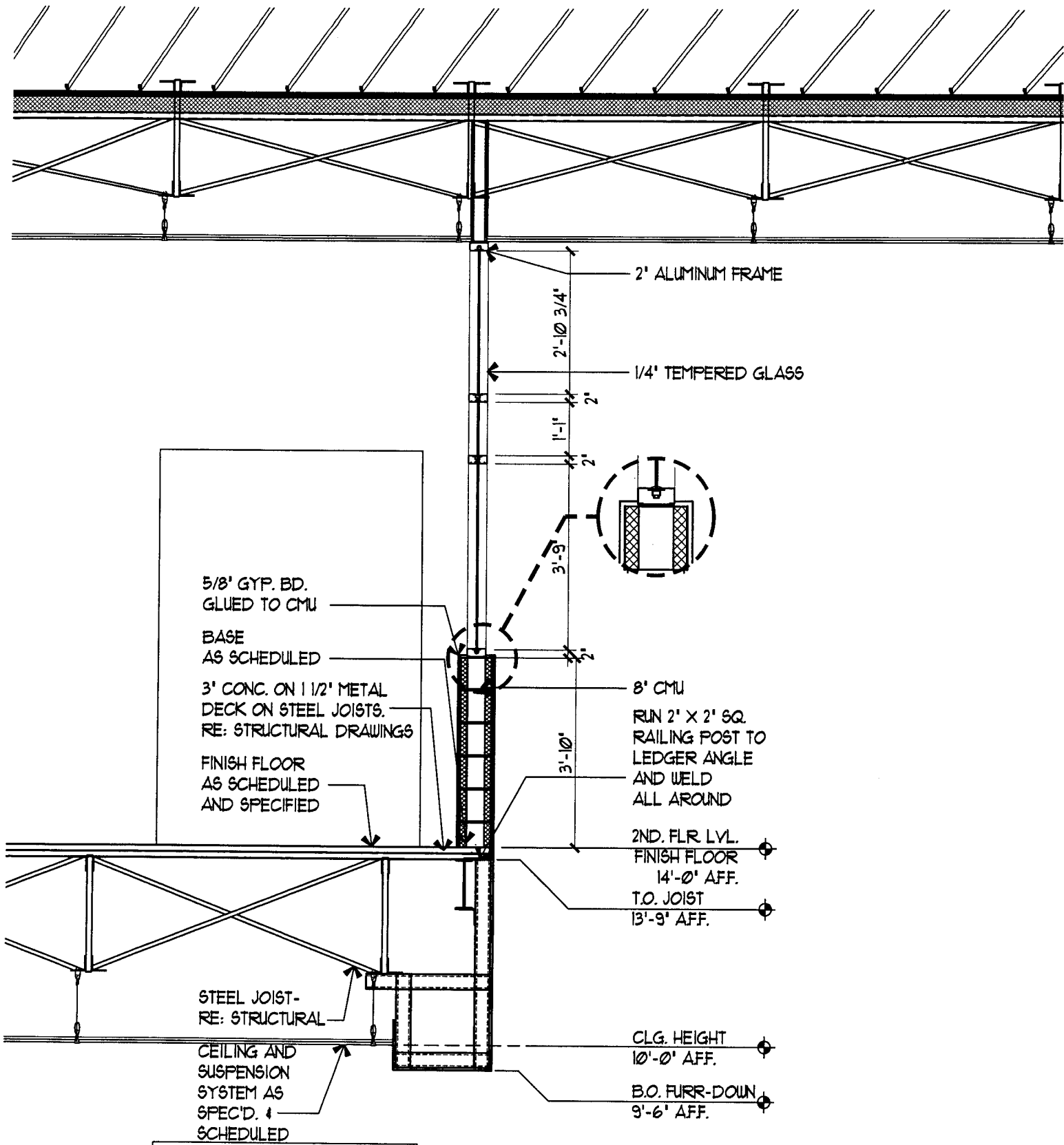


1 WALL SECTION
SCALE: 3/4" = 1'-0"

Dimensions
ARCHITECTS
INTERNATIONAL
INDUSTRIAL • PLANNING • EDUCATIONAL • HISTORIC PRESERVATION
4150 RIO BRAVO, SUITE 102 EL PASO, TEXAS 79902
915-533-0875 FAX: 915-532-8839

CANUTILLO HIGH SCHOOL
CANUTILLO INDEPENDENT SCHOOL DISTRICT
6675 SOUTH DESERT BOULEVARD EL PASO TEXAS 79932

Date:	DEC. 14, 2004
Project No:	0132
ATTACH TO SHEET:	A1.0
SUPPLEMENTAL DRAWING: 0132A1.0	

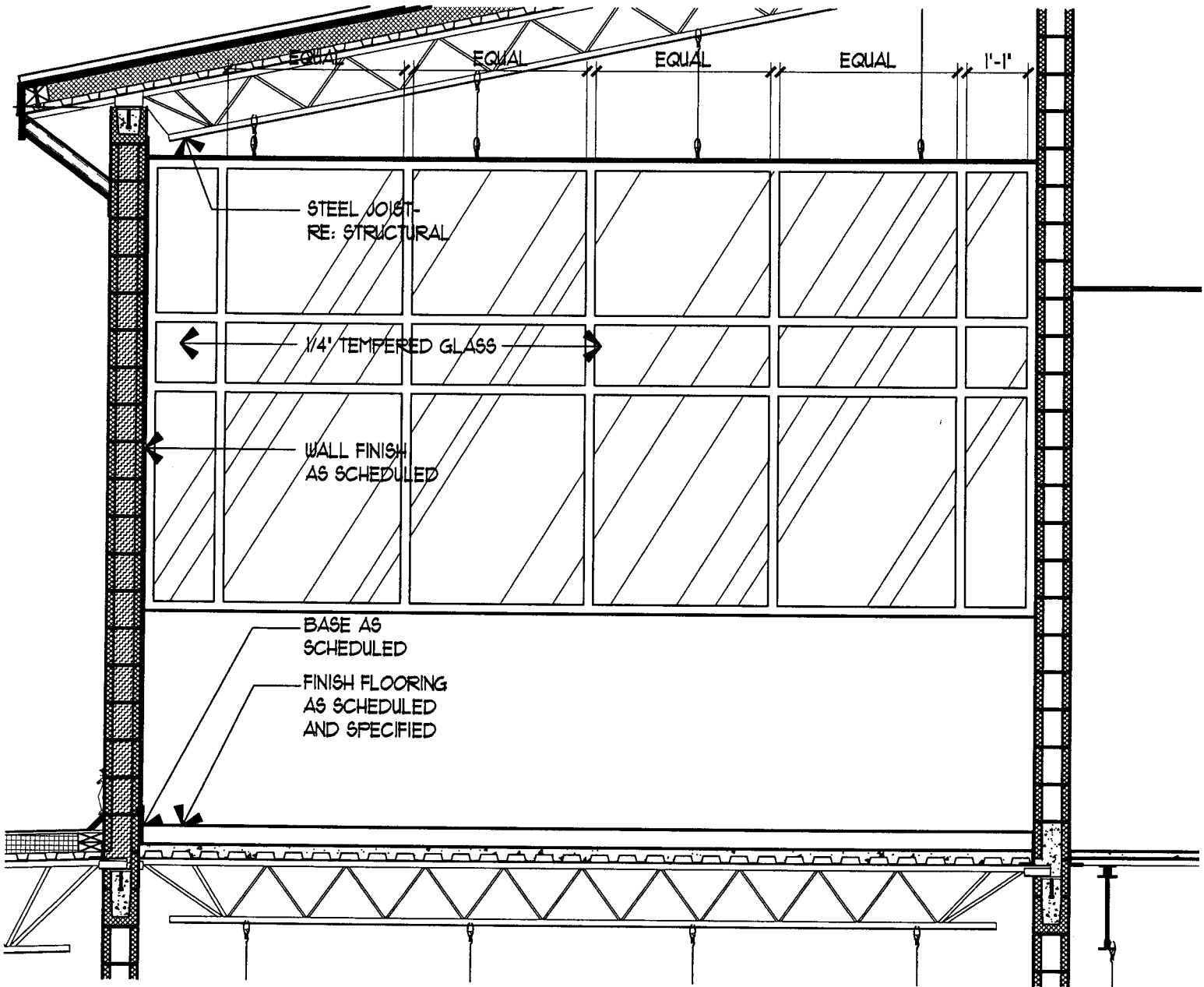


7 WALL SECTION
SCALE: 1/4"=1'-0"

Dimensions
ARCHITECTS
INTERNATIONAL
INDUSTRIAL • PLANNING • EDUCATIONAL • HISTORIC PRESERVATION
4150 RIO BRAVO, SUITE 102 EL PASO, TEXAS 79902
915-533-0875 FAX: 915-532-8539

CANUTILLO HIGH SCHOOL
CANUTILLO INDEPENDENT SCHOOL DISTRICT
6675 SOUTH DESERT BOULEVARD EL PASO TEXAS 79932

Date:	DEC. 14, 2004
Project No:	0132
ATTACH TO SHEET:	A7.6
SUPPLEMENTAL DRAWING: 0132A7.6	



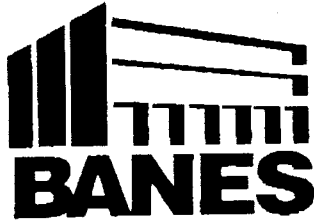
8 SECTION
SCALE: 1/4"=1'-0"

Dimensions
ARCHITECTS
INTERNATIONAL
INDUSTRIAL • PLANNING • EDUCATIONAL • HISTORIC PRESERVATION
4150 RIO BRAVO, SUITE 102 EL PASO, TEXAS 79902
915-533-0875 FAX: 915-532-8839

CANUTILLO HIGH SCHOOL
CANUTILLO INDEPENDENT SCHOOL DISTRICT
6675 SOUTH DESERT BOULEVARD EL PASO TEXAS 79902

Date:	DEC. 14, 2004
Project No:	0132
ATTACH TO SHEET:	A7.6
SUPPLEMENTAL DRAWING: 0132A7.6	

ATTACHMENT: # 0132A7.6-3



General Contractors
Construction Managers
Design Builders

BANES GENERAL CONTRACTORS, INC.

P.O. BOX 220550 / 6040 LUCKETT CT. / EL PASO, TX 79913
 PHONE: (915) 584-0404 NEW MEXICO LIC.# 29893
 FAX: (915) 584-2432 ARIZONA LIC.# 090948
 banes.bgc@ionexmail.net

December 13, 2004

Yusuf Farran, P. E. , Construction Administrator
 Canutillo Independent School District Administration
 7965 Artcraft Rd.
 El Paso, Texas 79932

Re: New Canutillo High School
 Subj: US Track and Turf

Mr. Farran,

Attached is the final quote from US Track and Turf with the different options requested by the District. The options are as follows:

Item A	The original proposal for the football field including turf in the "D" Zones. Painted soccer lines, hash marks and yard numbers. Single colored field.	\$ 480,000.00
Item B	US Track has agreed to include the track and court surfacing if both items are issued as a combined contract. (Track Surface to be Black)	\$ 100,000.00
	Base Cost for Items A & B	\$ 580,000.00
Alt #1	Change "D" Zones to track surface in lieu of turf	
	a. Delete turf in "D" zone	(\$70,000.00)
	b. Add Asphalt in "D" zone	\$ 22,500.00
	c. Add Track surfacing to "D" zones (Black)	\$ 32,250.00
	Total deduct for changing "D" zones to track surfacing	(\$15,250.00)
	Base cost for Alt #1	\$ 564,750.00
Alt #2	Provide cut in hash marks, numbers, and soccer lines	\$ 27,000.00
Alt #3	Provide a different color at the end zone with school name inlaid	\$ 27,000.00
Alt #4	Budget for inlaid logo at the center of the field	\$ 16,000.00

Alt #5	Change color of track surface to a standard color in lieu of the black material originally specified.	\$ 37,625.00
Alt #6	Change the color of the surfacing at the "D" Zones to a standard color in lieu of the black material originally specified	\$ 16,125.00
	Base cost of all alternates for the stadium turf and track surfacing	\$ 123,750.00
Alt #7	Change tennis court surface to cushion system	\$ 32,250.00

The Construction Management fee to be added to the total combined price for the selections for the turf and surfacing made by the District is 6.86% of the total.

Respectfully

Fred Seibert, Project Manager, Banes General Contractors, Inc.

Cc: Esmail Panahi, P.E., President, Banes General Contractors, Inc.

**CANUTILLO INDEPENDENT SCHOOL DISTRICT
OFFICE OF THE SUPERINTENDENT
POST OFFICE BOX 100
CANUTILLO, TEXAS**

Agenda Item: 4 I Date: January 11, 2005

Subject: Approval of award of water service contract for the new high school as recommended by Facilities/Finance Committee

Presented By: Yusuf Farran Consent Agenda: ✓

ACTION

1. BACKGROUND INFORMATION:

This item was presented to the Facilities/Finance Committee. The committee recommended that the water service contract be awarded to El Paso Water Utilities Public Service Board. The installation and service contract has been included in this exhibit.

2. SUPERINTENDENT RECOMMENDATION:

Recommend approval of award of the water service contract to El Paso Water Utilities Public Service Board.

3. BOARD ACTION REQUESTED:

Motion to approve the award of the water service contract to El Paso Water Utilities Public Service Board as recommended by Facilities/Finance Committee and the Superintendent.

MOTION _____ SECOND _____

AYES _____ NAYS _____

**CANUTILLO INDEPENDENT SCHOOL DISTRICT
OFFICE OF THE SUPERINTENDENT
POST OFFICE BOX 100
CANUTILLO, TEXAS**

Agenda Item: 4 J Date: January 11, 2005

Subject: Approval to change the standard "H" goal post to an offset goal post as recommended by Facilities/Finance Committee

Presented By: Yusuf Farran Consent Agenda:

ACTION

1. BACKGROUND INFORMATION:

The originally specified goal post was to be a standard "H" frame with a removable soccer goal. After conversations with the architect and coaches, they requested that this be changed to an offset goal post. The changes will add an additional cost of \$1,200 per each post or \$2,400 to the overall cost of the equipment.

2. SUPERINTENDENT RECOMMENDATION:

Recommend approval of the change to the goal posts.

3. BOARD ACTION REQUESTED:

Motion to approve the change of the standard "H" goal post to an offset goal post as recommended by Facilities/Finance Committee and the Superintendent.

MOTION _____ SECOND _____

AYES _____ NAYS _____



BANES GENERAL CONTRACTORS, INC.

PO BOX 12095 / 6040 LUCKETT CT. / EL PASO, TX 79913
PHONE: (915) 584-0404 NEW MEXICO LIC. #29803
FAX: (915) 584-2432 ARIZONA LIC. #090908

FAX Transmission

To:	Yusuf Farran, P. E.	From:	Fred Seibert
Company:	Canutillo Independent School District	Date:	December 15, 2004
Fax No:	877-7740	Time:	
Re:	New High School	Pages:	5 pages (including this page)
Subj:	Football Goal Posts		Please call if you don't receive all pages
		VIA:	<input checked="" type="checkbox"/> Fax <input type="checkbox"/> US Mail <input type="checkbox"/> Both

Mr. Farran,

The originally specified goal post was to be a standard "H" frame with a removable soccer goal. After per conversations with the Architect and Coaches, they requested that this be changed to an offset goal post. I have attached revised quote and submittal from the supplier. This change will add an additional cost of \$1,200 per each post or \$2,400 to the overall cost of the equipment.

Please let me know how you want me to proceed.

Fred Seibert / Project Manager

CANUTILLO HIGH SCHOOL

GYE /CSS JOB # 063204

Architect: Dimension Architects
Contractor: Banes General Contractor
Supplier: GYE Industries / CSS
Manufacture: JAYPRO

As per customer request change
Official Soccer/ Football Goal Post FBSC- 200
To

FBGP – 6000 Football Ball Goal Post

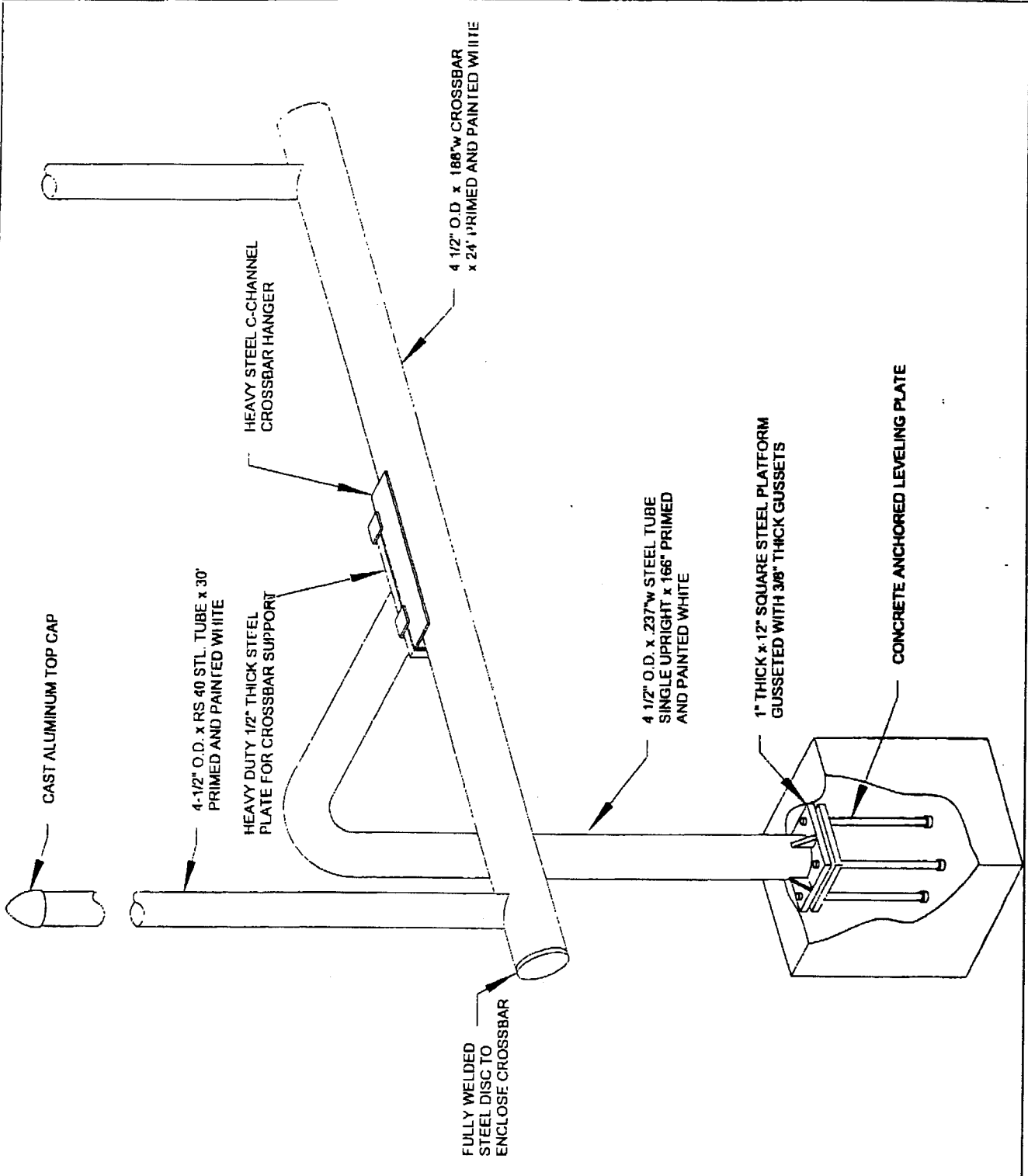
Add per unit \$ 1,200.00

Please issue change order with this approval

**Athletic Equipment cannot be placed into production without
all information requested and a complete submittal approved.**

REVISED

**SUBMITTAL
FOR
APPROVAL**



REVISION	DATE	JAYPRO NO
		CUST NO
COPYRIGHT 1987 JAYPRO SPORTS INC. ALL RIGHTS RESERVED		DATE
		10/07/97

FBGP-600

OFFICIAL SCHOLASTIC OFFSET FOOTBALL GOAL POST

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"Creating the Standard in Athletic Equipment"

Jaypro

976 Hartford Turnpike
Waterford, CT 06385

DRAWING BY	JMG
DR	
DRAWING NO.	FBGP-600

MODEL FBGP-600

OFFICIAL OFFSET FOOTBALL GOAL POST

Semi-Permanent, Single post slingshot design meets all NFSHSA specifications. Revolutionary base plate mounting design simplifies installation and minimizes alignment problems. Adjustable leveling plate for correct alignment and built in leveling jacks for vertical adjustment.

Unit shall consist of one offset upright manufactured from 4 "O.D. x .237"w steel tube and offset 5'. The neck of the upright has a heavy duty " " thick steel, punched plate welded to the end of the tube. The crossbar is manufactured from 4 " O.D. x .188"w steel tube and is 24' long. Both ends are closed off with fully welded steel discs. The crossbar shall mount to the upright by means of (8) 3/4"-10 hex head bolts passed through a heavy steel "C"-channel, welded to the center of the crossbar, and securely fastened with 3/4" lock washers and hex nuts. The top uprights are manufactured from 2 3/8" O.D. x .130"w steel tubing x 20' in length with cast aluminum top caps assembled at the ends. The unit is mounted on a leveling plate which is securely anchored in a concrete base by means of four 7/8"-9 x 18" threaded rods installed in concrete base. Units overall height is 30' and meets all NFSHSA specifications. All steel tube used is primed and painted with two coats of catalyzed white polyurethane paint. All mounting hardware is galvanized or zinc plated steel.

Shipping weight is 1154#.

CANUTILLO HIGH SCHOOL
Job # 063204

SUBMITTED	
FBSC-200	List Price \$2,695.00 (Per each)
<hr/>	
REQUESTED BY CUSTOMER	
FGP-600	List \$3,595.00
<hr/>	
Cost Difference	\$900.00

Cost of originally specified equipment

Cost of upgrade

QUOTE TO CUSTOMER \$1,200.00

*includes shipping, handling, D/H/P
+ installation, ~~***~~*

**CANUTILLO INDEPENDENT SCHOOL DISTRICT
OFFICE OF THE SUPERINTENDENT
POST OFFICE BOX 100
CANUTILLO, TEXAS**

Agenda Item: 4 K Date: January 11, 2005

Subject: Approval to changes and additions to the stage curtains at the new high school as recommended by Facilities/Finance Committee

Presented By: Yusuf Farran Consent Agenda: ✓

ACTION

1. BACKGROUND INFORMATION:

Enclosed with this exhibit is the revised breakdown sheet for the changes and additions to the Stage Curtains. Balance required for completion of work requested for stage curtains by Mr. Jefferies is \$36,614.79.

2. SUPERINTENDENT RECOMMENDATION:

This item was reviewed by the Facilities/Finance Committee and recommend approval of changes to stage curtains.

3. BOARD ACTION REQUESTED:

Motion to approve the changes and/or additions to the stage curtains at the new high school as recommended by Facilities/Finance Committee and the Superintendent.

MOTION _____ SECOND _____

AYES _____ NAYS _____



BANES GENERAL CONTRACTORS, INC.

P.O. BOX 12095 / 6040 LUCKETT CT / EL PASO, TX 79913
PHONE: (915) 584-0404 NEW MEXICO LIC. #29893
FAX: (915) 584-2432 ARIZONA LIC. #090808

FAX Transmission

To:	Yusuf Farran, P. E.	From:	Fred Seibert
Company:	Canutillo Independent School District	Date:	December 20, 2004
Fax No:	877-7740	Time:	
Re:	New High School	Pages:	3 pages (including this page)
Subj:	Drapery Changes		Please call if you don't receive all pages
		VIA:	<input checked="" type="checkbox"/> Fax <input type="checkbox"/> US Mail <input type="checkbox"/> Both

Mr. Farran,

Attached is a revised breakdown sheet for the changes and additions to the Stage Curtains. This shows the GMP Budget, total for everything and what has been already committed.

Please give me a call if you have any questions.

Fred Seibert / Project Manager

CHANGES REQUESTED TO THE MAIN STAGE CURTAIN
 and ADDITIONAL DRAPES REQUESTED
 Preliminary budget
 December 20, 2004

Code	Description			Total Budgeted Cost
Change main Drape at Stage to a radiused top rail				
5.105	Structural Steel material			\$3,500.00
5.106	Structural Steel Erection			\$2,600.00 *
11.060	Changes to Main Drape			\$4,050.00
Total base Construction Cost				\$10,150.00
	CM Fee and General Conditions (6.86%)			\$747.57
Total Construction Budget				\$10,897.57
(This amount is in addition to cost of the original drapery budget (See breakdown below))				
Additional Draperies Requested by District (not included as part of the original budget)				
	Tormentors			\$15,000.00
	Additional Drapes and Valances			\$24,604.00
	Structural Steel			\$3,300.00
	Steel Erection			\$2,800.00 *
Total base Construction Cost				\$45,704.00
	CM Fee and General Conditions (6.86%)			\$3,386.22
Total Construction Budget				\$49,090.22
Total for additional work requested on Stage Curtains				\$68,987.79

The structural steel and steel erection numbers are verbal quotes only. I have requested written confirmation.

Original Drapery Costs

Main Stage Drape
 Structural Steel Support (Materials)
 Installation of Structural Steel Support
 Cost to Date

\$21,398.00
 + \$3,571.00
 \$2,180.00
 \$27,147.00

Total cost for all work related to stage curtains, back curtains and tormentors
 Amount Budgeted for Main Stage Curtain, misc materials and installation costs in GMP

\$87,114.79
 \$87,114.79
 \$50,500.00

Balance required for completion of all work requested for Stage Curtains by Mr. Jefferies

\$36,614.79

\$59,967.79
 \$49,070.22
 \$36,614.79

**CANUTILLO INDEPENDENT SCHOOL DISTRICT
OFFICE OF THE SUPERINTENDENT
POST OFFICE BOX 100
CANUTILLO, TEXAS**

Agenda Item: 4 L Date: January 11, 2005

Subject: Approval of installation of 1150 linear feet of 12 inch PVC pipe along
Desert South Blvd. as recommended by Facilities/Finance Committee

Presented By: Yusuf Farran Consent Agenda: ✓

ACTION

1. BACKGROUND INFORMATION:

This item was presented to the Facilities/Finance Committee. The committee recommended that the installation of 1150 linear feet of 12 PVC pipe be awarded to El Paso Water Utilities Public Service Board at a cost of \$86,527.83. The breakdown of the cost has been included in this exhibit.

2. SUPERINTENDENT RECOMMENDATION:

Recommend approval of award of the installation of the pipe to El Paso Water Utilities Public Service Board.

3. BOARD ACTION REQUESTED:

Motion to approve the installation of 1150 linear feet of 12 PVC pipe be awarded to Water Utilities Public Service Board as recommended by Facilities/Finance Committee and the Superintendent.

MOTION _____ SECOND _____

AYES _____ NAYS _____



JOB REQUEST:

CONTRACTED BY DEVELOPER
 CONTRACTED WATER
 EPWU WORK SEWERAGE
 PURCHASE OTHER
 DATE CLOSED _____

ACCTG. JOB No. _____
 ENG. NUMBER 04-5049
 GENERAL LEDGER _____
 CLOSING NUMBER _____

DATE: 9/2/2004 INST. & SERV. _____
 CONTR. NO. _____

DESCRIPTION: INST. 12" PVC - 1150'
 LOCATION: DESERT S. BLVD., 1900 ± ADDITION: NELLIE MUNDY #240
S. OF HOOVER DR. BUD REF Page _____ Item _____

A/C REC. (Enter Name) _____
 Issued By [Signature] K.J.MORGAN

Job Responsibility A. GONZALEZ, JR.

FUND	
Bond	<input type="checkbox"/>
Contribution	<input type="checkbox"/>
M & O	<input type="checkbox"/>
Improvements	<input type="checkbox"/>
CP	<input type="checkbox"/>

Approved By - Finance _____

Date _____

Approved By - Management _____

Date _____

MATERIAL						UNIT COST	TOTAL
QUANTITY	UNIT	WHSE #	DESCRIPTION				
1150	FT	90510	PIPE, 12" P.V.C. (CLASS 200)		15.25	17,537.50	
1	EA	4812	VAVLE. 12" GATE MJ		784.07	784.07	
80	FT	97225	PIPE WELL CASING 24"		35.88	2,870.40	
1	EA	1684	CAP 12", M.J.		43.77	43.77	
1	EA	101180	COUPLING, 12" MJ		29.31	29.31	
4	EA	1385	BENDS, 12" - 45°		113.52	454.08	
215	C.Y.	SELECT BEDDING MATERIAL (EST.)		14.00	3,010.00	
3	EA	11600	BONNET BOX		23.88	71.64	
3	EA	13180	BONNET BOX COVERS		4.15	12.45	
18	FT	6530	PIPE, 8" V.C. (F/VALVE)		7.77	139.86	
40	FT	190	PIPE, 6 P.V.C.		3.65	146.00	
2	EA	14490	FIRE HYDRANT COMP.		757.66	1,515.32	
1	EA	5038	VALVE, 6" M.J.		297.08	297.08	
"CUSTOMER AGREES TO PAY ACTUAL COST OF WATER/SEWER FACILITY CONSTRUCTION. ACTUAL COST MAY VARY DEPENDING ON ACTUAL FIELD CONSTRUCTION CONDITIONS. THE COST ESTIMATE INCLUDES A 10% CONTINGENCY TO COVER ANY UNFORESEEN CONDITIONS. ALL COSTS WILL BE FINALIZED AT PROJECT CLOSE OUT. ANY BALANCE WILL BE REFUNDED TO THE CUSTOMER."							
_____ REPRESENTATIVE _____ DATE _____							
MATERIAL'S SUB-TOTAL							26,911.48
MATERIALS HANDLING CHARGE 10%							2,691.15
TOTAL FOR MATERIALS							29,602.63
EQUIPMENT CHARGES							13,091.00
PAVING REPAIR							
LABOR: Man Days <u>170</u> @ <u>\$ 93.87</u> per Day Amount <u>\$ 15,957.90</u> TOTAL LABOR COST							15,957.90
OTHER CHARGES: <u>4 C.Y. OF REDI-MIX @ 100.00/C.Y., BORING 20' OF 24" STL. PIPE=\$5760.00</u>							13,455.00
INSTALL 8' FIRE LINE= \$1,629.00. 6" DOMESTIC= \$5,666.00							
SUB-TOTAL							72,106.53
10% OF SUB-TOTAL							7,210.65
SUPERVISION / OVERHEAD / ENGINEERING 10% OF SUB-TOTAL							7,210.65
Unit Cost: <u>\$ 75.24</u>							
Estimated Cost if Contracted							\$ 86,527.83

NOTE: All necessary field changes shall have drawings made and approved immediately

**CANUTILLO INDEPENDENT SCHOOL DISTRICT
OFFICE OF THE SUPERINTENDENT
POST OFFICE BOX 100
CANUTILLO, TEXAS**

Agenda Item: 5 A Date: January 11, 2005

Subject: Presentation of Local Policies Included in TASB Localized Policy Manual Update 74 as recommended by Policy Committee

Presented By: Renee O'Donnell Consent Agenda:

ACTION

1. BACKGROUND INFORMATION:

The Policy Committee reviewed the local policies contained in TASB Update 74. The committee recommended approval to the Board for first reading without any additions and/or corrections.

2. SUPERINTENDENT RECOMMENDATION:

Recommend approval of Local Policies included in Update 74 for first reading.

3. BOARD ACTION REQUESTED:

Motion to approve for first reading the local policies contained in TASB Localized Policy Manual Update 74 as recommended by Policy Committee and the Superintendent.

MOTION _____ SECOND _____

AYES _____ NAYS _____



Texas Association
of School Boards

Update 74

Canutillo ISD

Your Localized Update 74 includes refinements of existing materials as well as new policies addressing financial impropriety and fraud (in line with policy guidance provided by TEA) and the recent shift from health-care reimbursement arrangement accounts (HRAs) to supplemental compensation.

Please bear in mind that the (LEGAL) policies reflect the ever-changing legal context for governance and management of the District. They should NOT be adopted but, rather, should inform local decision making. The (LOCAL) policy recommendations in this update will need close attention by both administration and the Board to ensure that they reflect the practices of the District and the intentions of the Board. Board action is needed to adopt, revise, or repeal (LOCAL) policy.

To better focus Board attention and expedite its review, your Localized Update 74 packet contains:

- **Vantage Points—A Board Member’s Guide to Update 74**, copies of which may be found in the separately wrapped package accompanying this packet. **Vantage Points** offers a highly summarized overview of the update and is intended to provide local officials a first glance at the scope of the update—as a prelude to studying the detailed Explanatory Notes and policy text within the packet. **Please distribute Vantage Points to your Board members** at the earliest possible opportunity, preferably with their review copies of this update.

- Your Localized Update, which includes:

INSTRUCTIONS . . . providing specific, policy-by-policy directions on how this update, if accepted as prepared, should be incorporated into your Localized Policy Manuals.

EXPLANATORY NOTES . . . summarizing changes in the policies in each code and how those changes affect your policy manual. Please note that, where appropriate, the Explanatory Notes ask you to **verify that a particular policy continues to reflect your current practice and to advise us of changes needed** so that our records and your manual accurately track the District’s actual practice.

Update 74 materials can be identified by the DATE ISSUED—11/02/2004—located in the lower left corner of each page. If you have any questions concerning this Update, please call your Policy Consultant/Analyst, Linda Preble, at 800-580-7529 or 512-467-0222.

Regarding Board action on Update 74 . . .

- Board action on Localized Update 74 must occur within a properly posted, open meeting of the Board and may be addressed on the agenda posting as “Review updated (LEGAL) policies and act on (LOCAL) policies (see attached list).” Using the Instruction Sheet as a guide, create and attach to the posting a list of the (LOCAL) policy codes **and the titles/subtitles of those policies.**
- An appropriate motion for Board action on Localized Update 74 is as follows:

“I move that the Board add, revise, or delete (LOCAL) policies as recommended by TASB Policy Service and according to the Instruction Sheet for TASB Localized Policy Manual Update 74 [with the following changes:]”
- The Board’s action on Localized Update 74 must be reflected in Board minutes. The Instruction Sheet—annotated to reflect any changes made by the Board—and the Explanatory Notes for the update should be filed with the Board minutes where they comprise the authoritative historical record of your District’s manual. Also include in the historical record a copy of the replaced or rescinded (LOCAL) policies.
- **Notify your Policy Consultant/Analyst of any changes made by the Board so that Policy Service records—forming the basis for these and subsequent updating recommendations—exactly mirror your manual.**

Regarding manual maintenance and administrative regulations . . .

- The update should be incorporated into each of the District’s Localized Policy Manuals as soon as practicable. If the District uses *Policy On Line*, please notify us of the Board’s action on Update 74 so this action may be reflected in your District’s Localized Policy Manual as it appears on TASB’s Web server. *Policy On Line* staff may be reached by phone (800–580–7529 or 512–467–0222), fax (512–467–3618; see the pink form enclosed), e-mail (pol-support@tasb.org), or Internet feedback form (<http://www.tasb.org/policy/pol/private/polfdbk.html>).
- Administrative procedures and documents—including formal (REGULATIONS), handbooks, and guides—that may be affected by Update 74 policy changes should be inspected and revised as needed. If the District routinely submits (REGULATIONS) to Policy Service for processing or desires that the updated (REGULATION) be included in the District’s *Policy On Line* manual, please submit these changes to your Policy Consultant/Analyst at your earliest convenience.

PLEASE NOTE: This Localized Update 74 packet and the Update 74 *Vantage Points* may not be considered as legal advice and are not intended as a substitute for the advice of the Board’s own legal counsel.

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Instruction Sheet

TASB Localized Policy Manual Update 74

District Canutillo ISD

Code	Action To Be Taken	Note
A25 (LEGAL)	Replace cross-index	Revised cross-index
AC (LEGAL)	Replace policy	Revised policy
BBA (LEGAL)	Replace policy	Revised policy
BBC (LEGAL)	Replace policy	Revised policy
BBG (LEGAL)	Replace policy	Revised policy
BEC (LEGAL)	Replace policy	Revised policy
BQB (LEGAL)	Replace policy	Revised policy
C (LEGAL)	Replace table of contents	Revised table of contents
CAA (LOCAL)	ADD policy	See explanatory note
CCA (LEGAL)	Replace policy	Revised policy
CCG (LEGAL)	Replace policy	Revised policy
CE (LEGAL)	Replace policy	Revised policy
CE (LOCAL)	No policy enclosed	See explanatory note
CHG (LEGAL)	Replace policy	Revised policy
CPC (LEGAL)	Replace policy	Revised policy
CR (LEGAL)	Replace policy	Revised policy
CRD (LEGAL)	Replace policy	Revised policy
CV (LEGAL)	Replace policy	Revised policy
DBA (LEGAL)	Replace policy	Revised policy
DBA (LOCAL)	Replace policy	Revised policy
DBD (LEGAL)	Replace policy	Revised policy
DBD (LOCAL)	Replace policy	Revised policy
DEA (LEGAL)	Replace policy	Revised policy
DFE (LEGAL)	Replace policy	Revised policy
DFE (LOCAL)	Replace policy	Revised policy
DG (LEGAL)	Replace policy	Revised policy
DMA (LEGAL)	Replace policy	Revised policy
DNA (LEGAL)	Replace policy	Revised policy
DNB (LEGAL)	Replace policy	Revised policy
DNB (EXHIBIT)	DELETE exhibit	See explanatory note
EHBAA (LEGAL)	Replace policy	Revised policy

Instruction Sheet

TASB Localized Policy Manual Update 74

Code		Action To Be Taken	Note
EHBK	(LEGAL)	Replace policy	Revised policy
EL	(LEGAL)	Replace policy	Revised policy
EL	(LOCAL)	Replace policy	Revised policy
FD	(LEGAL)	Replace policy	Revised policy
FM	(LEGAL)	Replace policy	Revised policy
GKB	(LEGAL)	Replace policy	Revised policy
GKD	(LEGAL)	Replace policy	Revised policy
GKG	(LEGAL)	Replace policy	Revised policy