

# Agenda of Special Meeting

## The Board of Trustees Canutillo ISD

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A Special meeting of the Board of Trustees of Canutillo ISD will be held August 24, 2006, beginning at 5:45 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
      1. Special Board Personnel Committee Members: Margarito (Mago) Arellano, Chairperson - Carl Frieze and Armando Rodriguez
  2. Instruction and Student Affairs
    - A. NONE
  3. Personnel 2
    - A. Creation of Position: PE Aide - Alderete Middle School
    - B. Change in Stipend Amount for Ticket Takers
    - C. Information Items Only:
      1. Change of Work Calendar of High School Counselor
      2. Change in Pay Range Adjustment for Manual Trades
    - D. Comments/Input from Community Members on items discussed by Personnel Committee
  4. Business and Finance
    - A. NONE
  5. Administration
    - A. NONE
  6. Adjournment
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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.

**FINAL**

**Personnel Committee – August 24, 2006**

**3. A Recommendation of Position** Alderete Middle School  
PE Aide

**3. B Change in Stipend Amount** Business Services Division  
\$5.50/Hour to \$7.50/Hour for Ticket Takers

**3. C Information Items Only**  
Change of Work Calendar of High School Counselor  
from 202 to 212 days Canutillo High School

Change in Pay Range Adjustment for Manual Trades  
from 1.5% to 3% Business Services Division

**Background Information and Rationale for Creation of Positions, 3.A, B, and C:**

**Alderete Middle School** •Ms. Brigham is requesting a position of PE aide to assist in the female locker room. Presently, all coaches are male and a female is needed to oversee the locker room when females are dressing out. Also, an aide can assist the PE coaches when the trainer is assigned to help out at Canutillo High School. This is a C/P pay grade 2, \$8.17 to \$10.21 working a 183 calendar.

**Business Services Division** •Mr. Reza is recommending a change to the ticket taker stipend from \$5.50 to \$7.50 per hour in the hope of recruiting employees to work the games.

**Background Information for Informational Items, 3 C:**

**Canutillo High School** •Dr. Padilla has increased the work calendar of one of the high school counselors from 202 to 212 to help the Lead Counselor in the scheduling of students. This work calendar will add 5 work days at the beginning of the school year and 5 days after the counselor work calendars end. This is effective August 14, 2006.

**Business Services Division** •The Manual Trades pay range will need to be adjusted by 3% instead of 1.5% as was approved by the Board. TASB has informed Mr. Reza that if the pay ranges are adjusted by 1.5% only, some employees will top out of the pay range and not receive their full 7% pay increase. This pay range adjustment will cost \$4,286.00.

**SUPERINTENDENT RECOMMENDATION**

Approve recommended items to the Board of Trustees.

**PERSONNEL COMMITTEE ACTION REQUESTED**

Move to recommend approval to Board of Trustees.