

Agenda of Regular Meeting

The Board of Trustees Canutillo ISD

A Regular meeting of the Board of Trustees of Canutillo ISD will be held April 10, 2007, 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
 - D. "Texas Pledge of Allegiance" 5
 - E. "CISD Mission Statement" 6
 - F. Approval of Minutes
 1. Regular Board Meeting 3/7/07 7
 2. Special Board Meeting 3/27/07 18
 3. Special Board Meeting 3/29/07 25
 - G. Communications (Thirty Minute Open Forum)
 1. General Comments Portion
 2. Complaints Portion
 - H. Board of Trustee Business
 1. Review of events for April 28
 2. District recognition of Hector Giron, BEEMS Administrator of the Year and Laura Schenk, BEEMS Teacher of the Year 29
 - I. Committee Reports
 1. Finance/Audit Committee - Mr. Lerma, Chairperson (April 3) 31
 2. Policy Committee - Mrs. Sanchez, Chairperson (March 21) 33
 3. Facilities/Planning Committee Meeting - Mr. Rodriquez, Chairperson (March 6) 36
 - J. Consent Agenda
 1. Adoption of TASB Localized Policy Update 79 (second reading) 38
 2. Recommendation of revision to FD (Local) Admissions as recommended by Policy Committee (first reading) 39
 3. Approval of TASB Salary Study/Proposal for 2007~2008 school year
 4. Approval of Calendar for 2007~2008 School Year 44
 5. Budget Amendments 45
 6. Approval of "Memorandum of Understanding" between Greater El Paso's Credit Union and Canutillo ISD 58

7.	Declaration of salvage property and authorization for disposal of salvage property	62
8.	Approval of lease with Indios USA Enterprises, Inc.	63
9.	Renew RFCSP#06-20, District Wide Electrical System Renovation Upgrades	64
10.	Contracts for Education Services RFP #07-18	66
11.	Media Distribution Systems RFP #07-19	67
12.	Geocoding Services Consultant RFP #07-20	72
K.	Reports	
1.	Superintendent's Report	
a.	Report on "Catch Me Walking the World" - Vicky Ludwig	
2.	Attendance, Financial and Warrant List for February 28 - March 28, 2007 in the amount \$1,821,450.21	74
3.	Other Reports	
a.	Update on Sgt. Isela Rubalcava Blvd.	
b.	Preliminary Scholarship Report for Class of 2007	
2.	Instruction and Student Affairs	
A.	Request by Mr. & Mrs. Carrasco to address the Board regarding their child's health situation	
3.	Personnel	
A.	Administrative Personnel Actions (no Board action required - information item only)	78
1.	Superintendent approved employment of personnel (no Board action required)	
2.	Superintendent approved position changes for personnel (no Board action required)	
3.	Superintendent acceptance of resignations from personnel (no Board action required)	
4.	Superintendent acceptance of request for retirement	
5.	Employment Termination of Support Personnel (no Board action required)	
4.	Business and Finance	
A.	Acceptance of Donations	80
B.	Review and approval of district's health plan audit	92
C.	Consider bids for retaining wall at Alderete Middle School	
D.	Discussion regarding traffic congestion at Canutillo High School	
E.	Request by Mr. Art Gallegos to address the Board on reconsideration of naming of facilities	
5.	Administration	
A.	Recommendation for revision of CW (Local) - Naming Facilities as recommended by the Policy Committee (first reading)	93
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.



MISSION STATEMENT

Canutillo I.S.D. will be a model of quality education to assure all students graduate on time and are prepared for higher education to become productive and responsible citizens.

MINUTES
CANUTILLO INDEPENDENT SCHOOL DISTRICT
PUBLIC MEETING OF THE BOARD OF TRUSTEES

MEMBERS

								Regular Meeting Board of Trustees			
								Wednesday, March 7, 2007 Canutillo ISD Administration Office 7965 Arcraft – El Paso, Texas			
								Item:	Reference:		
Present	X	X	X	X	X	X	X	1. General Functions A. Call to Order at 6:10 p.m. B. Roll Call (Mr. Lerma was absent.) Mr. Coronado stated that Mr. Lerma had called to let him know that he would be unable to attend the meeting. C. "Pledge of Allegiance to the United States Flag" D. "Texas Pledge of Allegiance" Mr. Rodriguez led the group in reciting both the Pledge of Allegiance to the United States Flag and Texas Pledge of Allegiance. E. "CISD Mission Statement" Mrs. Sanchez read the CISD Mission Statement into the record: <i>Canutillo I.S.D. will be a model of quality education to assure all students graduate on time and are prepared for higher education to become productive and responsible citizens.</i>	5	6	7

MINUTES
CANUTILLO INDEPENDENT SCHOOL DISTRICT
PUBLIC MEETING OF THE BOARD OF TRUSTEES

MEMBERS

								Regular Meeting Board of Trustees	
								Wednesday, March 7, 2007 Canutillo ISD Administration Office 7965 Arcraft – El Paso, Texas	
								Item:	Reference:
	MR. ARELLANO	MR. CORONADO	MR. FRIETZE	MRS. JORDAN	MR. LERMA	MR. RODRIGUEZ	MRS. SANCHEZ		
Motion						X		F. Approval of Minutes	
Second	X							Minutes for the meetings of:	
Ayes	X	X	X	X		X	X	1. Regular Board Meeting 2/13/07	8
Nays								2. Special Board Meeting 2/20/07	21
Abstain								3. Special Board Meeting 2/22/07	23
								Motion to approve the minutes as presented (with reading waived), passed.	
								G. Communications (Thirty Minute Open Forum)	
								1. General Comments Portion	
								Mr. Coronado, Board President, reminded the audience of the rules/ regulations observed by the speakers during the thirty minute open forum.	
								Mrs. Janet Flores, Parent, recommended that names of future schools be named after geographical features or significant landmarks instead of naming them after individuals.	
								Mario Carrasco, Parent, expressed his support for the Board and for the names approved for the planned elementary schools.	
								Danny Morales, Resident, urged Board members to take the community residents' input into account when making their decisions.	Reg. Board Mtg. Minutes Page 2

MINUTES
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MEMBERS

								Regular Meeting Board of Trustees	
								Wednesday, March 7, 2007 Canutillo ISD Administration Office 7965 Arcraft – El Paso, Texas	
								Item:	Reference:
	MR. ARELLANO	MR. CORONADO	MR. FRIETZE	MRS. JORDAN	MR. LERMA	MR. RODRIGUEZ	MRS. SANCHEZ	<p style="text-align: center;">4. Personnel Committee - Mr. Arellano, Chairperson (March 1)</p> <p>Mr. Arellano, Personnel Committee Chairperson, reported that at the March 1 meeting, the Committee reviewed in closed session certain personnel matters.</p> <p style="margin-left: 40px;">J. Consent Agenda</p> <ol style="list-style-type: none"> 1. TASB Localized Policy Update 79 (first reading) as recommended by Policy Committee 2. Budget Amendments 3. Award RFP#07-15 Floor Coverings-parts, supplies, material, equipment and installation 4. Approval to increase the dollar limit to RFCSP #06-10 for the Re-roofing Project 5. Award RFP #07-17, HVAC-parts, supplies, material and equipment 6. Award RFP #07-16, Electrical-parts, supplies, materials and equipment 7. Approval to renew Armored Car Service RFP #05-06 8. Purchase Copy Paper 9. Purchase District-Wide Servers and Equalizer for TEAMS 	<p>36</p> <p>38</p> <p>46</p> <p>54</p> <p>58</p> <p>62</p> <p>64</p> <p>66</p> <p>68</p>
Motion	X							Motion to approve consent agenda items 1-3 and 5-9 (with the exception of item #4), passed.	
Second						X	X		
Ayes	X	X	X	X		X	X		
Nays									
Abstain									
								Reg. Board Mtg. Minutes Page 6	

MINUTES
CANUTILLO INDEPENDENT SCHOOL DISTRICT
PUBLIC MEETING OF THE BOARD OF TRUSTEES

MEMBERS

								Regular Meeting Board of Trustees		
								Wednesday, March 7, 2007 Canutillo ISD Administration Office 7965 Arcraft – El Paso, Texas		
								Item:	Reference:	
	MR. ARELLANO	MR. CORONADO	MR. FRIETZE	MRS. JORDAN	MR. LERMA	MR. RODRIGUEZ	MRS. SANCHEZ			
Motion			X					Motion to approve to the increase the dollar limit to RFCSP #06-10 for the re-roofing project, passed.		
Second						X	X			
Ayes	X	X	X	X		X	X			
Nays										
Abstain										
								<p style="margin-left: 40px;">K. Reports</p> <p style="margin-left: 40px;">1. Superintendent's Report</p> <p style="margin-left: 80px;">a. Early College High School</p> <p>Dr. Padilla reported that CISD has been invited by the Gates Foundation to apply for a grant to establish an Early College High School program in collaboration with EPCC. She said that administration is in the process of completing the grant application and gathering information.</p> <p style="margin-left: 40px;">2. Attendance, Financial and Warrant List for February 1-27, 2007 in the amount \$993,709.64</p>		
Motion						X	X	Motion to approve the attendance, financial and warrant list for February 1-27, 2007 in the amount \$933,709.64, passed. *		
Second										
Ayes	X	X	X	X		X	X			
Nays										
Abstain										
										71
										Reg. Board Mtg. Minutes Page 7

MINUTES
CANUTILLO INDEPENDENT SCHOOL DISTRICT
PUBLIC MEETING OF THE BOARD OF TRUSTEES

MEMBERS

								Regular Meeting Board of Trustees		
								Wednesday, March 7, 2007 Canutillo ISD Administration Office 7965 Arcraft – El Paso, Texas		
								Item:	Reference:	
								<p>*The following Board Members abstained from approval of the Warrant List, specifically as follows:</p> <p style="margin-left: 40px;">Margarito Arellano Page 3 Sergio Coronado Page 3 Armando Rodríguez Page 3</p> <p>3. Other Reports a. NONE</p> <p>2. Instruction and Student Affairs A. Adoption of recommendations from Textbook Committee</p>	75	
Motion							X	Motion to approve the recommendations from the Textbook Committee, passed.		
Second	X									
Ayes	X	X	X	X			X			
Nays										
Abstain										
								3. Personnel A. Recommendation for Non-renewal of Professional Contracts	76	
Motion	X						X	Motion for the non-renewal of professional (probationary) contracts for Shirley Montgomery (<i>non-renewal due to her full-time positions as PK teacher being returned to her original part-time status at DDE</i>); and Robyn Weiss, passed.		
Second										
Ayes	X	X	X	X			X			
Nays										
Abstain										Reg. Board Mtg. Minutes Page 8

MINUTES
CANUTILLO INDEPENDENT SCHOOL DISTRICT
PUBLIC MEETING OF THE BOARD OF TRUSTEES

MEMBERS

								Regular Meeting Board of Trustees	
								Wednesday, March 7, 2007 Canutillo ISD Administration Office 7965 Arcraft – El Paso, Texas	
								Item:	Reference:
	MR. ARELLANO	MR. CORONADO	MR. FRIETZE	MRS. JORDAN	MR. LERMA	MR. RODRIGUEZ	MRS. SANCHEZ		
Motion	X							4. Business and Finance	
Second								A. Acceptance of Donations	88
Ayes	X	X	X	X		X	X	Motion to accept the donation to CHS Robotics Club from Better Rest Mattress for t-shirts and building supplies for a total of approximately \$400.00, passed.	
Nays									
Abstain									
								5. Administration	
								A. NONE	
								6. Adjournment	
								Motion for adjournment of the public meeting at 9:40 passed by unanimous consent.	
									Reg. Board Mtg. Minutes Page 11

MINUTES
CANUTILLO INDEPENDENT SCHOOL DISTRICT
PUBLIC MEETING OF THE BOARD OF TRUSTEES

MEMBERS

								Special Meeting Board of Trustees		
								Tuesday, March 27, 2007 Canutillo ISD Administration Office 7965 Arcraft – El Paso, Texas		
								Item:	Reference:	
Present	X	X	X	X	X	X	X	1. General Functions A. Call to Order at 6:17 p.m. B. Roll Call C. Consent Agenda 1. Approval of Electric Service Agreements for Alderete Middle School Expansion by El Paso Electric 4 2. Approval of underground easement for a portion of Tract 4D1, Nellie D. Mundy Survey 239, El Paso County EPE #06-7-1-70231 13 3. Approval of easement for a portion of Tract 4D2, Nellie D. Mundy Survey 239, El Paso County, Texas EPE #06-7-1-03398 17 4. Approval of easement for a portion of Tract 9-A, Block 13, Upper Valley Survey, El Paso County, Texas EPE #06-7-1-03418 21 5. Review of recommended revision to Board Policy GKD (Local) Community Relations – Nonschool Use of Facilities (first reading) 25		
Motion						X		Motion to approve consent agenda items 1-5 as presented, passed.		
Second	X									
Ayes	X	X	X	X	X	X	X			
Nays										
Abstain										

MINUTES
CANUTILLO INDEPENDENT SCHOOL DISTRICT
PUBLIC MEETING OF THE BOARD OF TRUSTEES

MEMBERS

								Special Meeting Board of Trustees		
								Tuesday, March 27, 2007 Canutillo ISD Administration Office 7965 Arcraft – El Paso, Texas		
								Item:	Reference:	
	MR. ARELLANO	MR. CORONADO	MR. FRIETZE	MRS. JORDAN	MR. LERMA	MR. RODRIGUEZ	MRS. SANCHEZ			
Motion								X	Motion to authorize legal counsel and administration to move forward with the sale of excess land adjacent to Garcia Elementary School, with the understanding that the bids will be brought to the Board and can exercise the right to accept or reject bids, passed.	
Second	X									
Ayes	X	X	X	X		X	X			
Nays										
Abstain										
									B. Authorize sale of excess land adjacent to Damian Elementary School	
									Mr. Baskind stated that a survey and appraisal of the approximately 33 acres of excess land adjacent to Damian Elementary School would need to be conducted first before advertisement in the newspaper.	
Motion								X	Motion to authorize legal counsel and administration with the sale of the excess land adjacent to Damian Elementary school, with the understanding that the bids will be brought to the Board and can exercise the right to accept or reject bids, passed.	
Second	X									
Ayes	X	X				X	X			
Nays			X	X						
Abstain										
									Special Board Mtg. Minutes Page 4	

MINUTES
CANUTILLO INDEPENDENT SCHOOL DISTRICT
PUBLIC MEETING OF THE BOARD OF TRUSTEES

MEMBERS

							Special Meeting Board of Trustees		
	MR. ARELLANO	MR. CORONADO	MR. FRIETZE	MRS. JORDAN	MR. LERMA	MR. RODRIGUEZ	MRS. SANCHEZ	Thursday, March 29, 2007 Canutillo ISD Administration Office 7965 Arcraft – El Paso, Texas	
								Item:	Reference:
Present	X	X	X	X		X		<p>1. General Functions</p> <p>A. Call to Order at 5:55 p.m.</p> <p>B. Roll Call (Mr. Lerma was absent and Mrs. Sanchez arrived at 8:00 p.m. while the Board was in closed session on agenda item 4.A.)</p> <p>C. Board of Trustee Business</p> <p>1. 14th Annual BEEMS Conference - School Board Institute - Special Presentation "Using Brain Research to Energize and Enhance Second Language Instruction" Dr. Janet Zadina, Post Doctoral Fellow in Cognitive Neuroscience in the Department of Psychiatry and Neurology – Tulane University</p> <p>Dr. Janet Zadina is an experienced high school and community college instructor and reading specialist now engaged in neuroscience research. Dr. Zadina is currently a Post-Doctoral Fellow in Cognitive Neuroscience in the Department of Psychiatry and Neurology at Tulane, where she is researching neuroanatomical risk factors for developmental language disorders through MRI brain scans.</p> <p>Dr. Zadina was able to provide the audience with suggestions for a brain-compatible educational environment.</p> <p>The Board of Trustees took a short break at 7:31 p.m. for approximately fifteen minutes following agenda item C.1.</p>	

MINUTES
CANUTILLO INDEPENDENT SCHOOL DISTRICT
PUBLIC MEETING OF THE BOARD OF TRUSTEES

MEMBERS

								Special Meeting Board of Trustees	
								Thursday, March 29, 2007 Canutillo ISD Administration Office 7965 Arcraft – El Paso, Texas	
								Item:	Reference:
	MR. ARELLANO	MR. CORONADO	MR. FRIETZE	MRS. JORDAN	MR. LERMA	MR. RODRIGUEZ	MRS. SANCHEZ		
Motion	X							D. Consent Agenda	
Second								1. Adoption of revision to GKD (Local)	4
Ayes	X	X	X	X		X		Community Relations - Nonschool Use of	
Nays								School Facilities (second reading)	
Abstain								Motion to adopt the revision to GKD (Local) Community Relations –	
								Nonschool Use of School Facilities (second reading), passed.	
								2. Instruction and Student Affairs	
								A. NONE	
								3. Personnel	
								A. NONE	
								4. Business and Finance	
								A. Review of Contract with Indios USA Enterprises, Inc.	
								and possible Board action	
								<i>The Board of Trustees adjourned into closed session from 7:47 p.m.</i>	
								<i>through 8:05 p.m. under the authority of Texas Open Meetings Act,</i>	
								<i>Texas Government Code Section 551-071.</i>	
									Special Board
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MINUTES
CANUTILLO INDEPENDENT SCHOOL DISTRICT
PUBLIC MEETING OF THE BOARD OF TRUSTEES

MEMBERS

								Special Meeting Board of Trustees	
								Thursday, March 29, 2007 Canutillo ISD Administration Office 7965 Arcraft – El Paso, Texas	
								Item:	Reference:
		MR. ARELLANO							
		MR. CORONADO							
		MR. FRIETZE							
		MRS. JORDAN							
		MR. LERMA							
		MR. RODRIGUEZ							
		MRS. SANCHEZ							
Motion							X	Motion to approve the concept of entering into a lease with Indios USA Enterprises, Inc., authorize administration to enter into negotiations and that the contract is brought to the Board for approval, passed.	
Second	X								
Ayes	X	X	X	X			X		
Nays									
Abstain									
								5. Administration A. NONE	
								6. Adjournment Motion for adjournment of the public meeting at 8:10 p.m. passed by unanimous consent.	
									Special Board Mtg. Minutes Page 3

CANUTILLO ISD
BOARD OF TRUSTEES
ANTICIPATED AGENDA ITEMS
2006-2007

STANDARD AGENDA ITEMS-----

Minutes	Financial Statements
District Recognition/ Appreciation	School Enrollment/Attendance Report
Budget Amendments	Board Committee Reports
Thirty Minute Open Forum	Closed Session
Superintendent's Report	

APRIL-----

Action Items

Approval of School Calendar

Other Items

Formative Superintendent Evaluation & Setting of Short Term Goals for
Superintendent
Discussion of Preliminary Budget

Important Dates

Keep America Beautiful Month
National Library Week (Apr. 2-8)
International Children's Book Day (Apr. 2)
Daylight Savings Time (Apr. 2)
Easter (Apr. 8)
Former Prisoners of War Recognition Day (Apr. 9)
National Library Week (Apr. 15-21)
National Student Leadership Week (Apr. 15-21)
Public School Volunteer Week (Apr. 15-21)
Earth Day (Apr. 22)
Administrative Professionals Day/Week (Apr. 25/Apr. 22-28)
National Daughters & Sons to Work Day (Apr. 26)
National Arbor Day (Apr. 27)

Events

NSBA Convention
District Recognition of Clerical Staff
Board Tour of Campuses

**Canutillo ES Principal and Davenport ES Teacher
Named Outstanding
By Bilingual Education Organization**



Canutillo Elementary School Principal Hector Giron and Davenport Elementary School Teacher Laura Schenk will be recognized for their contributions to promote high quality bilingual education programs, during the 14th Annual BEEMS (Bilingual Educators Emphasizing and Mastering Standards) Conference’s opening ceremony, at 4 p.m., Friday, March 30, at the Undergraduate and Learning Center on the UTEP campus.

Giron was named BEEMS’ Outstanding Administrator of the Year, a recognition shared with Ysleta Elementary School Principal Homero Silva, for their achievements as educational leaders and for their professional development efforts in bilingual education.

Schenk, a teacher in Canutillo ISD’s Two-Way Dual Language program, will be recognized as BEEMS’ Outstanding Bilingual Education Elementary School Teacher of the Year. Schenk has been a teacher at Deanna Davenport Elementary School since 1998.

Candidates for the BEEMS awards were nominated by school districts throughout the area. Winners now qualify for the Southwest Association of Bilingual Educators (SWABE) awards program.

“These educators are examples of individuals who understand and promote the academic benefits of bilingual education. Their contributions go a long way in establishing additive models of bilingual education programs,” said Antonio Del Campo, BEEMS Coordinating Committee member.

BEEMS conference co-sponsored by the College of Education, UTEP, Canutillo ISD, and Ysleta ISD, will be held Thursday through Saturday, March 29-31. About 1,000 teachers, administrators, school board members, parents, and students from the El Paso-Juarez area, Texas, and across the U.S. are expected to participate in the three-day conference.



Canutillo Independent School District

7965 Artcraft Rd.
El Paso, TX 79932

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

Finance

Phone (915) 877-7430
FAX (915) 877-7415

Finance & Audit Committee Meeting Minutes April 3, 2007

Location: Administration Building
Time: 6:05 pm – 08:53 pm

Board Committee Members Present: Mr. Lerma, Mr. Arellano and Mr. Rodriguez

Others Present: Sergio Coronado, Shonda Jordan, Yvonne Sanchez, Tony Reza, Martha Carrasco, Yusuf Farran, Pauline Dow. James Steinhauser, Janet Flores and Art Gallegos

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

4.0 Business and Finance

A. Review of Warrant List and Formulation of Recommendation:

The Finance and Audit moved to recommend approval of the Warrant List for the month of February to the Board of Trustees.

B. Review of District Financials and Formulation of Recommendation:

Tony Reza, Executive Director of Business Services Division, handed out the Report to Board of Trustees for the school district Financial Information as of March 31, 2007. Mr. Reza reviewed information provided to the committee and answered questions directed to him by the Finance and Audit Committee. Finance and Audit committee moved to recommend approval of District Financials to the Board.

C. Discussion on RFP (Request for Proposals) for External Auditor:

Tony Reza requested to defer the RFP for an external auditor to November 2007. Martha Carrasco, Internal Auditor, requested for the RFP not to be deferred. Mr. Reza and Ms. Carrasco answered questions directed to them by the Finance and Audit Committee.

Pauline Dow, Associate Superintendent, also answered questions directed to her by the Finance and Audit Committee. The Finance and Audit Committee moved to recommend the RFP for External Auditor.

D. Review of Preliminary Revenue for 2007-2008 School Year:

Tony Reza provided the Finance and Audit Committee with a 2007-2008 Preliminary Revenues Presentation hand out. Mr. Reza reviewed how the state allocates funding and answered questions directed to him from members of the committee.

E. Financial Update on Construction Projects:

Tony Reza provided a spread sheet with projected estimates for possible future expenses. Yusuf Farran, Executive Director of Facilities and Transportation, and Mr. Reza answered questions from the committee.

F. New financial management report disclosures for School FIRST report:

Tony Reza reviewed the disclosure requirements by FIRST (Financial Integrity Rating System of Texas). Mr. Reza handed out a Conflict of Interest Disclosure Form to each of the committee members. Committee members were asked to fill out and return the notarized form within seven days. Mr. Reza answered questions directed to him from committee members.

G. Discussion on possible implementation of district “fraud/ethics hotline” for 2007-2008 school year:

Martha Carrasco, Internal Auditor, explained the pro-active effect of a “fraud/ethics hotline”. Ms. Carrasco also requested authorization to obtain quotes on the cost of implementing a fraud/ethics hotline. Members of the Finance and Audit Committee congratulated Ms. Carrasco on her proposal. Finance and Audit Committee moved to recommend the “fraud/ethics hotline” request.

H. Comments/Input from Community Members on items discussed by Finance/Audit Committee:

Janet Flores, community member, asked why the RFP for external Auditors. Mr. Reza informed Ms. Flores that the Audit Committee adopted a charter to change external auditors every five years. The current auditors have been with Canutillo I.S.D. for about fifteen years. The Committee thanked the present community members for their input and attendance.

Adjournment: Motion to adjourn by unanimous consensus.

Meeting adjourned at 8:53 p.m.



Policy Committee Meeting Minutes
March 21, 2007

Location: Administration Offices

The meeting was called to order at 6:06 pm

Board Committee Members present:
Yvonne Sanchez – Chairperson
Carl Fietze -- Member

Other Board Members present: Sergio Coronado, Armando Rodriguez, Margarito
"Mago" Arellano

Others present: Dr. Pam Padilla, Pauline Dow, Martha Veale, Yusuf Farran

5. Administration

- A. **Revisit Board Policy CW (Local) - Naming Facilities and possible revision.** Chairperson Sanchez addressed the committee and stated that she was suggesting to revise item # 3 under Naming Facilities, to read as follows:

"3. To honor an outstanding individual. All individuals in this category will be subject to a comprehensive background check. No sitting board member shall be considered. Former board members may be considered after five years have elapsed since their last day of service on the Board."

Chairperson Sanchez asked the committee members for their opinion and suggestions. Mr. Fietze suggested eliminating item # 3 because of the cost to the District of having to advertise the ceremonies and all that is implied with the social gatherings. Ms. Jordan agrees with Mr. Fietze's comments. She also agrees with the suggested revision.

Mr. Coronado commented that the cost is not an issue considering that facilities will be named anyway and that the ceremonies will also take place. He suggested to leave item # 3 the way it is, and only add the part that reads "All individuals in this category will be subject to a comprehensive background check."

After a discussion about previous names of schools and facilities, Chairperson Sanchez stated for the record that no one had come that night to say that previous names of facilities needed to be changed or removed.

Mr. Rodriguez agreed with Mr. Coronado's suggestion to keep item # 3 as is, and add the background check part. Chairperson Sanchez asked for comments and opinions from the community. The following persons addressed the committee with their opinion:

Mr. Arturo Gallegos: Agrees with Chairperson Sanchez suggestion, and to apply it from this point forward.

Ms. Lily Maldonado: Agrees with Mr. Fietze's suggestion.

Chairperson Sanchez stated for the record, that her suggestion for this policy is applicable from this point forward.

Ms. Janet Flores: Agrees to eliminate item # 3.
Mr. Damian Gallegos: Agrees to eliminate item # 3.
Mr. Johnny Gaona: Agrees to keep item # 3 as is, adding the background check.
Mr. Jason Flores: Agrees to eliminate item # 3.
Lucinda Cuellar: Thanked the District for listening to the Community.

Mr. Fietze also suggests eliminating from the policy the part that reads: "The Board is not obligated to accept any recommendation from the community. A simple majority vote of the Board shall be required to approve a name." Ms. Jordan agrees with Mr. Fietze suggestion. Ms. Janet Flores also agrees with Mr. Fietze suggestion.

Chairperson Sanchez, summarized the following recommendations:

1. Eliminating item # 3 under Naming Facilities, or
2. Keeping item # 3 and adding "**All individuals in this category will be subject to a comprehensive background check. No sitting board member shall be considered. Former board members may be considered after five years have elapsed since their last day of service on the Board.**"
3. Eliminating the sentence on the second page of the policy that reads "**The Board is not obligated to accept any recommendation from the community**"
4. On that same paragraph, the sentence that reads: "A **simple majority vote** of the Board shall be required to approve a name" to be changed to "A **unanimous vote** of the Board shall be required to approve a name".

The committee agreed to submit the abovementioned recommendations to the full Board for discussion.

B. Review and possible revision of FD (Local) – Admissions. Ms. Pauline Dow addressed the committee and suggested revising FD (Local) by changing the first paragraph under Placement to read:

"ACCREDITED SCHOOLS Students entering a District school from accredited public, private, or parochial schools after grade 1 shall provide evidence of prior schooling outside the District. They shall be placed initially at the grade level reached elsewhere, pending observation by the classroom teacher, guidance personnel, and the principal. On the basis of these observations, **Grade Placement Tools (see FD Regulation)** and results of tests that may be administered by appropriate District personnel; the principal shall determine the final grade placement."

She also suggested changing the "Non accredited Schools" paragraph to read:
"NON ACCREDITED SCHOOLS Students entering a District school from nonaccredited public, private, or parochial schools, including homeschools, shall be placed initially at the discretion of the principal and consistent with **Grade Placement Tools**, pending observation by classroom teachers, guidance personnel, and the principal."

After reviewing with the committee members the Grade Placement Tools contained in FD (Regulation), Ms. Dow noted that Administration is recommending revisions presented to FD (Local). There was committee consensus and the recommendation will be presented for approval before the Board.

- B. Review and possible revision of GKD (Local) - Community Relations: Nonschool Use of School Facilities.** Ms. Dow once again addressed the committee and suggested a total revision of GDK (Local) in response to the changing needs, and specifically in response to the fact that some new facilities are being requested for rental on a regular basis.

After reviewing the new proposed policy, Ms. Dow answered questions and provided clarification to the committee members, and noted that Administration recommends presenting the new GKD (Local) policy for approval before the full Board. By unanimous consensus the committee agreed to present the recommendation to the Board.

Chairperson Sanchez asked for comments from the community. No comments were expressed from the community.

Adjournment: Motion to adjourn by unanimous consent.

Meeting adjourned at 9:40 pm



Canutillo Independent School District

7710 Cap Carter Road
Canutillo, TX 79835

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

Yusuf E. Farran, P.E., R.S.
Executive Director
Facilities and Transportation

(915) 877-7712
FAX (915) 877-7740
yfarran@canutillo-isd.org

Facilities & Planning Committee Meeting Minutes March 6, 2007

Location: Administration Building
Time: 6:20 p.m. – 9:29 p.m.

Board Committee Members Present: Mr. Rodriguez, and Mr. Arellano

Others Present: Dr. Pam Padilla, Yvonne Sanchez, Tony Reza, Yusuf Farran, Sergio Coronado, Carl Friez, Charley Hecker, Oscar Venegas, Jim Reichardt, Mr. Panahi, Mr. Gutierrez, Mr. Mullens

The meeting was called to order at 6:20 p.m.

Mr. Rodriguez called the meeting to order. Mr. Sanchez wanted the record to show that Mrs. Jordan was attending a parent teacher conference.

4.0 Business and Finance

- A. Round table discussion regarding construction at Alderete Middle School:**
Jim Reichardt of VEMAC reported that Phase I of construction at Alderete Middle School was complete, Phase II is currently being constructed, and the slab for the library has been poured. Yusuf Farran reported that the Administration is pleased with the progress and that the construction is on schedule. The Board had questions regarding construction issues which Jim Reichardt and Oscar Venegas from VEMAC answered. There was also discussion regarding the Misc. Contract CMR Agreement with VEMAC which needed clarification.
- B. Round table discussion regarding construction of field house at CHS:** Yusuf Farran and Jerry Gutierrez from GA Architecture reported that the plans for the field house were 95% complete. Mr. Gutierrez presented the Board with the updated plans. The Board had several questions and comments regarding the plans which Mr. Gutierrez and Mr. Panahi of Banes General Contractors addressed.
- C. Timelines on construction projects over \$10,000.00**
- D. Report with timelines regarding current construction/renovation projects:**
*Agenda items 4C and 4D were presented simultaneously. Yusuf Farran presented the Board with a spreadsheet that shows all the current and future construction projects. Mr. Farran informed the Board that most of the projects were over \$10,000.00. Mr. Farran reviewed the spreadsheet with the board members which included the construction of the new elementary school. Mr. Farran answered questions from the Board. Mr. Mora and Mr. Venegas commented on the new 106 site selection which has not been completed.

- E. Comments/Input from Community Members on Items discussed by Facilities/Planning Committee:** Resident John Mullen of Metro Mix of El Paso which is a company located in Canutillo had questions regarding bid selections. He informed the Board that a supplier of ready mix cement that the district uses is selling the product below cost which is driving out the market on other suppliers. He is asking the Board to look at other indicators besides pricing when awarding bids. Carlos Ornelas from ED-CO Corporation had questions regarding the bidding process on up coming renovations. His concerns were addressed by Mr. Farran, Mr. Reza, and Dr. Padilla. Mr. Rodriguez had questions for Mr. Reza regarding pricing. Yvonne Sanchez wanted it noted for the record that "No school members are to make contact with any vendors nor are the vendors to make contact with any school board members because we ultimately end up in situations such as this because board members make promises and we can not keep them an that compromises all of us as a board." Oscar Vengeas addressed the Board regarding procurement issues and offered to conduct a procurement seminar.

Adjournment: Motion to adjourn by unanimous consensus.

Meeting adjourned at 9:29 p.m.

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

Agenda Item: Policy Update 79, affecting (LOCAL) policies

Date: April 3, 2007

Subject: Update 79

Presented By: Pauline Dow, Assoc. Supt. Consent Agenda X

ACTION

1. BACKGROUND INFORMATION:

Update 79 is a broad mix of recent statutory and regulatory changes and encompasses:

- Remaining provisions of HB 1 from the third called session of the 79th Legislature – election of board members, school year start date, tax bills, educator contract nonrenewal, regional service center training, and academic excellence indicators.
- New Commissioner’s rules – “School FIRST,” coordinated health programs, classroom supply reimbursement, and alternatives to TAKS exit-level assessments.
- New State Board of Education rules-physical activity programs and parent education on dyslexia.
- New Texas Ethics Commission rule – political advertising

2. SUPERINTENDENT RECOMMENDATION:

Approval of second reading to the additions, revisions, or deletions to (LOCAL) policies as presented in policy committee and as recommended by TASB Policy Service and according to the instruction sheet for TASB Localized Policy Manual Update 79.

3. BOARD ACTION REQUESTED:

Motion 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 79 with no changes.

MOTION: _____ SECOND: _____

FOR: _____ AGAINST: _____

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

Agenda Item: First Reading: Revision to FD (LOCAL) Admissions

Date: April 3, 2007

Subject: Accredited & Non Accredited Schools

Presented By: Pauline Dow, Associate Superintendent

Consent Agenda X

ACTION

1. BACKGROUND INFORMATION:

In an effort to prepare for projected student growth, admissions procedures were revised. These changes necessitate a minor change to FD (Local) under the Accredited and Non Accredited Schools section, to include the use of Grade Placement Tools to determine age appropriate grade placement.

2. SUPERINTENDENT RECOMMENDATION:

ACCREDITED
SCHOOLS

Students entering a District school from accredited public, private, or parochial schools after grade 1 shall provide evidence of prior schooling outside the District. They shall be placed initially at the grade level reached elsewhere, pending observation by the classroom teacher, guidance personnel, and the principal. On the basis of these observations, **Grade Placement Tools (FD Regulation)** and results of tests that may be administered by appropriate District personnel, the principal shall determine the final grade placement.

For the purposes of this policy, "accredited" shall be defined as accreditation by TEA, an equivalent agency from another state, or an accrediting association recognized by the Commissioner of Education.

NONACCREDITED
SCHOOLS

Students entering a District school from nonaccredited public, private, or parochial schools, including homeschools, shall be placed initially at the discretion of the principal and consistent with

Grade Placement Tools, pending observation by classroom teachers, guidance personnel, and the principal. Criteria for placement may include:

- 1. Scores on achievement tests, which may be administered by appropriate District personnel.
- 2. Recommendation of the sending school.
- 3. Prior academic record.
- 4. Chronological age and social and emotional development of the student.

Other criteria deemed appropriate by the principal.

3. BOARD ACTION REQUESTED:

Motion to recommend approval of first reading: **FD (LOCAL) ADMISSIONS:** as recommended by the Superintendent

MOTION: _____ SECOND: _____

FOR: _____ AGAINST: _____

REGISTRATION FORMS	Appropriate registration forms shall be completed annually and signed by the student's parent, legal guardian, or other person having lawful control. Students who have reached age 18 shall be permitted to complete and sign these forms themselves.
MINOR LIVING APART	
PERSON STANDING IN PARENTAL RELATION	A minor student residing in the District but whose parent, guardian, or other person having lawful control under a court order does not reside in the District shall present a Power of Attorney assigning responsibility for the student in all school-related matters to an adult resident of the District.
MISCONDUCT	Any such student who has engaged in misconduct that results in any of the consequences found in Education Code 25.001(d) shall not be permitted to attend a District school.
EXCEPTIONS	Based on the individual student's circumstance, the Superintendent shall have authority to grant exceptions to the Power of Attorney requirement and to the exclusion for misconduct.
RESIDENCY REVIEW	The Superintendent, guided by UIL rules, shall determine whether a minor student residing in the District separate and apart from a parent, guardian, or other person having lawful control is present in the District for the primary purpose of participating in extracurricular activities.
NONRESIDENT STUDENT IN GRANDPARENT'S AFTER-SCHOOL CARE	<p>The parent and grandparent of a nonresident student requesting admission under Education Code 25.001(b)(9) shall provide to the Superintendent the required information on the grandparent's residency and complete a form provided by the District describing the extent of after-school care to be provided by the grandparent.</p> <p>The Superintendent shall have authority to approve such admissions requests in accordance with criteria approved by the Board.</p>
PLACEMENT ACCREDITED	Students entering a District school from accredited public, private,

SCHOOLS

or parochial schools after grade 1 shall provide evidence of prior schooling outside the District. They shall be placed initially at the grade level reached elsewhere, pending observation by the classroom teacher, guidance personnel, and the principal. On the basis of these observations, [Grade Placement Tools \(FD Regulation\)](#) and results of tests that may be administered by appropriate District personnel, the principal shall determine the final grade placement.

For the purposes of this policy, "accredited" shall be defined as accreditation by TEA, an equivalent agency from another state, or an accrediting association recognized by the Commissioner of Education.

NONACCREDITED SCHOOLS

Students entering a District school from nonaccredited public, private, or parochial schools, including homeschools, shall be placed initially at the discretion of the principal [and consistent with Grade Placement Tools](#), pending observation by classroom teachers, guidance personnel, and the principal. Criteria for placement may include:

1. Scores on achievement tests, which may be administered by appropriate District personnel.
2. Recommendation of the sending school.
3. Prior academic record.
4. Chronological age and social and emotional development of the student.
5. Other criteria deemed appropriate by the principal.

TRANSFER CREDIT

The District shall validate high school credit for courses of transfer students from nonaccredited public, private, or parochial schools by testing or by other evidence that the courses meet State Board requirements and standards.

WITHDRAWAL

Minor students may withdraw from school by presenting a request signed by the student's parent or guardian and stating the reason for the withdrawal. Students 18 or older may request withdrawal without a parent's or guardian's signature.

[For District withdrawal of students no longer in attendance, see FEA(LOCAL)]



DATE ISSUED: 07/10/2006
LDU-28-06
FD(LOCAL)-X

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

Agenda Item: _____

Date: April 10, 2007

Subject: Division of Student Improvement-BJE#3665

Presented By: Tony Reza

Consent Agenda X

ACTION

1. BACKGROUND INFORMATION:

The enclosed budget amendment is to reallocate funds from functions 11, 13, 21, and 31 to functions 11 and 13 to provide funds for extra duty pay for curriculum alignment and printing of curriculum documents to be used by students.

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: 4/02/07

Reason:

FUNDING SOURCE: STATE COMPENSATORY AND LOCAL FUNDS

PURPOSE OF AMENDMENT: TO PAY FOR EXTRA DUTY PAY FOR TEACHERS TO ALIGN CURRICULUM AND TO PRINT DOCUMENTS FOR EACH STUDENT.

HOW WILL THIS IMPACT EDUCATION: THIS WILL HELP TO ALIGN OUR CURRICULUM TO STATE STANDARDS AND STATE AND LOCAL ASSESSMENTS.

WHAT CAMPUS OR DISTRICT GOALS WILL BE MET: GOAL 1, 2, 5, AND 7 WILL BE MET.

Mode: **Change**

F3=Exit

F5=Reset F12=Cancel

Cancel? N

TO: Dr. Pam Padilla, Superintendent

THROUGH: Tony Reza, Executive Director Business Services


FROM: Kathy Ellis, Assistant Business Manager

SUBJECT: Division for Student Improvement - BJE # 3665

DATE: April 4, 2007

BUDGET CODE	CURRENT BUDGET	CHANGE	AMENDED BUDGET
199.11.6339.00.916.7.11 Testing Materials	11,145.00	(10,943.18)	201.82
199.11.6399.00.916.7.11 General Supplies	15,749.00	(749.71)	14,999.29
199.13.6299.00.916.7.24 Misc Contracted Svcs	19,027.00	(47.66)	18,979.34
199.21.6398.00.916.7.24 Fixed Assets - Technology	1,250.00	(1,250.00)	-
199.21.6399.00.916.7.24 General Supplies	1,000.00	(50.78)	949.22
199.13.6118.00.916.7.99 Extra Duty Pay	-	13,041.33	13,041.33
199.21.6411.00.916.7.24 Employee Travel	5,243.00	(2,497.27)	2,745.73
199.21.6411.00.916.7.99 Employee Travel	4,957.00	(1,769.39)	3,187.61
199.21.6494.00.916.7.99 Transportation Charges	140.00	(140.00)	-
199.21.6497.00.916.7.24 Postage	500.00	(499.61)	0.39
199.21.6499.00.916.7.24 Misc Operating Expense	388.00	(50.00)	338.00
199.31.6399.00.916.7.24 General Supplies	1,000.00	(1,000.00)	-
199.31.6411.00.916.7.99 Employee Travel	5,000.00	(3,417.85)	1,582.15
199.31.6499.00.916.7.99 Misc Operating Expense	500.00	(91.30)	408.70
199.21.6329.00.916.7.24 Reading Materials	750.00	(534.58)	215.42
199.11.6297.00.916.7.99 Printing	-	10,000.00	10,000.00

REASON FOR AMENDMENT REQUEST - This budget amendment is to reallocate funds from functions 11, 13, 21, and 31 to functions 11 and 13 to provide funds for extra duty pay for curriculum alignment and printing of curriculum documents to be used by students.



Superintendent

4/4/07
Date



Executive Director Business Services

4/4/07
Date

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

Agenda Item: _____

Date: April 10, 2007

Subject: Business Services Division – BJE # 3556

Presented By: Tony Reza

Consent Agenda X

ACTION

1. BACKGROUND INFORMATION:

The enclosed budget amendment is to reallocate funds from function 34 to function 51 to provide funds for fuel usage for the campus vehicles. Function 34 is to be used only for transportation of the students.

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: 3/06/07

Reason:

FUNDING: THE DISTRICT'S OPERATING FUND
PURPOSE OF AMENDMENT: TO PROVIDE FUNDS FOR FUEL FOR CAMPUS VEHICLES. THE DISTRICT HAS ISSUED NEW FUEL CARDS AND THIS WILL ALLOW THE DISTRICT TO BETTER TRACK FUEL CONSUMPTION AT EACH DISTRICT LOCATION.

HOW WILL THIS IMPACT EDUCATION: THIS AMENDMENT WILL ALLOW THE DISTRICT TO BETTER TRACK EXPENDITURES AND THEREFORE PROVIDE MORE FUNDS FOR DIRECT INSTRUCTION.

DISTRICT GOALS TO BE MET: ALL DISTRICT GOALS WILL BE MET.

Mode: **Lookup**

Cancel? N

TO: Dr. Pam Padilla

THROUGH: Tony Reza, Executive Director Business Services

FROM: Kathy Ellis, Assistant Business Manager

SUBJECT: Fuel Cost for Departments

DATE: April 4, 2007

BUDGET CODE	CURRENT BUDGET	CHANGE	AMENDED BUDGET
199.34.6311.00.910.7.99 Gasoline & Other Fuel	160,000	(6,300.00)	153,700.00
199.51.6311.00.001.7.99 Gasoline & Other Fuel	-	2,100.00	2,100.00
199.51.6311.00.041.7.99 Gasoline & Other Fuel		2,100.00	2,100.00
199.51.6311.00.042.7.99 Gasoline & Other Fuel		2,100.00	2,100.00

REASON FOR BUDGET AMENDMENT REQUEST: To transfer funds from function 34 to function 51 for the campuses fuel usage for the fiscal year.



Superintendent



Executive Director Business Services

4/4/07
Date

4/4/07
Date

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

Agenda Item: _____

Date: April 10, 2007

Subject: Jose Damiam Elementary – BJE # 3668 & 3672

Presented By: Tony Reza

Consent Agenda _____

ACTION

1. BACKGROUND INFORMATION:

The enclosed budget amendment is to reallocate funds from function 11 to functions 13 and 23 to provide funds for substitutes for staff development and to purchase a printer for the principal's 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: 4/03/07

Reason:

FUNDING SOURCE: 199.23.6398.00.103.7.30

PURPOSE OF AMENDMENT: TO PURCHASE PRINTER FOR PRINCIPAL AND OFFICE

HOW WILL THIS IMPACT EDUCATION: NUMEROUS DOCUMENTS ARE PRINTED IN THE OFFICE FOR STUDENT INFO AND CAMPUS DIVERSE NEEDS

CAMPUS/DISTRICT GOALS TO BE MET: DISTRICT GOAL 3 AND 5

Mode: **Lookup**

Cancel? N

Date: 4/03/07

Reason:

FUNDING SOURCE: 199.13.6112.00.103.7.11

PURPOSE OF AMENDMENT: TO HELP COVER SHORTAGE IN SUB ACCOUNT

HOW WILL THIS IMPACT EDUCATION: SUB WERE HIRED TO COVER FOR STAFF DEV

CAMPUS/DISTRICT GOALS TO BE MET: DISTRICT OBJ 3

Mode: **Lookup**

Cancel? N

TO: Dr. Pam Padilla, Superintendent

THROUGH: Tony Reza, Comptroller

FROM: Kathy Ellis, Assistant Business Manager

SUBJECT: Jose Damian Elementary - BJE # 3668 and 3672

DATE: February 7, 2007

BUDGET CODE	CURRENT BUDGET	CHANGE	AMENDED BUDGET
199.11.6494.00.103.7.30 Transportation Charges	2,276.00	(850.00)	1,426.00
199.23.6398.00.103.7.99 Fixed Assets - Technology	1,303.00	850.00	2,153.00
199.11.6128.00.103.7.30 Extra Duty Pay	2,000.00	(1,000.00)	1,000.00
199.13.6112.00.103.7.11 Substitutes	3,963.00	1,000.00	4,963.00
			-

REASON FOR AMENDMENT REQUEST - This budget amendment is to reallocate funds from function 11 to functions 13 and 23 to provide funds for substitutes for staff development and to purchase a printer for the principal's use.



Superintendent



Executive Director Business Services

4/4/07
Date

4/4/07
Date

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

Agenda Item: _____

Date: April 10, 2007

Subject: Career & Technology Department-BJE#3673

Presented By: Tony Reza

Consent Agenda X

ACTION

1. BACKGROUND INFORMATION:

The enclosed budget amendment is to reallocate funds from function 11 to function 36 to pay for travel for competitions for various organizations.

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: 4/03/07

Reason:

FUNDING SOURCE: CAREER & TECHNICAL EDUCATION FUNDS

PURPOSE OF AMENDMENT: DISTRICT IS REQUESTING THAT EXTRACURRICULAR
ACTIVITIES BE CHARGED TO FUNCTION 36 INSTEAD OF FUNCTION 11.

HOW WILL THIS IMPACT EDUCATION: THIS WILL PROVIDE STUDENTS WITH
EXPERIENCES WITH EITHER COMPETITIVE OR NON-COMPETITIVE SETTING.

WHAT CAMPUS OR DISTRICT GOALS WILL BE MET: GOAL 4 - ALL STUDENTS WILL BE
EDUCATED IN LEARNING ENVIRONMENTS THAT ARE APPROPRIATE, SAFE, DRUG, AND
VIOLENCE FREE, AND CONDUCTIVE TO LEARNING. (STUDENTS ARE PROVIDED WITH
THE INSTRUCTIONAL MATERIALS AND TOOLS NECESSARY.)

Mode: **Lookup**

Cancel? N

TO: Dr. Pam Padilla, Superintendent

THROUGH: Tony Reza, Executive Director Business Services

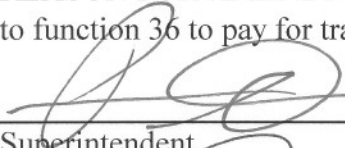
FROM: Kathy Ellis, Assistant Business Manager

SUBJECT: Career & Technology Department- BJE# 3673

DATE: April 4, 2007

BUDGET CODE	CURRENT BUDGET	CHANGE	AMENDED BUDGET
199.11.6411.74.917.7.22 Employee Travel	750.00	(686.67)	63.33
199.11.6411.75.917.7.22 Employee Travel	1,000.00	(900.00)	100.00
199.11.6411.76.917.7.22 Employee Travel	500.00	(169.38)	330.62
199.11.6411.77.917.7.22 Employee Travel	500.00	(500.00)	-
199.11.6411.79.917.7.22 Employee Travel	450.00	(450.00)	-
199.11.6412.69.917.7.22 Student Travel	1,500.00	(1,500.00)	-
199.11.6412.74.917.7.22 Student Travel	500.00	(500.00)	-
199.11.6412.75.917.7.22 Student Travel	3,000.00	(1,680.60)	1,319.40
199.11.6412.77.917.7.22 Student Travel	2,300.00	(2,300.00)	-
199.11.6412.79.917.7.22 Student Travel	1,000.00	(319.15)	680.85
199.11.6419.77.917.7.22 Non- Employee Travel	600.00	(600.00)	-
199.36.6411.00.917.7.22 Employee Travel	-	2,706.05	2,706.05
199.36.6412.00.917.7.22 Student Travel	6,500.00	6,299.75	12,799.75
199.36.6419.00.917.7.22 Non-Employee Travel	-	600.00	600.00
		0.00	

REASON FOR AMENDMENT REQUEST - This budget amendment is to reallocate funds in function 11 to function 36 to pay for travel for competitions for various organizations.

 for Dr. Padilla
Superintendent

4/4/07
Date


Executive Director Business Services

4/4/07
Date

**MEMORANDUM OF UNDERSTANDING
BETWEEN GOVERNMENT EMPLOYEES CREDIT UNION AND
CANUTILLO ISD**

This Memorandum of Understanding is made by and between GOVERNMENT EMPLOYEES CREDIT UNION ("GECU") and CANUTILLO INDEPENDENT SCHOOL DISTRICT ("Canutillo ISD").

1. Recitals.

Whereas, GECU and Canutillo ISD are committed to supporting a high-quality educational program for Canutillo High School (CHS) students and have each determined that offering on-site credit union services tied directly to a career and technology education course will enhance the educational program for participating students through an authentic experiential learning opportunity; and

Whereas, GECU will partner with Canutillo ISD to provide comprehensive training to participating CHS students through a customized course for credit and through suitable educational extended day (evening) and Saturday seminars and programs to interested students; and

Whereas, Canutillo ISD will encourage reasonable participation of students, faculty and staff, and allow students reasonable access to office and professional marketing, financial, Career Education and professional work programs.

NOW, THEREFORE, for and in consideration of the recitals, agreements and covenants set forth herein, the parties hereby agree as follows:

2. Facilities.

A. Canutillo ISD will allocate a specified area of on-campus office space ("Designated Premises") for GECU's use in conjunction with the training facility.

B. GECU may improve the Designated Premises at its own expense provided that the plans and specifications are reviewed and approved in advance by Canutillo ISD.

3. Equipment and Security. GECU will provide its own business equipment, security equipment, telephone lines and security personnel. GECU is solely responsible for any charges for the installation or removal of materials or equipment and any service charges.

4. Services. GECU will operate a limited-access training office of the Credit Union within the Designated Premises that will serve only Canutillo Independent School District High School students, and faculty, staff and administrators who meet GECU's membership requirements. In the operation of its training office, GECU will offer financial services including savings and checking accounts, loan services, and an on-site ATM

5. Responsibility for Services. GECU is solely responsible for providing all financial products and services, including but not limited to bond coverage and governmental regulatory requirements therefore, as well as training, supervision and payment of GECU staff.

6. Service Hours. The GECU training office will operate only during Canutillo High School's regular hours and days of operation as established by the Canutillo ISD School Calendar and implemented by the Canutillo High School Principal.

7. Insurance.

A. GECU shall maintain at its own expense property and liability insurance coverage at all times for its equipment and facilities. GECU shall assume all risk of loss or damage to its equipment and facilities by any cause, including, without limitation, vandalism, casualty, theft, or interruption of utilities.

B. With regard to its employees, whether full or part-time, including but not limited to student employees, GECU shall maintain at its own expense Workers Compensation Insurance in accordance with Texas law and shall provide a waiver of subrogation to Canutillo ISD in connection therewith.

8. Screening of GECU Employees.

A. Criminal background checks will be required of all GECU employees assigned to the Canutillo ISD training facility. No workers in any category will be assigned to the training facility without completing at least a state level background check with the Texas Department of Public Safety to also include Sex offender data. All background check documentation is to be submitted to the Canutillo ISD Human Resources Department.

B. Since the scope of this project requires GECU employees to have direct contact with students, GECU employees assigned to the training facility must obtain a TB test and provide a copy of their TB test results to the Canutillo ISD Human Resources Department.

9. Identification of GECU Employees. GECU employees must wear an identification badge at all times when on Canutillo ISD property.

10. Term. This Agreement shall commence on the ____ day of _____, 2007 and extend for a one year term until the ____ day of _____, 2008.

11. Governmental Immunity. The School District is not waiving or relinquishing its governmental immunity from claims by entering into this Agreement. This Agreement does not constitute a consent to litigation by the School District.

12. Termination. Either the School District or GECU may terminate this Agreement with or without cause upon 90 days written notice to the other party.

13. Miscellaneous.

A. Entire Agreement. This Agreement constitutes the entire agreement of the parties and supersedes all prior agreements and understandings.

B. Due Authorization. GECU and the Board of Trustees of the School District have duly authorized the execution of this Agreement and the performance of the obligations hereunder.

C. Notices. Any notice authorized or required to be given under this Agreement shall be delivered or sent to the following addresses:

GECU: Government Employees Credit Union

El Paso, Texas _____
Attn: _____

School District: Canutillo Independent School District
P.O. Box 100
Canutillo, Texas 79835
Attn: Superintendent

D. Compliance with Law. The parties agree to comply with all local, state and federal laws, ordinances, regulations and orders.

E. Governing Law. This Agreement shall be governed in all respects, including effect, validity, and interpretation and shall be enforceable in accordance with the laws of the State of Texas. Venue shall be in El Paso County, Texas for any issue.

F. Severability. If any provision of this Agreement shall be held to be invalid, illegal or unenforceable by a court of competent jurisdiction, the validity, legality or enforceability of the remaining provisions shall not in any way be affected or impaired.

G. Assignment Prohibited. This Agreement, its rights, duties and responsibilities may not be assigned without the prior written agreement of the parties.

H. Amendment. This Agreement may not be modified or amended except by an instrument in writing executed by the parties and dated subsequent to the date hereof.

I. Counterparts. This Agreement is being executed in multiple counterparts, each of which shall be an original and all of which shall constitute but one and the same instrument.

EXECUTED this _____ day of _____, 2007.

CANUTILLO INDEPENDENT SCHOOL DISTRICT

BY: _____
NAME: _____
TITLE: PRESIDENT, BOARD OF TRUSTEES

ATTEST:

BY: _____
NAME: _____
TITLE: SECRETARY, BOARD OF TRUSTEES

APPROVED AS TO FORM:

LARRY A. BASKIND, GENERAL COUNSEL
CANUTILLO ISD

GECU:

BY: _____
NAME: _____
TITLE: _____

ATTEST:

_____, _____

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

Agenda Item: _____ Date: _____

Subject: **Declaration of Salvage Property and Authorization for Disposal of Salvage Property.**

Presented By: Ron Gatlin, Resource Services Coordinator Consent Agenda _____

ACTION

1. BACKGROUND INFORMATION:

As stated in CI (LEGAL), the Board may, in an appropriate manner, dispose of property that is no longer necessary for District operations.

This request is to dispose of: miscellaneous computers, computer monitors, printers, fax machines, scanners, office equipment, office furniture, file cabinets, chalk boards, overhead projectors, equipment, refrigerators, VCR's, televisions, digital cameras, food service steamers, office chairs, maps, globes, shelving, science classroom fixtures, radios, lawnmowers, tools, maintenance equipment, vacuum cleaners, motors, fencing, head phones, telephones, tables, chairs, sports equipment, student desks, teacher desks and other items that are no longer of any practical use to the district.

The disposal of these items will be completed by public auction to the highest bidder. Any items that are not sold at auction will be disposed of in accordance to Regulation CI of the Canutillo Independent School District Board Policy.

2. SUPERINTENDENT RECOMMENDATION:

Recommend that the district owned property be declared "salvage" and of "no value". Also to recommend that the administration be authorized to dispose of them.

3. BOARD ACTION REQUESTED:

The Board hereby approves the Superintendent's recommendation to declare the above listed items as "salvage" and of "no value" and authorize disposal of the above listed district owned property.

MOTION: _____ SECOND: _____

FOR: _____ AGAINST: _____

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

Agenda Item: _____ Date: April 10, 2007

Subject: Approval of lease with Indios USA Enterprises, Inc.

Presented By: Larry Baskind/Pauline Dow Consent Agenda: ✓

ACTION

1. BACKGROUND INFORMATION:

The lease will be presented to the Board under a seperate cover.

2. SUPERINTENDENT RECOMMENDATION:

Recommend approval of the lease with Indios USA Enterprises, Inc.

3. BOARD ACTION REQUESTED:

Motion to approve the lease with Indios USA Enterprises, Inc. 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:

Date: April 10, 2007

Subject: Renew RFCSP # 06-20, District Wide Electrical
System Renovation Upgrades

Presented By: Tony Reza and Yusuf Farran

Consent Agenda: X

ACTION

1. BACKGROUND INFORMATION:

The Facilities and Transportation Division has exercised Article II, Term of Contract, option to renew the contract for an additional year. The renewal will be year two (2) of a three (3) year agreement. The agreement will be effective April 2007 through March 2008. **Kendrick Electric Co.** will provide electrical services based on scope of work projects. This contract will be used to perform district wide upgrades based on unit costs this includes hourly rates, mark-up percents, vehicle, per diem, etc. As stated in Board Policy CH(Local), any single-item purchase that costs more than \$25,000 shall require Board approval before a transaction may take place. This request is to approve the contract for no more than \$300,000 for the second year of service.

2. SUPERINTENDENT RECOMMENDATION:

The Superintendent recommends renewal of the Electrical Services Contract # 06 - 20 to Kendrick Electric Co. for the approved scope of work projects district wide.

3. BOARD ACTION REQUESTED:

The Board of Trustees approves the Superintendent's recommendation.

MOTION _____ SECOND _____

AYES _____ NAYS _____

Kendrick Electric Corporation E-48

5157 Gunter at Railroad • Phone (915) 755-7125 • El Paso, Texas 79904

March 15, 2007

Canutillo I.S.D. Facilities
Attn: Lisa
7965 Artcraft Rd.
El Paso, TX 79932

Re: Electrical Maintenance Contract Extension
Contract #06-20

Lisa:

Please be advised that Kendrick Electric Corp. requests a contract extension of one year on the Contract #06-02. Our rates and mark-up percent will remain the same as currently exist.

Sincerely,


Ralph E. Kendrick, Jr.
President

Lisa:

Please be advised that K
BK/II Contract #06-02
currently exist.

Sincerely,



President

Lisa:

Please be advised that K
BK/II Contract #06-02
currently exist.

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

Agenda Item:

Date: April 10, 2007

Subject: Contracts for Educational Services # RFP 07-18

Presented By: Tony Reza and Teddy Martinez

Consent Agenda: X

ACTION

1. BACKGROUND INFORMATION:

This request is to approve contracts for programs which will aggregate to over \$25,000.00 each. **Request for Proposal # 07-18, Accelerated Learning Services**, this contract is to provide and implement district wide educational services. All projects are related to any other students enrolled in the district. The educational services instructor will provide:

1. within the regular classroom instructional services before school, during school, after school and/or weekends.
2. services in the subject area(s) for which the need for acceleration has been demonstrated.
3. target grade level TEKS.
4. services in the language the student has demonstrated a higher proficiency level.
5. Any other services mandated by administration.

We recommend awarding the contract to **Romelia E. Moreno, Olivia Chavira, Maria G Duran, Megan Parshall, Gabriel Caire, Selah Parra, Estella N. Ramos, Marcela Cereceres, Angeliquye R. Anaya, and Cecilia Ramirez.**

2. SUPERINTENDENT RECOMMENDATION:

The Superintendent approves to award the contracts for educational services as listed above.

3. BOARD ACTION REQUESTED:

The Board of Trustees approves the Superintendent's recommendation.

MOTION _____ SECOND _____

AYES _____ NAYS _____

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

Agenda Item:

Date: April 10, 2007

Subject: Media Distribution System RFP # 07 - 19

Presented By: Tony Reza and Martha Veale

Consent Agenda: X

ACTION

1. BACKGROUND INFORMATION:

As stated in Board Policy CH (Local), any single-item purchase that costs more than \$25,000 shall require Board approval before a transaction may take place. This request is to approve the purchase to provide a Media Distribution System turn-key solution that uses an integrated video network technology to distribute analog and digital signals within the building. This system will need to allow teachers and staff to deliver analog and digital media to viewing stations, preview rooms, PCs, administrative offices, library, classrooms, cafeteria, and conference rooms for Garcia Elementary School and Alderete Middle School. It is recommended to award the contract to **Dantek System Inc.** in the amount of \$612,090.

2. SUPERINTENDENT RECOMMENDATION:

The Superintendent recommends the approval of Media Distribution System to **Dantek System Inc.** as presented by the administration.

3. BOARD ACTION REQUESTED:

The Board of Trustees approves the Superintendent's recommendation.

MOTION _____ SECOND _____

AYES _____ NAYS _____

March 23, 2007
11:00 am

Canutillo Independent School District
RFP # 07-19

Media Distribution System for AMS

Suggested MEDIA DISTRIBUTION SYSTEM
Solutions

Central office components*

Dantek	
Qty	Price
Total:	\$332,416.00

MediaCast - A	
Qty	Price
1	\$44,900.00
Total:	\$62,250.00

MediaCast - B	
Qty	Price
1	\$11,500.00
Total:	\$61,250.00

Optional Video Editing System:

DV video camera
PC containing with necessary video/audio import/export cards; 500 GB (min) hard drive; 1 GB RAM (min), 2 GB recommended; DVD +/- RW
Video editing software/device
DVD burning software
All necessary cables

1	\$7,500.00
1	\$1.00
1	\$1.00
1	\$1.00
Total:	\$7,504.00

1	\$9,000.00
Total:	\$9,000.00

1	\$9,000.00
Total:	\$9,000.00

Grand Total: \$339,920.00

\$71,250.00

\$70,250.00

NOTE: Solutions from MediaCast/Inventive Technology do not contain all requested components, for example, price for TVs, wall brackets, centralized campus system. Rather, system would function simply as a media storage system.



March 23, 2007
11:00 am

Canutillo Independent School District
RFP # 07-19

Media Distribution System for GES

Suggested MEDIA DISTRIBUTION SYSTEM
Solutions

	Dantek		MediaCast - A		MediaCast - B	
	Qty	Price	Qty	Price	Qty	Price
Total:		\$264,666.00		\$62,250.00		\$61,250.00
Optional Video Editing System:						
DV video camera	1	\$7,500.00	1	\$9,000.00	1	\$9,000.00
PC containing with necessary video/audio import/export cards; 500 GB (min) hard drive; 1 GB RAM (min), 2 GB recommended; DVD +/- RW	1	\$1.00				
Video editing software/device	1	\$1.00				
DVD burning software	1	\$1.00				
All necessary cables	1	\$1.00				
Total:		\$7,504.00		\$9,000.00		\$9,000.00
Grand Total:		<u>\$272,170.00</u>		<u>\$71,250.00</u>		<u>\$70,250.00</u>

NOTE: Solutions from MediaCast/Inventive Technology do not contain all requested components, for example, price for TVs, wall brackets, centralized campus system. Rather, system would function simply as a media storage system.



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

Agenda Item:

Date: April 10, 2007

Subject: Geocoding Services Consultant # RFP 07-20

Presented By: Tony Reza and Pauline Dow

Consent Agenda: X

ACTION

1. BACKGROUND INFORMATION:

This request is to approve the contracts for services which might aggregate to over \$25,000.00 a year. **Request for Proposal # 07-20, Geocoding Services** contract will provide the following services:

- Plotting of geographic location of students' home addresses, bus routes and other information
- Update and upload of CISD street map
- Maintenance of street, subdivision and attendance zone layers
- ARC GIS-SPSS-MSEXCEL database integration and conversion as appropriate
- Perform spatial and boundary analysis
- Plot new subdivisions on CISD map
- Update aerial photo and 3D layer

We recommend awarding the contract to *Yinuo Du*.

2. SUPERINTENDENT RECOMMENDATION:

The Superintendent approves to award the contracts for Geocoding Services as listed above.

3. BOARD ACTION REQUESTED:

The Board of Trustees approves the Superintendent's recommendation.

MOTION _____ SECOND _____

AYES _____ NAYS _____


March 28, 2007
10:00 am

Canutillo Independent School District Tabulation Sheet
RFP # 07-20
Geocoding Services

Firm/Individual

Yinuo Du

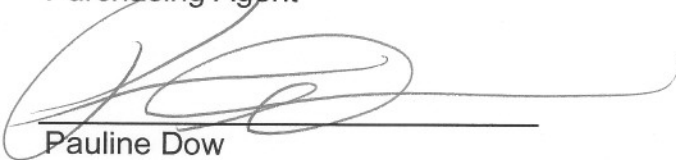
Only vendor to respond



Ana Guerrero
Administrative Assistant



Samuel Garcia
Purchasing Agent



Pauline Dow
Associate Superintendent



Canutillo Independent School District

7965 Artcraft Rd.
El Paso, TX 79932


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

Finance

(915) 877-7430
FAX (915) 877-7415

TO: Board of Trustees

April 4, 2007

THROUGH: Tony Reza 
Executive Director

FROM: Kathy Ellis 

SUBJECT: Approval of Warrant List for February 28-March 28, 2007

Enclosed in your packet is the warrant list for February 28-March 28, 2007. I recommend its approval in the amount of: **\$ 1,821,450.21.**

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

Mago Arellano	Am. Exp./registration-TASB	\$	150.00	Page 9
Sergio Coronado	Adv. Rent-A-Car-MASBA	\$	103.80	Page 2-3
	Am. Exp./registration-TASB	\$	150.00	Page 9
Shonda Jordan	Am. Exp./registration-TASB	\$	150.00	Page 9
Armando Rodriguez	Am. Exp./registration-TASB	\$	150.00	Page 9
Yvonne Sanchez	Am. Exp./registration-TASB	\$	150.00	Page 9

CANUTILLO INDEPENDENT SCHOOL DISTRICT

Monthly ADA and Last Day Enrollment
As of March 30, 2007

<u>Campus</u>	<u>March ADA</u>	<u>Enrollment 3/30/07</u>
Canutillo Elementary School	631.824	687
Deanna Davenport Elementary School	476.736	520
Jose H. Damian Elementary School	733.559	788
Bill Childress Elementary School	629.912	682
Canutillo Middle School	620.412	648
Jose J. Alderete Middle School	603.941	626
Canutillo High School	1334.470	1428
DISTRICT TOTALS	5030.854	5379
Ineligible students (Children of employees-out of state and ineligible PK students-not LEP or economically disadvantaged. Tuition is not collected.)		107
GRAND TOTAL ENROLLMENT		5486

CANUTILLO INDEPENDENT SCHOOL DISTRICT

Monthly ADA Comparison March 2007

<u>Campus</u>	Previous month February 2007 <u>ADA</u>	Current month March 2007 <u>ADA</u>	Previous year March 2006 <u>ADA</u>
Canutillo Elementary School	631.475	631.824	744.361
Deanna Davenport Elementary School	474.264	476.736	581.944
Jose H. Damian Elementary School	721.105	733.559	766.723
Bill Childress Elementary School	631.448	629.912	699.834
Canutillo Middle School	621.053	620.412	795.000
Jose J. Alderete Middle School	603.211	603.941	
Canutillo High School	1346.316	1334.470	1243.778
 	<hr/>	<hr/>	<hr/>
*DISTRICT TOTALS	5028.872	5030.854	4831.640

*Does not include ineligible students ⁷⁶

CANUTILLO INDEPENDENT SCHOOL DISTRICT

Year-to-Date Average Daily Membership and ADA
 August 10, 2006 through March 30, 2007

<u>Campus</u>	<u>ADM</u>	<u>ADA</u>	<u>ATT %</u>
Canutillo Elementary School	652.675	628.841	96.3%
Deanna Davenport Elementary School	494.039	478.968	96.9%
Jose H. Damian Elementary School	757.136	730.151	96.4%
Bill Childress Elementary School	646.675	625.207	96.7%
Canutillo Middle School	645.449	622.362	96.4%
Jose J. Alderete Middle School	623.891	603.782	96.8%
Canutillo High School	1458.312	1376.833	94.4%
<hr/>			
*DISTRICT TOTALS	5278.177	5066.144	96.0%

*Does not include ineligible students

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

Subject: Administrative Personnel Actions for Date: April 10, 2007
Board of Trustee Information Only

Presented by: Renée O'Donnell Consent Agenda: _____

ACTION

1. **BACKGROUND INFORMATION**

Superintendent approved employment of personnel:

María Tejada	FS Sub, Effective 3/28/07
---------------------	--------------------------------------

Superintendent approved position changes for personnel:

Bertha Lugo	FS Sub to PT FS Helper, DDE, Effective 3/19/07
Annette Maldonado	Sub Teacher to Itinerant Special Ed. Assistant, Effective 3/7/07
Shirley Montgomery	PK (M) Teacher DDE/JDE to Part-Time PK (M) Teacher DDE, Effective 8/07
Imelda Salgado	Migrant Assistant, CMS, DDE, and BCE to 504 Assistant, CMS Effective 3/7/07

Superintendent approved resignations:

Elizabeth New	FS Baker, Effective 3/5/07
----------------------	---------------------------------------

Superintendent approved retirements:

Kathy Scott

**4 (M) Teacher, BCE,
Effective 5/29/07**

Rosa Varela

**ESL Assistant, CHS,
Effective 6/29/07**

Termination of Support Personnel

See under separate cover

2. **BOARD ACTION REQUESTED**

No action required.

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

Agenda Item: _____

Date: April 10, 2007

Subject: Acceptance of Donations to Canutillo ISD

Presented By: Tony Reza

Consent Agenda _____

ACTION

1. BACKGROUND INFORMATION:

The following businesses/individuals have made donations to Canutillo ISD . Please see attached letters.

2. SUPERINTENDENT RECOMMENDATION:

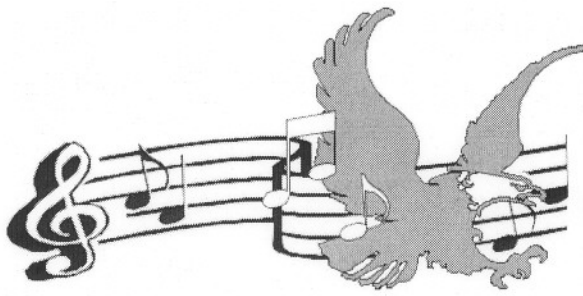
The Superintendent recommends acceptance of donations made to Canutillo ISD.

3. ACTION REQUESTED:

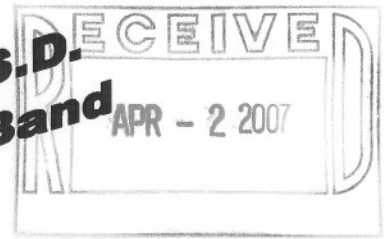
The Board of Trustees accepts the donations made to Canutillo ISD.

MOTION _____ SECOND _____

AYES _____ NAYS _____



**Canutillo I.S.D.
Eagle Pride Band**



March 27, 2007

Canutillo Independent School District
P.O. Box 100
Canutillo, Texas 79835

Dear Kathy Ellis,

I am writing this letter to inform the Canutillo I.S.D. that a donation has been made to Canutillo High School Band percussion students

Mrs. Yvonne Rivera has donated a Ludwig snare drum (Serial # 40418) with an estimated value of \$250.00

If there is anything further I need to do, please let me know.

Thank you,

Ernest J. Medina
Canutillo High School
Music Coordinator
Director of Bands



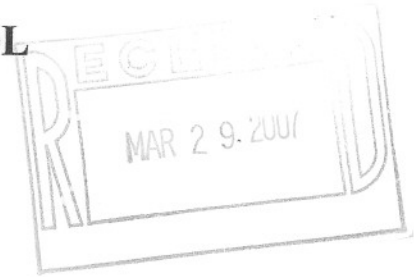
CANUTILLO HIGH SCHOOL

6675 South Desert Blvd.

El Paso, TX 79932

(915) 877-7800

Fax (915) 877-7807



Max Padilla
Principal

Fred Hurd
Asst. Principal
Ken Bailey
Asst. Principal
James Fry
Asst. Principal

Mr. Bill Rose
Chili's
7800 N. Mesa
El Paso, TX 79912

March 22, 2007

Dear Mr. Rose:

On behalf of Mr. Kevin Hawkins, High-Q Coach at Canutillo High School, I appreciate your offer to donate \$40.00 on behalf of Chili's for the purchase of four High-Q chenille letters for the CHS High-Q Team. With your support, four deserving students will be recognized for their fine academic achievement.

We hope that Chili's will help us honor these fine young people.

Sincerely,

Florence G. Schetgen
English Department Chairperson

Funds dep to offc.
acct 865.00 2198.62.00 1.7.00
3/28/07 PC

3/28/07

To whom it may concern,

I'm donating 500 \$

to the National Honor Society.

This money will be used
to help with the cost of
the banquet at the end of
the year.

Elena Dutierrez
English Dept.
NHS Sponsor.





TARGET
Take Charge of Education
Mail Stop 5CO
PO Box 59214
Minneapolis, MN 55459-0214

TAKE CHARGE OF EDUCATION[®] School Fundraising program

1664827
CHECK NO.

82-164
1021

DATE	AMOUNT
03/20/07	*\$117.95

PAY One hundred seventeen and 95/100 Dollars

VOID AFTER 7 MONTHS

Pay to the
order of

CANUTILLO HIGH SCHOOL
ATTN: PRINCIPAL
PO BOX 100 7311 BOSQUE RD
CANUTILLO, TX 79835 0100



0000000000096637

Aspen, Colorado 81051

Gregg Steinhafel
President, Target Stores

⑈ 1664827⑈ ⑆ 102101645⑆ 126400037738⑈

OUR DONATION TO YOUR SCHOOL

TAKE CHARGE OF EDUCATION[®]

0321 0822 1664827
CANUTILLO HIGH SCHOOL
ATTN: PRINCIPAL
PO BOX 100 7311 BOSQUE RD
CANUTILLO, TX 79835 0100

Your school is receiving this March 2007 check donation on behalf of Target and the Take Charge of Education program. Target donates up to 1% of purchases made using the REDcard to eligible schools designated by our guests. Schools are issued Take Charge of Education donations each March and September.*

We encourage you to get more parents, teachers, and community members involved in this easy way to support your school. It doesn't cost cardholders anything to sign up for the program, and they can designate your school in one of three ways:

- * Visit Target.com/tcoe
- * Stop by the kiosk in their favorite Target store
- * Call 1-800-316-6142

If you'd like to learn more about the commitment Target makes to school fundraising visit Target.com/tcoe. We hope your school is having a great year, and we wish you all the best.

Sincerely,

Gregg Steinhafel

Gregg Steinhafel
President, Target Stores



*Subject to Take Charge of Education program rules. REDcards are Target Visa Credit Card, Target Credit Card and Target Check Card. Funds are disbursed at the principal's discretion.



CANUTILLO HIGH SCHOOL

6675 South Desert Blvd.

El Paso, Texas 79932

(915) 877-7800

Fax (915) 877-7807

Mr. Reza 3/29/07
Sent to Finance

OK per Mrs. Green

Max Padilla
Principal

Fred Hurd
Asst. Principal
Ken Bailey
Asst. Principal
Jim Fry
Asst. Principal

RECEIVED MAR 01 2007

February 26, 2007

To Whom It May Concern:

We the Canutillo High School Senior Class of 2007 are currently fundraising for Project Graduation. We are still limited on funds and are asking for a donation to purchase food and prizes for Project Graduation to be held at Adventure Zone on May 26, 2007. Any help you can give us would be greatly appreciated as we want to make sure that all Seniors can come together one last time in a setting that is safe, fun and alcohol free. Please contact us at the Canutillo High School (915) 877-7801 if you wish to make a donation. You will be given a receipt for your donation. We will be more than happy to pick up at your convenience.

Thank you,

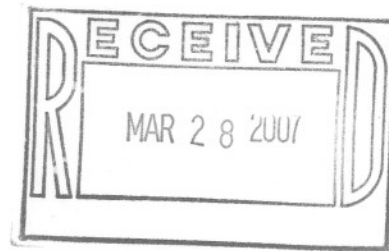
Norma N. Del Bosque

Norma N. Del Bosque cell (915) 820-6045

Elizabeth Lopez cell (915) 526-7519

Senior Class Sponsors

Class of 2007



Canutillo Independent School District does not discriminate on the basis of race, color, national origin, sex, age, or disability in its employment practices or in providing education services, activities, and programs, including vocational programs. For additional information regarding Canutillo Independent School District's policy of nondiscrimination contact; Renee O'Donnell, 9915) 877-7423, 7965 Artcraft Road, El Paso, Texas 79932.

List of Contributions

Cash	\$20 ⁰⁰	Dr. Lydia Tena - Perez	EPCC
CK	\$150 ⁰⁰	John Dunbar	DBG CPA
CK	\$50 ⁰⁰	Paul Moreno	State Rep.
CK	\$30 ⁰⁰	Roland Esparza	Rob-N-Enterprise
CK	\$25 ⁰⁰	Juvenia Rios	Ontiveros
CK	250 ⁰⁰	El Paso Area Teachers	FCU
<hr/>			
	\$425 ⁰⁰	Total	Donations

March 28, 2007

Dear Canutillo Independent School District Board Members and Administrators,

Our Canutillo FFA Chapter is hosting a 'Cars for Cures' open car show May 5, 2007. Sixty-five percent of all profit earned during the car show will be donated by Canutillo FFA and the CHS Student Council to St. Jude Children's Research Hospital. We hope to surpass our goal of raising at least one thousand dollars with which St. Jude's can find cures for the cancers and illnesses that plague the children of our country.

Donations to be generously bestowed to the Canutillo FFA include the following:

- ❖ \$985 in monetary donations from various vendors within Canutillo, TX including:

Life Ambulance, Sunshine Flowers and Gifts, Yuridia's fashion, Alice the Burrito Lady, Mago Arellano, Allstate Insurance, Lalitos Auto Sales, *** Flowers and Gifts, Pizza Pro's, King's Mena Pizza

The following will be drawn for door prizes for those entering a vehicle in the show:

- ❖ 2- \$15 gift certificates from Shear Obsession
- ❖ 2- Day passes for two people to Wet and Wild water park
- ❖ 2- Justin boot bags valued at \$40 each from Tony Llama Boot Company
- ❖ 5- single buffet gift certificates from Golden Corral
- ❖ 2- \$ gift certificates from Texas Roadhouse
- ❖ 1-Travel flashlight/tool kit donated by Bravo Chevrolet, Cadillac, Hummer
- ❖ 150- Plastic goodie bags donated by Bravo Chevrolet, Cadillac, Hummer
- ❖ Gift Certificates from State Line restaurant
- ❖ 200- key chains or other trinkets from First Convenience Bank, TX

The following food items have been donated by local merchants toward our concession stand.

- ❖ 100- peanut bags from Texas Roadhouse
- ❖ Pizza from Roadrunner Pizza
- ❖ Food items with which to make nachos from Little Diner
- ❖ Produce for hamburgers and chips from Lowe's Food Market
- ❖ Hamburger Patties from Mando's Meat Market
- ❖ Hot Dogs from Sonic, Canutillo
- ❖ Slushie machine, cups, and flavoring from Shur-Save

The following items will be used for goodie bags for all the entering contestants:

- ❖ Pencils from Allstate Insurance Company
- ❖ Pens from Bravo Chevrolet, Cadillac, Hummer
- ❖ Bumper stickers (“It shouldn’t hurt to be a child”) from Jay Holland of Las Cruces, NM
- ❖ Coupons from Texas Roadhouse

Other items generously donated include:

- ❖ 5-“Top Five” Trophies donated by Bravo Chevrolet, Cadillac, Hummer

The above items will surely help to make the first Canutillo FFA Cars for Cures car show a success. Thank you for your continued support of our Canutillo FFA chapter.

Sincerely,

Keeley Leigh Muncrief, Canutillo High School AgScience Teacher/FFA Advisor

Anna Neufeld, ‘Cars for Cures’ Chairperson and FFA Vice President

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

Agenda Item: _____ Date: _____

Subject: Acceptance of donation to Canutillo ISD

Presented By: Renee O'Donnell Consent Agenda _____

ACTION

1. BACKGROUND INFORMATION:

Third Party Administrator's for Workers' Compensation, Claims Administrative Services, Inc. has made a donation to the Canutillo ISD as part of their safety services to the district of:

Three Step Project Stool for each campus for a total of seven (7)
@ \$28.13 = \$196.94.

2. SUPERINTENDENT RECOMMENDATION:

The Superintendent recommends acceptance of the donation made to Canutillo ISD.

3. BOARD ACTION REQUESTED:

The Board of Trustees accepts the donation made to Canutillo ISD

MOTION: _____ SECOND: _____

FOR: _____ AGAINST: _____



Canutillo Independent School District

7965 Artcraft Rd.
El Paso, TX 79932

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

Dr. Pam Padilla
Superintendent

(915) 877-7400
FAX (915) 877-7407

April 4, 2007

Mr. Bill Costanza
President
Claims Administrative Services, Inc.
501 Shelley Drive
Tyler, Texas 75701

Dear Mr. Costanza:

Canutillo Independent School District appreciates your donation of the seven (7) Three Step Project Stools received for each of our campus. The safety service provided by Mr. Baldomero Gonzalez, Safety Consultant, has been outstanding. The training and guidance he provides the district makes a great impact in helping us reduce our injuries.

Again, thank you. These step stools will play a big part in our efforts to keep our employees safe from injury.

Sincerely,

Renee O'Donnell,
Executive Director of Human Resources



Claims Administrative Services, Inc.

Our reputation for excellence is no accident.™

April 4, 2007

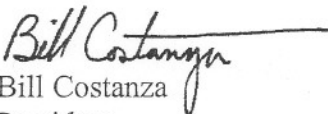
Canutillo ISD
Attn: Lou Ann Estrada
7965 Arcraft Road
El Paso, Texas 79932

Re: Seven – 3-Step Project Stools

Dear Lou Ann,

CAS – Claims Administrative Services, Inc. would like to make a donation of seven – 3-step project stools as part of our safety services to Canutillo ISD. We look forward to working with the district this coming 2007-2008 policy year.

Sincerely,


Bill Costanza
President

**Canutillo Independent School District
Office of the Superintendent
Post Office Box 100
Canutillo, Texas**

Agenda Item:

Date: April 10, 2006

Subject: Review and Approval of Health Plan Audit

Presented By: Renee O'Donnell

Consent

Agenda:

ACTION

1. BACKGROUND INFORMATION:

Dunbar, Broadus and Gibson, external auditors for the District will present for review and approval the results of the annual audit of the District Health Plan.

2. SUPERINTENDENT RECOMMENDATION:

Recommend approval district's health plan audit

3. BOARD ACTION REQUESTED:

Motion to approve the audit results.

MOTION _____ **SECOND** _____

FOR _____ **AGAINST** _____

NAMING
FACILITIES

The Board may name or rename a District facility, or portion of a building, such as the library or auditorium:

1. To reflect the name of the residential community or communities that the facility serves,
2. After a local geographic area or feature or after local municipalities, or
3. To honor an outstanding individual. All individuals in this category will be subject to a comprehensive background check. No sitting board member shall be considered. Former board members may be considered after five years have elapsed since their last day of service on the Board.

NAMING OF A
SCHOOL, OTHER
FACILITY OR
FUNCTION

When the Board awards a contract for the design of a school, other facility or function area that requires naming, the Board will conduct a public hearing within 30 calendar days after the approval of the contract to collect naming recommendations from the community.

Within 60 calendar days from the date of awarding the contract, the Board shall announce the name of the facility.

Geographical, historical, and traditional names shall be considered. Names directly related to the District shall receive first consideration. Recommendations may include the following, if the suggested name is a person:

1. Biographical data,
2. Significant contributions made by the individual, and
3. A statement of why the school should be named after that person.

The Board is not obligated to accept any recommendation from the community. A simple majority vote of the Board shall be required

to approve a name.

Once a school is named and a principal assigned, the principal shall establish a committee to recommend a school mascot and colors. This committee shall submit its recommendation to the Superintendent for final approval.

**NAMES ON
BUILDING
PLAQUES**

Dedication plaques shall include the following information:

1. The name of the school or building.
2. The year completed.
3. Those individuals on the Board, with titles of officers, and the Superintendent on the date when the architectural design was approved by the Board.
4. Those individuals on the Board, with titles of officers and years of service for the members who subsequently retire, and the Superintendent on the date when the project is completed.
5. The name of the architectural firm, which may include the city and state in which the firm is located.
6. The name of the contractor, which may include the city and state where the contractor's business is located.

Any information other than the above shall have approval of the Board to be included on a dedication plaque.

RENAMING

The renaming of any school or educational facility may occur only if its educational function or support activity is changed and/or redirected, or if the community served by the facility demonstrates a major consensus for a name change. A unanimous vote of the Board shall be required to approve any action to rename a school. Regardless of physical location, the names of Canutillo Elementary School, Canutillo Middle School, and Canutillo High School shall not be changed.

DATE ISSUED: 2/19/2007
LDU 2007.01
CW(LOCAL)-X