

Agenda of Regular Meeting

The Board of Trustees Canutillo ISD

A Regular meeting of the Board of Trustees of Canutillo ISD will be held July 18, 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 6/12/07 7
 2. Special Board Meeting 6/18/07 22
 3. Special Board Meeting 6/25/07 26
 4. Special Board Meeting 7/10/07 30
 - G. Communications (Thirty Minute Open Forum)
 1. General Comments Portion
 2. Complaints Portion
 - H. Board of Trustee Business
 1. Review of events for July 32
 2. Discussion of sessions attended by Board Members at the Summer Leadership Institute in San Antonio, June 13-16, 2007
 - I. Committee Reports
 1. Finance/Audit Committee - Mr. Lerma, Chairperson (June 18 & July 10) 33
 2. Facilities/Planning Committee Meeting - Mr. Rodriquez, Chairperson (June 30) 35
 3. Personnel Committee - Mr. Arellano, Chairperson (June 25) 36
 4. Instruction/Student Services Committee - Mrs. Jordan, Chairperson (June 26) 38
 - J. Consent Agenda
 1. Budget Amendments 42
 2. Approval of request from Harvest Christian Church to utilize CHS facilities 54
 3. Approval of resolution to become a member of the Rio Grande Council of Governments 55

4.	Specialty Food Items RFP #07-34	70
5.	Purchase of Ramp Systems (Contract 256-06)	71
6.	CHS Field House, Cabling Infrastructure RFP#07-31	75
7.	Revision of GKD (Local) Community Relations, Nonschool Use of School Facilities (second reading)	76
8.	Review of revision to Board Policy DBB (Local) Employment Requirements & Restrictions: Medical Examinations & Communicable Diseases (first reading)	80
K.	Reports	
1.	Superintendent's Report	
a.	District Resources/External Funding	
2.	Financial and Warrant List for May 24-June 20, 2007 in the amount \$1,729,968.33	84
3.	Other Reports	
a.	Update on Preliminary Budget 2007~08 - Tony Reza	
b.	Report from Attorney regarding Election Law changes	
2.	Instruction and Student Affairs	
A.	NONE	
3.	Personnel	
A.	Employment of Assistant Principals for Davenport Elementary and Childress Elementary	
B.	Administrative Personnel Actions (no Board action required - information item only)	86
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 requests for retirement	
5.	Employment Termination of Personnel (no Board action required)	
4.	Business and Finance	
A.	Acceptance of Donations	89
B.	Interlocal Agreement for Health Services with San Elizario ISD	
C.	Approval of contract for health benefit plan with Blue Cross/Blue Shield of Texas	91
D.	Presentation by First Southwest on issuance of tax maintenance notes	
E.	Consider authorizing issuance of tax maintenance notes	
5.	Administration	
A.	NONE	
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	
								Tuesday, June 12, 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		
Present	X	X	X	X	X	X	X	<p>1. General Functions</p> <p>A. Call to Order at 6:09 p.m.</p> <p>B. Roll Call</p> <p>C. "Pledge of Allegiance to the United States Flag"</p> <p>D. "Texas Pledge of Allegiance"</p> <p>Mrs. Sanchez led the group in reciting the Pledge of Allegiance to the United States Flag and Texas Pledge of Allegiance.</p> <p>E. "CISD Mission Statement"</p> <p>Mr. Arellano read the Canutillo Independent School District Mission Statement into the record:</p> <p><i>Canutillo ISD will be a model of quality education to assure all students graduate on time and are prepared for higher education and to become productive and responsible citizens.</i></p> <p>F. Approval of Minutes Minutes for the meetings of:</p> <p>1. Special Board Meeting 5/7/07</p> <p>2. Regular Board Meeting 5/8/07</p> <p>3. Special Board Work Session 5/9/07</p>	<p>5</p> <p>6</p> <p>7</p> <p>8</p> <p>10</p> <p>24</p>

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

MEMBERS

Regular Meeting Board of Trustees									
Tuesday, June 12, 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		
								4. Special Board Meeting 5/16/07 5. Special Board Meeting 5/17/07 6. Special Board Meeting 5/22/07 7. Special Board Meeting 5/30/07	26 31 38 43
Motion Second Ayes Nays Abstain	X							Motion to approve the minutes as presented (with reading waived), passed. Mr. Frietze reminded the Board that they had not shared with one another the sessions attended at NSBA Conference. G. Communications (Thirty Minute Open Forum) 1. General Comments Portion Mr. Ace Sanchez, parent, expressed his concern about the Board’s process for naming new schools and submitted recommended guidelines to consider when naming a district facility. Mr. Art Gallegos, taxpayer, expressed concern regarding the purchase of laptop computers and their intended use, and the use of overtime by district employees. Mr. Johnny Gauna, employee, expressed his support for the Board and his support for the names of the new elementary schools. 2. Complaints Portion No one from the audience addressed the Board during this portion of the meeting.	Regular Bd. Mtg. Minutes Page 2

MINUTES
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PUBLIC MEETING OF THE BOARD OF TRUSTEES

MEMBERS

MR. ARELLANO	MR. CORONADO	MR. FRIETZE	MRS. JORDAN	MR. LERMA	MR. RODRIGUEZ	MRS. SANCHEZ	<p>Regular Meeting Board of Trustees</p> <p>Tuesday, June 12, 2007 Canutillo ISD Administration Office 7965 Arcraft – El Paso, Texas</p>	
							Item:	Reference:
							<p style="padding-left: 40px;">H. Board of Trustee Business</p> <p style="padding-left: 80px;">1. Review of events for June</p> <p>The Board reviewed the events for June. No formal action was taken on this item. Mr. Coronado reminded the Board that pre-evaluation of the Superintendent needed to take place and also guidelines/ evaluation of the internal auditor. Mr. Rodriguez stated that campus walk-through will be scheduled in the near future. Mr. Arellano stated that a committee meeting will be scheduled for stipends. Mrs. Sanchez stated that the Policy Committee and Instruction/Student Services Committee would be meeting to discuss the issue in respect to graduation requirements.</p> <p style="padding-left: 80px;">2. District recognition of Canutillo High School Class of 2007 Valedictorian and Salutatorian</p> <p>The Board of Trustees recognized Canutillo High School Class of 2007 Valedictorian Carlos Carrasco and Salutatorian Erik Pavia.</p> <p style="padding-left: 80px;">3. District recognition of SWABE 2007 Teacher of the Year, Connie Trujillo</p> <p>The Board of Trustees recognized Connie Trujillo, AMS teacher, for being named Southwest Association of Bilingual Educators (SWABE) Teacher of the Year for 2007.</p> <p style="padding-left: 80px;">4. District recognition of Davenport Elementary Mex-Tex Dancers and Parent Volunteers</p> <p>The Board of Trustees recognized Davenport Elementary School Mex-Tex Dancers and the parent volunteers for their participation in the cultural awareness program.</p>	<p>46</p> <p>47</p> <p>48</p> <p>Reg. Board Mtg. Minutes Page 3</p>

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

MEMBERS

Regular Meeting Board of Trustees									
Tuesday, June 12, 2007 Canutillo ISD Administration Office 7965 Arcraft – El Paso, Texas									
	MR. ARELLANO	MR. CORONADO	MR. FRIETZE	MRS. JORDAN	MR. LERMA	MR. RODRIGUEZ	MRS. SANCHEZ	Item:	Reference:
Motion								5. Change date for July Regular School Board Meeting to July 18, 2007	49
Second	X					X		Motion to approve the date change for July Regular School Board Meeting to July 18, 2007, passed	
Ayes	X	X	X	X	X	X	X		
Nays									
Abstain									
								I. Committee Reports	
								1. Finance/Audit Committee - Mr. Lerma, Chairperson (June 5)	
								Mr. Lerma, Finance & Audit Committee Chairperson, reported that at the June 5 meeting, the committee reviewed and recommended for approval the Warrant List and Financial Statements for May. Committee members also heard an update report on the Audit Plan. They also reviewed Fraud/Ethics Hotline Quotes and discussed Underwriters Counsel contract.	
								2. Facilities/Planning Committee Meeting - Mr. Rodriguez, Chairperson (May 30)	50
								Mr. Rodriguez, Facilities & Planning Committee Chairperson, reported that at the May 30 meeting, the Committee received update reports regarding (1) land purchase for new elementary school, (2) plans for warehouse and food services building adjacent to Support Services Center, (3) expansion of Administrative Facility, and (4) construction of Garcia Elementary School.	Reg. Board Mtg. Minutes Page 4

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PUBLIC MEETING OF THE BOARD OF TRUSTEES

MEMBERS

								Regular Meeting Board of Trustees	
								Tuesday, June 12, 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;">3. Personnel Committee - Mr. Arellano, Chairperson (May 16)</p> <p>Mr. Arellano, Personnel Committee Chairperson, reported that at the May 16 meeting, the Committee reviewed and recommended for presentation to the full Board the proposed stipends for two tennis and two wrestling coaches for CHS. Also reviewed was the reclassification of two part-time positions: a food services position and a transportation position.</p> <p style="margin-left: 40px;">J. Consent Agenda</p> <p style="margin-left: 80px;">1. Revision of GKD (Local) Community Relations, Nonschool Use of School Facilities (first reading)</p> <p style="margin-left: 80px;">2. Budget Amendments</p> <p style="margin-left: 80px;">3. Renew RFP #05-09 Radio and Communication Service</p> <p style="margin-left: 80px;">4. Renew RFCSP #06-06 Painting Contractor Service</p> <p style="margin-left: 80px;">5. Records Management Services RFP #07-26</p> <p style="margin-left: 80px;">6. AVID Path Training Program</p> <p>Motion to approve items 1-5 under consent agenda, passed.</p>	52
Motion	X								
Second							X		
Ayes	X	X	X	X	X	X	X		
Nays									
Abstain									
									Reg. Board Mtg. Minutes Page 5

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PUBLIC MEETING OF THE BOARD OF TRUSTEES

MEMBERS

								Regular Meeting Board of Trustees			
								Tuesday, June 12, 2007 Canutillo ISD Administration Office 7965 Arcraft – El Paso, Texas			
								Item:		Reference:	
								<p style="margin-left: 40px;">K. Reports</p> <p style="margin-left: 80px;">1. Superintendent's Report</p> <p style="margin-left: 120px;">a. TAKS (Texas Assessment of Knowledge and Skills) Report</p> <p>Dr. Steinhauser presented an overview of the 2007 TAKS preliminary results for each campus. No formal action was taken on this item.</p> <p style="margin-left: 80px;">2. Attendance, Financial and Warrant List for May 1-23, 2007 in the amount \$980,376.39</p>		84	
Motion							X	Motion to approve the attendance, financial and warrant list for May 1-23, 2007 in the amount \$980,376.39, passed.			
Second							X				
Ayes	X	X	X				X				
Nays							X				
Abstain				X							
								<p style="margin-left: 40px;">3. Other Reports</p> <p style="margin-left: 80px;">a. Update on Preliminary Budget 2007~08 – Tony Reza</p> <p>Mr. Reza presented an update on the preliminary budget for 2007~2008 school year. No formal action was taken on this item.</p>		Reg. Board Mtg. Minutes Page 6	

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MEMBERS

								Regular Meeting Board of Trustees		
								Tuesday, June 12, 2007 Canutillo ISD Administration Office 7965 Arcraft – El Paso, Texas		
								Item:	Reference:	
								b. Summative Report from District Advisory Council (DAC)		
								Mr. Adrian Medina, District Advisory Council (DAC) Chairperson, presented the Summative Report for DAC. No formal action was taken on this item.		
								c. Report on CHS Class of 2007 Scholarships		
								Max Padilla, CHS Principal, and Denise Werge, CHS Head Counselor, presented a report on CHS Class of 2007 Scholarships. No formal action was taken on this item.		
								<i>(Mrs. Shonda Jordan departed the public meeting following the scholarship report at 8:38 p.m.)</i>		
								2. Instruction and Student Affairs		
								A. Approval of Tuition Waiver Requests for 2007~08	88	
Motion							X	Motion to approve the tuition waivers requests for 2007~08 <i>(Mayra Saldivar, Ariana Saldivar, Elizabeth Saldivar, Mauricio Cuellar, Andres Cuellar, Tiffany Islas, Clairissa Islas, Gabriella Islas, Jose Islas and Jonathan Islas)</i> , passed.		
Second	X									
Ayes	X	X	X		X	X	X			
Nays										
Abstain										
										Reg. Board Mtg. Minutes Page 7

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CANUTILLO INDEPENDENT SCHOOL DISTRICT
PUBLIC MEETING OF THE BOARD OF TRUSTEES

MEMBERS

	MR. ARELLANO	MR. CORONADO	MR. FRIETZE	MRS. JORDAN	MR. LERMA	MR. RODRIGUEZ	MRS. SANCHEZ	Regular Meeting Board of Trustees Tuesday, June 12, 2007 Canutillo ISD Administration Office 7965 Arcraft – El Paso, Texas		
								Item:	Reference:	
								Jaime Bailleres	Interim Transportation Supervisor, To Bus Driver, Effective 5/29/07	
								Rosa Cardenas	Ass't. Manager, Test Kitchen, to Interim Manager, Test Kitchen, Effective 4/27/07	
								Sofia Carrasco	FS Sub to FS Helper, CHS, Effective 4/30/07	
								Alejandra Cooper	DAEP Assistant, CHS, to School Improvement Division, Effective 4/23/07	
								Alma Gatlin	Interim Administrative Clerk, School Improvement Division, Effective 5/2/07	
								Elizabeth Gutierrez	Library Asst., GES, to Library Asst., JDE, Effective 8/22/07	
								Norma Loya	Data Entry Clerk, School Resources Division to Data Entry Clerk/ Receptionist, Food Service Department, Effective 7/2/07	
								Carol Hecker	Testing Coordinator, School Resources to Student Support, Effective 5/7/07	
								Teka Mutchler	Counselor, CMS/AMS, to Counselor CMS 100%, Effective 8/1/07	Reg. Board Mtg. Minutes Page 9

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

MEMBERS

	MR. ARELLANO	MR. CORONADO	MR. FRIETZE	MRS. JORDAN	MR. LERMA	MR. RODRIGUEZ	MRS. SANCHEZ	Regular Meeting Board of Trustees Tuesday, June 12, 2007 Canutillo ISD Administration Office 7965 Arcraft – El Paso, Texas		
								Item:	Reference:	
								Yolanda Ontiveros	Title I Asst., BCE to Special Ed. Resource Asst., GES, Effective 8/22/07	Reg. Board Mtg. Minutes Page 10
								Gabriela Ramirez	Receptionist, DDE to Interim Office Manager, DDE, Effective 5/14/07	
								Rosalba Ramos	FS Sub to FS Vegetable Cook, CHS, Effective 5/17/07	
								Isidro Reyes	Lead Custodian, BCE, District Lead Custodian, Effective 6/4/07	
								Jesusita Ruiz	FS Ass't. Manager, CMS, to FS Manager, CES, Effective 1/7/07	
								Martha Sanchez	Library Ass't., JDE, to Library Ass't., GES, Effective 8/22/07	
								Lilia Sotelo	Special Ed. Asst. CHS, to 504 Asst., GES, Effective 8/22/07	
								Jimmy Telles	Bus Driver, to Warehouseman, Effective 5/8/07	
								Ramona Varela	Baker, CES, to Baker, Test Kitchen, Effective 5/15/07	
								Gabriela Vega	FS Helper, CMS, to FS Helper, GES, Effective 1/7/08	
								Maria Villasenor	FS Helper, BCE, to FS Helper, GES, Effective 1/7/08	

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MR. ARELLANO	MR. CORONADO	MR. FRIETZE	MRS. JORDAN	MR. LERMA	MR. RODRIGUEZ	MRS. SANCHEZ	<p>Regular Meeting Board of Trustees</p> <p>Tuesday, June 12, 2007 Canutillo ISD Administration Office 7965 Arcraft – El Paso, Texas</p>	
							Item:	Reference:
							<p>Robert Trujillo Special Ed. Asst., CHS, Effective 5/25/07</p> <p style="padding-left: 40px;">4. Superintendent acceptance of request for retirement</p> <p>Dr. Padilla accepted requests for retirement from personnel:</p> <p>Ali Bustillos Special Ed. Asst., DDE, Effective 4/30/07</p> <p>Gerardo Cruz Mechanic, Effective 1/31/08</p> <p>Joan Gil Technology Lead Teacher, Effective 6/5/07</p> <p>Rogelio Montes Mechanic, Effective 7/31/07</p> <p>Manuel Trevizo PE Teacher, CHS, Effective 5/25/07</p> <p style="padding-left: 40px;">5. Employment Termination of Support Personnel (no Board action required)</p> <p style="padding-left: 80px;">a. NONE</p>	<p>Reg. Board Mtg. Minutes Page 12</p>

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

MEMBERS

								Regular Meeting Board of Trustees	
								Tuesday, June 12, 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								4. Business and Finance	
Second								A. Acceptance of Donations	95
Ayes	X	X	X		X	X	X	X Motion to approve the following businesses/individuals who have made donations to the Senior Class at CHS for Project Graduation: Paul & Maria Vranish - \$50.00 and Senator Eliot Shapleigh - \$25.00, passed.	
Nays									
Abstain									
								Mrs. Sanchez wanted the record to reflect that Mr. Vranish is Superintendent for Tornillo ISD. Mr. & Mrs. Vranish are wonderful people. Senator Shapleigh is a big supporter of the school district.	
								B. Consider issuing a Request for Qualification for Legal Counsel	
								There was a considerable amount of discussion after a motion and a second was made. Dr. Padilla recommended development of a policy for a five year cycle for legal and financial services. Dr. Padilla suggested that maybe next year the district could issue an RFP for legal services due to the number of situations which require Mr. Baskind's guidance. Mrs. Sanchez called for the question.	
								<u>Voting in favor of calling for the question:</u> Mr. Arellano, Mr. Frietze, Mr. Lerma, Mr. Rodriguez and Mrs. Sanchez	
								<u>Voting against calling for the question:</u> Mr. Coronado	
									Reg. Board Mtg. Minutes Page 13

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CANUTILLO INDEPENDENT SCHOOL DISTRICT
PUBLIC MEETING OF THE BOARD OF TRUSTEES

MEMBERS

							Regular Meeting Board of Trustees	
							Tuesday, June 12, 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 issue a Request for Qualification for Legal Counsel, failed.	
Second								
Ayes						X		
Nays	X	X	X		X	X		
Abstain								
Motion		X					Motion that the Board request administration to go out for	
Second						X	Qualification for Legal Counsel and set a date after when the opportune	
Ayes	X	X			X	X	time would be, setting a deadline of July 10, 2007, passed.	
Nays			X					
Abstain						X		
							<p style="text-align: center;">C. Consider conducting a district-wide energy management efficiency study</p> <p>Mr. Coronado stated that he had placed this item on the agenda for consideration of an energy management efficiency study. A similar study was conducted at Canutillo ISD approximately six or seven years ago. After a considerable amount of discussion, it was suggested that administration evaluate the study for possible implementation. Mr. Coronado suggested that the cost of the study could be included in the bond program.</p> <p>No formal action was taken on this item.</p>	
								Reg. Board Mtg. Minutes Page 14

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

MEMBERS

	MR. ARELLANO	MR. CORONADO	MR. FRIETZE	MRS. JORDAN	MR. LERMA	MR. RODRIGUEZ	MRS. SANCHEZ	<p>Regular Meeting Board of Trustees</p> <p>Tuesday, June 12, 2007 Canutillo ISD Administration Office 7965 Arcraft – El Paso, Texas</p>	
								Item:	Reference:
								<p>5. Administration A. NONE</p> <p>6. Adjournment</p> <p>Adjournment of the public meeting at 9:55 p.m. was done by unanimous consent.</p>	<p>Reg. Board Mtg. Minutes Page 15</p>

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

MEMBERS

								Special Meeting Board of Trustees	
								Monday, June 18, 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		
Present	X	X	X	X	X	X	X	1. General Functions A. Call to Order at 8:40 p.m. B. Roll Call 2. Instruction and Student Affairs A. NONE 3. Personnel <i>(Agenda items 3A and 3B were added to the agenda as an addendum on 6/15/07)</i> A. Consideration to approve proposed salary scale for Speech Language Pathologists only, Administrative Professional Pay/Grade 5	
Motion						X		Motion to approve the salary scale for Speech Language Pathologist	
Second	X							(only) – Administrative Professional Pay/Grade 5 as recommended by	
Ayes	X	X	X	X		X	X	Administration, passed.	
Nays									
Abstain					X				

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

MEMBERS

								Special Meeting Board of Trustees	
								Monday, June 18, 2007 Canutillo ISD Administration Office 7965 Arcraft – El Paso, Texas	
	MR. ARELLANO	MR. CORONADO	MR. FRIETZE	MRS. JORDAN	MR. LERMA	MR. RODRIGUEZ	MRS. SANCHEZ	Item:	Reference:
								<p>C. Update on Preliminary Budget for Fiscal Year 2007~2008</p> <p>Mr. Reza presented an update on the preliminary budget for fiscal year 2007~2008. No formal Board action was taken.</p> <p>D. Approval of recommendation for external audit services</p> <p><i>With the consent of the Board, agenda item 4.D. was taken out of order and deliberated after commencement of the public meeting.</i></p> <p>Mr. Coronado announced that the Finance & Audit Committee had met and conducted interviews of the firms at a meeting previous to this meeting.</p> <p>Motion to direct Administration to enter into negotiations with Edge & Associates (first choice) for financial audit services, passed.</p>	
Motion					X				
Second	X								
Ayes	X	X			X	X	X		
Nays			X	X					
Abstain									
Motion					X			Motion to select Strickler & Prieto as second choice for financial audit services (<i>in the event the negotiations fail with the Board's first choice</i>), passed.	
Second	X								
Ayes	X	X			X	X	X		
Nays			X						
Abstain									
									Special Board Mtg. Minutes Page 3

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

MEMBERS

								Special Meeting Board of Trustees	
								Monday, June 18, 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 direct Administration to enter into negotiations with Elmore and Newton (first choice) for health audit services and workers' compensation audit services, passed.	
Second	X								
Ayes	X	X	X	X	X	X	X		
Nays									
Abstain									
Motion					X			Motion to select Edge & Associates as second choice for health audit services and workers' compensation audit services (<i>in the event the negotiations fail with the Board's first choice</i>), passed.	
Second	X								
Ayes	X	X		X	X	X	X		
Nays			X						
Abstain									
								5. Administration A. NONE	
								6. Adjournment Adjournment of the public meeting at 10:30 p.m. was done by unanimous consent.	
									Special Board Mtg. Minutes Page 4

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

MEMBERS

								Special Meeting Board of Trustees	
								Monday, June 25, 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		
Present	X	X	X	X	X	X		1. General Functions A. Call to Order at 7:38 p.m. B. Roll Call (Mr. Lerma and Mrs. Sanchez were absent.)	
								2. Instruction and Student Affairs A. NONE	
								3. Personnel A. Approval of recommendation for Canutillo Elementary School Principal	
								<i>Mr. Coronado announced that the agenda items pertaining to personnel had been discussed in a Personnel Committee Meeting preceding this meeting. Mr. Arellano, Personnel Committee Chairperson indicated that the committee endorsed the recommendations from Administration.</i>	
Motion							X	Motion to approve the recommendation from Administration for Monica Garcia as Canutillo Elementary School Principal, passed.	
Second	X								
Ayes	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	
								Monday, June 25, 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		B. Approval of recommendation for Davenport Elementary School Principal	
Second								Motion to approve the recommendation from Administration for Davenport Elementary School Principal for Marta Strobach, passed.	
Ayes	X	X	X	X		X			
Nays									
Abstain									
Motion						X		C. Approval of recommendation for Garcia Elementary School Assistant Principal	
Second								Motion to approve the recommendation from Administration for Garcia Elementary School Assistant Principal for Sheryl Maxsom, passed.	
Ayes	X	X	X	X		X			
Nays									
Abstain									
								D. Revision of qualifications for positions:	
								1. EL Facilitator	4
								2. Elementary Instructional Coordinator	5
								<i>The agenda was taken out of order with the consent of the Board. Agenda items 3.D.1., 3.D.2, 3.E., 4.A. and 5.A. were deliberated by the Board following roll call.</i>	Special Board Mtg. Minutes Page 2

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

MEMBERS

								Special Meeting Board of Trustees	
								Monday, June 25, 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 revise the qualifications for the position of English Learner (EL) Facilitator as recommended by the Personnel Committee, passed.	
Second				X					
Ayes	X	X		X		X			
Nays			X						
Abstain									
Motion	X							Motion to revise the qualifications for the position of Campus Instructional Coordinator as recommended by the Personnel Committee, passed.	
Second						X			
Ayes	X	X		X		X			
Nays			X						
Abstain									
								E. Creation of Teaching Position(s)	
Motion	X							Motion for creation of a science teaching position at Canutillo High School as recommended by the Personnel Committee, passed.	
Second				X					
Ayes	X	X	X	X		X			
Nays									
Abstain									
								4. Business and Finance	
								A. Renew RFCSP #06-06 Painting Contractor Services	
									6 Special Bd. Mtg. Minutes Page 3

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

MEMBERS

								Special Meeting Board of Trustees	
								Monday, June 25, 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 renew RFCSP #06-06 Painting Contractor Services to Sam's Construction, passed.	
Second				X					
Ayes	X	X	X	X		X			
Nays									
Abstain									
Motion						X		5. Administration A. Approval of Emergency Operation Plan Motion to approve the Emergency Operation Plan, passed.	
Second	X								
Ayes	X	X	X	X		X			
Nays									
Abstain									
								6. Adjournment The public meeting adjourned at 8:11 p.m. by unanimous consent.	
									Special Board Mtg. Minutes Page 4

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

MEMBERS

								Special Meeting Board of Trustees		
								Tuesday, July 10, 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			
Present	X	X	X			X		1. General Functions A. Call to Order at 6:12 p.m. B. Roll Call (Mrs. Jordan and Mrs. Sanchez were absent. Mr. Lerma arrived at 6:13 p.m.) Mr. Coronado wanted the record to reflect that Mrs. Sanchez stated that she will be running late and Mrs. Jordan called that she will not be present. C. Consent Agenda 1. Budget Amendments 4 2. Purchase of Supplies, Materials and Equipment for Alderete Middle School Addition 7 3. Award of Bid #07-32, Sale of Excess Land 8 4. Approve services for Minor Construction, Repair, Rehabilitation or Alteration for Facilities District Wide 10 (Mr. Lerma arrived during the deliberation of this agenda item.) Motion to approve the consent agenda as read (items C.1.-C.4.), passed.		
Motion	X									
Second						X				
Ayes	X	X	X		X	X				
Nays										
Abstain										

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

MEMBERS

	MR. ARELLANO		MR. CORONADO		MR. FRIETZE		MRS. JORDAN		MR. LERMA		MR. RODRIGUEZ		MRS. SANCHEZ	<p>Special Meeting Board of Trustees</p> <p>Tuesday, July 10, 2007 Canutillo ISD Administration Office 7965 Arcraft – El Paso, Texas</p>	
														Item:	Reference:
														<p>2. Instruction and Student Affairs A. NONE</p> <p>3. Personnel A. NONE</p> <p>4. Business and Finance A. Consider proposal by Water District for La Union East Lateral</p> <p><i>The Board of Trustees adjourned into closed session from 6:15 p.m. through 6:40 p.m. under the authority of Texas Open Meetings Act, Texas Government Code Sections 551-071 and 551-072.</i></p> <p>Mr. Coronado announced that the Board has concluded the deliberation in executive session. Mr. Coronado further added that the Board would not take any formal action and had instructed the administration and legal counsel how to proceed on this matter.</p> <p>5. Administration A. NONE</p> <p>6. Adjournment</p> <p>The public meeting was adjourned at 6:41 p.m. by unanimous consent.</p>	
															<p>Special Board Mtg. Minutes Page 2</p>

**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	

JULY-----

Action Items

Presentation and Approval of Salary & Stipends Schedules
Election of TASB Delegate

Other Items

Interim (Mid-Year) Superintendent Evaluation
Budget Workshop
Presentation of Preliminary Budget (Operating Fund)

Important Dates

Independence Day (July 4)



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

Finance & Audit Committee Meeting Minutes June 18, 2007

Location: Administration Building
Time: 5:40 p.m. - 8:24 p.m.

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

Others Present: Pauline Dow, Tony Reza, Yusuf Farran, Renee O'Donnell, Sergio Coronado, Carl Frieze, Armando DeAnda, Shonda Jordan, Martha Carrasco, Max Padilla, Annette Brigham,

The meeting was called to order at 5:40 p.m.
Mr. Lerma called the meeting to order.

Mrs. Sanchez arrived at 5:58 p.m.

4.0 Business and Finance

- A. Presentations/interviews for External Audit Services, RFQ # 07-24 and formulation of recommendation:** Mr. Reza greeted and addressed the committee members, board of trustees and administration. He explained that they were all here to have this committee review solicitations from external audit companies for the purpose of auditing our financial statements, workers compensation plan as well as the healthcare program. Mr. Reza put before the committee members information with respect as to how to review and judge RFQ's qualifications, keeping in mind that ordinarily, price is not a factor here, it is based more on qualifications. These five firms are all in good standing and we will leave it up to them to review and hopefully you will feel comfortable. They gave them a couple of minutes to set up and each firm had 35 minutes to give their presentation. 20 minutes were for their presentation and 10 to 15 minutes for questions from the committee members. They asked the firms to leave after they made their presentation and come back at 8:30 p.m. when the actual committee made the recommendation to the board as a whole. They were called in alphabetical order to ask any questions. Mrs. Mendoza will keep track of their time. Mr. Reza asked Edge and Associates, P.C. to set up and make their presentation, followed by Elmore and Newton, PLLC. There was a short break between presentations from 6:46 to 7:00 p.m. They preceded with Pena, Briones & Co., P.C. and ended with Strickler & Prieto, LLP. The committee members asked questions to the firms after their presentations and the firms answered the questions the committee members had for them. Mr. Reza addressed the committee members and told them that they have all had an opportunity to hear from these perspective firms and he did want to say for the record that they did send out ten notices to companies and these were the only four firms that submitted proposals and there for, we made sure the committee saw all the four companies that were making proposals. Mr. Reza opened r discussion to discuss the pros and cons for each firm. He asked to consider one issue, and that is not to award one company all three proposals and that we split up these proposals so we can get pretty much of the work done at one time during the fall and present everything during the spring. The consideration would be to have one firm do the financial audit and possible have another firm group together the workers comp and healthcare.

Mrs. Carrasco was very pleased with the responses that they got and having the choice from all the very qualified firms. It is now up to the committee to present a recommendation to the board for the appointment of an external auditor. The committee members discussed and asked questions on the qualifications of the external auditing firms. The Finance/Audit committee recommended Edge & Associates for the financial audit services with their second choice Strickler & Prieto, The recommendation on the healthcare and workers comp is Elmore & Newton with their second choice Edge & Associates. .

B. Comments/Input from Community Members on items discussed by Finance/Audit Committee: There were no comments or input from community members.

Adjournment: Motion to adjourn by unanimous consensus.

Meeting adjourned at 8:36p.m.

rmq



Canutillo Independent School District

7710 Cap Carter Road
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Yusuf E. Farran, P.E., R.S.
Construction Administrator

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yfarran@canutillo-isd.org

Facilities & Planning Committee Meeting Minutes June 30, 2007

Location: Administration Building
Time: 8:40 a.m. – 2:00 p.m.

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

Others Present: Yusuf Farran, Carl Frieze, Sergio Coronado, Pauline Dow, Art Gallegos, Irma Gallegos, Marta Carrasco, Isidro Reyes, Armando DeAnda

The meeting was called to order at 8:40 a.m.
Mr. Rodriguez called the meeting to order.

4.0 Business and Finance

- A. Committee will tour campuses and new construction site:** The Board Members along with Administration and community members took a tour of the district. All campuses were visited including the new construction of Garcia Elementary and the new wing at Alderete Middle School. No formal action was taken on this item.

Adjournment: Motion to adjourn by unanimous consensus.

Meeting adjourned at 2:00 p.m.



Canutillo Independent School District

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PERSONNEL COMMITTEE MEETING MINUTES June 25, 2007

Location: Administration Building
Time: 6:11 p.m. – 7:35 p.m.

Board Committee Members Present: Mr. Arellano, Ms. Jordan, Mr. Rodriguez
Other Board Members Present: Mr. Coronado, Mr. Fietze
Others Present: Tony Reza, Pam Padilla, Renee O'Donnell, Max Padilla, Martha Carrasco, Alfredo Vasquez, Juan Gonzalez, Rachel Tellez, Gloria I. Flecha, Carmen Castaneda, Isabel Escobar, Lilia P. Maldonado, Michael Garcia, Julie Melendez, Sylvia Gonzalez, Annette Brigham, Cynthia D. Ramirez, Christine Garcia, Cristal V. Morales, Cerril Maxsom, Martha Veale, Chris Avila

The meeting was called to order at 6:11 p.m.

3A Review of recommendation for:

- 1. Canutillo Elementary Principal**
- 2. Davenport Elementary Principal**
- 3. Garcia Elementary Assistant Principal**

With the consent of the committee, agenda item 3B was taken out of order prior to the completion of Agenda Item 3A.

3B Consideration to revisit qualifications for positions:

- 1. English Learner (EL) Facilitator**
- 2. Elementary Instructional Coordinator**

Ms. O'Donnell presented the positions of EL Facilitator and Elementary Instructional Coordinator. She reported that the EL Facilitator position had been posted since May 9, 2007, and only two individuals had applied. She further explained that neither applicant had a Masters degree, and of the two, only one had secondary school experience. Ms. O'Donnell stated that administration was recommending that the Masters Degree requirement be waived from this position. In addition, she recommended that administration be allowed to hire the applicant with the secondary school experience with the stipulation that they must complete their Master's degree within one year from the date of hire.

After some deliberation the committee moved to recommend approval of changing the EL Facilitator qualifications to MA preferred or must complete MA degree within one year from the date of hire. Administration would repost the vacancy for 10 days.

Ms. O'Donnell stated that we had received numerous applications for the Elementary Instructional Coordinator, but many of the applicants did not have the certified Professional Development and Appraisal System (PDAS) or the Instructional Leadership Development (ILD) training certificate. Administration proposed that the qualifications be changed to PDAS and ILD training preferred. She further explained that Region 19 would train the instructional coordinator candidates to obtain their certificates in a week's time.

After some deliberation the committee moved to recommend changing the Elementary Instructional Coordinator qualifications to PDAS and ILD training preferred.

3C Creation of Teaching Positions

Ms. O'Donnell reported that administration was recommending the creation of an additional Science/Health Teacher for Canutillo High School due to the new state mandate that all students graduating must now have completed four science courses.

The committee moved to recommend approval of the creation of a Science/Health Teacher for Canutillo High School.

3A Review of recommendation for:

- 1. Canutillo Elementary Principal**
- 2. Davenport Elementary Principal**
- 3. Garcia Elementary Assistant Principal**

The Board of Trustees adjourned into closed session from 6:37 p.m. through 7:33 p.m. under the authority of Texas Open Meetings Act, Texas Government Code 551-074.

The committee moved to recommend administration's recommendation for Canutillo Elementary Principal.

The committee moved to recommend administration's recommendation for Davenport Elementary Principal.

The committee moved to recommend administration's recommendation for Garcia Elementary Assistant Principal.

3C Comments/Input from Community Members on Items Discussed by Personnel Committee

None

Adjournment: Motion to adjourn by unanimous consensus.

Meeting adjourned at 7:35p.m.



Canutillo Independent School District

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El Paso, TX 79932

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Finance

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

Instruction/Student Services Committee Meeting Minutes June 26, 2007

Location: Administration Building
Time: 6:01 p.m. - 8:30 p.m.

Board Committee Members Present: Ms. Jordan, and Mr. Fietze

Others Present: Dr. Pam Padilla, Tony Reza, Yusuf Farran, Armando Rodriguez, Sergio Coronado, Margarito Arellano, Max Padilla, Annette Brigham, George Arciniega, Martha Veale, Ron Gatlin, Margarita Armendariz, Christopher Avila, Dr. Steinhauer, Pauline Dow, Lilia Martinez, Janet Flores, Dense Werge

The meeting was called to order at 6:01 p.m.

Ms. Jordan called the meeting to order.

Ms. Jordan announced for the record that Mr. Coronado, Mr. Arellano and Mr. Fietze were present they were in the board conference room. Ms. Jordan explained that after each agenda item they will go ahead and take comments and input from community members this way they won't have a bunch of questions at the end of the meeting.

2 Instruction and Student Affairs:

- A. Update on Textbook Phase I & II:** Ms. Veale and Mr. Gatlin addressed the committee members and administration. Ms. Veale asked that agenda item B included since it is all in the packet. Ms. Veale explained that approximately six months ago Mr. Gatlin and she brought to the board some information regarding the phases they have been into. Ms. Veale explained the changes and realignments they had made they would like to bring them up to date on the phases and beyond phases 2 and 3 and actually they are up to phase 14 and they will continue the phases until they actually integrate with TEAMS System. Ms. Veale asked Mr. Gatlin to present the bulk of the information, she told everyone that he has spent enormous amount of time and his staff has been very diligent in putting together all the pieces of what the textbook department needed and additionally we need to thank Margarita and the students workers that have helped us this summer actually bar code the books that we have had on site from the campuses. Mr. Gatlin placed before them his packet with all the information he has so far he does plan to come back later and have more figures available for them and give a full report on the audit procedures they have done. The first set of papers he handed to them is the phases they have gone through since they took over the textbook department in April of 2006. We are up to phase 14 now and they have added a glossary to the last pages that gives definition to some of the verbiage in the procedures manual to the procedures manual that they were given to them back in January. In the last package he has there we did a survey last year on what the textbook coordinators at the campus thought that our department needed and one of the things that came back was the order forms were not clear and identified they

way they would like them to be and we totally revamped the complete orders for textbooks. We also use this form for our audits and our inventories. The next form we have in there is the textbook responsibilities contracts these are brand new forms and no one has seen these yet so they still need to go before the cabinet for approval but these are some of the ideas I have for the district needs to be accountable for the textbooks. Mr. Gatlin went over the other forms he has created for campus coordinator, teacher, and parents for accountability. He also sent out a memorandum that he sent out for the year end textbook audit this what they did back in May to prepare the campuses to get ready for our audit that we did a complete inventory. We are completely finished with the inventory in all campuses except for the High School he anticipates they will finish within the next couple of weeks. The form is the local board of trustees certification that Mr. Coronado and Mr. Rodriguez signed this was signed prior to us placing our annual order with TEA with out textbooks this simply states that the books we have chosen are the books we are going to use and we can't change that once we make an adoption and we take those books we can't go back later and say no we don't want this one we want another one we want another one so that is basically what this form states. The next memorandum on there is where we actually have 18 piles that we have sent back to the textbooks to Africa. We have come to the last page this is the form we are using for our audits this is not complete yet and hopefully he will have for the committee at the end of July. Mr. Gatlin is asking for the support of the board and administration to put ion rules and policies to make sure these forms are filled out and keeping track of where these books and making people responsible for these books. Mr. Gatlin commended Patricia DeAnda and Guadalupe Gonzalez for doing a tremendous job in helping him with all the textbook phases. Next year at this time they will be able to tell what each campus has lost next year he will be able to tell you how missing and how many dollars are involved. The committee members asked Mr. Gatlin questions and commended him for their work and effort in coordinating forms, inventory, bar coding and accountability for textbooks. Mr. Gatlin is going to recommend that the campuses do periodic checks on textbooks right before Christmas break then again before spring break and then at year end for accountability purposes to be able to collect for textbooks instead of the end of the year. It will get easier once we get everything implemented and once we get integrated with TEAMS it will be easier to keep track of all textbooks. Ms. Flores community member asked about the barcode if it was going to be taped on or printed on. She also asked about students losing 2 or 3 books and get desperate and have their friends say so and so always leaves his book there or they find a book and pull that thing off and tell the teacher and it was in my back pack it got sticky and it fell off how are you going to know really who's book belongs to who? Mr. Gatlin and Ms. Veale informed her that they not only tape on the barcode it on they also stamp it on. Ms. Veale did announce the E books are here now and they will be announcing them right before school starts and they will be bringing up the digital library for the district and currently it is the only one in the region. This item was informational.

B. Overview of Textbook Department, including textbook policies & procedures manual:

1. **2.1 Student, Parent and/or Guardian Responsibilities**
2. **2.2 Teacher Responsibilities**
3. **2.4 Textbook Coordinator Responsibilities**
4. **8.3 Collection of Fines**

This agenda item was addressed on agenda item A.

C. Report on Truancy Program at CISD to include information on fines collected from Judge King: Dr. Padilla informed the committee members they have some

information that will explain this agenda item. Mr. Reza gave the committee members his report on how much the school district has collected from Judge King. He stated that within the last three years they have collected twice from Judge King's office and gave them the amounts. Mr. Reza offered to put in the Friday packet a copy of the check when they do receive money from Judge King. Dr. Padilla introduced Mr. Arciniega so he could better explain how court fines and truancy work in Judge King's office. Mr. Arciniega explained that Judge King and the prosecutor are not out to collect fines their main focus is to turn students around and get them graduated. Every student gets put on deferred disposition a contract and all they have to do for a period of two six weeks is produce good grades and an attendance report that is acceptable at that point if they have complied with their contract the case is dismissed. The students that are asked to pay the fines are those that don't meet the criteria for the deferred disposition, or get into further trouble or just have an attitude those students are ordered to pay those fines but once they get to Judge's office they give them an option between that or community service. Most of the students chose to do community service. The percentages that go back to truancy court are very small only about 5% end going back to truancy court. Mr. Arciniega reviewed truancy at all the campuses he also went over the campus procedures on addressing student truancy. Students that did not graduate because of not complete the TAKS portion of their responsibilities we had 62 the actual high school seniors where 59 we had some 3 year graduates that were included in TAKS situation. Of those 62 students 27 were 18 years or older when your 18 their not in the compulsory school attendance type sort of things they are beyond truancy court 35 of those were 17 years or younger 25 of those students had to appeal for credit due to the 90% rule. 28 of the students did not have the right criteria for truancy court we sent 3 to truancy court and 4 did not get to go because of the 7 day rule by the time I saw they needed to go to truancy court it had already passed the 7th day after the 10th occurrence. Mr. Arciniega answered questions from the committee members. Dr. Padilla and Ms. Armendariz also addressed questions and concerns from the committee members.

- D. Overview of Student Graduation Plan:** Ms. Werge counselor for Canutillo High School presented to the committee member the graduation plan for our seniors when they graduate. Ms. Werge passed a handout on the graduation plan this is so they can see exactly what it is they do for seniors. On the packet that she handed out they could see that in the first page there is a senior fall semester interview and this is what they use for each senior they sit down with each senior and go over these items. They also ask them about their post high school plans are they planning to go to college, military or job. They also make sure they have registered for ACT, SAT, THEA and PSAT. If they are planning to go to colleges we try to get them to place 4 choices, their major financial aide what they have done in their financial aide if signed up for a pin number scholarship on the TAKS which ones they haven't taken which ones they need to take or if they passed all, community service if they have done any and selective service for the gentlemen to make sure when they turn 18 years that they register. They also have the students sign this form and date it with this information we send to the parents this letter along with a copy of their transcript, a copy of their TAKS scores, and a copy of their class schedule. In the next page in the packet she put information on what they do for our graduating seniors for instance a senior calendar of events this is from September through May they try to follow this as best as they possibly can to help all of our seniors graduate. Ms. Werge also went over the requirements for the seniors, juniors, sophomores this they will be required to have 24 credits. The incoming freshmen will be required to have 26 credits. They also have the graduation plan they broke it down by the recommended plan and the distinguished plan. She also included an example of the graduation requirements. They also send out a form letter informing the parents that

they have met with their son/daughter and that these are the graduation requirements that they still are needing what courses and what TAKS if they need if any again the student signs. Every three weeks they also send out a failure letter if a student is not doing well in a certain course we send out this letter letting them know what the grade is with a copy of the report card and progress report and letting them know they are in danger of not course for graduation. For registration they color coded the forms for them and they tell them exactly what they need to take to graduate on time and what exact course they need and they have one for each class. They also include the course catalog to be sent home with the students and it has the graduation requirements in it. Ms. Werge finished off by expressing they are open to any suggestions the board might see that might help them to help our students. The committee members asked Ms. Werge questions and discussed concerns on credits, TAKS scores and how can we open the communication with parents. The committee members asked Ms. Werge and administration for a list of the students that have not passed the TAKS once they have taken and how many attempts they have had. The committee members made suggestions on how they can better address graduation issues. Ms. Flores asked about grading in the report card and wanted to know why the grade from the TLC was not reported in there. Ms. Flores commended Mr. Padilla and what an outstanding job he has done with the high school and she also commended the board of trustees.

- E. **Overview of High School Student Handbook:** Ms. Jordan asked for this item because she is hoping that somewhere in the handbook they can put in the policy of what happens when our students do not meet the criteria for graduation. Dr. Padilla agreed with Ms. Jordan and feels maybe they could do this in a more targeted sign off and she thinks they could do in through the senior letter. Ms. Dow asked for clarification on explicate language in the handbook that would communicate to parents where they would need to sign off and what other specific information would they like to see in the hand book. Ms. Jordan feels maybe the statement saying they are aware what the graduation requirements are and it would be more probable they will read it if in is placed on the sheet they have to sign in the back of the handbook. Dr. Padilla suggested that maybe a reminder should be sent when they have to order all the items for graduation like the announcements, invitations, etc. telling the parents in the reminder before you invest in these items please have a talk with your child or call the school to make sure they are not in danger of not graduating. Ms. Flores suggested they wait to send out this handbook because of all the forms that are sent our in the beginning in the school year and also send it our in the senior letter and maybe highlight it in red to make sure the parents sign it and return it.
- F. **Comments/Input from Community Members on items discussed by Instruction & Student Services Committee:** The comments/input were done in each individual agenda item.

Adjournment: Motion to adjourn by unanimous consensus.

Meeting adjourned at 8:30p.m.

rmq

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

Agenda Item: _____

Date: July 18, 2007

Subject: Even Start – BJE #4110

Presented By: Tony Reza

Consent Agenda X

ACTION

1. BACKGROUND INFORMATION:

The enclosed budget amendment is to reallocate funds from functions 13, 21, and 61 to function 11 to provide funds for salaries that are not covered by the federal grant.

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: 6/13/07

Reason:

FUNDING SOURCE: OPERATING FUND

PURPOSE OF AMENDMENT: TO PROVIDE FUNDS FOR SALARIES NOT COVERED BY THE FEDERAL GRANT. THESE SALARY AMOUNTS WERE TRANSFERRED TO THE OPERATING FUND AS A RESULT OF SALARY RAISES EXCEEDING THE TOTAL GRANT FUNDING ENTITLEMENT.

HOW WILL THIS IMPACT EDUCATION: WILL PAY FOR EVENSTART TEACHER SALARIES AND OTHER PERSONNEL.

DISTRICT GOALS MET: APPLICABLE DISTRICT GOALS WILL BE MET.

Mode: **Change**

F3=Exit

F5=Reset F12=Cancel

Cancel? N

TO: Dr. Pam Padilla

THROUGH: Tony Reza, Executive Director Business Services

FROM: Kathy Ellis, Assistant Business Manager

SUBJECT: Even Start - BJE #4110

DATE: July 11, 2007

BUDGET CODE	CURRENT BUDGET	CHANGE	AMENDED BUDGET
199.11.6118.00.806.7.99 Extra Duty Pay	514	(514.00)	0.00
199.13.6411.00.806.7.99 Employee Travel	3,500.00	(1,560.91)	1,939.09
199.21.6299.00.806.7.99 Misc Contracted Svcs	6,500.00	500.00	7,000.00
199.21.6411.00.806.7.99 Employee Travel	4,000.00	931.83	4,931.83
199.61.6129.00.806.7.99 Salaries	13,733.00	(5,032.00)	8,701.00
199.61.6339.00.806.7.99 Testing Materials	500.00	(500.00)	0.00
199.11.6119300.806.7.99 Salaries	5,471.00	9,038.74	14,509.74

REASON FOR BUDGET AMENDMENT REQUEST: To transfer funds from functions 13, 21, and 61 to function 11 to cover salaries that were not covered by the federal grant.



Superintendent



Executive Director Business Services



Date



Date

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

Agenda Item: _____

Date: July 18, 2007

Subject: Career & Technology Department – BJE #4182

Presented By: Tony Reza

Consent Agenda X

ACTION

1. BACKGROUND INFORMATION:

The enclosed budget amendment is to reallocate funds from functions 13, 21, and 36 to functions 11 and 31 to provide funds for supplies for Cate teachers, to pay EPISD for students that attended classes, and to cover negative balances.

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: 6/28/07

Reason:

FUNDING SOURCE: STATE CAREER AND TECHNOLOGY EDUCATION

PURPOSE OF AMENDMENT: TO REALLOCATE FUNDS TO PURCHASE SUPPLIES & MATERIALS FOR CATE TEACHERS, TO PAY TUITION FOR STUDENTS THAT ATTENDED CATE CLASSES AT EPISD, AND TO COVER NEGATIVE BALANCES

HOW WILL THIS IMPACT EDUCATION: THIS WILL IMPROVE THE CATE PROGRAM FOR STUDENT SUCCESS

DISTRICT/CAMPUS GOALS TO BE MET: ALL GOALS WILL BE MET

Mode: **Lookup**

Cancel? N

TO: Dr. Pam Padilla, Superintendent

THROUGH: Tony Reza, Executive Director Business Services

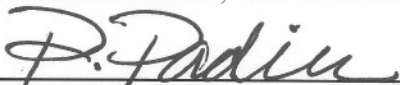
FROM: Kathy Ellis, Assistant Business Manager

SUBJECT: Career & Technology Department- BJE# 4182

DATE: July 11, 2007

BUDGET CODE	CURRENT BUDGET	CHANGE	AMENDED BUDGET
199.13.6112.00.917.7.22 Substitutes	1,400.00	(1,192.00)	208.00
199.13.6141.00.001.7.22 Medicare	8.00	(8.00)	-
199.13.6141.00.917.7.22 Medicare	21.00	(18.00)	3.00
199.13.6143.00.001.7.22 Workers Compensation	4.00	(4.00)	-
199.13.6143.00.917.7.22 Workers Compensation	10.00	(8.00)	2.00
199.13.6145.00.001.7.22 Unemployment Compensation	1.00	(1.00)	-
199.13.6145.00.917.7.22 Unemployment Compensation	2.00	(1.00)	1.00
199.13.6399.00.917.7.22 General Supplies	1,000.00	(1,000.00)	-
199.21.6142.00.917.7.22 Health Insurance	9,512.00	(1,104.00)	8,408.00
199.21.6497.69.917.7.22 Postage	150.00	(140.00)	10.00
199.21.6499.00.917.7.22 Misc Operating Expense	1,500.00	(906.00)	594.00
199.36.6141.70.917.7.22 Medicare	22.00	(22.00)	-
199.36.6411.00.917.7.22 Employee Travel	3,772.00	(3,200.00)	572.00
199.36.6412.00.917.7.22 Student Travel	11,738.00	(3,000.00)	8,738.00
199.36.6419.00.917.7.22 Non-Employee Travel	550.00	(21.00)	529.00
199.36.6494.00.917.7.22 Transportation Charges	7,000.00	(374.00)	6,626.00
199.36.6499.00.917.7.22 Misc Operating Expense	2,500.00	(1,524.00)	976.00
199.11.6219.69.917.7.22 Contracted Svcs - EPISD	1,000.00	4,400.00	5,400.00
199.31.6146.00.001.7.22 Teacher Retirement	-	122.00	122.00
199.11.6399.69.917.7.22 General Supplies	7,339.00	8,001.00	15,340.00

REASON FOR AMENDMENT REQUEST - This budget amendment is to reallocate funds from functions 13, 21, and 36 to functions 11 and 31 to provide funds for supplies for Cate teachers, to pay EPISD for students who attended classes, and to cover negative balances.



Superintendent

7-12-07
Date



Executive Director Business Services

7/11/07
Date

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

Agenda Item: _____

Date: July 18, 2007

Subject: Garcia Elementary School – BJE #4190

Presented By: Tony Reza

Consent Agenda __X__

ACTION

1. BACKGROUND INFORMATION:

The enclosed budget amendment is to reallocate funds from function 36 to function 23 to provide funds to purchase computers for the administrative staff at Garcia Elementary.

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: 7/02/07

Reason:

FUNDING SOURCE: LOCAL FUNDS

PURPOSE OF AMENDMENT: TO PROVIDE COMPUTERS FOR THE ADMINISTRATIVE STAFF AT GARCIA ELEMENTARY SCHOOL.

HOW WILL THIS IMPACT EDUCATION: THESE FUNDS WILL ALLOW THE ADMINISTRATIVE STAFF TO GET THE SCHOOL READY FOR THE UPCOMING SCHOOL YEAR.

EDUCATIONAL GOALS MET: ALL EDUCATIONAL GOALS 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: Garcia Elementary School - BJE #4190

DATE: July 11, 2007

BUDGET CODE	CURRENT BUDGET	CHANGE	AMENDED BUDGET
199.36.6119.00.041.7.91 Salaries	42,490.00	(7,134.00)	35,356.00
199.23.6398.00.105.7.99 Fixed Assets - Technology	-	7,134.00	7,134.00

REASON FOR AMENDMENT REQUEST - This budget amendment is to reallocate funds from function 36 to function 23 to provide funds to purchase computers for administrative staff at Garcia Elementary.



Superintendent

7-12-07
Date



Executive Director Business Services

7/11/07
Date

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

Agenda Item: _____

Date: July 18, 2007

Subject: Construction Budget – Purchase of Equipment & Furniture for GES

Presented By: Tony Reza

Consent Agenda X

ACTION

1. BACKGROUND INFORMATION:

The enclosed budget amendment is to increase the construction budget for the purchase of equipment and furniture for Garcia Elementary School.

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 _____



**CANUTILLO INDEPENDENT SCHOOL DISTRICT
OFFICE OF THE SUPERINTENDENT
BOARD AMENDMENT EXECUTIVE SUMMARY SHEET**

FUNDING SOURCE:

The interest earned from recent bond funds will be used to fund the purchase of classroom and office furniture for Garcia Elementary School.

IF GRANT, PLEASE PROVIDE THE FOLLOWING: N/A

-GRANT AWARD:

-GRANT PERIOD:

-GRANT OBJECTIVES:

-GRANTING AGENCY:

PURPOSE OF THE AMENDMENT:

This amendment will increase the budget for classroom furniture and office equipment and furniture at the Garcia Elementary School.

HOW WILL THIS IMPACT EDUCATION:

This item will allow Garcia Elementary School to be fully furnished.

WHAT DISTRICT OR CAMPUS GOALS WILL BE MET WITH THIS AMENDMENT:

This will allow all district and campus goals to be achieved.

TO: Dr. Pam Padilla, Superintendent

THROUGH: Tony Reza, Executive Director Business Services

FROM: Kathy Ellis, Assistant Business Manager

SUBJECT: Construction Budget

DATE: July 11, 2007

BUDGET CODE	CURRENT BUDGET	CHANGE	AMENDED BUDGET
691.81.6639.00.105.7.99 Equipment/Furniture		450,000	450,000
691.00.8911.00.000.7.00 Transfer Out		(450,000)	(450,000)

REASON FOR AMENDMENT REQUEST - This budget amendment is to increase the construction budget for the purchase of equipment and furniture for Garcia Elementary School.



Superintendent

7-12-07
Date



Executive Director - Business Services

7/11/07
Date

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

Agenda Item: _____ Date: July 18, 2007

Subject: Approval of request from Harvest Christian Church to utilize CHS
Facilities

Presented By: Pauline Dow Consent Agenda:

ACTION

1. BACKGROUND INFORMATION:

Harvest Christian Church has submitted a request for additional usage of the CHS facilities:

- They would like to use the cafeteria on Monday, July 30, 7-8:30 pm for a church meeting for about 100-150 adults. They are requesting the cafeteria because they want to provide some refreshments at the meeting.
- They also would like to use the auditorium on August 24, 25, 26 from 5-9:00 pm for junior high through high school youth meetings for approximately 100-150 kids.

2. SUPERINTENDENT RECOMMENDATION:

Recommend approval of the request from Harvest Christian Church.

3. BOARD ACTION REQUESTED:

Motion to approval of the request from Harvest Christian Church to utilize CHS facilities as recommended by the Superintendent.

MOTION _____ SECOND _____

AYES _____ NAYS _____



Canutillo Independent School District

7965 Aircraft Road El Paso, Texas 79932
Mailing Address: P.O. Box 100 Canutillo, Texas 79835

RESOLUTION

WHEREAS, the Rio Grande Council of Governments (Council) is a voluntary association of local governments established under state law to promote coordination and cooperation in the delivery of governmental services, and the improvement of the health, safety and general welfare of their citizens within the Upper Rio Grande State Planning Region in accordance with the Texas Local Government Code, Chapter 391; and

WHEREAS, eligible local governmental units within the Upper Rio Grande State Planning Region may become members of the Rio Grande Council of Governments by adopting the By-laws of the Council and appropriating the funds required to pay their share of the dues of the Council in accordance with the schedule contained within said By-laws; and

WHEREAS, the governing body of the Canutillo ISD has reviewed the By-laws of the Rio Grande Council of Governments and agrees with the purpose, objectives, and policies stated therein; and

WHEREAS, the governing body of the Canutillo ISD shares common objectives with the Rio Grande Council of Governments and desires to be represented on and participate in the activities of the Council;

NOW THEREFORE, BE IT RESOLVED that the Canutillo ISD hereby adopts the By-laws of the Rio Grande Council of Governments and authorizes the appropriation of funds for the payment of annual membership dues in the Council.

PASSED AND APPROVED this the ____ day of _____, 2007.

Sergio Coronado, Board President

Armando Rodriguez, Board Secretary



Benefits to Canutillo ISD from joining the RGCOG:

1. Advance knowledge of opportunities for regional cooperation
 - infrastructure plans
 - growth planning
 - proposed services
 - efficient use of public funds through joint project/program activities & planning
2. Information about potential funding sources & assistance in applying for grant funds
 - juvenile justice & delinquency prevention (JJDP & SDFSC) for at-risk youth
 - emergency planning/CERT
 - hazard mitigation planning
 - solid waste: recycling & environmental education
 - Economic Development Administration funding
 - Government Applications Review & Comment Committee
 - El Paso Planning Alliance
3. Staff technical assistance on state & federal programs
4. Opportunities for networking with key policy and decision-makers in the region



WHAT IS CERT?

CERT is a positive and realistic approach to emergency and disaster situations where citizens may initially be on their own and their actions can make a difference. While people will respond to others in need without the training, one goal of the CERT program is to help them do so effectively and efficiently without placing themselves in unnecessary danger. In the CERT training, citizens learn to:

- manage utilities and put out small fires,
- treat the three medical killers by opening airways,
- controlling bleeding, and treating for shock,
- provide basic medical aid,
- search for and rescue victims safely,
- organize themselves and spontaneous volunteers to be effective,
- collect disaster intelligence to support first responder efforts.

HOW DID CERT START?

1985:

The idea to train volunteers from the community to assist emergency service personnel during large natural disasters began. In February of 1985, a group of Los Angeles City officials went to Japan to study its extensive earthquake preparedness plans. The group encountered an extremely homogenous society that had taken extensive steps to train entire neighborhoods in one aspect of alleviating the potential devastation that would follow a major earthquake. These single-function neighborhood teams were trained in fire suppression, light search and rescue operations, first aid, or evacuation.

In September of 1985, a Los Angeles City investigation team was sent to Mexico City following an earthquake there that registered a magnitude 8.1 on the Richter scale and killed more than 10,000 people and injured more than 30,000. Mexico City had no training program for citizens prior to the disaster. However, large groups of volunteers organized themselves and performed light search and rescue operations. Volunteers are credited with more than 800

successful rescues; unfortunately, more than 100 of these untrained volunteers died during the 15-day rescue operation.

The lessons learned in Mexico City strongly indicated that a plan to train volunteers to help themselves and others, and become an adjunct to government response, was needed as an essential part of overall preparedness, survival, and recovery.

1986:

The City of Los Angeles Fire Department developed a pilot program to train a group of leaders in a neighborhood watch organization. A concept developed involving multi-functional volunteer response teams with the ability to perform basic fire suppression, light search and rescue, and first aid. This first team of 30 people completed training in early 1986 and proved that the concept was viable through various drills, demonstrations, and exercises. Expansion of the program, however, was not feasible due to limited City resources, until an event occurred in 1987 that impacted the entire area.

1987:

On October 1, 1987, the Whittier Narrows earthquake vividly underscored the threat of an area-wide major disaster, and demonstrated the need to expedite the training of civilians to prepare for earthquakes and other emergencies.

Following the Whittier Narrows earthquake, the City of Los Angeles took an aggressive role in protecting the citizens of Los Angeles by creating the Disaster Preparedness Division (now the Disaster Preparedness Section) within the Los Angeles Fire Department. Their objectives included:

- Educate and train the public and government sectors in disaster preparedness
- Research, evaluate, and disseminate disaster information
- Develop, train, and maintain a network of Community Emergency Response Teams (CERTs).

1993:

The Federal Emergency Management Agency (FEMA) decided to make the concept and program available to communities nationwide. The Emergency Management Institute (EMI), in cooperation with the LAFD, expanded the CERT materials to make them applicable to all hazards.

2002:

In January 2002, CERT became part of the Citizen Corps, a unifying structure to link a variety of related volunteer activities to expand a community's resources for crime prevention and emergency response.

2004:

As of January 2006, 52 states, three territories and six foreign countries are using the CERT training.

WHY DO THE CERT TRAINING?

Well, it's like paying for car insurance. You might never need either; you'd hope not to. But if the occasion arises, having the CERT training, just like having car insurance, means you're as ready as you can be to help yourself, your family and your neighborhood.

HOW DO I JOIN?

CERT members receive 20 hours (Two days) of initial training. Once the members complete the class they will receive a certificate of completion.

CERT is provided free of charge within the following counties: Brewster, Culberson, El Paso , Hudspeth, Jeff Davis, and Presidio County .

Classes are taught once per quarter at the El Paso Fire Department Training Facility. You can also organize a class for your neighborhood, business or community group. You need a minimum of 25 people to be trained and a location to hold the training.

To register for a class, call the contact person to verify the date, time and location of the class. If the contact says you can't attend for any reason, send an email to lennieb@riocog.org immediately. If you don't see a class near you, call Lennie Brooks at 915-533-0998 ext. 166 or send and email and give your name, phone number, zip code and community name. When a class is scheduled in your area, we will contact you.

The West Texas CERT Training only conducts non-discriminatory classes. Non-discrimination includes race, religion, gender, and group affiliations.



Hazard Mitigation Planning

The Rio Grande Council of Governments submitted a hazard mitigation plan for El Paso County to the Governor's Division of Emergency Management and the Federal Emergency Management Agency. The plan has been approved by both agencies. The plan consists of ways to determine how to reduce or eliminate the loss of life and property damage resulting from natural and human-caused hazards. The plan is essential for all communities and school districts in El Paso County in order to access any future funding from the federal government if the County were ever to be declared a federal disaster.

The Rio Grande Council of Governments may also assist the Canutillo ISD in identifying funding for projects that will mitigate any future potential natural or human caused hazards in the district's region whenever there is a federal disaster declaration in the State of Texas.



Criminal Justice Planning

The Rio Grande Council of Governments (RGCOG) may assist the Canutillo ISD in accessing programs and funding for at risk youth in the district. The RGCOG is aware of the rising gang problem in the Upper Valley. The RGCOG may assist the District in identifying resources which will support the District to combat the problem. The RGCOG will identify short-term and long term solutions. The RGCOG has a long-standing relationship with the El Paso County Sheriff's Region VIII Training Academy, the Office of the Governor's Criminal Justice Division, and the U.S. Department of Justice's Office for Victim's of Crime; these agencies will be essential in mitigating the dilemma that is facing Canutillo ISD today.

RIO GRANDE COUNCIL OF GOVERNMENTS

BYLAWS

ARTICLE I.

Organization

A Regional Planning Commission is hereby established pursuant to the provisions of Article 1011M, Vernon's Annotated Civil Statutes, to be known as the Rio Grande Council of Governments, a voluntary association of local governmental units within the Upper Rio Grande State Planning Region, comprised of the Counties of El Paso, Hudspeth, Culberson, Jeff Davis, Presidio and Brewster; Texas and Dona Ana County, New Mexico.

ARTICLE II.

Objectives and Declaration of Policy

The signatories of the Agreement establishing this Council of Governments hereby declares that the objectives of this Council shall be to encourage and permit local units of government to join and cooperate with one another to improve the health, safety and general welfare of their citizens; to plan for the future development of governmental units within the region to the end that transportation systems may be more carefully planned; that communities and areas within the region grow with adequate street, utility, health, educational, recreational and other essential facilities; that needs of agriculture, business and industry be recognized; that residential areas provide healthy surroundings for family life; that historical and cultural value be preserved; and that the growth of the communities and areas within the region is commensurate with and promotive of the efficient and economic use of public funds. In achieving this purpose, the Council may exercise any powers heretofore or hereafter conferred upon it by State law.

ARTICLE III.

Membership

1. Eligible governmental units within the area embraced by the Agreement may become members of the Rio Grande Council of Governments by the passage of an ordinance, minute order, resolution or other appropriate and legal action of the governing body adopting the Agreement creating this Council and these By-laws and appropriating the funds required to pay its share of the dues of the Council.
2. Governmental units eligible to become voting members of the Council shall be:
 - a. Cities, counties, towns and villages and Native American governmental entities which are incorporated and actively functioning.
 - b. Independent School Districts.
 - c. Water, sewer, hospital and other special purpose governmental units.
3. To be eligible for membership, a governmental unit shall be geographically situated, in whole or part, within the planning region.
4. A member of the Council may withdraw by the passage of an ordinance, minute order, resolution or other appropriate and legal action of its governing body.
5. A member shall be eligible for representation only while remaining active in membership through the payment of dues as provided by these By-laws.
6. All other organizations within the region, whether public or private, that are not eligible for membership under Article 1011M, Vernon's Annotated Civil Statutes, who are concerned with the same objectives as the Council, may, by a formal letter, become an Associate Member. Such members may participate in the regional planning process in an advisory capacity only, and shall not have the right to vote in the Council or be represented on the Council's Board of Directors. There shall be annual dues for Associate Members of \$110.00 per year for non-profit organizations; all others are \$275.00 per year.

ARTICLE IV.

Representation

1. Each participating general purpose governmental unit with a population in excess of 50,000 within its political jurisdiction may appoint five (5) representatives to serve on the Council.
2. Each participating general purpose governmental unit with a population below 50,000 within its political jurisdiction may appoint one (1) representative to serve on the Council.
3. All other participating government units may also appoint one (1) representative to serve on the Council.
4. In the event that a designated representative of any participating governmental unit is no longer associated with that governmental unit, or is unable to attend a meeting of the Council or Board of Directors, members may submit a list of approved alternates, all of whom are elected officials from within the Rio Grande Council of Governments, that may have names added to or deleted from, that shall have all voting and procedural privileges. The executive secretary shall keep a list of approved alternates for each member.

ARTICLE V.

Meetings

1. The Council shall meet once each year in September at which time the representatives of the participating governmental units shall elect the Officers of the Council; adopt the Annual Work Program and Budget; and conduct other business as may be deemed necessary. A simple majority of the total number of voting representatives shall constitute a quorum for the transaction of business.
2. Special Council meetings may be called by either the President or by a majority vote of the Board of Directors. Meetings called by the President shall be announced by written notice served upon or mailed to each representative at least

ten (10) days prior to the meeting. The written notice shall specify the time, place and objectives of the called meeting and business transacted at such meeting shall be confined to the objectives as stated in such notice.

3. At any meeting, the vote of the majority of the voting representatives present shall decide any question brought before such meeting, except that a majority vote of the total number of voting representatives shall be required to amend the By-laws.

ARTICLE VI.

Election of Officers and Directors

1. A Board of Directors comprised of representatives of participating governmental units shall be selected at the Annual Meeting as follows:
 - a. Three El Paso representatives, all of whom shall be members of the county governing body.
 - b. Three City of El Paso representatives, all of whom shall be members of the City Council.
 - c. Member cities other than El Paso shall be entitled to three (3) directors. One to be elected from member cities within El Paso County, one to be elected from member cities with five rural counties in Texas and one to be elected from member cities in Dona Ana County, New Mexico. Each representative must be a member of their respective governing body.
 - d. Each member school district with 10,000 or more students, to include El Paso Community College, shall designate one representative to serve on the Board of Directors. The representative must be a member of their respective governing body.
 - e. A representative from each member county other than El Paso. The representative on the Board of Directors shall be the County Judge of the member county.
 - f. A representative to be selected from all Special District members. The representative must be a member of their respective governing body.
 - g. a representative from the Ysleta del Sur Pueblo.

2. From the representative selected to serve on the Board of Directors, the Council,

at the Annual Meeting, shall elect a President, a First Vice-President and a Second Vice-President. The President shall serve as Chairman of the Board of Directors. In the event of a vacancy in the Presidency and the Chairmanship, the First Vice-President shall succeed to and serve in such capacities. The Second Vice-President shall succeed to the Office of First Vice-President in the event of any vacancy. Subject to continued eligibility, the order of succession shall be followed in succeeding years.

3. A Director's tenure on the Board of Directors shall be conditioned upon his continued representation of a participating governmental unit. Any vacancies occurring in any of the designated positions created in (a) (b) (d) or (e) of Section I hereof shall be filled by the governmental unit represented by the vacated positions. Any vacancy occurring in any of the elected positions created in (c) of Section I hereby shall be filled by majority vote of the remaining Directors.
4. A Nominating Committee comprised of selected members from the Board of Directors appointed by the President shall, prior to the Annual Meeting, select a slate of three elected Directors, in conformance with the requirements of (c) of Section I, to be presented to the Council at its Annual Meeting.
5. A Treasurer shall be appointed by the Board of Directors. The Treasurer shall not serve as a representative of any governmental unit or have a vote on the Council.

ARTICLE VII.

Board of Directors

1. The Board of Directors as set forth in Article VI of these By-laws shall be the governing body of the Council and between meetings of the entire membership, shall be responsible for the general policies and programs of the Council and for the control of its funds. The Board of Directors shall be composed of at least $66 \frac{2}{3}$ percent of elected officials of participating governmental units.
2. The Board of Directors shall meet monthly, or upon call by its Chairman, at a time and place which it shall designate.
3. A majority of the total number of the voting members of the Board of Directors

shall constitute a quorum for the transaction of all business. When a quorum is present at any meeting, the majority votes of the Board members present shall decide any question under consideration.

ARTICLE VIII.

Executive Director

1. The Board of Directors shall employ an Executive Director who shall be qualified by college training and/or experience in public administration, urban, metropolitan or regional planning and shall serve at the pleasure of the Board of Directors.
2. The Executive Director shall be the Chief Administrative Officer of the Council and shall, subject to the rules and regulations of the Board of Directors, act for and in the name of the Council and appoint and remove all subordinate employees.
3. The Executive Director shall prepare an Annual Budget of the Council and shall faithfully execute all other duties and responsibilities vested in and required of him by the Board of Directors.
4. The Executive Director shall recommend the employment of private firms and/or governmental units, including member governments, to the Board of Directors.
5. The Executive Director shall serve as Secretary to the Board of Directors, but shall have no vote.

ARTICLE IX.

Finance

1. Participating governmental units shall pay annual dues up to the amount indicated on the following schedule:

a. Each county will contribute .0475 cents per capita based on the 2000 census (or current planning figures) with a minimum of \$4,500.00 per county with a population below 50,000.

b. Cities and Native American entities will contribute as follows:

<u>Population</u>	<u>Amount</u>
Below 500	\$ 1,749.00
500 - 3,000	\$ 2,477.00
3,000 - 50,000	\$ 4,044.00
Above 50,000	.0475 cents per capita

c. Each independent school district, community college or university will contribute as follows:

<u>Students Enrolled</u>	<u>Amount</u>
Below 1,000	\$ 1,200.00
1,000 - 5,000	\$ 1,700.00
5,000 - Above	\$ 2,775.00

d. All other governmental units (Special Districts) contribute \$1,700.00 per entity.

e. Associate members \$ 250.00

2. Each governmental unit shall pay an amount equal to one year's dues to the Treasurer, within thirty (30) days from the effective date of membership in the Council. Annual dues shall be due on or before October 31st of each calendar year, based on the population figures established by that government or the Federal Census, whichever is higher. The treasurer shall make these funds available to the Board of Directors.

3. The Council may apply for, contract for, receive and expend funds or grants from the State of Texas, the State of New Mexico, the Federal government, or any other source. The Council shall have no power to levy any character of tax whatsoever.
4. Funds of the Council shall be deposited in a depository to be designated by the Board of Directors and may be expended upon check or warrant signed and counter-signed by such officers or such persons as the Board of Directors may designate.

ARTICLE X.

Adoption and Amendment

1. These By-laws shall become effective upon adoption by a majority vote of the representatives of the Council, and may be amended at any meeting of the Council by affirmative vote of a majority of the total number of representatives, provided that at least ten (10) days notice in writing is given to all representatives setting forth the proposed amendment.

ARTICLE XI.

Annual Report and Audit

1. The Council shall prepare an Annual Report concerning the accomplishments during the preceding fiscal year. The Council shall have an independent Annual Audit made of its financial accounts and transactions during the same period of time. The Executive Director shall submit a copy of such Audit and Annual Report to all participating governmental units.

ARTICLE XII.

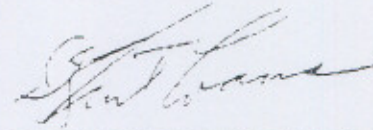
Parliamentary Procedure

1. All meetings shall be conducted pursuant to parliamentary authority provided in the most recent revision of "Robert's Rules of Order," except as modified by these By-laws.

ATTEST:



Executive Director
Amended: October 12, 2006



President

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

Agenda Item:

Date: July 17, 2007

Subject: Specialty Food Items RFP # 07-34

Presented By: Tony Reza and Adele Balesh

Consent Agenda: X

ACTION

1. BACKGROUND INFORMATION:

As stated in Board Policy CH(Local), any single budgeted purchase of goods or services that costs \$25,000 or more, regardless of whether the goods or services are competitively purchased, shall require Board approval before a transaction may take place. This request is to approve RFP # 07-34, Specialty Food Items for the Food Service Department to include canned goods, frozen items, meats, spices, sauces, and dry goods. Asterik indicates award of product, tabulation sheet will be distributed the day of the board meeting. CISD reserves the right to add additional items during the contract period as the need arises.

2. SUPERINTENDENT RECOMMENDATION:

The Superintendent recommends approval to award the Specialty Food Items RFP # 07-34 as presented by Administration.

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: July 17, 2007

Subject: Purchase of Ramp Systems (Contract # 256-06)

Presented By: Tony Reza and Yusuf Farran

Consent Agenda: X

ACTION

1. BACKGROUND INFORMATION:
As stated in Board Policy CH (Local), any single budgeted purchase of goods or services that costs \$25,000 or more, regardless of whether the goods or services are competitively purchased, shall require Board approval before a transaction may take place. This request is to approve the purchase of ramp systems to include landing ramps with 42" guardrails, 4' x 10', 4' x 20' & 4' x 30' ramps with 34" hand rails. The ramps will be used to accommodate portable buildings and ADA requirements district wide. The ramps will be purchased through **REDD Team Manufacturing, Inc.** under the Buy Board Purchasing Program contract # 256-06 for **no more than \$100,000.00.**
2. SUPERINTENDENT RECOMMENDATION:
The Superintendent recommends approval for the purchase of the ramp systems from REDD Team Manufacturing, Inc. under Buy Board Purchasing Program.
3. BOARD ACTION REQUESTED:
The Board of Trustees approves the Superintendents recommendation.

MOTION _____ SECOND _____

AYES _____ NAYS _____

sapa:

Sapa Fabricated Products
REDD Team Manufacturing
6599 SR 21
Keystone Heights, FL 32656
352-473-7246 Fax: 352-473-0219
1-800-648-3696
www.reddteam.com

Quotation # 011713-00

07/06/2007

To :

CANUTILLO ISD
7965 ARTCRAFT ROAD
EL PASO TX 79932

Phone (915)877-7476 Fax (915)877-7477

Attention : SAM GARCIA

5 Year Warranty
"Aluminum is the maintenance free alternative"

Quotation Valid Thru : 08/04/2007		Sales Person: WJA Schedule: TCPN		
Terms : NET 30 DAYS		FOB: KEYSTONE HEIGHTS, FL		
Item	Part / Rev / Description / Details	Quantity Quoted	Unit Price	Extended Price
001	R2B42034VSS54S4S4 Rev 000 U/M EA 5'4" X 5'4" LANDING W/ 42" VERTICAL PICKET GUARDRAIL, 4' X 20' RAMP SYSTEM W/ 34" VERTICAL PICKET HAND RAILS	8.00	\$ 3,095.00	\$ 24,760.00
002	SHIP Rev 000 U/M EA SHIPPING - SUBJECT TO CHANGE AFTER 30 DAYS.	1.00	\$ 2,375.00	\$ 2,375.00
THIS IS NEITHER A CONTRACT NOR AN OFFER. All orders are subject to the approval of Sapa. THIS QUOTE, AND ANY PURCHASE ORDER RESULTING FROM THIS QUOTE, IS SUBJECT TO Sapa CREDIT REVIEW. Sapa TERMS AND CONDITIONS APPLY. Lead time are current and are subject to change. THIS QUOTE IS VALID FOR [30] DAYS			Subtotal	\$ 27,135.00
			Total Order Tax 0.00000 %	\$ 0.00
			TOTAL	\$ 27,135.00

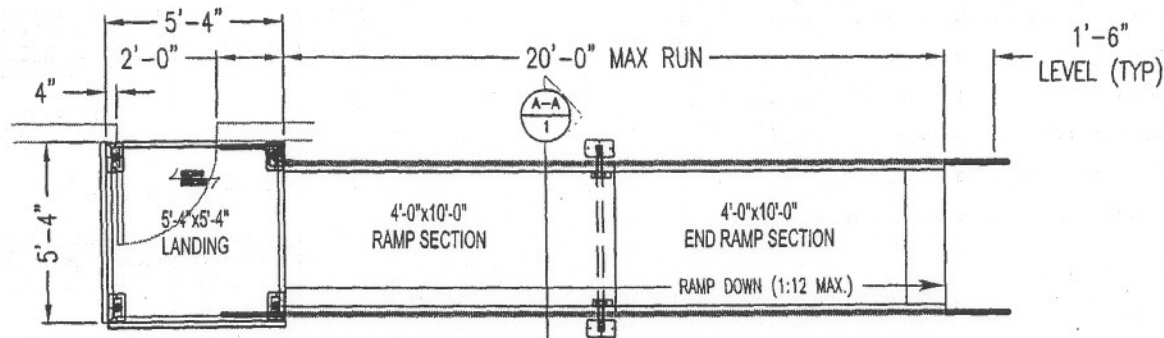
Sapa Extrusions Inc., a Subsidiary of Sapa AB

72

CUSTOMER ORIGINAL

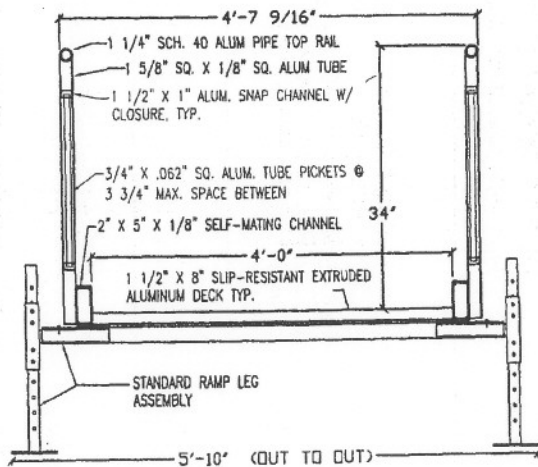
Page # 1

Authorized Signature to Proceed



PLAN VIEW: 34 VP ALUMINUM ACCESS RAMP SYSTEM
 5'-4" SQUARE LANDING WITH 42" VERTICAL PICKET GUARDRAIL, 4'-0" x 20'-0" RAMP SYSTEM
 WITH 34" VERTICAL PICKET HANDRAIL AND STANDARD LEGS

R2B42034VSS54S4S4



A-A SECTION: ALUMINUM RAMP
 34" TALL RAMP VERTICAL PICKET HANDRAILS (SCALE: 1:1)

GENERAL NOTES:

1. ALUMINUM RAMP, LANDING AND STAIR SECTIONS SHALL BE A RIGID, FREE-SPAN DESIGN.
2. DESIGN OF THE ALUMINUM STRUCTURES SHALL CONFORM TO THE CURRENT EDITION OF THE ALUMINUM ASSOCIATION SPECIFICATIONS AND GUIDELINES FOR ALUMINUM STRUCTURES.
3. ALL ALUMINUM CONSTRUCTION USING 6000 SERIES ALUMINUM ALLOYS. STRUCTURAL MEMBERS TO BE 6061-T6 AND 6063-T6 ALUMINUM ALLOY.
4. ALUMINUM WILL BE STANDARD MILL FINISH UNLESS OTHERWISE NOTED.
5. WELDING SHALL BE IN ACCORDANCE WITH ANSI/AWS D1.2-97 GAS METAL ARC WELDING (GMAW) PROCESS BY EXPERIENCED OPERATORS.
6. ALL FASTENERS TO BE 18-8 (SERIES 304) STAINLESS STEEL UNLESS OTHERWISE NOTED.
7. LANDING, RAMP AND STAIR SECTIONS ARE TO BE ENGINEERED FOR A 100 PSF LIVE LOAD.
8. LANDING AND RAMP WALKING SURFACES SHALL BE DESIGNED FOR A MINIMUM CONCENTRATED VERTICAL LOAD OF 300 LBS APPLIED EVENLY OVER A 12" x 12" AREA. STAIR TREAD SHALL BE DESIGNED FOR A MINIMUM CONCENTRATED VERTICAL LOAD OF 300 LBS APPLIED EVENLY OVER A 4 INCH SQUARE AREA.
9. RAMP AND LANDING GUARDRAILS TO BE 42 INCH MINIMUM HEIGHT UNLESS OTHERWISE SPECIFIED. (34 AND 38 INCH TWO-LINE RAMP RAILS AND 34 AND 38 INCH VERTICAL PICKET RAMP RAILS AS WELL AS CUSTOM DESIGN RAMP RAILS AVAILABLE UPON REQUEST FOR SYSTEMS NO MORE THAN 30 INCHES ABOVE FINISHED GROUND LEVEL.)
10. GUARDRAILS SHALL BE DESIGNED AND CONSTRUCTED FOR A LOAD OF 50 PLF APPLIED HORIZONTALLY AT THE REQUIRED GUARDRAIL HEIGHT AND A SIMULTANEOUS LOAD OF 100 PLF APPLIED VERTICALLY DOWNWARD AT THE TOP OF THE GUARDRAIL.
11. HANDRAILS SHALL BE DESIGNED AND CONSTRUCTED FOR A LOAD OF 50 PLF APPLIED IN ANY DIRECTION.
12. HANDRAILS AND GUARDRAILS SHALL BE DESIGNED FOR A CONCENTRATED LOAD OF 200 LB APPLIED AT ANY POINT AND IN ANY DIRECTION.
13. GUARDRAILS SHALL BE DESIGNED SO THAT A 4 (FOUR) INCH SPHERE CANNOT PASS THROUGH ANY OPENING IN THE RAIL.
14. DECK SURFACE SHALL BE A SLIP RESISTANT, EXTRUDED ALUMINUM DECKING WITH A TRIPLE I-BEAM, SELF-MATING DESIGN.
15. ALL SURFACES, MEMBERS AND THEIR WELDED JOINTS SHALL BE SMOOTH AND FREE FROM SHARP OR JAGGED EDGES.
16. ALL DESIGNS SHOWN HEREIN ARE SUBJECT TO CHANGE PENDING FIELD VERIFICATION OF EXISTING CONDITIONS.

Customer and Project Name
 Project Location
 Date of Issue
 Revision
 Drawing No.
 Scale
 Project No.

REDD Team Manufacturing,
 A Division of Alcoa Extrusions, Inc.
 6899 S.R. 21
 Keystone Heights, Florida 32656
 Phone: (800)848-3696 Fax: 1(352)473-0218



FOR QUOTE
 PURPOSES ONLY

UNIVERSAL RAMP SYSTEM
 ALUMINUM ACCESS RAMP SYSTEM
 WITH 34" VERTICAL PICKET HAND RAILS

DATE: 2004
 DRAWN BY: SALES URS
 CHECKED BY: SALES URS
 SCALE: PLM
 SHEET NUMBER: 34VP

Vendor Contract Information[Proposal Documents](#)[Back](#)**Vendor:** REDD Team Manufacturing, Inc.**Address:** 6599 S.R. 21
Keystone Heights, FL 32656**Phone:** (352) 473-7246**Contact:** Wilson Alvarez**Email:** Wilson.Alvarez@alcoa.com**Federal ID:** 58-2216096**Accepts RFQs:** Yes**Contract:** Modular Classrooms & Ramp Systems #256-06**Effective Date:** 2/1/2007**Expiration Date:** 2/1/2010**Payment Terms:** Net 30 days**Delivery Days:** 20**Shipping Terms:** FOB Shipping Point**Freight Terms:** FOB Shipping Point**Ship Via:** Common Carrier**Quote Reference Number:**

256-06

Fee Schedule: 0.02**Regions Served:** All Texas Regions**States Served:** Texas and all other states**Vendor Exceptions:** All pricing does not include freight.**Additional Information:** Returns incur 20% restocking fee plus all freight**Return Policy:** Returns incur 20% restocking fee plus all freightUser Name: SAMGARCIA Agency: COOP Group: Canutillo ISD
Version: BuyBoard 2000[\[Log Off \]](#)©1996 - 2007 TASB
ALL RIGHTS RESERVED

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

Agenda Item:

Date: July 17, 2007

Subject: CHS Field House, Cabling Infrastructure RFP # 07-31

Presented By: Tony Reza and Martha Veale

Consent Agenda: X

ACTION

1. BACKGROUND INFORMATION:

As stated in Board Policy CH (Local), any single budgeted purchase of goods or services that costs \$25,000 or more, regardless of whether the goods or services are competitively purchased, shall require Board approval before a transaction may take place. This request is to award the Cabling Infrastructure Proposal for the Field House located at Canutillo High School to ***Desert Communications***. A tabulation sheet will be distributed the day of the board meeting.

2. SUPERINTENDENT RECOMMENDATION:

The Superintendent recommends approval as presented by administration.

3. BOARD ACTION REQUESTED:

The Board of Trustees approves the Superintendents recommendation.

MOTION _____ SECOND _____

AYES _____ NAYS _____

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

Agenda Item: Second Reading: GKD (LOCAL) COMMUNITY RELATIONS,
NONSCHOOL USE OF SCHOOL FACILITIES

Date: June 1, 2007

Subject: Amendment to GKD (LOCAL)

Presented By: Pauline Dow, Associate Superintendent

Consent Agenda X

ACTION

1. BACKGROUND INFORMATION:

Amendment to the contracting authority mentioned on the CONTRACTS section as per TASB's Senior Attorney's recommendation.

2. SUPERINTENDENT RECOMMENDATION:

First paragraph of the CONTRACTS section of GKD (LOCAL) to read as follows:
"The Superintendent **or the Superintendent's designee** is the only District agent authorized to enter into rental contracts for use of District facilities. "

3. BOARD ACTION REQUESTED:

Motion to recommend approval of second reading: **GKD (LOCAL) Community Relations. Nonschool Use of School Facilities"** as recommended by the Superintendent.

MOTION: _____ SECOND: _____

FOR: _____ AGAINST: _____

COMMUNITY RELATIONS
NONSCHOOL USE OF SCHOOL FACILITIES

GKD
(LOCAL)

PUBLIC USE The Board recognizes the capital investment the community has in the District facilities and equipment and believes that facilities and equipment should be available for legitimate community purposes, particularly for those activities that serve the best interests of students. The Board, therefore, permits public use of designated school facilities for educational, recreational, civic, or social activities, when these activities do not conflict with school use or with this policy.

APPROVAL OF USE All requests for use of District facilities or equipment shall be submitted to the Associate Superintendent.

Requests for use by individuals, groups, or organizations to use facilities or equipment for financial profit, partisan political reasons, religious purposes, or serving the individual or group self interest shall be approved by the Board.

All other requests shall be approved by the associate superintendent.

See the following policies for other information regarding facilities use:

- Use by employee professional organizations: DGA
- Use of facilities for school-sponsored and school-related activities: FM
- Use by noncurriculum-related student groups: FNAB
- Use by District-affiliated school-support organizations: GE

Approval shall not be granted for any purpose that would damage school property or to groups that are known to have damaged other rented property or when violence or vandalism has been threatened against school property or personnel.

EXCEPTION No approval shall be required for nonschool-related recreational use of the District's unlocked, outdoor recreational facilities, such as the track, playgrounds, tennis courts, and the like, when the facilities are not in use by the District or for a scheduled nonschool purpose.

AVAILABILITY Some school facilities may not be available on Saturdays, Sundays, or holidays. Unless special arrangements are made, facilities shall not be used later than 10:00 p.m.

CONTRACTS The Superintendent [or the Superintendent's designee](#) is the only

COMMUNITY RELATIONS
NONSCHOOL USE OF SCHOOL FACILITIES

GKD
(LOCAL)

District agent authorized to enter into rental contracts for use of District facilities.

All requests by individuals, groups, or business organizations desiring to use District facilities or equipment for financial profit shall be approved by the Board.

All contracts shall be reviewed by the associate superintendent and the executive director for business services before being forwarded to the Superintendent, or designee for approval and signature. All negotiations required before final execution of the contract shall be carried out by the Superintendent, or the Superintendent's designee.

The Board shall not be responsible for any debts incurred by individuals, groups, or business organizations using District facilities or equipment that are not directly under the control of the Board, except as expressly authorized by the Board or the administration. Vendors shall be so notified by the administration.

PRIORITIES

Priorities for scheduling the use of school facilities shall be as follows:

1. The requirements of the school program shall receive first consideration in the assignment of school facilities and equipment.
2. Approved youth groups within the community shall be given consideration over adult groups. Participating students who live in the Canutillo attendance zone will be given priority over students who live outside of the attendance zone.
3. School-related functions and organizations such as parent-teacher organizations and others shall be given priority over nonschool-related organizations and functions.
4. Other groups, serving the best interest of students for the betterment of the community, may use facilities or equipment on a fee basis.

FEES

Except for school-sponsored groups and school support groups, users shall be charged a fee for operation, supervision, and cleanup costs at designated facilities. School-sponsored organizations and approved youth groups may be charged a fee if use of facilities is at a time custodial staff are not normally on duty or if unusual demands are made of the custodial staff.

The Superintendent shall publish a schedule of fees for the use of facilities.

Facility fees shall not apply when school buildings are used as polling

COMMUNITY RELATIONS
NONSCHOOL USE OF SCHOOL FACILITIES

GKD
(LOCAL)

places for public elections, for precinct and county conventions, or for public meetings sponsored by state or local governmental agencies.

Facility fees shall not apply to meetings of employee organizations.

EMERGENCIES OR
DISASTERS

The Superintendent may authorize the use of school facilities by civil defense officials in the case of emergencies or disasters.

REQUIRED CONDUCT

Organizations using school facilities shall:

1. Conduct their business in an orderly manner.
2. Abide by all laws and policies, including but not limited to those prohibiting the use, sale, or possession of alcoholic beverages, illegal drugs, and firearms and the use of tobacco products on school property.
3. Make no alteration, temporary or permanent, to school property without prior written consent from the Superintendent.

RELEASE OF
LIABILITY

Organizations or individuals using school facilities shall release the District from liability for personal injury and/or damages to personal property. All groups using school facilities shall be responsible for the cost of damages incurred during their use.

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

Agenda Item: First Reading: Revision to DBB (LOCAL) Employment Requirements and Restrictions: Medical Examinations and Communicable Diseases"

Date: June 20, 2007

Subject: TB Testing Requirements

Presented By: Pauline Dow, Associate Superintendent

Consent Agenda X

ACTION

1. BACKGROUND INFORMATION:

Proposed revisions to DBB (Local) are being presented as they apply to TB requirements, and consistent with guidance from the Local Health Authorities. These revisions were approved by the Policy Committee during the April 25, 2007 Policy Committee Meeting.

2. SUPERINTENDENT RECOMMENDATION:

The recommendation is to delete the section that reads: "TB TESTING REQUIREMENTS: Employees new to the District shall provide evidence of a tuberculosis test administered before employment with the District, and shall submit the results of the test. A person who gives evidence of having received a TB test within the previous 12 months shall not be required to take another test. A positive test shall require a physician's release. The District shall comply with screening recommendations made by local health authorities."

The abovementioned paragraph will be replaced with the following two sections:

PHYSICIAN'S DOCUMENTATION For required documentation from a "doctor" or "physician," these terms shall be defined as a physician licensed to practice within the United States.

TB SCREENING REQUIREMENTS The District shall comply with screening recommendations made by local health authorities (See FFAA Exhibit: Targeted Tuberculin Testing).

3. BOARD ACTION REQUESTED:

Motion to recommend approval of first reading: **DBB (LOCAL) Employment Requirements and Restrictions: Medical Examinations and Communicable Diseases"** as recommended by the Superintendent

MOTION: _____ SECOND: _____

FOR: _____ AGAINST: _____

EMPLOYMENT REQUIREMENTS AND RESTRICTIONS:
MEDICAL EXAMINATIONS AND COMMUNICABLE
DISEASES

DBB
(LOCAL)

PHYSICIAN'S
DOCUMENTATION

For required documentation from a "doctor" or "physician," these terms shall be defined as a physician licensed to practice within the United States.

TB SCREENING
REQUIREMENTS

The District shall comply with screening recommendations made by local health authorities (See FFAA Exhibit: Targeted Tuberculin Testing).

EXAMINATIONS
DURING
EMPLOYMENT

A medical examination may be required of any employee when, in the judgment of the immediate supervisor after consultation with the Superintendent or designee, the employee's condition interferes with the ability to perform job-related functions or may pose a direct threat to the health or safety of the employee or others. The District may designate the physician to perform the examination and, in that case, shall pay the cost of the examination. If in the Superintendent's discretion the circumstances so require, the employee may be placed on administrative leave with pay, pending the physician's report and the District's decision.

HEALTH OR
SAFETY
CONSIDERATIONS

If it is determined that the employee poses a direct threat to health or safety within the District or that the employee's ability to perform job-related functions is affected, the Superintendent or designee shall determine under what circumstances the employee might continue to perform job-related functions without posing a direct threat to self or others.

EXCLUSION

If the employee cannot perform job-related functions without posing a threat to health or safety, the Superintendent or designee may exclude the employee from work. However, before being excluded from work, the employee shall be permitted to present evidence to the Superintendent or designee relevant to his or her fitness to continue regular duties.

USE OF LEAVE

Employees who are excluded from work because of a communicable disease or other medical condition may use any accrued paid leave to which they are entitled or request temporary disability leave, as appropriate. [See DEC]

PLACEMENT ON

The Superintendent shall have authority to place an employee on

Deleted: TB TESTING
REQUIREMENTS

Deleted: Employees new to the District shall provide evidence of a tuberculosis test administered before employment with the District, and shall submit the results of the test. A person who gives evidence of having received a TB test within the previous 12 months shall not be required to take another test. A positive test shall require a physician's release. ¶
The District shall comply with screening recommendations made by local health authorities.

TEMPORARY DISABILITY temporary disability leave, as appropriate, when in the judgment of the Superintendent in consultation with the physician who has performed the medical exam, the employee's condition interferes with the performance of regular duties. [See DEC(LEGAL)]

OTHER REQUIREMENTS Food service workers shall comply with health requirements established by city, county, and state health authorities. Bus drivers shall comply with legal requirements. [See DBA]

Employees with communicable diseases shall follow recommendations of public health officials regarding contact with students and other employees.

TERMINATION OF EMPLOYMENT Employees who are excluded from work because of a communicable disease may have their employment terminated when all leave to which they are entitled has expired, in accordance with appropriate policies. [See DEC and DF series]

DATE ISSUED: [Draft 4-11-07](#)
LDU-12-98
DBB(LOCAL)-X

Deleted: 03/23/1998



Canutillo Independent School District

7965 Artcraft Rd.
El Paso, Texas 79932

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

Tony Reza

**Executive Director
Business Services**

(915) 877-7425
FAX (915) 877-7415
treza@canutillo-isd.org

TO: Board of Trustees July 12, 2007

THROUGH: Tony Reza *[Signature]*
Executive Director

FROM: Kathy Ellis *[Signature]*

SUBJECT: Approval of Warrant List for May 24, 2007 through June 20, 2007

Enclosed in your packet is the warrant list for May 24, 2007 through June 20, 2007. I recommend its approval in the amount of: **\$ 1,729,968.33.**

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

Mago Arellano	Am. Exp./lodging-NSBA	\$	957.96	Page 4
	Am. Exp./travel-SLI	\$	209.80	Page 7
	Per diem-SLI	\$	113.00	Page 10
Sergio Coronado	Am. Exp./lodging-NSBA	\$	1,556.70	Page 5
	Am. Exp./registration-SLI	\$	315.00	Page 7
	Per diem-SLI	\$	283.00*	Page 50
Carl Frieze	Am. Exp./lodging-NSBA	\$	957.96	Page 4
	Am. Exp./travel-SLI	\$	209.80	Page 7
	Per diem-SLI	\$	113.00	Page 92

Shonda Jordan	Am. Exp./lodging-NSBA	\$	957.96	Page 4
	Am. Exp./travel-SLI	\$	175.80	Page 7
	Per diem-SLI	\$	113.00	Page 104
Armando Rodriguez	Am. Exp./lodging-NSBA	\$	1,197.45	Page 5
	Am. Exp./registration-SLI	\$	315.00	Page 7
	Per diem-SLI	\$	120.00	Page 159
	Am. Exp./travel-SLI	\$	209.80	Page 159
Yvonne Sanchez	Am. Exp./lodging-NSBA	\$	957.96	Page 4
	Per diem-SLI	\$	103.00	Page 104

* Includes a replacement check of \$180.00 from a prior conference.

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

Subject: Administrative Personnel Actions for Date: July 17, 2007
Board of Trustee Information Only

Presented by: Renée O'Donnell Consent Agenda: _____

ACTION

1. **BACKGROUND INFORMATION**

Superintendent approved employment of personnel:

Yara Acosta	Bilingual Teacher, CES, Effective 8/20/07
Maria Teresa Alarcon	PK Monolingual Teacher, GES, Effective 8/20/07
Irene Baeza	Counselor, GES, Effective 8/20/07
Micaela Bean	Monolingual Teacher, DDE, Effective 8/20/07
Brisa Clary	Bilingual Dual Teacher, DDE, Effective 8/20/07
Elizabeth Del Val	Monolingual Teacher, GES, Effective 8/20/07
Adrian Flores	PE Teacher, GES, Effective 8/20/07
Marisela Grado	PE Teacher, GES, Effective 1/7/08
Debra Kerney	Instructional Coordinator, GES, Effective 8/15/07
Torsten Knauerhase	Monolingual Teacher, DDE, Effective 8/20/07
Ana Magallanes	PE Teacher, CES, Effective 8/20/07
Raul Pastran	Maintenance/Grounds, Effective 7/9/07
Pablo Ramirez	Maintenance/Grounds, Effective 6/25/07
Verónica Sanchez	Bilingual Teacher, GES, Effective 8/20/07

Superintendent approved employment of personnel (cont.):

Emma (Kitty) Spalding	Librarian/Media Specialist, GES, Effective 8/20/07
Griselda Vidaurri	Bilingual Teacher, GES, Effective 8/20/07

Superintendent approved position changes for personnel:

Rosa Cardenas	FS Interim Manager to FS Asst. Manager, Effective 6/13/07
Rosalinda Lujan	Attendance Clerk, JDE, to Secretary/Office Manager, GES, Effective 7/23/07
Julieta Melendez	504 Teacher, CES, to Instructional Coordinator, JDE, Effective 8/15/07
Margarita Molinar	FS Helper, DDE, to FS Helper, CMS, Effective 8/22/07
Audrie Morgan	Sub Teacher, to Special Ed. Teacher, GES, Effective 8/20/07
Maria Ocon	Custodian, JDE, to Custodian, CHS, Effective 7/16/07
Laura Schenk	Bilingual Teacher, DDE, to AA Teacher, GES, Effective 8/20/07
Helga Sepulveda	Bilingual Teacher, CMS, to Bilingual Teacher, GES, Effective 8/20/07
Carlos Simpson	Chef/Trainer, 202 days to 226 days, Effective 6/5/07
Susan Smith	Technology Lead Teacher, CES, to 6th (M) Teacher, CMS, Effective 8/20/07
Jennifer Torres	Title I Asst., DDE, to Parent Liaison, GES, Effective 8/23/07
Veronica Valenzuela	Bilingual Teacher, CMS, to Instructional Coordinator, DDE, Effective 8/15/07

Superintendent approved resignations:

Francisco Antuñez	Science Teacher, CHS, Effective 5/29/07
Andy Avalos	Bilingual Teacher, BCE, Effective 5/29/07
Claudia Avila	PE Teacher, CHS, Effective 5/26/07
Michael Dobbyn	Math Teacher, CHS, Effective 6/7/07
George Duran	Custodian, CMS, Effective 6/11/07
Amanda Forsythe	Social Studies Teacher, CHS, Effective 6/11/07
Cecilia Hermosillo	Speech Language Pathologist, Effective 6/6/07
Dawn Herrera	Monolingual Teacher, DDE, Effective 5/29/07
Jaclyn Lopez	Science Teacher, AMS, Effective 5/29/07
Pablo Ruiz	FS Helper, CMS, Effective 5/29/07
Valerie Vivar	Speech Language Pathologist, Effective 6/6/07

Superintendent approved retirements:

Pablo Moreno	Custodian, CHS, Effective 8/1/07
---------------------	---

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: July 18, 2007

Subject: Acceptance of Donations to Canutillo ISD

Presented By: Tony Reza

Consent Agenda _____

ACTION

1. BACKGROUND INFORMATION:

Desert Communication donated two palm pilots to the valedictorian and salutatorian of the 2007 graduating seniors.

2. SUPERINTENDENT RECOMMENDATION:

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

3. ACTION REQUESTED:

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

MOTION _____ SECOND _____

AYES _____ NAYS _____

Desert Communications

7355 Remcon Circle
 Suite 102
 El Paso, TX 79912
 Phone: (915) 584-1287 Fax: (915) 581-7697

Delivery# 012062

Customer ID DCI	Contact Kim Guzman	
Customer PO DEV230	Telephone (915) 877-7482	Facsimile

Bill To:

Desert Comm., Inc.
 7355 Remcon Circle
 Suite102
 El Paso, TX 79912

Deliver To:

Canutillo ISD
 7965 Artcraft
 El Paso, TX 79932

Special Order Drop Ship

Order Date 05/17/2007	Comments (2) 1048NA for CAISD per F.J.	Special Instructions	Terms NET 30
Ship Via GROUND	Date Required 05/17/2007	FOB Your Location	From Our Order# 012062
		Salesperson F.J. O'Leary	

Item#	UOM Bin Location	Required	Delivered	Description
1048NA		2	<u>2</u>	PALM Z22 200MHZ 32MB PALM OS GARNET 5.4 USB IR W/ SYNC CABLE
RETURN POLICY		1	<u>1</u>	DCI Return Policy Please note that all defective replacements, returns or exchanges must be processed within 30 days of delivery in order to receive credit.

Total Delivered	<u>2</u>
Delivered By	<u>T.C.E</u>
Delivery Charges	<u>0</u>
Delivery Date	<u>5-29-07</u>
Signature of Receipt	

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

Agenda Item:

Date: July 12, 2007

Subject: Review and Approval of Health Plan Contract

Presented By: Renee O'Donnell

Consent Agenda:

ACTION

1. BACKGROUND INFORMATION:

District Officials along with Attorney Larry Baskin, and Consultant Randy McGraw have been working with representatives of Blue Cross Blue Shield of Texas to negotiate the district's administrative services agreement for third party administration of the district's health plan for the 2007-2008 school year.

2. SUPERINTENDENT RECOMMENDATION:

Recommend approval district's health plan services contract with BCBS of Texas

3. BOARD ACTION REQUESTED:

Motion to approve health plan services contract.

MOTION _____ **SECOND** _____

FOR _____ **AGAINST** _____