

Agenda of Special Meeting

The Board of Trustees Canutillo ISD

A Special meeting of the Board of Trustees of Canutillo ISD will be held January 27, 2009, 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. Board of Trustee Business
 1. NONE
 - D. Committee Reports
 1. Finance/Audit/Facilities/Planning Committee (January 8) - Mrs. Sanchez, Chairperson 3
 - E. Consent Agenda
 1. Adoption of revision to BBG(Local) Board Members Compensation and Expenses (second reading) 6
 2. Review and possible revision to CH(Local) Purchasing and Acquisition (second reading) 8
 3. Approval to purchase 840 cases of copy paper for the Canutillo Independent School District. 10
Presenter: Mr. Tony Reza
 - F. Reports
 1. Presentation of Five Year Plan for Educational Excellence
Presenter: Administration
 2. Public hearing on AEIS Report (the board will receive public comment on the AEIS Report)
Presenter: Dr. Pauline Dow
2. Instruction and Student Affairs
 - A. Report on Northwest Early College High School. Item requested by Ms. Leticia E. Gonzalez
Presenter: Dr. Pauline Dow, Ms. Peggy Gustafson, and Mr. Jim Fry
3. Personnel
 - A. NJROTC Staffing (executive or closed session)
Presenter: Commander Mangrum
 - B. Reassignment of district counselors
Presenter: Mrs. Lilia Maldonado
 - C. Hearing of Level III Grievance of Alicia Nunez (executive or closed session)

	Presenter: Mr. Larry Baskind	
4.	Business and Finance	
	A. Approval of the district's external audit for fiscal year 2008	11
	Presenter: Ms. Shelly Ruddock	
	B. Approval of budget amendment	12
	Presenter: Mr. Tony Reza	
	C. Approval to award RFP # 09-06, E-Rate Year 12-Technology Projects-Telecommunications	15
	Presenter: Mrs. LuAnn Escobar and Mr. Christopher Avila	
	D. Approval to award RFP # 09-07, E-Rate Year 12-Technology Projects-Internal Connections-Basic Maintenance	16
	Presenter: Mrs. LuAnn Escobar and Mr. Christopher Avila	
	E. Approval to purchase of Dell Laptop Computers, Carts, and printers for the Migrant Education Program from Dell Marketing.	17
	Presenter: Mrs. Margarita Harmeson	
	F. Approval to renew PROJECT 5.1 of RFP # 08-06, E-Rate Year 11-Technology Projects-Internet Access	18
	Presenter: Mrs. LuAnn Escobar and Mr. Christopher Avila	
	G. Consider termination of Agreement for Janitorial Consultant, Supplies and Services with Springtime Janitorial Supply	19
	Presenter: Mr. Tony Reza and Mr. Yusuf Farran	
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.



**Finance/Audit/Facilities/Planning Committee Meeting Minutes
January 8, 2008**

Location: Administration Building
Time: 6:01 PM – 8:43 PM

Board Committee Members Present: Mrs. Sanchez, Ms. Quintana and Mrs. Gonzalez

Others Present: Dr. Pam Padilla, Tony Reza, Yusuf Farran, Sergio Coronado, Martha Carrasco, Pablo Ramirez, Arturo Gallegos, Irma Gallegos, Pauline Dow, Shonda Jordan, Adele Balesh, Shelly McMahon, Blanca Gomez, Daniel Gomez, Mary Vaquera, Lily Maldonado, Maria Flores, Carlos Ochoa

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

4.0 Business and Finance

A. Review of Warrant List and Formulation of Recommendation to the Board: Mr. Reza presented himself to the committee to answer any questions the committee had regarding the warrant list. Mr. Reza reviewed and answered questions that were previously submitted by the board members.

- **ATT Internet Services, ATT Phone Bill, ATT Internet Services Managed Internet Fees:** The question was why were there various amounts for this particular item? Is it multi number of months or is it one month for different services? Mr. Reza answered this question.
- **Albertsons:** The question was why is this listed as Science experiments at the day care center? Ms. Quintana had a concern regarding the wording of this item. Mr. Reza and Dr. Padilla addressed this concern.
- **CTAT:** The concern was the number of trips taken by a particular employee and what is the regulation with respect to allowing one individual to go on a certain number of trips. Mrs. Gonzalez asked Dr. Padilla if a regulation was going to be set regarding how many trips were going to be allowed. Mr. Reza and Dr. Padilla addressed this question.
- **Reimbursement to Nancy Hoover:** The board wanted more information about this particular trip to Marfa, TX. Mrs. Sanchez asked Mr. Reza if there was a regulation regarding transporting students in vans. Ms. Gonzalez asked how many adults were going to go on this trip and if the coordinator was going. Mr. Reza and Dr. Padilla gave the committee information regarding this question.
- **Payment to Jesus Ortiz for the upkeep and sampling of the Wastewater Treatment Plant:** The question was how much have we paid this vendor in 2008? Who was being trained to take over this job? Did he take and pass the class needed to obtain the license needed to this work? Pablo Ramirez, Maintenance Coordinator, introduced himself to the committee. Mrs. Gonzalez asked Mr. Ramirez if he passed the wastewater test. Mr. Ramirez informed Mrs. Gonzalez that he obtained his Class D operators license. Mr. Ramirez also informed the board that he is required to work under Jesus Ortiz for a year, take another course and then take a test to obtain the required Class C operators

license. Ms. Quintana asked if the reason Mr. Ramirez will be working under Mr. Ortiz was apprenticeship. Ms. Quintana also asked if he will be required to log in the amount of hours worked. Mrs. Gonzalez asked if the District would have to keep paying Mr. Ortiz for 2009. Mrs. Sanchez asked how long the district has been paying Mr. Ortiz for his services. Mrs. Sanchez also asked if the previous coordinator had an apprenticeship under Mr. Ortiz. Mrs. Sanchez also asked if Jesus Ortiz' services will stop being used once Mr. Ramirez receives his Class C operators license. Mr. Ramirez informed the board the he wanted to get his Class B license. Shonda Jordan asked Mr. Ramirez if he was going for his Class C license and asked how much was paid for the course and the testing. She also asked what the required grade for passing was and what license class the job description requires? Lily Maldonado, community member, asked if the requirement for this position was a Class C license. She also asked what the stipulations were on the job description. Mrs. Maldonado also asked if the District was required to pay for Mr. Ramirez' Class B license. Mrs. Maldonado wanted to know if there was anyone on staff such as the Maintenance Director or Supervisor who could be fulfilling Mr. Ortiz' job.

- **School Health Corporation:** The board members concern was why the district was buying meds such as cold medicine. Mrs. Sanchez voiced her concerns regarding giving meds to employees. Mrs. Maldonado asked Dr. Padilla what the policy was regarding giving an employee pain medication. Mrs. Maldonado wanted clarification because some campuses give out meds and other campuses do not. Ms. Quintana informed the committee that when she was an employee for the district they threw out all pain medication from the first aid kits because if the medication given causes an allergic reaction, the District would be liable.
- **Stanton Street Technology Corp Group:** Mr. Reza and Dr. Padilla gave the committee information regarding the service that is provided by this vendor.
- **Traceanalysis:** The question was if this vendor is associated with the wastewater plant? How much did we pay this company in 2008? What was the total amount paid to this vendor and Mr. Ortiz? Mrs. Gonzalez wanted to know how the district was saving money by paying two vendors when a previous employee met the requirements needed to fulfill Mr. Ortiz' job. Art Gallegos, community member, wanted clarification on what would happen to Mr. Ortiz after Mr. Ramirez obtains his license. Mr. Ramirez gave an explanation regarding why Traceanalysis is used.
- **Return of unspent funds:** Mrs. Sanchez voiced concerns regarding the loss of the grant writer and the return of funds for different grants. Mrs. Sanchez wanted an explanation regarding why this money was returned.
- **Springtime:** Mrs. Sanchez had questions and concerns regarding this vendor. She wanted information regarding training, reports, and the amount that this vendor is being paid. Lily Maldonado, community member, had questions regarding the amount paid to Springtime and how the products purchased are given to the different custodians. Mr. Farran gave an overview of the changes that the district was going to make in regards to Springtime. Mrs. Sanchez wanted to know if the district had a service evaluation for vendors.

The committee members recommended approval of the warrant list for the month of December to the Board.

- B. Review of District Financials and Formulation of Recommendation to the Board:** Mr. Reza reviewed the financial statements for the committee for the period ending December 31, 2008.

Mrs. Sanchez had a question regarding construction. The committee recommended approval of the district financials for the month of December to the full Board.

C. Budget Priorities for 2010: Mr. Reza gave the board members a list of the 2010 budget priorities. Mr. Reza reviewed the priorities on the list for the public. He let the board know that some changes were made to the list because the DAC Committee wanted Technology as top priority. Mrs. Sanchez wanted to know who worked on the priority list. Dr. Padilla informed the board that this list originated with the Administration and then it was presented to the DAC Committee. The DAC Committee will be working on a list from their point of view. Blanca Gomez, community member, had concerns regarding insurance deductibles. Mary Vaquera, employee, asked if the Transportation Department would be getting a raise. Lily Maldonado gave an overview of the DAC Committee processes and how they have changed. Dr. Padilla wanted to clarify that the list being presented is not the final budget priorities list and that the process to obtain the priorities is not finished. The Administration was trying to establish a beginning point to the process. Mrs. Maldonado had concerns regarding NECHS and teacher/student ratios at the campuses. She also feels that NECHS was not needed. Mrs. Sanchez had a question regarding the use of grants available to fund the needs of NECHS. Mrs. Sanchez voiced her concerns regarding the lack of reports given to the Board regarding NECHS information. Mrs. Maldonado wanted it noted for the record that this was an Administrative list and the item that was added from the DAC meeting was the Technology. Carlos Ochoa, employee, let the committee know what he has heard of the NECHS program from different individuals. Dr. Padilla pointed out that the NECHS does have grants that help out with this school and these grants have very specific expectations of what the District has to report so there is a lot of monitoring that is built in. She also stated that the District has not fully completed its first semester. They will be providing reports when they receive this information. The committee moved not to recommend this item to the Board pending further information/input from the DAC Committee.

E. Comments/Input from Community Members on items discussed by Finance/Audit/Facilities/Planning Committee: Any questions or comments that the community members had were addressed during the individual agenda items.

Adjournment: Motion to adjourn by unanimous consensus.

Meeting adjourned at 8:43 PM.

BOARD MEMBERS
COMPENSATION AND EXPENSES

BBG
(LOCAL)

EXPENSE
REIMBURSEMENT

It is the responsibility of the district to manage travel expenses in a manner that provides the lowest cost and best value to the district.

An amount for Board member travel expenses shall be approved in the budget each year.

A Board member shall be reimbursed for reasonable, allowable expenses incurred in carrying out Board business only at the Board's request and for reasonable, allowable expenses incurred while attending meetings and conventions as an official representative of the Board.

Board members are expected to keep the costs of travel to a minimum. Registrations and reservations shall be made as early as possible in order to arrange for travel at the lowest possible cost. Ground transportation will be provided in the most economical manner possible, taking into consideration differences in travel schedules.

TRAVEL EXPENSES

Payment for authorized and documented travel expenses shall be made in accordance with legal requirements by either of the following two methods:

1. Reimbursement, not to exceed the allowable rates, for air and ground transportation, parking fees, lodging, meals, and other incidental expenses.
2. Advancement of a set amount for air and ground transportation, parking fees, taxi fares, lodging, meals, and other incidental expenses. Any excess over actual allowable expenses shall be refunded to the District.

Accounting records shall accurately reflect that no state or federal funds were used to reimburse travel expenses beyond those authorized for state employees.

DOCUMENTATION
REQUIRED

For any authorized expense incurred, the Board member shall submit a statement, with receipts to the extent feasible, documenting actual expenses and in accordance with procedures applicable to employee expense reimbursement.

AUTHORIZED
MEETINGS

Board members shall be authorized by the Board to attend annual TASB/TASA State Conference and NASB conferences, and the TASB Summer Leadership Institute. All Board members will attend the TASA/TASA State Conference together each year. Each Board member will have an amount sufficient to attend the NASB and the TASB Summer Leadership conferences allocated to travel. Board members may travel to other conferences that have a direct relationship or impact upon the operation of the District in lieu of the NASB and TASB Summer Leadership conferences, as long as

BOARD MEMBERS
COMPENSATION AND EXPENSES

BBG
(LOCAL)

their expenses remain within the total allocated. Board members who attend conferences in addition to the TASB/TASA State Conference shall provide, upon their return, a report to the whole Board.

AIR TRAVEL

Air travel shall be at coach rates or the lowest rate available by the most direct route, whenever possible. When air fare to a destination is lower than the per mileage rate, the maximum reimbursement shall be the lowest air fare available.

NONMEMBER'S
EXPENSES

A member who is accompanied by his or her spouse or other person shall be responsible for paying for his/her travel and shall reimburse the District for any difference in the room rates and other related travel expenses incurred due to the attendance of the additional person. As a courtesy, the district may make travel arrangements for spouse or other person traveling with a board member, using the board member's credit card. No arrangements will be made using district resources.

FAILURE TO ATTEND

Except in cases of unforeseen events, a board member who fails to travel to and attend a conference or other event for which travel arrangements have been made will reimburse the district for all nonrefundable expenses incurred by the district.

RECOGNITION

In recognition of the service of Board members in the District, a plaque shall be presented to each elected Board member at the end of their term or at the time of their retirement from the Board. In addition, an appropriate resolution expressing sincere appreciation to the Board member at the time of their retirement, shall be placed in Board minutes.

All retiring or retired Board members shall be given lifetime passes for free admittance to school-sponsored events and shall receive complimentary copies of District publications and promotional items such as pens or hats.

PURCHASING AND ACQUISITION

CH
(LOCAL)

PURCHASING
AUTHORITY

The Board delegates to the Superintendent or designee the authority to make budgeted purchases for goods or services. However, any single, budgeted purchase of goods or services in excess of \$10,000, regardless of how the goods or services are purchased or the purchasing method used by the District, shall require Board approval before the payment may be made.

The following do not require advance approval from the Board before payment:

1. All payroll and all payroll related payments such as Texas Teacher Retirement system, income tax withholding, contributions to employee directed annuities and insurance policies, and other payments authorized by employees from their salaries.
2. All payment arising from or relating to the School District's self-funded Health Plan and self-funded Workers Compensation Plan.
3. All regularly scheduled payments for transactions previously approved by the Board such as payments on bonds, or leases for equipment and/or vehicles, and all monthly payments for utilities, telephone service, and internet service.
4. Legal, accounting, and auditing services.
5. Payment for fuel for district vehicles.
6. Payments to other governmental entities such as the Central Appraisal District or Region 19 Education Service Center.
7. Payments on school district credit cards.
8. Premiums for property and casualty insurance, general liability insurance, motor vehicle insurance, school board and employee liability insurance, and similar insurance coverage of School district property and staff.
9. Payments made pursuant to contracts or agreements previously approved by the Board.

PURCHASING
METHOD

The Board delegates to the Superintendent or designee the authority to determine the method of purchasing in accordance with CH (LEGAL).

PURCHASING AND ACQUISITION

CH
(LOCAL)

COMPETITIVE BIDDING	<p>If competitive bidding is chosen as the purchasing method, the Superintendent or designee shall prepare bid specifications. All bids shall be submitted in sealed envelopes, plainly marked with the name of the bidder and the time of opening. All bidders shall be invited to attend the bid opening. Any bid may be withdrawn prior to the scheduled time for opening. Bids received after the specified time shall not be considered.</p> <p>The District may reject any and all bids.</p>
COMPETITIVE SEALED PROPOSALS	<p>If competitive sealed proposals are chosen as the purchasing method, the Superintendent or designee shall prepare the request for proposals and/or specifications for items to be purchased. All proposals shall be submitted in sealed envelopes, plainly marked with the name of the proposer and the time of opening. Proposals received after the specified time shall not be considered. Proposals shall be opened at the time specified, and all proposers shall be invited to attend the proposal opening. Proposals may be withdrawn prior to the scheduled time of opening. Changes in the content of a proposal, and in prices, may be negotiated after proposals are opened.</p> <p>The District may reject any and all proposals.</p>
RESPONSIBILITY FOR DEBTS	<p>The Board shall assume responsibility for debts incurred in the name of the District so long as those debts are for purchases made in accordance with adopted Board policy and current administrative procedures. The Board shall not be responsible for debts incurred by persons or organizations not directly under Board control. Persons making unauthorized purchases shall assume full responsibility for all such debts.</p>
PURCHASE COMMITMENTS	<p>All purchase commitments shall be made by the Superintendent or designee on a properly drawn and issued purchase order, in accordance with administrative procedures.</p>
PERSONAL PURCHASES	<p>District employees shall not be permitted to purchase supplies or equipment for personal use through the District's business office.</p>
OTHER CONTRACTED SERVICES	<p>The District shall contract with firms that have sufficient resources and capabilities to provide services to the District.</p> <p>Proposals for services shall be solicited as deemed appropriate. However, a mandatory review of all firms that have served the District for five consecutive years shall be required at the end of a five-year period. At that time, the Board may direct the Superintendent to prepare and issue a request for qualifications or proposals, as appropriate for the services.</p>

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

Agenda Item:

Date:

Subject: Purchase of Copy Paper

Presented By: Tony Reza

Consent Agenda: X

ACTION

1. BACKGROUND INFORMATION:

As stated in Board Policy CH(Local), any purchase that costs or aggregates to a cost of \$25,000 or more shall require Board approval before a transaction may take place. This request is to purchase 840 cases of copy paper for the Canutillo Independent School District. The paper is stored at the warehouse for distribution to campuses and departments upon request. Information will be included in the Friday packets.

2. SUPERINTENDENT RECOMMENDATION:

Recommend approval to purchase 840 cases of copy paper for the Canutillo Independent School District.

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: 4.A

Date: January 27, 2009

Subject: Approval of District's External Audit for Fiscal Year 2008

Presented By: Shelly Ruddock and Tony Reza

Consent Agenda:

ACTION

1. BACKGROUND INFORMATION:

The district's external auditors, *Gibson, Ruddock, Patterson, LLC*, will present for the Board's approval, the external audit for fiscal year 2007-2008. Mrs. Shelly Ruddock, engagement partner, will make a presentation to the Board. Currently the Business Services Division and *Gibson, Ruddock, Patterson* are finalizing the year-end financial statements. A draft copy will be provided for the Board's review via the Friday packet.

2. SUPERINTENDENT RECOMMENDATION:

Recommend approval of the external audit for fiscal year 2007-2008.

3. BOARD ACTION REQUESTED:

That a motion be made to accept the external audit for fiscal year 2007-2008 as presented by *Gibson, Ruddock, Patterson, LLC*.

MOTION _____

SECOND _____

FOR _____

AGAINST _____

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

Agenda Item: _____

Date: January 27, 2009

Subject: Advanced Academics – BJE #5891

Presented By: Tony Reza

Consent Agenda X

ACTION

1. BACKGROUND INFORMATION:

The enclosed budget amendment is to reallocate funds from functions 13 and 31 to function 23 to provide funds to send Jan Massie to the College Board Forum in February.

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:

Local Gifted and Talented Funds

IF GRANT, PLEASE PROVIDE THE FOLLOWING:

-GRANT AWARD:

-GRANT PERIOD:

-GRANT OBJECTIVES:

-GRANTING AGENCY:

PURPOSE OF THE AMENDMENT:

This amendment is to provide funds to send Jan Massie to the College Board Forum in February.

HOW WILL THIS IMPACT EDUCATION:

This amendment involves the Pre A/P, AP, and Avid programs at the high school.

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

All district goals will be met.

TO: Dr. Pam Padilla, Superintendent

THROUGH: Tony Reza, Executive Financial Services


FROM: Kathy Ellis, Assistant Business Manager

SUBJECT: Advanced Academics Department - BJE# 5891

DATE: January 21, 2009

BUDGET CODE	CURRENT BUDGET	CHANGE	AMENDED BUDGET
199.31.6411.00.916.9.21 Employee Travel	1,000.00	(1,000.00)	-
199.13.6411.00.916.9.21 Employee Travel	3,250.00	(300.00)	2,950.00
199.23.6411.00.916.9.21 Employee Travel	-	1,300.00	1,300.00

REASON FOR AMENDMENT REQUEST - This budget amendment is to reallocate funds from functions 13 and 31 to function 23 for travel for Jasn Massie to attend the College Board Forum in February.



Superintendent

1-21-09
Date



Executive Director Financial Services

1-21-09
Date

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

Agenda Item:

Date:

Subject: RFP # 09-06 2009-2010 E-RATE Year 12
TECHNOLOGY PROJECTS- TELECOMMUNICATIONS

Presented By: LuAnn Escobar

Consent Agenda: _____

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 award of RFP # 09 – 06, E-Rate Year 12-Technology Projects-Telecommunications as presented. All pertinent information and evaluation committee recommendations will be included in the Friday Packets.

2. **SUPERINTENDENT RECOMMENDATION:**

The Superintendent recommends approval to award RFP # 09 – 06, E-Rate Year 12-Technology Projects- Telecommunications as presented.

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:

Subject: RFP # 09-07 2009-2010 E-RATE Year 12
TECHNOLOGY PROJECTS- INTERNAL CONNECTIONS
BASIC MAINTENANCE

Presented By: Tony Reza

Consent Agenda: _____

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 award of RFP # 09-07, E-Rate Year 12-Technology Projects Internal Connections-Basic Maintenance as presented. All pertinent information and evaluation committee recommendations will be included in the Friday Packets.

2. **SUPERINTENDENT RECOMMENDATION:**

The Superintendent recommends approval to award RFP # 09-07, E-Rate Year 12-Technology Projects- Internal Connections-Basic Maintenance as presented.

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:

Subject: Approval to Purchase Dell Laptop Computers and Carts for Migrant Education Program

Presented By: Margarita Harmeson/Tony Reza

Consent Agenda: _____

ACTION

1. BACKGROUND INFORMATION:

As stated in Board Policy CH(Local), any single budgeted purchase of goods or services that cost in excess of policy guidelines, 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 Dell Laptop Computers, Carts, and printers for the Migrant Education Program from Dell Marketing. The purchase will be made utilizing the DIR Cooperative Purchasing Agreement # DIR-SDD-192 in the total amount of \$32,472.23.

2. SUPERINTENDENT RECOMMENDATION:

The Superintendent recommends the purchase of Dell Laptop Computers, Carts, and printers for the Migrant Education Program from Dell Marketing.

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:

Subject: RENEWAL OF RFP # 08-06 2008-2009 E-RATE Year 11
TECHNOLOGY PROJECTS- INTERNET ACCESS

Presented By: LuAnn Escobar

Consent Agenda: _____

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 contract renewal for year two of RFP # 08 – 06, E-Rate Year 11-Technology Projects-Internet Access PROJECT 5.1. All pertinent information and evaluation committee recommendations will be included in the Friday Packets.

2. SUPERINTENDENT RECOMMENDATION:

The Superintendent recommends approval to renew PROJECT 5.1 of RFP # 08 – 06, E-Rate Year 11-Technology Projects-Internet Access as presented.

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:

Subject: Consider termination of Agreement for Janitorial Consultant, Supplies and Services with Springtime Janitorial Supply

Presented By: Tony Reza

Consent Agenda: X

ACTION

1. BACKGROUND INFORMATION:

The District entered into a contract with SEPCO d/b/a Springtime Janitorial Supply on March 1, 2007 in regards to RFP 07-02 to provide custodial supplies and consultation services. The contract was for 1 year with an option to extend by two one year terms. Information will be included in the Friday packets.

2. SUPERINTENDENT RECOMMENDATION:

Consider termination of Agreement for Janitorial Consultant, Supplies and Services with Springtime Janitorial Supply

3. BOARD ACTION REQUESTED:

The Board of Trustees approves the Superintendent's recommendation.

MOTION _____ SECOND _____

AYES _____ NAYS _____