

# Agenda of Regular Meeting

## The Board of Trustees Canutillo ISD

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A Regular meeting of the Board of Trustees of Canutillo ISD will be held April 14, 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. "Pledge of Allegiance to the United States Flag" 3
  - D. "Texas Pledge of Allegiance" 4
  - E. "CISD Mission Statement" 5
  - F. Approval of Minutes
    1. Special Board Meeting 2/28/2009 6
    2. Regular Board Meeting 3/10/2009 13
    3. Special Board Meeting 3/26/2009 21
    4. Special Board Meeting 3/31/2009 22
  - G. Communications
    1. General Comments Portion
    2. Complaints Portion
  - H. Board of Trustee Business
    1. Review of April Calendar of Events 27
    2. Presentation of Community Scholars Annual Report 28  
**Presenter:** Sofia Larkin
  - I. Committee Reports
    1. NONE
  - J. Consent Agenda
    1. Approval of Budget Amendments 29
    2. Attendance, Financial and Warrant List for March 1-31, 2009 in the amount of \$880,280,075 35
    3. Approval of Learn and Serve Texas Grant 39
    4. Approval of purchase of microscopes and science equipment for Northwest Early College High School 42
    5. Approval of purchase of printed forms from the UTEP printshop 43
    6. Approval of extension of depository contract RFP 05-10 44  
**Presenter:** Mr. Reza
  - K. Reports
    1. Update on Fiscal Year 2009-2010 Preliminary Budget 45

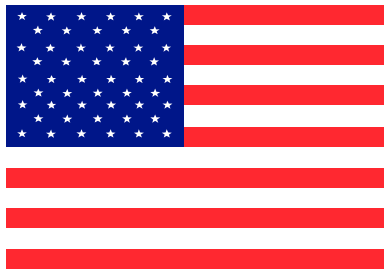
- Presenter: Mr. Reza**
2. Instruction and Student Affairs
    - A. NONE
  3. Personnel
    - A. Consideration of contract renewals for Professional Personnel for the 2009-2010 school year 53  
**Presenter: Mrs. O'Donnell**
    - B. Administrative Personnel Actions (no Board action required - information item only) 55
      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 support personnel
  4. Business and Finance
    - A. Approval of chain link fencing for the AMS Athletic Field Improvements 57  
**Presenter: Mr. Reza**
    - B. Approval of purchase of portable chemistry lab building for Northwest Early College High School 58  
**Presenter: Mr. Reza**
  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.

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## PLEDGE OF ALLEGIANCE

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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.*

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## TEXAS PLEDGE OF ALLEGIANCE

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“Honor the Texas flag;  
I pledge allegiance to thee,  
Texas, one state under God,  
one and indivisible.”



## CANUTILLO INDEPENDENT SCHOOL DISTRICT BOARD OF TRUSTEES

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## MISSION STATEMENT

Canutillo ISD will provide a quality education to assure that all students graduate on time, are prepared for higher education, or are work force ready.

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

**MEMBERS**

	MRS. CAZARES	MR. CORONADO	MRS. GONZALEZ	MRS. JORDAN	MRS. QUINTANA	MR. RODRIGUEZ	MRS. SANCHEZ	<p>Special Meeting Board of Trustees</p> <p>Saturday, February 28, 2009 Canutillo ISD Administration Office 7965 Arcraft – El Paso, Texas</p>	
								<b>Item:</b>	<b>Reference:</b>
<b>Present</b>			X	X	X		X	<p>1. General Functions</p> <p style="padding-left: 20px;">A. Call to Order at 10:10am</p> <p style="padding-left: 20px;">B. Roll Call</p> <p style="padding-left: 20px;">C. Board of Trustee Business</p> <p style="padding-left: 40px;">1. Board Operating Procedures</p> <p>For the record, Mrs. Sanchez asked if anyone not present had called in. Mrs. Jordan stated she had not received any calls from Mr. Coronado, Mr. Rodriguez, or Mrs. Cazares.</p> <p>Mrs. Jordan commented that after reviewing the materials received regarding board operating procedures from other districts, she found the ones from the Socorro district more informational, and as a starting point, she recommended section # 9 about Executive Session on pg. 11 of Socorro operating procedures.</p> <p>Mrs. Jordan suggested re-visiting the operating procedures at least once a year. Mrs. Sanchez also commented that these procedures should be reviewed before election of new board members.</p> <p>Mrs. Jordan would like to have these procedures available to the public at board meetings and online.</p> <p>After a suggestion from Mrs. Sanchez, board members present agreed to adopt the section on executive session/team operating procedures agreement from Socorro with addition of no cell phone usage during executive session.</p> <p>Mrs. Jordan mentioned she would not take official votes, only consensuses due to the fact that three members were not present. She commented she would like to present these materials at a later date to the full board, and then vote.</p>	



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**MEMBERS**

							Special Meeting Board of Trustees	
							Saturday, February 28, 2009 Canutillo ISD Administration Office 7965 Arcraft – El Paso, Texas	
							<b>Item:</b>	<b>Reference:</b>
	MRS. CAZARES	MR. CORONADO	MRS. GONZALEZ	MRS. JORDAN	MRS. QUINTANA	MR. RODRIGUEZ		
						MRS. SANCHEZ		
<b>Motion</b>								
<b>Second</b>								
<b>Ayes</b>			X			X		
<b>Nays</b>			X	X	X			
<b>Abstain</b>								
							<p>Motion to accept item # 7 Communicating with the Community from Socorro ISD, to include “all board members should refer all anonymous calls and letters to the superintendent if they involve the safety or security of students and/or employees”, passed.</p> <p>The next item of discussion was item #3, Visiting School Campuses and other District facilities on page 7.</p>	
<b>Motion</b>								
<b>Second</b>								
<b>Ayes</b>			X			X		
<b>Nays</b>			X	X	X			
<b>Abstain</b>								
							<p>Motion to adopt from Socorro, item # 3, Visiting School Campuses and other District Facilities with the following amendments: Add to item B: “If a quorum of school board members is present, board members will not engage in any discussions among themselves or with others, regarding school business.” Delete item D; strike out from item F the word “should” and replace with “will”, passed.</p> <p>Items contained on page 5 &amp; 6 of Socorro operating procedures, Board Member Rules of Conduct Related to Policies, was the next item of discussion.</p>	
<b>Motion</b>								
<b>Second</b>								
<b>Ayes</b>			X			X		
<b>Nays</b>			X	X	X			
<b>Abstain</b>								
							<p>Motion to approve as is the section on Board Member Rules of Conduct Related to Policies on Page 5 and 6 from Socorro, including all items, passed.</p> <p>On page 7 of Socorro’s operating procedures, the Communication section was discussed to include the following amendments:  Add a subsection to read: “The Superintendent will communicate with each Board member via weekly Board information packets to inform them of significant issues in the district. However, the following information will be communicated on the day of occurrence.” On # 3, move the word “serious” before “theft” and remove the word “student” from # 4. Under item B1, add “text messages” after “faxes”.</p>	

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							<b>Item:</b>	<b>Reference:</b>
	MRS. CAZARES	MR. CORONADO	MRS. GONZALEZ	MRS. JORDAN	MRS. QUINTANA	MR. RODRIGUEZ		
						MRS. SANCHEZ		
<b>Motion</b>								
<b>Second</b>								
<b>Ayes</b>			X	X	X	X		
<b>Nays</b>								
<b>Abstain</b>								
<b>Motion</b>							X	
<b>Second</b>								
<b>Ayes</b>			X	X	X	X		
<b>Nays</b>								
<b>Abstain</b>								
<b>Motion</b>								
<b>Second</b>								
<b>Ayes</b>			X	X	X	X		
<b>Nays</b>								
<b>Abstain</b>								
<b>Motion</b>							X	
<b>Second</b>								
<b>Ayes</b>			X	X	X	X		
<b>Nays</b>								
<b>Abstain</b>								



**MINUTES**  
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**PUBLIC MEETING OF THE BOARD OF TRUSTEES**

**MEMBERS**

							Special Meeting Board of Trustees	
							Saturday, February 28, 2009 Canutillo ISD Administration Office 7965 Arcraft – El Paso, Texas	
							<b>Item:</b>	<b>Reference:</b>
	MRS. CAZARES	MR. CORONADO	MRS. GONZALEZ	MRS. JORDAN	MRS. QUINTANA	MR. RODRIGUEZ		
<b>Motion</b>						X	Motion to approve Preparation of the Board Meeting Agenda contained on page 9 of Socorro ISD operating procedures, excluding the last sentence under B, and replacing with “Board President” anywhere “executive committee” is mentioned, passed.	
<b>Second</b>					X			
<b>Ayes</b>			X	X	X	X		
<b>Nays</b>								
<b>Abstain</b>								
<b>Motion</b>						X	Motion to approve as is, Socorro’s item # 6 contained on page 10, Reasonable and Appropriate Time for Consideration of an Issue, passed.	
<b>Second</b>					X			
<b>Ayes</b>			X	X	X	X		
<b>Nays</b>								
<b>Abstain</b>								
<b>Motion</b>						X	Motion to approve as is, Socorro’s item # 7 contained on page 10, Board Deliberations, passed.	
<b>Second</b>					X			
<b>Ayes</b>			X	X	X	X		
<b>Nays</b>								
<b>Abstain</b>								
<b>Motion</b>		X					Motion to approve as is, the section on Duties of the Board of Trustees as Specified on Policies, contained on page 2 of Socorro’s operating procedures, passed.	
<b>Second</b>					X			
<b>Ayes</b>		X	X	X		X		
<b>Nays</b>								
<b>Abstain</b>								
<b>Motion</b>						X	Motion to approve as is, section on Board of Trustees Code of Ethics, as specified in Board policy, School Board Members Creed and Board Members Rules of Conduct contained on Socorro’s pages 4-6, passed.	
<b>Second</b>					X			
<b>Ayes</b>		X	X	X		X		
<b>Nays</b>								
<b>Abstain</b>								
<b>Motion</b>						X	Motion to approve item # 4 Responses to Citizen Requests and Complaints, and item # 5 Responses to Employee Requests and Complaints, contained on page 8 of Socorro’s operating procedures, with revisions at last bullet of item # 5, removing “trustees should listen briefly and respectfully while remaining impartial”, and adding a statement referring to policy on grievances, passed.	
<b>Second</b>					X			
<b>Ayes</b>		X	X	X		X		
<b>Nays</b>								
<b>Abstain</b>								

**MINUTES**  
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**PUBLIC MEETING OF THE BOARD OF TRUSTEES**

**MEMBERS**

Special Meeting Board of Trustees								
Saturday, February 28, 2009 Canutillo ISD Administration Office 7965 Arcraft – El Paso, Texas								
							<b>Item:</b>	<b>Reference:</b>
MRS. CAZARES	MR. CORONADO	MRS. GONZALEZ	MRS. JORDAN	MRS. QUINTANA	MR. RODRIGUEZ	MRS. SANCHEZ		
<b>Motion</b>		<b>X</b>						
<b>Second</b>						<b>X</b>		
<b>Ayes</b>		<b>X</b>	<b>X</b>	<b>X</b>		<b>X</b>		
<b>Nays</b>								
<b>Abstain</b>								
<p>Motion to approve item II Statutory Duties of the Superintendent and item III Duties of the Superintendent as Specified in Board Policy, contained in Socorro’s pages 2 and 3, with section III being replaced by our Local Policy, passed.</p> <p>For the record, Mrs. Jordan reviewed with board members present all items subject to discussion during this meeting, to make sure all sections were covered.</p> <p>2. Adjournment Meeting was adjourned by unanimous consent at 12:54pm.</p>								

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

		Regular Meeting Board of Trustees Tuesday, March 10, 2009 • 6:00 pm							
		Canutillo ISD Administration Office 7965 Arcraft Rd. – El Paso, Texas 79932							
	MRS. CAZARES	MR. CORONADO	MRS. GONZALEZ	MRS. JORDAN	MRS. QUINTANA	MR. RODRIGUEZ	MRS. SANCHEZ	<b>Item:</b>	<b>Ref:</b>
Present	X		X	X	X	X		1. General Functions	
								A. Call to Order at 6:02 pm.	
								B. Roll Call	
								Mrs. Sanchez arrived at 6:03 pm and Mr. Coronado arrived at 6:05 pm	
								C. Pledge of Allegiance to the United States Flag	4
								D. Texas Pledge of Allegiance	5
								Mrs. Quintana led the group in reciting the Pledge of Allegiance and the Texas Pledge of Allegiance.	
								E. CISD Mission Statement	6
								Mrs. Gonzalez read the CISD Mission Statement into the record: <i>Canutillo ISD will provide a quality education to assure that all students graduate on time, are prepared for higher education, or are work force ready.</i>	
								F. Approval of Minutes	7
								1. Regular Board Meeting 2/10/2009	
								2. Special Board Meeting 2/24/2009	
								3. Special Board Meeting 3/5/2009	
Motion							X		
Second					X				
Ayes	X		X	X	X	X	X	Motion to approve the board meeting minutes passed. ( <i>Mr. Coronado was not present for the vote</i> )	
								G. Communications	
								1. General Comments Portion	

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

MRS. CAZARES	MR. CORONADO	MRS. GONZALEZ	MRS. JORDAN	MRS. QUINTANA	MR. RODRIGUEZ	MRS. SANCHEZ	<p>Regular Meeting  Board of Trustees  Tuesday, March 10, 2009 • 6:00 pm</p> <p>Canutillo ISD Administration Office  7965 Artcraft Rd. – El Paso, Texas 79932</p>	
							<b>Item:</b>	<b>Ref:</b>
							<p>Mr. Art Gallegos, taxpayer, expressed concerns that the school district is being overcharged for sparkplugs from the current vendor and suggested selecting another vendor in order to take advantage of better pricing.</p> <p>2. Complaints Portion</p> <p>No one from the audience addressed the Board during this portion of the meeting.</p> <p>H. Board of Trustees Business</p> <p>1. Review of March Calendar of Events</p> <p>The Board of Trustees review the events scheduled in March. No formal action was taken on this item.</p> <p>2. Discussion and possible adoption of resolution to support the Top 10 Percent Admission Plan</p> <p>Liza Montelongo, Vice-President of the Board of Trustees of the Ysleta Independent School District, presented a request for the adoption of a resolution in support of the Top Ten Percent Admission Plan.</p> <p>Mrs. Quintana read the resolution into record:</p> <p><i>Whereas, the Top 10% Admissions Plan allows students access to Texas universities improving race/ethnicity and economic status admissions across the entire state of Texas, and</i></p> <p><i>Whereas, the Top 10% Admission Plan encourages enrollment at top-tier institutions in the state, including the flagship of the University of Texas system, The University</i></p>	<p>32</p> <p>33</p>

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

		Regular Meeting Board of Trustees Tuesday, March 10, 2009 • 6:00 pm  Canutillo ISD Administration Office 7965 Artcraft Rd. – El Paso, Texas 79932								
		MRS. CAZARES	MR. CORONADO	MRS. GONZALEZ	MRS. JORDAN	MRS. QUINTANA	MR. RODRIGUEZ	MRS. SANCHEZ	<b>Item:</b>	<b>Ref:</b>
Motion									<p style="text-align: center;"><i>of Texas – Austin; and</i></p> <p style="text-align: center;"><i>Whereas, research has shown across SAT/ACT scores, Top 10% students have better college GPAs, which suggests high school GPA or rank is a better predictor of college success than standardized tests; and</i></p> <p style="text-align: center;"><i>Whereas, UT-Austin reports that due to increased enrollment of Top 10% students, the university was able to lower the number of offered remedial courses and increase its honors courses; and</i></p> <p style="text-align: center;"><i>Whereas, research shows that since the Top 10% Plan was implemented, enrollment at UT-Austin and Texas A&amp;M has become more diverse across race/ethnicity and across regions, particularly increasing student representation from both rural and urban high schools in Texas rarely sent students to these universities; therefore, be it</i></p> <p style="text-align: center;"><i>Resolved, that the Board of Trustees of the Canutillo Independent School District fully supports the Top 10% Admissions Plan and encourages the Texas Legislature to continue the plan as it currently is implemented.</i></p>	
Second							X		<p>Motion to approve Resolution 20090 – Top Ten Percent Admission Plan passed.</p>	
Ayes	X	X	X	X	X	X	X	X	<p>3. Discussion and possible adoption of resolution supporting Financial Literacy Education</p> <p>Dr. Pauline Dow, Associate Superintendent, presented a request for the approval of a resolution in support of the “Invest in the American Dream” conference.</p> <p>Mrs. Quintana read the resolution into record:</p> <p style="text-align: center;"><i>Whereas, the Canutillo Independent School District is pleased to recognize the participants and sponsors of the “Invest in the American Dream” conference, which was held on October 21</i></p>	34

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

	MRS. CAZARES	MR. CORONADO	MRS. GONZALEZ	MRS. JORDAN	MRS. QUINTANA	MR. RODRIGUEZ	MRS. SANCHEZ	<p>Regular Meeting  Board of Trustees  Tuesday, March 10, 2009 • 6:00 pm</p> <p>Canutillo ISD Administration Office  7965 Artcraft Rd. – El Paso, Texas 79932</p>	
							<b>Item:</b>		<b>Ref:</b>
							<p><i>and 22, 2008, in El Paso, for their efforts toward promoting and expanding financial literacy, and</i></p> <p><i>Whereas, entrepreneurial skills play a major role in prosperity and success, and financial literacy is the first step in acquiring those skills; from the simple act of balancing a checkbook, to the intricate details of prudently investing in the stock market, financial literacy has become a necessity in today’s changing world; and</i></p> <p><i>Whereas, the “Invest in the American Dream” conference laid out goals to be achieved by 2013 in the areas of financial literacy, access to capital, and wealth creation; and</i></p> <p><i>Whereas, these goals include ensuring that all high school students in the El Paso area complete a financial literacy program, doubling the volume of small-business lending in the El Paso area, increasing by 50,000 the number of new savings accounts opened in the El Paso area, with an emphasis on first-time account holders, and substantially increasing the percentage of eligible people who claim the federal Earned Income Tax Credit; and</i></p> <p><i>Whereas, the conference has set viable goals in order to aid businesses, increase the level of financial literacy, and improve financial stability for families; its participants and sponsors are truly deserving of recognition for their efforts in making the El Paso area a better place in which to live, work, and raise a family; therefore, be it</i></p> <p><i>Resolved, that the Canutillo Independent School District commit to the goals established by the “Invest in the American Dream” conference, and establish the necessary curriculum to ensure that El Paso area students develop the necessary entrepreneurial skills to compete in the 21<sup>st</sup> century global economy.</i></p>		

**MINUTES**  
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		MRS. CAZARES	MR. CORONADO	MRS. GONZALEZ	MRS. JORDAN	MRS. QUINTANA	MR. RODRIGUEZ	MRS. SANCHEZ	Regular Meeting Board of Trustees Tuesday, March 10, 2009 • 6:00 pm  Canutillo ISD Administration Office 7965 Arcraft Rd. – El Paso, Texas 79932	
									<b>Item:</b>	<b>Ref:</b>
Motion								X	Motion to adopt Resolution 20091 supporting financial literacy education passed.	
Second						X			I. Committee Reports	35
Ayes		X	X	X	X	X	X	X	1. Finance/Audit/Facilities/Planning Committee – Mrs. Sanchez, Chairperson (March 4, 2009)	
									Mrs. Sanchez made a request for the certified pay request from the contractor on construction at Alderete Middle School. On page 38 of the agenda, a correction needs to be made to the minutes of the March 4, 2009 committee meeting. Under Item E2 the date should be changed from 2/9/09 to 3/9/09.	
									J. Consent Agenda	40
									1. Approval of Budget Amendments	43
									2. Attendance, Financial and Warrant List for February 1-28, 2009 in the amount of \$1,123,281.45 (a correction was made for the record that the agenda indicated that this item was for the period January 1-31, 2009, but it is for February 1-28, 2009).	46
									3. Review and possible approval of 2009-2010 School Calendar	47
									4. Acceptance of donations to Canutillo ISD	
Motion								X	Motion to approve all items presented under the Consent Agenda passed.	
Second						X			2. Instruction and Student Affairs	
Ayes		X	X	X	X	X	X	X	A. NONE	
									3. Personnel	48
									A. Consideration of recommendation for non-renewal of probationary contract teacher	

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

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	MRS. CAZARES	MR. CORONADO	MRS. GONZALEZ	MRS. JORDAN	MRS. QUINTANA	MR. RODRIGUEZ	MRS. SANCHEZ	<b>Item:</b>	<b>Ref:</b>
								<p>The Board elected to move this agenda item to the end and proceeded with Item 3B.</p> <p>B. Consideration of recommendation for renewal of contract for professional personnel for the 2009-2010 school year</p> <p>Rene O’Donnell, Executive Director of Human Resources, presented a request for the renewal of contracts for professional personnel for the 2009-2010 school year.</p> <p>Discussion took place regarding the number of employees on growth plans.</p> <p>The motion to approve the renewal of contracts for 2009-2010 passed.</p> <p>C. Consultation with attorney regarding personnel investigation (Executive Session)</p> <p>The meeting was closed for Executive Session at 6:57 pm for discussion of personnel matters under <i>Texas Government Code</i> Section 551.074, to discuss Item 3A – consideration of recommendation for non-renewal of probationary contract teacher, and for consultation with attorney under <i>Texas Government Code</i> Section 551.071.</p> <p>The meeting reconvened into open session at 7:10 pm.</p> <p>Mrs. Renee O’Donnell presented the administration’s recommendation that the probationary contract of Linda Bordier not be renewed.</p> <p>The motion to not renew the probationary contract of Linda Bordier passed.</p> <p>D. Administrative Personnel Actions</p>	49
Motion Second Aye	X	X	X	X	X	X	X		
Motion Second Ayes	X	X	X	X	X	X	X		59

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

MRS. CAZARES	MR. CORONADO	MRS. GONZALEZ	MRS. JORDAN	MRS. QUINTANA	MR. RODRIGUEZ	MRS. SANCHEZ	<p>Regular Meeting  Board of Trustees  Tuesday, March 10, 2009 • 6:00 pm</p> <p>Canutillo ISD Administration Office  7965 Arcraft Rd. – El Paso, Texas 79932</p>	
							<b>Item:</b>	<b>Ref:</b>
							<p>1. Superintendent approved employment of personnel (No board action required)</p> <p>Yvonne Dominguez  Science Teacher, CMS – Effective 2/23/09</p> <p>Daniel Maldonado  Naval Science Instructor, CHS – Effective 2/9/09</p> <p>Gabriela Marquez  Instructional Coordinator, CMS – Effective 1/7/09</p> <p>Lashaunda Norman  PT Assistant Principal, NECHS – Effective 2/18/09</p> <p>Stephanie Taylor  PK Teacher, CES/BCE – Effective 2/16/09</p> <p>2. Superintendent approved position changes for personnel (no Board action required)</p> <p>Elizabeth Gutierrez  Art Teacher, CMS to Art Teacher, CHS – Effective 2/16/09</p> <p>Nancy Quiz  CEI Assistant to 504 Assistant – Effective 3/2/09</p> <p>Jose Sanchez  District Custodial Supervisor to District Lead Custodian – Effective 1/26/09</p> <p>3. Superintendent acceptance of resignations from personnel (no Board action required)</p> <p>William Scott Anderson  5<sup>th</sup> Bilingual Teacher, BCE – Effective 6/5/09</p> <p>Linda Bañuelos-Martinez  Risk Management Specialist, HR – Effective 3/13/09</p>	

**MINUTES**  
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**PUBLIC MEETING OF THE BOARD OF TRUSTEES**

	MRS. CAZARES	MR. CORONADO	MRS. GONZALEZ	MRS. JORDAN	MRS. QUINTANA	MR. RODRIGUEZ	MRS. SANCHEZ	<p>Regular Meeting  Board of Trustees  Tuesday, March 10, 2009 • 6:00 pm</p> <p>Canutillo ISD Administration Office  7965 Artcraft Rd. – El Paso, Texas 79932</p>	
								<b>Item:</b>	<b>Ref:</b>
								<p>John Foster  English Teacher, CHS – Effective 2/27/09</p> <p>Gary Mark  Art Teacher, CHS – Effective 1/16/09</p> <p>Susan Plotner  Librarian, CMS – Effective 6/20/09</p> <p>4. Superintendent acceptance of reports for retirement</p> <p>Diane Billingsley  6<sup>th</sup> Grade Teacher, CMS – Effective 6/5/09</p> <p>Becky Rood  Librarian, JDE – Effective 3/31/09</p> <p>Ralph Saenz  Music Teacher, AMS – Effective 6/5/09</p> <p>5. Employment termination of support personnel</p> <p>This information was provided to the Board of Trustees under separate cover.</p> <p>4. Business and Finance</p> <p style="padding-left: 20px;">A. NONE</p> <p>5. Administration</p> <p style="padding-left: 20px;">A. NONE</p> <p>6. Adjournment</p> <p>The meeting adjourned at 7:10 pm by unanimous consent.</p>	

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

								Special Meeting Board of Trustees Thursday, March 26, 2009 • 6:00 pm  Canutillo ISD Administration Office 7965 Arcraft Rd. – El Paso, Texas 79932	
	MRS. CAZARES	MR. CORONADO	MRS. GONZALEZ	MRS. JORDAN	MRS. QUINTANA	MR. RODRIGUEZ	MRS. SANCHEZ	<b>Item:</b>	<b>Ref:</b>
Present	X	X	X		X	X	X	<p>1. General Functions</p> <p>A. Call to Order at 6:03 pm</p> <p>B. Roll Call</p> <p>Vice-President, Yvonne Sanchez, presided over the meeting and announced that Board President, Shonda Jordan, would be arriving later and would preside over the meeting upon her arrival. Mrs. Jordan arrived at 6:27 pm.</p> <p>Presentation of Colors and the National Anthem.</p> <p>Mrs. Sanchez introduced the Canutillo ISD Board of Trustees</p> <p>C. Board of Trustees Business</p> <p>1. Sixteenth Annual BEEMS Conference – School Board Member Institute: Special presentation by Dr. Joe Bernal, former State Board of Education Member and former State Senator</p> <p>Remarks by Dr. Pam Padilla, Superintendent.</p> <p>Dr. James Vasquez, Executive Director of Region 19 Education Service Center, provided a legislative update and introduced Dr. Joe Bernal.</p> <p>Dr. Bernal’s presentation provided attendees with a history of bilingual education in the United States. He also provided in-depth information regarding the importance, needs, and success rates of bilingual education.</p> <p>2. Adjournment</p> <p>The meeting adjourned at 7:51 pm by unanimous consent.</p>	

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

		Special Meeting Board of Trustees Tuesday, March 31, 2009 • 6:00 pm							
		Canutillo ISD Administration Office 7965 Arcraft Rd. – El Paso, Texas 79932							
	MRS. CAZARES	MR. CORONADO	MRS. GONZALEZ	MRS. JORDAN	MRS. QUINTANA	MR. RODRIGUEZ	MRS. SANCHEZ	<b>Item:</b>	<b>Ref:</b>
Present	X		X	X	X		X	<p>1. General Functions</p> <p>A. Call to Order at 6:00 pm.</p> <p>B. Roll Call</p> <p>Mrs. Jordan announced that Mr. Rodriguez called to say he would be absent. Mr. Coronado was absent</p> <p>C. Committee Reports</p> <p>1. Finance/Audit/Facilities/Planning Committee Report (March 21, 2009)</p> <p>Mrs. Sanchez, Chairperson, reported on the March 21, 2009, walk-through of facilities. Mrs. Sanchez noted the concerns of the tour such as the cracked floors at the Canutillo High School field house, the field at Alderete Middle School, items at Canutillo Middle School and Garcia Elementary School.</p> <p>D. Consent Agenda</p> <p>1. Approval of Budget Amendments</p> <p>Motion to approve the consent agenda passed.</p> <p>E. Reports</p> <p>1. Update on FY2009-2010 Budget Process</p> <p>Tony Reza, Executive Director for Financial Services, presented current revenue estimates for the general fund, per capita campus allocations, per capita allocation by campus, campus budget-additional funds, State Compensatory &amp; Title I allocations by campus, and special programs allocations. Mr. Reza noted that revenue estimates will be updated as the administration receives more updated information and administration will enter salary estimates and campus and department budgets in April.</p>	4
Motion Second Ayes	X		X	X	X		X		14
									20

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

								Special Meeting Board of Trustees Tuesday, March 31, 2009 • 6:00 pm  Canutillo ISD Administration Office 7965 Arcraft Rd. – El Paso, Texas 79932	
	MRS. CAZARES	MR. CORONADO	MRS. GONZALEZ	MRS. JORDAN	MRS. QUINTANA	MR. RODRIGUEZ	MRS. SANCHEZ	<b>Item:</b>	<b>Ref:</b>
								<p>2. Presentation on Proposed Employee Benefits Program for 2009-2010</p> <p>Renee O'Donnell, Executive Director of Human Resources, and Randy McGraw, District Benefits Consultant, presented proposed changes to the District Health Plan for fiscal year 2009-2010. The presentation included recommendations from the District Health Benefit Committee. The Committee expressed an interest in getting the information to employees as soon as possible so that they can make educated decisions when enrolling for their health benefits next school year.</p> <p>A lengthy discussion took place regarding the proposed changes. Board members expressed concerns regarding the cost employees may have to contribute for their health insurance and the burden it may impose on them.</p> <p>F. Board of Trustees Business</p> <p>1. None</p> <p>2. Instruction and Student Affairs</p> <p>A. Consider waiver and/or modification to Policy EIC (LOCAL)</p> <p>Dr. Pauline Dow, Associate Superintendent, presented a request to modify policy EIC (LOCAL) to change the grade a student must earn to receive ten extra points from 80 to 75 (First Reading).</p> <p>Motion to modify policy EIC (LOCAL) to change the grade a student must earn to receive extra points from an 80 to a 75 and that this item be first reading failed.</p> <p>3. Personnel</p> <p>A. None</p>	29
Motion	X								
Second					X				
Ayes	X								
Nays			X	X	X		X		30

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

		MRS. CAZARES	MR. CORONADO	MRS. GONZALEZ	MRS. JORDAN	MRS. QUINTANA	MR. RODRIGUEZ	MRS. SANCHEZ	Special Meeting Board of Trustees Tuesday, March 31, 2009 • 6:00 pm  Canutillo ISD Administration Office 7965 Arcraft Rd. – El Paso, Texas 79932	
									<b>Item:</b>	<b>Ref:</b>
									4. Business and Finance	
									A. Approval of purchase of 12 Dell Computers for Canutillo Elementary School	34
Motion								X	Motion to approve the purchase of 12 Dell Computers for Canutillo Elementary School in the amount of \$10,066.44 passed.	
Second										
Ayes	X		X	X		X		X		
									B. Approval of purchase of TAKS Accelerated Reading Curriculum	35
Motion								X	Motion to approve the purchase of TAKS Accelerated Reading Curriculum in the amount of \$16,575.00 passed.	
Second										
Ayes	X		X	X		X		X	C. Consider change order for AMS project to add fencing and landscaping adjacent to the track, or authorize request for proposals for fencing and landscaping for AMS project	
									Architect, Gerry Gutierrez, provided board members with an overview of the site visit that took place on March 21, 2009, and stressed the importance and need for the fencing and polymer coated chad materials.	
									John Hudson, Athletic Coordinator at AMS, announced his efforts in securing \$1,550 in sponsorship of the scoreboard from various organizations.	
									Mr. Reza reported that the school district can do the fencing project in-house but the other items either need to go out to bid or can be done through a change order. Mr. Reza presented administration's recommendation that the general contractor take care of these items through a change order to the project.	
									Discussion took place on the best and most cost effective option for the District to pursue. The options of letting the general contractor take care of it, letting the school district take care of it or putting it out to bid were discussed.	

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

		Special Meeting Board of Trustees Tuesday, March 31, 2009 • 6:00 pm							
		Canutillo ISD Administration Office 7965 Arcraft Rd. – El Paso, Texas 79932							
	MRS. CAZARES	MR. CORONADO	MRS. GONZALEZ	MRS. JORDAN	MRS. QUINTANA	MR. RODRIGUEZ	MRS. SANCHEZ	<b>Item:</b>	<b>Ref:</b>
Motion									
Second									
Ayes	X		X	X	X		X	<p>Motion to approve a change order for the AMS project to add Franklin red screen with stabilizer at the football field, discus and volleyball areas, rit-rap at volleyball west slope and installation of stabilizer for scoreboard, not to include the scoreboard, in the amount of \$57,125 passed.</p> <p>D. Discussion of Canutillo High School Field House Mrs. Sanchez led a discussion regarding the condition of the Canutillo High School Field House. Because this is a brand new facility, she expressed concerns about the large cracks on the floor and stressed that the work done on the floor of the field house is not acceptable and asked for solutions to fix the floor.</p> <p>Solutions brought forward included general polymers, general polymers and vinyl composition tile – heavy duty VCT and indoor and outdoor extra heavy industrial carpet.</p> <p>David Kessinger, owner of CK Construction, indicated that his company would take care of the problem and stressed that there is not a structural problem with the building. Henry Ng, consulting engineer, verified that there are no structural issues with the building.</p> <p>The Finance/Audit/Facilities/Planning Committee will bring forth a recommendation for resolutions to the board at the next regular board meeting.</p> <p>5. Administration</p> <p>A. Approval of 2008-2009 District Goals and Performance Objectives</p> <p>Dr. Dow reviewed the first seven goals and performance objectives, explained the information gathering process and presented a request for the Board’s approval.</p> <p>Mrs. Gonzalez expressed concerns about the completeness of the document and not having it posted online. Dr. Dow clarified how the process begins with the principals’ retreat, is on-going and</p>	

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

		MRS. CAZARES	MR. CORONADO	MRS. GONZALEZ	MRS. JORDAN	MRS. QUINTANA	MR. RODRIGUEZ	MRS. SANCHEZ	Special Meeting Board of Trustees Tuesday, March 31, 2009 • 6:00 pm  Canutillo ISD Administration Office 7965 Arcraft Rd. – El Paso, Texas 79932	
									<b>Item:</b>	<b>Ref:</b>
Motion									that administration is looking at how other districts are posting their plans online so that it is readable and user friendly. Dr. Padilla also clarified that the bound materials the Board received are the goals and objectives only as mandated by state statute.	
Second								X	Motion to approve the 2008-2009 District Goals and Performance Objectives passed.	
Ayes	X				X	X		X		
Nays			X						B. Consider a modification to District Awards for Teacher Excellence (DATE) Cycle I Grant Program	38
Motion						X			Motion to consider a modification to District Awards for Teacher Excellence (DATE) Cycle I Grant Program passed.	
Second			X							
Ayes	X		X	X	X			X		
									6. Adjournment	
									The meeting adjourned at 8:55 pm by unanimous consent.	

**CANUTILLO ISD  
BOARD OF TRUSTEES  
ANTICIPATED AGENDA ITEMS  
2008-2009**

**STANDARD AGENDA ITEMS-----**

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

**APRIL-----**

Action Items

Approval of School Calendar

Other Items

Discussion of Preliminary Budget

Important Dates

Keep America Beautiful Month  
International Children's Book Day (Apr. 2)  
Former Prisoners of War Recognition Day (Apr. 9)  
Easter (Apr. 12)  
National Library Week (Apr. 12-18)  
School Librarian Day (April 14)  
National Student Leadership Week (Apr. 19-25)  
Public School Volunteer Week (Apr. 19-25)  
Patriot's Day (Apr. 20)  
Earth Day (Apr. 22)  
Administrative Professionals Day/Week (Apr. 22/Apr. 19-25)  
National Daughters & Sons to Work Day (Apr. 23)  
National Arbor Day (Apr. 24)

Events

NSBA Convention  
District Recognition of Clerical Staff  
Board Tour of Campuses



# Canutillo Independent School District

7965 Artcraft Rd.  
El Paso, Texas 79932

Mailing Address: PO Box 100  
Canutillo, Texas 79835

**Dr. Pam Padilla**  
*Superintendent*

(915) 877-7444  
FAX (915) 877-7414  
ppadilla@canutillo-isd.org

## MEMORANDUM

TO: Members of the Board of Trustees

FROM: Dr. Pam Padilla, Superintendent

DATE: April 8, 2009

SUBJECT: Community Scholars

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Sofia Larkin, representing Community Scholars, will introduce Canutillo High School students Sonia Alvarez, Isaac Rodarte, and Claudia Gandara who will present board members with a copy of their annual report.

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

Agenda Item: \_\_\_\_\_

Date: April 14, 2009

Subject: AMS Football Field & Other Enhancements

Presented By: Tony Reza

Consent Agenda X

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ACTION

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1. BACKGROUND INFORMATION:

The enclosed budget amendment will use interest earnings for the additional work at the AMS Football Field as well as increase the construction budget for campus #106.

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: Interest Earnings from the Construction fund.

IF GRANT, PLEASE PROVIDE THE FOLLOWING:

- GRANT AWARD: N/A
- GRANT PERIOD: N/A
- GRANT OBJECTIVES: N/A
- GRANTING AGENCY: N/A

PURPOSE OF THE AMENDMENT:

To increase the budget for the additional work needed at the AMS Football field. This work includes fencing in the football field, provide landscaping around the field and some rip-rap next to the volleyball courts. In addition, interest earnings will be used to increase the construction budget for campus #106.

HOW WILL THIS IMPACT EDUCATION:

This amendment will provide fencing and other enhancements for the football field at AMS as well as a construction budget for campus #106.

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

District Goal #7-All students will be educated in learning environments that are appropriate, safe, drug and violence-free, and conducive to learning.

TO: Dr. Pam Padilla

THROUGH: Tony Reza, Executive Director Financial Services

FROM: Kathy Ellis, Assistant Business Manager

SUBJECT: AMS Football Field and Campus #106

DATE: April 8, 2008

BUDGET CODE	CURRENT BUDGET	CHANGE	AMENDED BUDGET
691.81.6629.03.042.9.99 Football Field - AMS	1,746,738.00	85,125.00	1,831,863.00
691.00.8911.00.000.9.00 Equity Transfer		(219,356.00)	(219,356.00)
691.81.6629.09.106.9.99 Construction - #106	8,981,335.00	134,231.00	9,115,566.00
			-
			-
			-

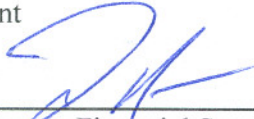
REASON FOR BUDGET AMENDMENT REQUEST: This amendment will use interest earnings for the additional work at the AMS Football Field as well as increase the construction budget for campus #106.



Superintendent

4-8-09

Date



Executive Director Financial Services

4/8/09

Date

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

Agenda Item: \_\_\_\_\_

Date: April 14, 2009

Subject: Canutillo High School - BJE #6208

Presented By: Tony Reza

Consent Agenda X

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ACTION

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1. BACKGROUND INFORMATION:

The enclosed budget amendment is to reallocate funds from function 11 to function 31 to purchase computers for the counseling center at CHS.

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 \_\_\_\_\_

MAR BJE 6208 Title: CHS/FIXED ASSETS-TECHNOLOGY

Date: 3/30/09

Reason:

FUNDING SOURCE: GENERAL ACCOUNT/INSTRUCTIONAL

PURPOSE OF AMENDMENT: TO PURCHASE COMPUTER UPGRADES FOR THE ACADEMIC COUNSELORS AT CHS

HOW WILL THIS IMPACT EDUCATION: BY ASSISTING STAFF MEMBERS WITH APPROPRIATE RESOURCES TO ACHIEVE STUDENT LEARNING BY CREATING LESSONS TO BE UTILIZED FOR CONNECTION TO POST-SECONDARY PURSUITS

WHAT DISTRICT/CAMPUS GOALS WILL BE MET: STUDENTS WILL BE BETTER PREPARED REACHING ACADEMIC GOALS AND WILL BE PREPARED TO GRADUATE ON TIME AND RECEIVE TIMELY ASSISTANCE  
DISTRICT GOAL #5

Mode: **Change**

F3=Exit

F5=Reset F12=Cancel

Cancel? N

TO: Dr. Pam Padilla, Superintendent

THROUGH: Tony Reza, Executive Director Financial Services


FROM: Kathy Ellis, Assistant Business Manager

SUBJECT: Canutillo High School - BJE #6208

DATE: April 8, 2009

BUDGET CODE	CURRENT BUDGET	CHANGE	AMENDED BUDGET
199.11.6398.00.001.9.11 Fixed Assets - Technology	18,250.00	(3,228.24)	15,021.76
199.31.6398.00.001.9.99 Fixed Assets - Technology	2,658.00	3,228.24	5,886.24

REASON FOR AMENDMENT REQUEST - This budget amendment is to reallocate funds from function 11 to function 31 to purchase computers for the counseling center at CHS..

  
\_\_\_\_\_  
Superintendent

4-8-09  
\_\_\_\_\_  
Date

  
\_\_\_\_\_  
Executive Director Financial Services

4/8/09  
\_\_\_\_\_  
Date



## Canutillo Independent School District

7965 Artcraft Rd.  
El Paso, TX 79932

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

### *FINANCIAL SERVICES*

(915) 877-7425  
Fax (915) 877-7415

TO: Board of Trustees

April 2, 2009

THROUGH: Tony Reza  
Executive Director

FROM: Kathy Ellis

*K. Ellis*

SUBJECT: Approval of Warrant List for March 1, 2009 through March 31, 2009

Enclosed in your packet is the warrant list for March 1, 2009 through March 31, 2009.  
I recommend its approval in the amount of: **\$880,280.075.**

# CANUTILLO INDEPENDENT SCHOOL DISTRICT

Monthly ADA and Last Day Enrollment  
As of March 31, 2009

<u>Campus</u>	<u>March ADA</u>	<u>Enrollment 3/31/09</u>
Canutillo Elementary School	631.24	680
Deanna Davenport Elementary School	404.12	432
Jose H. Damian Elementary School	442.00	493
Bill Childress Elementary School	466.76	508
Gonzalo and Sofia Garcia Elementary School	585.52	634
Canutillo Middle School	649.79	681
Jose J. Alderete Middle School	567.47	591
Canutillo High School	1389.97	1528
Northwest Early College High School	100.58	104
	<hr/>	<hr/>
DISTRICT TOTALS	5237.45	5651
Ineligible students (Tuition is not collected.)		23
		<hr/>
GRAND TOTAL ENROLLMENT	36	5674

# CANUTILLO INDEPENDENT SCHOOL DISTRICT

## Monthly ADA Comparison March 2009

<u>Campus</u>	Previous month February 2009 <u>ADA</u>	Current month March 2009 <u>ADA</u>	Previous year March 2008 <u>ADA</u>
Canutillo Elementary School	627.95	631.24	648.82
Deanna Davenport Elementary School	398.15	404.12	465.07
Jose H. Damian Elementary School	438.58	442.00	435.64
Bill Childress Elementary School	466.17	466.76	480.24
Gonzalo and Sofia Garcia Elementary School	579.67	585.52	501.87
Canutillo Middle School	640.10	649.79	627.74
Jose J. Alderete Middle School	566.70	567.47	547.66
Canutillo High School	1400.47	1389.97	1460.00
Northwest Early College High School	98.55	100.58	
*DISTRICT TOTALS	5216.34	5237.45	5167.04

\*Does not include ineligible students<sup>37</sup>

# CANUTILLO INDEPENDENT SCHOOL DISTRICT

Year-to-Date Average Daily Membership and ADA  
August 25, 2008 through March 31, 2009

<u>Campus</u>	<u>ADM</u>	<u>ADA</u>	<u>ATT %</u>
Canutillo Elementary School	649.37	627.25	96.6%
Deanna Davenport Elementary School	420.01	407.75	97.1%
Jose H. Damian Elementary School	468.78	451.01	96.2%
Bill Childress Elementary School	483.54	467.66	96.7%
Gonzalo and Sofia Garcia Elementary School	596.79	578.79	97.0%
Canutillo Middle School	681.00	652.11	95.8%
Jose J. Alderete Middle School	591.63	571.77	96.6%
Canutillo High School	1558.93	1453.22	93.2%
Northwest Early College High School	98.94	95.56	96.6%
<hr/>			
*DISTRICT TOTALS	5548.99	5305.12	95.6%

\*Does not include ineligible students<sup>38</sup>

CANUTILLO INDEPENDENT SCHOOL DISTRICT  
OFFICE OF THE SUPERINTENDENT

POST OFFICE BOX 100  
CANUTILLO, TEXAS 79835

Agenda Item:

Date: April 17, 2009

Subject: Service Learning Grant

Presented By: Ms. Sylvia Gonzalez

Consent Agenda XX

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**ACTION**

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1. BACKGROUND INFORMATION:

Learn and Serve America: School-Based Program Grants are designed to assist in developing high-quality service-learning programs in elementary and secondary schools. Learn and Serve America supports school-based programs, composed of Local Education Agencies (LEAs) and their community partners that provide youth with opportunities to learn and develop their own capabilities through service-learning. Service-learning is an educational method which engages young people in service to their communities as a means of developing a lifelong ethic of service, enriching their academic learning, promoting personal growth, and helping them to develop the skills needed for productive citizenship.

Canutillo ISD has participated in this grant program for six years, consecutively. Through information gathered from surveys and discussions, CISD youth and stakeholders identified the following areas as potential needs to be addressed through service-learning:

Campus and community beautification projects, teen dating violence prevention, teen substance abuse prevention, financial literacy education, college preparation, and overall increased academic achievement.

The Canutillo Service Learning Project (CLSP) will incorporate service learning at all nine CISD campuses.

See attached for summary of grant budget.

2. SUPERINTENDENT RECOMMENDATION:

Superintendent recommends that the Board approve continuation of Service Learning Grant Program at all nine campuses.

3. BOARD ACTION REQUESTED:

Move to approve Learn and Serve America: School-Based Program Grant.

MOTION: \_\_\_\_\_ SECOND: \_\_\_\_\_

FOR: \_\_\_\_\_ AGAINST: \_\_\_\_\_

<p><b>For TxCSL Use Only</b> Adjustments and/or annotations made on this have been confirmed with</p> <p>by telephone/FAX on _____ by _____ of TxCSL.</p>	<p><b>TEXAS CENTER FOR SERVICE-LEARNING</b></p>  <p><b>Learn &amp; Serve Texas Grant</b></p>	<p>Organization _____ County District No. _____</p> <p>School Year:  <input type="checkbox"/> 2009-2010  <input type="checkbox"/> 2010-2011  <input type="checkbox"/> 2011-2012</p> <p>ESC No. _____ Amendment No. _____</p>
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**Section #5-Budget Summary**

<p><b>Program Authority:</b> The National and Community Service Act of 1990, 42 USC 12521 et. seq. (Learn and Serve America School-Based Programs)</p>	<p><b>Fund Code: 222</b></p>
--	------------------------------

**Project Period: September 1, 2009, through August 31, 2010**

Class/Object Code and Description			Grant Funds	Matching Funds	Total Budget
Payroll Costs	5B	6100	\$4,000.00	\$30,000.00	\$34,000.00
Professional and Contracted Services	5C	6200	\$1,000.00		\$1,000.00
Supplies and Materials	5D	6300	\$20,000.00		\$20,000.00
Other Operating Costs	5E	6400	\$5,000.00		\$5,000.00
<b>Grand Total</b>					
Total Budgeted Costs:			\$30,000.00	\$30,000.00	\$60,000.00

<b>Shared Services Arrangement (SSAs only)</b>					
6493	Payments to Member Districts of Shared Services Arrangements				

<b>Eligible Amount (complete per the directions on page 13 in the Instructions)</b>																																			
<u>INDIVIDUAL DISTRICTS</u>			<u>SHARED SERVICES ARRANGEMENTS</u>																																
<input type="checkbox"/> ADA to 499 students \$10,000 <input type="checkbox"/> 500 to 2,999 students \$20,000 <input checked="" type="checkbox"/> 3,000 to 9,999 students \$30,000 <input type="checkbox"/> 10,000 to 24,999 students \$50,000 <input type="checkbox"/> 25,000 to 49,999 students \$80,000 <input type="checkbox"/> 50,000 students or more \$110,000	<table style="width:100%; border-collapse: collapse;"> <tr> <td style="width:15%;"># Districts</td> <td style="width:45%;"></td> <td style="width:15%;">Grant \$</td> <td style="width:25%;">Total \$</td> </tr> <tr> <td></td> <td>ADA to 499 students</td> <td style="text-align: right;">\$</td> <td style="text-align: right;">\$</td> </tr> <tr> <td></td> <td>500 to 2,999 students</td> <td style="text-align: right;">\$</td> <td style="text-align: right;">\$</td> </tr> <tr> <td></td> <td>3,000 to 9,999 students</td> <td style="text-align: right;">\$</td> <td style="text-align: right;">\$</td> </tr> <tr> <td></td> <td>10,000 to 24,999 students</td> <td style="text-align: right;">\$</td> <td style="text-align: right;">\$</td> </tr> <tr> <td></td> <td>25,000 to 49,999 students</td> <td style="text-align: right;">\$</td> <td style="text-align: right;">\$</td> </tr> <tr> <td></td> <td>50,000 students or more</td> <td style="text-align: right;">\$</td> <td style="text-align: right;">\$ _____</td> </tr> <tr> <td colspan="4" style="text-align: right;"><i>TOTAL or \$140,000, whichever is less</i></td> </tr> </table>	# Districts		Grant \$	Total \$		ADA to 499 students	\$	\$		500 to 2,999 students	\$	\$		3,000 to 9,999 students	\$	\$		10,000 to 24,999 students	\$	\$		25,000 to 49,999 students	\$	\$		50,000 students or more	\$	\$ _____	<i>TOTAL or \$140,000, whichever is less</i>					
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CANUTILLO INDEPENDENT SCHOOL DISTRICT  
OFFICE OF THE SUPERINTENDENT  
POST OFFICE BOX 100  
CANUTILLO, TEXAS

Agenda Item: J4

Date: April 14, 2009

Subject: Approval of Purchase of Microscopes and Science Equipment for the Northwest Early College High School

Presented By: Peggy Gustafson

Consent Agenda: X

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ACTION

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1. BACKGROUND INFORMATION:

As stated in Board Policy CH(Local), any single budgeted purchase of goods or services that costs \$10,000 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 microscopes and science equipment for the Northwest Early College High School from the Science Lab Company utilizing the Region 19 bid in the amount of \$10,178.61. All pertinent information will be included in the Friday Packets.

2. SUPERINTENDENT RECOMMENDATION:

The Superintendent recommends approval of purchase of microscopes and science equipment for the Northwest Early College High School from the Science Lab Company utilizing the Region 19 bid in the amount of \$10,178.61.

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: J5

Date: April 14, 2009

Subject: Approval of Purchase of Printed Forms from the UTEP Printshop

Presented By: Janine Hammock

Consent Agenda: X

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ACTION

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1. BACKGROUND INFORMATION:

As stated in Board Policy CH(Local), any single budgeted purchase of goods or services that costs \$10,000 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 printed forms from the UTEP Printshop utilizing the existing interlocal agreement in the amount not to exceed \$15,000.00.

2. SUPERINTENDENT RECOMMENDATION:

The Superintendent recommends approval of the purchase of printed forms from the UTEP Printshop utilizing the existing interlocal agreement in the amount not to exceed \$15,000.00.

3. BOARD ACTION REQUESTED:

The Board of Trustees approves the Superintendent's recommendation.

MOTION \_\_\_\_\_ SECOND \_\_\_\_\_

AYES \_\_\_\_\_ NAYS \_\_\_\_\_

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

Agenda Item:

Date: April 14, 2009

Subject: Approval of Extension of Depository Contract RFP 05-10

Presented By: Tony Reza

Consent Agenda: \_\_\_\_\_

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**ACTION**

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**1. BACKGROUND INFORMATION:**

The Administration is recommending that we extend the depository contract RFP 05-10. This recommendation is based on the exceptional service that *Wells Fargo* has provided to the District in the last several years. Moreover, *Wells Fargo* is one of the few financial institutions that earned a profit last year. This extension will allow the Administration to move forward without an interruption of services.

**2. SUPERINTENDENT RECOMMENDATION:**

Recommend approval of the extension of Depository Contract RFP 05-10.

**3. BOARD ACTION REQUESTED:**

The Administration requests a motion to accept the extension of Depository Contract RFP 05-10.

**MOTION** \_\_\_\_\_ **SECOND** \_\_\_\_\_

**FOR** \_\_\_\_\_ **AGAINST** \_\_\_\_\_

# Canutillo Independent School District

## FY2009-2010 Budget Update

Presented by

Tony Reza, Executive Director for  
Financial Services

Tuesday, April 14, 2009



# Current Revenue Estimates for the General Fund

	<u>2009 (Adopted)</u>	<u>2010 (Estimated)</u>	<u>Difference</u>
Local Sources	\$13,934,883	14,962,321*	\$ 1,027,438
State Sources	26,866,049***	26,657,612**	(208,437)
Federal Sources	<u>3,623,853</u>	<u>4,085,199</u>	<u>461,346</u>
Total Revenues	<u>\$44,424,785</u>	<u>\$45,705,132</u>	<u>\$ 1,280,347</u>

\*Based on PROJECTED CAD assessed property values of **\$1,316,063,702**  
at a maintenance and operations tax rate of **\$1.04** per \$100 of valuation

\*\*Based on PROJECTED CPTD assessed property values of **\$1,270,689,217**

\*\*\*Based on CPTD assessed property values of **\$1,028,898,152**  
Prior Year Certified CAD assessed property values of **\$1,212,961,938**

# Current Budget Activities

- Rolled over salaries from prior year, no salary increases entered
- Increased campus budgets based on increased enrollment and SCE allocations
- Inputted department budgets based on budget submissions
- Increased utilities and property insurance amounts
- Some department and campus FY2010 budgets still need to be entered

# Budget Activities-continued

- Increased health care budgets by 43% and gets District to FY2006-2007 level of contribution
- Moved over 4 FTEs from federal to the local budget in School Resources
- Move one FTE from CHS to Human Resources – Receptionist for Central Office for security reasons
- Moved one FTE from Financial Services to School Resources as part of reorganization

# 2009-2010 Current Preliminary Budget Operating Fund - By Campus

	2008-2009	2009-2010	INCREASE
ORGANIZATION	ADOPTED BUDGET	PROPOSED BUDGET	(DECREASE)
	(1)	(2)	(2) - (1)
CANUTILLO HIGH	8,223,236	8,580,860	357,624
NECHS	276,378	922,936	646,558
CANUTILLO MIDDLE	4,159,386	4,157,650	-1,736
ALDERETE MIDDLE	3,703,101	3,793,525	90,424
CANUTILLO ELEMENTARY	3,543,542	3,628,463	84,921
DAVENPORT ELEMENTARY	2,733,672	2,869,570	135,898
DAMIAN ELEMENTARY	2,892,513	2,979,816	87,303
CHILDRESS ELEMENTARY	2,922,294	2,936,656	14,362
GARCIA ELEMENTARY	2,782,931	3,075,954	293,023
<b>TOTAL CAMPUSES</b>	<b>31,237,053</b>	<b>32,945,430</b>	<b>1,708,377</b>
<b>High Schools</b>	<b>8,499,614</b>	<b>9,503,796</b>	<b>1,004,182</b>
<b>Middle School</b>	<b>7,862,487</b>	<b>7,951,175</b>	<b>88,688</b>
<b>Elementary Schools</b>	<b>14,874,952</b>	<b>15,490,459</b>	<b>615,507</b>
<b>Total</b>	<b>31,237,053</b>	<b>32,945,430</b>	<b>1,708,377</b>

# 2009-2010 Current Preliminary Budget Operating Fund - By Department

ORGANIZATION	FY2008-2009 Budget (1)	FY2009-2010 Budget (2)	(DECREASE) (2)-(1)	(DEC.) %
SUMMER SCHOOL	53,341	83,926	30,585	57.34%
SUPERINTENDENT	406,612	407,648	1,036	0.25%
BOARD OF TRUSTEES	66,500	67,500	1,000	1.50%
TAX COLLECTIONS	268,677	278,677	10,000	3.72%
HUMAN RESOURCES	536,315	568,459	32,144	5.99%
BUSINESS SERVICES	728,146	693,041	-35,105	-4.82%
SCHOOL RESOURCES	780,275	1,252,488	472,213	60.52%
TEXTBOOKS	108,856	110,682	1,826	1.68%
PUBLIC INFORMATION	156,498	166,046	9,548	6.10%
INTERNAL AUDIT	87,554	89,097	1,543	1.76%
ASSOCIATE SUPERINTENDENT	169,827	172,988	3,161	1.86%
DAY CARE	178,705	202,865	24,160	13.52%
ADULT LITERACY	54,276	56,291	2,015	3.71%
FOOD SERVICE	2,098,439	2,173,552	75,113	3.58%
PUPIL TRANSPORTATION	1,434,080	1,395,805	-38,275	-2.67%
EXTERNAL FUNDING	82,173	82,878	705	0.86%
WAREHOUSE	138,230	155,321	17,091	12.36%
FACILITIES	961,408	1,094,646	133,238	13.86%
ACCELERATED INSTRUCTION	481,854	483,222	1,368	0.28%
CAREER & TECH. EDUCATION	204,205	608,983	404,778	198.22%
SPECIAL EDUCATION	1,079,595	1,114,108	34,513	3.20%
ACADEMIC LANGUAGE SERVICES	227,394	227,394	0	0.00%
STUDENT SUPPORT	228,732	230,502	1,770	0.77%
DISTRICT WIDE	2,656,040	2,616,219	-39,821	-1.50%
<b>TOTAL DEPARTMENTS</b>	<b>13,187,732</b>	<b>14,332,338</b>	<b>1,144,606</b>	<b>8.68%</b>

# CURRENT Estimated Revenues Less Current Expenditures

<b>Current Estimated Revenues</b>	<b>\$45,705,132</b>
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**(Based on projected property values of 1,316,063,702 @ \$1.040000)**

<b>Current Preliminary Budget</b>	<b><u>47,277,858</u></b>
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<b>Revenues less Expenditures</b>	<b>(\$1,572,726)</b>
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**THESE AMOUNTS ARE A WORK IN PROCESS AND WILL  
CHANGE**

# *Current conclusions*

Revenues estimates will be updated as the Administration receives more updated information

Administration needs to review staffing ratios, school calendars and department budgets for possible budget adjustments

Administration reviewing pending Legislative funding bills and information on the federal stimulus bill

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

Subject: Contract Renewals for Professional Personnel      Date: April 14, 2009  
for the 2009 - 2010 School Year

Presented by: Renée O'Donnell      Consent Agenda: \_\_\_\_\_

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**ACTION**  
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1. **BACKGROUND INFORMATION**

The professional personnel recommended for contract renewal for the 2009-2010 have been included in this exhibit.

2. **SUPERINTENDENT RECOMMENDATION:**

Recommend approval of contract renewal for professional personnel.

3. **BOARD ACTION REQUESTED**

Motion to approve contract renewals for professional personnel for the 2009-2010 school year as recommended by the Superintendent.

MOTION: \_\_\_\_\_      SECOND: \_\_\_\_\_

FOR: \_\_\_\_\_      AGAINST: \_\_\_\_\_

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

**PROFESSIONAL PERSONNEL CONTRACT RENEWALS 2009-2010**

<b>Employee Name</b>	<b>Campus</b>	<b>Current Contract Type</b>	<b>Advancing Contract Type</b>
Luz, Carrillo Selenia	NECHS	Probationary w/Inc. NECHS Cert Addendum	Probationary w/Inc. NECHS Cert Addendum
Hernandez, Carolina Isela	CHS	Probationary w/Inc. Cert ESOL Addendum	Probationary w/Inc. ESOL Addendum
Garrett, Norma M.	CHS	Probationary w/Inc Cert ESOL Addendum	Probationary w/Inc. Cert ESOL Addendum
Romo, Angelica	CHS	Probationary w/Inc. ACP Addendum	Probationary w/Inc. ACP Addendum
Ramos, Estella N	AMS	Probationary w/Inc. ACP Addendum	Probationary w/Inc. ACP Addendum

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

Subject: Administrative Personnel Actions for                      Date: April 14, 2009  
Board of Trustee Information Only

Presented by: Renée O'Donnell                      Consent Agenda: \_\_\_\_\_

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**ACTION**  
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**1. BACKGROUND INFORMATION**

**Superintendent approved employment of personnel:**

Sandra Batencourt.....PT Bus Monitor.....Effective 3/6/09  
Rita Dominguez .....PT Food Service Helper, CMS .....Effective 4/1/09  
Toni Blaes .....Administrative Asst., Supt's. Office .....Effective 3/9/09  
Guadalupe García.....FT Helper, GES.....Effective 3/6/09  
Norma Garrett .....English Teacher, CHS.....Effective 3/25/09  
Patricia Martin.....Special Education Aide, CHS .....Effective 4/1/09  
Olga Montoya .....Travel Clerk, Financial Services.....Effective 4/6/09  
Diana Ramirez.....Counselor Clerk, CHS.....Effective 3/11/09  
Estella Ramos.....Art Teacher, AMS.....Effective 3/23/09  
Angelica Romo .....Business Teacher, CHS.....Effective 4/1/09  
Cheryl Villela.....PT Food Service Helper, CES .....Effective 3/6/09

**Superintendent approved position changes for personnel:**

Bertha Castañeda  
FS Helper, BCE to FS Baker, BCE .....Effective 3/23/09

Denise Clevenger  
Curriculum Lead Teacher to Interim Testing Coordinator.....Effective 3/2/09

María Mares  
FS Helper, NECHS, to FS Baker, CES .....Effective 3/23/09

Sheryl Maxsom  
Assistant Principal, GES, to Interim Principal, GES.....Effective 3/11/09

**Superintendent approved resignations:**

None

**Superintendent approved retirements:**

Margaret Gonzales  
7/8 Social Studies Teacher, CMS .....Effective 6/5/09

Pablo Ortega  
6<sup>th</sup> Grade Bilingual Teacher, CMS .....Effective 6/17/09

Juan Sybert-Coronado  
Social Studies Teacher, NECHS.....Effective 6/12/09

Maria D. Reyes  
Spanish Teacher, CMS.....Effective 6/5/09

**Termination of Support Personnel**

None

2. **BOARD ACTION REQUESTED**

No action required.

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

Agenda Item: 4B

Date: April 14, 2009

Subject: Approval of Chain Link Fencing for the AMS Athlete Field Improvements

Presented By: Tony Reza

Consent Agenda: \_\_\_\_\_

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ACTION

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1. BACKGROUND INFORMATION:

As stated in Board Policy CH(Local), any single budgeted purchase of goods or services that costs \$10,000 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 chain link fencing for the AMS Athletic Field Improvements. All pertinent will be included in the Board Packets.

2. SUPERINTENDENT RECOMMENDATION:

The Superintendent recommends the purchase of purchase of chain link fencing for the AMS Athletic Field Improvements.

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: 4C

Date: April 14, 2009

Subject: Approval of Purchase of Portable Chemistry Lab Building for Northwest Early College High School

Presented By: Tony Reza

Consent Agenda: \_\_\_\_\_

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ACTION

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1. BACKGROUND INFORMATION:

As stated in Board Policy CH(Local), any single budgeted purchase of goods or services that costs \$10,000 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 a portable chemistry lab building for the Northwest Early College High School not to exceed \$150,000.00.

2. SUPERINTENDENT RECOMMENDATION:

The Superintendent recommends approval of purchase of a portable chemistry lab building for the Northwest Early College High School not to exceed \$150,000.00.

3. BOARD ACTION REQUESTED:

The Board of Trustees approves the Superintendent's recommendation.

MOTION \_\_\_\_\_ SECOND \_\_\_\_\_

AYES \_\_\_\_\_ NAYS \_\_\_\_\_