

Agenda of Regular Meeting

The Board of Trustees Canutillo ISD

A Regular meeting of the Board of Trustees of Canutillo ISD will be held March 23, 2021, beginning at 3:00 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-OTHER** 3
 - A. Call to Order
 - B. Pledge of Allegiance
 - C. Texas Pledge of Allegiance
 - D. Roll Call
 - E. Trustee Ethical Guidelines 6
 - F. CISD Vision and Mission Statements 13
2. **OPEN FORUM-OTHER**

Description: Any person wishing to address the Board during the period reserved for public comment at a Board meeting must sign up to be heard, in accordance with District policy BED(LOCAL):

 1. Each participant will be limited to three minutes to make comments to the Board.
 2. The Board is not permitted to discuss or act upon any issues that are not posted on the agenda for tonight's meeting.
3. **BOARD BUSINESS** 14
 - A. Discussion and possible action regarding conversion of Board of Trustees election procedure from at-large trustee elections to single member district elections.
4. **CONSENT AGENDA-VOTING**
 - A. *BUSINESS SERVICES*
 1. Approval of the Meeting Minutes
 - a. February 2, 2021 Special Board Meeting 16
 - b. February 23, 2021 Regular Board Meeting 18
 2. Approval of the Monthly Financials 23

Presenter: C. Pulley
 3. Approval of the Monthly Warrant List. 24

Presenter: C. Pulley
 4. Approval of the Monthly Donations. 25

Presenter: C. Pulley
 5. Approval of the Budget Amendments. 27

Presenter: C. Pulley

6.	Approval of Agreement between Canutillo ISD and Region 19 for School Board Member/Superintendent Continuing Education Services for 2020-2021. Presenter: P. Galaviz	30
7.	Approval of purchase from Apple Inc., in the amount of \$130,843.00 utilizing Texas DIR contract DIR-TSO-3789. Presenter: O. Rico	34
8.	Approval of Request of Proposal (RFP) 210007576 E-Rate Yr24 (2021-2022) Category 1 and 2. Purchase will be made to the awarded vendor. Total amount not to exceed \$200,000.00. Presenter: O. Rico	38
9.	Approval of Region 19 Texas Student Data Systems (TSDS) Support Cooperative 2020-2021 Memorandum of Understanding with Canutillo ISD ID #071907 in the amount of \$1,000. Presenter: O. Rico	43
B.	<i>HUMAN RESOURCES</i>	
1.	Approval of Policy Update 116. 1st Reading Presenter: M. Carrasco	46
2.	Approval for the renewal of contracts for administrators and other certified/non-certified administrators or professionals for the 2021-2022 school year.	
C.	<i>CURRICULUM</i>	
1.	Approval of Memorandum of Understanding (MOU) between Canutillo ISD and Grand Canyon University, College of Nursing and Health Care Professionals to allow nursing students to complete the practicum experience in our district. Presenter: M. Reyes	54
5.	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.



Texas Association of School Boards

Legal Services

P.O. Box 400 • Austin, Texas 78767-0400 • 512.467.3610 • 800.580.5345 • legal.tasb.org • legal@tasb.org

Serving Texas Schools Since 1949

Texas Governor Suspends Certain Provisions of Open Meetings Act Due to Coronavirus (COVID-19)

Published online in [TASB School Law eSource](#)

On March 16, 2020, Governor Greg Abbott granted a request from Attorney General Ken Paxton to temporarily suspend a limited number of open meeting laws to the extent necessary to allow telephonic or videoconference meetings and to avoid congregate settings in physical locations in response to the Coronavirus (COVID-19) disaster. Several of the suspended laws may offer flexibility for telephone or videoconference meetings conducted by Texas school boards. The order is effective immediately and will remain in effect until terminated by the Governor or until the March 13, 2020, disaster declaration is lifted or expires.

School boards were already permitted to conduct remote meetings by teleconference and videoconference, in accordance with applicable law. See TASB Legal Services' guidance on [Remote Participation in Board Meetings](#).

Now, however, statutory requirements to permit the public to attend and offer public testimony from a physical location, even during remote meetings, have been suspended, if the school district offers alternatives. In addition, several laws requiring the physical presence of a quorum have also been suspended.

According to the statement on the [Governor's website](#), if public officials are not holding a telephonic or videoconference meeting, all open meeting requirements apply.

The following suspended provisions of the Texas Open Meetings Act (OMA) are of greatest interest to Texas school boards. A full list of the [suspended laws](#) is available from the Office of the Attorney General.

Notice of Meetings

- **Normally districts post at central office and online.** Normally a school district must post notice of board meetings on a bulletin board at a place convenient to the public in the central administrative office of the district. Tex. Gov't Code § 551.051. In addition, the district must concurrently post notice of board meetings on the district's Internet website. Tex. Gov't Code § 551.056(b)(3). If notice of a board meeting is posted online continuously at least 72 hours before the meeting, the physical posting at central office need only be accessible during business hours. Tex. Gov't Code § 551.043.

- **Now physical posting is not required for remote meetings.** During the period of suspension, Section 551.051 regarding posting at central office and the portion of Section 551.043 requiring a district to post in a physical location in addition to posting online have been suspended. According to the suspension order, meeting notices for telephonic and videoconference meetings may be posted online only. The posting must still be online continuously for 72 hours, unless the emergency notice exception allows one-hour notice.
- **Online posting requires a conference number or link for use by the public.** The suspension order specifically requires that an online notice must include a toll-free dial-in number or a free-of-charge videoconference link, along with an electronic copy of any agenda packet.

Public Comment

- **Requirement for public comment suspended for remote meetings.** Normally, Texas Government Code section 551.007(b) requires a school board to allow each member of the public who desires to address the board regarding an item on an agenda for an open meeting to address the board regarding the item at the meeting before or during the board's consideration of the item. The Governor's order suspends this provision.
- **"Alternate methods" for comment are required.** The order requires, however, that school districts offer alternative methods of communicating with district officials. For example, we might suggest a dedicated voicemail or email inbox. Consider having an administrator play or read the comments aloud to the board during the meeting.

Meetings by Teleconference

- **A board may meet by teleconference even absent an emergency.** Normally, Texas Government Code section 551.125(b)(1) limits the use of meetings by teleconference to an emergency or public necessity as defined by the OMA. For now, that provision is suspended; however, meeting by teleconference remains appropriate only if it would be difficult or impossible for a quorum of the board to gather in one location.
- **Notice, quorum, and audio recording still required.** A quorum is still required to conduct a meeting, even by teleconference. A meeting by teleconference still must be posted in accordance with the OMA. A meeting by teleconference must be audio recorded, and the recording must be available to the public.
- **The public must have access through a conference call or link.** The district does not have to open a physical location for the public, but the public must have dial-in or conference capability allowing for two-way communication. According to the suspension order, the dial-in number or videoconference link provided in the notice must make the meeting audible to members of the public and allow for their two-way communication. Other specifications about the quality of the audio have been suspended.

Meetings by Videoconference

- **A quorum does not have to gather in a single physical location.** Normally to conduct a meeting by videoconference pursuant to Texas Government Code section 551.127, a quorum of the school board must be in a single physical location. That requirement, as well as the requirement to post the physical location of the quorum, has been suspended. Consequently, during the period of suspension, a school board may meet by videoconference with all members in separate locations. All members participating by videoconference are considered present.
- **Notice, quorum, and audio recording still required.** A quorum is still required to conduct a meeting, even by videoconference. Notice of a meeting by videoconference still must be posted in accordance with the unsuspended OMA provisions. A meeting by videoconference must be at least audio recorded, and the recording must still be available to the public.
- **The technical requirements have been alleviated.** All requirements regarding the quality of the video and audio, including the requirement that the videoconference comply with technological standards set by the Department of Information Resources (DIR), have been suspended.
- **The public must have access through a conference call or link.** The district does not have to open a physical location for the public, but the public must have dial-in or conference capability allowing for two-way communication. According to the suspension order, the dial-in number or videoconference link provided in the notice must make the meeting audible to members of the public and allow for their two-way communication. According to the statement on the [Governor's website](#), officials who hold videoconference meetings are encouraged to provide for participation via telephone for members of the public without videoconferencing capability.

If you have questions about the suspension order, you may contact the Office of the Attorney General at 888.672.6787 or via email at TOMA@oag.texas.gov. If you have questions about teleconference and videoconference capabilities offered by the Texas Department of Information Resources, you may visit dir.texas.gov or call 512.475.4700.

As always, we encourage you to consider your options in consultation with your school attorney.

This document is continually updated, and references to online resources are hyperlinked, at tasb.org/services/legal-services/tasb-school-law-esource/governance/documents/texas-governor-suspends-certain-provisions-of-oma.pdf. For more information on this and other school law topics, visit TASB School Law eSource at schoollawesource.tasb.org.

This document is provided for educational purposes only and contains information to facilitate a general understanding of the law. It is not an exhaustive treatment of the law on this subject nor is it intended to substitute for the advice of an attorney. Consult with your own attorneys to apply these legal principles to specific fact situations.

TRUSTEE ETHICAL GUIDELINES

CANUTILLO INDEPENDENT SCHOOL DISTRICT

1. Student-Centered Focus

- 1.1 I will be continuously guided by what is best for all students of the District.

TRUSTEE ETHICAL GUIDELINES

2. Equity in Attitude

- 2.1 I will be fair, just, and impartial in all my decisions and actions.
- 2.2 I will accord others the respect I wish for myself.
- 2.3 I will encourage expressions of different opinions and listen with an open mind to others' ideas.

3. Honor in Conduct

- 3.1 I will tell the truth.
- 3.2 I will share my views while working for consensus.
- 3.3 I will arrive at conclusions only after discussing all aspects of the issue at hand with my fellow Board members in meetings. I will respect the opinions of others and abide by the principle of majority-rule.
- 3.4 I will base my decisions on fact rather than supposition, opinion, or public favor.

4. Integrity of Character

- 4.1 I will refuse to surrender judgment to any individual or group at the expense of the District as a whole.
- 4.2 I will consistently uphold all applicable laws, rules, policies, and governance procedures.
- 4.3 I will not disclose information that is confidential by law or that will needlessly harm the District if disclosed.

5. Trustworthiness in Stewardship

- 5.1 I will be accountable to the public by representing District policies, programs, priorities, and progress accurately.
- 5.2 I will strive to involve the community by ensuring that it is fully and accurately informed about our schools and will try to interpret community aspirations to the school staff.
- 5.3 I will work to ensure prudent and accountable use of District resources.
- 5.4 I will recognize that authority rests only with the whole Board assembled in meeting and will make no personal promise to take private action that may compromise my performance or my responsibilities.
- 5.5 I will refer all complaints through the proper 'chain of command' within the system and will act on such complaints at public meetings only when administrative solutions fail.

TRUSTEE ETHICAL GUIDELINES

6. Commitment to Service

- 6.1** I will focus my attention on fulfilling the Board's responsibilities of goal setting, policymaking, and evaluation.
- 6.2** I will diligently prepare for and attend Board meetings;
I will notify, in advance, either the Board President or the Superintendent when I am unable to attend a Board meeting.
- 6.3** I will avoid personal involvement in activities the Board has delegated to the Superintendent.
- 6.4** I will seek continuing education that will enhance my ability to fulfill my duties effectively.

CANUTILLO A Premier District

VISION

Canutillo ISD is a premier district preparing tomorrow's best today with innovative, future-focused learning opportunities for every student.

MISSION

Our mission is to create rigorous, student-centered classrooms which develop future-ready students to compete in a global economy and thrive in a multicultural world.



#BeCanutillo
Preparing Tomorrow's Best Today



CANUTILLO A Premier District

Tomorrow's Best Today

Date: March 9, 2021
To: Board of Trustees
From: Steve Blanco via email
Subject: Redistricting Board Notes

The District may change its board members electoral process upon a motion from the board. Specifically, Chapter 11 of the Texas Education Code, and District Policy BBB (Legal), state that: “[t]he board of trustees of an independent school district, on its own motion, may order that trustees of the district are to be elected from single-member trustee districts or that not fewer than 70 percent of the members of the board of trustees are to be elected from single-member trustee districts with the remaining trustees to be elected from the district at large.”

Tex. Educ. Code Ann. § 11.052(a); Canutillo ISD BBB (LEGAL).

Section 11.052 of the Texas Education Code further mandates that an order adopted by the Board must be entered not later than the 120th day before the date of the first election at which all or some of the trustees are elected from single-member districts authorized by the order. TEX. EDUC. CODE ANN. § 11.052(d) (West).

Hearing and Notice Requirements

Before adopting an order establishing that the trustees of the District are to be elected from single-member trustee districts, the board must:

- (1) hold a public hearing at which registered voters of the district are given an opportunity to comment on whether they favor the election of trustees in the manner proposed by the board; and
- (2) publish notice of the hearing in a newspaper that has general circulation in the district, not later than the seventh day before the date of the hearing.

Tex. Educ. Code Ann. § 11.052; District Policy BBB (LEGAL).

District Voting, Trustee Resident Requirement, and Term Lengths

Under Texas Education Code Section 11.052 Single-Member Trustee Districts, “residents of each trustee district are entitled to elect one trustee to the board.” Tex. Educ. Code § 11.052(g).

Subsection (g) also promulgates residency requirements for trustee candidates. Specifically, “after the first election of trustees from single-member trustee districts, a candidate for trustee representing a single-member trustee district must be a resident of the district the candidate seeks to represent.” *Id.*

Canutillo Independent School District does not discriminate on the basis of race, color, religion, gender, sex, national origin, age, disability, military status, genetic information, or any other basis prohibited by law in its employment practices or in providing education services, activities, and programs, including career and technical education (vocational programs).

Street Address:
7965 Artcraft Rd.
El Paso, TX 79932

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

P: (915) 877-7400
F: (915) 877-7525
canutillo-isd.org

The elected trustee must be a resident of the district the trustee represents not later than: “(1) the 90th day after the date election returns are canvassed; or (2) the 60th day after the date of a final judgment in an election contest filed concerning that trustee district.” *Id.*

Additionally, Subsection (h) mandates that after the first election “at which some or all of the trustees are elected in a manner authorized by this section and after each redistricting, all positions on the board shall be filled.” Tex. Educ. Code § 11.052(h). Subsection (h) further requires that the then elected trustees “shall draw lots for staggered terms as provided by Section 11.059.” *Id.* Section 11.059 provides that:

- (a) A trustee of an independent school district serves a term of three or four years.
 - (b) Elections for trustees with three-year terms shall be held annually. The terms of one-third of the trustees, or as near to one-third as possible, expire each year.
 - (c) Elections for trustees with four-year terms shall be held biennially. The terms of one-half of the trustees, or as near to one-half as possible, expire every two years.
 - (d) A board policy must state the schedule on which specific terms expire.”
- Tex. Educ. Code § 11.059.

Thus, once the new trustees have been elected under the new structure, the Board will need to decide the terms of each new trustees’ tenure by drawing lots.

Meeting Minutes
Special Board Meeting During Disaster
Due to COVID-19
Tuesday, February 2, 2021 3:00 PM Central

Canutillo ISD Administration Office
7965 Arcraft
El Paso, TX 79932

1. GENERAL FUNCTIONS

1.A. Call to Order

The meeting was called to order at **3:16 pm** by Board President Coronado.

1.B. Roll Call

Trustees Hernandez, Mendoza, Payan, Rodriguez, Searls and Trout were present.

Trustee Coronado was absent however entered the meeting during Executive Session.

2. OPEN FORUM-OTHER

Any member of the community wishing to make a comment during Open Forum can send their comments to the following email address: BoardQuestions@canutillo-isd.org. Comments must be submitted prior to the meeting start time.

The Board is not permitted to discuss or act upon any issues that are not posted on the agenda for tonight's meeting.

3. BOARD OF TRUSTEE BUSINESS-OTHER

4. CLOSED SESSION

The meeting was closed at **3:21 pm** under Section 551.074 Texas Government Code.

4.A. Hear the DGBA Level III Grievance of J. Gonzalez.

5. EXECUTIVE SESSION

5.A. Consider DGBA Level III Grievance of J. Gonzalez.

6. NEW BUSINESS

The meeting reconvened into Open Session at **4:40 pm**

6.A. Discussion and possible action regarding the DGBA Level III Grievance for J. Gonzalez.

No action.

7. EXECUTIVE SESSION

The meeting was closed at **4:41 pm** under Texas Government Codes 551.071, 551.072 and 551.074.

7.A. Discussion regarding status of pending real estate transaction with JCGAR Ventures, LLC.

8. OPEN SESSION

The meeting reconvened into Open Session at **5:25 pm.**

8.A. Discussion and possible action to pending real estate transaction with JCGAR Ventures, LLC.
No action

9. ADJOURNMENT

The meeting adjourned at **5:27 pm** by unanimous consent.

Presented to the Board of Trustees for approval on **March 23, 2021**. The minutes reflect all agenda items in the order as originally posted and do not necessarily reflect the order in which they were discussed.

1. GENERAL FUNCTIONS-OTHER

1.A. Call to Order

The meeting was called to order at **3:02 pm** by Board President Coronado.

1.B. Pledge of Allegiance

The Pledge of Allegiance was led by Mrs. Mendoza and Mr. Hernandez.

1.C. Texas Pledge of Allegiance

The Texas Pledge of Allegiance was led by Mrs. Mendoza and Mr. Hernandez.

1.D. Roll Call

All trustees were present.

1.E. CISD Vision and Mission Statements

The CISD Vision Statement was read by Mrs. Trout and the CISD Mission Statement was read by Mrs. Searls.

1.F. Trustee Ethical Guidelines

The board discussed item 5.2: Trustworthiness in Stewardship of their Trustee Ethical Guidelines.

2. OPEN FORUM-OTHER

Any person wishing to address the Board during the period reserved for public comment at a Board meeting must sign up to be heard, in accordance with District policy BED(LOCAL):

1. Each participant will be limited to three (3) minutes to make comments to the Board.
2. The Board is not permitted to discuss or act upon any issues that are not posted on the agenda for tonight's meeting.

For further information on those policies, contact the Superintendents' Administrative Assistant.

Speaker #1: Mrs. Maribel Rodriguez expressed her concerns regarding the basketball program at Canutillo High School.

Speaker #2: Mr. Marc Gonzalez expressed his concerns regarding the basketball program at Canutillo High School.

Speaker #3: Mr. Juan Martinez expressed his concerns regarding the basketball program at Canutillo High School.

Speaker #4 (Comment submitted via email): Mr. Torres, Executive Director of NAMI, thanked the Board of Trustees for their support. He also thanked Mrs. Trout specifically for all her hard work and activism.

3. BOARD OF TRUSTEE BUSINESS

3.A. Mental Health Awareness (NAMI)

3.A.1. In 2019, Canutillo ISD designated February as the "Ending the Silence Month" in partnership with the National Alliance on Mental Illness (NAMI). This, February, we continue our District's support of mental health. Ending the Silence Month aims to raise community awareness concerning mental health.

Mrs. Trout discussed the importance of mental health and programs like NAMI.

*Please note Mrs. Trout left the meeting at **3:49 pm**.*

3.B. COVID-19 Updates

3.B.1. Vaccinations

Dr. Reyes gave updates regarding vaccinations and isolation/quarantine protocols. She informed the board that quarantine and isolation times have been reduced to 10 days. She noted that staff vaccinations would continue to be a priority. Any CISD staff member that has received the COVID-19 Vaccination would be asked to provide a copy of their vaccination record to the district. Finally, Dr. Reyes stated her department and the EL Paso Public Health Department are working together on Face Covering and Re-infection Protocols.

3.B.2. 2020-2021 Academic School Calendar Adjustment(s)

Dr. Kerney informed the board that all instructional minutes have been satisfied. The week of March 8 to 12, originally scheduled as an intersession, will now be used for professional development. During this week there will be a focus on reading academies, teacher incentive allotment development and new programs to enhance virtual instruction. She noted no changes have been made to the NWECH Calendar.

3.C. Report

3.C.1. Budget Update Report

Mrs. Pulley gave an update regarding the 2021-2022 Budget. She informed the board that the legislature will continue with the tax compression agreements as previously stated. She discussed the following priorities:

- Balanced Budget-no over extending
- Staffing vs Admin Cost Ratio- Remains a district goal however noted there is a need for instructional leadership to maintain the programs currently in place
- Annual payment for maintenance tax notes (\$1,155,571)- The first payment due on August 2021
- COVID related expenditures- This will be ongoing
- Facilities Maintenance- Funds need to be allocated to ensure facilities are maintained
- 2% Compensation Package for Local Funds (\$870,000)- For the upcoming school year.

Ms. Piekarski informed the board that there would be an increase of \$1,000,000.00 in local revenues however state revenues would offset this amount (no additional money). Ms. Piekarski stated the collection rate was on target. Mr. Coronado noted due to budgetary constraints in the upcoming year board priorities/projects would be challenging.

3.D. Lone Star Governance (LSG)

3.D.1. Discussion and possible action regarding the continuance of Lone Star Governance Exemplar Cohort Training.

The board decided to continue with LSG Training and possibly look into other training programs. Dr. Galaviz mentioned he was still waiting for a response from TEA regarding the substitution of Leadership ISD Training with LSG Training. Mr. Rodriguez asked Dr. Galaviz to find out if going through the entire LSG Training was necessary or could they simply fulfill the required Team of 8 training to receive their LSG Certification.

It was motioned by Mr. Rodriguez, seconded by Mr. Coronado and passed unanimously to approve the continuance of the Lone Star Governance Exemplar Cohort Training.

3.E. Superintendent of the Year (SOTY)

Mr. Coronado stated the board felt it was time to acknowledge Dr. Galaviz and the Canutillo ISD by nominating Dr. Galaviz as Superintendent of the Year.

It was motioned by Mr. Rodriguez and seconded by Mr. Payan and passed unanimously to approve the nomination of Dr. Pedro Galaviz for Superintendent of the Year.

Dr. Galaviz thanked the board for this nomination. He acknowledged his team and thanked them for all their hard work.

4. CONSENT AGENDA-VOTING

4.A. BUSINESS SERVICES

4.A.1. Approval of the Meeting Minutes

4.A.1.a. Approval of January 5, 2021 Meeting Minutes

4.A.1.b. Approval of January 20, 2021 Meeting Minutes

4.A.1.c. Approval of January 26, 2021 Meeting Minutes

4.A.2. Approval of the Monthly Financials

4.A.3. Approval of the Monthly Warrant List.

4.A.4. Approval of the Monthly Donations.

4.A.5. Approval of the Budget Amendments.

4.A.6. Approval of the Quarterly Investment Report

4.A.7. Approval of recommendation for final payment to CK Construction for the construction of the CHS Baseball and Softball Restroom and Concession Stand Project in the amount for \$29,848.49

4.A.8. Approval of recommendation for final payment to Excel Energy Group of the District-Wide LED retrofit project in the amount of \$71,319.25

4.A.9. Approval of recommendation for final payment to MNK Architects for A/E services provided for the CHS Baseball and Softball Restroom and Concession Stand Project in the amount of \$2,007.66

4.A.10. Approval to enter into Interstate Cooperative Contract between Canutillo Independent School District and the Texas Department of Information Resources Technology Contracts (Texas DIR)

4.B. CURRICULM

4.B.1. Approval of Memorandum of Understanding between Canutillo ISD and New Tech Network Partner Researchers

Approval of the Consent Agenda

It was motioned by Mrs. Searls, seconded by Mrs. Mendoza and passed unanimously to approve the Consent Agenda as presented.

5. EXECUTIVE SESSION

The meeting is to be closed under *Texas Government Code Sections 551.071, 551.072 and 551.074.*

The meeting was closed at **4:38 pm** under ***Texas Government Code Sections 551.071, 551.072 and 551.074.***

*It was noted by Mr. Blanco, legal counsel that 5.A.1 through 5.A.5 fall under **Texas Government Code Section 551.076.***

In addition, Mrs. Trout returned to the meeting during Executive Session.

5.A. Discussion regarding the 2020 Safety and Security Audit.

5.A.1. District Summary Executive Report

5.A.2. Campus Audit Summaries

5.A.2.a. High Schools

5.A.2.b. DAEP

5.A.2.c. Middle Schools

5.A.2.d. Elementary Schools

5.A.3. Security and Safety Audit

5.A.4. Recommendations

5.A.5. Next Steps

5.B. Update and discussion regarding real estate sale with JCGAR Ventures, LLC.

5.C. Discussion with legal counsel regarding status of L. Arevalo v. Canutillo ISD and settlement negotiations.

6. NEW BUSINESS (continued); OTHER

The meeting reconvened in to open session at 7:00 pm.

6.A. Discussion and possible action regarding real estate sale with JCGAR Ventures, LLC. It was motioned by Mrs. Trout and Seconded by Mrs. Mendoza to give administration the authority to proceed with the 60-day time extension under the terms as discussed in closed session.

Vote:

Mr. Coronado- Yes, Mr. Hernandez- Yes, Mrs. Mendoza- Yes, Mr. Payan- Yes, Mr. Rodriguez- Yes, Mrs. Searls- No and Mrs. Trout- Yes
Motion passed

6.B. Discussion and possible action regarding L. Arevalo v. Canutillo ISD. It was motioned by Mrs. Trout, seconded by Mrs. Mendoza and passed unanimously to give the authority to the insurance company as discussed in Executive Session.

7. ADJOURNMENT

The meeting adjourned at 7:04 pm by unanimous consent.

Presented to the Board of Trustees for approval on March 23, 2021. The minutes reflect all agenda items in the order as originally posted and do not necessarily reflect the order in which they were discussed.

Board of Trustees

Executive Summary of Board Agenda Item

Meeting Date: _____

Subject/Title for Agenda Posting:

Justification Statement:

Purpose of Agenda Item:

Information Discussion Action

Item Type:

Curriculum & Instruction HumanResources Business Services

Staff Responsible:

Signature of Requester(s)

Signature of Presenter(s)

C Pulley
Business Services Approval (Initials)

Date

Agenda Summary:

RECOMMENDATION:

PRIOR BOARD ACTION:

AWARDED:

AWARDED AMOUNT:

AMOUNT(S):

ACCOUNT NO(S):

PROCUREMENT METHOD TYPE: (3 Quotes, Cooperative Contract Quotes, Sole Source, Formal Bid)

REQUESTING DEPARTMENT:

CONSEQUENCES OF NON-APPROVAL:

IMPLEMENTATION TIMELINE:

ATTACHMENT(S):



Board of Trustees

Meeting Date: _____

Executive Summary of Board Agenda Item

Subject/Title for Agenda Posting:

Justification Statement:

Purpose of Agenda Item:

Information Discussion Action

Item Type:

Curriculum & Instruction HumanResources Business Services

Staff Responsible:

Signature of Requester(s)

Signature of Presenter(s)

C Pulley
Business Services Approval (Initials)

Date

Agenda Summary:

RECOMMENDATION:

PRIOR BOARD ACTION:

AWARDED:

AWARDED AMOUNT:

AMOUNT(S):

ACCOUNT NO(S):

PROCUREMENT METHOD TYPE: (3 Quotes, Cooperative Contract Quotes, Sole Source, Formal Bid)

REQUESTING DEPARTMENT:

CONSEQUENCES OF NON-APPROVAL:

IMPLEMENTATION TIMELINE:

ATTACHMENT(S):



Executive Summary of Board Agenda Item

Subject/Title for Agenda Posting: Acceptance of Donations Report

Justification Statement: Presentation for your review and acceptance of the Donation Report for the month of February 2021

Purpose of Agenda Item: Information Discussion Action
 Item Type: Curriculum & Instruction HumanResources Business Services

Staff Responsible: Cristina Pulley

Signature of Requester(s)

Signature of Presenter(s)

Cristina Pulley 03/01/2021

Business Services Approval (Initials) *Date*

Agenda Summary:

Presentation for your review and acceptance of the Donations Report for the month of February 2021

District Donations- \$34,120.61

RECOMMENDATION: Administration recommends the acceptance of Donations Report

PRIOR BOARD ACTION: Approved AWARDED: N/A AWARDED AMOUNT: N/A

AMOUNT(S) \$34,120.61

ACCOUNT NO(S) N/A

PROCUREMENT METHOD TYPE: (3 Quotes, Cooperative Contract Quotes, Sole Source, Formal Bid)
N/A

REQUESTING DEPARTMENT:
Financial Services Department

CONSEQUENCES OF NON-APPROVAL:
N/A

IMPLEMENTATION TIMELINE:
N/A

ATTACHMENT(S): ✓ Donations Report



CISD Approved February 2021 Donations

Board Approval Date: February 23, 2021						
Donor Name	Address	Donation	Campus/Department	Purpose of Donation	Value	
New Mexico State University		NMSU T-Shirts	Jose Damian Elementary School	To promote College Career Military Readiness through our Firebird University Thursdays	\$ 187.00	
UTEP Athletic Department		UTEP T-shirts; UTEP mittens	Jose Damian Elementary School	To promote College Career Military Readiness through our Firebird University Thursdays	\$ 90.00	
Walmart	702 SW, 8th Street Bentonville, AR 72716	Cash/Checks	Jose Alderete Middle School	To assist the PE department with equipment	\$ 1,000.00	
Walmart	702 SW, 8th Street Bentonville, AR 72716	Cash/Checks	Jose Alderete Middle School	To assist the PE department with sports equipment	\$ 2,000.00	
Action For Health Kids	600 W. Van Buren Suite 720 Chicago, IL 60607	Cash/Checks	Jose Alderete Middle School	To assist with sports equipment	\$ 1,000.00	
Helen of Troy	1 Helen of Troy Plz El Paso, TX 79912	Pufflers	Canutillo Middle School	To assist middle school offer virus protection through air cleaning	\$ 12,500.00	
Canutillo Football Booster-Irma Barraza	370 Chicken Farm Rd Vinton, TX 79821	Cash/Checks	Canutillo High School	To assist CHS Football Team	\$ 5,472.21	
Edward Risk Management	1084 Marble Height Dr. Marble Falls, TX 78654	Manual Massage Balls	Student Support Services/Coordinated School Health	Incentive to promote participation in the Wellness Program "Catch your Breath"	\$ 2,390.58	
Edward Risk Management	1084 Marble Height Dr. Marble Falls, TX 78654	Clocks	Student Support Services/Coordinated School Health	Incentive to promote participation in the Wellness Program "Time Files"	\$ 5,470.00	
Aliviane	1626 Medical Center El Paso, TX 79902	Water Bottles; Sanitizers; Address Book; Composition Books	Student Support Services/Coordinated School Health	To support student with back to school supplies	\$ 1,054.80	
Aliviane	1626 Medical Center El Paso, TX 79902	Water Bottles; Stress Balls; Composition Books; Pencils	Student Support Services/Coordinated School Health	To support student with back to school supplies	\$ 1,879.10	
Aliviane	1626 Medical Center El Paso, TX 79902	Water Bottles; Stress Balls; Bags	Student Support Services/Coordinated School Health	To support students in physical activities and mental health programs	\$ 1,076.92	
					\$ 34,120.61	

Board of Trustees

Meeting Date: _____

Executive Summary of Board Agenda Item

Subject/Title for Agenda Posting:

Justification Statement:

Purpose of Agenda Item:

Information Discussion Action

Item Type:

Curriculum & Instruction HumanResources Business Services

Staff Responsible:

Signature of Requester(s)

Signature of Presenter(s)

C Pulley
Business Services Approval (Initials)

Date

Agenda Summary:

RECOMMENDATION:

PRIOR BOARD ACTION:

AWARDED:

AWARDED AMOUNT:

AMOUNT(S):

ACCOUNT NO(S):

PROCUREMENT METHOD TYPE: (3 Quotes, Cooperative Contract Quotes, Sole Source, Formal Bid)

REQUESTING DEPARTMENT:

CONSEQUENCES OF NON-APPROVAL:

IMPLEMENTATION TIMELINE:

ATTACHMENT(S):





FINANCIAL SERVICES

CANUTILLO A Premier District

TO: Board of Trustees
Dr. Pedro Galaviz, Superintendent

FROM: Cristina Pulley, Director of Financial Services

DATE: February 28, 2021

SUBJECT: Budget Amendments for February 2021

Budget Amendments submitted are summarized below for your review and consideration.

Admin Cost Ratio Formula:

21 Instructional Leadership + 41 General Administration

11 Instruction + 12 Instructional Resources/Media Services +
13 Curriculum/Staff Development + 31 Guidance/Counseling Services

BJE 339876 – This budget amendment will reclassify funds from Function 11 – *Instruction* to Function 13 – *Curriculum/Staff Development* for the Dyslexia Therapy Training Course to be provided by Scottish Rite Training Center. This budget amendment will have no impact on the admin cost ratio.

BUDGET ACCOUNT NUMBER		CURRENT BUDGET	CHANGE	AMENDED BUDGET
199.11.6399.00.918.37	General Supplies	\$ 44,208	\$ (28,892)	\$ 15,316
199.13.6499.00.918.37	Misc. Operating Costs	\$ 0	\$ 28,892	\$ 28,892

Street Address:

7965 Artcraft Rd.
El Paso, TX 79932

Mailing Address:

P.O. Box 100
Canutillo, TX 79835

P: (915) 877-7516
F: (915) 877-7524
canutillo-isd.org

Canutillo Independent School District does not discriminate on the basis of race, color, religion, gender, sex, national origin, age, disability, military status, genetic information, or any other basis prohibited by law in its employment practices or in providing education services, activities, and programs, including career and technical education (vocational programs).

For additional information regarding Canutillo Independent School District's policy of nondiscrimination contact the Human Resources Division: (915) 877-7423 | 7965 Artcraft Dr. | El Paso TX 79932.

BJE 339980 – This budget amendment will allocate funds from the Child Nutrition Program fund balance to Function 35 - *Foodservice* and Function 51 - *Plant Maintenance/Operations* for cafeteria remodeling projects at Alderete Middle School, Bill Childress Elementary School, Canutillo Elementary School, Davenport Elementary School and Damian Elementary School. This budget amendment will have no impact on the admin cost ratio.

BUDGET ACCOUNT NUMBER		CURRENT BUDGET	CHANGE	AMENDED BUDGET
101.00.3450.00.000.00	Reserve for Food Service	\$ 2,058,067	\$ (700,000)	\$ 1,358,067
101.35.6341.00.909.99	Foodservice	\$ 1,231,973	\$ 200,000	\$ 1,431,973
101.35.6397.00.909.99	Controlled Assets Other- Furniture and Equipment	\$ 310,292	\$ 220,000	\$ 530,292
101.51.6299.00.909.99	Miscellaneous Contracted Services	\$ 461,595	\$ 280,000	\$ 741,595

Board of Trustees

Meeting Date: March 23, 2021

Executive Summary of Board Agenda Item

Subject/Title for Agenda Posting:

Justification Statement:

Purpose of Agenda Item:

Information Discussion Action

Item Type:

Curriculum & Instruction HumanResources Business Services

Staff Responsible:

Pedro Galaviz

Signature of Requester(s)

Pedro Galaviz

Signature of Presenter(s)

[Handwritten Initials]

Business Services Approval (Initials)

Date

Agenda Summary:

RECOMMENDATION:

PRIOR BOARD ACTION:

AWARDED:

AWARDED AMOUNT:

AMOUNT(S):

ACCOUNT NO(S):

PROCUREMENT METHOD TYPE: (3 Quotes, Cooperative Contract Quotes, Sole Source, Formal Bid)

REQUESTING DEPARTMENT:

CONSEQUENCES OF NON-APPROVAL:

IMPLEMENTATION TIMELINE:

ATTACHMENT(S):





Executive Office
Dr. Armando Aguirre
Education Service Center-Region 19
6611 Boeing Drive
El Paso, Texas 79925-1010

Phone: 915.780.1919
Fax: 915.780.5070
www.esc19.net

February 1, 2021

Dr. Pedro Galaviz, Superintendent
Mr. Sergio Coronado, Board President
Canutillo Independent School District
7965 Artcraft Rd.
El Paso, Texas 79932

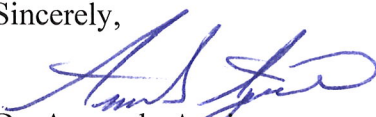
Dear Dr. Galaviz and Mr. Coronado:

The accompanying School Board Member/Superintendent Continuing Education Services Agreement details the services ESC-Region 19 will provide, allowing new and experienced school board members to obtain all continuing education credits required by the Texas Administrative Code, Chapter 61.1. To ensure the adequate and timely delivery of these sessions, the Agreement includes a Conference where board members will be given an opportunity to receive up to six continuing education credits. Embedded throughout the sessions, is time to work as a “Team of 8” on needs identified in the areas of team building, vision, structure, accountability, and advocacy. A follow-up workshop in the spring will allow school board members to receive an additional three credits.

Please review, sign, and submit the Agreement to ESC-Region 19.

We greatly value and appreciate your continued partnership with ESC-Region 19. Our staff remains ready to address any needs or questions that may arise in your district. Please feel free to contact us as needed. We look forward to working together in supporting your board of trustees in their effective and efficient administration of your district.

Sincerely,



Dr. Armando Aguirre
Executive Director

Enclosures



**School Board Member/Superintendent
Continuing Education Services Agreement
2020 – 2021**

PURPOSE: To annually provide new and experienced regional school board members with all continuing education requirements as described in the Texas Administrative Code, Chapter 61.1.

BENEFITS: By providing the opportunity for trustees to obtain all the continuing education locally, district economic efficiency is improved by reducing travel costs and other related fees. Annual verification of school board member continuing education credit hours will be reported to district contacts.

This Service Agreement, at an annual cost of \$1,525 per School District includes:

- **Conference for Board Members and Superintendents** that may focus on:
 - ***Introduction to the Texas Education Code*** for newly elected board members.
 - ***Legislative Update*** for sitting board members in the year following sessions of the Texas Legislature.
 - ***Team Building*** to include needs assessment and annual plan for continuing education based on the identified needs. District leadership may select an on-site Tier II training of their choice.
 - ***Vision, Structure, Accountability, Advocacy*** and ***Unity*** continuing education that meets the needs identified in TEA Framework for School Board Development.
 - ***Evaluating and Improving Student Outcomes*** continuing education that is designed to support the oversight role of the board on evaluating student academic performance; facilitate board plans that set goals for early childhood literacy and mathematics and college, career and military readiness
 - ***Identifying and Reporting Abuse and Trafficking*** to include identifying and reporting potential victims of sexual abuse, human trafficking, and other maltreatment of children.
- ***Board Member/Superintendent Leadership*** Spring Workshop
- ***Far West Texas School Board Association*** Membership Dues for 2020 – 2021
- ***Board Member/Superintendent Summit***

Costs for meals and materials provided at the continuing education credit sessions listed above are included in the Service Agreement. Upon request, ESC-Region 19 may provide customized district trainings at an additional cost.

CONTACT:

Barbara O. Amaya
Leadership & Accountability
(915) 780-5354
bamaya@esc19.net

Terri Escandon
Leadership & Accountability
(915) 780-5380
tsescandon@esc19.net

SIGNATURES:

*Superintendent
Canutillo ISD*

*Dr. Armando Aguirre, Executive Director
Education Service Center - Region 19*

*School Board President
Canutillo ISD*



School Board Member Training

A variety of standard and customized training opportunities are available to meet local school district needs. All trainings are correlated to the statewide standard and/or duties of a school board member.

Training Sessions Offered:

- Board Member Ethics
- Building Trust in Leadership
- Customized Training
- District and Campus Accountability Systems
- Educator Ethics
- Evaluating and Improving Student Outcomes
- FIRST (Financial Integrity Rating System of Texas) Training
- Goal Setting
- Identifying and Reporting Abuse and Trafficking
- Introduction to the Texas Education Code for new and experienced school board members
- Roles and Responsibilities of School Board Members and Superintendent
- School Board Accountability
- State and Federal Programs
- Team Building
- Texas Principal Evaluation and Support System (T-PESS)
- Texas Teacher Evaluation and Support System (T-TESS)
- Update to the Texas Education Code (after legislative session: length determined by issues addressed in legislation)



Board of Trustees

Meeting Date: March 23, 2021

Executive Summary of Board Agenda Item

Subject/Title for Agenda Posting: Discussion and take action to approve purchase from Apple Inc., in the amount of \$130,843.00 utilizing Texas DIR contract DIR-TSO-3789.

Justification Statement: With an incoming 1:1 solution coming to our district, the district has decided to utilize Maintenance Tax Notes funds to purchase computers for teaching aides to support the districts technology goals. The purchase of instructional technology will improve student learning and teaching.

Purpose of Agenda Item: Information Discussion Action
Item Type: Curriculum & Instruction Human Resources Business Services

Staff Responsible: Dr. Oscar Rico 
Signature of Requester(s)
Dr. Oscar Rico  3/9/2021
Signature of Presenter(s)
Elizabeth B. Sida  3/9/2021
Business Services Approval (Initials) *Date*

Agenda Summary:

Purchases of \$50,000 or more, shall require Board approval before a transaction may take place. The District is looking to purchase MacBooks for instructional staff. Utilization of instructional technology will help achieve the approved goals related to the Apple 1 to 1 Initiative. The quotes received from Apple Inc., are priced under Texas DIR contract DIR-TSO-3789, which satisfies the procurement requirements under Texas Education Code 44.031 (4) an interlocal contract. Additional items listed in the quotes include 3-year AppleCare for all laptops. Purchase if approved will be processed utilizing current available funding from Maintenance Tax Notes.

RECOMMENDATION: Administration recommends approval of this purchase from Apple, Inc. utilizing Texas DIR-TSO-3789

PRIOR BOARD ACTION: Yes AWARDED: 06/09/20 AWARDED AMOUNT: \$401,967.50

AMOUNT(S): \$130,843.00

ACCOUNT NO(S): 199.11.6398.91.XXX.XX

PROCUREMENT METHOD TYPE: (3 Quotes, Cooperative Contract Quotes, Sole Source, Formal Bid)
Cooperative Contract Texas DIR-TSO-3789

REQUESTING DEPARTMENT:
Information Technology Services Department

CONSEQUENCES OF NON-APPROVAL:

CISD is now on a level platform by providing an expansive 1:1 solution for all students. Instructional staff would benefit from uniformity in platform which can be achieved with Maintenance Tax Notes. Non-approval would create a more difficult learning curve for our instructional staff.


IMPLEMENTATION TIMELINE:

Upon board approval

ATTACHMENT(S): ✓ Apple Inc. Price Quotes #2206977621
DIR Contract, Apple Solution Proposal





SIGNATURE CERTIFICATE



REFERENCE NUMBER
DE5AB05D-ED6E-4DB3-960D-D9DEE2A33875

TRANSACTION DETAILS	DOCUMENT DETAILS
<p>Reference Number DE5AB05D-ED6E-4DB3-960D-D9DEE2A33875</p> <p>Transaction Type Signature Request</p> <p>Sent At 03/09/2021 14:08 EST</p> <p>Executed At 03/09/2021 14:29 EST</p> <p>Identity Method email</p> <p>Distribution Method email</p> <p>Signed Checksum 9c3a7d5a62a00c995569118501adeb43e08d5f772f4053f5278ee4fd239f6e74</p> <p>Signer Sequencing Disabled</p> <p>Document Passcode Disabled</p>	<p>Document Name URGENT _ Revised Executive Summary for Apple Purchase</p> <p>Filename executivesum_revised_boardagenda_apple_purchase.pdf</p> <p>Pages 1 page</p> <p>Content Type application/pdf</p> <p>File Size 755 KB</p> <p>Original Checksum 88c10fc3993e031243709eded9aa48c90298684110f7f55fbd4b2ee0ca704e31</p>

SIGNERS

SIGNER	E-SIGNATURE	EVENTS
<p>Name Oscar Rico</p> <p>Email orico@canutillo-isd.org</p> <p>Components 2</p>	<p>Status signed</p> <p>Multi-factor Digital Fingerprint Checksum b13cf81706769fc7772cf4a4fb391fcf8c97c8e4d286778f703f5deb2da5542f</p> <p>IP Address 70.125.228.98</p> <p>Device Safari via Mac</p> <p>Drawn Signature </p> <p>Signature Reference ID 76A50CEF</p> <p>Signature Biometric Count 318</p>	<p>Viewed At 03/09/2021 14:29 EST</p> <p>Identity Authenticated At 03/09/2021 14:29 EST</p> <p>Signed At 03/09/2021 14:29 EST</p>
<p>Name Elizabeth Sida</p> <p>Email esida@canutillo-isd.org</p> <p>Components 1</p>	<p>Status signed</p> <p>Multi-factor Digital Fingerprint Checksum ca9f196515bb1472c768f3081b243804785c30b55a0d98cc8537f35161f2818a0</p> <p>IP Address 70.125.228.98</p> <p>Device Chrome via Windows</p> <p>Typed Signature </p> <p>Signature Reference ID 69F7CC56</p>	<p>Viewed At 03/09/2021 14:08 EST</p> <p>Identity Authenticated At 03/09/2021 14:09 EST</p> <p>Signed At 03/09/2021 14:09 EST</p>

AUDITS

TIMESTAMP	AUDIT
03/09/2021 14:08 EST	CISD Finance Department (finance@canutillo-isd.org) created document 'executivesum_revised_boardagenda_apple_purchase.pdf' on Chrome via Windows from 70.125.228.98.
03/09/2021 14:08 EST	Oscar Rico (orico@canutillo-isd.org) was emailed a link to sign.
03/09/2021 14:08 EST	Elizabeth Sida (esida@canutillo-isd.org) was emailed a link to sign.
03/09/2021 14:08 EST	Elizabeth Sida (esida@canutillo-isd.org) viewed the document on Chrome via Windows from 70.125.228.98.
03/09/2021 14:09 EST	Elizabeth Sida (esida@canutillo-isd.org) authenticated via email on Chrome via Windows from 70.125.228.98.
03/09/2021 14:09 EST	Elizabeth Sida (esida@canutillo-isd.org) signed the document on Chrome via Windows from 70.125.228.98.
03/09/2021 14:29 EST	Oscar Rico (orico@canutillo-isd.org) viewed the document on Safari via Mac from 70.125.228.98.

TIMESTAMP**AUDIT**

03/09/2021 14:29 EST

Oscar Rico (orico@canutillo-isd.org) authenticated via email on Safari via Mac from 70.125.228.98.

03/09/2021 14:29 EST

Oscar Rico (orico@canutillo-isd.org) signed the document on Safari via Mac from 70.125.228.98.

Apple Inc. Education Price Quote

Customer:	Oscar Rico CANUTILLO ISD TX DIR-AP Phone: (915) 877-6600 email: orico@canutillo-isd.org	Apple Inc:	Jim Lindsay One Apple Park Way Cupertino, CA 95014 Phone: +1-214-5572847 email: james_lindsay@apple.com
Apple Quote:	2206977621		
Quote Date:	Friday, February 12, 2021		
Quote Valid Until:	Friday, March 05, 2021		

Quote Comments:

Please reference Apple Quote number on your Purchase Order.

Please indicate Texas DIR Contract TSO 3789 on your purchase order.

#	Product Description	Qty	Unit List Price	Discount per Unit	Unit Discounted Price	Extended Discounted Price
1	13-inch MacBook Air: Apple M1 chip with 8-core CPU and 7-core GPU, 128GB – Space Gray (5-Pack) Part Number MGNF3LL/A Configuration: <ul style="list-style-type: none"> • 065-C99J 16-core Neural Engine • 065-C99K Apple M1 chip with 8-core CPU and 7-core GPU • 065-C99M 8GB unified memory • 065-C99P 128GB SSD storage • 065-C9CK Touch ID • 065-C9CJ Two Thunderbolt / USB 4 ports • 065-C9CH Force Touch trackpad • 065-C9CL Retina display with True Tone • 065-C9DG Backlit Magic Keyboard – US English • 065-C9DN Accessory Kit 	135	\$779.00	\$0.00	\$779.00	\$105,165.00
2	Jamf School for macOS, iOS and tvOS lifetime license (per unique device) Part Number HL2M2LL/A	135	\$17.50	\$0.00	\$17.50	\$2,362.50
3	Apple Professional Learning Virtual Support: Educator Coaching (Non-Prepaid Offering) Part Number D8166LL/A	1	\$1,378.00	\$0.00	\$1,378.00	\$1,378.00
4	3-YR ARA FOR MB/MB AIR/13IN MB PRO-USA Part Number S3059LL/A	135	\$149.00	\$5.00	\$144.00	\$19,440.00
5	APS CUSTOM MAC DEPLOY OFFSITE SVCS-USA Part Number D6156LL/A	135	\$37.00	\$18.50	\$18.50	\$2,497.50

Extended EDU List Price Total	\$134,015.50
Total Discount	\$3,172.50
Extended Discounted Price Subtotal	\$130,843.00
- Additional Tax	\$0.00
- Estimated Tax	\$0.00
Extended Discounted Total Price*	\$130,843.00

*In most cases Extended discounted Total price does not include Sales Tax
*If applicable, eWaste/Recycling Fees are included.
Standard shipping is complimentary

Complete your order by one of the following:

- This document has been created for you as Apple Quote ID 2206977621. Please contact your institution's Authorized Purchaser to submit the above quote online. For account access or new account registration, go to <https://ecommerce.apple.com>. Simply go to the Quote area of your Apple Education Online Store, click on it and convert to an order.
 - For registration assistance, call 1.800.800.2775
- If you are unable to submit your order online, please send a copy of this Quote with your Purchase Order via email to institutionorders@apple.com. **Be sure to reference the Apple Quote number on the PO to ensure expedited processing of your order.**
 - For more information, go to provision C below, for details.

THIS IS A QUOTE FOR THE SALE OF PRODUCTS OR SERVICES. YOUR USE OF THIS QUOTE IS SUBJECT TO THE FOLLOWING PROVISIONS WHICH CAN CHANGE ON SUBSEQUENT QUOTES:

- A. ANY ORDER THAT YOU PLACE IN RESPONSE TO THIS QUOTE WILL BE GOVERNED BY (1) ANY CONTRACT IN EFFECT BETWEEN APPLE INC. ("APPLE") AND YOU AT THE TIME YOU PLACE THE ORDER OR (2), IF YOU DO NOT HAVE A CONTRACT IN EFFECT WITH APPLE, CONTACT contracts@apple.com.
- B. ALL SALES ARE FINAL. PLEASE REVIEW RETURN POLICY BELOW IF YOU HAVE ANY QUESTIONS. IF YOU USE YOUR INSTITUTION'S PURCHASE ORDER FORM TO PLACE AN ORDER IN RESPONSE TO THIS QUOTE, APPLE REJECTS ANY TERMS SET OUT ON THE PURCHASE ORDER THAT ARE INCONSISTENT WITH OR IN ADDITION TO THE TERMS OF YOUR AGREEMENT WITH APPLE.
- C. YOUR ORDER MUST REFER SPECIFICALLY TO THIS QUOTE AND IS SUBJECT TO APPLE'S ACCEPTANCE. ALL FORMAL PURCHASE ORDERS SUBMITTED BY EMAIL MUST SHOW THE INFORMATION BELOW:
 - APPLE INC. AS THE VENDOR
 - BILL-TO NAME AND ADDRESS FOR YOUR APPLE ACCOUNT
 - PHYSICAL SHIP-TO NAME AND ADDRESS (NO PO BOXES)
 - PURCHASE ORDER NUMBER
 - VALID SIGNATURE OF AN AUTHORIZED PURCHASER
 - APPLE PART NUMBER AND/OR DESCRIPTION OF PRODUCT AND QUANTITY
 - TOTAL DOLLAR AMOUNT AUTHORIZED OR UNIT PRICE AND EXTENDED PRICE ON ALL LINE ITEMS
 - CONTACT INFORMATION: NAME, PHONE NUMBER AND EMAIL
- D. UNLESS THIS QUOTE SPECIFIES OTHERWISE, IT REMAINS IN EFFECT UNTIL Friday, March 05, 2021 UNLESS APPLE WITHDRAWS IT BEFORE YOU PLACE AN ORDER, BY SENDING NOTICE OF ITS INTENTION TO WITHDRAW THE QUOTE TO YOUR ADDRESS SET OUT IN THE QUOTE.
 - APPLE MAY MODIFY OR CANCEL ANY PROVISION OF THIS QUOTE, OR CANCEL ANY ORDER YOU PLACE PURSUANT TO THIS QUOTE, IF IT CONTAINS A TYPOGRAPHIC OR OTHER ERROR.
- E. THE AMOUNT OF THE VOLUME PURCHASE PROGRAM (VPP) CREDIT SHOWN ON THIS QUOTE WILL ALWAYS BE AT UNIT LIST PRICE VALUE DURING REDEMPTION ON THE VPP STORE.
- F. UNLESS SPECIFIED ABOVE, APPLE'S STANDARD SHIPPING IS INCLUDED IN THE TOTAL PRICE.

SEA # 2117992
Opportunity ID: 1800005004151
<https://ecommerce.apple.com>
Fax:

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Executive Summary of Board Agenda Item

Subject/Title for Agenda Posting:

Justification Statement:

Purpose of Agenda Item:

Information Discussion Action

Item Type:

Curriculum & Instruction HumanResources Business Services

Staff Responsible:



Signature of Requester(s)



Signature of Presenter(s)

Elizabeth B. Sida

Business Services Approval (Initials)

Date

Agenda Summary:

RECOMMENDATION:

PRIOR BOARD ACTION:

AWARDED:

AWARDED AMOUNT:

AMOUNT(S):

ACCOUNT NO(S):

PROCUREMENT METHOD TYPE: (3 Quotes, Cooperative Contract Quotes, Sole Source, Formal Bid)

REQUESTING DEPARTMENT:

CONSEQUENCES OF NON-APPROVAL:

IMPLEMENTATION TIMELINE:

ATTACHMENT(S):



Bid Evaluation Template

RFP Close Date: 2/26/2021

Service description: Leased Lit Fiber IA

Funding Year: 2021-2022

School Name: Canutillo ISD

Factor(s)	SPIN	Date Received	Spectrum Enterprise	Education Networks of America	Em3 Networks	Ntegrated Networks	Conterra
Price of Eligible service/product	143050436	2/26/2021	27.4	143030857	143049822	143051708	143025700
Reputation of vendor and vendor's service/product			27.2	2/25/2021	2/2/2021	2/25/2021	2/26/2021
Quality of vendor's service/product	30		27.4	27.2	26.2	24.4	24.8
Service/product meets school needs	15		12.2	6.2	6.4	5.8	12
Fast relationship with vendor	25		22.2	12.4	12.2	12.6	22.4
Total long term cost to the school	15		13.2	8	8	8	12.6
	5		4.2	2.4	2.2	2.2	3.2
	10		8.4	7.4	7	6.6	7
Total Points	100		87.6	63.6	62	59.6	82

NOTE: When evaluating cost from Vendor proposals, be sure you are evaluating eligible amounts only. This criteria factor (eligible cost) should also be the most heavily weighted factor. If you include total cost, it should be a separate criteria factor with less point value.

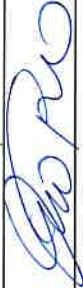
Winning Bidder:	Spectrum Enterprise
Signature of person evaluating:	
Printed Name of person evaluating:	Oscar Rico
Date of evaluation:	03/03/21

Bid Evaluation Template

RFP Close Date: 2/26/2021
Service description: Leased Lit Fiber WAN
Funding Year: 2021-2022
School Name: Canutillo ISD

Factor(s)	Points Available	Spectrum Enterprise	AT&T	Conterra
SPIN		143050436		143025700
Date Received		2/26/2021		02/26/21
Price of Eligible service/product	30	26.6	19.8	17.4
Reputation of vendor and vendor's service/product	15	10.8	8.6	12.4
Quality of vendor's service/product	25	21.4	14.6	21.4
Service/product meets school needs	15	11.8	9	12.8
Best relationship with vendor	5	4.2	3	2.8
Total long term cost to the school	10	8.6	4.6	4.8
Total Points	100	83.4	59.6	71.6

NOTE: When evaluating cost from Vendor proposals, be sure you are evaluating eligible amounts only. This criteria factor (eligible cost) should also be the most heavily weighted factor. If you include total cost, it should be a separate criteria factor with less point value.

Winning Bidder:	Spectrum Enterprise
Signature of IT Executive Director:	
Printed Name:	Oscar Rico
Date of evaluation:	03/02/21

Bid Evaluation Template

RFP Close Date: 2/26/2021

Service description: Wireless Access Points & All Related Components

Funding Year: 2021-2022

School Name: Canutillo ISD

Factor(s)	Points Available	Presidio 143024659 2/26/2021	RedGear, LLC 143049611 2/25/2021	Weaver Technologies 143044172 2/18/2021	carahsoft 143051642 1/26/2021	Dexon Computer Inc 143032698 1/28/2021
SPIN						
Date Received						
Price of Eligible service/product	30	23.8	28.4	21.4	19.6	22.4
Reputation of vendor and vendor's service/product	15	13.8	13	8.8	8.2	8.8
Quality of vendor's service/product	25	23.2	23.2	16.2	12.2	13.8
Service/product meets school needs	15	14.8	14.8	12.8	3.2	10.2
Past relationship with vendor	5	4.4	4	1.6	1.2	1.6
Total long term cost to the school	10	7.6	8.8	7	6	7
Total Points	100	87.6	92.2	67.8	50.4	63.8

NOTE: When evaluating cost from Vendor proposals, be sure you are evaluating eligible amounts only. This criteria factor (eligible cost) should also be the most heavily weighted factor. If you include total cost, it should be a separate criteria factor with less point value.

Winning Bidder:	RedGear, LLC
Signature of Executive IT Director:	
Printed Name:	Oscar Pico
Date of evaluation:	03/04/21

Bid Evaluation Template

RFP Close Date: 2/26/2021


Service description: UPS/Battery Backups & All Related Components

Funding Year: 2021-2022

School Name: Canutillo ISD

Factor(s)	SPIN	Presidio	RedGear, LLC	Weaver Technologies
	Date Received	143024659	143049611	143044172
		2/26/2021	2/25/2021	2/18/2021
Price of Eligible service/product	30	20.4	28.8	13.2
Reputation of vendor and vendor's service/product	15	13.8	13.4	7.6
Quality of vendor's service/product	25	23	22.6	13.8
Service/product meets school needs	15	14.8	13.8	8
Past relationship with vendor	5	4.8	4.2	1.6
Total long term cost to the school	10	7.8	9.2	3.6
Total Points	100	84.2	92	47.8

NOTE: When evaluating cost from Vendor proposals, be sure you are evaluating eligible amounts only. This criteria factor (eligible cost) should also be the most heavily weighted factor. If you include total cost, it should be a separate criteria factor with less point value.



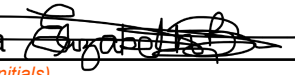
Winning Bidder:	RedGear, LLC
Signature of Executive Director:	
Printed Name:	Oscar Pico
Date of evaluation:	03/02/21

Executive Summary of Board Agenda Item

Subject/Title for Agenda Posting: Approval of Region 19 Texas Student Data Systems (TSDS) Support Cooperative 2020-2021 Memorandum of Understanding with Canutillo ISD ID #071907 in the amount of \$1,000

Justification Statement: The TSDS support cooperative is designed to provide support with the TSDS initiative by the Texas Education Agency. The Texas Student Data System is the statewide system that modernizes and improves the quality of data collection management and reporting in Texas education. Using the train-the-trainer model, ESC Region 19 will provide training to the LEA's TSDS stewards on all modules necessary in order to support TSDS. The Goal of the TSDS Cooperative is to continue to provide in-depth timely information on critical issues, support and training.

Purpose of Agenda Item: Information Discussion Action
Item Type: Curriculum & Instruction Human Resources Business Services

Staff Responsible:  Dr. Oscar Rico
Signature of Requester(s)
 Dr. Oscar Rico 2/26/2021
Signature of Presenter(s)
Elizabeth B. Sida  2/26/2021
Business Services Approval (Initials) *Date*

Agenda Summary:

The Information Technology Services Department is requesting approval Region 19 Texas Student Data Systems (TSDS) Support Cooperative Memorandum of Understanding to obtain the following services:
Support and train-the-trainer sessions to the LEA's TMS steward;
Support and train-the-trainer sessions the LEA's Technical steward;
support and train-the-trainer sessions to assist LEA's with TSDS PEIMS;
Support and train-the-trainer sessions to support the current TSDS Core Collections;
Two half-day sessions for the LEA's PEIMS coordinators on the latest updates affecting all PEI<S related areas

RECOMMENDATION: Administration recommends that the Board approve this MOU with ESC Region 19 TSDS Cooperative to receive the services listed

PRIOR BOARD ACTION: 11/19/2019 AWARDED: YES AWARDED AMOUNT: \$1,000

AMOUNT(S): \$1,000

ACCOUNT NO(S): 199.41.6239.00.732.99

PROCUREMENT METHOD TYPE: (3 Quotes, Cooperative Contract Quotes, Sole Source, Formal Bid)
Memorandum of Understanding

REQUESTING DEPARTMENT:
Information Technology Services

CONSEQUENCES OF NON-APPROVAL:
The district will not receive the level of support to maintain the LEA's steward's knowledge base or the support for current and new collections on TSDS.

IMPLEMENTATION TIMELINE:
Upon Fully Executed MOU

ATTACHMENT(S): Texas Student Systems (TSDS) Support Cooperative 2020-2021 MOU



**Texas Student Data Systems (TSDS) Support Cooperative
 2020-2021 Memorandum of Understanding (MOU)
 071907 – Canutillo ISD**

The above listed LEA agrees to participate in the Texas Student Data Systems (TSDS), Support Cooperative with Education Service Center Region 19 (ESC Region 19) during the 2020-2021 school year,

Description:

The TSDS Support Cooperative is designed to provide support with the TSDS initiative by the Texas Education Agency. The Texas Student Data System is the statewide system that modernizes and improves the quality of data collection, management and reporting in Texas education. Using the train-the-trainer model, ESC Region 19 will provide training to the LEA's TSDS stewards on all modules necessary in order to support TSDS. The Goal of the TSDS Cooperative is to continue to provide in-depth timely information on critical issues, support and training with current and new TSDS initiatives for the LEA's TSDS Stewards.

The TSDS Support Cooperative cost,

- **TSDS Support (\$1,000)** - This level of support will maintain the LEA's steward's knowledge base and provide support for all current and any new core collections that come into TSDS;

TSDS / PEIMS support provided to all ESC Region 19's LEAs free of charge from local ESC funds:

- Provide telephone support and technical assistance to the LEA's TSDS stewards;
- Assist LEA's with their PEIMS data submissions in order to meet published deadlines;
- Utilize the edit rules in the Data Standards in the review of the data submitted by LEA's;
- Verify that the LEA's submissions contain data for all records required by the collections;
- Ensure that all fatal errors are corrected;
- Accept the LEA's PEIMS submissions by the specified due dates for each collection;
- Include the LEA's Stewards on the appropriate ESC- R19 TSDS Stewards email list-serve;
- Monitor the LEA's UID PET file submissions;
- Provide access to PEIMS-related training materials on the ESC Region 19 PEIMS website;
- Assist the LEA in identifying resources which can be used to answer PEIMS-related questions;

LEA's joining the ESC Region 19 TSDS Cooperative will receive all of the services listed above at no charge; as well as the additional services and training opportunities listed below.

TSDS / Legacy PEIMS Fee Based Services - ESC Region 19 agrees to:

- Provide support and train-the-trainer sessions to the LEA's TSDS steward;
- Provide support and train-the-trainer sessions to the LEA's Technical steward;
- Provide support and train-the-trainer sessions to assist LEA's with TSDS PEIMS;
- Provide support and train-the-trainer sessions to support the current TSDS Core Collections;
- Provide two half-day sessions for the LEA's PEIMS coordinators on the latest updates affecting all PEIMS related areas;
- Provide one half-day session, an introduction to PEIMS, including TEDS, UID, and TREX;
- Monitor and review all LEA's data submissions to ensure that TEA due dates are being met;
- Provide LEA's PEIMS Coordinators with TSDS PEIMS file comparisons with prior year submissions;
- After hours support services, ESC Region 19 TSDS personnel will work collaboratively with the LEA's TSDS stewards to assist with required TSDS Submissions, in order to meet state mandated deadlines. This service provided only on dates files are due to TEA provided advance notice is received;

Executive Summary of Board Agenda Item

Subject/Title for Agenda Posting:

Discussion and recommendation of TASB Policy Update 116

Justification Statement:

To update legal and local policies online through Update 116

Purpose of Agenda Item:

Information Discussion Action

Item Type:

Curriculum & Instruction HumanResources Business Services

Staff Responsible:

Martha Carrasco
Signature of Requester(s)

Chief Human Resources Officer

Martha Carrasco
Signature of Presenter(s)

Chief Human Resources Officer

Business Services Approval (initials)

Date

Agenda Summary:

Update 116 includes policy revisions in response to revised state rules and provisions from the 86th Legislative Session that were effective January 1, 2021.

Local Policies affected **CQB, DCD, DCE, FFAC, GKA.**

RECOMMENDATION:

That Update 116 goes through 1st reading and 2nd reading, respectively.

PRIOR BOARD ACTION:

AWARDED:

AWARDED AMOUNT:

AMOUNT(S):

N/A

ACCOUNT NO(S):

N/A

PROCUREMENT METHOD TYPE: (3 Quotes, Cooperative Contract Quotes, Sole Source, Formal Bid)

N/A

REQUESTING DEPARTMENT:

Human Resources Division

CONSEQUENCES OF NON-APPROVAL:

Online Policy will not be current

IMPLEMENTATION TIMELINE:

2021-2022 School Year; 1st and 2nd readings required.

ATTACHMENT(S):

- **Vantage points & Policy Comparison Packet.**





(LOCAL) Policy Comparison Packet

This packet is generated by an automated process that compares the updated policy to the district's current policy as found in TASB records.

In this packet, you will find:

- Policies being recommended for revision (annotated)
- New policies (not annotated)
- Policies recommended for deletion (annotated in PDF; omitted in Word)

Annotations are shown as follows.

- *Deletions* are shown in a red strike-through font: ~~deleted text~~.
- *Additions* are shown in a blue, bold font: **new text**.
- Blocks of text that have been *moved* without alteration are shown in green, with double underline and double strike-through formatting to distinguish the text's destination from its origin: ~~moved text~~ becomes moved text.
- *Revision bars* appear in the right margin, as above.

Note: While the annotation software competently identifies simple changes, large or complicated changes—as in an extensive rewrite—may be more difficult to follow. In addition, TASB's recent changes to the policy templates to facilitate accessibility sometimes makes formatting changes appear tracked, even though the text remains the same.

For further assistance in understanding policy changes, please refer to the explanatory notes in your Localized Policy Manual update packet or contact your policy consultant.

Contact:	School Districts and Education Service Centers	Community Colleges
	policy.service@tasb.org	colleges@tasb.org
	800.580.7529 512.467.0222	800.580.1488 512.467.3689

Plan The District shall develop a cybersecurity plan to secure the District's cyberinfrastructure against a cyberattack or any other cybersecurity incidents, determine cybersecurity risk, and implement appropriate mitigation planning.

Coordinator The Superintendent shall designate a cybersecurity coordinator. The cybersecurity coordinator shall serve as the liaison between the District and the Texas Education Agency (TEA) in cybersecurity matters and as required by law report to TEA breaches of system security.

Training The Board delegates to the Superintendent the authority to:

1. Determine ~~Each District employee and Board member shall annually complete~~ the cybersecurity training program to be annually completed ~~designated~~ by each employee and Board member; and
2. Verify ~~the District. The District shall verify~~ and report compliance with staff training requirements in accordance with guidance from ~~to~~ the Technology Department.

~~The~~ ~~Additionally, the~~ District shall complete periodic audits to ensure compliance with the cybersecurity training requirements.

Security Breach Notifications Upon discovering or receiving notification of a breach of system security, the District shall disclose the breach to affected persons or entities in accordance with the time frames established by law. The District shall give notice by using one or more of the following methods:

1. Written notice.
2. Email, if the District has email addresses for the affected persons.
3. Conspicuous posting on the District's websites.
4. Publication through broadcast media.

The District's cybersecurity coordinator shall disclose a breach involving sensitive, protected, or confidential student information to TEA and parents in accordance with law.

EMPLOYMENT PRACTICES
AT-WILL EMPLOYMENT

DCD
(LOCAL)

Personnel not hired under a contract shall be employed on an at-will basis.

[For information regarding contractual employment, see DCA, DCB, DCC, and DCE, as appropriate]

Dismissal

At-will employees may be dismissed at any time for any reason not prohibited by law or for no reason, as determined by the needs of the District. At-will employees who are dismissed shall receive pay through the end of the last day worked.

Appeal of
Employment
Actions to Board

A dismissed employee may ~~appeal request to be heard by the dismissal~~ ~~Board~~ in accordance with DGBA(LOCAL).

EMPLOYMENT PRACTICES
OTHER TYPES OF CONTRACTS

DCE
(LOCAL)

**Non-Chapter 21
Contracts**

The Board shall employ on non-Chapter 21 contracts, not to be governed by Chapter 21 of the Education Code, the following positions: ~~the internal auditor, the executive director of human resources, the chief financial officer, and the director of facilities and transportation.~~ the Internal Auditor, the Chief Human Resources Officer, the Chief Business Officer, and the Executive Director of Facilities and Transportation.

**Appeal of
Employment Actions**

An employee may appeal discharge during the contract period in accordance with DCE(LEGAL).

An employee whose contract is not reissued at the end of the contract period may appeal ~~to the Board~~ in accordance with DGBA(LOCAL).

Student Illness	Procedures shall be established by the administration to ensure that proper attention is given to any student who becomes ill during the course of a school day.
Accidents Involving Students	Emergency procedures shall be established by the administration to ensure proper attention for any student injured at school. Records shall be maintained on all accidents that require the attention of a medical doctor.
Emergency Treatment Forms	Each year, students and parents shall complete and sign a form that provides emergency information and authorizes school officials to obtain emergency medical treatment, as provided by law.
Purchasing Medication	The District shall not purchase nonprescription medication to administer to a student.
Administering Medication	No employee shall give any student prescription medication, non-prescription medication, herbal substances, anabolic steroids, or dietary supplements of any type, except as authorized by this or other District policy provided below .
Medication Provided by Parent	The Employees authorized by the Superintendent shall designate the employees who are authorized to or designee may administer medication that has been provided by a student's parent. An authorized employee is permitted to administer the following medication in accordance with administrative regulations to students: <ol style="list-style-type: none">1. Prescription medication in accordance with legal requirements. {See FFAC(LEGAL)}2. Nonprescription medication, upon a parent's written request, when properly labeled and in the original container.3. Herbal substances or dietary supplements provided by the parent and only if required by the individualized education program or Section 504 plan for a student with disabilities.
No Medication Provided by District	The District shall not purchase medication to administer to a student.
Psychotropics	Except as permitted by law Education Code 38.016 , an employee shall not: <ol style="list-style-type: none">1. Recommend to a student or a parent that the student use a psychotropic drug;2. Suggest a particular diagnosis; or1. Exclude the student from a class or a school-related activity because of the parent's refusal to consent to psychiatric evaluation or examination or treatment of the student.

Medical Treatment

A student's parent, legal guardian, or other person having lawful control shall annually complete and sign a form that provides emergency information and addresses authorization regarding medical treatment. A student who has reached age 18 shall be permitted to complete this form.

3. The District shall seek appropriate emergency care for a student as required or deemed necessary.

Access to District Property

Authorized District officials, including school resource officers and District police officers if applicable, may refuse to allow a person access to property under the District's control in accordance with law.

District officials may request assistance from law enforcement in an emergency or when a person is engaging in behavior rising to the level of criminal conduct.

Ejection or Exclusion under Education Code 37.105

In accordance with Education Code 37.105, a District official shall provide a person refused entry to or ejected from property under the District's control written information explaining the right to appeal such refusal of entry or ejection under the District's grievance process.

A person appealing under the District's grievance process shall be permitted to address the Board in person within 90 **calendar** days of filing the initial complaint, unless the complaint is resolved before the Board considers it. [See FNG and GF]

Off-Campus Activities

Employees shall be designated to ensure appropriate conduct of participants and others attending a school-related activity at non-District or out-of-District facilities. Those so designated shall coordinate their efforts with persons in charge of the facilities.

Prohibitions

Tobacco and E-Cigarettes

The District prohibits smoking and the use of tobacco products and e-cigarettes on District property, in District vehicles, or at school-related activities.

Weapons

The District prohibits the unlawful use, possession, or display of any firearm, location-restricted knife, club, or prohibited weapon, as defined at FNCG, on all District property at all times.

Exceptions

No violation of this policy occurs when:

1. A Texas handgun license holder stores a handgun or other firearm in a locked vehicle in a parking lot, parking garage, or other parking area provided by the District, as long as the handgun or other firearm is not in plain view; or
2. The use, possession, or display of an otherwise prohibited weapon takes place as part of a District-approved activity supervised by proper authorities. [See FOD]

GRAND CANYON UNIVERSITY™

College of Nursing
and Health Care Professions

3300 West Camelback Road, Phoenix, Arizona 85017
877-224-1594
www.gcu.edu

Memorandum of Understanding

Between

Canutillo Independent School District

(referred to as "facility")

and

Grand Canyon University

(referred to as "GCU")

The purpose of this Memorandum of Understanding is to confirm the arrangement for Grand Canyon University College of Nursing and Health Care Professions student, Berta Abrego, (referred to as "student") and qualified representative of facility, Loretta Berumen, BSN, RN, (referred to as "preceptor/mentor") to work collaboratively to fulfill the practicum/practice immersion experience (referred to as "field experience").

The time periods will be mutually arranged and agreed upon by the preceptor/mentor and the student within the dates of the field experience course(s).

GCU assures that the student is:

- 1) Expected to respect and perform within facility policies;
- 2) Licensed in the state in which they are doing the field experience (if applicable)

Facility, preceptor/mentor and GCU agree to mutually:

- 1) Arrange schedules for learning activities;
- 2) Select appropriate learning activities consistent with field experience objectives and experiences the facility can provide.
- 3) Determine student progress and benefit from learning experiences.

While student is at facility, GCU:

- 1) Expects student to be regarded as volunteers who are not eligible for compensation, fringe benefits, and workman's compensation for this experience.
- 2) Regards the student as being accountable for their actions.
- 3) Expects facility to consider the student as part of the covered work force for Protected Health Information (PHI) under the Health Insurance Portability Accountability Act (HIPAA).
- 4) Assumes that the facility maintains ultimate accountability and responsibility for the student/client and the service(s) being delivered to him/her.

(Memorandum of Understanding continues on following page.)

The Parties agree to protect the participants' educational records in accordance with the Family Educational Rights and Privacy Act, 20 U.S.C. 1232g and any applicable policy of the Parties. To the extent permitted by law, the Parties may share information from participants' educational records with each other so that each can perform its respective responsibilities under this Agreement but shall not disclose or share education records with any third party.

Nothing in this agreement shall be construed as an indemnification by one party of the other for liabilities of a party or third persons for property loss or damage or death or personal injury arising out of the performance of this agreement. Any liabilities or claims for property loss or death or personal injury by a party or its agents, employees, contractors or assigns or by third persons, arising out of and during this agreement shall be determined according to applicable law.

FACILITY:

Address: Canutillo Independent School District
P.O. Box 100
Canutillo, TX 79835
Name: Monica Reyes, Executive Director
Phone: (915) 877-7650
Email: mreyes@canutillo-isd.org

GCU:

GRAND CANYON UNIVERSITY
3300 W. Camelback Road
Phoenix, AZ 85017
ATTN: CONHCP – OFE
Phone: 602-639-8401
Fax: 877-224-1594

The undersigned parties have caused this Memorandum of Understanding to become effective on the date when executed by both parties and will terminate upon completion of the field experience course(s).

FACILITY:

By: _____
Title: Superintendent
Date: _____

GCU:

By: _____
Title: Dean & Professor CONHCP
Date: _____