

Agenda of Regular Meeting

The Board of Trustees Canutillo ISD

A Regular meeting of the Board of Trustees of Canutillo ISD will be held October 25, 2022, beginning at 5:30 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**
 - A. Call to Order
 - B. Pledge of Allegiance
 - C. Texas Pledge of Allegiance
 - D. Roll Call
 - E. CISD Vision and Mission Statements 4
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):

Each participant will be limited to **THREE MINUTES** to make comments to the Board. 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 Superintendent's Administrative Assistant.
3. **BOARD HONORS**
 - A. Recognition of CISD Principals for their Contributions to the District During October, National Principals Month
Presenter: G. Reveles
 - B. Recognition of the Canutillo High School Eagle Pride Band for their Participation in the Bands of America Tournament
Presenter: G. Reveles
4. **PUBLIC HEARING**

A public hearing will be held regarding the Canutillo ISD's Financial Integrity Rating System of Texas (FIRST). The public is invited to attend and provide public comment.
Presenter: C. Pulley, M. Piekarski

 - A. Approval of the Canutillo ISD's Financial Integrity Rating System of Texas (FIRST)
Presenter: C. Pulley, M. Piekarski
5. **SPECIAL PRESENTATION-OTHER**
 - A. Discussion Regarding Gifted and Talented Program Evaluation 72
Presenter: S. Parker
 - B. LSG CCR Student Outcome Goal Progress 90

6. **BOARD OF TRUSTEE BUSINESS**
- A. Discussion with Texas Representative Joe Moody Regarding School Finance, State Safety and Security and 88th Legislative Session Priorities
Presenter: Rep. J. Moody
 - B. Presentation and Discussion Regarding Safety and Security Program Proposed Under November 2022 Canutillo ISD Bond Proposal
Presenter: M. Monsive, M. Mantranga
 - C. Discussion and Possible Action Regarding Approval of a Letter of Support for Canutillo ISD to Continue in the Selection Process as Semi-Finalists in a 5-Year Holdsworth Center Partnership for District and Campus Level Leaders
Presenter: Dr. D. Kerney
 - D. Overview of the TASB TxEDCON 2022 Conference, September 21 - 25, 2022 in San Antonio, TX
Presenter: S. Coronado, P. Mendoza, A. Rodriguez, B. Trout
 - E. Overview of the 2022 MASBA Conference, October 5-8, 2022 in San Antonio, TX
Presenter: S. Coronado, A. Rodriguez
7. **CONSENT AGENDA-VOTING**
- A. *BUSINESS SERVICES*
 - 1. Approval of the Meeting Minutes
 - a. Approval of the August 23, 2022 Regular Board Meeting Minutes 118
 - b. Approval of the September 15, 2022 Special Board Meeting Minutes 127
 - c. Approval of September 27, 2022 Regular Board Meeting Minutes 129
 - 2. Approval of the Monthly Warrant List 137
Presenter: C. Pulley
 - 3. Approval of the Monthly Donations 138
Presenter: C. Pulley
 - 4. Approval to Award RFP 2023-02 CHS Band and Choir Room Floor Restoration to Construction & Environmental Consultants, Inc. in the Amount of \$69,500.00
Presenter: B. Vasquez
 - 5. Approval of Resolution Amending Authorized Representatives for the District TexPool Investment Account 152
Presenter: C. Pulley, M. Piekarski
 - B. *CURRICULUM AND INSTRUCTION*
 - 1. Approval of Addendum to the Interlocal Agreement Between Emergence Health Network and Canutillo ISD 158
Presenter: Dr. M. Reyes
 - 2. Approval of the School Health Advisory Council (SHAC) Annual Report 162
Presenter: Dr. M. Reyes, N. Torres
 - C. *HUMAN RESOURCES*
 - 1. Approval of Board Resolution Regarding Election Day on November 8, 2022 for the 2022-2023 School Year 181
Presenter: M. Carrasco
 - 2. Approval of Adoption of Local Policy CKE **1st Reading** 182
Presenter: J. Barraza

- D. Approval of Revised Joint Election Services Contract with the County of El Paso ~~187~~
the November 2022 General Election
Presenter: S. Blanco, P. Mata
- E. Approval of Comments Requested to be Placed on Record by Breanne Barnes at ~~104~~
August 15, 2022 Special Board Meeting
- 8. **EXECUTIVE SESSION**
To Consult with Attorney Under Sections 551.071, 551.074 and 551.076 of the Texas Government Code:
 - A. Discussion and Recommendation from Administration Regarding the Resignation of Canutillo High School Teacher, N. Gonzalez, During Contract Term; Pursuant to Texas Government Code Sections 551.071 and 551.074
 - B. Discussion of Districtwide Intruder Detection Audit Report Findings; Pursuant to Texas Government Code Section 551.076
- 9. **NEW BUSINESS (continued); OTHER**
 - A. Discussion and Possible Action Regarding Findings and Determination of the Board Related to the Resignation of Canutillo High School Teacher, N. Gonzalez, During Contract Term
- 10. **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.

CANUTILLO A Premier District



Vision

Canutillo ISD is the premier district.
We lead today to positively impact tomorrow.

Mission

Canutillo ISD supports and embraces diversity in a multi-cultural society. Our school community thrives in a safe, engaging, inclusive learning environment. We provide equitable opportunities to ensure our future-ready students are inspired to explore, learn, grow and excel.

#BeCanutillo
Tomorrow's⁴ Best Today

CANUTILLO A Premier District

2022 FIRST Rating Presentation

Based on 2020-2021 School Year Data

October 25, 2022



Purpose

Primary goal of School FIRST:

- Achieve quality performance in the management of school districts' financial resources
- A goal made more significant due to the complexity of accounting associated with Texas' school finance system

Authority

Developed by TEA as a response to Senate Bill 875 of the 76th Texas Legislature in 1999

- Ratings issued in 2022 cover fiscal year 2021 July 1, 2020 – June 30, 2021
- Based on analysis of staff and student data, as well as budgetary and actual financial data

Relevance

- House Bill 1, 2006, amended the Texas Education Code (TEC), Public School System Accountability, to address in part, the accreditation of school districts
- Under the statute and adopted rules, the TEA will take into consideration a district's School FIRST rating when assigning a final accreditation status

Changes

- In 2007, Title 19 Texas Administrative Code Chapter 109, Budgeting, Accounting, and Auditing Subchapter AA, Commissioner's Rules Concerning Financial Accountability Rating System added 5 Required Disclosures
- This year, 5 new Indicators were added

Determination of Rating

- Final Results Issued September 7, 2022
- Failing To Pass one Critical Indicator will result in automatic Substandard Achievement

20 Indicators

- Five Critical Indicators
- Nine Solvency Indicators
- Six Financial Competence Indicators

Determination of Rating

- A = Superior Achievement 90-100 Points
- B = Above Standard Achievement 80-89 Points
- C = Meets Standard 70-79 Points
- F = Substandard Achievement <70 Points

Critical Indicators

1. *Was the complete annual financial report (AFR) and data submitted to the TEA within 30 days of the November 27 deadline depending on the school district's fiscal year end date of June 30?*

CISD = Yes

Critical Indicators

2. *Was there an unmodified opinion in the AFR on the financial statements as a whole?*

CISD = **Yes**

Critical Indicators

3. Was the school district in compliance with the payment terms of all debt agreements at fiscal year end?

CISD = Yes

Critical Indicators

4. Did the school district make timely payments to the Teachers Retirement System (TRS). Texas Workforce Commission (TWC), Internal Revenue Service (IRS), and other government agencies?

CISD = Yes

Critical Indicators

5. Was the total unrestricted net position balance (Net of the accretion of interest for capital appreciation bonds) in the governmental activities column in the Statement of Net Position greater than zero?

NOT RATED

Critical indicator 5 was excluded from the 2020–2021 School Financial Integrity Rating System of Texas (FIRST) rating year ratings due to the impact that Governmental Accounting Standards Board (GASB) Statements No. 74 and 75 had on the unrestricted net position of school districts. GASB 74 required Districts to restate fund balance for their proportionate share of OPEB (Other Post-Employment Benefits)

Solvency Indicators

6. *Was the average change in (assigned and unassigned) fund balances over 3 years less than a 25 percent decrease or did the current year's assigned and unassigned fund balances exceed 75 days of operational expenditures?*

CISD = Yes, Ceiling Passed

Solvency Indicators

7. Was the number of days of cash on hand and current investments in the general fund for the school district sufficient to cover operating expenditures (excluding facilities acquisition and construction)?

CISD = 105 Days, 10 Points

Solvency Indicators

8. Was the measure of current assets to current liabilities ratio for the school district sufficient to cover short-term debt?

CISD = 2.62%, 8 points

Solvency Indicators

9. *Did the school district's general fund revenues equal or exceed expenditures (excluding facilities acquisition and construction)?*

CISD = Yes, Revenues Exceeded Expenditures, 10 points

Solvency Indicators

10. Did the school district average less than a 10 percent variance (90% to 110%) when comparing budgeted revenues to actual revenues for the last 3 fiscal years?

CISD - This indicator is not being scored, 10 points

Solvency Indicators

11. Was the ratio of long-term liabilities to total assets for the school district sufficient to support long-term solvency?

CISD = 57.82%, 10 points

Solvency Indicators

12. Was the debt per \$100 of assessed property value ratio sufficient to support future debt repayments?

CISD = 3.59%, 10 points

Solvency Indicators

13. *Was the school district's administrative cost ratio equal to or less than the threshold ratio?*

Maximum Points = 10.0% or less ratio for 5,783 ADA

CISD Administrative Cost Ratio = **9.68%, 10 points**

Administrative Cost Ratio Formula:

$$\frac{\text{Function 21} + 41}{\text{Function 11} + 12 + 13 + 31}$$

Administrative Cost Ratio Comparison

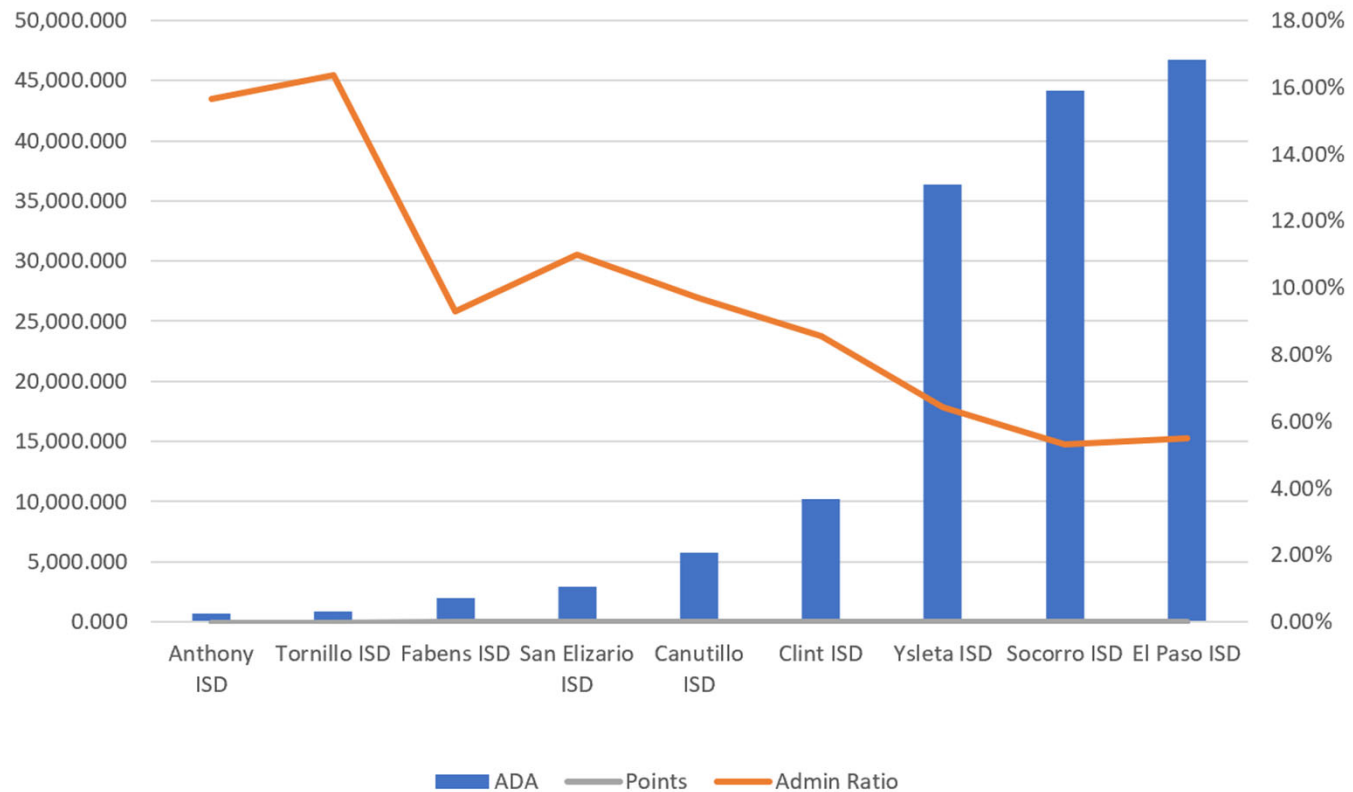
Administrative Cost Ratio Comparison
with Districts in El Paso County
Based on School Year 2020-2021 Data

District Name	ADA	Admin Ratio	Points
Anthony ISD	715.895	15.66%	6
Tornillo ISD	843.209	16.37%	6
Fabens ISD	1,973.345	9.30%	10
San Elizario ISD	2,932.513	11.00%	10
Canutillo ISD	5,783.850	9.68%	10
Clint ISD	10,180.676	8.55%	10
Ysleta ISD	36,348.898	6.43%	10
Socorro ISD	44,201.227	5.30%	10
El Paso ISD	46,696.908	5.50%	10



Administrative Cost Ratio Comparison

Administrative Cost Ratio Comparison
with Comparable ADA Size
Based on School Year 2020-2021 Data



Sources: TEA First Ratings Based on 2020-2021 School Year Data



Administrative Cost Ratio Comparison

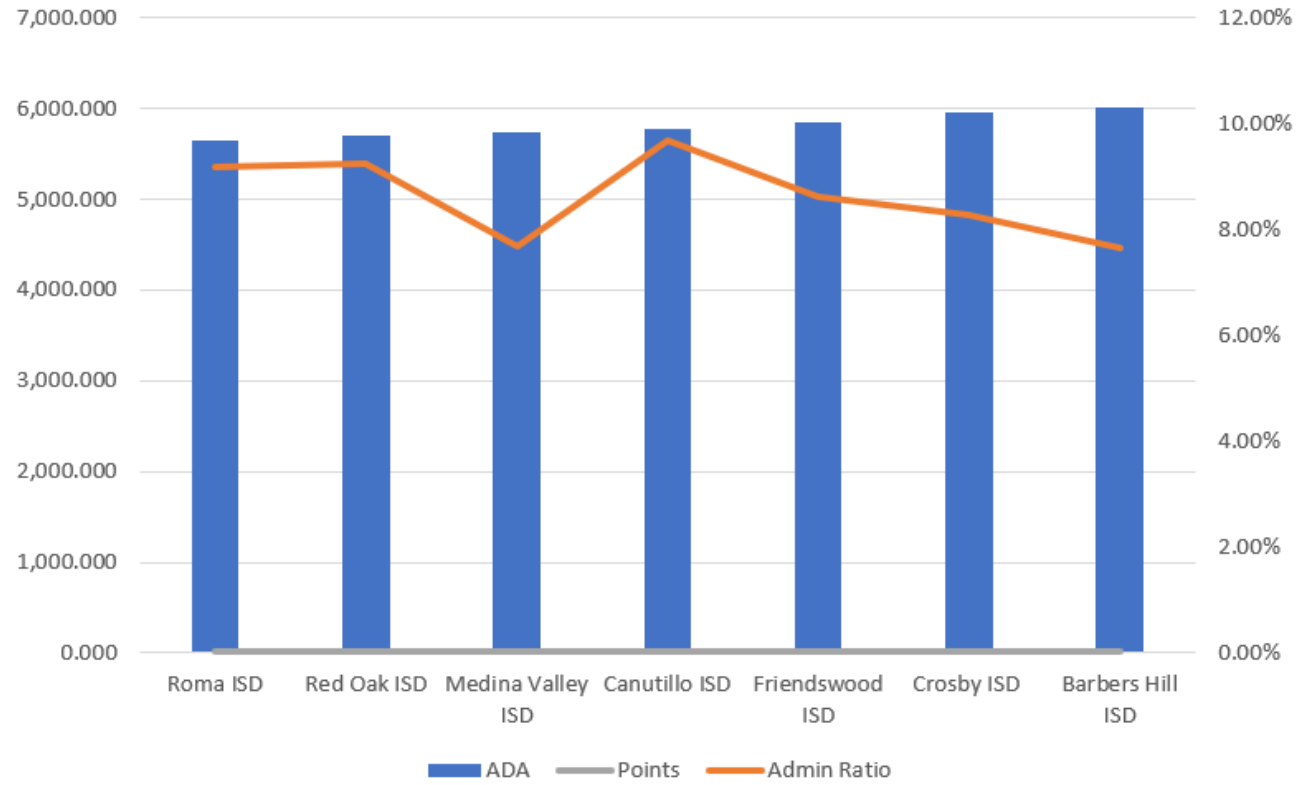
**Administrative Cost Ratio Comparison
with Comparable ADA Size
Based on School Year 2020-2021 Data**

District Name	ADA	Admin Ratio	Points
Roma ISD	5,651.194	9.17%	10
Red Oak ISD	5,709.190	9.23%	10
Medina Valley ISD	5,733.741	7.68%	10
Canutillo ISD	5,783.850	9.68%	10
Friendswood ISD	5,846.740	8.62%	10
Crosby ISD	5,957.183	8.28%	10
Barbers Hill ISD	6,018.244	7.66%	10

Sources: TEA First Ratings Based on 2019-2020 School Year Data

Administrative Cost Ratio Comparison

Administrative Cost Ratio Comparison
with Comparable ADA Size
Based on School Year 2020-2021 Data



Sources: TEA First Ratings Based on 2020-2021 School Year Data



Solvency Indicators

14. Did the school district not have a 15 percent decline in the students to staff ratio over 3 years (total enrollment to total staff)?

CISD = Yes, 10 Points

Financial Competence Indicators

15. Was the school district's ADA within the allotted range of the district's biennial pupil projection(s) submitted to TEA? If the district did not submit pupil projections to TEA, did it certify TEA's projections?

CISD -This indicator is not being scored,
5 points

Financial Competence Indicators

16. Did the comparison of Public Education Information Management System (PEIMS) data to like information in the school district's AFR result in a total variance of less than 3 percent of all expenditures by function?

CISD = Passed

Financial Competence Indicators

17. Did the external independent auditor report that the AFR was free of any instance(s) of material weaknesses in internal controls over financial reporting and compliance for local, state, or federal funds?

CISD = Yes, Passed

Financial Competence Indicators

18. Did the external independent auditor indicate the AFR was free of any instance(s) of material noncompliance for grants, contracts, and laws related to local, state, or federal funds?

CISD = Yes, 10 points

Financial Competence Indicators

19. Did the school district post the required financial information on its website in accordance with Government Code, Local Government Code, Texas Education Code, Texas Administrative Code and other statutes, laws and rules that were in effect at the school district's fiscal year end?

CISD = Yes, 5 points

Financial Competence Indicators

20. Did the school board members discuss the district's property values at a board meeting within 120 days before the district adopted its budget?

CISD = Yes, Passed

2022 School FIRST Rating

Score of 98

Rating: A = Superior Achievement

CISD – FIRST Ratings for the Past 10 Years Based on Previous School Year Data

School Year	Rating
2020-2021	A = Superior Achievement
2019-2020	A = Superior Achievement
2018-2019	A = Superior
2017-2018	B = Above Standard
2016-2017	B = Above Standard
2015-2016	A = Superior
2014-2015	PASS
2013-2014	Above Standard Achievement
2012-2013	Above Standard Achievement
2011-2012	Superior Achievement

THE PUBLIC IS INVITED TO PROVIDE COMMENT





Canutillo Independent School District

2022 Annual Financial Accountability Management Report

For the Year Ended June 30, 2021

Dr. Pedro Galaviz, Superintendent

Martha E. Piekarski, Chief Business Officer

Cristina Pulley, Executive Director of Financial Services

Annual Financial Accountability Management Report

§109.1001. Purpose of Financial Accountability Rating System.

The purpose of the financial accountability rating system is to ensure that school districts and open-enrollment charter schools will be held accountable for the quality of their financial management practices and achieve improved performance in the management of their financial resources. The system is designed to encourage Texas public schools to manage their financial resources better in order to provide the maximum allocation possible for direct instructional purposes. The system will also disclose the quality of local management and decision-making processes that affect the allocation of financial resources in Texas public schools. An evaluation of the long-term effectiveness of the system should disclose a measurable improvement in the quality of Texas public schools' financial decision-making processes.

Annual Financial Accountability Management Report



Financial Integrity Rating System of Texas

2021-2022 RATINGS BASED ON SCHOOL YEAR 2020-2021 DATA – DISTRICT STATUS DETAIL

Name: CANUTILLO ISD(071907)	Publication Level 1: 8/2/2022 2:05:39 PM
Status: Passed	Publication Level 2: 8/4/2022 12:15:48 PM
Rating: A = Superior Achievement	Last Updated: 8/4/2022 12:15:48 PM
District Score: 98	Passing Score: 70

#	Indicator Description	Updated	Score
1	<u>Was the complete annual financial report (AFR) and data submitted to the TEA within 30 days of the November 27 or January 28 deadline depending on the school district’s fiscal year end date of June 30 or August 31, respectively?</u>	7/12/2022 8:33:09AM	Yes
2	<u>Was there an unmodified opinion in the AFR on the financial statements as a whole? (The American Institute of Certified Public Accountants (AICPA) defines unmodified opinion. The external independent auditor determines if there was an unmodified opinion.)</u>	5/16/2022 10:48:30AM	Yes
3	<u>Was the school district in compliance with the payment terms of all debt agreements at fiscal year end? (If the school district was in default in a prior fiscal year, an exemption applies in following years if the school district is current on its forbearance or payment plan with the lender and the payments are made on schedule for the fiscal year being rated. Also exempted are technical defaults that are not related to monetary defaults. A technical default is a failure to uphold the terms of a debt covenant, contract, or master promissory note even though payments to the lender, trust, or sinking fund are current. A debt agreement is a legal agreement between a debtor (= person, company, etc. that owes money) and their creditors, which includes a plan for paying back the debt.)</u>	5/16/2022 10:48:30AM	Yes

Annual Financial Accountability Management Report

4	<u>Did the school district make timely payments to the Teachers Retirement System (TRS), Texas Workforce Commission (TWC), Internal Revenue Service (IRS), and other government agencies? (If the school district received a warrant hold and the warrant hold was not cleared within 30 days from the date the warrant hold was issued, the school district is considered to not have made timely payments and will fail critical indicator 4. If the school district was issued a warrant hold, the maximum points and highest rating that the school district may receive is 95 points, A = Superior Achievement, even if the issue surrounding the initial warrant hold was resolved and cleared within 30 days.)</u>	5/16/2022 10:48:31AM	Yes Ceiling Passed
5	This indicator is not being scored.		
			1 Multiplier Sum
6	<u>Was the average change in (assigned and unassigned) fund balances over 3 years less than a 25 percent decrease or did the current year's assigned and unassigned fund balances exceed 75 days of operational expenditures? (If the school district fails indicator 6, the maximum points and highest rating that the school district may receive is 89 points, B = Above Standard Achievement.)</u>	5/17/2022 9:42:49AM	Ceiling Passed
7	<u>Was the number of days of cash on hand and current investments in the general fund for the school district sufficient to cover operating expenditures (excluding facilities acquisition and construction)? See ranges below in the Determination of Points section.</u>	5/16/2022 10:48:31AM	10
8	<u>Was the measure of current assets to current liabilities ratio for the school district sufficient to cover short-term debt? See ranges below in the Determination of Points section.</u>	5/16/2022 10:48:32AM	8
9	<u>Did the school district's general fund revenues equal or exceed expenditures (excluding facilities acquisition and construction)? If not, was the school district's number of days of cash on hand greater than or equal to 60 days? See ranges below in the Determination of Points section.</u>	5/16/2022 10:48:32AM	10

Annual Financial Accountability Management Report

10	This indicator is not being scored.		10
11	<u>Was the ratio of long-term liabilities to total assets for the school district sufficient to support long-term solvency? If the school district's increase of students in membership over 5 years was 7 percent or more, then the school district automatically passes this indicator. See ranges below in the Determination of Points section.</u>	5/16/2022 10:48:39AM	10
12	<u>Was the debt per \$100 of assessed property value ratio sufficient to support future debt repayments? See ranges below in the Determination of Points section.</u>	5/16/2022 10:48:40AM	10
13	<u>Was the school district's administrative cost ratio equal to or less than the threshold ratio? See ranges below in the Determination of Points section.</u>	6/9/2022 10:54:12AM	10
14	<u>Did the school district not have a 15 percent decline in the students to staff ratio over 3 years (total enrollment to total staff)? If the student enrollment did not decrease, the school district will automatically pass this indicator.</u>	5/16/2022 10:48:42AM	10
15	This indicator is not being scored.		5
16	<u>Did the comparison of Public Education Information Management System (PEIMS) data to like information in the school district's AFR result in a total variance of less than 3 percent of all expenditures by function? (If the school district fails indicator 16, the maximum points and highest rating that the school district may receive is 89 points, B = Above Standard Achievement.)</u>	5/16/2022 10:48:43AM	Ceiling Passed
17	<u>Did the external independent auditor report that the AFR was free of any instance(s) of material weaknesses in internal controls over financial reporting and compliance for local, state, or federal funds? (The AICPA defines material weakness.) (If the school district fails indicator 17, the maximum points and highest rating that the school district may receive is 79 points, C = Meets Standard Achievement.)</u>	5/16/2022 10:48:43AM	Ceiling Passed
18	<u>Did the external independent auditor indicate the AFR was free of any instance(s) of material noncompliance for grants, contracts, and laws related to local, state, or federal funds? (The AICPA defines material noncompliance.)</u>	5/16/2022 10:48:44AM	10

Annual Financial Accountability Management Report

19	<u>Did the school district post the required financial information on its website in accordance with Government Code, Local Government Code, Texas Education Code, Texas Administrative Code and other statutes, laws and rules that were in effect at the school district's fiscal year end?</u>	5/16/2022 10:48:45AM	5
20	<u>Did the school board members discuss the district's property values at a board meeting within 120 days before the district adopted its budget? (If the school district fails indicator 20 the maximum points and highest rating that the school district may receive is 89 points, B = Above Standard Achievement.)</u>	5/16/2022 10:48:45AM	Ceiling Passed
			98 Weighted Sum
			1 Multiplier Sum
			(100 Ceiling)
			98 Score

Annual Financial Accountability Management Report

DETERMINATION OF RATING

A.	Did the school district fail any of the critical indicators 1, 2, 3, or 4? If so, the school district's rating is F for Substandard Achievement regardless of points earned.	
B.	Determine the rating by the applicable number of points.	
	A = Superior Achievement	90-100
	B = Above Standard Achievement	80-89
	C = Meets Standard Achievement	70-79
	F = Substandard Achievement	<70
<p>No Rating = A school district receiving territory that annexes with a school district ordered by the commissioner under TEC 13.054, or consolidation under Subchapter H, Chapter 41. No rating will be issued for the school district receiving territory until the third year after the annexation/consolidation.</p> <p>The school district receives an F if it scores below the minimum passing score, if it failed any critical indicator 1, 2, 3, or 4, if the AFR or the data were not both complete, or if either the AFR or the data were not submitted on time for FIRST analysis.</p>		

CEILING INDICATORS

Did the school district meet the criteria for any of the following **ceiling indicators** 4, 6, 16, 17, or 20? If so, the school district's applicable maximum points and rating are disclosed below. Please note, an F = Substandard Achievement Rating supersedes any rating earned as the result of the school district meeting the criteria of a ceiling indicator.

Determination of rating based on meeting ceiling criteria.	Maximum Points	Maximum Rating
Indicator 4 (Timely Payments) - School district was issued a warrant hold.	95	A = Superior Achievement
Indicator 6 (Average Change in Fund Balance) - Response to indicator is <i>No</i> .	89	B = Above Standard Achievement
Indicator 16 (PEIMS to AFR) - Response to indicator is <i>No</i> .	89	B = Above Standard Achievement
Indicator 17 (Material Weaknesses) - Response to indicator is <i>No</i> .	79	C = Meets Standard Achievement
Indicator 20 (Property Values and Tax Discussion) - Response to indicator is <i>No</i> .	89	B = Above Standard Achievement

Annual Financial Accountability Management Report

Introduction

This is the eighteenth year of School FIRST (Financial Integrity Rating System of Texas), a financial accountability system for Texas school districts developed by the Texas Education Agency (TEA) in response to Senate Bill 875 of the 76th Texas legislature in 1999. Senate Bill (SB) 218, which was passed during the 77th Texas Legislature, Regular Session, 2001, authorized the implementation of a financial accountability rating system, which officially is referred to as School FIRST.

The school district's School FIRST rating is based upon an analysis of staff and student data reported for the 2020-2021 school year, as well as budgetary and actual financial data for the 2021 fiscal year. This law requires each school district to prepare an Annual Financial Accountability Management Report no later than sixty days after the final report is received. The Canutillo Independent School District's (CISD) final rating was officially received on September 7, 2022.

In December 2007, TEA adopted Planning and Accountability, Subchapter EE, Accreditation Status, Standards, and Sanctions. This subchapter, which became effective in January 2008, defined the accreditation statuses of Accredited, Accredited-Warned, Accredited-Probation, and Not Accredited-Revoked and stated how accreditation statuses would be determined and assigned to school districts. Under these rules, TEA will take into consideration a district's School FIRST rating when assigning an accreditation status.

Additionally, district's final School FIRST rating may affect its special education determination status as issued by the TEA Division of Individuals with Disabilities Education Act Coordination.

Many business-related issues are covered in this report. The primary reporting tool, however, is the Financial Integrity Rating System of Texas.

Annual Financial Accountability Management Report

This worksheet was developed by representatives of the Texas Education Agency, the Texas Business & Education Council and the Texas Association of School Business Officials (TASBO). It is administered by TEA and calculated on information submitted to the Agency via each year's PEIMS submission. PEIMS data has always been critical on the student side of the submission, and this rating has added a greater degree of importance to the financial submission.

For this rating year, the worksheet consists of twenty indicators. Five critical indicators are yes/no answers and the other fifteen are on a ten-point scale. A "No" response in indicators #1, #2, #3, #4 or #5 automatically results in a rating of Substandard Achievement.

The Canutillo Independent School District has earned a rating of "Superior Achievement", C I S D passed 20 of the 20 indicators this year with a score of 98. The worksheet itself and a discussion of the individual indicators follow.

Beginning with the 2007 calendar year, four required disclosures were added to the financial management report in accordance with Title 19 Texas Administrative Code Chapter 109, Budgeting, Accounting, and Auditing Subchapter AA, Commissioner's Rules Concerning Financial Accountability Rating System.

Also included in the back of the report is a glossary of terms used within this report. This will assist the reader in understanding the individual indicators and this report.

Please contact Martha E. Piekarski at (915) 877-7515 or Cristina Pulley at (915) 877-7425, if you have any questions or comments.

Annual Financial Accountability Management Report

OVERVIEW OF THE WORKSHEET

Critical Indicators

Indicators # 1 through #5 are the critical indicators. Any "NO" response in this category is considered to be a signal of fiscal distress. These five critical indicators revolve around the debt compliance, timely TRS payments and the external auditor's report date and findings. If the General Fund and Unrestricted Net Asset balances are greater than zero and the auditors issue an "unqualified" opinion, on time, without any disclosures or internal control issues, the District will pass the critical indicators. For Fiscal Year 2021, the Canutillo Independent School District had an Unassigned General Fund Balance of \$15,925,829 and passed all five indicators.

Solvency

Indicators #6 through #14 addresses solvency including the analysis of the administrative cost ratio. Canutillo Independent School District's administrative cost ratio was 9.68%, earning it 10 points out of the 10. Following are tables reflecting how CISD compares to other Districts in the County, as well as to other Districts in Texas with similar Average Daily Attendance (ADA) rate size.

Annual Financial Accountability Management Report

Administrative Cost Ratio Comparison with Districts in El Paso County Based on School Year 2020-2021 Data

District Name	ADA	Admin Ratio	Points
Anthony ISD	715.895	15.66%	6
Tornillo ISD	843.209	16.37%	6
Fabens ISD	1,973.345	9.30%	10
San Elizario ISD	2,932.513	11.00%	10
Canutillo ISD	5,783.850	9.68%	10
Clint ISD	10,180.676	8.55%	10
Ysleta ISD	36,348.898	6.43%	10
Socorro ISD	44,201.227	5.30%	10
El Paso ISD	46,696.908	5.50%	10

Sources: TEA First Ratings Based on 2020-2021 School Year Data

Annual Financial Accountability Management Report

Administrative Cost Ratio Comparison With Comparable ADA Size Based on School Year 2020-2021 Data

District Name	ADA	Admin Ratio	Points
Roma ISD	5,651.194	9.17%	10
Red Oak ISD	5,709.190	9.23%	10
Medina Valley ISD	5,733.741	7.68%	10
Canutillo ISD	5,783.850	9.68%	10
Friendswood ISD	5,846.740	8.62%	10
Crosby ISD	5,957.183	8.28%	10
Barbers Hill ISD	6,018.244	7.66%	10

Sources: TEA First Ratings Based on 2020-2021 School Year Data

Financial Competence

Indicators #15 through #20 address expenditure variance and the external auditors report on the Annual Financial Report free of material weaknesses. Canutillo Independent School District received the maximum points on these indicators.

Annual Financial Accountability Management Report

Summary

The Canutillo Independent School District School Board, campus staff, administrators and the community have worked diligently to improve the financial position rating of the Canutillo Independent School District over the past year. This report demonstrates this improvement to all interested parties. We anticipate further improvement in the coming years.

OTHER DATA CONCERNING THE DISTRICT'S OPERATIONS

The purpose of this section of the report is to discuss other aspects of business operations not covered by the indicators, but suggested by law as items of significance meriting discussion. The indicators are a good basic tool with which to assess primary business practices. Administration is always working towards improvement in all aspects of the operation to maximize funds available to campuses for educational purposes and to the ancillary departments that support the campuses.

Financial Strength

The State of Texas recommends discussion of the District's financial strength. This is a difficult topic to address because there are many measures of financial strength, some better than others, and there may not be a consensus as to which one is the best measure. At the Canutillo Independent School District, one significant financial indicator of strength is the District's ability to meet cash flow needs each year without borrowing money. The District has not borrowed funds for operating reasons, which indicates adequate financial strength and liquidity.

Annual Financial Accountability Management Report

Financial Trends

An analysis of the Canutillo Independent School District over a two-year period from the year ending June 30, 2020 to June 30, 2021, reveals the following trends in the General Fund:

- 1) The District's M&O tax rate decreased from \$1.06835 per \$100 of valuation to \$0.9824 and the I&S tax rate remained at \$0.360.
- 2) The District's revenues increased by \$1.9 million from \$66.7 million to \$68.6 million.
- 3) The District's expenditures increased by \$13 million from \$63.5 million to \$76.5 million.
- 4) The District's Unassigned Fund Balance increased by \$1.4 million from \$14.5 to \$15.9 million.

The resulting impact on the Districts' fund balance is discussed in further detail below. The administration and staff continue to focus on maximizing every revenue source available while undergoing the ongoing "belt-tightening" on the expenditure side.

Fund Balance

Canutillo Independent School District plans to keep substantial reserves due to the financial uncertainties surrounding school funding, the state's budget issues and other economic factors. For example, construction and utility costs, as well as changes in property tax appraisal values may impact the District's expenditures or revenues.

Annual Financial Accountability Management Report

When at the optimum level, Canutillo Independent School District would be able to use fund balance to make payroll and pay other operating costs for approximately two months. At year end, the District could have survived about 90 days by using fund balance.

Operating Cost Management

An indicator the State of Texas uses to measure operating cost efficiency is the administrative cost ratio. Texas' formula is mandated by law. Simply, it takes administrative costs and divides them by instructional costs to arrive at a percentage. A district's size determines their allowable administrative cost percentage.

Based on Canutillo Independent School District's size, the maximum allowable administrative cost ratio is 10.0%. Canutillo Independent School District's actual administrative cost ratio for FY 2021 was 9.68%. Administration continues to work to decrease this ratio.

In a time of rising salaries and increased costs, Canutillo Independent School District has held the line on administrative cost increases as a percentage of instructional costs.

The focus of the District has been, and continues to be, to funnel every possible dollar to the campus level to serve the needs of the students first.

Only a small portion of General Fund expenditures is flexible or variable in nature. Salaries and benefits comprise the largest expenditure each year at approximately 85%. Therefore, once those large expenditures are removed from the equation, only a small portion, 15% of the budget remains that can be affected by cost containment methods.

Annual Financial Accountability Management Report

Supplies, materials, travel, staff development and a few contracted services comprise the remaining expenditures. These costs are referred to as controllable operating costs. For the last several years, the Canutillo Independent School District has consistently spent at least 50% of its total operating expenditures on instruction.

This demonstrates how the District's goal of dedicating operating costs to student achievement has remained a priority.

Personnel Management

The District's longstanding goal is to attract and retain qualified teachers and staff, and to offer a competitive salary and benefits package each year. To obtain this goal, the District has been increasing beginning salaries for teachers, librarians, nurses and counselors. Second to our students' welfare and education, attracting and retaining a quality teaching staff remains a priority at the Canutillo Independent School District.

Debt Management

At year-end, the District had \$104 million in long-term liabilities outstanding versus \$96.6 million at the end of 2021. There was an increase of \$7.4 million in new debt in 2021 and debt reductions of \$30.4 million.

The District has aggressively managed its debt by competitive bidding to obtain the best interest rates available and by refinancing existing debt for lower rates when in the best interest of the District.

Annual Financial Accountability Management Report

Cash Management

In prior years, the Financial Integrity Rating System of Texas worksheet contained several criteria specifically targeting cash management procedures. Deferred revenues will be recognized as revenue in a future period once they are classified as earned. As long as the deferred revenue is less than the total of cash and investments, the district is not dipping into future reserves to pay current liabilities. Management of current budgeted expenditure outflows and incoming revenue streams affect the Fund Balance.

Management of liquid assets begins with developing a cash requirement forecast, which balances the need for cash to pay obligations and the timing of the revenue stream. When cash revenues coming into the District will be insufficient to meet expenditure needs, maturities of investments are timed to fill in the gaps. Based on historical patterns and seasonal data unique to Canutillo Independent School District, a projection of how much cash will be needed and approximately, when it will be needed is constructed. The timing of major projects, maintenance, construction, and initiatives planned for the current year and for future periods is also taken into consideration.

The State computes the amount of funding due to our District for the fiscal year and produces a schedule of monthly payments. The calculations are verified (adjusted if necessary) and this revenue stream is matched to the timing of expenditure obligations. The monthly volume of tax revenues varies seasonally, so historical data along with any new variables is combined with the variation in the tax levy from one year to the next to project the cash flow. This projected revenue stream is then compared to the expected expenditures.

The cash requirements forecast governs the timing of investment maturities; however, the type of investments purchased by the District is

Annual Financial Accountability Management Report

guided by the investment policy found in CDA Legal and CDA Local. The objectives of cash management, in order of importance, are suitability to meet cash requirements, safety (low risk), liquidity, marketability, diversity and yield. Authorized types of investments are described in the policy, and the District chooses which investment type to purchase based on the best rate available for the maturity date, which coincides with the cash requirements.

During Fiscal Year 2021 the District earned interest on interest bearing accounts with the depository bank, and invested funds in several investment pools, to include Texas Class and Lone Star. This mixture provided the portfolio with diversification and sufficient liquidity.

The efficient management of budgets and the Fund Balance has provided an adequate cash flow so that at no time has the District been short of cash when needed. No investment has been sold before its scheduled maturity date, nor has the district been forced to borrow funds to meet cash obligations.

Tax Collections

The tax collections are contracted with the Central Appraisal District through the City of El Paso. The minimum criterion is 98% and currently CISD collections average 98.83% each year.

Budgetary Planning & Financial Allocations

The District's budget process begins in July each year, with the development of the budget calendar. Enrollment projections are determined in December in order to estimate revenues and develop budget allocations for campuses and departments. Funds allocated to campuses based on a number of criteria, including number of students, special populations, performance and type of campus.

Annual Financial Accountability Management Report

Support departments' allocations are based on zero based budgeting for future years' needs. Special project requests for additional or supplemental funds are considered individually each year.

The budget process is a proactive and highly participatory one. In April, preliminary state and local revenue calculations are made. Decisions are made on special project requests; revenue data is fine-tuned and a final budget is submitted to the Board of Trustees for approval by June 30.

Each campus or department may amend their budget when their plans or needs change after the original budget is adopted. The decentralized style of budget management is required by the State of Texas to a certain degree. Site-based decision making is a method of campus empowerment. Most importantly, it is a system that works best in the long run for all by allowing those close to the situation to allocate resources where they are needed most, especially when those needs are in constant motion.

CERTIFICATIONS AND TRAINING

The Canutillo Independent School District financial staff includes the following members with their certifications and training:

Annual Financial Accountability Management Report

Chief Business Officer - Martha E. Piekarski, CPA/ CFF, CGMA, RSBA, RTSBA, is a native El Pasoan and a graduate of the University of Texas at Austin. She became a Certified Public Accountant (CPA) in 1986. In 2021, Martha was nominated by the Texas Society of CPA's (TXCPA) to serve at the national level at the prestigious American Institute of Certified Public Accountants (AICPA) Council. Only three Texas CPAs will represent Texas for the three-year term. Martha also serves on the Ethics Committee at the Association of School Business Officials International (ASBO). Other designations Martha has achieved are: Certified in Financial Forensics (CFF), Registered School Business Administrator (RSBA), and Registered Texas School Business Official (RTSBA). She was also a member of the first graduating class of the TASBO Mentoring Program. Martha has several years of industry experience, most recently with General Mills. She was hired by EPISD in April 2002 and began her school district career as an internal auditor. She was promoted to Executive Director in August 2004. Martha received a certificate of achievement from EPISD's Executive Leadership Development Academy. In October of 2014, Martha became Canutillo ISD's Chief Financial Officer after some restructuring.

Executive Director of Financial Services - Cristina Pulley, CPA, RTSBA, is a graduate of the University of Texas at El Paso with a major in Accounting. She became a Certified Public Accountant in 2003 and continues her professional education for a minimum of 40 hours per year to maintain her CPA certificate. She has served as Treasurer for the El Paso TASBO chapter and past vice president. For eight years, she was in public practice with Clifford, Ross, Raudenbush & Cooper LLC where she audited New Mexico governmental entities, including public schools. In February 2012, Cristina was hired by the El Paso Independent School District and began her school district career as a Program Accountant and was later promoted to Financial Analyst. In October 2016, Cristina joined the Canutillo Independent School District as Director of Finance and was recently promoted to Executive Director of Financial Services in June of 2022.

Annual Financial Accountability Management Report

CONCLUSION

The administration believes that the Canutillo Independent School District has sound financial practices when measured by the State of Texas FIRST indicators and measured by the District's own internal analysis. The District has financial challenges ahead such as, completing bond construction on time and within budget, maintaining salaries at a competitive level and increasing the unassigned fund balance. The District is moving in the right direction both financially and educationally.

Needless to say, this has been a team effort. Many thanks are owed to teachers, campus administrators, support staff, the Board of Trustees, central office administrators, volunteers and members of the public who have given valuable input into the budgeting process and in many cases have made sacrifices to assist the District in achieving its current financial position.

Annual Financial Accountability Management Report



Required Disclosures

In 2007, new reporting requirements became effective for the financial management report that is distributed at the School FIRST public hearing. Per Title 19 Texas Administrative Code Chapter 109, Budgeting, Accounting, and Auditing, Subchapter AA, Commissioner's Rules Concerning Financial Accountability Rating System, the six (6) disclosures explained below must be presented in the School FIRST financial management report.

1. The Superintendent's Employment Contract

A copy of the superintendent's current employment contract at the time of the School FIRST hearing is to be provided. In lieu of publication in the School FIRST financial management report, the school district may choose to publish the superintendent's employment contract on the school's internet site. If published on the Internet, the contract is to remain accessible for twelve months. Dr. Pedro Galaviz' employment contract is published on our website at www.canutillo-isd.org.

Annual Financial Accountability Management Report

2. Reimbursements Received by the Superintendent and Board Members for Fiscal Year 2021:

The spirit of the rule is to capture all "reimbursements" for fiscal year 2021, regardless of the manner of payment, including direct pay, credit card, cash, and purchase order. Reimbursements to be reported per category include:

Meals - Meals consumed out of town and in-district meals at area restaurants (excludes catered meals for board meetings).

Lodging - Hotel charges.

Transportation - Airfare, car rental (can include fuel on rental), taxis, mileage reimbursements, leased cars, parking and tolls.

Motor Fuel-Gasoline

Other - Registration fees, telephone/ cell phone, internet service, fax machine, and other reimbursements to (or on-behalf of) the superintendent and board members not defined above.

The following chart is a summary the reimbursements for the Superintendent and Board members from July 1, 2020 through June 30, 2021:

Reimbursements Received by Superintendent and Board Members
July 1, 2020 through June 30, 2021

	Meals	Lodging	Car Rental	Airfare	Other-Registration	Total
Superintendent						
Pedro Galaviz	115	448	214	1,027	1,055	2,859
Board Members						
Salvador Payan	-	-	-	-	-	-
Sergio Coronado	235	1,176	345	290	595	2,641
Armando Rodriguez	-	-	-	-	-	-
Laure Searls	-	-	-	-	-	-
Blanca Trout	-	-	-	-	-	-
Tristan Hernandez	-	-	-	-	-	-
Patsy Mendoza	180	672	49	349	435	1,685

Annual Financial Accountability Management Report

3. Outside Compensation and/or Fees Received by the Superintendent for Professional Consulting and/or Other Personal Services in Fiscal Year 2021:

Compensation does not include business revenues generated from a family business (farming, ranching, etc..) that have no relationship to school district business are not to be disclosed.

District response: Nothing to disclose.

4. Gifts Received by the Executive Officer(s) and Board Members (and First-Degree Relatives, if any) in Fiscal Year 2021:

An executive officer is defined as the superintendent, unless the board of trustees or the district administration names additional staff under this classification. Gifts received by first-degree relatives, if any, will be reported under the applicable school official.

District response: Nothing to disclose.

5. Business Transactions between School District and Board Members for Fiscal Year 2021:

The summary amounts reported under this disclosure are not to duplicate the items reported in the summary schedule of reimbursements received by board members.

District response: Nothing to disclose.

6. Other Information

Any other information the board of trustees of the school district determines useful.

District response: Nothing to disclose.

Annual Financial Accountability Management Report

CIVIL RIGHTS DISCLOSURE

The 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 Rd., El Paso, TX 79932

El Distrito Escolar Independiente de Canutillo no discrimina por motivos de raza, color, religión, sexo, género, origen nacional, edad, discapacidad, estado militar, información genética o cualquier otra razón prohibida por la ley en sus prácticas laborales, o en la prestación de servicios educativos, actividades y programas, incluida la educación profesional y técnica (programas vocacionales). Para obtener información adicional sobre la política de no discriminación del Distrito Escolar Independiente de Canutillo, comuníquese con la División de Recursos Humanos: (915) 877-7423, 7965 Artcraft Rd., El Paso, TX 79932.



Glossary

Accounting: A standard school fiscal accounting system must be adopted and installed by the board of trustees of each school district. The accounting system must conform to generally accepted accounting principles. This accounting system must also meet at least the minimum requirements prescribed by the state board of education, subject to review and comment by the state auditor.

Ad Valorem Property Tax: Literally the term means "according to value." Ad valorem taxes are based on a fixed proportion of the value of the property with respect to which the tax is assessed. They require an appraisal of the taxable subject matter's worth. General property taxes are almost invariably of this type. Ad valorem property taxes are based on ownership of the property, and are payable regardless of whether the property is used or not and whether it generates income for the owner (although these factors may affect the assessed value).

Adopted Tax Rate: The tax rate set by the school district to meet its legally adopted budget for a specific calendar year.

All Funds: A school district's accounting system is organized and operated on a fund basis where each fund is a separate fiscal entity in the school district much the same as various corporate subsidiaries are fiscally separate in private enterprise. All Funds refers to the combined total of all the funds listed below:

- The General Fund
- Special Revenue Funds (Federal Programs, Federally Funded Shared Services, State Programs, Shared State/local Services, Local Programs)
- Debt Service Funds
- Capital Projects Funds
- Enterprise Funds for the National School Breakfast and Lunch Program

Assessed Valuation: A valuation set upon real estate or other property by a government as a basis for levying taxes.

Assigned Fund Balance: The assigned fund balance represents tentative plans for the future

use of financial resources. Assignments require executive management (per board policy to assign this responsibility to executive management prior to end of fiscal year) action to earmark fund balance for bona fide purposes that will be fulfilled within a reasonable period of time. The assignment and dollar amount for the assignment may be determined after the end of the fiscal year when final fund balance is known.

Auditing: Accounting documents and records must be audited annually by an independent auditor. Texas Education Agency (TEA) is charged with review of the independent audit of the local education agencies.

Beginning Fund Balance: The General Fund balance on the first day of a new school year. For most school districts this is equivalent to the fund balance at the end of the previous school year.

Budget: The projected financial data for the current school year. Budget data are collected for the general fund, food service fund, and debt service fund.

Budgeting: Not later than August 20 of each year, the superintendent (or designee) must prepare a budget for the school district if the fiscal year begins on September 1. (For those districts with fiscal years beginning July 1, this date would be June 20.) The legal requirements for funds to be budgeted are included in the Budgeting module of the TEA Resource Guide. The budget must be adopted before expenditures can be made, and this adoption must be prior to the setting of the tax rate for the budget year. The budget must be itemized in detail according to classification and purpose of expenditure, and must be prepared according to the rules and regulations established by the state board of education. The adopted budget, as necessarily amended, shall be filed with TEA through the Public Education Information Management System (PEIMS) as of the date prescribed by TEA.

Capital Outlay: This term is used as both a Function and an Object. Expenditures for land, buildings, and equipment are covered under Object 6600. The amount spent on acquisitions,



Glossary

construction, or major renovation of school district facilities are reported under Function 80.

Capital Project Funds: Fund type used to account for financial resources to be used for them. Acquisition or construction of major capital facilities (other than those financed by proprietary funds and trust funds.)

Cash: The term, as used in connection with cash flows reporting, includes not only currency on hand, but also demand deposits with banks or other financial institutions. Cash also includes deposits in other kinds of accounts or cash management pools that have the general characteristics of demand deposit accounts in that the governmental enterprise may deposit additional cash at any time and also effectively may withdraw cash at any time without prior notice or penalty.

Chapter 41: A key "equity" chapter in the Texas Education Code (TEC) is Chapter 41. This chapter is devoted to wealth equalization through the mechanism of recapture, the recovery of financial resources from districts defined by the state as high property wealth. Resources are recovered for the purpose of sharing them with low-wealth districts. Districts that are subject to the provisions of Chapter 41 must make a choice among several options in order to reduce their property wealth and share financial resources.

Committed Fund Balance: The committed fund balance represents constraints made by the board of trustees for planned future use of financial resources through a resolution by the board, for various specified purposes including commitments of fund balance earned through campus activity fund activities. Commitments are to be made as to purpose prior to the end of the fiscal year. The dollar amount for the commitment may be determined after the end of the fiscal year when final fund balance is known.

Comptroller Certified Property Value: The district's total taxable property value as certified by the Comptroller's Property Tax Division (Comptroller Valuation).

Debt Service Fund: Governmental fund type used to account for the accumulation of

resources for, and the payment of, general long-term debt principal and interest.

Debt Services: Two function areas (70 and 71) and one Object (6500) are identified using this terminology "debt services." Function 70 is a major functional area that is used for expenditures that are used for the payment of debt principal and interest including Function 71. Expenditures that are for the retirement of recurring bond, capital lease principal, and other debt, related debt service fees, and for all debt interest fall under Function 71. Object 6500 covers all expenditures for debt service.

Deferred Revenue: Resource inflows that do not yet meet the criteria for revenue recognition. Unearned amounts are always reported as deferred revenue. In governmental funds, earned amounts also are reported as deferred revenue until they are available to liquidate liabilities of the current period.

Effective Tax Rate: Provides the unit with approximately the same amount of revenue it had the year before on properties taxes in both years. A comparison of the effective tax rate to the taxing unit's proposed tax rate shows if there will be a tax increase.

Ending Fund Balance: The amount of unencumbered surplus fund balance reported by the district at the end of the specified school year. For most school districts this will be equivalent to the fund balance at the beginning of the next school year.

Excess (Deficiency): Represents receivables due (excess) or owed (deficiency) at the end of the school year. This amount is recorded as Asset Object 1200.

Existing Debt Allotment (EDA): Is the amount of state funds to be allocated to the district for assistance with existing debt.

Federal Revenues: Revenues paid either directly to the district or indirectly through a local or state government entity for Federally-subsidized programs including the School Breakfast Program, National School Lunch



Glossary

Program, and School Health and Related Services Program. This amount is recorded as Revenue Object 5900.

Fiscal Year: A period of 12 consecutive months legislatively selected as a basis for annual financial reporting, planning, and budgeting. The fiscal year may run September 1 through August 31 or July 1 through June 30.

Foundation School Program (FSP) Status: The Foundation School Program (FSP) is the shared financial arrangement between the state and the school district, where property taxes are blended with revenues from the state to cover the cost of basic and mandated programs. The nature of this arrangement falls in one of the following status categories: Regular, Special Statutory, State Administered, Education Service Center, or Open Enrollment Charter School District.

FTE: Full-Time Equivalent measures the extent to which one individual or student occupies a full-time position or provides instruction, e.g., a person who works four hours a day or a student that attends a half of a day represents a .5 FTE.

Function: Function codes identify the expenditures of an operational area or a group of related activities. For example, in order to provide the appropriate atmosphere for learning, school districts transport students to school, teach students, feed students and provide health services. Each of these activities is a function. The major functional areas are:

- Instruction and Instructional-Related Services
- Instructional and School Leadership
- Support Services - Student
- Administrative Support Services
- Support Services: Non-Student Based
- Ancillary Services
- Debt Service
- Capital Outlay
- 90 Intergovernmental Charges

Fund Balance: The difference between assets and liabilities reported in a governmental fund.

General Administration: The amount spent on managing or governing the school district as an overall entity. Expenditures associated with this functional area are reported under Function 41.

General Fund: This fund finances the fundamental operations of the district in partnership with the community. All revenues and expenditures not accounted for by other funds are included. This is a budgeted fund and any fund balances are considered resources available for current operations.

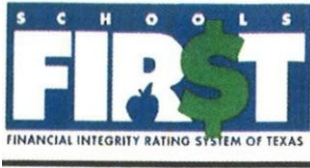
I&S Tax Rate: The tax rate calculated to provide the revenues needed to cover Interest and Sinking (I&S) (also referred to as Debt Service). I&S includes the interest and principal on bonds and other debt secured by property tax revenues.

Incremental Costs: The amount spent by a school district with excess wealth per WADA on the purchase of attendance credits either from the state or from other school district(s). Expenditures associated with this functional area are reported under Function 92.

Instruction: The amount spent on direct classroom instruction and other activities that deliver, enhance or direct the delivery of learning situations to students regardless of location or medium. Expenditures associated with this functional area are reported under Function 11.

Instructional Facilities Allotment (IFA): (State Aid) Provides assistance to school districts in making debt service payments on qualifying bonds and lease-purchase agreements. Proceeds must be used for the construction or renovation of an instructional facility.

Intergovernmental Charges: "Intergovernmental" is a classification used when one governmental unit transfers resources to another. In particular, when a Revenue Sharing District purchases WADA or where one school district pays another school district to educate transfer students. Expenditures associated with this functional area are reported under Function 90.



Glossary

Investments in Capital Assets, Net of Related Debt: One of three components of net assets that must be reported in both government-wide and proprietary fund financial statements.

Related debt, for this purpose, includes the outstanding balances of any bonds, mortgages, notes, or other borrowings that are attributable to the acquisition, construction, or improvement of capital assets of the government.

Local & Intermediate Revenues: All revenues from local taxes and other local and intermediate revenues. For specifics, see the definitions for Local Tax and Other Local & Intermediate Revenues. This amount is recorded under Object 5700.

Local Tax: This is all revenues from local real and personal property taxes, including recaptured funds from 1) Contracted Instructional Services Between Public Schools (Function 91) and 2) Incremental Costs associated with Chapter 41 of the Texas Education Code (Function 92).

M&O Tax Rate: The tax rate calculated to provide the revenues needed to cover Maintenance & Operations (M&O). M&O includes such things as salaries, utilities, and day-to-day operations.

Non-spendable Fund Balance: The portion of fund balance that is in non-liquid form, including inventories, prepaid items, deferred expenditures, long-term receivables and encumbrances (if significant). Non-spendable fund balance may also be in the form of an endowment fund balance that is required to remain intact.

Object: An object is the highest level of accounting classification used to identify either the transaction posted or the source to which the associated monies are related. Each object is assigned a code that identifies in which of the following eight major object groupings it belongs:

- 1000 Assets
- 2000 Liabilities
- 3000 Fund Balances
- 5000 Revenue
- 6000 Expenditures/Expenses

- 7000 Other Resources/Non-Operating Revenue/Residual Equity Transfers In
- 8000 Other Uses/Non-Operating Revenue/Residual Equity Transfers Out

Operating Expenditures: A wide variety of expenditures necessary to a district's operations fall into this category with the largest portion going to payroll and related employee benefits and the purchase of goods and services.

Operating Expenditures/Student: Total Operating Expenditures divided by the total number of enrolled students.

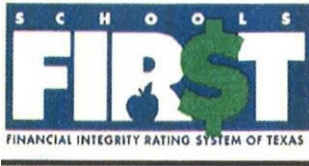
Operating Revenues and Expenses: Term used in connection with the proprietary fund statement of revenues, expenses, and changes in net assets. The term is not defined as such in the authoritative accounting and financial reporting standards, although financial statement preparers are advised to consider the definition of operating activities for cash flows reporting in establishing their own definition.

Other Local & Intermediate Revenues: All local and intermediate revenues NOT from local real and personal property taxes including:

- Revenues Realized as a Result of Services Rendered to Other School Districts
- Tuition and Fees
- Rental payments, interest, investment income
- Sale of food and revenues from athletic and extra/co-curricular activities
- Revenues from counties, municipalities, utility districts, etc.

Other Operating Costs: Expenditures necessary for the operation of the school district that are NOT covered by Payroll Costs, Professional and Contracted Services, Supplies and Materials, Debt Services, and Capital Outlay fall into this category and include travel, Insurance and bonding costs, election costs, and depreciation. This amount is recorded as Expenditure/Expense Object 6400.

Other Resources: This amount is credited to total actual other resources or non-operating



Glossary

revenues received or residual equity transfers in. This amount is recorded under Object 7020.

Payments for Shared Services

Arrangements: Payments made either from a member district to a fiscal agent or payments from a fiscal agent to a member district as part of a Shared Services Arrangement (SSA). The most common types of SSAs relate to special education services, adult education services, and activities funded by the Elementary and Secondary Education Act (ESEA). Expenditures associated with this functional area are reported under Function 93.

Payroll: Payroll costs include the gross salaries or wages and benefit costs for services or tasks performed by employees at the general direction of the school district. This amount is recorded as Expenditure/Expense Object 6100. *(NOTE: Payroll amounts do not include salaries for contract workers, e.g., for food service and maintenance. Therefore, this figure will vary significantly between districts and campuses that use contract workers and those that do not.)*

PEIMS: A state-wide data management system for public education information in the State of Texas. One of the basic goals of PEIMS, as adopted by the State Board of Education in 1986, is to improve education practices of local school districts. PEIMS is a major improvement over previous information sources gathered from aggregated data available on paper reports. School districts submit their data via standardized computer files. These are defined in a yearly publication, the PEIMS Data Standards.

Plant Maintenance & Operations: The amount spent on the maintenance and operation of the physical plant and grounds and for warehousing and receiving services. Expenditures associated with this functional area are reported under Function 51.

Property /Refined ADA: The district's Comptroller Certified Property Value divided by its total Refined ADA.

Property/WADA : The district's Comptroller Certified Property Value divided by its total WADA.

Qualified Opinion: Term used in connection with financial auditing. A modification of the independent auditor's report on the fair presentation of the financial statements indicating that there exist one or more specific exceptions to the auditor's general assertion that the financial statements are fairly presented.

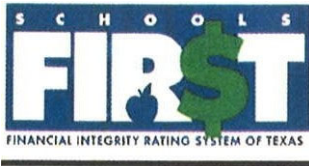
Refined ADA: Refined Average Daily Attendance (also called RADA) is based on the number of days of instruction in the school year. The aggregate eligible days attendance is divided by the number of days of instruction to compute the refined average daily attendance.

Restricted Fund Balance: This is the portion of fund balance that has externally enforceable constraints made by outside parties.

Revenues: Any increase in a school district's financial resources from property taxes, foundation fund entitlements, user charges, grants, and other sources. Revenues fall into the three broad sources of revenues: Local & Intermediate; State; and Federal.

Robin Hood Funds: See Wealth Equalization Transfer.

Rollback Tax Rate: Provides governments other than school districts with approximately the same amount of tax revenue it spent the previous year for day-to-day operations plus an extra 8 percent cushion, and sufficient funds to pay its debts in the coming year. For school districts, the M&O portion of the rollback tax rate allows school districts to add four cents (\$0.04) to the lesser of the prior tax year compressed operating tax rate or the effective M&O rate to generate operating funds. School districts will get to add to the compressed operating rate any additional cents approved by voters at a 2006 or subsequent rollback election, not 8 percent. The rollback rate is the highest rate that the taxing unit may adopt before voters can petition for an election to roll back the adopted rate to the rollback rate. For school districts, no petition is



Glossary

required; it's an automatic election if the adopted rate exceeds the rollback rate.

School Year: The twelve months beginning September 1 of one year and ending August 31 of the following year or beginning July 1 and ending June 30. Districts now have two options.

Special Revenue Fund: A governmental fund type used to account for the proceeds of specific revenue sources (other than for major capital projects) that are legally restricted to expenditures for specified purposes.

State Revenues: Revenues realized from the Texas Education Agency, other state agencies, shared services arrangements, or allocated on the basis of state laws relating to the Foundation School Program Act. This amount is recorded as Revenue Object 5800.

Unassigned Fund Balances: Available expendable financial resources in a governmental fund that are not the object of tentative management plans (i.e., committed or assigned). One primary criterion of rating agencies for school bonds is the relative amount of unassigned fund balance. Bond rating agencies view unassigned fund balances as a reflection of the financial strength of school districts and show concern when district fund balances decrease.

Unqualified Opinion: An opinion rendered without reservation by the independent auditor that financial statements are fairly presented.

Unrestricted Net Asset Balance: The term net asset refers to the amount of total assets less total liabilities. Unrestricted net asset balance refers to the portion of total net assets that is neither invested in capital assets nor restricted.

WADA: A Weighted Average Daily Attendance (WADA) is used to measure the extent students are participating in special programs. The concept of WADA in effect converts all of a school district's students with their different weights to a calculated number of regular students required to raise the same amount of revenue. The greater the number of students

eligible for special entitlements, the greater a school district's WADA will be.

Wealth Equalization Transfer: The amount budgeted by districts for the cost of reducing their property wealth to the required equalized wealth level (Function 91). Sometimes referred to as Robin Hood Funds.

DISCLAIMER

All of the information provided is believed to be accurate and reliable; however, TASSO and TSPRA assume no responsibility for any errors, appearing in this information or otherwise. Further, TASSO and TSPRA assume no responsibility for the use of the information provided.



CURRICULUM & INSTRUCTION

CANUTILLO A Premier District

TO: CISD Board of Trustees and Superintendent Galaviz

FROM: Jessica Arellano, Executive Director of Curriculum & Instruction

DATE: October 3, 2022

RE: Gifted and Talented Program

Pursuant to policy EHBB (LOCAL), “The District shall annually evaluate the effectiveness of the District’s gifted and talented program, and the results of the evaluation shall be used to modify and update the District and campus improvement plans. The District shall include parents in the evaluation process and shall share the information with Board members, administrators, teachers, counselors, students in the gifted and talented program, and the community. The District’s gifted and talented program shall address effective use of funds for programs and services consistent with the standards in the state plan for gifted and talented students. “

This presentation will include a summary of the work done by gifted and talented students during the 2021-2022 school year. Information will be presented in order to provide an overview of our current GT programs, policies, and practices including goals for the 2022-2023 school year.

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

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

P: (915) 877-7440
F: (915) 877-7527
canutillo-isd.org

GIFTED AND TALENTED UPDATE



STATE GOAL FOR SERVICES FOR GIFTED AND TALENTED STUDENTS

Students who participate in services designed for gifted/talented students will demonstrate skills in self-directed learning, thinking, research, and communication as evidenced by the development of innovative products and performances that reflect individuality and creativity and are advanced in relation to students of similar age, experience, or environment. High school graduates who have participated in services for gifted/talented students will have produced products and performances of professional quality as part of their program services.

CURRENT GT ENROLLMENT

School	Gifted and Talented Students	Percentage of Gifted Students on Campus
CES	41	7.9%
DDE	28	9.2%
JDE	32	6.2%
BCE	25	6.3%
GES	34	7.3%
RES	62	10.8%
CMS	107	15.3%
AMS	82	13.6%
CHS	140	8.6%
NWECHS	90 ⁷⁵	24.7%

DEMOGRAPHICS 21-22

GIFTED & TALENTED	Count	%Group	%Enroll
AMER. INDIAN/ALASKAN	1	0.16%	0.02%
ASIAN	4	0.64%	0.07%
BLACK/AFRICAN AMER.	6	0.96%	0.10%
HISPANIC/LATINO	575	91.85%	9.44%
WHITE	35	5.59%	0.57%
HAWAIIAN/PAC ISLAND	0	0.00%	0.00%
TWO OR MORE	5	0.80%	0.08%
TOTAL	626	100.00%	10.28%

GIFTED AND TALENTED IDENTIFICATION AND ASSESSMENT

Windows	Students Assessed for GT potential	Qualified for GT Program
August 2021 Grades 1-5	26	5
January 2022 Kindergarten	58	20
May 2022 Grades 1-5	125	46
August 2022 Grades 1-5	51	24
January 2023 All Kinder will be screened		
May 2023 Grades 1-5	77	

Students in elementary are assessed during 3 testing windows.

Secondary students are assessed by request.

Referrals for GT are on the rise after the COVID slump.

GIFTED AND TALENTED PROFESSIONAL DEVELOPMENT

2022-2023 PD Opportunities provided by
CISD Advanced Academic Department GT30

- Teachers will have the opportunity to take five 6-hour sessions to earn their GT30 in Fall 2022.
- GT 6-hour update: One 6-hour Asynchronous classes offered through Eduphoria Mini PD through PLCs
- Some GRIT sessions had a gifted component and teachers will get GT credit 2.

78

STAFFING CHANGES FORCED SIGNIFICANT CHANGES TO THE ELEMENTARY PROGRAM. THE PROGRAM WENT FROM 3 GT SPECIALISTS TO 2 GT SPECIALISTS. THIS LED TO INEQUITABLE SERVICES.

GT Specialists	Campus Assignments / Pull-Out Hours 2021-2022		
Heather Covarrubio	BCE – 25hrs	CES – 50hrs	JDE – 50hrs
Lindsey Sattizhan	DDE – 25hrs	GES – 50hrs	RES – 50hrs

To provide more **equitable services** to our elementary school students during the 22-23 school year, we are adopting a **flex schedule**. Teachers will not be assigned to a campus on regular, specific days of the week. This will allow the GT Specialists to provide approximately **40 hours of pull-out GT instruction at each campus.**

ASSESSMENT

Students are assessed on a case-by-case bases.

Quantitative and Qualitative Data is collected for each student.

- NNAT3 (Naglieri Nonverbal Ability Test)
- Stanford 10 Achievement Test and Apprenda Achievement Test
- Teacher Questionnaire
- Parent Survey of Student Behaviors
- iStation, imagine math, etc. as needed
- STAAR data

MIDDLE SCHOOL GIFTED AND TALENTED

- Gifted students participate in...
- Advanced and Accelerated Courses
- GT Mentoring Minds Classes for SEL and PBL

- Each campus has an Advanced Academics Lead to track gifted students' progress.

HIGH SCHOOL GIFTED AND TALENTED

- Gifted students participate in...
 - Pre-AP, AP and Dual Credit Courses
 - In planning stages to create GT Advisory Sections.
-
- Each campus has an Advanced Academics Lead to track gifted students' progress.

STAAR

ELEMENTARY GT Student 21-22 STAAR Scores				
	Did Not Meet Grade Level	Approaches Grade Level	Meets Grade Level	Masters Grade Level
All 3-5 Reading	2%	5%	20%	73%
All 3-5 Math	2%	12%	26%	60%
5 th Science	2%	19%	36%	44%

GT STUDENTS AND STAAR SECONDARY MATH

Student Grade Level	Test	Total GT Students Participating	Did Not Meet	Approaches Grade Level	Meets Grade Level	Masters Grade Level
6 th graders	6 th STAAR	3	0	2	1	0
7 th graders	7 th STAAR	35	7	20	30	4
7 th graders	Algebra 1 EOC	20	0	0	5	15
8 th graders	8 th STAAR	100	0	26	25	49
8 th graders	Algebra 1 EOC	41	0	3	4	34
9 th graders	Algebra 1 EOC	9	0	2	4	3

*70 Gifted students are taking a math course above their grade level.

*Gifted Learners need differentiated support to show growth.

GT STUDENTS AND STAAR SECONDARY ENGLISH

Test	Total GT Students	Did Not Meet	Approaches Grade Level	Meets Grade Level	Masters Grade Level
6 th grade STAAR	80	2	20	11	46
7 th grade STAAR	56	2	3	11	40
8 th grade STAAR	63	0	2	6	55
ENG 1 EOC	66	2	0	39	25
ENG 2 EOC	60	0	0	38	22

85

*Gifted Learners need differentiated support to show growth.

GT STUDENTS AND STAAR SECONDARY SCIENCE AND SOCIAL STUDIES

Test	Total GT Students	Did Not Meet	Approaches Grade Level	Meets Grade Level	Masters Grade Level
8 th grade Science	51	0	2	15	34
Biology EOC	68	1	4	25	38
8 th grade Social Studies	63	2	18	15	28
U.S. History	34	0	1	5	28

86

*Gifted Learners need differentiated support to show growth.

GT STUDENTS AND ADVANCED PLACEMENT TESTING

Of the **151 AP** tests taken by Gifted Students in May of 2022, **65** received a 3 or better giving the student potential college credit.

GOALS FOR ELEMENTARY GT 22-23

Curriculum

- ❑ Continue to adapt Texas Performance State Projects to the needs of our unique gifted population by including SEL activities and higher-level thinking activities.
- ❑ Use project-based learning techniques to engage students in real-world and personally meaningful projects.

Environment

- ❑ Provide comfortable learning environments by outfitting classrooms with flexible seating such as stools, cushions, standing desks, low tables, and exercise balls.
- ❑ Display student work inside and outside of the classroom

Community

- ❑ Maintain constant communication with campuses regarding Pull-Out schedule
- ❑ Host “Information Night” BOY and “GT Open House” EOY
- ❑ Share differentiation strategies with campus PLCs
- ❑ Sponsor students in local competitions, such as El Paso Film Festival, Poetry Contests, and Essay Contests, etc.

Middle School Readiness

- ❑ Give all 5th grade GT students the Stanford₈10 Achievement test to determine subject area strengths for selecting Honors and Accelerated course in 6th grade
- ❑ EOY College Readiness Lessons

GOALS SECONDARY GT 22-23

Curriculum

- o Use high quality curriculum that allows students to demonstrate mastery of the content as well as allow them to produce professional quality products to share with peers and community
- o Create an accelerated English pathway with an accompanying Reading Seminar Course

Environment

- o Provide GT students in Grades 6-12 access to either a heterogenous GT advisory or mentoring minds section
- o Provide SEL enrichment during this time

College Readiness

- o Sessions during GT Advisory/Mentoring Minds to discuss the benefits of dual credit, Pre-AP, and AP courses.



CURRICULUM & INSTRUCTION

CANUTILLO A Premier District

TO: CISD Board of Trustees and Superintendent Galaviz
FROM: Jessica Arellano, Executive Director of Curriculum & Instruction
DATE: October 3, 2022
RE: Lone Star Governance Student Outcome Goal Progress

Pursuant to the Lone Star Governance (LSG) framework, Canutillo ISD administration is required to update the board on progress toward meeting student outcome goals. In alignment with our district's LSG calendar, Goals 1 & 2 (student progress in reading and mathematics) will be the focus for the month of October.

LSG Goal 1 states:

- The percentage of kindergarten students reading on grade level will increase from 33% in June 2021 to 70% by June 2026.
- The percentage of 1st grade students reading on grade level will increase from 46% in June 2021 to 70% by June 2026.
- The percentage of 2nd grade students reading on grade level will increase from 54% in June 2021 to 70% by June 2026.

LSG Goal 2 states:

- The percentage of kindergarten students performing on grade level in math will increase from 13% in June 2021 to 70% by June 2026.
- The percentage of 1st grade students performing on grade level in math will increase from 24% in June 2021 to 70% by June 2026.
- The percentage of 2nd grade students performing on grade level in math will increase from 32% (2021) to 70% by the year 2026.

Current district assessment performance data points and student progress toward goal targets in math and reading were compiled and will be presented for discussion at the October 2022 board meeting. This information is being provided to board members and district administration in order to ensure collective awareness concerning student progress toward meeting the district's student outcome goals.

Street Address:

7965 Artcraft Rd.
El Paso, TX 79932

Mailing Address:

P.O. Box 100
Canutillo, TX 79835

P: (915) 877-7440

F: (915) 877-7527

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).

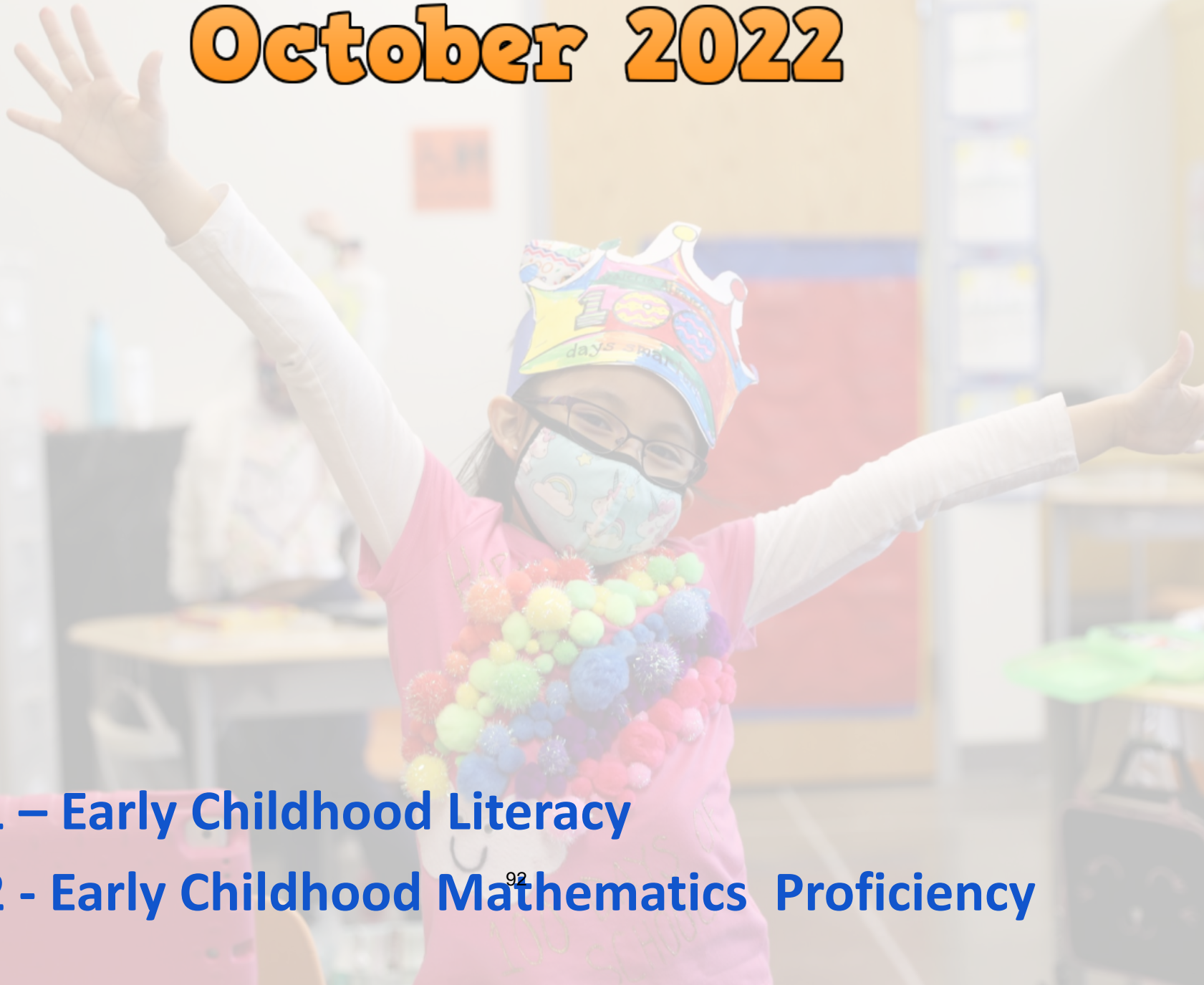
LONE STAR GOVERNANCE



GOALS AND PROGRESS MONITORING INDICATORS

October, 2022

October 2022

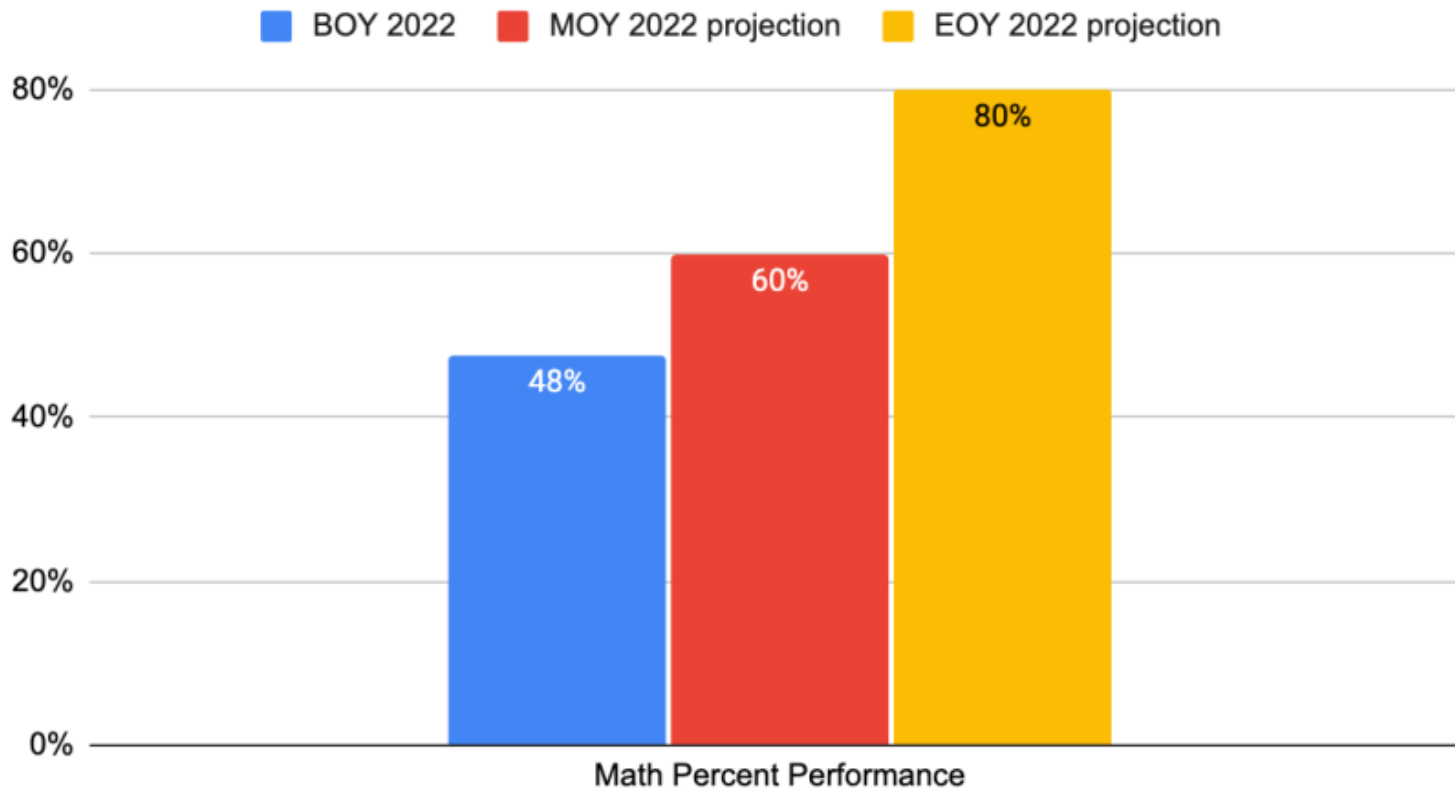


Goal 1 – Early Childhood Literacy

Goal 2 - Early Childhood Mathematics Proficiency

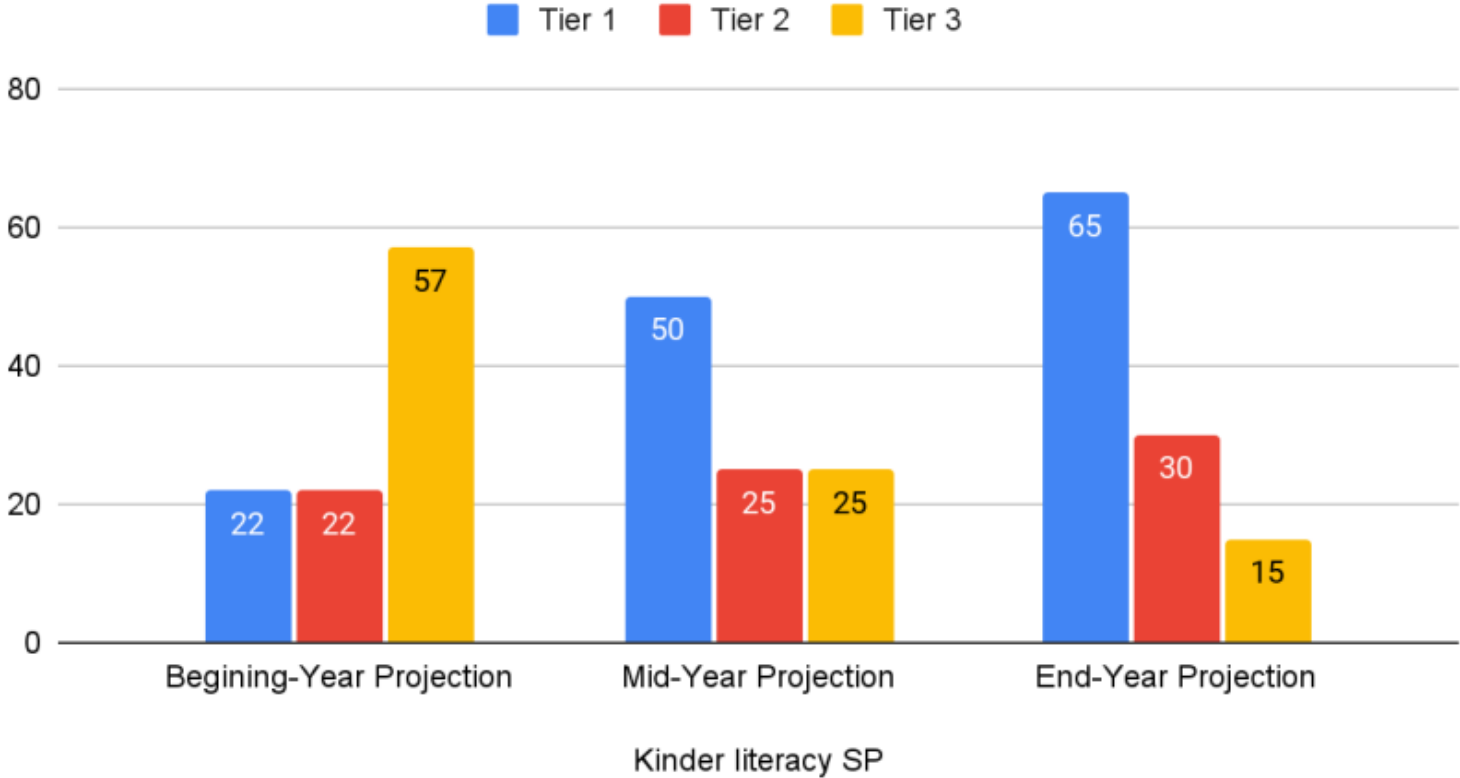
Kinder Math

Kinder Math



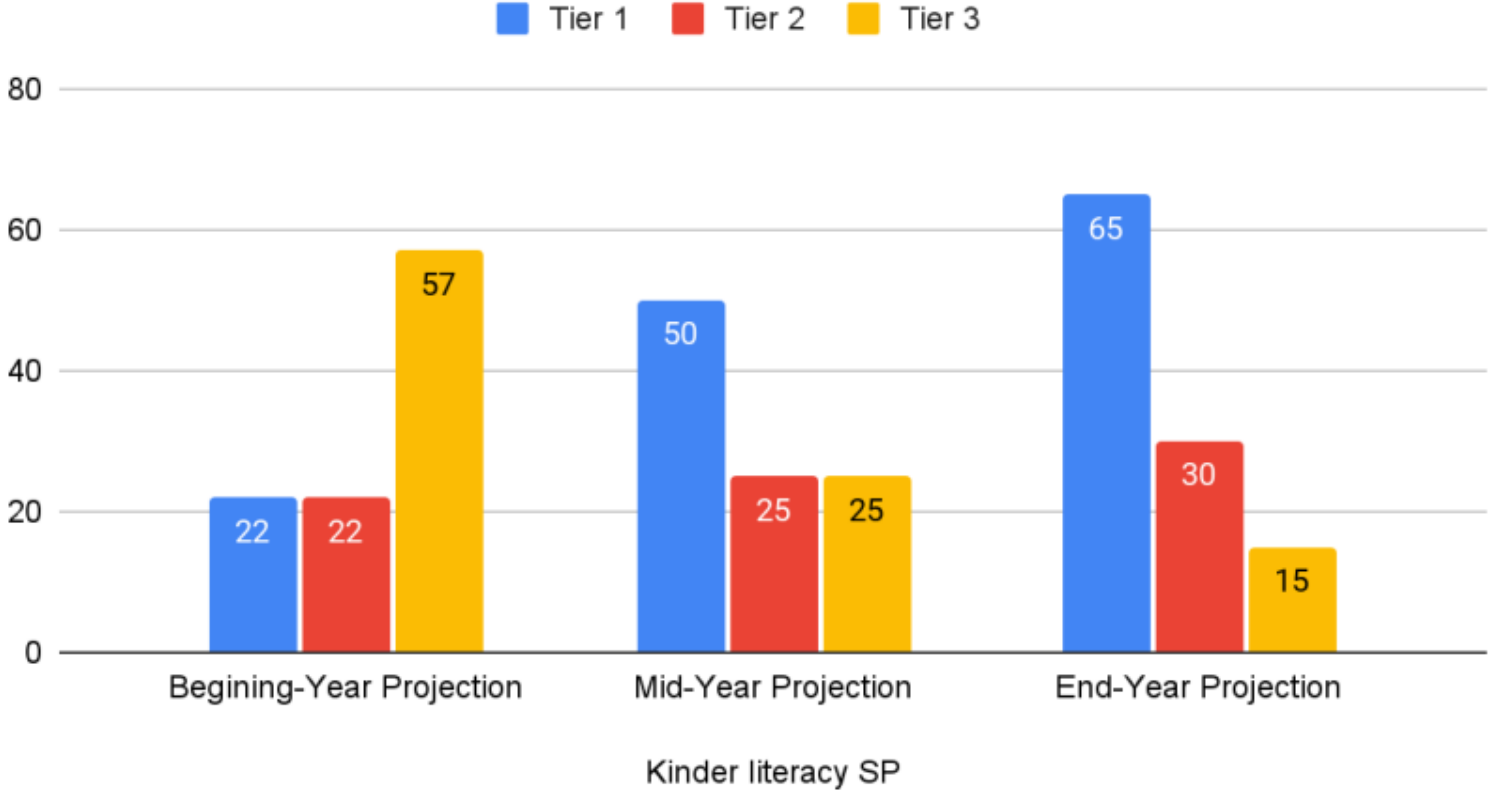
Kinder Literacy

Kinder Literacy



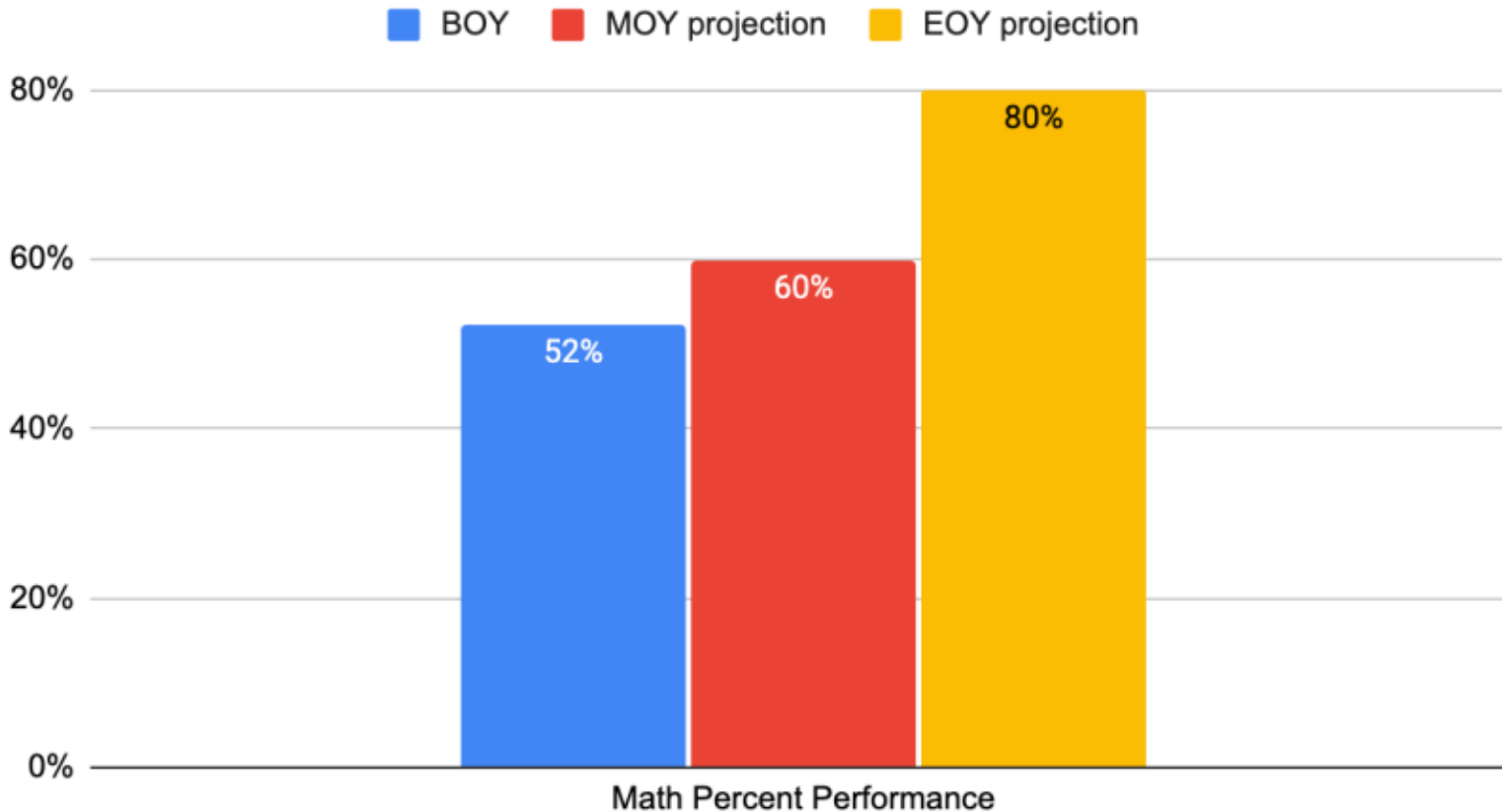
Kinder Literacy

Kinder Literacy - Spanish



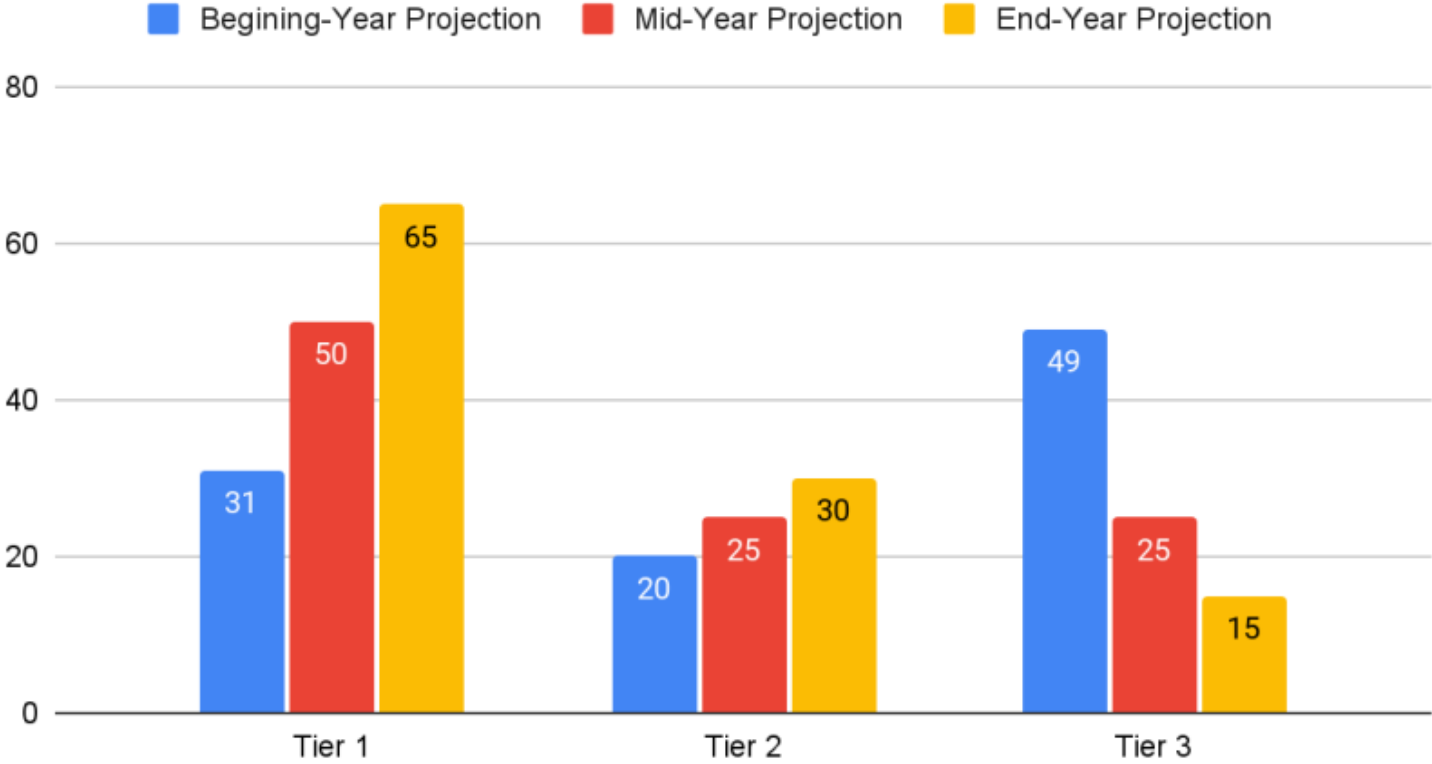
Grade 1 Math

Grade 1 Math



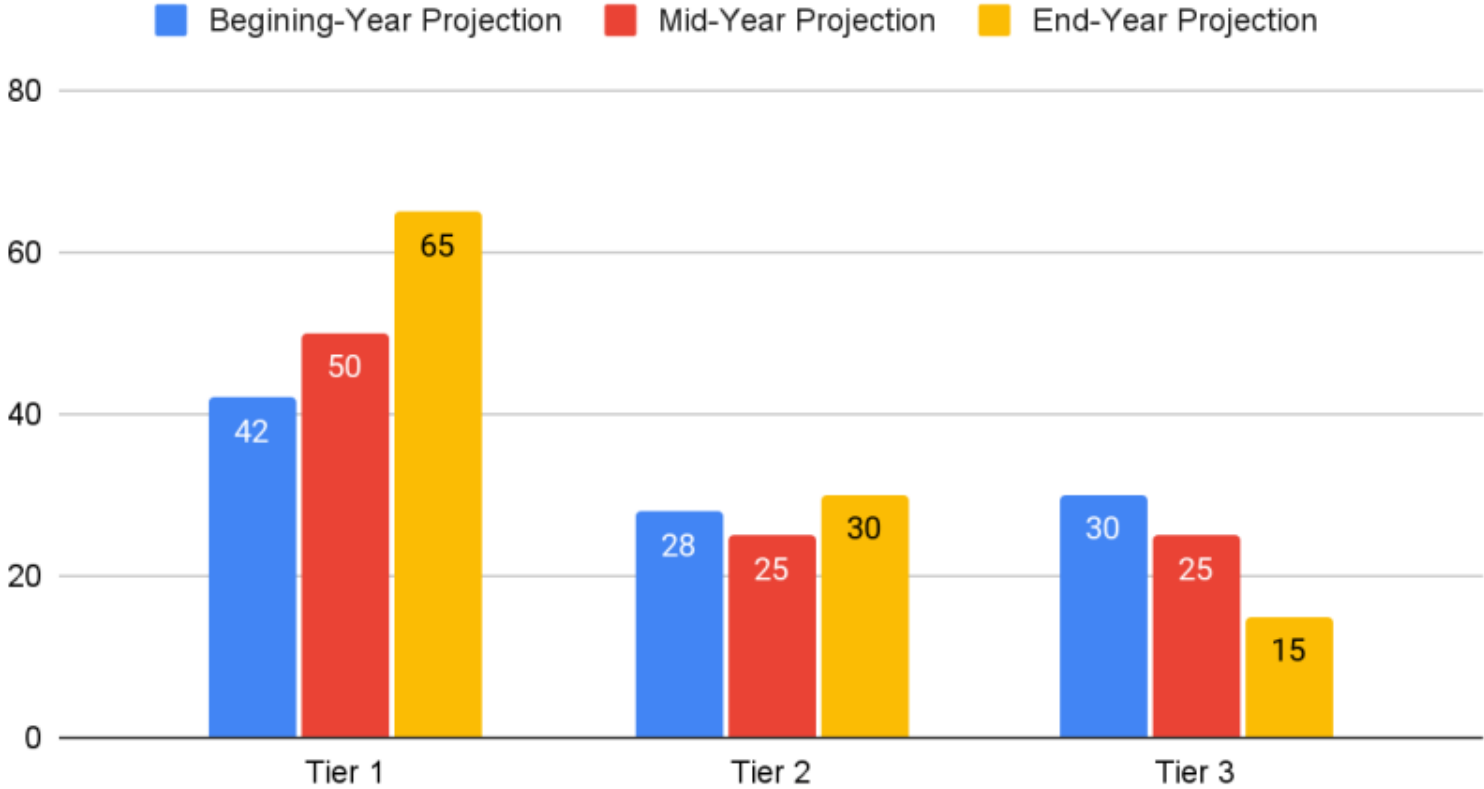
Grade 1 Literacy

Grade 1 Literacy



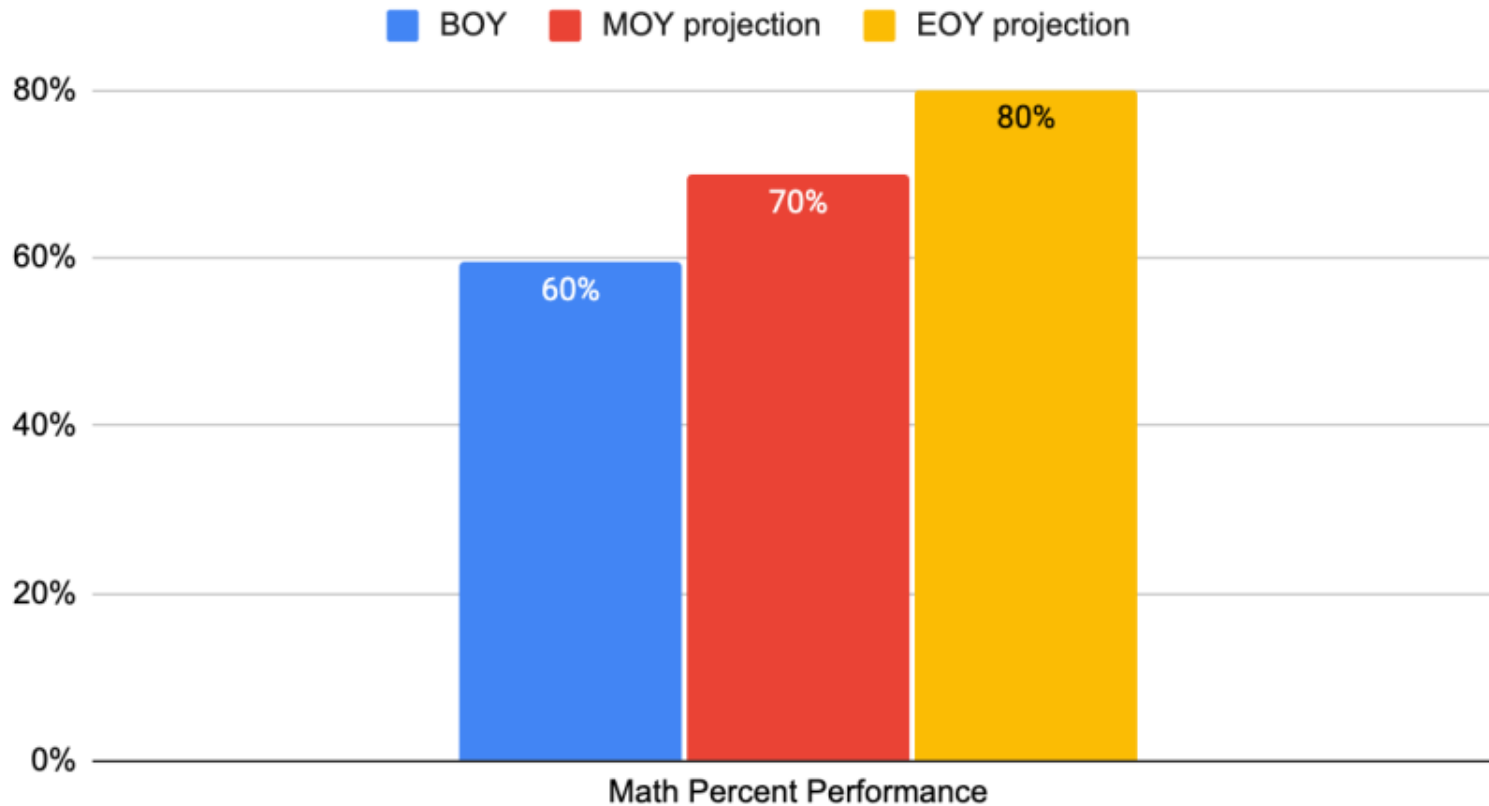
Grade 1 Literacy

Grade 1 Literacy - Spanish



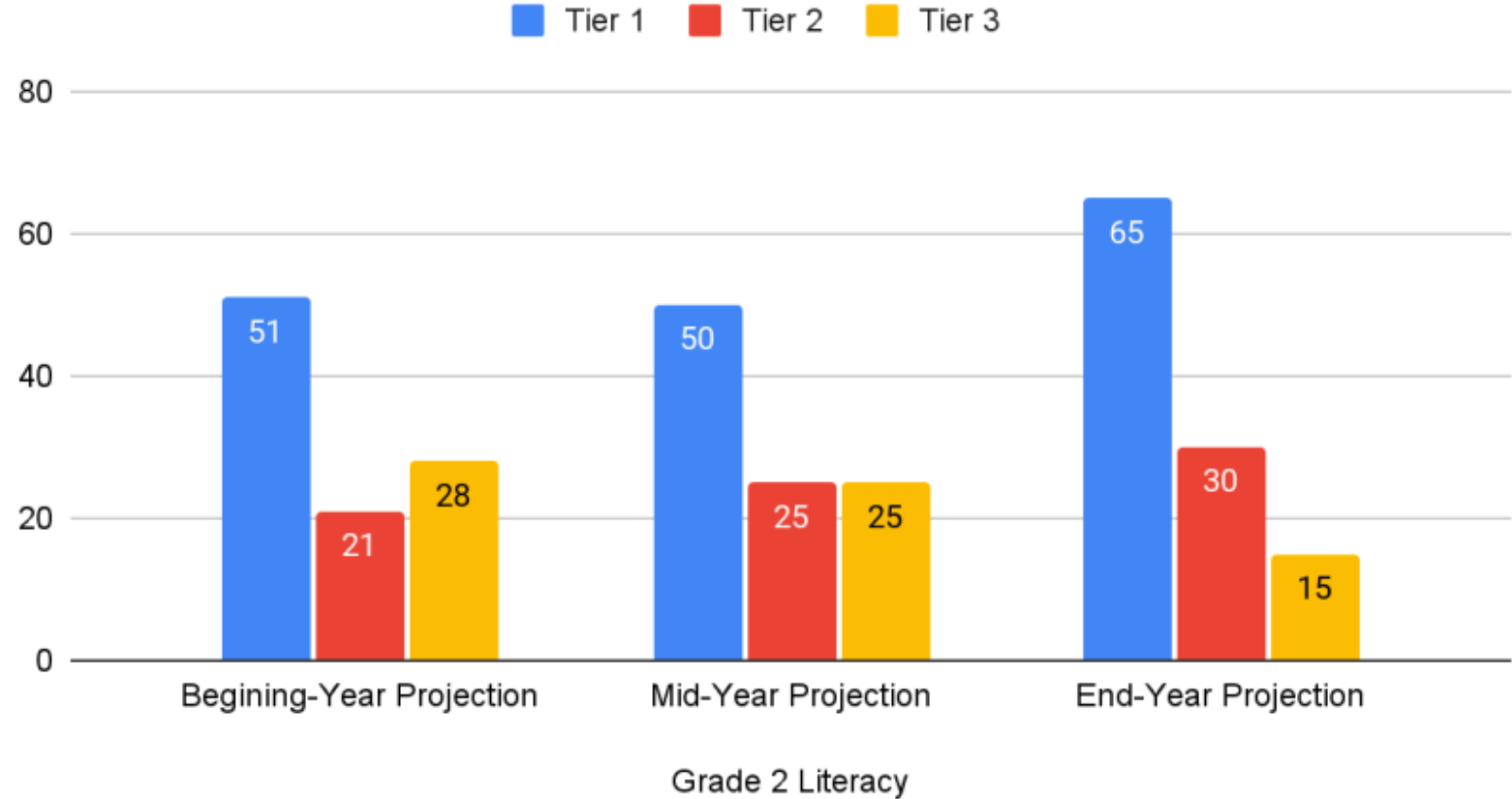
Grade 2 Math

Grade 2 Math



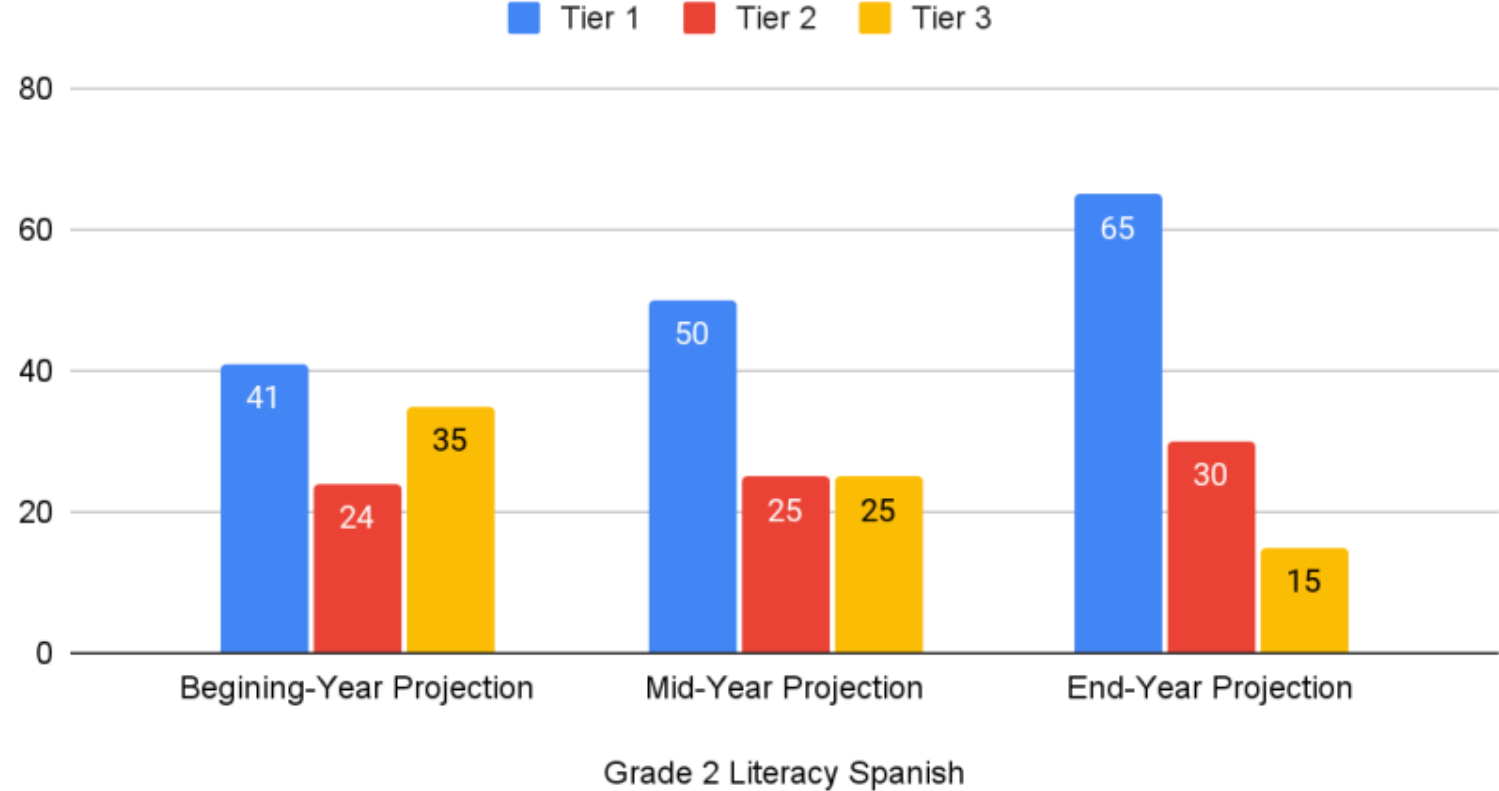
Grade 2 Literacy

Grade 2 Literacy



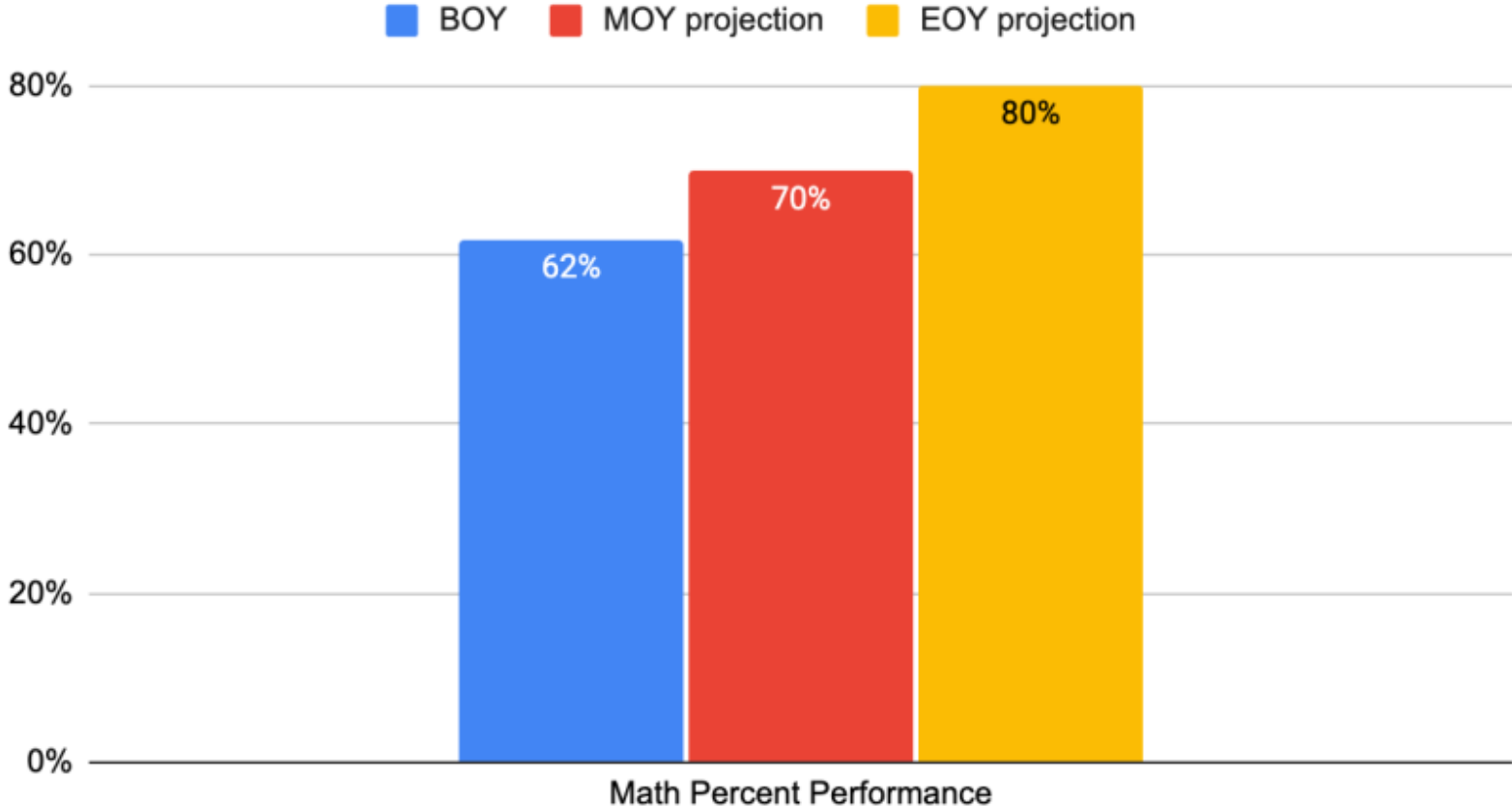
Grade 2 Literacy

Grade 2 Literacy - Spanish



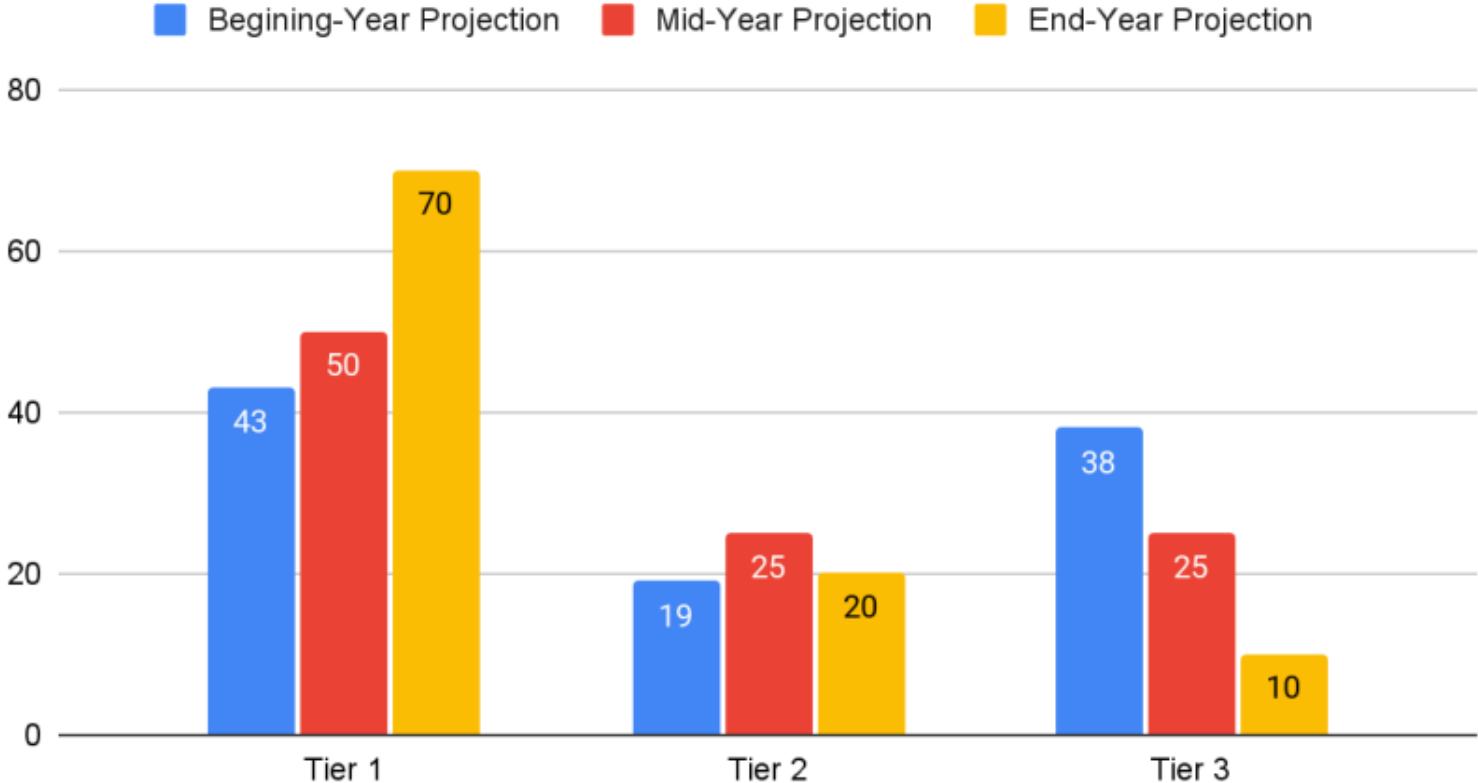
Grade 3 Math

Grade 3 Math



Grade 3 Reading

Grade 3 Literacy - Spanish



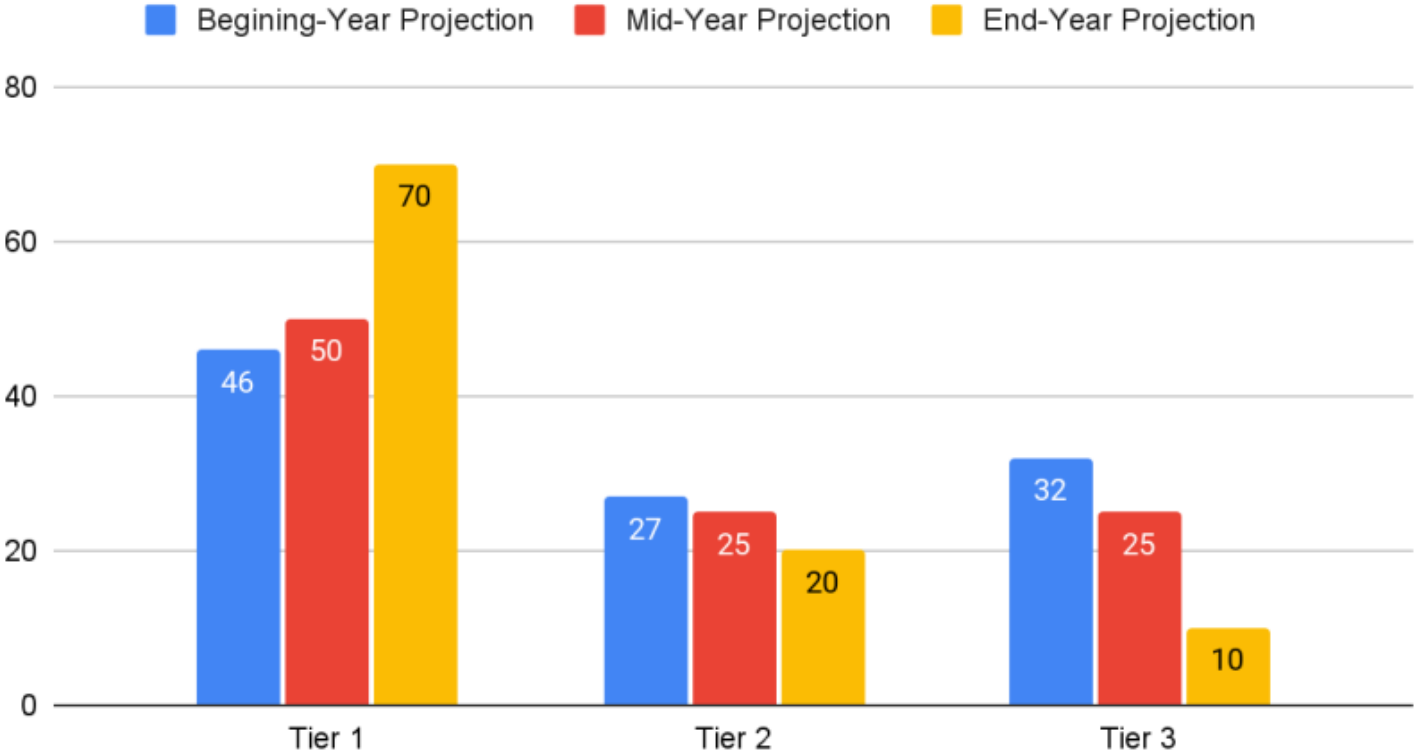
CANUTILLO INDEPENDENT SCHOOL DISTRICT
A Premier District



These percentages are based on preliminary data; all figures subject to change. Averages for grades 3-5 include English & Spanish exams.

Grade 3 Reading

Grade 3 Literacy



CANUTILLO INDEPENDENT SCHOOL DISTRICT
A Premier District



These percentages are based on preliminary data; all figures subject to change. Averages for grades 3-5 include English & Spanish exams.

Reading Interventions

- ★ Reading Academies (teacher training) is yielding positive results.
- ★ Refined practice of Guided Reading (small group) instruction.
- ★ Tutoring and Interventions.
- ★ Istation monthly assessments (ISIP) and instruction have enabled prioritized student instruction.
- ★ Implementation of Wilson Foundations in K-2 - a comprehensive reading, spelling and handwriting program, to include additional PD sessions for teachers -topics such as Assessment & Diagnostic Planning, Fluency & Comprehension etc.
- ★ Implementation of the Learning Dynamics Program for PreK-1st grade students (Decodable books)
- ★ Early Literacy Make & Take Sessions offered for parents & families focused on bridging the Home to School Connection



Math Interventions

- ★ Strong First Teach: District wide PLC's for grades 3-5
- ★ Math Academies Grade 2 Math
- ★ Kinder Math interventions (district wide)
- ★ Grade 1 Math early interventions (district wide)
- ★ Zearn Math Intervention K-5 (district wide)



Questions?

CANUTILLO INDEPENDENT SCHOOL DISTRICT
A Premier District





CURRICULUM & INSTRUCTION

CANUTILLO A Premier District

TO: Dr. Pedro Galaviz and Canutillo ISD Board of Trustees

FROM: Dr. Debra Y. Kerney, Associate Superintendent

DATE: October 19, 2022

RE: Letter of Support for Participation in Holdsworth Partnership

Canutillo ISD applied and was selected as semi-finalist for the Holdsworth Partnership. A letter of support from Canutillo ISD Board of Trustees along with an additional application, are required for the district to move forward in the process.

Holdsworth provides second-to-none executive-level coaching and professional development for executive level leaders and campus leaders. It has become the premier pathway to grow district top-level leaders. Having multiple executive leaders and campus principals who are new to their roles, we believe that this partnership will greatly benefit Canutillo leaders and strengthen their ability to not only adapt to a dynamic educational landscape, but also sustain the great strides we have made in student achievement. We believe this will enable us to continue moving in a positive direction and maintain the momentum that the district has experienced over the years.

The Holdsworth Partnership is a 5-year multifaceted investment to help school districts grow a strong bench of outstanding leaders at all levels of the system. It starts by giving the inspiration, tools and resources needed to grow through a 2-year District Level Leadership Program, then advances to a 3-year Campus Leadership Programs, in which campuses are systematically added each year, up to 50% of a district's campuses.

Driven by the belief that great leaders can push student achievement levels to new heights, The Holdsworth Center partners with Texas public school districts to help educators become experts at leadership and to grow stronger leaders within their own systems. Holdsworth was founded in 2017 by H-E-B Chairman Charles Butt. Holdsworth makes investments within districts and brings education leaders from across Texas to learn at its Campus on Lake Austin, a one-of-a-kind place dedicated to the idea that public education matters. The programs are designed with the belief that 70 percent of a leader's development occurs through job-related experiences, 20 percent from interactions with others or coaching, and 10 percent from

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

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

P: (915) 877-7440
F: (915) 877-7527
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).

formal educational events. They strive to deliver learning experiences that span all three areas of a leader's development. They work with teams to bring a job-embedded component into every session we deliver. Holdsworth's world-renown consultants work closely with district leaders to help them build best-in-class leadership development systems and create the right conditions for people to grow and flourish on every campus and in every classroom.

The majority of the cost is funded by Holdsworth. There is an annual contribution that the district must make each year of the 5 years. Holdsworth will provide a breakdown of the cost once districts are selected as finalists, but through discussion we were given an estimate of about \$300,000.00 to be paid over the course of 5 years. Holdsworth encourages districts to utilize grants and partnerships to help offset the costs of this second-to-none professional development and executive coaching.

Respectfully Submitted,

Dr. Debra Y. Kerney

THE HOLDSWORTH PARTNERSHIP

Strong, inspiring leaders make for vibrant, successful schools.



Why now?

At Holdsworth, we believe strong, inspiring leaders make for vibrant, successful schools.

That belief is backed by research showing that after teachers, school leaders have the greatest influence on student outcomes.

Yet in today's challenging environment, many districts have seen their school leadership benches depleted, stoking concerns about their future ability to place a great principal in every school.

The Holdsworth Partnership helps educators grow into stronger leaders and gives them the tools and support to construct their own leadership development systems that will outlast Holdsworth.



Our approach

Through our leadership curriculum and coaching experiences, Holdsworth takes leaders in its programs on a journey of self-reflection and skill-building to help them learn, grow and ultimately have a greater positive impact on students.

Our programs are designed with the belief that 70 percent of a leader's development occurs through job-related experiences, 20 percent from interactions with others or coaching, and 10 percent from formal educational events. We strive to deliver learning experiences that span all three areas of a leader's development. Working with teams allows us to bring a job-embedded component into every session we deliver.

In addition, our consultants work closely with district leaders to help them build best-in-class leadership development systems and create the right conditions for people to grow and flourish on every campus and in every classroom. Every time there is a principal opening, our goal is for districts to have at least two strong leaders ready to step into the role and make an impact for students from Day One.

To grow more strong leaders, districts first define the qualities and behaviors of great leadership through a collaborative, yearlong process. The leadership definition provides clarity around what the district values, and a roadmap for staff to either grow in their current role or prepare for leadership roles. Leaders then learn to plan for vacancies – especially in principal roles – and to start identifying potential replacements early and truly prepare them for the challenges of the job.

Everything we do at Holdsworth is based on a philosophy of partnership.

We are committed to providing world-class programming, and we listen to feedback from our leaders. When needed, we adapt our plans to ensure we are providing the best possible support.

“There was a lot of untapped talent in our system. Now we are more intentional about identifying our high potential talent and supporting them. This helps us retain more of our top talent, and it makes staff feel valued so they can focus on what matters most: students.”

– Dr. A. Tracie Brown | Chief School Officer, Arlington ISD
Holdsworth District Leadership Program Alum



Overview

The Holdsworth Partnership is a 5-year multifaceted investment to help school districts grow a strong bench of outstanding leaders at all levels of the system.

We start by giving teams of leaders the inspiration, tools and resources needed to grow through our 2-year District and Campus Leadership Programs. In addition, Holdsworth District Support Team members are embedded within central office to help leaders create an engaged culture and the structures needed to build best-in-class talent development systems.

Learning sessions are held at the Campus on Lake Austin, a retreat-like setting that allows teams to step back from the day-to-day and see their district's challenges and opportunities more clearly.



District Leadership Program

Often compared to the rigor of a graduate program, the 2-year District Leadership Program gives superintendents and their teams the opportunity to learn from some of the nation's top leadership experts, study high-performing organizations in and outside the education sector and strengthen their skills in leading change for meaningful student outcomes. We also provide superintendents with executive coaches to reinforce on-the-job application of their learning and support them on crucial issues impacting their district.



District Support Team

A cornerstone of our model, our District Support Team embeds in partner districts throughout the 5-year Holdsworth Partnership, working together with central office leaders to define what great leadership looks like in their district, and the outcomes they hope to achieve. Our team helps districts build custom solutions to identify and develop future campus leaders, place them in leadership roles and support them as they progress in their leadership journey.

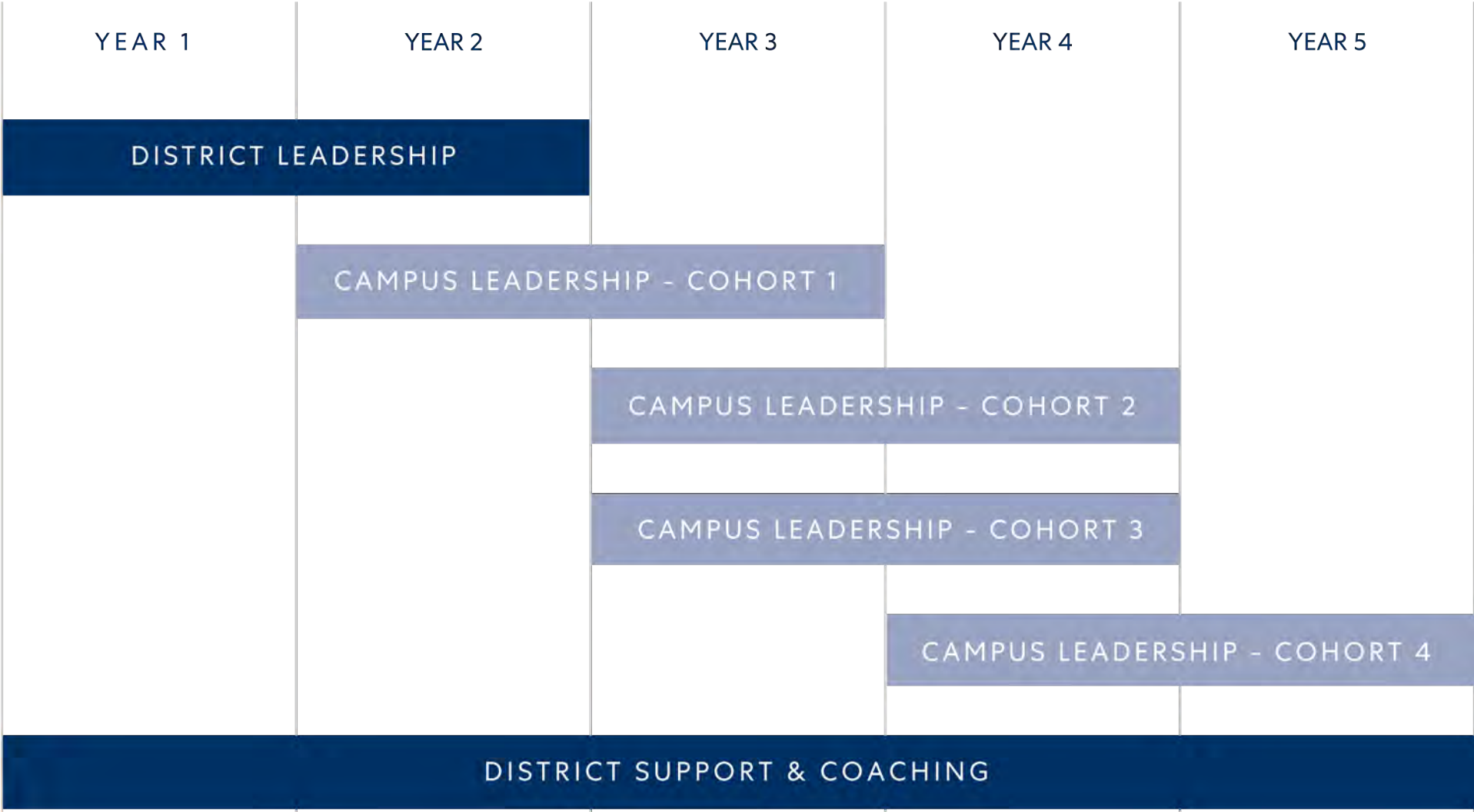


Campus Leadership Program

Principals plus a team of administrators, teachers or other campus leaders embark on a 2-year learning journey to become stronger leaders and create change by getting to the root cause of issues before generating solutions. To create a common language and understanding of leadership principles, Holdsworth strives to include 50 percent of schools within our Holdsworth Partnership districts to join the program. Principals receive one year of executive coaching to help them reach leadership development goals, and campus teams use the tools they learn over the course of the program to identify and solve a tough problem on their campus that impacts student learning.



Holdsworth Partnership timeline



Good-fit districts

Texas public school districts with more than 5,500 students in any geographic region are eligible for the Holdsworth Partnership and are a good fit if they:

- Have dedicated significant time and capacity in recent years to improving talent systems but need support understanding areas for opportunity and developing new systems to strengthen the district's leadership bench.
- Are committed to working in the district for five years until the Partnership is complete (Summer 2023 – 2028).
- Have a superintendent and team of five senior leaders who are committed to formal learning sessions in the first two years (Summer 2023 - 2025) and are hungry to grow in the areas of personal leadership, growing and empowering others and leading change.
- Are committed to recruiting and investing in about 50 percent of principals and their school teams to participate in the 2-year Campus Leadership Program.
- Are open to direct guidance and feedback on the creation and implementation of talent systems and are ready to frequently work alongside Holdsworth's District Support Team to do so (i.e., available for weekly meetings to align on key content and take on action items).

Cost

With the support of generous donors, Holdsworth makes a significant investment in each selected district and will ask new districts who are accepted into the Partnership in 2023 to contribute a nominal portion of the cost, based on district size. If you're interested in learning more, we invite you to set up a conversation with us by emailing Kirk Scarbrough at kscarbrough@holdsworthcenter.org.

“Last year we had the highest ratings in our staff engagement survey. We had double digit growth in our staff retention – that is not by chance. At a time when teachers are experiencing working conditions driving them away from the profession, to have the opposite happening in our district makes me feel very proud.”

– Mark Estrada | Superintendent, Lockhart ISD
Holdsworth District Leadership Program Alum



Learn more about applying for the
Holdsworth Partnership



holdsworthcenter.org/apply

“It's too small to say that I've grown here. Holdsworth has awakened me. I came into this program experiencing my role as a job and was beginning to consider looking outside of education. Holdsworth has helped realign me to my purpose and calling.”

- Lacy Starnes | Dean of Instruction, Mesquite ISD
Holdsworth Campus Leadership Program Alum



1. GENERAL FUNCTIONS-OTHER

1.A. Call to Order

The meeting was called to order at **5:33 p.m.** by Board President Coronado.

1.B. Pledge of Allegiance

1.C. Texas Pledge of Allegiance

1.D. Roll Call

Present: Trustees Coronado, Mendoza, Payan, Rodriguez and Trout

Absent: Trustees Hernandez and Searls

Student Advisors:

Present: Ms. Mondragon, Ms. Reyes

1.E. CISD Vision and Mission Statements

The Vision and Mission statements were read by Ms. Reyes and Ms. Mondragon, respectively.

1.F. 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):

Each participant will be limited to THREE MINUTES to make comments to the Board.

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 Superintendent's Administrative Assistant.

Ms. Breanne Barnes addressed the board and requested to have her comments on the record.

“I am speaking about transparency and first I want to say thank you for having last night’s board meeting streamed where everybody in the community could be a part even though they couldn’t be here in person. That means a lot to your community. We’ve been requesting that Special Board Meetings be live streamed all the time for that same reason and I hope last night’s meeting and the people who were engaged in that meeting through YouTube and elsewhere will show you the engagement that we have in our community so that you’ll start doing that on a regular basis. In regards to transparency, I did have on August 15th’s Special Board Meeting, I asked for my comments as well to be on the record. On the minutes it states that no audio is available and so my record statements are not there, so I’m requesting tonight that that item be pulled until my comments are there as they are supposed to be, as there’s supposed to be audio for every board meeting from my understanding. If I am incorrect about that, please feel free to correct me. I did send my statement to Ms. Jessica, so I appreciate you offering for me to send that. I’m just asking for that to be put on there before we approve those minutes tonight. Thank you and I hope you have a blessed night.”

Ms. Carol Cassady addressed the board and expressed her concerns regarding the bond.

Ms. Rosanna Alderete-Reienscheid addressed the board regarding security and expressed concerns regarding Canutillo ISD security personnel.

Ms. Maria G. Villarreal addressed the board regarding and introduced herself as the new Director of Student Support Services.

3. BOARD HONORS

3.A. Recognition of CISD Students Who Participated in the National Spelling Bee Contest (Concurso Nacional de Deletreo en Espanol)

Mr. Gustavo Reveles and the Board of Trustees recognized the Spanish Spelling Bee Champions.

3.B. Recognition of Garcia Elementary School, Alderete Middle School and Canutillo Middle School Students Who Participated in the Annual GRIT Convocation Ceremonies on July 25, 2022

Mr. Gustavo Reveles and the Board of Trustees recognized the four students for their participation.

- 3.C. Recognition of Bill Childress Elementary School for Earning the Student Leadership Award from the Texas Elementary Principals and Supervisors Association

Mr. Gustavo Reveles and the Board of Trustees recognized the Bill Childress Elementary Student Council.

- 3.D. Recognition of the Canutillo High School Student Council for Earning the Designation of Sweepstakes Council by the Texas Association of Student Councils for the Sixth-Straight Year

Mr. Gustavo Reveles and the Board of Trustees recognized the Canutillo High School Student Council.

- 3.E. Recognition of Canutillo Middle School Teacher Hector Juarez for Winning the Region 19 Secondary Teacher of the Year

Mr. Gustavo Reveles and the Board of Trustees recognized Mr. Hector Juarez.

4. PUBLIC HEARING

A public hearing will be held regarding the Accelerated Instruction 2022 Summer Education Program Review. The public is invited to attend and provide public comment.

- 4.A. Approval of Accelerated Instruction 2022 Summer Education Program Evaluation

Ms. Jesica Arellano and Ms. Yuri presented on the item. Ms. Yirah Valverde went through the presentation and thanked the board for their support and salary increase.

It was motioned by Trustee **Trout**, seconded by Trustee **Mendoza** and unanimously passed to approve the Accelerated Instruction 2022 Summer Education Program Evaluation.

5. PUBLIC HEARING

A public hearing will be held regarding the 2022-2023 Property Tax Rate. The public is invited to attend and provide public comment.

- 5.A. Approval of Resolution Which Officially Levies the Tax Rate of \$1.30 (\$.9429 + \$.36) for the 2023 School Year

Ms. Cristina Pulley, Executive Director of Finance presented the item.

It was motioned by Trustee Payan, seconded by Trustee Trout and unanimously passed to approve the Resolution to officially levy the tax rate for the 2023 School Year.

6. SPECIAL PRESENTATION-OTHER

- 6.A. LSG CCR Student Outcome Goal Progress

Item was presented by Ms. Stacey Parker and Ms. Jesica Arellano. Ms. Parker and Ms. Arellano answered questions from the board members as they went through their presentation.

- 6.B. Discuss and Take Possible Action on Approval of Additional Personnel and Compensatory Adjustments for Certain Personnel in Accordance with Local/Legal Policy DEA

Trustee Mendoza commented that she felt that the positions were being asked for as an upgrade should have been asked for during the budget process. She hopes that the positions not approved will come back for approval during budget time for the upcoming year.

This item was taken into Executive Session under Texas Government Code Section 551.074. Once in Open Session, the item was taken into consideration as two separate votes.

It was motioned by Trustee Coronado, seconded by Trustee Trout and unanimously passed to approve the additional positions for one SPED Lead Teacher, one Psychologist, two Montessorri Teachers, and five PEZ Teachers. Additionally, to approve the upgrade position to Chief of Police, add one police officer, upgrade one Risk Management - Safety Specialist, one dispatcher and

upgrade one security to police officer. Also, to approve the position of PIO Clerk and Receptionist.

The second vote was regarding the upgrade payscale for starting pay for custodians to be \$15.00 per hour.

It was motioned by Trustee **Rodriguez**, seconded by Trustee **Trout** and unanimously passed to approve the starting pay for custodians to be upgraded to \$15.00 per hour.

7. BOARD OF TRUSTEE BUSINESS

- 7.A. Discuss and Take Possible Action to Address TEA Regarding Status and Completion of Corrective Action Plan for INV2018-04-003; INV2018-07-041 and INV2019-10-055

It was motioned by Trustee **Rodriguez**, seconded by Trustee **Payan** and unanimously passed to approve addressing TEA regarding the status of the CAP.

- 7.B. Overview of the TASB Summer Leadership Institute Conference on June 15-18, 2022 and the Legislative Advisory Council (LAC) Meeting on June 16, 2022 in San Antonio, TX

Trustee Trout gave an overview of her experience at the TASB Summer Leadership Institute Conference and updated the board on what was discussed at the TASB Legislative Advisory Council Meeting.

- 7.C. Overview of the 2022 NALEO Conference in Chicago, IL on June 22-26, 2022

Trustees Rodriguez, Mendoza and Coronado, respectively, each gave an overview of their experience at the 2022 NALEO Conference.

8. CONSENT AGENDA-VOTING

It was motioned by Trustee **Trout**, seconded by Trustee **Mendoza** and unanimously passed to approve the consent agenda as presented, with the exception of item 8.A.1.d.

8.A. BUSINESS SERVICES

8.A.1. Approval of the Meeting Minutes

8.A.1.a. Approval of the June 28, 2022 Regular Board Meeting Minutes

8.A.1.b. Approval of the August 1, 2022 Special Board Meeting Minutes

8.A.1.c. Approval of the August 15, 2022 Safety and Security Committee Meeting Minutes

8.A.1.d. Approval of the August 15, 2022 Special Board Meeting Minutes

Item 8.A.1.d was pulled and discussed as Ms. Breanne Barnes had requested to have her comments on August 15, 2022 placed on the record. Due to technical issues, there was no audio available to capture her comments verbatim. Mr. Steve Blanco, Legal Counsel for Canutillo ISD recommended that the minutes from August 15, 2022 be approved as presented because they included a motion for approval necessary to proceed in a pending real estate transaction. He stated that Ms. Barnes' comments could be added on the record at a later date.

It was motioned by Trustee **Rodriguez**, seconded by Trustee **Trout** and unanimously passed to approve the minutes for the August 15, 2022 Special Board Meeting, as presented.

8.A.2. Approval of the Monthly Warrant List

8.A.3. Approval of the Monthly Donations

8.A.4. Approval of the Budget Amendments

8.A.5. Year and Quarter Ended June 30, 2022 Investments

8.A.6. Approval of College Board SAT School Day Contract for Northwest Early College High School and Canutillo High School, in the Amount of \$30,738.00

- 8.A.7. Approval of Proposal for Services Between Kids Excel El Paso and Canutillo ISD in the Amount of \$54,000.00 (\$9,000 per Elementary School)
- 8.A.8. Approval of Reggio Emilia Inspired Play Based Early Childhood Learning Environments & PreK-3 Montessori Classroom Utilizing Region 19 RFP 20-7373 in the Amount of \$83,939.52
- 8.A.9. Approval of E-Rate Consulting Contract Agreement
- 8.A.10. Approval of Contract Between Canutillo ISD and Blackboard, Inc. for District and Campus Web, Mass Communication and App Services, Utilizing TIPS Contract 3210101
- 8.A.11. Approval of the Renewal of the Lease Agreement Between Canutillo ISD and El Paso Water Utilities – Public Service Board, for the Canutillo Middle School Wastewater Treatment Plant
- 8.B. CURRICULUM AND INSTRUCTION
 - 8.B.1. Approval of the Restated and Amended Interlocal Agreement Between El Paso Community College and Canutillo ISD for the Continued Operation of Northwest Early College High School
 - 8.B.2. Approval of Proclamation 2014 Adoption of Instructional Materials for New Courses at CHS – Environmental Science Instructional Material
 - 8.B.3. Approval of Proclamation 2022 Adoption of Instructional Materials Approval or Alternate Publisher for K-5 Physical and Health Education “Quaver ED”
- 8.C. HUMAN RESOURCES
 - 8.C.1. Approval of Revision to 2022-2023 Canutillo ISD Temporary Employment, Non-Contractual Stipend and Supplemental Pay Schedule
 - 8.C.2. Approval of Renewal of Participation in TASB Risk Management Fund Coverage for Unemployment Compensation
- 8.D. INTERNAL AUDIT
 - 8.D.1. Approval of the Internal Audit Charter

8.D.2. Approval of Updated the Internal Audit CFC (LOCAL) Policy 1st Reading

8.D.3. Approval of the 2022-2023 Internal Audit Plan

9. EXECUTIVE SESSION

To Consult with Attorney Under Sections 551.071, 551.072 and 551.074 of the Texas Government Code:

The meeting was closed at 7:10 p.m. under Texas Government Code Section 551.071

9.A. Discussion with Legal Counsel Regarding Proposed Resolution Related to Intervention in Public Utility Commission of Texas (PUC) Proceeding PUC Docket No. 52195, SOAH Docket No. 473-21-2606, Application of El Paso Electric Company to Change Rates; Pursuant to Texas Government Code Section 551.071

10. NEW BUSINESS (continued); OTHER

The meeting reconvened at 7:39 p.m. into Open Session.

10.A. Discuss and Take Possible Action Related to Intervention in Public Utility Commission of Texas (PUC) Proceeding PUC Docket No. 52195, SOAH Docket No. 473-21-2606, Application of El Paso Electric Company to Change Rates

It was motioned by Trustee **Rodriguez**, seconded by Trustee **Trout** and unanimously passed to authorize legal counsel to execute the Joint Motion to Implement Uncontested Stipulation and Agreement and the Stipulation Agreement on behalf of the Canutillo Independent School District according to the terms discussed in closed session in the Application of El Paso Electric Company to Change Rate, PUC Docket No. 52195, SOAH Docket No. 473-21-2606; and further authorize legal counsel to take all steps necessary to effectuate the conclusion of the same.

11. ADJOURNMENT

The meeting was adjourned at **8:22 p.m.** under unanimous consent.

Presented to the Board of Trustees for approval on **October 25, 2022.** The minutes reflect all agenda items in the order as originally posted and do not necessarily reflect the order in which they were discussed.

DRAFT

1. GENERAL FUNCTIONS

1.A. Call to Order

The meeting was called to order by Board President Coronado at **5:05 p.m.**

1.B. Roll Call

Present: Trustees Coronado, Hernandez, Mendoza, Payan, Rodriguez, Searls and Trout

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):

Each participant will be limited to THREE MINUTES to make comments to the Board. 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 Superintendent's Administrative Assistant.

No speakers signed up for public comment.

3. EXECUTIVE SESSION

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

The meeting was closed at **5:06 p.m.** under Texas Government Code Section 551.074.

3.A. The 2021-2022 Evaluation of the Superintendent and the Consideration of Amendments to the Superintendent's Employment Contract

3.A.1 Domains

3.A.1.a Domain I: Leadership

- 3.A.1.b Domain II: Personnel Management
- 3.A.1.c Domain III: Administration & Fiscal/Facilities Management
- 3.1.A.d Domain IV: Student Management
- 3.1.A.e Domain V: Professional Growth and Development
- 3.1.A.f Domain VI: Schools/Community Relations
- 3.1.A.g Domain VII: Board/Superintendent Relations
- 3.1.A.h Domain VIII: Supervisory Responsibilities

3.A.2 Assessment Tool

4. NEW BUSINESS (CONTINUED)

The meeting reconvened at **7:19 p.m.** into Open Session.

4.A. Comments and/or Results Regarding the 2020-2021 Annual Evaluation of Superintendent

It was motioned by Trustee **Rodriguez**, seconded by Trustee **Trout** and unanimously passed to approve a three percent raise within the next pay period, as well as \$11,861.00 reimbursement to the TRS contribution, as a lump sum on the next period and \$20,000 in monthly installments for a 403B Retirement.

5. ADJOURNMENT

The meeting was adjourned at **7:28 p.m.** under unanimous consent.

Presented to the Board of Trustees for approval on **October 25, 2022**. 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 Mr. Payan 5:32 p.m.

The meeting was called to order at **5:32 p.m.** by Board Vice President Payan.

1.B. Pledge of Allegiance

1.C. Texas Pledge of Allegiance

1.D. Roll Call

Present: Trustees Hernandez, Mendoza, Payan, Rodriguez and Trout

Absent: Trustees Coronado and Searls

Trustee Coronado joined the meeting at **6:15 p.m.**

Student Advisors Present: Aitiana Mondragon and Leslie Reyes

1.E. CISD Vision and Mission Statements

The Vision and Mission Statements were read by Trustees **Hernandez** and **Mendoza**, respectively.

2. BOARD HONORS

2.A. Recognition of Canutillo ISD Teachers Who Were Selected to Participate in the Inaugural Cohort of the Innovative Educator Cohort from the El Paso Community Foundation

Mr. Gustavo Reveles and the Board of Trustees recognized the Canutillo ISD teachers who were selected to participate.

2.B. Recognition of Northwest Early College High School Students Who Were Honored by the College Board with a National Recognition Award

Mr. Gustavo Reveles and the Board of Trustees recognized the student from Northwest Early College High School.

2.C. Recognition of Northwest Early College High School, Canutillo Elementary School, Bill Childress Elementary School and Reyes Elementary School for Earning an A Rating in the 2022 Texas Education Agency Accountability Ratings

Mr. Gustavo Reveles and the Board of Trustees recognized the schools who earned an A rating in the 2022 Texas Education Agency Accountability ratings.

The meeting recessed for a 5 minute break at 5:56 p.m. and came back into session at 6:02 p.m.

3. 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):

Each participant will be limited to THREE MINUTES to make comments to the Board.

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 Superintendent's Administrative Assistant.

Ms. Breanne Barnes addressed the board and requested to have her comments on record:

"I am coming forward with a concern in regards to transparency and accountability with our open records requests and also people who are asking for their things to be on the record during board meetings. So, number 1, I have four open records requests that have not been filled over a long period of time. I have two of them that are a month old. I have one that is four months old and I have one that is five months old, and I have already contacted the Attorney General about this and received a letter saying that that would be taken care of and it still has not been after numerous calls and numerous emails about it. So, if we can look into that and find out cause I'm sure if it's myself, it's probably not just me and those need to be fulfilled by law. I also have, I believe it's my speech from July and August or maybe June and August that I asked for them to be on the record as well and those minutes have not been reflected as such, so if we can look into that. I do appreciate that it was mentioned at the board meeting that I brought that up that we would address it and we would fix it, but as of right now it still has not been published with my open records, or I'm sorry, with my things on the record for my speech that night. So if we can

resolve those for the transparency and accountability, that would greatly be appreciated. Thank you so much.”

Mr. Ray Baca addressed the board regarding item 4C on the agenda and expressed concern about the attempt to censure board members.

Mr. Alan Herrera addressed the board and spoke in favor of family and consumer sciences education, and handed out informational packets to the board members.

Ms. Alex Reyes addressed the board and spoke in favor of FCCLA.

Mr. Jesus Castorena, Jr. addressed the board regarding the retirement of the culinary arts program and spoke in favor of keeping the program.

4. BOARD OF TRUSTEE BUSINESS

4.A. Discussion and Possible Action Regarding Bond 2022

Ms. Carol Cassady addressed the board and spoke against the bond.

Mr. Reveles presented on the item.

Trustee Rodriguez commended staff for coming up with something that the community can understand.

There was no action taken on this item.

4.B. Discussion and Possible Action to Approve a Resolution Expressing the Board's Intent with Respect to the Use of Proceeds of Bonds to be Issued Following Approval of the Voters of the District, Establishment of a Bond Accountability Committee and Other Matters Incident Thereto

It was motioned by Trustee **Rodriguez**, seconded by Trustee **Mendoza** and unanimously passed to approve the Resolution.

4.C. Discussion and Possible Action Regarding Behavior Displayed by Trustee Blanca Trout During Canutillo ISD Homecoming Parade to Include Possible Censure of Board Member

Ms. Carol Cassady addressed the board and spoke against censuring Trustee Trout.

Board President Coronado stated that he would be abstaining from discussion and voting on this item and requested that Board Vice President Payan preside over this item. Trustee Payan presided over the item.

Trustee Rodriguez stated that he wanted to recommend that no action be taken. He stated that he did not want this on the agenda until after elections.

Trustee Trout requested that both Trustee Coronado and Rodriguez abstain from this item due to a conflict of interest. Ms. Priscilla Mata, Legal Counsel for Canutillo ISD stated that she was not aware of any facts of what Ms. Trout was alluding to and stated that her office was not consulted. Ms. Mata continued by stating that it was up to Trustee Rodriguez on whether or not he would be abstaining from this item.

Dr. Galaviz asked Ms. Rachel Lucero, Internal Auditor for Canutillo ISD, whether she had received any inquiries from board members. Ms. Lucero stated that Trustee Searls had requested a copy of policy documentation relating to campaigning and those types of activities since there are board members running for election. She stated that she researched and provided a copy of the policy to all board members and commented that this took place prior to the homecoming parade.

Dr. Galaviz and both student advisors Ms. Aitiana Mondragon and Ms. Leslie Reyes commented that having Ms. Trout enter the parade without prior permission created various safety issues.

Trustee Hernandez stated that there needed to be some kind of accountability and that the board needed to take some kind of action regarding the matter.

Trustee Mendoza commented that it was a difficult issue for her because she was not at the parade. She stated that she thought it was wrong that Trustee Trout be in a different vehicle because she was part of a team.

Trustee Payan stated that in any organization there is only one person who calls the shots and in this case it was the Superintendent and he had told her no several times. He also stated that if we don't follow the rules, there are consequences.

It was motioned by Trustee **Hernandez**, seconded by Trustee **Mendoza** and passed with three affirmative votes to censure Trustee Blanca Trout for the remainder of the meeting.

Trustee Trout voted no.
Trustees Coronado and Rodriguez abstained.

5. SPECIAL PRESENTATION-OTHER

5.A. 2022 Canutillo Academic Ratings and Spring 2022 Assessment Results for STAAR and TELPAS

This item was presented by Jessica Harrison.

6. CONSENT AGENDA-VOTING

It was motioned by Trustee **Rodriguez**, seconded by Trustee **Mendoza** and unanimously passed to approve the consent agenda as presented.

6.A. BUSINESS SERVICES

6.A.1. Approval of the Meeting Minutes

6.A.1.a. Approval of the August 22, 2022 Special Board Meeting Minutes

6.A.2. Approval of the Monthly Warrant List

6.A.3. Approval of the Budget Amendments

6.A.4. Approval of Affiliation Agreement with Tenet Healthcare Corporation ("Tenet")

6.A.5. Approval of Purchase from Bellwether Utilizing TEA Approval for Math Framework in the Amount of \$70,000.00

6.A.6. Approval of Architectural Rendering Services from MNK Architects, for Major Construction Projects Proposed Under "Every Child, Every School - Canutillo Bond 2022" Program in the Amount of \$50,000.00

6.A.7. Approval to Purchase Components and Professional Services Needed for Installation of Network Refresh for Secondary Campuses, Utilizing DIR-TSO-4167 Cooperative in the Amount of \$193,932.21 from Advanced Network Management, Inc.

6.A.8. Approval to Renew Analytics Software with 4TELLX Utilizing Buyboard Contract 661-22 for an Additional Two Years, at \$66,442.15 per Year for a Total of \$132,884.30

6.A.9. Approval of Purchase from Frontline Education Systems for TEAMS Information System Maintenance and Support Utilizing Region 19 Contract 17-7247 in the Amount of \$64,500.00

6.A.10. Approval to Award RFP 2031-01 Copy Machine Solutions to Spectrum Imaging Technologies (Spectrum Imaging Technologies Inc.) for 36 Months, With the Option to Extend for Two Additional Years, 12 Months at a Time

6.A.11. Approval to Enter Into Interlocal Cooperative Agreement with EPIC 6, Region 6

6.A.12. Approval of List of Items Identified as Surplus/Salvage for Auction Sales to be Held at Canutillo Middle School (Surplus Warehouse) at 7311 Bosque Rd on October 12, 2022

6.B. CURRICULUM AND INSTRUCTION

6.B.1. Approval of 2022-23 Student Handbook and Student Code of Conduct

6.B.2. Approval of Tuition Waivers for the 2022-2023 School Year and Transfer Update

6.B.3. Approval of Memorandum of Understanding Between Canutillo ISD and Aliviane

6.B.4. Approval of Memorandum of Understanding with El Paso County Juvenile Justice Alternative Education Program for the 2022-2023 School Year

6.B.5. Approval of the Texas Education Agency Application for the Option Flexible School Day Program 2022-2023 School Year for Student Support Department Opportunity Academy

6.B.6. Approval of the Texas Education Agency Application for Pregnancy Related Services for School Years 2022-2023, 2023-2024, and 2024-2025

6.C. HUMAN RESOURCES

6.C.1. Approval of UIL Stipend for E-Sport Coach/Sponsor for Northwest Early College High School (NWECHS)

6.C.2. Approval of Additional Personnel for the Montessori Program in Accordance with Local/Legal Policy DEA

6.D. INTERNAL AUDIT

6.D.1. Approval of Updated the Internal Audit CFC (LOCAL) Policy 2nd Reading

7. EXECUTIVE SESSION

To Consult with Attorney Under Sections 551.071, 551.072 and 551.074 of the Texas Government Code:

The meeting was closed at **6:20 p.m.** under Texas Government Code Section 551.072

7.A. Discussion Regarding Possible Sale of District Owned Real Estate; Pursuant to Texas Government Code Section 551.072

8. NEW BUSINESS (continued); OTHER

The meeting reconvened at **6:44 p.m.** into Open Session.

8.A. Discussion and Possible Action Regarding Sale of District Owned Real Estate

It was motioned by Trustee **Mendoza**, seconded by Trustee **Payan** and unanimously passed to authorize legal counsel and Chad McCluskey to proceed as discussed in closed session.

9. ADJOURNMENT

The meeting was adjourned at **8:24 p.m.** under unanimous consent.

Presented to the Board of Trustees for approval on **October 25, 2022.** The minutes reflect all agenda items in the order as originally posted and do not necessarily reflect the order in which they were discussed.

DRAFT

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)

CPulley
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:

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)

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):



CISD Approved Online August & September 2022 Donations

Date	Item Name	Amount	Purchaser First Name	Purchaser Last Name	Address 1	Address 2	City	State	Zip
	NO ONLINE DONATIONS RECEIVED AUGUST 2022	-							
	NO ONLINE DONATIONS RECEIVED SEPTEMBER 2022	-							
	Total Online Donations	-							

Canutillo Independent School District

Office Receipt

NO. **62063**

School FSD
Received From The Optimist Club

Date Aug 2 2022
\$ 500.00

(CHECK ONE) CASH _____ CHECK(S) BOTH _____

FUNDRAISER # _____ TAX FREE DAY _____ TAX INCLUDED _____
MISC RECEIPT# _____ TICKET# _____

ACCT.	DESCRIPTION	AMOUNT
	<u>461.00. 5755.00. 920.00.</u>	
	<u>Donation for Community</u>	<u>CK# 1875.</u>
	<u>needs.</u>	<u>\$500.00</u>

NO RECEIPT NO REFUND

(Please specify type when reporting a fund raising activity; i.e. candy, t-shirts, fund raiser # and whether tax-free)

NOTE: An original receipt must be presented for refund

If payment is made by check, a refund can only be issued after 10 working days after the check was deposited

Distribution: white copy to payer
Yellow copy to finance w/Master receipt
Pink copy remains in the book for audit purposes

141

Received By Ernie Villalobos



Canutilo Independent School District
Donation Approval Form

EXHIBIT R

Date of request: 08/05/2022

School Department: FACILITIES

On behalf of the CISD I am asking that you approve the acceptance of the following items:

Table with 3 columns: Donation Description, Quantity, Value. Row 1: Cloth Masks, 9 BOXES, UNDETERMINED. Row 2: HDMI CABLES, TWO BAGS, '' ''.

Purpose of donation:

Donor or Donor Organization Name: Charter Comm.
Address, City, State & Zip Code: 1359 Lombard 7701

- Check one:
[] Non-monetary donation
[] This donation will be recorded in the campus/department activity account
[] This donation is for the benefit of the following club or team and will be recorded in their account if the donation is monetary in nature

Club Name Account Number

Sponsor's Signature Date

Donation has been received and is pending approval
If yes, list Miscellaneous Receipt # [] Yes [] No

REQUESTER'S SIGNATURE BRUNO VASQUEZ 08/05/2022
Principal/Department Head Date

ACCEPTANCE APPROVAL: Financial Services Director Date

IF ADDITIONAL APPROVALS ARE REQUIRED PLEASE FORWARD TO:

Technology Approval: Director of School Resources Date

Facilities Approval: Executive Director of Facilities 08/05/2022 Date

AFTER ALL APPROVALS SEND

Copy to Campus
Copy to Accountant - Asset Management
Original to Board of Trustees for Approval



Canutillo Independent School District
Donation Approval Form

EXHIBIT R

Date of request: 8/8/22

School/ Department: CHS

On behalf of the CISD, I am asking that you approve the acceptance of the following items:

Donation Description	Quantity	Value
<u>candles</u>		<u>+ 100</u>

Purpose of donation: Class of 2024 expenses

Donor or Donor Organization Name: Briana Murrieta
Address, City, State & Zip Code: 257 Model Mc Dowell st.
El Paso TX 79932

- Check one:
- Non-monetary donation
 - This donation will be recorded in the campus/department activity account
 - This donation is for the benefit of the following club or team and will be recorded in their account if the donation is monetary in nature
- (204) 285-4563

Jr. Class
Club Name

Francina Ortega
Sponsor's Signature

865.00.2148.50.001 00
Account Number

8/8/22
Date

Donation has been received and is pending approval
If yes, list Miscellaneous Receipt#

Yes
 No

REQUESTER'S SIGNATURE:

[Signature] 8.10.2022
Principal/Department Head Date

ACCEPTANCE APPROVAL:

Financial Services Director Date

IF ADDITIONAL APPROVALS ARE REQUIRED, PLEASE FORWARD TO:

Technology Approval:

(If required - All technology related items)

Director of School Resources Date

Facilities Approval:

(If required - Building and grounds modification/improvements)

Executive Director of Facilities Date

AFTER ALL APPROVALS SEND:

Copy to Campus
Copy to Accountant • Asset Management
Original to Board of Trustees for Approval



Canutillo Independent School District
Donation Approval Form

EXHIBIT R

Date of request: 8/10/2022 School/ Department: BCE

On behalf of the CISD, I am asking that you approve the acceptance of the following items

Table with 3 columns: Donation Description, Quantity, Value. Row 1: money order donation, 1100.85

Purpose of donation: Kona Ice Sponsorship

Donor or Donor Organization Name: BCE PTO
Address, City, State & Zip Code: 716 Phil Hansen Dr, Canutillo TX 79835

- Check one:
[] Non-monetary donation
[X] This donation will be recorded in the campus/department activity account
[] This donation is for the benefit of the following club or team and will be recorded in their account if the donation is monetary in nature

Club Name: BCE activity office acct. Account Number: 4401.00.5785.05.104.00.

Sponsor's Signature: [Signature] Date: 8.10.22

Donation has been received and is pending approval [X] Yes [] No
If yes, list Miscellaneous Receipt #

REQUESTER'S SIGNATURE: [Signature] Date: 8/10/22
Principal/Department Head

ACCEPTANCE APPROVAL: Financial Services Director Date

IF ADDITIONAL APPROVALS ARE REQUIRED, PLEASE FORWARD TO:

Technology Approval: Director of School Resources Date

Facilities Approval: Executive Director of Facilities Date

AFTER ALL APPROVALS SEND: Copy to Campus, Copy to Accountant - Asset Management, Original to Board of Trustees for Approval

Property donated (and accepted) to the district becomes sole property of the district and cannot be returned to the donor. Donations made to the district or a campus activity account are tax-deductible. Donors should check with their tax-advisor for the donor's tax status when donating to a club or team.



Canutillo Independent School District
Donation Approval Form

EXHIBIT R

Date of request: 8/11/22

School/ Department: Alderete Middle School

On behalf of the CISD, I am asking that you approve the acceptance of the following items

Table with 3 columns: Donation Description, Quantity, Value. Row 1: Kona Ice Donation, 1, 150.00

Purpose of donation: Back to School Donation

Donor or Donor Organization Name: Placencia Enterprises, Inc. DBA Kona Ice
Address, City, State & Zip Code: of Las Cruces
1920 Martha Dr. Las Cruces NM 88001

- Check one:
[] Non-monetary donation
[X] This donation will be recorded in the campus/department activity account
[] This donation is for the benefit of the following club or team and will be recorded in their account if the donation is monetary in nature

AMS Activity
Club Name

461.00.5755.02.043.00
Account Number

Sponsor's Signature

8/17/22
Date

Donation has been received and is pending approval
If yes, list Miscellaneous Receipt # 57115
OFFICE

[X] Yes
[] No

REQUESTER'S SIGNATURE:

Principal/Department Head

8-17-2022
Date

ACCEPTANCE
APPROVAL:

Financial Services Director Date

IF ADDITIONAL APPROVALS ARE REQUIRED, PLEASE FORWARD TO:

Technology Approval:

(If required - Building and grounds modifications/improvements)

Director of School Resources Date

Facilities Approval:

(If required - Building and grounds modifications/improvements)

Executive Director of Facilities Date

AFTER ALL APPROVALS SEND:

Copy to Campus
Copy to Accountant - Asset Management
Original to Board of Trustees for Approval



Canutillo Independent School District
Donation Approval Form

EXHIBIT R

Date of request: 8/11/2022 School/ Department: SPED

On behalf of the CISD, I am asking that you approve the acceptance of the following items:

Table with 3 columns: Donation Description, Quantity, Value. Row 1: Dryer, 1.

Purpose of donation: Dryer for SPED @ JDE

Donor or Donor Organization Name: Jose Barrera
Address, City, State & Zip Code: 10701 MaAllen Pl. El Paso, TX 79924

- Check one: [X] Non-monetary donation
D This donation will be recorded in the campus/department activity account
D This donation is for the benefit of the following club or team and will be recorded in their account if the donation is monetary in nature

SPED Club Name

N/A Account Number

Sponsor's Signature [Handwritten Signature]

8/11/2022 Date

Donation has been received and is pending approval
If yes, list Miscellaneous Receipt# [] Yes [] No

REQUESTER'S SIGNATURE [Handwritten Signature] 8/11/2022 Date
Principal/Department Head

ACCEPTANCE APPROVAL: Financial Services Director Date

IF ADDITIONAL APPROVALS ARE REQUIRED, PLEASE FORWARD TO:

Technology Approval: (if required - All technology related items) Director of School Resources Date

Facilities Approval: (if required - Building and grounds modification/improvements) Executive Director of Facilities Date

AFTER ALL APPROVALS SEND: Copy to Campus
Copy to Accountant • Asset Management
Original to Board of Trustees for Approval

Property donated (and accepted) to the district becomes sole property of the district and cannot be returned to the donor. Donations made to the district or a campus activity account are tax-deductible. Donors should check with their tax-advisor for the donor's tax status when donating to a club or team.



Canutillo Independent School District
Donation Approval Form

EXHIBIT R

8/31 punch

Date of request: 8/30/22 School/ Department: CLS/Athletics

On behalf of the CISD, I am asking that you approve the acceptance of the following items:

Donation Description	Quantity	Value
<u>check</u>	<u>2500</u>	<u>2500</u>

Purpose of donation: Boy track Program

Donor or Donor Organization Name: Capital Group
Address, City, State & Zip Code: 400 South Hope St.
Los Angeles, CA 90071

- Check one:
- Non-monetary donation
 - This donation will be recorded in the campus/department activity account
 - This donation is for the benefit of the following club or team and will be recorded in their account if the donation is monetary in nature

Boys Track
Club Name

461.00.5755.1800100
Account Number

Ruben Galaviz
Sponsor's Signature

8/30/22
Date

Donation has been received and is pending approval
If yes, list Miscellaneous Receipt#

162666

Yes
 No

REQUESTER'S SIGNATURE:

[Signature] 8/31/2022
Principal/Department Head Date

ACCEPTANCE APPROVAL:

[Signature]
Financial Services Director Date

IF ADDITIONAL APPROVALS ARE REQUIRED, PLEASE FORWARD TO:

Technology Approval:

(If required - All technology related items)

Director of School Resources Date

Facilities Approval:

(If required - Building and grounds modification/improvements)

Executive Director of Facilities Date

AFTER ALL APPROVALS SEND:

Copy to Campus
Copy to Accountant • Asset Management
Original to Board of Trustees for Approval



Canutillo Independent School District
Donation Approval Form

EXHIBIT R

Date of request: 8/31/22 School/ Department: CHS/ Band

On behalf of the CISD, I am asking that you approve the acceptance of the following items

Donation Description	Quantity	Value
<u>cash</u>	<u>150</u>	<u>150</u>

Purpose of donation: Band program

Donor or Donor Organization Name: Daisy and Manuel Marin
Address, City, State & Zip Code: 6052 Los Pueblos dr, El Paso, TX 79912

- Check one:
- Non-monetary donation
 - This donation will be recorded in the campus/department activity account
 - This donation is for the benefit of the following club or team and will be recorded in their account if the donation is monetary in nature

Band
Club Name
Jordan Carter
Sponsor's Signature

461.00.5755.70.001.00
Account Number
8/31/22
Date

Donation has been received and is pending approval.
If yes, list Miscellaneous Receipt# 62675
REQUESTER'S SIGNATURE: [Signature] 08/31/2022
Principal/Department Head Date

ACCEPTANCE APPROVAL:
Financial Services Director Date

IF ADDITIONAL APPROVALS ARE REQUIRED, PLEASE FORWARD TO:

Technology Approval:
(If required - All technology related items)
Director of School Resources Date

Facilities Approval:
(If required - Building and grounds modification s/improvements)
Executive Director of Facilities Date

AFTER ALL APPROVALS SEND:
Copy to Campus
Copy to Accountant - Asset Management
Original to Board of Trustees for Approval

Property donated (and accepted) to the district becomes sole property of the district and cannot be returned to the donor. Donations made to the district or a campus activity account are tax-deductible. Donors should check with their tax-advisor for the donation's tax status when donating to a club or team.

Executive Summary of Board Agenda Item

Subject/Title for Agenda Posting: Approval to award RFP 2023-02 "CHS Band and Choir Floor Restoration" to Construction & Environmental Consultants, Inc in the amount of \$69,500.00

Justification Statement: In accordance with CH (Local): "...Any single, budgeted purchase of goods and services that costs \$50,000 or more, regardless of whether the goods or services are competitively purchased, shall require Board approval before a transaction may take place..."

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

Staff Responsible:  Bruno Vasquez 9/28/2022

Signature of Requester(s)

Signature of Presenter(s)

Business Services Approval (Initials)

Date

Agenda Summary:

CHS' Band Director requested the removal of the existing flooring in the band and choir rooms to improve the acoustical properties of the rooms; however, without the carpet, the floor will have an exposed concrete finish.

The BoT approved a previous recommendation by the Administration during the February 2022 regular Board meeting. The vendor approved at that meeting was unable to perform the services requested, despite accepting a purchase order and scheduling work to begin earlier this year.

The Purchasing Department issued a second solicitation for this project; the bids received are attached herein.

RECOMMENDATION: Administration recommends approval of the proposal received from Construction & Environmental Consultants, Inc, totaling \$69,500 for the work required to resurface CHS' band & choir room floors.

PRIOR BOARD ACTION: See above AWARDED: N/A AWARDED AMOUNT: N/A

AMOUNT(S): \$69,500.00

ACCOUNT NO(S): 199.51.6319.01.001.99

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

Formal Bid

REQUESTING DEPARTMENT:

Facilities Department

CONSEQUENCES OF NON-APPROVAL:

The band and choir rooms learning environment will remain in sub-optimal conditions.

IMPLEMENTATION TIMELINE:

Upon approval

ATTACHMENT(S): X Bid Tabulation & Summary, Evaluation Score Sheet



BID Tabulation & Summary

Event Number	2023-02	Organization	Canutillo Independent School District
Event Title	Canutillo High School Band and Choir Floor Restoration	Workgroup	Purchasing
Event Description	Canutillo ISD serves a population of 6,011 students, has ten campuses; one high school, one early college high school, two middle schools, and six elementary schools. The District is seeking proposals from qualified vendors to restore the existing flooring at Canutillo High School's band and choir rooms. The project entails concrete polishing, which will improve the acoustical properties of each room.	Event Owner	Elizabeth Sida
Event Type	RFP	Email	esida@canutillo-isd.org
Issue Date	8/11/2022 03:36:18 PM (MT)	Phone	(915) 877-7426
Close Date	9/8/2022 03:00:00 PM (MT)	Fax	

Responding Supplier	City	State	Response Submitted	Lines Responded	Response Total	Price Points 30
LDCM Solutions, LLC	EL PASO	TX	9/8/2022 12:11:25 PM (MT)	1	\$34,100.00	30
Construction & Environmental Consultants, Inc.	El Paso	TX	9/8/2022 02:52:50 PM (MT)	1	\$69,500.00	14.72
Basic IDIQ.Inc	El Paso	TX	9/8/2022 09:46:01 AM (MT)	1	\$69,825.05	14.65
ACO Remodeling and Construction, Inc.	El Paso	TX	9/8/2022 01:36:27 PM (MT)	1	\$147,239.30	7

Please note: Lines Responded and Response Total only includes responses to specification. No alternate response data is included.

The Facilities and Transportation department asked that a Request for Proposal be issued to obtain proposals to restore the floors in the band and choir rooms at Canutillo High School. This RFP was issued to 191 vendors, registered in the CISD e-Bid system. Four (4) vendors submitted a response. Responses were reviewed by the evaluation committee on Monday, September 12, 2022. Cost breakdown (schedule of values) was not included by all vendors. This information was necessary for the committee to review and compare all costs equally, therefore purchasing sent request to the vendor's to submit. The cost breakdown was shared with the committee members to complete their evaluation. The committee reconvined on Monday, September 26, 2022 via google meets to discuss the results. Construction & Environmental Consultants, Inc. ranked number one (1) per total average score, the committee therefore is recommending Construction & Environmental Consultants, Inc. for award.

**CANUTILLO INDEPENDENT SCHOOL DISTRICT
REQUEST FOR PROPOSAL (RFP) #2023-02 Title: CHS Band and Choir Floor Restoration**

Evaluation Score Sheet

AVERAGE	LDCM Solutions, LLC	Construction & Environmental Consultants, Inc.	Basic IDIQ, Inc.	ACO Remodeling and Construction, Inc.
1 The Purchase Price	30	14.72	14.65	7
Total Points - 30				
2 The reputation of the vendor and the vendor's goods and services	7	8	9	7
Total Points - 10				
3 The Quality of the vendor's goods and services	6	10	8	6
Total Points - 10				
4 The extent to which the vendors goods and service meet the districts needs	9	11	9	9
Total Points - 15				
5 The vendor's past relationship with the district	2	3	3	2
Total Points - 5				
6 The impact on the ability of the district to comply with laws and rules related to historically utilized businesses	0	0	0	0
Total Points - 0				
7 The total long-term cost to the district to acquire the vendor's goods and services	11	15	13	12
Total Points - 15				
8 For a contract for goods and services, other than goods and services related to telecommunications and information services, building construction and maintenance, or instructional materials, whether the vendor or the vendor's ultimate parent company or majority owner - (A) has its principal place of business in this state; or (B) employs at least 500 persons in this state	0	0	0	0
Total Points - 0				
9 Any other relevant factors specifically listed in the request for bids or proposals	9	13	10	11
Total Points - 15				
TOTAL POSSIBLE SCORE = 100	74.151	74.39	66.98	54

2

1

3

4

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)

CPulley

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):



1. Resolution (continued)

4.
Name Title

Phone Fax Email

Signature

List the name of the Authorized Representative listed above that will have primary responsibility for performing transactions and receiving confirmations and monthly statements under the Participation Agreement.

Name

In addition and at the option of the Participant, one additional Authorized Representative can be designated to perform only inquiry of selected information. *This limited representative cannot perform transactions.* If the Participant desires to designate a representative with inquiry rights only, complete the following information.

Name Title

Phone Fax Email

D. That this Resolution and its authorization shall continue in full force and effect until amended or revoked by the Participant, and until TexPool Participant Services receives a copy of any such amendment or revocation. This Resolution is hereby introduced and adopted by the Participant at its regular/special meeting held on the day of , .

Note: Document is to be signed by your Board President, Mayor or County Judge and attested by your Board Secretary, City Secretary or County Clerk.

Name of Participant*

SIGNED

Signature*

Printed Name*

Title*

ATTEST

Signature*

Printed Name*

Title*

2. Delivery Instructions

Please return this document to **TexPool Participant Services:**

Email: texpool@dstsystems.com

Fax: 866-839-3291

SIGNATURE CERTIFICATE





REFERENCE NUMBER

23E2BF06-3483-49B0-9B36-5D2C66A8CC4E

TRANSACTION DETAILS	DOCUMENT DETAILS
<p>Reference Number 23E2BF06-3483-49B0-9B36-5D2C66A8CC4E</p> <p>Transaction Type Signature Request</p> <p>Sent At 06/13/2022 16:48 EDT</p> <p>Executed At 10/05/2022 18:08 EDT</p> <p>Identity Method email</p> <p>Distribution Method email</p> <p>Signed Checksum 4e221139ba91b77135493f1aba1c5f0c9ded302b3b1a652c028689d7ef3d7a34</p> <p>Signer Sequencing Disabled</p> <p>Document Passcode Disabled</p>	<p>Document Name Ld-Resolution Amending Authorized Representatives</p> <p>Filename ld-resolution_amending_authorized_representatives.pdf</p> <p>Pages 2 pages</p> <p>Content Type application/pdf</p> <p>File Size 70 KB</p> <p>Original Checksum d60594f7d9562316ed3b705dc1c0cf478ee8d117173f53448fe026e345231fbd</p>

SIGNERS

SIGNER	E-SIGNATURE	EVENTS
<p>Name Cristina Pulley</p> <p>Email cpulley@canutillo-isd.org</p> <p>Components 1</p>	<p>Status signed</p> <p>Multi-factor Digital Fingerprint Checksum d1343f07b86428a90b243677b95be3ec00d1871cee9fcfc588054f6aa4331130</p> <p>IP Address 70.125.228.98</p> <p>Device Chrome via Windows</p> <p>Typed Signature </p> <p>Signature Reference ID 3D2009CF</p>	<p>Viewed At 10/05/2022 18:08 EDT</p> <p>Identity Authenticated At 10/05/2022 18:08 EDT</p> <p>Signed At 10/05/2022 18:08 EDT</p>
<p>Name Leticia Ekery</p> <p>Email lekery@canutillo-isd.org</p> <p>Components 1</p>	<p>Status signed</p> <p>Multi-factor Digital Fingerprint Checksum 1608841a24a3eefcf8e847be926a7c5de907ab4ff30143137103a85423fdafa9b</p> <p>IP Address 70.125.228.98</p> <p>Device Chrome via Windows</p> <p>Typed Signature </p> <p>Signature Reference ID 97FE9C40</p>	<p>Viewed At 06/13/2022 19:06 EDT</p> <p>Identity Authenticated At 06/13/2022 19:09 EDT</p> <p>Signed At 06/13/2022 19:09 EDT</p>
<p>Name Martha Piekarski</p> <p>Email mpiekarski@canutillo-isd.org</p>	<p>Status signed</p> <p>Multi-factor Digital Fingerprint Checksum 1bfa8f92fd1e013976f001bb9b22fd0a6c9fb492b49bfa3db6b4fb114bff9f6</p>	<p>Viewed At 06/13/2022 18:48 EDT</p> <p>Identity Authenticated At 06/13/2022 18:49 EDT</p>

Components

1

IP Address

108.230.124.62

Device

Chrome via Windows

Typed Signature**Signature Reference ID**

6BD7D202

Signed At

06/13/2022 18:49 EDT

Name

Laura Dorado

Email

ldorado@canutillo-isd.org

Components

1

Status

signed

Multi-factor Digital Fingerprint Checksum

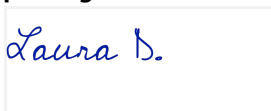
181e5bb4a1bceeb4f6b8a297df9e20381a4b76a0744005f85a50c8f22e01ff04

IP Address

70.125.228.98

Device

Chrome via Windows

Typed Signature**Signature Reference ID**

5B4CFFB3

Viewed At

06/13/2022 17:07 EDT

Identity Authenticated At

06/13/2022 17:08 EDT

Signed At

06/13/2022 17:08 EDT

AUDITS

TIMESTAMP	AUDIT
06/13/2022 16:48 EDT	CISD Finance Department (finance@canutillo-isd.org) created document 'ld-resolution_amending_authorized_representatives.pdf' on Chrome via Windows from 70.125.228.98.
06/13/2022 16:48 EDT	Leticia Ekery (lekery@canutillo-isd.org) was emailed a link to sign.
06/13/2022 16:48 EDT	Cristina Pulley (cpulley@canutillo-isd.org) was emailed a link to sign.
06/13/2022 16:48 EDT	Laura Dorado (ldorado@canutillo-isd.org) was emailed a link to sign.
06/13/2022 16:48 EDT	Martha Piekarski (mpiekarski@canutillo-isd.org) was emailed a link to sign.
06/13/2022 17:07 EDT	Laura Dorado (ldorado@canutillo-isd.org) viewed the document on Chrome via Windows from 70.125.228.98.
06/13/2022 17:08 EDT	Laura Dorado (ldorado@canutillo-isd.org) authenticated via email on Chrome via Windows from 70.125.228.98.
06/13/2022 17:08 EDT	Laura Dorado (ldorado@canutillo-isd.org) signed the document on Chrome via Windows from 70.125.228.98.
06/13/2022 17:30 EDT	Cristina Pulley (cpulley@canutillo-isd.org) viewed the document on Chrome via Windows from 70.125.228.98.
06/13/2022 18:48 EDT	Martha Piekarski (mpiekarski@canutillo-isd.org) viewed the document on Chrome via Windows from 108.230.124.62.
06/13/2022 18:49 EDT	Martha Piekarski (mpiekarski@canutillo-isd.org) authenticated via email on Chrome via Windows from 108.230.124.62.
06/13/2022 18:49 EDT	Martha Piekarski (mpiekarski@canutillo-isd.org) signed the document on Chrome via Windows from 108.230.124.62.
06/13/2022 19:06 EDT	Leticia Ekery (lekery@canutillo-isd.org) viewed the document on Chrome via Windows from 70.125.228.98.
06/13/2022 19:09 EDT	Leticia Ekery (lekery@canutillo-isd.org) authenticated via email on Chrome via Windows from 70.125.228.98.
06/13/2022 19:09 EDT	Leticia Ekery (lekery@canutillo-isd.org) signed the document on Chrome via Windows from 70.125.228.98.

07/12/2022 11:23 EDT Cristina Pulley (cpulley@canutillo-isd.org) was emailed a reminder.

07/12/2022 11:30 EDT Cristina Pulley (cpulley@canutillo-isd.org) viewed the document on Chrome via Windows from 70.125.228.98.

07/12/2022 13:35 EDT Cristina Pulley (cpulley@canutillo-isd.org) viewed the document on Chrome via Windows from 70.125.228.98.

07/13/2022 17:13 EDT Document 'ld-resolution_amending_authorized_representatives.pdf' expired and is no longer signable.

10/05/2022 18:07 EDT CISD Finance Department (finance@canutillo-isd.org) extended document 'ld-resolution_amending_authorized_representatives.pdf' on Chrome via Windows from 70.125.228.98.

10/05/2022 18:08 EDT Cristina Pulley (cpulley@canutillo-isd.org) was emailed a reminder.

10/05/2022 18:08 EDT Cristina Pulley (cpulley@canutillo-isd.org) viewed the document on Chrome via Windows from 70.125.228.98.

10/05/2022 18:08 EDT Cristina Pulley (cpulley@canutillo-isd.org) authenticated via email on Chrome via Windows from 70.125.228.98.

10/05/2022 18:08 EDT Cristina Pulley (cpulley@canutillo-isd.org) signed the document on Chrome via Windows from 70.125.228.98.

Board of Trustees

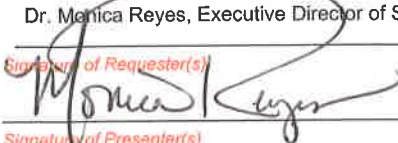
Meeting Date: 10/25/2022

Executive Summary of Board Agenda Item

Subject/Title for Agenda Posting: Addendum to Interlocal Agreement Between Canutillo Independent School District and Emergence Health Network for School Based Behavioral Health Services

Justification Statement: This addendum to the Interlocal Agreement will provide crisis response counseling services by a trained crisis response team from Emergence Health Network. Services will be provided to both Canutillo ISD students and staff.

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

Staff Responsible: Dr. Monica Reyes, Executive Director of Student Support Services
Signature of Requester(s)  10/5/2022
Signature of Presenter(s)
Business Services Approval (Initials) Date

Agenda Summary:

This addendum to the Interlocal Agreement Between Canutillo Independent School District (CISD) and Emergence Health Network (EHN) for School Based Behavioral Health Services will provide Canutillo ISD students and staff crisis response counseling services. The Crisis Intervention Team (CIT) are employees from EHN who are trained qualified mental health practitioners. This team will work in partnership with CISD Student Support Services Department and CISD Police Department. The CIT will be deployed to CISD to respond to crisis situations when called by CISD staff. The CIT will also provide trainings to Student Support Services staff, campus administrators and police officers to be better prepared to address emergencies and crisis response, to understand protocols and procedures for CIT deployment and to learn strategies for student and staff safety. The Interlocal Agreement between CISD and EHN for School Based Behavioral Health Services was approved at the regular board meeting in June, 2022.

RECOMMENDATION: Administration recommends approval of the Addendum to the Interlocal Agreement between CISD and EHN.

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

AMOUNT(S): None

ACCOUNT NO(S): N/A

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

REQUESTING DEPARTMENT:
Student Support Services Department

CONSEQUENCES OF NON-APPROVAL:

The loss of trained crisis response services and mental health services for Canutillo ISD students and staff in an emergency crisis. The loss of staff trainings on best practices for student and staff safety and procedures for crisis intervention. The loss of direct resources for CISD students and staff. +

IMPLEMENTATION TIMELINE:

School year 2022-2025, Contingent upon full execution of Addendum by all required parties

ATTACHMENT(S): ✓ Addendum to Interlocal Agreement

**Addendum to Interlocal Agreement Between Canutillo Independent School District and
Emergence Health Network for School Based Behavioral Health Services**

Canutillo ISD (“CISD”) and Emergence Health Network (“EHN”) (collectively “the parties”) hereby agree to increase the services outlined in the Interlocal Agreement Between Canutillo Independent School District and Emergence Health Network for School Based Behavioral Health Services (“Agreement”) executed by the parties on May 25, 2022, and effective beginning July 1, 2022 in accordance with Section IV to add the following terms and services:

Section IV. EHN Services and Responsibilities:

Q. School-Based Crisis Intervention Team

1. EHN agrees to provide crisis response counseling services by crisis response trained qualified mental health practitioners (“Crisis Intervention Team” or “CIT”). Such services shall be provided in partnership with CISD Police Department and Student Support Services Division.
2. The CIT will consist of the additional of six (6) total staff members to the Agreement: four (4) qualified mental health practitioners serving as CIT specialists, and two (2) licensed clinicians, with one serving as the Clinical Lead Therapist and the second as the Program Manager. The Clinical Lead Therapist shall be either a Licensed Professional Counselor or a Licensed Professional Counselor Associate. The Clinical Program Manager shall be either a Licensed Professional Counselor or a Licensed Master Social Worker. Full staff salaries, benefits, equipment and vehicles for all CIT members will be covered solely by EHN.
3. CISD will work with EHN to provide space for CIT staff in the form of a room or office if such space is available at the school sites or the Lone Star Building outlined in Section III-C of the Agreement. If needed, the CIT unit may also deploy from the EHN Crisis, and Emergency Services facility located at 1601 East Yandell when called to respond to crisis situations by CISD Police Services, school administrators or Student Support Services staff.
4. The CIT will train the CISD police officers, school administrators and other MTSS personnel at the school sites in de-escalation techniques, ensuring student and staff safety, and understanding the process for deploying CIT staff to school campuses for emergency and crisis response for CISD students. CIT must respond within thirty (30) minutes of being contacted by designated CISD staff. CIT response while on-site with CISD students requiring emergency crisis services will include:
 - a. Verbal Intervention
 - b. De-escalation of crisis or aggressive behavior
 - c. Crisis Stabilization
 - d. Crisis Assessment

5. The Crisis Intervention Team will operate in accordance with protocols outlined by CISD Student Support Services, CISD police and school administrators, which CISD will provide to CIT upon execution of this Addendum to include the process for behavioral threat assessment.
6. Emergency mental health response services may be provided for CISD students before or after school as outlined under Section III-F of the Agreement.
7. In addition to emergency dispatch, CIT may conduct home visits, welfare checks, and follow-ups for high-risk student cases identified by CISD upon CISD request, with appropriate consent.

CIT will also provide the following non-emergency services if requested by CISD, with appropriate consent:

- a. Educate parents and legal guardians on mental health topics and assist them with any referrals the CIT team believes the student may benefit from;
 - b. Provide follow-up calls to ensure that students referred to outpatient or inpatient services are compliant with treatment;
 - c. Meet with teachers to discuss student concerns and/or develop a school safety plan;
 - d. Meet with students returning to school after a psychiatric inpatient stay to ensure a smooth return;
 - e. Educate teachers and other school staff members on mental health-related topics, crisis response, and basic de-escalation techniques;
 - f. Review referrals made by teachers and follow up with students identified in the “at-risk” population;
8. All services provided under this Section IV-Q. shall be provided at no cost to CISD, and instead will be funded through funds awarded to EHN by the Health and Human Services Commission under Senate Bill 292. Such funding is a condition of EHN’s obligations herein.
 9. CIT will document all student encounters within 24 hours and provide copies of the documentation to designated CISD staff at each campus.

Additionally, the parties mutually agree to extend the term of the Agreement, including this Addendum, in accordance with Section VI-A for three years, to end on June 30, 2025 unless otherwise amended by the parties.

All other terms of the Agreement executed between the parties remain in full force and effect.

IN WITNESS THEREOF, the Parties have executed this Addendum, to be effective as of the last date of signature below:

Canutillo Independent School District

Emergence Health Network

Dr. Pedro Galaviz, Superintendent

Kristen Daugherty, CEO

Date

Date

Canutillo Independent School District

7000 5th Street
Canutillo, Texas 79835

Nancy Torres, MS, ABD
Coordinated School Health Facilitator, CSHF

(915) 877-7656
FAX (915) 877-7652
ntorres@canutillo-isd.org

October 25, 2022

Canutillo Independent School District
Superintendent and Members of the Board of Trustees
7965 Artcraft
El Paso, Texas 79932

Dear Dr. Galaviz and Members of the Board of Trustees,

According to EHAA (LEGAL), local SHACs shall submit to the Board, at least annually, a written report that includes:

1. Any SHAC recommendation concerning the District's health education curriculum and instruction or related matters that the SHAC has not previously submitted to the Board;
2. Any suggested modification to a SHAC recommendation previously submitted to the Board;
3. A detailed explanation of the SHAC's activities during the period between the date of the current report and the date of the last prior written report.
4. The Board shall select any instruction relating to human sexuality, sexually transmitted diseases, or human immunodeficiency virus (HIV) or acquired immune deficiency syndrome (AIDS) with the advice of the SHAC.

Furthermore, Texas Education Code (TEC) 28.004 states the SHAC shall establish a physical activity and fitness planning subcommittee to consider issues relating to student physical activity and fitness and make policy recommendations to increase physical activity and improve fitness among students, TEC 28.004 (l-1). Additionally, the Board shall determine the specific content of the District's instruction in human sexuality, TEC 28.004 (h).

This annual report will include the activities and accomplishments for the 2021-2022 school year and upcoming goals for the 2022-2023 school year.

Sincerely,

Nancy Torres, MS, ABD
Coordinated School Health Facilitator, CSHF

Katie Guerra
SHAC Chair, Parent

The Canutillo Independent School District does not discriminate on the basis of race, color, national origin, gender, age or disability in its employment practices, or in providing education services, activities and programs, including technical education programs. For more information regarding the Canutillo Independent School District's policy of non-discrimination contact: Executive Director for Human Resources, (915) 877-7423, 7965 Artcraft Rd., El Paso, TX 79932.

El Distrito Escolar Independiente de Canutillo no discrimina en cuanto a raza, color, origen, género, edad o discapacidad en lo que se refiere a sus prácticas de empleo, o al proveer servicios, actividades y programas educativos y vocacionales. Para mayor información respecto a la política de no discriminación del Distrito Escolar Independiente de Canutillo, favor de contactar a: Director Ejecutivo de Recursos Humanos, (915) 877-7423, 7965 Artcraft Rd., El Paso, TX 79932.

2022 School Health Advisory Council (SHAC) Annual Report

I. SHAC Meetings

- ❖ 4 General session meetings
- ❖ 4 Health and Wellness Subcommittee meetings
- ❖ 4 Human Sexuality Subcommittee meetings
- ❖ 1 End of School Year Retreat

TOTAL 13 Meetings

Leadership Roles

Chair of SHAC - Katie Guerra (parent -MS/HS)

Vice - Chair - Toney Moreno (parent - ES)

Secretary - Becky Stemsrud (parent - HS)

Health and Wellness Committee Chair - Martin Carrillo (faculty/parent - ES/HS)

Human Sexuality Committee Chair - Debbie Garcia (faculty/grandparent ES)

Recruitment Efforts

- Parent Liaisons
- SHAC Team
- Staff and Parent Sessions
- Coordinator School Health Facilitator (CSHF) at parent nights/parent meetings
- SHAC conducted meetings via virtual setting, evening hours 2021-2022
- There were no Board of Trustees appointed representatives for SHAC this past year.

CANUTILLO ISD SCHOOL HEALTH ADVISORY COUNCIL

58 SHAC members from Canutillo ISD

21 parents or grandparents

130 Coordinated School Health / SHAC Agency members

* represents more than one campus in table below

<u>Campus/Department</u>	<u>Parent (P) / Staff (S)/Administration(A)/Grandparent (GP)</u>
SHAC Chair (2)	Katie Guerra (P)* Nancy Torres (S)*
Childress Elementary (6)	Raul Villanueva (S) Isaac Oliva (S) Bernardo Barela (P) Lourdes Soliz (S/GP)* Fred Flores (S) Katie Guerra (P)*

2022 School Health Advisory Council (SHAC) Annual Report

Canutillo Elementary (6)	Martin Carrillo (S/P) Yvonne Carrillo (S) Enrique Castaños (S/P)* Imelda Salgado (S) Cesar Hernandez (P)* Lucy Hernandez (P)*
Davenport Elementary (3)	Kenneth Cooper (S) Elisabeth Galan (S) Paulina Cuellar (S/P)*
Garcia Elementary (7)	Adrian Flores (S) Victor Luces (S) Sonia Cisneros (S/P) Amanda Cereceres (S/P)* Carla Acevedo (S) Patricia Gutierrez (S) Monica Barraza (S)
Damian Elementary (3)	Joel Olivas (S/P) Cynthia Coronado (S/P)* Magdalena Rodriguez (S)
Reyes Elementary (6)	Cesar Perez (S) Sergio Ledezma (S) Debbie Garcia (S/GP)* Mariana Rubio (S) Celia Apodaca (S) Paulina Cuellar (S/P)*
Alderete Middle (7)	Chris Edwards (S/GP)* Jonathan Porras (S) Peter Carrillo (S) Selena Solis (S) Cynthia Gallegos (P) Cesar Hernandez (P)* Lucy Hernandez (P)*

2022 School Health Advisory Council (SHAC) Annual Report

Canutillo Middle (10)	Karly Dreher (S) Diana Sanchez (S) Enrique Castaños (S/P)* Martin Arvizuo (S) Elsa Romero (S) Dr. Monica Reyes (A/P)* Amanda Cereceres (S/P)* Elisa Pavia (S/P)* Cynthia Coronado (S/P)* Patricia Montiel (S)
Canutillo High School (13)	Alex De la Cruz (S/P) Timothy Kirby (S) Armando Almanza (S) Larry Morales (S) Lourdes Soliz (S/GP)* Debbie Garcia (S/GP)* Janet Corral (S) Ana Ortiz (P) Katie Guerra (P)* Chris Edwards (S/GP)* Dr. Monica Reyes (A/P)* Amanda Cereceres (S/P)* Sonia Frayre (P)*
Northwest Early College High School (4)	Kim Cardenas (S) Victor Corral (S) Roberta Baird (S) Sonia Frayre (P)*

2022 School Health Advisory Council (SHAC) Annual Report

Student Support Services (15)	Dr. Monica Reyes (A/P)* Nancy Torres (S)* Debbie Garcia (S/GP)* Lydia Hernandez (S) Daya Carrillo (S) Jocelyn Cepeda (S) Rosario Olivera (S) Janet Corral (S)* Jesus Juarez (S) Loretta Berumen (S) Dr. Maria Fuentes (S) Salvador Garcia (S) Elisa Pavia (S/P)* Nicole Morales (S) Margarita Abrego (S) Marco Macias (S)
Community	Breanne Barnes Jesus Ramos

Partners in School/ School and Community Engagement Presentations

<u>Agency</u>	<u>Member(s)</u>
1. 8-hour Sleep Clinic	
2. Abundant Living Faith Center	Pat Rodriguez
3. Alanon/Alateen	
4. Alcoholics Anonymous	
5. Action for Health Kids	Michelle Smith, Stephanie McCoy
6. Aliviane	
7. Allstate	Rosie Figueroa
8. Anytime Fitness	
9. Alzheimer's Association	Thelma Ramos
10. Amerigroup	Monica Long, Stacy Barnett
11. American Heart Association	Eva Olivas and Amy Newman
12. Amped	
13. Adult Protective Services	Graciela Ortiz
14. Area Agency on Aging	
15. Attorney General	Christine Kruhalski
16. Boys and Girls Club	
17. Blue Cross Blue Shield	Esther Bejarano
18. Braden Aboud Foundation	Cindy Aboud, Gary Aboud
19. Borderland Rainbow Center	Dr. Brenda Risch
20. Border Patrol	

2022 School Health Advisory Council (SHAC) Annual Report

21. CATCH Global Foundation	Joey Walker, Lindsay Edgar
22. Cedar Crest	Matthew Saylor
23. Center Against Sexual and Family Violence	Rose Guerrero, Gissel Ramirez, Clarissa Brito
24. Center of Hope	Raquel Rodriguez
25. Child Crisis Center of El Paso	Rick Martinez
26. Choice Consulting	
27. City of Vinton	
28. Common Threads	Linda Flores
29. Child Protective Services	Marinette Leyva
30. Denta Quest	Nora Rodarte
31. Desert Imagining	Mammogram Mobile Unit
32. Desert Sun Chiropractic	Dr. Michael Ontiveros
33. Dream Weavers	
34. Drug Enforcement Administration	
35. Elks Lodge #187	Teddy Martinez
36. El Pasoans Fighting Hunger	
37. El Paso Behavioral Health	Ebony Plancarte
38. El Paso Center for Children	
39. El Paso Community College	Beth Senger
40. El Paso County Department of Public Health	Elias Gonzalez, Mario Hernandez, Ms. Negron
41. El Paso Diabetes Association	
42. El Paso Mental Health	Lorena Garcia
43. El Paso Health	Adriana Cadena, Mariann Frias
44. El Paso Psychiatric Center	
45. El Paso Sleep Center	Dr. Gonzalo Diaz
46. EP Fitness	Mr. J. Bringas
47. Emergence Health Network	Luis Chavarria, Toni Beltran
48. Farmers Insurance	Mr. Barragan
49. Federal Bureau of Investigations/FBI	
50. Fit Dance Class	Mayra Esparza
51. Government Employees Credit Union	Elizabeth Quintero
52. Greater El Paso Tennis Association	Rhonda Letz, Jennifer Viramontes
53. Home SAFE	
54. Hospitals of Providence – Teen Health	Priscilla Salcido
55. Immunize El Paso	Ivan Vela
56. Institute for Healthy Living	
57. Job Corp	Marisela Duran
58. Kids Excel	David Sierra
59. La Semilla	Liz Anichini
60. Las Palmas	Women, Teen
61. Legal Shield	Max Padilla
62. Lion's Club	

2022 School Health Advisory Council (SHAC) Annual Report

63. MADD	
64. Marathon Kids	Stefanie Ediger
65. Maximus	Elena Saldana
66. McCrory's Pharmacy	Arturo Lopez
67. National Alliance on Mental Illness/NAMI	Alejandra Valdez
68. National Immigrant Farmers Initiative/NIFI	Jose Gutierrez, Irving Prieto
69. New Mexico Rugby	
70. Nike	David Doherty, Daniela Martinez
71. Office of Border Public Health, THHS/TDSHS	Daniela Marquez
72. Perches	Elizabeth Monzon
73. Parents and Friends of Lesbians and Gays /PFLAG	Tara Riojas
74. Paso del Norte Children's Development Center	
75. Paso del Norte Health Foundation	Jana Renner
76. Peak	
77. Planet Fitness	
78. Priscilla Terrazas Team	Priscilla Terrazas
79. Project Amistad	
80. Project Bravo	
81. Project Vida	Raquel Chavira, Miriam Vazquez, Reyna Castillo, Sandra Rodriguez, Carmen Zuniga, David Godinez, Aida Ponce
82. Region 19	Wes Temple, Manuel Aldaco, Albert Villa
83. Rio Vista Behavioral Health	Kristin Drake
84. Senator Jose Rodriguez	Xotchitl Rodriguez
85. Sheriff Dept	Jorge Alvollar
86. Smile Life	Ms. Franco
87. Smoke Free El Paso	Kristen Ortega
88. Social Security Administration	Ray Vigil
89. Southwest Chiropractic	
90. Southwest Dairy Farmers	Cody Lightfoot
91. STAR Counseling	
92. St. Mark's Catholic Church	Father Arturo
93. Superior Healthplan	Emily Torres
94. Superior Vision	Kimberly Dunnham
95. Swanky Smiles	John Loeffler
96. Texas 211	
97. Texas A&M Agrilife	
98. Texas Association for Health, Physical Education, Recreation, and Dance	Rose Haggerty

2022 School Health Advisory Council (SHAC) Annual Report

99. Texas Department of State Health Services	Jorge Alday, Diane Bernal, Pedro Adame
100. Texas Parks and Wildlife	Randy Spradlin, Carly Blankenship, Cappy Smith
101. Texas Rio Grande Legal Aid	Maria Del Carmen Dominguez
102. Texas Star	Elena Saldana
103. Texas Tech	Dr. Jennifer Salinas, Dr. Lee Rosenthol
104. University Medical Center of El Paso/UMC	Pediatrics, Teen, Women
105. UNICEF	
106. United Way	Christina Lamour, Kimberly Cedillo
107. University Connections	James Romero
108. University Medical Center – Health Education	M. Gabriela Rodriguez
109. University of Texas at El Paso – Do the Write Thing	
110. University of Texas at El Paso – Kinesiology	Ana Cisneros
111. University of Texas at El Paso – Mother/Daughter, Father/Son	
112. University of Texas at El Paso – Nursing	Dr. Carla Ellis
113. University of Texas at El Paso – Pharmacy	
114. University of Texas at El Paso - Psychology	Dr. Craig Field
115. University of Texas at El Paso – Social Work	Rosario Olivera, Alma Armendariz
116. UT – Houston	Dr. Leah Whigham
117. Upper Valley Urgent Care	Margarita Nieves, Dr. Carpentar
118. US Customs	
119. Valic Financial	Manny Pedroza, Jr.
120. Welch & Bush Library	
121. WellCare	Gilberto Enriquez, German Carrasco
122. West Fund	Lucia Hernandez
123. West Texas Chiropractic Center	Donna Yudico
124. West Valley Fire Department	
125. Wet and Wild Water Safety	
126. WIC	Erica Garcia
127. Workforce Solutions	
128. Youth Impact	Cesar Hernandez
129. YMCA Westside Family	Valerie Culver-Gabrysiak
130. YWCA	Annette Torres

II. Health and Wellness Committee

Action for Healthy Kids

- 2022 -2023: 4th year of support - 5 campuses @ \$1,000 each - BCE, CE, DDE, GE, CMS and 1 district grant \$1,000 to be used for cooking club, recess, sensory hallway, and physical activity equipment
- 3rd year grants were awarded – BCE, CE, GE, JDE, AMS, CMS – 6 campuses and 1 district-level @ \$1,000 each to be used for physical activity equipment
- 2nd year – 2 campuses @ \$1,000 each - Canutillo ES, Yvonne Carrillo, Reyes ES, Cesar Perez & one district-level @ \$2,000 to be used for physical activity equipment
- 1st year - \$4,000 district-level
- El Paso Healthy Schools Coalition to include Canutillo ISD, EPISD, YISD through grant funds, while others are welcome (Anthony ISD, San Eli ISD, Socorro ISD, Tornillo ISD) and partnering agencies, United Way, Common Threads, La Semilla, Safe Routes to School, YWCA, UTEP College of Education, Paso del Norte Health Foundation, Healthy and Active Living
- WellSAT – Policy Review – Canutillo ISD score was 44/200 – analyzes local district Wellness Policy – covers 79 policy topics and six focus areas: Nutrition Education, Standards for USDA Child Nutrition Programs and School Meals, Nutritional Standards for Competitive and Other Foods and Beverages, Physical Education and Physical Activity, Wellness Promotion, and Implementing, Evaluation and Communication.

Each focus area is given two scores, each score ranges from 0-100:

1. Comprehensive – reflects the extent to which recommended area is covered in the policy
2. Strength – how strongly the content is covered

Gives us Policy Highlights and Policy Opportunities

- Canutillo ISD Wellness Policy will be updated with this data and recommendations.
- School Health Index (SHI) - completed at elementary and middle schools - Campus and District Analysis - We are awaiting the final index results.
 - SHI Criteria: School Wellness Environment, School Meals, Other School Food, Health Education, Physical Education, Physical Activity, Staff Involvement, Family and Community Involvement

Adult/Youth Mental Health First Aid

- Training continued by Coordinated School Health Facilitator, Nancy Torres, and Social Worker, Lydia Hernandez-Morera
- UTEP Social Work class, Canutillo ISD Nurses, UTEP Social Work Interns, CISD Counselors

After school Program – Nike Day

- 2022-2023: all 6 elementary schools are participating in monthly after school activities during Nike Days.

2022 School Health Advisory Council (SHAC) Annual Report

- Nike Outlet employees volunteer their time, while supervised by a CISD employee, to come teach and enjoy physical activities with our CISD students as an after school program on a rotating schedule every Wednesday.
- FREE to our district.

Awareness Days

Throughout all campuses through Wellness Program and with the Coordinated School Health Calendar

Activities included: welcome back goodies, healthy breakfasts, Wellness Google classrooms, Vision boards, Halloween treats, 12 days of Christmas, Christmas fitness, door decorating, holiday zoom, Autism Awareness, Zumba zoom, move challenges, dance and music in PLC's, New Year's resolutions, sanitizing kits, scavenger hunts, self-care bingo, teacher appreciation, social emotional learning week, egg decorating, Pin the tail on the Bunny, Shout out teacher bulletin, STAAR rally, End of year check-ins, and Wellness appreciation.

CATCH – Coordinated School Health Teams

Team reports at all elementary and middle school campuses, due at the end of each semester. The model is Whole School Whole Community Whole Child (WSCC).

Center of Hope – Human Trafficking

Presentation on human trafficking, slave labor, debt bondage, law enforcement, safe houses, mental health, and post human trafficking. Presentations are approved 6-12th grade. Presentations were given to CHS Health classes. Health teachers are working to fit it into the middle school curriculum.

Counselors – Coordinated School Health and Health Education in CISD

Continue partnership with Project Vida on multiple sustained initiatives for high schools
Building new partnerships through Memorandums of Understanding and Agreement
Integration of Purpose Prep for full PK-12 Social Emotional Learning (SEL) curriculum implementation

Training and implementation of CISD Student Assistance Program called AC+ION that defines the referral process for Tier 2 and Tier 3 interventions for students behavioral/mental health support

Trainings

Trauma Informed Care Training (all counselors)

Suicide Prevention/CPS reporting given by counselors to campus staff (all campuses)

Texas Association Concerned with School-aged At-Risk & Parenting (TACSAP) Conference

Crisis Response Training

Grief in the Classroom training for all school counselors and social workers

Multi-Tiered System of Support training

In progress

MOU with Rio Vista Behavioral Health

Partnership with El Paso Center For Children for direct service referrals

Partnership with El Paso Children's Grief Center for direct service referrals

Apricot Social Solutions program implementation that will provide a cloud base - case management program that the district social workers and counselors will use

2022 School Health Advisory Council (SHAC) Annual Report

CPR Training – Student, Faculty, Staff, and Family

HB – 897

K-12 in curriculum through Physical Education and Health Education

- CPR mannequins for K-12 instruction and teacher/parent/community instruction
- Coordinated School Health grant funded 3 nurses to be able to provide full-certification training to Canutillo ISD.
- Support by Coordinated School Health Facilitator and Nurse Coordinator

Food Services– SHAC Supported

Breakfast in the Classroom, Grab and Go, Breakfast in Cafeteria

**Recess Before Lunch – SHAC is working on putting this into CISD policy 2022-2023*

Summer Programs – breakfast, lunch, and dinner

Feed the Athletes

Dinner Program

Mobile and drive-thru meal supports – if needed

Flu Shot Clinics

2022-2023: CISD hosted seasonal flu-shot clinics throughout the District during the months of October and November as a preventative measure to help students and employees develop good health habits and reduce absenteeism.

Kids Excel

Elementary dance program for all 4th graders that integrates academics – reviewed and recommended. The 2022-2023 theme is Achievements of Influential Women Throughout History.

Kids Excel is all about Excellence. By setting a high standard and inspiring children to reach for it, Kids Excel classes build self-confidence and set children up for success. Teaching artists and musicians strive to create a dynamic and safe learning environment that encourages each child, regardless of ability, and honest feedback is essential.

Partnerships - MOUs/Grants/Funding

- Action for Healthy Kids - grants and support, training, webinars
- Aliviane
- CATCH – Coordinated Approach To Child Health
- El Paso County Juvenile Justice Alternative Education Program
- Kids Excel
- Texas Education Agency Application for the Optional Flexible School Day Program
- Texas Education Agency Application for the Pregnancy Related Services 2022-2025
- Ascarate Fish Club and Texas Parks & Wildlife – fishing, archery, and rifle program

Physical Education Department - Advanced Certifications

National Board Certification – in progress - BCE - Raul Villanueva & Isaac Oliva; CMS – Enrique Castaños, Diana Sanchez, Karly Dreher

Adapted Physical Education Certification – in progress – JDE – Cynthia Coronado

2022 School Health Advisory Council (SHAC) Annual Report

Presentations and Parent Sessions by Coordinated School Health Facilitator

UTEP Kinesiology – Coordinated School Health/Whole Child Education and mock interviews/professionalism

UTEP Social Work – Coordinated School Health/Whole Child Education

2022 - 2023

Parent Sessions scheduled for the year:

- Academic Workstations and Fun at Home – BCE, DDE
- Coping and your Toolbox
- CPR, AED, and Choking – CE, DDE, CMS
- Gardening and the Greenhouse - CE
- Healthy Habits – Washing Hands, Sleep, Nutrition
- Hygiene – DDE
- Nike Day Fun – SEL Bowl
- Physical Activity: Brain Breaks & Energizers - DDE
- Recess – BCE, CE, DDE
- Sign Language - CE
- Social Development- growing bodies, recreational games - BCE
- Wellness – 8 components - BCE

Coordinated School Health Sessions:

- CATCH Program
- Coordinated School Health
- AED/CPR/Choking
- Mental Health First Aid
- Youth Mental Health First Aid
- Mindfulness
- Breathing
- Anxiety
- Anger

Project Vida Partnership

Spring 2022- Be You Canutillo Initiative

During the Spring semester the Positive Potential curriculum was implemented at the two middle schools, Jose Alderete Middle School and Canutillo Middle School with three health/ PE coaches. The curriculum was implemented with 6th, 7th and 8th grade students through in person implementation for a period of two and a half weeks. Consent form turnout was excellent which resulted in a total of 857 students receiving the EBP curricula. The Adulthood Preparation Subjects component focuses on Healthy Relationships, Healthy Life Skills and Financial Literacy through implementation, lunch campaigns and social media outreach. During the Spring semester, the Be You Canutillo team focused on Financial Literacy throughout educational activities and having

2022 School Health Advisory Council (SHAC) Annual Report

conversations with the youth to empower them to make healthy decisions when it came to money. “Tabling campaigns” were a complete success by having a total of 665 students who participated during the Financial Literacy campaigns at Jose Alderete Middle School, Canutillo Middle School, Canutillo High School and Northwest Early College High School.

The Youth Leadership Initiative (YLI) program focused on recruitment during the Spring semester through school announcements, tabling campaigns and having after school meetings to promote the program. The after school program successfully recruited 16 students from two campuses Canutillo High School and Northwest Early College High School.

Financial Literacy presentations were provided at Canutillo High school with two health teachers having a total of 169 students who were able to receive education on budgeting and spending tips and resources.

BE WELL INITIATIVE

To increase access to superior quality, dignifies and empowers mental health services in CISD school communities through integrated clinical practice, navigation and mental health education

- The Navigation model aims to reduce barriers and increases access to mental health
- The Navigator model is comprised of three essential roles:
 - Navigator - Access
 - Therapist - Early intervention
 - Outreach Facilitator - Education and community engagement

Be Well has been providing Behavioral Health intervention, access, and education in Canutillo ISD from March 2020 to May 2022 in the Northwest Early College High School.

Prevention – Jesus Juarez/Aliviane

Topics:

David’s Law, Parenting Classes, No Place for Hate, PBIS, Leader in Me, Do the Write Thing Active Parenting, Texas Attendance Law, Family Code, Positive Discipline

*Aliviane partnership – for students and parents, all campuses and DAEP

Life Skills – Promoting Health and Professional Development

Provided by Aliviane (grades 3, 4, 6) and Prevention (grades 5, 7, 9)

Elementary: Self-esteem, Decision Making, Smoking, Advertising, Stress, Communication, Social Skills, Assertiveness, Bullying, Cyberbullying

Middle School: Project Alert/Tuancy Prevention, Smoking Cigarettes and Marijuana, Drinking Consequences and Alternatives, Intro to Pressures, Drugs, Gangs, Social Pressures to Drugs, Resisting Internal and External Pressures to Use Drugs, Practicing Resistance Skills/Inhalant Abuse, Benefits of Not Using Drugs/Smoking Cessation, Anger/Emotional Management, Bullying /Dating Violence

2022 School Health Advisory Council (SHAC) Annual Report

High School: Decision Making, Bullying/Cyberbullying, The Value of Good Health, Risk Taking/Gangs, Substance Abuse (Tobacco/Marijuana), Alcohol and the Media, Healthy Relationships, Dating Violence, Family Communication, Managing Anger

Social Work

School Social Work Referrals

School Referrals = 134

Academic - 9

Behavioral – 25

Emotional – 20

Mental Health – 31

Medical Health – 1

Family/Home Concerns – 48

Canutillo Community Closet = 125 referrals serviced

Lone Star Cupboard = 90 referrals serviced

Stepper’s Closet = 7

School Bin = 8

Jackets -McKinney-Vento = 222

Undergarments - McKinney-Vento = 222

UTEP Social Work interns – placed with Social Worker, Executive Director of Student Support Services, Coordinated School Health Facilitator, and at a few campuses with counselors.

2022-2023: 10 interns

2021- 2022: 7 interns

Targeted Social Emotional Learning Lessons		
Campus	Total number of sessions	Total number of students served
NWECHS - Sophomores	15	100
Bill Childress	10	8
Canutillo Elementary	6	120
Parent Education and Community Involvement		
Parent Academy	3 presentations	
Pre-K Parent Orientation	6 presentations	
CISD Autism conference	Participated in organization and implementation	
UTEP Field Day	Manned Intern Recruitment table	

2022 School Health Advisory Council (SHAC) Annual Report

Teen Health Fair	Participated in organization and implementation		
Targeted Parenting class	3 sessions with one family		
Parent-Teacher Conference	2 conferences with table with information		
Hygiene products drive	SW intern organized the drive at CHS		

Student Support Services Food Distribution (Partnership with El Pasoans Fighting Hunger)

Date	Distributor	Number of Families	Number of People
December 13, 2021	EPFH @ DDE	124	557
December 16, 2021	EPFH @NWECH	278	1,185
Feb 3, 2021	District Emergency canceled		
Apr 14, 2022	EPFH @ BCE	170	629
Total		572	2371

Texas Parks and Wildlife

Received grant for \$50,000

Written/supported by Coordinated School Health Facilitator.

Fishing, archery, and air rifle curriculum and instruction were conducted in the summer. Written and physical skills tests will be conducted to ensure knowledge and safety prior to actual performance of these skills in a live coaching area. Fishing, archery, and air rifle equipment will be introduced and used to perform these basic physical skills. Skills will be practiced and assessed in physical education classes and with specific individual feedback to ensure the safety of all. Consistency and refinement of skill will be evaluated after practice to maintain high standards. Instructors will use a variety of teaching methods to teach students proper strategies and techniques of fishing, archery, and air rifle. The Ascarate Fishing Club and the Texas Parks and Wildlife Department are partners in education with CISD.

We will rotate fishing equipment to learn about fishing equipment, fishing environments, and fishing safety. Each campus has an archery kit with 10 bows, arrows, and targets. A rifle set is stored at the Lone Star Building to be used at the Champions Recreation Center.

Well-Rounded Education – SHAC Supported Curriculum

With the adoption of ESSA, the term core academic subjects were replaced with a new term, **well-rounded education**, and expanded to eighteen subjects. Appearing more than twenty times throughout the law, a well-rounded education opens many doors to expand learning opportunities for students.

In ESSA Statute Section 8002, the term "**well-rounded education**" is defined as: *courses, activities, and programming in subjects such as English, reading or language arts, writing, science, technology, engineering, mathematics, foreign languages, civics and government, economics, arts, history, geography, computer science, music, career and technical education, **health, physical education, and***

2022 School Health Advisory Council (SHAC) Annual Report

any other subject, as determined by the State or local agency, with the purpose of providing all students access to an enriched curriculum and educational experience.

<https://www.youtube.com/watch?v+dTWp4X0cWX4&feature=youtu.be>

III. Human Sexuality Committee

Program Updates and Recommendations

As a part of the district's curriculum, students receive instruction related to human sexuality. The School Health Advisory Council (SHAC) is involved with the selection of course materials for such instruction. State law requires that any instruction related to human sexuality, sexually transmitted diseases, or human immunodeficiency virus or acquired immune deficiency syndrome must:

- Present abstinence from sexual activity as the preferred choice of behavior in relationship to all sexual activity for unmarried persons of school age;
- Devote more attention to abstinence from sexual activity than to any other behavior;
- Emphasize that abstinence is the only method that is 100 percent effective in preventing pregnancy, sexually transmitted diseases, and the emotional trauma associated with adolescent sexual activity;
- Direct adolescents to a standard of behavior in which abstinence from sexual activity before marriage is the most effective way to prevent pregnancy and sexually transmitted diseases; and
- If included in the content of the curriculum, teach contraception and condom use in terms of human use reality rates instead of theoretical laboratory rates.

The CISD Student Handbook will be revised this school year to reflect the current SHAC and Board of Trustees Approved curriculums used for human sexuality instruction. Updates to student participation in the curriculums will be made as "opt-in" permission.

IV. Miscellaneous

Grants received/in progress

- Action for Healthy Kids Grant - \$5,000 in campus grants, \$1,000 district grant – School Health Coalition
- AFHK Grant - \$1,000 – District – Coordinated School Health, Nancy Torres
- AFHK Grant - \$1,000 – Childress ES – Lisa Aranda
- AFHK Grant - \$1,000 – Canutillo ES – Yvonne Carrillo & Martin Carrillo
- AFHK Grant - \$1,000 – Davenport ES – Principal Montañez
- AFHK Grant - \$1,000 – Garcia ES – Victor Luces & Adrian Flores
- AFHK Grant - \$1,000 – Canutillo MS – Enrique Castaños, Diana Sanchez, Karly Dreher
- Oliver Foundation - \$3,000 - \$5,000 – Lone Star in progress – Nancy Torres
- Superior Healthplan Grant - \$5,000 – Lone Star – Champion Recreation Center – enrichment Programs – in progress – Nancy Torres

Board Action Summary

Board Meeting: October 2022

Requested By: 2022-2023 School Health Advisory Council (SHAC)

2022 School Health Advisory Council (SHAC) Annual Report

Action Requested:

The Canutillo SHAC recommends Board approval of the 2022-2023 School Health Advisory Council (SHAC) Annual Report.

The Board of Trustees will need to appoint at least 5 members to the 2022-2023 CISD SHAC.

Who Has Been Involved?

SHAC Members

SHAC Health and Wellness Committee Members

SHAC Human Sexuality Committee Members

Student Support Services Staff

Action Taken:

Date: October 2022

WHEREAS, the local School Health Advisory Council has considered that local community values are reflected in any recommendations made by the council; and

WHEREAS, the local School Health Advisory Council has considered research concerning the current health, wellness, and human sexuality issues; and

WHEREAS, the health, wellness, and human sexuality programs will continue to promote abstinence and will provide information on decision making; and

NOW, THEREFORE, based on this information, **BE IT RESOLVED** that the Canutillo Independent School District School Health Advisory Council's Annual Report be recognized and approved;

Approved and adopted the 25th day of October 2022. We, the undersigned, hereby certify that the foregoing Resolution was duly adopted by the Canutillo ISD SHAC.

Name of SHAC members:

Katie Guerra

Nancy Torres

Fred Flores

Kenneth Cooper

Isaac Oliva

Sonya Villareal

Karly Dreher

Alex De la Cruz

Monica Reyes

Victor Luces

Selena Solis

Lourdes Soliz

Ana Ortiz

Kim Cardenas

Martin Carrillo

Imelda Salgado

Debbie Garcia

Jonathan Porras

Bernardo Barela

Imelda Solis

Amanda Cereceres

Adrian Flores

Magdalena Rodriguez

Chris Edwards

Sonia Frayre

Nicole Morales

2022 School Health Advisory Council (SHAC) Annual Report

Timothy Kirby
 Janet Corral
 Yvonne Carrillo
 Sonia Cisneros
 Cynthia Coronado
 Sergio Ledezma
 Enrique Castanos
 Jesus Juarez
 Marco Macias

Elisa Pavia
 Victor Corral
 Raul Villanueva
 Joel Olivas
 Cesar Perez
 Diana Sanchez
 Elsa Romero
 Loretta Berumen
 Paulina Cuellar

Armando Almanza
 Lucy Hernandez
 Paulina Cuellar
 Patricia Gutierrez
 Mariana Rubio
 Peter Carrillo
 Cesar Hernandez
 Patricia Gutierrez
 Mariana Rubio
 Peter Carrillo
 Cynthia Gallegos
 Larry Morales
 Lydia Hernandez
 Jocelyn Cepeda
 Dr. Maria Fuentes

Margarita Abrego
 Cesar Hernandez
 Carla Acevedo
 Monica Barraza
 Celia Apodaca
 Lucy Hernandez
 Carla Acevedo
 Monica Barraza
 Celia Apodaca
 Salvador Garcia
 Patricia Montiel
 Roberta Baird
 Daya Carrillo
 Rosario Olivera
 Breanne Barnes

Approved and adopted the 25th of October 2022. We, the undersigned, hereby certify that the foregoing recommendations were duly adopted by the **Canutillo Independent School District Board of Trustees**.

<u>Board Members</u>	<u>Signature</u>
Sergio Coronado, President	
Salvador Payan, Vice President	
Patsy Mendoza, Secretary	
Tristan Hernandez, Trustee	
Blanca Trout, Trustee	
Armando Rodriguez, Trustee	
Laure Searls, Trustee	

Resolution of the Board of the Canutillo Independent School District Regarding Compensated District Closure on Election Day, Tuesday, November 8, 2022

WHEREAS, the Board is authorized by Texas Education Code section 45.105 to expend funds of Canutillo Independent School District for purposes necessary in the conduct of the public schools as determined by the Board;

WHEREAS, the Board acknowledges that, the education system serves an important role in ensuring students have equitable access to learning to participate in our democracy;

WHEREAS, the Board acknowledges that, meaningful civic engagement depends on educated, informed and engaged citizens and residents;

WHEREAS, the Board finds that a need exists for a district-wide closure on Election Day, Tuesday, November 8, 2022, to encourage district employees and age-eligible students to cast their votes, without penalty to students or loss of pay for employees (“Election Day closure”);

WHEREAS, the Board acknowledges that, under its local policy EB, the Superintendent is authorized to approve variations from the Board-adopted school calendar, as necessary;

WHEREAS, the Board concludes that compensating all regular, full and part-time employees—contractual and noncontractual, salaried and non-salaried— during the Election Day closure to encourage district employees and age-eligible students to cast their votes, without penalty to students or loss of pay for employees, serves the public purposes of facilitating and supporting meaningful civic engagement by students and staff, providing equitable access to the democratic process, supporting good morale among students, employees and community; and removing barriers that otherwise discourage or restrict casting a ballot on Election Day;

NOW, THEREFORE, BE IT RESOLVED that the Board of Trustees of the Canutillo Independent School District authorizes a district-wide closure on Election Day, Tuesday, November 8, 2022, without penalty to students or loss of pay for employees, in the spirit of supporting civic engagement and meaningful participation in the democratic process.

The authority granted by this resolution is limited to a district-wide closure and related compensation for employees on Election Day, Tuesday, November 8, 2022, and does not authorize any closures during or compensation for Early Voting.

Adopted this _____ (date) day of _____ (month), 2022, by the Board of Trustees of the Canutillo Independent School District.

Sergio Coronado, Board President

Attest:

Patsy Mendoza, Board Secretary

Board of Trustees

Executive Summary of Board Agenda Item

Meeting Date: OCT 2022

Subject/Title for Agenda Posting:

Discussion and recommendation to add Local Board Policy, CKE

Justification Statement:

To add Local Board Policy, CKE- Safety Program / Risk Management /Security Personnel

Purpose of Agenda Item:

Information Discussion Action
 Curriculum & Instruction HumanResources Business Services

Item Type:

Staff Responsible:

Jose A. Kluge

Chief of Police

Signature of Requester(s)

Jose A. Kluge / Jose Barraxa

Signature of Presenter(s)

Business Services Approval (initials)

Date

Agenda Summary:

The addition for Local Board Policy, CKE, focuses on aligning district operations and direction in regards to the Security Department. Currently, there are no policies that govern Security Personnel.

Local Policy affected:

CKE Local

RECOMMENDATION:

That update to policy CKE (Local) goes through 1st and 2nd reading as recommended.

PRIOR BOARD ACTION:

N/A

AWARDED:

AWARDED AMOUNT:

AMOUNT(S):

N/A

ACCOUNT NO(S):

N/A

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

REQUESTING DEPARTMENT:

Chief of Police / HR Assistant Director.

CONSEQUENCES OF NON-APPROVAL:

Online Policy will not be current.

IMPLEMENTATION TIMELINE:

As soon as possible (1st and 2nd readings are required)

ATTACHMENT(S):

- CKE Local Draft



District Safety and Security Department

To ensure sufficient security and protection of students, staff, and property, the Board authorizes the formation of a District police department and shall employ and commission police officers.

Supervisory Authority

The Chief of Police shall be accountable to and shall report to the Superintendent. In accordance with law, the Superintendent shall not delegate this supervisory responsibility.

Jurisdiction

The jurisdiction of a police officer, a school resource officer, or security personnel shall include all territory within District boundaries, as well as all real and personal property outside the boundaries of the district that is owned, leased, or rented by the district, or is otherwise under the District's control.

Police Officer

Police officers employed by the district shall have all the powers, privileges, and immunities of police officers on or off duty within the jurisdiction of the district. Subject to limitations in law, District police officers shall have the authority to:

1. Protect the safety and welfare of any person in the jurisdiction of the district and protect the property of the district.
2. Enforce all laws, including municipal ordinances, county ordinances, and state laws, and investigate violations of law as needed. In doing so, District police officers may serve search warrants in connection with District-related investigations in compliance with the Texas Code of Criminal Procedure.
3. Arrest suspects consistent with state and federal statutory and constitutional standards governing arrests, including arrests without warrant, for offenses that occur in the officer's presence or under the other rules set out in the Texas Code of Criminal Procedure.
4. Coordinate and cooperate with commissioned officers of all other law enforcement agencies in the enforcement of this policy as necessary.
5. Enforce District policies, rules, and regulations on District property, in school zones, at bus stops, or at District functions.
6. Investigate violations of District policy, rules, and regulations as requested by the Superintendent and participate in hearings concerning alleged violations.
7. Carry weapons as directed by the Chief of Police and approved by the Superintendent.
8. Carry out all other duties as directed by the Chief of Police or Superintendent.

Temporary Assignment

District police officers shall enforce all laws, including municipal ordinances, county ordinances, and state laws within another law enforcement agency's jurisdiction while temporarily assigned to the

other agency.

Security Officer

For purposes of Section 37.081(d), Education Code, the following law enforcement or security duties are assigned to security officers acting within their District-assigned jurisdiction:

1. All duties included in a written job description, provided, however, that the Superintendent or designee shall ensure that such duties are related to monitoring and ensuring the safety and security of persons and the protection of District property and assisting administration in investigating disciplinary matters that may constitute a crime and are not routine student behavioral or administrative duties better addressed by the campus behavior coordinator or other District employees;
2. Refusing entry to District property or ejecting persons from District property as authorized in accordance with Section 37.105, Education Code [see GKA]; and
3. Protecting District property and the safety and welfare of any person consistent with the District's Multi-hazard Emergency Operations Plan and related training other than active shooter response training for peace officers approved by TCOLE.

Canine Officer

Any canine officer is district property and may be deployed to assist with investigations and searches in accordance with FNF(LEGAL), FNF(LOCAL) DHE(LEGAL), DHE(LOCAL). The Chief of Police and or trained designee will comply with all laws and regulations to maintain current and appropriate training relevant to the canine and handler function at the district. Canine Officer Standard Operating Procedures shall be in place as a regulation to this local policy as CKE(REGULATION). CKE(REGULATION) shall be reviewed and approved annually every July by the Superintendent; immediate revisions must be reviewed and approved by the Superintendent accordingly. CKE(REGULATION) shall address the following: Purpose, Policy, Authority and Responsibility, Law Enforcement Canine Deployment, Narcotics, Dog Bite Procedures, Training and Unit Reports, Canine Handler Requirements and Yearly Assignment, General Operational Procedures, Canine Handling Procedures, Uniform and Equipment, Certifications, Trainings, Minimum Canine Specifications, Veterinary.

Vehicles

All vehicles remain district property and shall be used to fulfill the best interest of the district. As a tool of work, vehicles may be assigned to district employees under the Police Department and shall be picked up and returned on a daily basis at the beginning or end of the respective assignment. The officer handling the Canine Of-

Officer may retain the vehicle overnight to transport the Canine Officer [See CNB(LEGAL), CNB(LOCAL, CI(LEGAL), CI(LOCAL)]. The superintendent may authorize peace officers to take vehicles to their homes to facilitate emergency response of essential tasks outside regular hours.

Operation of vehicles shall be restricted to District personnel who are insured to operate them and possess a valid driver license. Driver and all occupants are required to wear safety belts when the vehicle is in operation.

Department vehicles will be used solely for District business purposes. Employees are prohibited from using or allowing others to use any District vehicle for personal purposes, except for necessary personal use (lunch). All operators must exhibit, enforce and abide by all legal requirements of operating a vehicle.

Limitations on Non-school Employment

No officer commissioned under this policy shall provide law enforcement or security services for an outside employer without prior written approval from the Chief of Police and Superintendent. The written approval must be submitted to Human Resources and retained in the employees personnel file.

Relationship with Outside Agencies

The district's police department and the law enforcement agencies with which it has overlapping jurisdiction shall enter into a memorandum of understanding that outlines reasonable communication and coordination efforts among the department and the agencies. The Chief of Police and the Superintendent shall review the memorandum of understanding at least once every year.

Video Monitoring

If available, video equipment shall be used on a District police car for safety purposes whenever the flashing lights on the car are in use.

Access to Recordings

Recordings shall be considered law enforcement records, shall remain in the custody of the Chief of Police, and shall be maintained as required by the department regulations manual and law. A parent or student who wishes to view a video recording in response to disciplinary action taken against the student may request such access under the procedures set out by law. [See FL(LEGAL)]

Body-Worn Cameras

District officers shall use body-worn cameras only when performing official duties and in accordance with the provisions of the District police department's body-worn camera program. Officers shall receive training on the program, including proper use and operation of cameras. Any District employee who has access to data from body-worn cameras shall receive training on storage, retention, and release of recordings.

Training

All District officers shall receive at least the minimum amount of education and training required by law.

Department
Regulations
Manual

To carry out the provisions in this policy, the police department shall compile and maintain a manual that describes and sets forth operational procedures, rules, and regulations pertaining to the administration of police services. The Chief of Police and the Superintendent shall review the manual annually and make any appropriate revisions

Racial Profiling

The Chief of Police shall develop and implement regulations to ensure compliance with state law regarding racial profiling. Police officers employed by the District shall not initiate any law enforcement action based on an individual's race, ethnicity, or national origin.

Use of Force

The use of force, including deadly force, shall be authorized only when reasonable and necessary, as outlined in the department regulations manual.

*High-Speed
Pursuit*

Officers shall not engage in high-speed chases in a motor vehicle when the immediate danger to the public or the officer created by the pursuit exceeds the immediate or potential danger presented by the offenders remaining at large. Guidelines for high-speed pursuits shall be addressed in the department regulations manual.

Complaints

Complaints against a District officer are subject to policy DGBA or FNG (LOCAL) processes, and in addition:

1. Must be submitted to the Human Resources office signed by the person making the complaint.
2. The Human Resources office will provide a copy of complaint and all documentation submitted to: the Chief of Police, Superintendent, and the alleged officer(s). The Human Resources office will ensure deadlines of hearing, investigation, and response are compliant and timely.
3. The Chief of Police will serve as the initial hearing officer. If the allegation involves the Chief of Police, the hearing officer shall be the Superintendent or Superintendent's designee.
4. Findings: A copy of all findings will be provided to: the person that made the complaint, Chief of Police, Superintendent, and the alleged officer(s).

- (d) Prepare lists and submit names of persons suggested for appointment as deputy early voting clerks;
- (e) Serve as manager of the central counting station or appoint a substitute manager;
- (f) Arrange for the use of polling places in the election and runoff election if necessary;
- (g) Program or arrange to have the ballot programmed;
- (h) Set ballot order as follows: Utility Districts, School Districts, Municipal Districts, Federal Races, State Races, County Races
- (i) Procure and distribute necessary election supplies, and distribution of ballots;
- (j) Assemble and edit lists of registered voters to be used in conducting the election, in conformity with the boundaries of **Canutillo ISD** and the election precincts established for the election;
- (k) Procure, prepare, and distribute election equipment, transport equipment to and from the polling places for early voting and Election Day, and issue election supplies to the precinct judges.
- (l) Supervise the conduct of early voting;
- (m) Conduct one or more election schools and notify the election judges and clerks of the time, date, and location of the schools;
- (n) Arrange for use of a central counting station and for the tabulating personnel and equipment needed at the counting station and assist in preparing the programs and test materials for tabulation of the ballots to be used with electronic voting equipment;
- (o) Arrange to publish legal notice of the date, time and place of the testing of the electronic tabulating equipment, and conduct the testing in accordance with Texas Election Code chapters 127.001 et seq. and chapter 129.001 et seq. and in accordance with Texas Secretary of State advisories;
- (p) Supervise the handling and disposition of election returns, voted ballots, and tabulate unofficial returns and assist in preparing the tabulation for the official canvass;
- (q) Provide general information services for voters and election officers;
- (r) Assist in providing general overall supervision of the election;

- (s) Provide for the storage of election records as provided by law;
- (t) Provide **Canutillo ISD** with a precinct by precinct roll of registered voters in a mutually agreed upon format;
- (u) If requested by **Canutillo ISD**, prepare the unofficial tabulation of precinct results on election night;
- (v) Submit election night returns to the Secretary of State , in a format to be described by the Texas Secretary of State and in accordance with Election Code Chapter 68, if applicable; and
- (w) Certify that a criminal background check on all employees, including temporary employees, that may program, test, perform maintenance, transport equipment, or perform technical support on the voting system equipment for **Canutillo ISD** has been performed.
- (x) The County shall provide the requested services by and through its County Election Administrator (the “Contracting Officer”).

3. **DUTIES AND SERVICES OF Canutillo ISD.**

Canutillo ISD shall:

- (a) Adopt an order appointing the County Elections Administrator as Early Voting Clerk as required above;
- (b) Prepare appropriate documents for establishing the precinct and polling places;
- (c) Prepare all election orders, resolutions, notices, and other pertinent documents for adoption for execution by the appropriate **Canutillo ISD** officer or body, and take all actions necessary under law and in accordance with this Contract for calling the election, appointing the presiding judges, alternate judges, judge of the central counting station, and other election officers, establishing precincts and polling places, handling contests, canvassing the returns and declaring the results;
- (d) Approve the tabulating supervisor and assistants and central counting station manager, recommended by the Elections Administrator;
- (e) Prepare and publish required election notices as required by law;

- (f) Deliver and certify to the Elections Administrator as soon as possible but not later than **sixty (60) days** before the election, the names, issues, or referenda which are to be printed on the ballot or ballot labels with the exact spelling that is to be used;
- (g) Provide the services necessary to translate any election documents into Spanish as required;
- (h) Pay any additional costs incurred by the Elections Administrator if a recount for the election is required, or the election is contested in any manner;
- (i) Return all surplus election supplies to the Elections Administrator;
- (j) Prepare any submission on voting changes which may be required to be submitted to the U.S. Department of Justice under the Federal Voting Rights Act of 1965, as amended;
- (k) Pay **75%** of Elections Administrator's estimated costs no later than **sixty (60) days** before Election Day;
- (l) Pay the balance of conducting the election and additional costs, within **thirty (30) days** from the receipt of an invoice from the Elections Administrator.

4. COST OF SERVICES.

Canutillo ISD shall pay for the above services, supplies and equipment in accordance with the estimated cost schedule attached to this Contract (EXHIBIT A) which is mutually agreed upon.

5. CANCELLATION OF ELECTION OR SERVICES

In the event that **Canutillo ISD** cancels the election pursuant to section 2.081 of the Texas Election Code, or for any other reason, **Canutillo ISD** will pay the County for all direct and actual expenses, such as payroll and election expenses, including the administrative fee, the County incurred in relation to providing the services for this election up until the time of cancellation, and for any other direct and actual expenses the County incurs as a result of the cancellation. **Canutillo ISD** will send payment to the County within **thirty (30) days** from the receipt of an invoice from the Elections Administrator.

6. GENERAL TERMS AND CONDITIONS.

- (a) A total of nine (9) precinct plus thirty three (33) permanent early voting stations, and one hundred eighteen (118) polling locations will be used for conducting the election.
- (b) **Canutillo ISD** acknowledges that the County may enter into a similar Joint Election Service Contract with other political subdivisions in the same county for the same election date. During early voting a voter will be eligible to vote at any one of the early voting locations and mobile voting locations, if any. **Canutillo ISD** agrees to share common polling places with the other political subdivision(s) as determined by the County and in accordance with the costs as allocated by the County.
- (c) Nothing in this Contract shall authorize or permit a change in the officer with whom the place at which any document is to be filed, the place at which a function is to be carried out, or other nontransferable functions as specified by the Election Code.
- (d) The Elections Administrator shall file copies of this contract with the County Judge and the County Auditor of El Paso County.
- (e) Neither party may assign, in whole or in part, any interest they may have in the agreement.
- (f) Nothing in this agreement imposes any duty on the County to maintain or repair the facilities or cure any premise defects of the property on which polling locations are located.
- (g) Neither **Canutillo ISD** nor any employee of **Canutillo ISD** is an agent, or employee of the Elections Administrator and neither Elections Administrator nor any employee thereof is an agent or employee of **Canutillo ISD**. This agreement does not and shall not be construed to entitle either party or any of their respective employees, if applicable, to any benefit, privilege, or other amenities of employment by the other party.
- (h) **Canutillo ISD** and the County, reserve and do not waive, their rights of sovereign immunity and similar rights, immunities and rights of their officials and employees, and their employees/officials' rights under the Texas Tort Claims Act.
- (i) Venue is in El Paso County Texas.

COUNTY OF EL PASO, TEXAS

CANUTILLO ISD

By: Ricardo A. Samaniego
Ricardo A. Samaniego, County Judge

By: _____

Date: September 19, 2022

Name: _____

Title: _____

Date: _____

APPROVED AS TO LEGAL FORM:

Claudia J. Aranda
Claudia J. Aranda
Assistant County Attorney

EXHIBIT A

ESTIMATE

Elections Department
500 E. San Antonio Ave. Suite 314
El Paso, Texas 79901
Phone (915) 546-2154
Fax (915) 546-2220
www.epcountyvotes.com



Canutillo ISD
November 2022

Estimate "Exhibit A"

Payroll	
1. Central Counting Station	\$ 1,750.00
2. Early Voting	\$ 17,500.00
3. Election Day	\$ 7,000.00
4. Staff Overtime	\$ 4,250.00
5. Temporary Help	\$ 2,500.00
6. Training	\$ 950.00
Payroll Total	\$ 33,950.00
Election Expenses	
7. Election Tabulation Software and Supplies	\$ 500.00
8. Ballots Printed: Mail, Provisional, Curbside and Sample	\$ 350.00
9. Publication of Notices	\$ 125.00
10. Parking Garage Judges and Clerks	\$ 450.00
11. Delivery and Pickup of Touchscreens- Early Voting and Election Day	\$ 7,500.00
12. Delivery and Pickup of Touchscreens- Early Voting and Election Day: Fuel	\$ 250.00
Early Voting	
13. Poll Pads	\$ 2,500.00
14. Internet Connections /Cellphones	\$ 850.00
15. Security Seals- Early Voting	\$ 350.00
16. Kits- Early Voting	\$ 180.00
17. Utilities- Early Voting Locations	\$ 250.00
18. Touchscreen Voting Machines- Early Voting	\$ 12,250.00
Election Day	
19. Poll Pads	\$ 700.00
20. Internet Connections	\$ 1,250.00
21. Security Seals- Election Day	\$ 150.00
22. Kits- Election Day	\$ 1,150.00
23. Touchscreen Voting Machines- Election Day	\$ 4,000.00
Election Expenses Total	\$ 32,805.00
Subtotal	\$ 66,755.00
Administrative Fees 10%	\$ 6,675.50
Grand Total	\$ 73,430.50

Pay 75% of estimated cost before Election Day (as per County Commissioners Court Order)



Jessica Martinez <jemartinez@canutillo-isd.org>

Re: August 15th Meeting minutes

1 message

Breanne Barnes <breanne_barnes@yahoo.com>
 To: Jessica Martinez <jemartinez@canutillo-isd.org>

Fri, Aug 19, 2022 at 12:27 PM

Thank you, Jessica! It is below!

Speech for August 15, 2022:

Good evening, Board of Trustees! I would like my speech tonight to be on the record. We just had to wait almost 2 and a half hours past the scheduled board meeting time for a safety and security executive session meeting to finish up. We keep saying during our bond discussions that safety and security is and has been the number one concern of our district. But that is not true and your community sees it. We still don't have an armed police officer on every campus even though the community and safety and security committee has been asking for it for over a year now. Last year, 6/10 campuses didn't complete a single lock down drill, and 2 campuses only completed one even though the legal requirement is 2! Then Dr. Galaviz said the reason for the failure was due to COVID. This is the most pathetic excuse I could ever imagine! Who was responsible for holding these campuses accountable to make sure these drills occur? Whoever those people are, should be evaluated and released of duty. This is our children's safety we are talking about here! I hope this infuriates you as much as it does your community!

Secondly, at a meeting recently it was stated that our Board Operating Procedures had changed in regard to conflict of interest requirements. According to the current procedures posted on the district website, Under the Conflict of Interest Procedures E1F, it states that examples of unethical or conflict of interest behaviors include a board member voting for or against any measure if they have received a campaign contribution from a party wishing to benefit from a vote. If these were in fact changed, why are they not updated on the website? And why would we even want it changed? Voting on measures that board members have received campaign funds from is completely unethical and is continuing to harm the trust of your community. You continue to prove that you don't care because non of the issues brought forward are being addressed! Remember, change starts with us!

Breanne Barnes

On Friday, August 19, 2022, 11:58:06 AM MDT, Jessica Martinez <jemartinez@canutillo-isd.org> wrote:

Good morning Ms. Barnes. Yes, please forward your speech.

Thank you.

On Thu, Aug 18, 2022 at 9:08 PM Breanne Barnes <breanne_barnes@yahoo.com> wrote:

Good evening, Jessica! I was just looking over the agendas and the attachments on the agendas for Monday and Tuesday's meetings. I noticed that the August 15th meeting does not have my open forum speech on the record as requested. I do see that it says that the audio is not available. Was the meeting not recorded? I do have my speech saved, so if you need me to send it to you, I can! Let me know how I can help correct this. I appreciate your help!

Breanne Barnes

(979)807-4425



Read more

The 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 Arcraft Rd., El Paso, TX 79932](#).

El Distrito Escolar Independiente de Canutillo no discrimina por motivos de raza, color, religión, sexo, género, origen nacional, edad, discapacidad, estado militar, información genética o cualquier otra razón prohibida por la ley en sus prácticas laborales, o en la prestación de servicios educativos, actividades y programas, incluida la educación profesional y técnica (programas vocacionales). Para obtener información adicional sobre la política de no discriminación del Distrito Escolar Independiente de Canutillo, comuníquese con la División de Recursos Humanos: (915) 877-7423, [7965 Arcraft Rd., El Paso, TX 79932](#).