

# Agenda of Regular Meeting

## The Board of Trustees Canutillo ISD

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A Regular meeting of the Board of Trustees of Canutillo ISD will be held February 27, 2024, beginning at 6:00 PM in the Canutillo ISD Administration Office, 7965 Artcraft, El Paso, TX 79932.

The subjects to be discussed or considered or upon which any formal action may be taken are as listed below. Items do not have to be taken in the order shown on this meeting notice.

1. **GENERAL FUNCTIONS-OTHER**
  - A. Call to Order
  - B. Pledge of Allegiance
  - C. Texas Pledge of Allegiance
  - D. Roll Call
  - E. CISD Vision and Mission Statements 5
2. **BOARD HONORS**
  - A. Recognition of Canutillo ISD Parent Teacher Organizations for their contributions to campuses and their assistance in helping our schools meet their academic goals.  
**Presenter:** C. Rodriguez
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.
4. **BOARD OF TRUSTEE BUSINESS**
  - A. Budget Presentation 6  
**Presenter:** O Rico / C Pulley
  - B. Discussion and Possible Action to Address the Recommendation of the Superintendent and Administration to Approve a Program Change Under Policy DFFB (Local) and Authorize the Administration to Implement a Reduction in Force in the Employment Areas Proposed by the Superintendent and Take Other Appropriate Action Incident Thereto. 32  
**Presenter:** Administrative Team
  - C. Discussion and Possible Action to Approve Administrative Plan to Close Deanna Davenport Elementary and Combine Elementary Program Offered at Deanna

	Davenport Elementary and Bill Childress Schools, Including Potential Redesign and Restructure of the Campus Model.	
	<b>Presenter:</b> Administrative Team	
D.	Discussion and Possible Action to Approve Recommendation to Offer a Separation a Notice Incentive in the Amount of \$500.00 to the First (30) Classroom Teachers, Administrators, Other Professional Exempt Staff and Non-exempt Staff, Who Submit a Notice of Voluntary Separation Effective at the End of the 2023-2024 Contract Year or Respective Work Calendar Year to the Department of Human Resources by Thursday, March 21, 2024 on or before 4:30 P.M.	
	<b>Presenter:</b> M. Carrasco	
E.	Discussion and Possible Action Regarding Resolution in Support of a Fair and Transparent Accountability System	36
5.	<b>CONSENT AGENDA-VOTING</b>	
A.	<i>BUSINESS SERVICES</i>	
1.	Approval of the Meeting Minutes	
a.	Approval of the September 21, 2023 SBM Minutes	37
2.	Approval of the Monthly Financials	
	<b>Presenter:</b> C. Pulley	
a.	Approval of Monthly Financials - January 2024	40
	<b>Presenter:</b> C Pulley	
b.	Approval of Investment Report for the Quarter Ended December 31, 2023	68
	<b>Presenter:</b> C Pulley	
3.	Approval of the Monthly Donations	
	<b>Presenter:</b> C. Pulley	
a.	Board Acceptance of the January 2024 Donations Report	78
4.	Approval of the Budget Amendments	
	<b>Presenter:</b> C. Pulley	
a.	Budget Amendments January 2024	81
	<b>Presenter:</b> C Pulley	
5.	Approval of the Designated Finance Accountant as an Additional Authorized Representative with Lone Star Investment Pool for Investment Responsibilities on behalf of Canutillo ISD	86
	<b>Presenter:</b> C Pulley	
6.	Approval of the Renewal of the Lease Agreement for a Portion of CMS Land Used for Gallegos Park, Between Canutillo ISD and EP County.	88
	<b>Presenter:</b> Oscar Rico	
7.	Approval of the Anonymous Data Sharing Agreement between Transcend and Canutillo ISD	106
	<b>Presenter:</b> Monica Reyes	
8.	Recommendation to approve award of Request of Proposal (RFP) 240002944 E-Rate services for FY 2024-2025 for Network Equipment, Internet Access, Leased Dark fiber, and Leased Lit Fiber	111
	<b>Presenter:</b> Dr. Oscar Rico	

9. Approval to Address District’s Engagement of Real Estate Broker.
- B. *CURRICULUM AND INSTRUCTION*
1. Executive Summary: Vinton Spanish Congregation of Jehovah's Witness facility request for use of Canutillo High School Auditorium 117  
**Presenter:** D. Kerney
2. Executive Summary: Child Evangelism Fellowship of West Texas-Rio Grande Chapter facility request for use of a room at Bill Childress Elementary School. 119  
**Presenter:** D. Kerney
3. Executive Summary: March 2024 Proclamation 121  
**Presenter:** J. Arellano
4. Approval of Waiver for Remote Conferencing-Regular Education for Students during the 2023-2024 SY 123  
**Presenter:** D. Kerney
- C. *HUMAN RESOURCES*
1. Approval to Waive Policy DEC (local) in Regards to the Advance Notice of 90 Days Needed for Payment of Accumulated Local Leave Upon Retirement 127  
**Presenter:** M. Carrasco
6. **EXECUTIVE SESSION**  
**To Consult with Attorney Under Sections 551.071, 551.072 and 551.074 of the Texas Government Code:**
- A. Discussion Regarding Potential Sale of District Owned Real Property Located at 7965 Artcraft Road, El Paso, Texas to Texas Department of Transportation.
- B. Discussion and Regarding Recommendation of Administration to Terminate the Probationary Contract for P. Medina - CMS Teacher for Good Cause.
- C. Discussion Regarding Recommendation of Administration to Terminate the Probationary Contract for M. Torres-CES Nurse for Good Cause.  
**Presenter:** M Carrasco
7. **NEW BUSINESS (continued); OTHER**
- A. Discussion and Possible Action Regarding Potential Sale of District Owned Real Property Located at 7965 Artcraft Road, El Paso, Texas to Texas Department of Transportation.
- B. Discussion and Possible Action Regarding Recommendation of Administration to Terminate the Probationary Contract for P. Medina - CMS Teacher for Good Cause.  
**Presenter:** M Carrasco
- C. Discussion and Possible Action Regarding Recommendation of Administration to Terminate the Probationary Contract for M. Torres - CES Nurse for Good Cause.
8. **ADJOURNMENT**

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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 INDEPENDENT SCHOOL DISTRICT

## **Mission**

We provide Equitable Opportunities to ensure our future-ready students are empowered to Explore, Learn, Grow and Excel.

## **Vision**

LEAD today. IMPACT tomorrow.

#VivaCanutillo

# **The Tipping Point: Navigating Canutillo ISD's Financial Emergency**

2024-2025 Budget Update  
Canutillo Independent School District  
Board of Trustees

# The Path Ahead



- Critical decisions ahead for our students and teachers.
- Enrollment will continue to decline without investment in growth areas.
- Legislature's property tax relief lacked additional funding to school districts.
- ESSER funding to end in 2024.

# Outside Factors Impacting the 2024-2025 Budget



Student loss to EPISD



Insurance Costs



Economy



Texas Legislature



ESSER Cliff

The seal of the State School District is partially visible on the left side of the image. It features an eagle with spread wings, a star, and the text "STATE SCHOOL DISTRICT" and "1859".

# 18%

**Projected enrollment decrease by 2027**

# ENROLLMENT

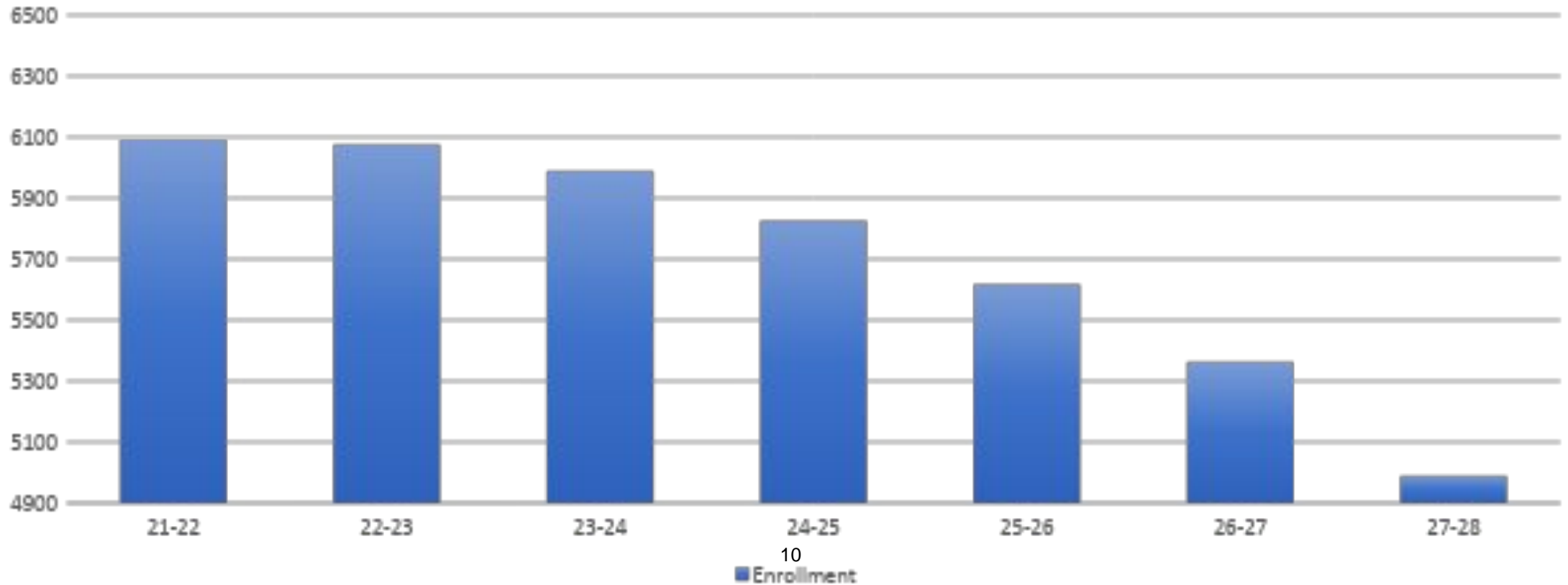


18%

## Enrollment Projections

Based on current trends, Canutillo ISD will likely face an 18% decrease in enrollment by 2027.

### Student Enrollment





# 17%

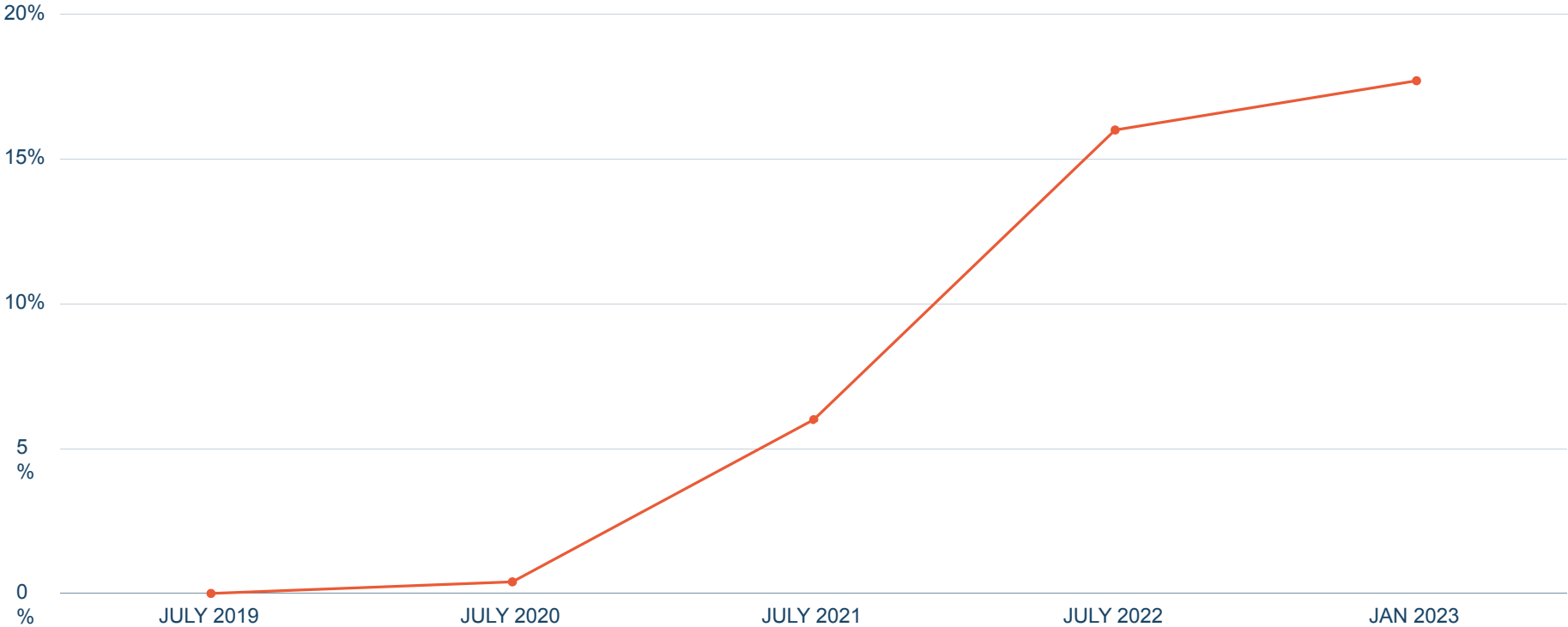
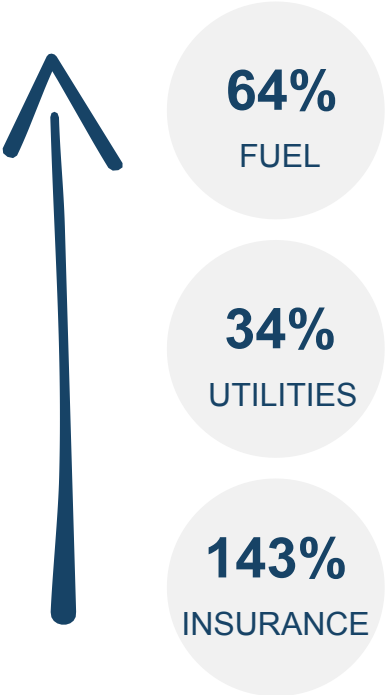
**Inflation increase since 2019**

# THE ECONOMY

17%

## INFLATION

The Bureau of Labor and Statistics estimates that inflation increased 17% nationally from June 2019 to January 2023, 18% in Texas. June 2019 was the last time Texas increased the Basic Allotment for schools.



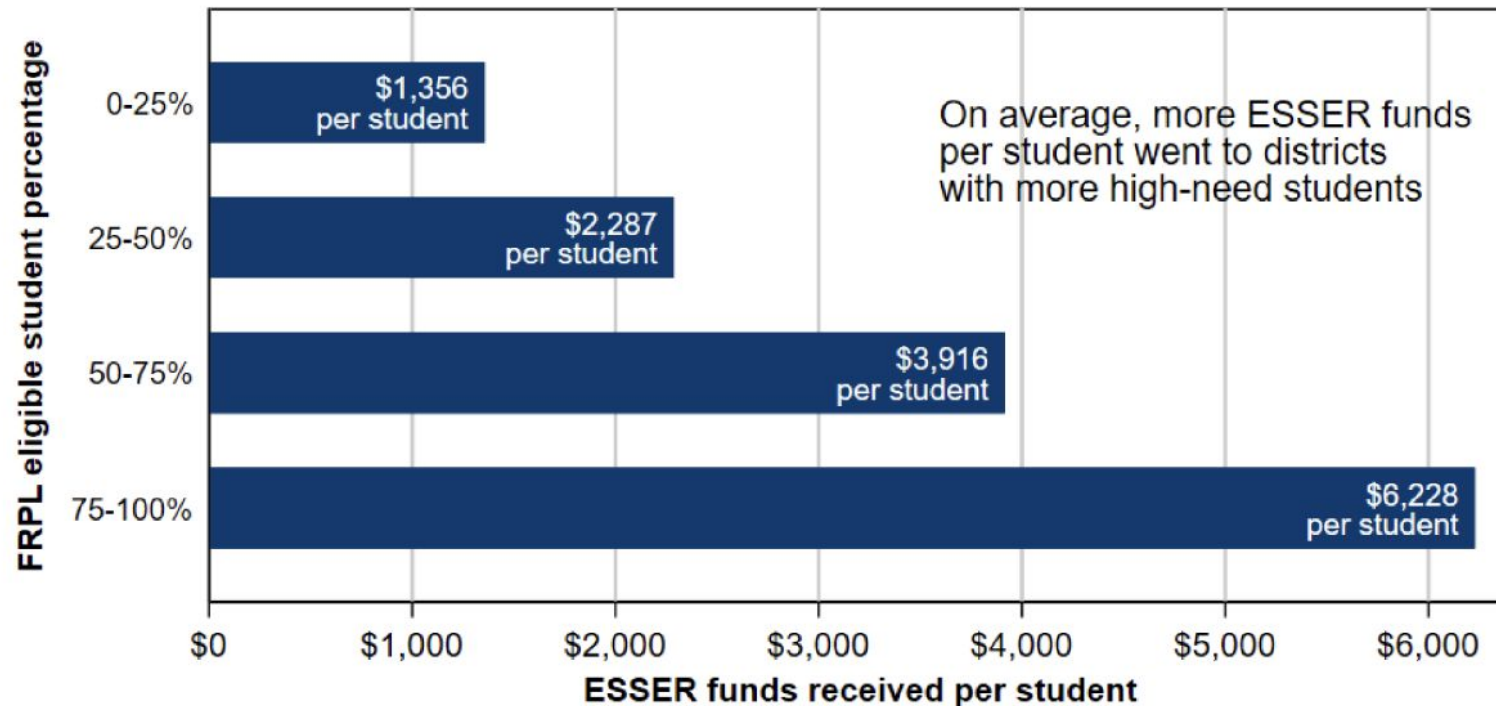
The seal of the Central School District is partially visible on the left side of the slide. It features an eagle with spread wings, a star, and the text "CENTRAL SCHOOL DISTRICT" and "1959".

**~\$12  
million**

**ESSER Funds Loss to CISD by 2024**

# THE ESSER CLIFF

**High-poverty districts, on average, received more ESSER funding and will face a steeper fiscal cliff when ESSER ends in 2024**



**Source:** Edconomics Lab calculations using state-reported ESSER allocations to districts and 2019 NCES school poverty data.

**Note:** Figures represent total ESSER funds awarded over the nearly four-year grant period. *FRPL eligible student percentage* refers to the proportion of students qualifying for free or reduced-price lunch using 2019-20 school year data.

# The Texas Legislature



## Left on the table

- \$800 million for school safety
  - \$7.6 billion for school funding
  - \$5.2 billion for school funding
  - \$75 increase in basic allotment
  - \$3,000 pay raise for teachers
- Unfunded mandates -



**~\$13.6  
billion**

**Amount left on the table by the Texas Legislature  
this past session**



## Amid a lack of state funding, challenges lie ahead for Houston-area school districts in multi-million dollar budget deficits

Texas lawmakers this year underwent a series of four special legislative sessions that focused on measures that would have increased funding for families enrolled in private schools.



TEXAS LEGISLATURE 2023

## Texas superintendents say lack of school safety funding may lead to budget cuts

The fourth special legislative session this year ended without any increased funding for school safety — even though public schools have complained for months they don't have enough money to meet new safety mandates approved this year.



## Texas school districts making cuts after state fails to pass funding increase



EDUCATION

## How Texas schools grapple with budget deficits after Legislature punts major funding



## Texas schools 'disappointed' after Legislature leaves \$800M for safety on the table



## Texas public school leaders demand more funding ahead of expected special session

Superintendents, trustees want the Legislature to once again reject voucher-like plans

## SISD discusses possible teacher pay freezes, benefit changes due to budget deficit

by Jessica Gonzalez | Mon, February 12th 2024 at 10:19 AM

Updated Mon, February 12th 2024 at 12:57 PM



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[VIEW ALL PHOTOS](#)

# Internal Factors Influencing the 2024-2025 Budget



Revenue Loss



General Fund Impact



Enrollment

# History of Fiscal Responsibility



**Superior Achievement in  
FIRST Report – Grade A**



**History of Balanced  
Budgets**



**Award of Excellence in  
Financial Management from  
TASBO**



**Certificate of Achievement  
for Excellence in Financial  
Reporting from ASBO  
International**

# Revenue loss at current trends

**\$27 M**



Calculated at the Governor's office funding formula of \$10,800 per pupil expenditure.

# FY25 General Fund Budget Projections

	Estimated Adopted Budget
Revenues Over Expenditures	
Revenues (Est 2.2.2024)	\$ 61,764,028
Expenditures	(69,618,197)
	Projected FY25 Deficit \$ (7,854,169)
Changes from FY24 Adopted to FY25 Projected Adopted Budget	
State Funding Decrease	\$ 2,439,869
Maintenance Tax Note Payment	1,154,300
Board Election Costs	70,000
Bus	120,000
C&I Software Renewal Increases	70,000
Property Insurance Increase	400,000
Marketing	250,000
Student TASB Travel	100,000
Data Server	200,000
Restore Athletics and School of Music FY24 Budget Cuts	50,000
	4,854,169
	FY24 Adopted Budget \$ (3,000,000)

# Fund Balance Projections

	Estimated FY24	Estimated FY25
<b>Revenues Over Expenditures</b>		
Revenues	\$ 63,996,307	\$ 61,764,028
Expenditures & Other Uses	(70,841,845)	(69,418,197)
<b>Revenues Over Expenditures (Deficit)</b>	<b>(6,845,538)</b>	<b>(7,654,169)</b>
<b>Fund Balance</b>		
Beginning Fund Balance	16,947,660	10,102,122
Ending Fund Balance	10,102,122	2,447,953
Assigned Fund Balance (Technology Refresh)	(1,390,000)	(2,140,000)
<b>Ending Unassigned Fund Balance</b>	<b>\$ 8,712,122</b>	<b>\$ 307,953</b>
1 Day of Operations	\$ 199,128	\$ 190,187
Optimum Unassigned Fund Balance (90 Days)	\$ 17,921,551	\$ 17,116,816
Days of Fund Balance	<b>44</b>	<b>2</b>

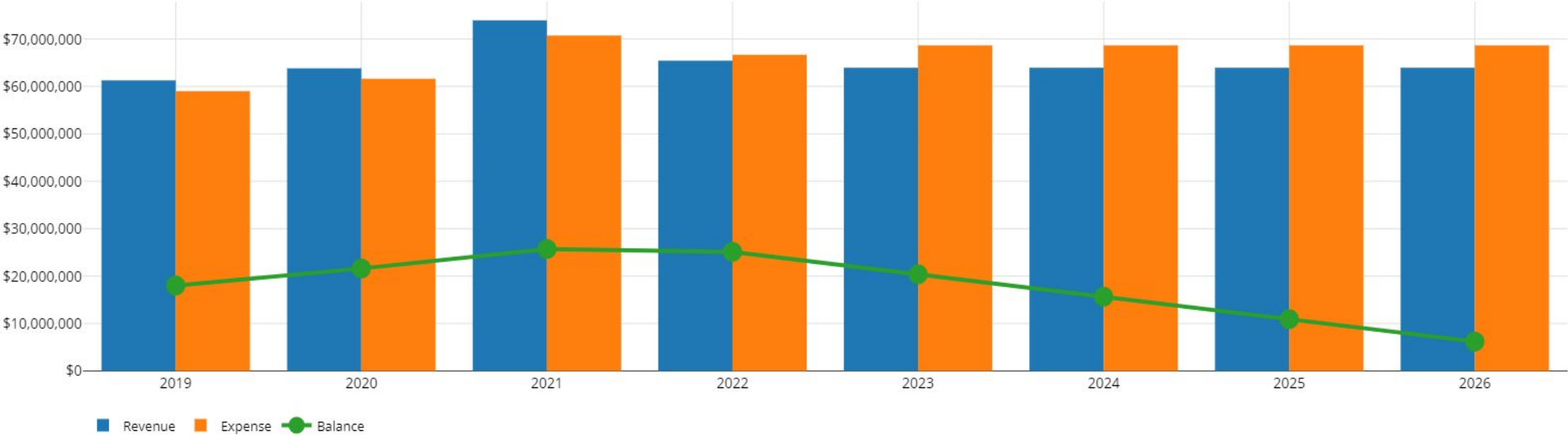
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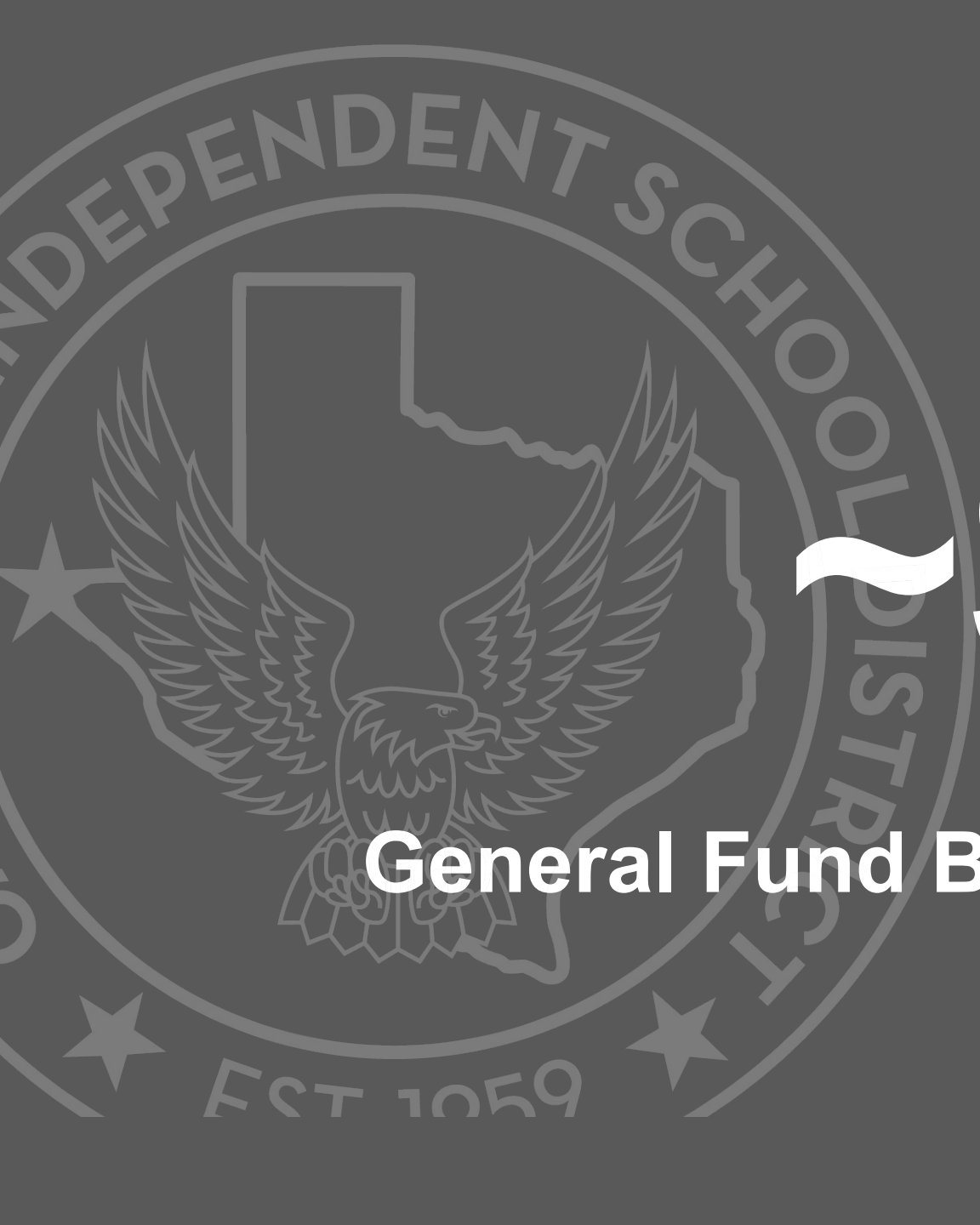
**~\$27  
million**

**Annual Revenue Loss to CISD by 2028**

# Revenue/expenses and impact on general fund

Fund Balance





~\$0

**General Fund Balance CISD by 2026**

# STAGES OF BUDGET CUTS



# BUDGET CUT PROCESS

## FREEZE

- Freeze hiring, travel, pro-cards

- Permit contracts to expire

- Dip into reserves

- Delay payments

- Offer early retirement

## TRIM FROM THE TOP

- Trim contracts, payments to community partners

- Eliminate PD days, prep time

- Cut central administrative positions

## NEGOTIATE

- Alter benefits

- Salary adjustments

- Reduce days/  
furloughs

## LABOR REDUCTION

- Larger staff layoffs: elective staff, librarians, academic coaches, core teachers

# DIFFICULT CHOICES AHEAD



# What would you choose?



- Eliminate all athletics
- Combine classes in elementary (like K and 1st)
- Eliminate fine arts (choir, band, theater)
- Increase class sizes
- Closing a middle school to combine into one
- Eliminate all stipends
- Remove all dual language programs
- Reduce special programs

# OUR PATH FORWARD



Reduction in Force  
Policy DFFB (Local)



School consolidations and closures



Grade reconfiguration of campuses



Student programming reduction

**Applicability**

This policy shall apply when a reduction in force due to a program change requires the nonrenewal of a term contract. A program change may be due to, for example, a redirection of resources; efforts to improve efficiency; a change in enrollment; a lack of student response to particular course offerings; legislative revisions to programs; or a reorganization or consolidation of two or more individual schools, departments, or school districts.

**Definitions**

Definitions used in this policy are as follows:

1. "Program change" shall mean any elimination, curtailment, or reorganization of a program, department, school operation, or curriculum offering, including, for example, a change in curriculum objectives; a modification of the master schedule; the restructuring of an instructional delivery method; or a modification or reorganization of staffing patterns in a department, on a particular campus, or District-wide.
2. "Nonrenewal" shall mean the termination of a term contract at the end of the contract period.

**General Grounds**

A reduction in force may take place when the Superintendent recommends and the Board approves a program change. A determination of a program change constitutes sufficient reason for nonrenewal.

**Employment Areas**

When a reduction in force is to be implemented, the Superintendent shall recommend the employment areas to be affected.

Employment areas may include, for example:

1. Elementary grades, levels, subjects, departments, or programs.
2. Secondary grades, levels, subjects, departments, or programs, including career and technical education subjects.
3. Special programs, such as gifted and talented, bilingual/ESL programs, special education and related services, compensatory education, or migrant education.
4. Disciplinary alternative education programs (DAEPs) and other discipline management programs.
5. Counseling programs.
6. Library programs.
7. Nursing and other health services programs.
8. An educational support program that does not provide direct instruction to students.

REDUCTION IN FORCE  
PROGRAM CHANGE

DFFB  
(LOCAL)

9. Other District-wide programs.
10. An individual campus.
11. Any administrative position, unit, or department.
12. Programs funded by state or federal grants or other dedicated funding.
13. Other contractual positions.

The Superintendent's recommendation may address whether any employment areas should be:

1. Combined or adjusted (e.g., "elementary programs" and "compensatory education programs" can be combined to identify an employment area of "elementary compensatory education programs"); and/or
2. Applied on a District-wide or campus-wide basis (e.g., "the counseling program at [named elementary campus]").

The Board shall determine the employment areas to be affected.

Criteria for Decision

The Superintendent or designee shall apply the following criteria to the employees within an affected employment area when a program change will not result in the nonrenewal of all staff in the employment area. The criteria are listed in the order of importance and shall be applied sequentially to the extent necessary to identify the employees who least satisfy the criteria and therefore are subject to the reduction in force. For example, if all necessary reductions can be accomplished by applying the first criterion, it is not necessary to apply the second criterion, and so forth.

1. Qualifications for Current or Projected Assignment: Certification, multiple or composite certifications, bilingual certification, licensure, endorsement, and/or specialized or advanced content-specific training or skills for the current or projected assignment.
2. Performance: Effectiveness, as reflected by:
  - a. The most recent formal appraisal and, if available, consecutive formal appraisals from more than one year [see DNA]; and
  - b. Any other written evaluative information, including disciplinary information, from the last 36 months.

If the Superintendent or designee at his or her discretion decides that the documented performance differences between two or more employees are too insubstantial to rely upon, he

REDUCTION IN FORCE  
PROGRAM CHANGE

DFFB  
(LOCAL)

or she may proceed to apply the remaining criteria in the order listed below.

3. Extra Duties: Currently performing an extra-duty assignment, such as department or grade-level chair, band director, athletic coach, or activity sponsor.
4. Professional Background: Professional education and work experience related to the current or projected assignment.
5. Seniority: Length of service in the District, as measured from the employee's most recent date of hire.

Superintendent  
Recommendation

The Superintendent shall recommend to the Board the nonrenewal of the identified employees within the affected employment areas.

Board Vote

After considering the Superintendent's recommendations, the Board shall determine the employees to be proposed for nonrenewal, as appropriate. If the Board votes to propose nonrenewal of one or more employees, the Board shall specify the manner of hearing in accordance with DFBB(LOCAL).

Notice

The Superintendent or designee shall provide each employee written notice of the proposed nonrenewal. The notice shall include a statement of the reason for the proposed action and notice that the employee is entitled to a hearing of the type determined by the Board.

**Consideration for  
Available Positions**

An employee who has received notice of proposed nonrenewal may apply for available positions for which he or she wishes to be considered. The employee is responsible for reviewing posted vacancies, submitting an application, and otherwise complying with District procedures.

If the employee meets the District's objective criteria for the position and is the most qualified internal applicant, the District shall offer the employee the position until:

1. Final action by the Board to end the employee's contract, if the employee does not request a hearing.
2. The evidentiary hearing by the independent hearing examiner, the Board, or other person designated in DFBB(LOCAL), if the employee requests a hearing.

**Hearing Request**

An employee receiving notice of proposed nonrenewal of a term contract may request a hearing in accordance with DFBB.

**Final Action**

Hearing Requested

If the employee requests a hearing, the Board shall take final action after the hearing in accordance with DFBB and shall notify the employee in writing.

REDUCTION IN FORCE  
PROGRAM CHANGE

DFFB  
(LOCAL)

No Hearing  
Requested

If the employee does not request a hearing, the Board shall take final action in accordance with DFBB and shall notify the employee in writing.

**BOARD RESOLUTION IN SUPPORT OF A FAIR AND TRANSPARENT  
ACCOUNTABILITY SYSTEM**

**WHEREAS** the Canutillo Independent School District Board of Trustees believes in a fairly and consistently applied Accountability Rating System from year-to-year;

**WHEREAS** the Canutillo Independent School District Board of Trustees acknowledges that the Rating System should provide transparency to parents and the public with simple, accessible, and understandable information;

**WHEREAS** the transparency objective is also furthered by requiring the Commissioner to provide the measures, methods, and procedures to school districts that *will be* applied to school districts from year-to-year and without mid-year change;

**WHEREAS** year-to-year consistency allows timely notice to school districts and their campuses to plan school improvement efforts based on the measures, methods, and procedures adopted by the Commissioner;

**WHEREAS** the Texas legislature requires the Commissioner to provide the measures, methods, and procedures on a year-to-year basis and without mid-year change. Without annual consistency, school districts and campuses cannot effectively plan to achieve high-performance ratings unless the Commissioner complies with the legislature’s mandate;

**NOW, THEREFORE, BE IT RESOLVED THAT** the Canutillo Independent School District Board of Trustees joins in collective efforts with other Texas School Boards to:

- Commit our support in pursuing action to ensure the Rating System provides a *fair, transparent, and effective system* for assigning performance ratings to school districts based on consistent measures, methods, and procedures.
- Oppose the Commissioner’s retroactive and drastic mid-year change to the measures, methods, and procedures used for the 2022-2023 school year performance ratings.
- Stand in support of the Rating System adhering to Texas state law as passed by the Texas legislature.
- Stand in support of efforts to reform the Accountability Rating System to one that uses multiple effective school measures for all grade levels and a more holistic approach to assign the ratings of a campus and the performance of each student in lieu of relying heavily on one standardized test.

**PASSED & APPROVED** on the 27th day of February, 2024.

\_\_\_\_\_  
**President**

\_\_\_\_\_  
**Vice President**

\_\_\_\_\_  
**Secretary**

## 1. GENERAL FUNCTIONS-OTHER

### 1.A. Call to Order

Meeting Was called to order at: 4:36 PM

### 1.B. Roll Call

Trustees Present: Barnes, Borrego, Mendoza, Rodriguez, Simental, Trout, Zuniga

## 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. Sonia Frayre-Superintendents Evaluation/Project Vida Removal Request**

Mrs. Fraire stated for record that meetings should not be happening so early. Parents are working and can not make it on time.

Mrs. Fraire stated that she is a very concerned parent and boldy strong against Dr. Galaviz leadership management contract renewal and mostly against pay raise. She is concerned her minor child would be exposed by access to external organizations like project vida who offer LGBTQ material under disguise as socio-emotional and wellness learning under supervision and awareness of Dr Galaviz. She mentioned that it includes slideshows with cartoon pictures and definitions of gendre terminology such as homosexual, bisexual, transgender, etc.

Mrs. Carol Casidy – Regarding Superintendents Contract. Mrs. Casidi mentioned that she doesn't know when the meeting was posted. She mentioned that she is upset meeting started so early she feels that is disrespect to community members and parents. She mentioned that she is paying high property taxes. Mrs. Cassidi asked if district has posted signs "In God We Trust" She wants classrooms that a minister or rabi needs to be in the district. She also oposes to project vida in the district. She mentioned that Texas legislature mentioned that pornographic materials need to be removed from the libraries containing pornography.

She mentioned that debt is unsustainable in the district. She mentioned that there is a 24-million-dollar debt in the district in interest.

She mentioned that she would like the board to fire Dr. Galaviz.

Jessica Alcantar Martinez- She mentioned that she is the mother of Joseph Martinez and wife to Mr. Joe Martinez, She mentioned that her husband was forced to retire from the district. She mentioned that her son was offered scholarships due to diligence with his coach and parent . She mentioned that the district offered no support for helping stident with his evaluation. She said

that he was never recognized by the school district due to his efforts academically and in sports. She mentioned that she feels like students are retaliated for parents actions in the district. She mentioned that counselors were not available to help with the senior year letters.

**3. EXECUTIVE SESSION Meeting was closed at : 4:50 PM**

The meeting is to be closed to conduct the evaluation of the Superintendent and to discuss the Superintendent's employment contract and possible amendments to the contract and to consult with Attorney under Sections 551.071 and 551.074 of the Texas Government Code:

**3.A. The 2023-2024 Evaluation of the Superintendent**

**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.A.1.d. Domain IV: Student Management

3.A.1.e. Domain V: Professional Growth and Development

3.A.1.f. Domain VI: Schools/Community Relations

3.A.1.g. Domain VII: Board/Superintendent Relations

3.A.1.h. Domain VIII: Supervisory Responsibilities

**3.A.2. Assessment Tool**

**4. NEW BUSINESS (continued); OTHER Meeting was restarted at: 7:31 PM**

**4.A. Comments and/or Results Regarding the 2023-2024 Annual Evaluation of Superintendent and Possible Action Regarding Amendments, If Any, to Superintendent's Employment Contract.**

Mr. Rodriguez motioned for a 3% as discussed in the closed session meeting and the TRS contribution.

Mr. Simental Second the motion.

Mrs. Blanca Trout addressed that she is not agreeing with extending the contract of the 3% increase as it was given to all the employees. She stated for the record that as an elected official she has heard a lot of disagreement from community members because Dr. Galaviz is not transparent, inaccurate, insulting, untruthful and offensive. Mrs. Trout mentioned that she was censored untruthfully, and she does not agree with the 3% or extending a contract for Dr. Galaviz.

Mrs. Barnes

Mrs. Borrego mentioned that as a newly elected member she believes that they need to be fair and that expectations need to be met. Mrs. Borrego also stated that expectations need to be set and that board and superintendent need to be in accordance to function together.

Mrs. Mendoza mentioned that Mr. Rodriguez and Mrs. Mendoza will meet and express concerns with Dr. Galaviz

Barnes – No, Borrego – Yes, Mendoza – Yes, Mr. Rodriguez - Yes, Mr. Simental – Yes, Trout - No Zuniga – Yes

Motion Passes.

## 5. BOARD OF TRUSTEE BUSINESS

### 5.A. Discussion and Possible Action with Reference to Issues Relating to the District's Governance Policies and Other Policy Issues Resulting from Discussion During the Policy Review Session with Administrators

Mr. Narcisse mentioned that he met with administration and there was a number of provisions that were addressed while making recommendations. He has drafts of district policies with administrative recommendations and mid October he will have policies to overview and decide what needs to be in policy.

Mr. Narcisse mentioned that there is policies that CISD does not need to have. Mr. Narceisse mentioned that he will bring back changes to the board to see what policies need to be changed as requested by board and administration.

He mentioned that there is quite a few policies that need to be addressed. Including possible delition of obsolete policies that do not meet requirements.

Mrs. trout has a question regarding policies. She wants to know if there is a policy rearding Emergency preparedness. She wants to know regarding Emergency policies EOP – CKC local.

Mr. Narcisse mentioned that he will be taking all recommendations and request made from administration and return a packet to the district with policy changes noted along with recommendations. The Board will have to vote to adopt recommendations

Motion By Mr. Rodriguez to give direction to TASB Representative revise local policies that could be moved to administrative rights.

Second by Mrs. Trout

Mrs. Barnes-yes, Mrs. Borrego-Yes, Mrs Mendoza-Yes, Mr. Rodriguez-Yes, Mr. Simental-Yes, Mrs. Trout-Yes, Mrs. Zuniga-Yes.

## 6. ADJOURNMENT

**Meeting was adjourned at: 7:50 PM**

Presented to the Board of Trustees for approval on 02-27-2024. The minutes reflect all agenda items in the order as originally posted and do not necessarily reflect the order in which they were discussed.

# Board of Trustees

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):



# CANUTILLO A Premier District

## Report to Board of Trustees Monthly Financials (Draft)

January 31, 2024

7965 Artcraft | El Paso, TX 79932  
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**CANUTILLO INDEPENDENT SCHOOL DISTRICT  
ACCOUNT COMPONENTS  
FOR CAMPUSES AND DEPARTMENTS**

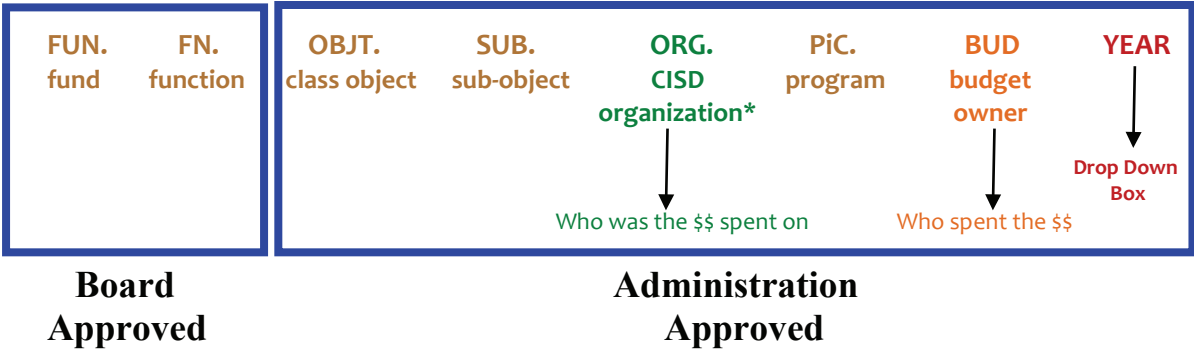
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**ACCOUNT CODING SCHEME**

**199.11.6112.00.001.11**

**199 - FUND  
11 – FUNCTION  
6112 – CLASS OBJECT  
00 – SUB-OBJECT  
001 – ORGANIZATION  
11 – PROGRAM CODE**

**TEAMS ACCOUNT CODE**



\*Note: With the exception of organizations 726-749 (PEIMS – 750) and 800-997 (PEIMS – 999), CISD organization represents the PEIMS organization. The account element “year” appears in a drop down box rather than as an element of the account string, if more than one year is available.

**CANUTILLO INDEPENDENT SCHOOL DISTRICT  
ACCOUNT CODES**

FUND		FUNCTION	
101	Food Service	11	Instruction
185	State Compensatory Education - SCE	12	Instructional Resources and Media Svc
199	Local Operating - General	13	Curriculum Development/Instructional Staff Development
211	Title I, Part A	21	Instructional Leadership
212	Title I, Part C - Migrant	23	School Leadership
224	IDEA Part B Formula	31	Guidance/Counseling Service
225	IDEA Part B Preschool	32	Social Work Service
242	Summer Feeding Program	33	Health Service
244	Perkins V Grant	34	Student (Pupil) Transportation
255	Title II, Part A - TPTR	35	Foodservice
263	Title III, Part A LEP	36	Co curricular/Extracurricular Activity
266	ESSER I- Cares Act	41	General Administration
272	Medicaid Administrative Cost	51	Plant Maintenance/Operations
277	Coronavirus Relief - Cares Act	52	Security/Monitoring Service
281	ESSER II- American Rescue Plan	53	Data Processing Service
282	ESSER III- American Rescue Plan	61	Community Service
289	Federally Funded Discretionary Grant	71	Debt Service
397	Advanced Placement	81	Facilities Acquisition
410	State Instructional Materials	99	Governmental Charges
429	State Discretionary Grant		
461	Campus Activity Funds		
486	Wells Fargo STEM-Power		
487	CREED Accelerated Certification Program		
489	Fruit & Veggie Grant- Chef Ann Foundation		
599	Debt Service		
691	Bond Capital Projects (Series 2006)		
692	Bond Capital Projects (Series 2011)		
693	Bond Capital Projects (Series 2013)		
753	Insurance		
865	Student Activity Funds		

OBJECT CODE			
6112.13	Substitutes - Staff Development	6329	Reading Materials
6112.96	Substitutes - Duty Related/Not Staff Development	6339	Testing Materials
6117.05	Extra Duty Pay - Professional	6341	Food
6117.13	Extra Duty Pay - Professional Staff Development	6342	Non Food
6118	Stipends	6344	USDA Donated Commodities
6119	Salaries	6349	Food Service Supplies
6121.06	Overtime Pay	6395	Supplies - Automotive Parts
6126.03	Academic Tutor Pay	6396	General Supplies - Tools
6128.05	Extra Duty Pay - Hourly	6397	Controlled Assets - Furniture and Equipment
6128.07	Excess Hour Pay - Transportation	6398	Controlled Assets - Technology
6128.13	Extra Duty Pay - Hourly Staff Development	6399	General Supplies
6129	Salaries- Hourly	6411	Travel & Registrations for EMPLOYEES
6211	Legal Services	6411.89	In-City Mileage
6212	Audit Services	6412	Travel & Registrations for STUDENTS
6213	Tax Appraisal/Collection	6419	Travel - Non-Employees
6219	Professional Services	6429	Insurance
6221	Staff Tuition - Higher Education	6439	Election Costs
6229	Tuition/Transfer Payments	6491	Statutorily Required Public Notices
6239	Education Service Center Services	6494	Transportation Charges
6249	Contracted Maintenance and Repair	6495	Membership Dues
6255	Utility - Garbage Disposal	6497	Postage
6256	Utilities - Electric	6498	Cost of Goods Sold
6257	Utilities - Telephone & Telecommunication Charges	6499	Miscellaneous Operating Costs
6258	Utilities - Water, Wastewater Treatment & Sanitation	6499.01	Board Funded Field Trips
6259	Utilities - Gas	6511	Bond Principal
6269	Rental - Copy Machine Leases	6513	Long-Term Loan Principal
6291	Consulting Services	6519	Debt Principal
6297	Printing	6521	Interest on Bonds
6299	Miscellaneous Contracted Services	6523	Interest
6396(<\$5,000) / 6635(>\$5,000)	Software Licenses/Subscriptions	6599	Other Debt Service Fees
6315	Custodial Supplies - Departments	6619	Land Purchase/Improvements
6316	Custodial Supplies - Elementary School	6629	Bldg Purchase/Construct/Improvement
6317	Custodial Supplies - Middle School	6631	Vehicles over \$5000
6318	Custodial Supplies - High School	6636	Capital Assets - Tech Equip & Software > than \$5000
6319	Other Supplies-Maintenance	46639	Capital Assets - Furniture/Equipment > \$5000
6321	Textbooks	6649	Capital Assets - Other

**CANUTILLO INDEPENDENT SCHOOL DISTRICT  
ACCOUNT CODES**

<b>SUB-OBJECT</b>		<b>ORGANIZATION</b>
<b>Alphabetical List</b>	<b>Numerical List</b>	
27 Advanced Placement	01 Indirect Costs	001 Canutillo High School
10 Art	09 Department Head	003 Northwest Early College H.S.
51 Athletic Director	10 Art	041 Canutillo Middle School
22 Band	11 English	042 Alderete Middle School
66 Baseball	12 Speech	101 Canutillo Elementary
59 Basketball - boys	13 Journalism	102 Davenport Elementary
58 Basketball - girls	14 Choir	103 Damian Elementary
97 Board Priority	15 Reading	104 Childress Elementary
39 Campus Special Ed	16 Foreign Language	105 Garcia Elementary
54 Cheerleaders	17 Modern Dance	106 Reyes Elementary
14 Choir	18 Social Studies	699 Summer School
38 CHS Decathlon	19 Math	701 Superintendent
56 Cross Country	21 Science	702 Board of Trustees
09 Department Head	22 Band	703 Tax Costs
31 Disciplinary AEP	23 Physical Education	726 Human Resources
88 District Declared Emergency	24 School Improvement	727 Financial Services
11 English	25 Substitute Custodians	728 School Resources
26 E-Rate	26 E-Rate	729 Textbooks
45 E-Rate Reimbursement	27 Advanced Placement	730 Public Relations
57 Football	28 Mother/Daughter	731 Internal Auditor
16 Foreign Language	29 Graduation	732 Associate Superintendent
65 Golf - boys	30 The Learning Center	733 Governmental Relations
63 Golf - girls	31 Disciplinary AEP	734 Chief Financial Officer
29 Graduation	32 Pregnancy Rel Svc	801 Life Skills for Student Parents
41 Health	33 Leadership	806 Adult Literacy
36 Hi-Q	35 RTI	909 Foodservice
89 In city Mileage Reimb	36 Hi-Q	910 Pupil Transportation
01 Indirect Costs	37 TLC Dual Credit	912 External Funding
13 Journalism	38 CHS Decathlon	913 Big Brother/Big Sister
33 Leadership	39 Campus Special Ed	914 Warehouse
19 Math	40 Summer School	915 Facilities
17 Modern Dance	41 Health	916 Curriculum and Instruction
28 Mother/Daughter	43 Wellness	917 Career & Technology Education
69 MS Athletic Uniforms	44 School of Music	918 Special Education
23 Physical Education	45 E-Rate Reimbursement	919 Academic Language Svcs
32 Pregnancy Rel Svc	50 Tennis	920 Student Support Division
15 Reading	51 Athletic Director	921 Testing and Assessment
35 RTI	53 Soccer - girls	922 District Security Services
92 Safety	54 Cheerleaders	923 DAEP
24 School Improvement	55 Volleyball - girls	924 School of Music
44 School of Music	56 Cross Country	925 Athletics
21 Science	57 Football	951 CISD Health Insurance
90 SHAC	58 Basketball - girls	999 District Wide
61 Soccer - boys	59 Basketball - boys	
53 Soccer - girls	60 UIL	
18 Social Studies	61 Soccer - boys	
68 Softball - girls	62 Track - girls	
12 Speech	63 Golf - girls	
25 Substitute Custodians	64 Track - boys	
40 Summer School	65 Golf - boys	
50 Tennis	66 Baseball	
30 The Learning Center	67 Trainer	
37 TLC Dual Credit	68 Softball - girls	
64 Track - boys	69 MS Athletic Uniforms	
62 Track - girls	88 District Declared Emergency	
67 Trainer	89 In city Mileage Reimb	
60 UIL	90 SHAC	
55 Volleyball - girls	92 Safety	
98 Wastewater Treatm	98 Wastewater Treatment	
43 Wellness		
		<b>PROGRAM</b>
		11 Basic Education
		21 Gifted/Talented
		22 Career & Technology
		23 Special Education
		24 Comp Ed Non-Campus
		25 Bilingual Education
		26 Alternative Education Prg
		28 Disciplinary AEP
		30 Comp Ed Campus Activities
		32 Pre-Kindergarten
		33 Pre-K - Special Ed
		34 Pre-K - Comp Ed
		35 Pre-K - Bilingual Ed
		36 Early Education Allotment PK-3rd
		37 Dyslexia
		38 College, Career & Military Readiness
		43 Dyslexia SPED
		91 Athletics
		99 Undistributed

# Canutillo Independent School District

## Monthly Financial Dashboard

### January 2024

			Change
<b>Weekly Enrollment:</b>	1/31/2024	<b>5,856</b>	<b>(157)</b>
	Prior Year:	6,013	
<b>Weekly Attendance:</b>	1/31/2024	<b>93.66%</b>	<b>-3.34%</b>
	Goal:	97.00%	

<b>Monthly Tax Collections:</b>	1/31/2024	<b>14,023,804</b>	
	Prior Year: 2023	11,870,804	
	Prior Year: 2022	9,135,461	
	Average:	11,676,690	
<b>Y-T-D Tax Collections:</b>	1/31/2024	<b>33,213,429</b>	<b>42.53%</b>
	Prior Year: 2023	36,604,886	59.46%
	Prior Year: 2022	37,742,215	57.85%
	Average:	35,853,510	53.28%

Year-to-Date		Revenues	Expenditures	Net
<b>Child Nutrition</b>	1/31/2024	<b>\$ 2,459,314</b>	<b>3,221,983</b>	<b>(\$762,669)</b>
	Prior Year: 2023	1,918,243	2,500,991	(582,748)
	Variance:	541,071	720,992	(179,921)
<b>Health Care:</b>	1/31/2024	<b>\$ 4,480,367</b>	<b>5,409,452</b>	<b>(\$929,085)</b>
	Prior Year: 2023	8,297,297	9,654,501	(1,357,204)
	Variance:	(3,816,930)	(4,245,049)	428,119
<b>General Fund:</b>	1/31/2024	<b>\$ 36,002,771</b>	<b>38,524,982</b>	<b>(\$2,522,211)</b>
	Prior Year: 2023	32,387,084	29,740,518	2,646,566
	Variance:	3,615,687	8,784,464	(5,168,777)

Year-to-Date		Budget	Expenditures	Available
<b>Title I:</b>	1/31/2024	<b>\$ 1,584,952</b>	<b>616,814</b>	<b>\$968,138</b>
	Prior Year: 2023	1,593,345	692,475	900,870
	Variance:	(8,393)	(75,661)	67,268
<b>Special Revenues:</b>	1/31/2024	<b>\$ 19,088,053</b>	<b>13,094,701</b>	<b>\$5,993,352</b>
	Prior Year: 2023	17,866,030	11,285,792	6,580,238
	Variance:	1,222,023	1,808,909	(586,886)

**Canutillo Independent School District  
General Fund Budget vs Actual  
January 31, 2024**

Sept-June target % = 44%  
12 month target % = 50%

■ = On Target  
■ = Fast Receive  
■ = Slow Receive

REVENUE ACCOUNT	APPROVED BUDGET	CURRENT MONTH REVENUES	REVENUES	REMAINING BUDGET AMOUNT	% BUDGET RECEIVED
<b>LOCAL:</b>					
TAXES, CURRENT YEAR LEVY	\$24,392,810	\$7,135,065	\$19,626,648	(\$4,766,162)	80%
TAXES, PRIOR YEARS	100,000	9,657	44,322	(55,678)	44%
TAXES, PENALTY & INTEREST	90,000	10,004	71,259	(18,741)	79%
FOOD SERVICE ACTIVITY	55,000	3,120	23,990	(31,010)	44%
FOOD SERVICE CATERING	23,000	0	20,577	(2,423)	89%
TUITION & FEES	1,500	0	0	(1,500)	0%
EARNINGS-TEMP DEP/INVEST	280,000	79,184	360,326	80,326	129%
REVENUE-RENT-BUILDINGS	0	0	0	0	0%
INSURANCE RECOVERY REVENUE	0	0	21,832	21,832	0%
MISCELLANEOUS REVENUE	90,000	3,156	22,465	(67,535)	25%
BOND PROCEEDS	0	0	0	0	0%
DISCOUNT ON BOND ISSUANCE	0	0	0	0	0%
FEDERAL REVENUES - E-RATE	160,000	0	104,046	(55,954)	65%
REVENUE-ATHLETIC ACTIVITY	60,000	2,477	61,893	1,893	103%
<b>Total Local:</b>	<b>25,252,310</b>	<b>7,242,664</b>	<b>20,357,360</b>	<b>(4,894,950)</b>	<b>81%</b>
<b>STATE:</b>					
REVENUE-PER CAPITA	\$2,210,091	\$81,461	\$847,103	(\$1,362,988)	38%
REVENUE-FOUNDATION ENTITLE	32,459,496	0	14,494,561	(17,964,935)	45%
TRS ON-BEHALF BENEFIT	3,250,000	297,491	2,013,831	(1,236,169)	62%
<b>Total State:</b>	<b>37,919,587</b>	<b>378,952</b>	<b>17,355,495</b>	<b>(20,564,092)</b>	<b>46%</b>

**Canutillo Independent School District  
General Fund Budget vs Actual  
January 31, 2024**

Sept-June target % = 44%  
12 month target % = 50%

■ = On Target  
■ = Fast Receive  
■ = Slow Receive

REVENUE ACCOUNT	APPROVED BUDGET	CURRENT MONTH REVENUES	REVENUES	REMAINING BUDGET AMOUNT	% BUDGET RECEIVED
<b>FEDERAL:</b>					
REVENUE-R O T C	\$70,000	\$0	\$39,206	(\$30,794)	56%
FEDERAL REVENUES - TEA	350,000	86,851	191,307	(158,693)	55%
SCHOOL BREAKFAST PROGRAM	1,800,000	265,296	839,480	(960,520)	47%
SCHOOL LUNCH PROGRAM	3,060,000	433,127	1,405,363	(1,654,637)	46%
USDA COMMODITIES	399,957	0	0	(399,957)	0%
REVENUE-SHARS-MEDICAID	850,000	11,437	107,740	(742,260)	13%
TDEM Reimbursement	0	0	91,171	91,171	0%
<b>Total Federal:</b>	<b>6,529,957</b>	<b>796,712</b>	<b>2,674,265</b>	<b>(3,855,692)</b>	<b>41%</b>
<b>OTHER SOURCES/USES:</b>					
Other Sources - Sale of Real and Personal Property	50,000		50,000	0	0%
<b>Total Other Sources :</b>	<b>\$50,000</b>	<b>\$0</b>	<b>\$50,000</b>	<b>\$0</b>	<b>100%</b>
<b>Total Revenues:</b>	<b>\$69,751,854</b>	<b>\$8,418,328</b>	<b>\$40,437,121</b>	<b>(\$29,314,733)</b>	<b>58%</b>

**Canutillo Independent School District  
General Fund Budget vs. Actual  
January 31, 2024**

**DRAFT**

Sept-June target % = 44%  
12 month target % = 50%

■ = On Target  
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ACCOUNT CODE BY FUNCTION	CURRENT BUDGET	CURRENT MONTH EXPENDITURES	YEAR-TO-DATE EXPENDITURES	OUTSTANDING ENCUMBRANCES	REMAINING BUDGET AMOUNT	% BUDGET USED
<b>11 INSTRUCTION</b>						
PAYROLL COSTS	\$36,214,276	\$3,887,549	\$21,797,696	\$596	\$14,415,984	60%
PROF. & CONTRACTED SERVICES	326,688	14,148	82,973	111,890	131,825	60%
MATERIALS & SUPPLIES	753,741	42,311	414,084	209,328	130,329	83%
OTHER OPERATING EXPENSES	163,586	7,886	77,920	25,429	60,238	63%
CAPITAL OUTLAY - LAND,BLDG,EQUIP	424,788	0	331,884	81,425	11,478	97%
<b>INSTRUCTION</b>	<b>37,883,079</b>	<b>3,951,894</b>	<b>22,704,557</b>	<b>428,668</b>	<b>14,749,853</b>	<b>61%</b>
<b>12 INSTR RESOURCES &amp; MEDIA</b>						
PAYROLL COSTS	745,545	79,511	450,173	0	295,372	61%
PROF. & CONTRACTED SERVICES	3,300	0	0	0	3,300	0%
MATERIALS & SUPPLIES	40,086	862	16,136	15,361	8,589	79%
OTHER OPERATING EXPENSES	2,700	0	1,000	0	1,700	37%
CAPITAL OUTLAY - LAND,BLDG,EQUIP	27,059	0	27,057	0	2	100%
<b>INSTR RESOURCES &amp; MEDIA</b>	<b>818,690</b>	<b>80,373</b>	<b>494,366</b>	<b>15,361</b>	<b>308,963</b>	<b>62%</b>
<b>13 STAFF DEVELOPMENT-CURRICULUM/INSTRUCTION</b>						
PAYROLL COSTS	888,643	73,600	444,343	0	444,300	50%
PROF. & CONTRACTED SERVICES	12,949	0	1,679	0	11,270	13%
MATERIALS & SUPPLIES	14,854	228	5,879	7,844	1,131	92%
OTHER OPERATING EXPENSES	98,458	1,432	42,553	28,927	26,977	73%
<b>STAFF DEVELOPMENT-CURRICULUM/INSTR</b>	<b>1,014,904</b>	<b>75,260</b>	<b>494,455</b>	<b>36,771</b>	<b>483,678</b>	<b>52%</b>
<b>21 INSTRUCTIONAL ADMIN</b>						
PAYROLL COSTS	1,124,390	99,472	591,094	0	533,296	53%
PROF. & CONTRACTED SERVICES	11,260	952	4,076	7,620	(436)	104%
MATERIALS & SUPPLIES	7,885	0	6,486	330	1,069	86%
OTHER OPERATING EXPENSES	32,727	293	12,682	8,629	11,416	65%
CAPITAL OUTLAY - LAND,BLDG,EQUIP	5,500	0	5,500	0	0	100%
<b>INSTRUCTIONAL ADMIN</b>	<b>1,181,762</b>	<b>100,717</b>	<b>619,838</b>	<b>16,579</b>	<b>545,345</b>	<b>54%</b>

**Canutillo Independent School District  
General Fund Budget vs. Actual  
January 31, 2024**

**DRAFT**

Sept-June target % = 44%  
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ACCOUNT CODE BY FUNCTION	CURRENT BUDGET	CURRENT MONTH EXPENDITURES	YEAR-TO-DATE EXPENDITURES	OUTSTANDING ENCUMBRANCES	REMAINING BUDGET AMOUNT	% BUDGET USED
<b>23 SCHOOL LEADERSHIP</b>						
PAYROLL COSTS	3,962,249	367,463	2,208,028	0	1,754,221	56%
PROF. & CONTRACTED SERVICES	43,768	2,866	21,680	14,843	7,245	83%
MATERIALS & SUPPLIES	34,730	321	11,048	4,566	19,117	45%
OTHER OPERATING EXPENSES	53,264	873	12,093	5,625	35,546	33%
CAPITAL OUTLAY - LAND,BLDG,EQUIP	0	0	0	0	0	0%
<b>SCHOOL LEADERSHIP</b>	<b>4,094,011</b>	<b>371,522</b>	<b>2,252,849</b>	<b>25,034</b>	<b>1,816,128</b>	<b>56%</b>
<b>31 GUIDANCE &amp; COUNSELING SVC</b>						
PAYROLL COSTS	2,467,244	255,328	1,466,944	0	1,000,300	59%
PROF. & CONTRACTED SERVICES	9,177	673	7,222	3,364	(1,409)	115%
MATERIALS & SUPPLIES	20,638	0	5,549	5,212	9,876	52%
OTHER OPERATING EXPENSES	21,894	902	7,347	1,346	13,201	40%
CAPITAL OUTLAY - LAND,BLDG,EQUIP	43,105	0	43,078	0	26	100%
<b>GUIDANCE &amp; COUNSELING SVC</b>	<b>2,562,057</b>	<b>256,904</b>	<b>1,530,141</b>	<b>9,922</b>	<b>1,021,995</b>	<b>60%</b>
<b>32 SOCIAL WORK SERVICES</b>						
PAYROLL COSTS	258,439	17,943	121,017	0	137,422	47%
PROF. & CONTRACTED SERVICES	5,191	0	0	191	5,000	4%
MATERIALS & SUPPLIES	2,148	76	1,329	488	331	85%
OTHER OPERATING EXPENSES	6,551	(574)	0	3,243	3,308	50%
<b>SOCIAL WORK SERVICES</b>	<b>272,329</b>	<b>17,445</b>	<b>122,347</b>	<b>3,921</b>	<b>146,061</b>	<b>46%</b>
<b>33 HEALTH SERVICES</b>						
PAYROLL COSTS	1,037,292	105,082	587,202	0	450,090	57%
PROF. & CONTRACTED SERVICES	972	0	840	0	132	86%
MATERIALS & SUPPLIES	15,907	2,019	10,093	1,808	4,006	75%
OTHER OPERATING EXPENSES	2,894	560	853	43	1,997	31%
CAPITAL OUTLAY - LAND,BLDG,EQUIP	8,159	0	8,159	0	0	100%
<b>HEALTH SERVICES</b>	<b>1,065,224</b>	<b>107,660</b>	<b>607,148</b>	<b>1,852</b>	<b>456,225</b>	<b>57%</b>

**Canutillo Independent School District  
General Fund Budget vs. Actual  
January 31, 2024**

**DRAFT**

Sept-June target % = 44%  
12 month target % = 50%

■ = On Target  
■ = Fast Spending  
■ = Slow Spending

ACCOUNT CODE BY FUNCTION	CURRENT BUDGET	CURRENT MONTH EXPENDITURES	YEAR-TO-DATE EXPENDITURES	OUTSTANDING ENCUMBRANCES	REMAINING BUDGET AMOUNT	% BUDGET USED
<b>34 STUDENT TRANSPORTATION</b>						
PAYROLL COSTS	1,468,091	163,218	984,853	0	483,238	67%
PROF. & CONTRACTED SERVICES	82,408	11,246	45,013	23,710	13,685	83%
MATERIALS & SUPPLIES	226,370	25,101	162,448	43,751	20,171	91%
OTHER OPERATING EXPENSES	82,166	426	22,174	1,138	58,853	28%
CAPITAL OUTLAY - LAND,BLDG,EQUIP	43,345	0	43,345	0	0	0%
<b>STUDENT TRANSPORTATION</b>	<b>1,902,379</b>	<b>199,992</b>	<b>1,257,832</b>	<b>68,599</b>	<b>575,948</b>	<b>70%</b>
<b>35 FOOD SERVICE</b>						
PAYROLL COSTS	2,788,371	271,493	1,531,046	0	1,257,325	55%
PROF. & CONTRACTED SERVICES	98,000	4,764	40,508	37,813	19,679	80%
MATERIALS & SUPPLIES	2,592,478	271,095	1,323,799	441,218	827,460	68%
OTHER OPERATING EXPENSES	79,500	202	5,012	6,932	67,555	15%
CAPITAL OUTLAY - LAND,BLDG,EQUIP	628,000	23,950	55,041	345,132	227,827	64%
<b>FOOD SERVICE</b>	<b>6,186,349</b>	<b>571,504</b>	<b>2,955,407</b>	<b>831,096</b>	<b>2,399,847</b>	<b>61%</b>
<b>36 COCURRICULAR ACTIVITIES</b>						
PAYROLL COSTS	1,116,035	102,344	463,896	0	652,139	42%
PROF. & CONTRACTED SERVICES	105,052	23,407	62,044	29,810	13,198	87%
MATERIALS & SUPPLIES	120,556	12,674	59,290	22,035	39,231	67%
OTHER OPERATING EXPENSES	333,133	1,047	151,354	72,982	108,797	67%
CAPITAL OUTLAY - LAND,BLDG,EQUIP	9,400	0	9,400	0	0	100%
<b>COCURRICULAR ACTIVITIES</b>	<b>1,684,176</b>	<b>139,472</b>	<b>745,984</b>	<b>124,827</b>	<b>813,366</b>	<b>52%</b>
<b>41 GENERAL ADMINISTRATION</b>						
PAYROLL COSTS	2,849,110	270,131	1,654,141	0	1,194,969	58%
PROF. & CONTRACTED SERVICES	309,901	13,239	223,028	32,727	54,146	83%
MATERIALS & SUPPLIES	107,901	26,804	51,560	36,857	19,484	82%
OTHER OPERATING EXPENSES	201,620	576	160,147	30,925	10,548	95%
CAPITAL OUTLAY - LAND,BLDG,EQUIP	48,252	0	7,526	5,726	35,000	27%
<b>GENERAL ADMINISTRATION</b>	<b>3,516,784</b>	<b>310,750</b>	<b>2,096,401</b>	<b>106,236</b>	<b>1,314,147</b>	<b>63%</b>

**Canutillo Independent School District  
General Fund Budget vs. Actual  
January 31, 2024**

**DRAFT**

Sept-June target % = 44%  
12 month target % = 50%

■ = On Target  
■ = Fast Spending  
■ = Slow Spending

ACCOUNT CODE BY FUNCTION	CURRENT BUDGET	CURRENT MONTH EXPENDITURES	YEAR-TO-DATE EXPENDITURES	OUTSTANDING ENCUMBRANCES	REMAINING BUDGET AMOUNT	% BUDGET USED
<b>51 PLANT MAINT &amp; OPERATIONS</b>						
PAYROLL COSTS	4,354,285	338,919	1,913,747	0	2,440,538	44%
PROF. & CONTRACTED SERVICES	2,378,798	180,216	1,295,255	346,542	737,001	69%
MATERIALS & SUPPLIES	498,643	29,029	221,889	78,071	198,683	60%
OTHER OPERATING EXPENSES	637,438	7,254	631,536	2,386	3,516	99%
CAPITAL OUTLAY - LAND,BLDG,EQUIP	210,566	0	10,148	80,200	120,219	43%
<b>PLANT MAINT &amp; OPERATIONS</b>	<b>8,079,730</b>	<b>555,418</b>	<b>4,072,574</b>	<b>507,199</b>	<b>3,499,957</b>	<b>57%</b>
<b>52 SECURITY &amp; MONITORING SVC</b>						
PAYROLL COSTS	1,123,672	104,227	701,038	0	422,634	62%
PROF. & CONTRACTED SERVICES	94,023	18,082	27,077	18,339	48,607	48%
MATERIALS & SUPPLIES	176,033	1,055	9,438	8,777	157,818	10%
OTHER OPERATING EXPENSES	19,013	0	16,351	2,542	120	99%
CAPITAL OUTLAY - LAND,BLDG,EQUIP	0	0	0	0	0	0%
<b>SECURITY &amp; MONITORING SVC</b>	<b>1,412,741</b>	<b>123,363</b>	<b>753,904</b>	<b>29,657</b>	<b>629,180</b>	<b>55%</b>
<b>53 DATA PROCESSING SERVICES</b>						
PAYROLL COSTS	1,493,343	120,461	778,310	0	715,033	52%
PROF. & CONTRACTED SERVICES	230,117	228	179,947	33,854	16,316	93%
MATERIALS & SUPPLIES	194,949	17,192	107,802	13,452	73,695	62%
OTHER OPERATING EXPENSES	8,180	68	2,614	2,559	3,006	63%
CAPITAL OUTLAY - LAND,BLDG,EQUIP	273,712	0	158,717	66,674	48,322	82%
<b>DATA PROCESSING SERVICES</b>	<b>2,200,301</b>	<b>137,949</b>	<b>1,227,390</b>	<b>116,539</b>	<b>856,371</b>	<b>61%</b>
<b>61 COMMUNITY SERVICES</b>						
PAYROLL COSTS	11,070	0	6,879	0	4,191	62%
PROF. & CONTRACTED SERVICES	215	0	0	170	45	79%
MATERIALS & SUPPLIES	1,313	0	38	265	1,011	23%
OTHER OPERATING EXPENSES	3,358	(547)	1,557	33	1,768	47%
CAPITAL OUTLAY - LAND,BLDG,EQUIP	0	0	0	0	0	0%
<b>COMMUNITY SERVICES</b>	<b>15,956</b>	<b>(547)</b>	<b>8,474</b>	<b>468</b>	<b>7,014</b>	<b>56%</b>

**Canutillo Independent School District  
General Fund Budget vs. Actual  
January 31, 2024**

**DRAFT**

Sept-June target % = 44%  
12 month target % = 50%

■ = On Target  
■ = Fast Spending  
■ = Slow Spending

ACCOUNT CODE BY FUNCTION	CURRENT BUDGET	CURRENT MONTH EXPENDITURES	YEAR-TO-DATE EXPENDITURES	OUTSTANDING ENCUMBRANCES	REMAINING BUDGET AMOUNT	% BUDGET USED
<b>71 DEBT SERVICES</b>						
DEBT SERVICE	1,580,884	0	1,171,472	0	409,412	74%
<b>DEBT SERVICES</b>	<b>1,580,884</b>	<b>0</b>	<b>1,171,472</b>	<b>0</b>	<b>409,412</b>	<b>74%</b>
<b>81 FACILITIES ACQUISITION/CONSTRUCTION</b>						
CAPITAL OUTLAY - LAND,BLDG,EQUIP	445,118	2,879	44,217	397,215	3,687	99%
<b>FACILITIES ACQUISITION/CONSTRUCTION</b>	<b>445,118</b>	<b>2,879</b>	<b>44,217</b>	<b>397,215</b>	<b>3,687</b>	<b>99%</b>
<b>99 OTHER INTERGOVERNMENTAL CHARGES</b>						
TAX APPRAISAL & COLLECTION	486,196	0	272,070	262,622	(48,496)	110%
<b>OTHER INTERGOVERNMENTAL CHARGES</b>	<b>486,196</b>	<b>0</b>	<b>272,070</b>	<b>262,622</b>	<b>(48,496)</b>	<b>110%</b>
<b>Total Budgeted Expenditures:</b>	<b>\$76,402,670</b>	<b>\$7,002,555</b>	<b>\$43,431,424</b>	<b>\$2,982,566</b>	<b>\$29,988,680</b>	<b>61%</b>
<b>Revenue Over Expenditures</b>	<b>(\$6,650,816)</b>		<b>(\$2,994,303)</b>			
<b><u>SUMMARY JANUARY 2024</u></b>						
PAYROLL COSTS	\$61,902,055	\$6,256,740	\$35,700,407	\$596	\$26,201,052	58%
PROF. & CONTRACTED SERVICES	3,711,819	269,821	1,991,342	660,873	1,059,603	71%
MATERIALS & SUPPLIES	4,808,233	428,767	2,406,868	889,363	1,512,002	69%
OTHER OPERATING EXPENSES	1,746,480	20,398	1,145,193	192,739	408,548	77%
DEBT SERVICE	1,580,884	0	1,171,472	0	409,412	74%
CAPITAL OUTLAY - LAND,BLDG,EQUIP	2,167,003	26,829	744,071	976,371	446,560	79%
OTHER INTERGOVERNMENTAL CHARGES	486,196	0	272,070	262,622	(48,496)	110%
<b>Total Budgeted Expenditures:</b>	<b>\$76,402,670</b>	<b>\$7,002,555</b>	<b>\$43,431,424</b>	<b>\$2,982,566</b>	<b>\$29,988,680</b>	<b>61%</b>

**Canutillo Independent School District  
Financial Statement  
101 - Food Service  
January 31, 2024**

<i>FUND</i>	<i>OBJECT</i>	<i>TITLE</i>	<i>AMENDED BUDGET</i>		<i>YEAR TO DATE REVENUE</i>	<i>BALANCE AVAILABLE</i>	<i>PERCENTAGE USED</i>
101	5700	Local Revenue	88,000		123,301	(35,301)	140%
101	5800	State Revenue	0		0	0	0%
101	5900	Federal Revenue	5,259,957		2,336,013	2,923,944	44%
101	7900	Other Sources	0		0	0	0%
<b>REPORT TOTAL</b>			<b>\$5,347,957</b>		<b>\$2,459,314</b>	<b>\$2,888,643</b>	<b>46%</b>

<i>FUND</i>	<i>OBJECT</i>	<i>TITLE</i>	<i>AMENDED BUDGET</i>	<i>ENCUMBRANCE</i>	<i>YEAR TO DATE EXPENDITURES</i>	<i>BALANCE AVAILABLE</i>	<i>PERCENTAGE USED</i>
101	6100	Payroll	2,891,926	0	1,584,898	1,307,028	55%
101	6200	Contracted Services	503,000	125,640	222,433	154,926	69%
101	6300	Supplies	2,690,531	465,761	1,354,598	870,172	68%
101	6400	Other Operating	79,500	6,932	5,012	67,555	15%
101	6600	Capital	838,000	425,332	55,041	357,627	57%
<b>REPORT TOTAL</b>			<b>\$7,002,957</b>	<b>\$1,023,665</b>	<b>\$3,221,983</b>	<b>\$2,757,309</b>	<b>61%</b>

<i>FUND</i>	<i>FUNCTION</i>	<i>TITLE</i>	<i>AMENDED BUDGET</i>	<i>ENCUMBRANCE</i>	<i>YEAR TO DATE EXPENDITURES</i>	<i>BALANCE AVAILABLE</i>	<i>PERCENTAGE USED</i>
101	35	Food Service	6,186,349	831,096	2,955,407	2,399,847	61%
101	51	Plant Maintenance	816,608	192,570	266,576	357,462	56%
<b>REPORT TOTAL</b>			<b>\$7,002,957</b>	<b>\$1,023,665</b>	<b>\$3,221,983</b>	<b>\$2,757,309</b>	<b>61%</b>

**Canutillo Independent School District  
Financial Statement  
185 - Compensatory Education  
January 31, 2024**

<b>FUND</b>	<b>OBJECT</b>	<b>TITLE</b>	<b>AMENDED BUDGET</b>		<b>YEAR TO DATE REVENUE</b>	<b>BALANCE AVAILABLE</b>	<b>PERCENTAGE USED</b>
185	5800	State Revenue	3,366,373		1,975,035	1,391,338	59%
<b>REPORT TOTAL</b>			<b>\$3,366,373</b>		<b>\$1,975,035</b>	<b>\$1,391,338</b>	<b>59%</b>

<b>FUND</b>	<b>OBJECT</b>	<b>TITLE</b>	<b>AMENDED BUDGET</b>	<b>ENCUMBRANCE</b>	<b>YEAR TO DATE EXPENDITURES</b>	<b>BALANCE AVAILABLE</b>	<b>PERCENTAGE USED</b>
185	6100	Payroll	2,964,362	0	1,517,456	1,446,906	51%
185	6200	Contracted Services	20,446	806	861	18,779	8%
185	6300	Supplies	188,251	45,074	80,351	62,827	67%
185	6400	Other Operating	54,002	11,000	16,816	26,186	52%
185	6600	Capital Outlay- Land, Bldg, Equip	73,537	0	68,975	4,562	94%
<b>REPORT TOTAL</b>			<b>\$3,300,598</b>	<b>\$56,879</b>	<b>\$1,684,459</b>	<b>\$1,559,260</b>	<b>53%</b>

<b>FUND</b>	<b>FUNCTION</b>	<b>TITLE</b>	<b>AMENDED BUDGET</b>	<b>ENCUMBRANCE</b>	<b>YEAR TO DATE EXPENDITURES</b>	<b>BALANCE AVAILABLE</b>	<b>PERCENTAGE USED</b>
185	11	Instructional	2,871,203	42,821	1,459,669	1,368,713	52%
185	12	Instructional Resources	1,995	1,991	0	5	0%
185	13	Curriculum & Instruction	88,212	1,933	44,023	42,256	52%
185	21	Instructional Admin	44,342	5,763	22,417	16,162	64%
185	31	Guidance & Counseling	78,369	450	36,003	41,916	47%
185	32	Social Work Services	216,477	3,921	122,347	90,209	58%
<b>REPORT TOTAL</b>			<b>\$3,300,598</b>	<b>\$56,879</b>	<b>\$1,684,459</b>	<b>\$1,559,260</b>	<b>53%</b>

**Canutillo Independent School District  
Financial Statement  
199 - General Fund  
January 31, 2024**

FUND	OBJECT	TITLE	AMENDED BUDGET		YEAR TO DATE REVENUE	BALANCE AVAILABLE	PERCENTAGE USED
199	5700	Local Revenue	25,164,310		20,234,059	4,930,251	80%
199	5800	State Revenue	34,553,214		15,380,460	19,172,754	45%
199	5900	Federal Revenue	1,270,000		338,252	931,748	27%
199	7900	Other Sources	50,000		50,000	0	100%
<b>REPORT TOTAL</b>			\$61,037,524		\$36,002,771	\$25,034,753	59%

FUND	OBJECT	TITLE	AMENDED BUDGET	ENCUMBRANCE	YEAR TO DATE EXPENDITURES	BALANCE AVAILABLE	PERCENTAGE USED
199	6100	Payroll	56,045,767	596	32,598,053	23,447,118	58%
199	6200	Contracted Services	3,674,569	797,049	2,040,118	837,401	77%
199	6300	Supplies	1,929,451	378,529	971,920	579,003	70%
199	6400	Other Operating	1,612,978	174,807	1,123,365	314,806	80%
199	6500	Debt Service	1,580,884	0	1,171,472	409,412	74%
199	6600	Capital	1,255,466	551,040	620,055	84,371	93%
<b>REPORT TOTAL</b>			\$66,099,115	\$1,902,022	\$38,524,982	\$25,672,111	61%

FUND	FUNCTION	TITLE	AMENDED BUDGET	ENCUMBRANCE	YEAR TO DATE EXPENDITURES	BALANCE AVAILABLE	PERCENTAGE USED
199	11	Instructional	35,011,876	385,847	21,244,888	13,381,141	62%
199	12	Instructional Resources	816,695	13,371	494,366	308,959	62%
199	13	Curriculum & Instruction	926,692	34,838	450,432	441,422	52%
199	21	Instructional Admin	1,137,420	10,816	597,421	529,183	53%
199	23	School Administration	4,094,011	25,034	2,252,849	1,816,128	56%
199	31	Guidance & Counseling	2,483,688	9,472	1,494,138	980,078	61%
199	32	Social Work Services	55,852	0	0	55,852	0%
199	33	Health Services	1,065,224	1,852	607,148	456,225	57%
199	34	Student Transportation	1,902,379	68,599	1,257,832	575,948	70%
199	36	Cocurricular Activities	1,684,176	124,827	745,984	813,366	52%
199	41	General Administration	3,516,784	106,236	2,096,401	1,314,147	63%
199	51	Plant Maintenance	7,263,122	314,629	3,805,998	3,142,494	57%
199	52	Security	1,412,741	29,657	753,904	629,180	55%
199	53	Data Processing	2,200,301	116,539	1,227,390	856,371	61%
199	61	Community Services	15,956	468	8,474	7,014	56%
199	71	Debt Service	1,580,884	0	1,171,472	409,412	74%
199	81	Facilities Acquisition	445,118	397,215	44,217	3,687	99%
199	99	Governmental Charges	486,196	56	272,070	(48,496)	110%
<b>REPORT TOTAL</b>			\$66,099,115	\$1,902,022	\$38,524,982	\$25,672,111	61%

**Canutillo Independent School District  
Financial Statement  
599 - Debt Service  
January 31, 2024**

FUND	OBJECT	TITLE	AMENDED BUDGET		YEAR TO DATE REVENUE	BALANCE AVAILABLE	PERCENTAGE USED
599	5700	Local Revenue	13,206,089		(2,437,195)	10,768,894	(18%)
599	5800	State Revenue	172,927		1,213,489	1,386,416	702%
599	7900	Other Sources	0		0	0	0%
<b>REPORT TOTAL</b>			\$13,379,016		(\$1,223,706)	\$12,155,310	(9%)

FUND	OBJECT	TITLE	AMENDED BUDGET	ENCUMBRANCE	YEAR TO DATE EXPENDITURES	BALANCE AVAILABLE	PERCENTAGE USED
599	6500	Debt Service	13,379,016	93,694	2,158,282	11,127,040	17%
599	8900	Other Sources	0	6,805,133	0	(6,805,133)	0%
<b>REPORT TOTAL</b>			\$13,379,016	\$6,898,827	\$2,158,282	\$4,321,907	68%

FUND	FUNCTION	TITLE	AMENDED BUDGET	ENCUMBRANCE	YEAR TO DATE EXPENDITURES	BALANCE AVAILABLE	PERCENTAGE USED
599	0	Other Uses	0	6,805,133	0	(6,805,133)	0%
599	71	Debt Service	13,379,016	93,694	2,158,282	11,127,040	17%
<b>REPORT TOTAL</b>			\$13,379,016	\$6,898,827	\$2,158,282	\$4,321,907	68%

**Canutillo Independent School District  
Financial Statement  
753 - CISD Health Insurance  
January 31, 2024**

FUND	OBJECT	TITLE	AMENDED BUDGET		YEAR TO DATE REVENUE	BALANCE AVAILABLE	PERCENTAGE USED
753	5700	Local Revenue	8,473,558		4,470,004	4,003,554	53%
753	7900	Other Sources	0		(10,363)	10,363	0%
<b>REPORT TOTAL</b>			\$8,473,558		\$4,470,004	\$4,003,554	53%

FUND	OBJECT	TITLE	AMENDED BUDGET	ENCUMBRANCE	YEAR TO DATE EXPENDITURES	BALANCE AVAILABLE	PERCENTAGE USED
753	6200	Contracted Services	7,634,058		5,000,242	2,633,816	65%
753	6400	Other Operating	839,500		409,210	430,290	49%
<b>REPORT TOTAL</b>			\$8,473,558	\$0	\$5,409,452	\$3,064,106	64%

FUND	FUNCTION	TITLE	AMENDED BUDGET	ENCUMBRANCE	YEAR TO DATE EXPENDITURES	BALANCE AVAILABLE	PERCENTAGE USED
753	41	General Administration	8,473,558		5,409,452	3,064,106	64%
<b>REPORT TOTAL</b>			\$8,473,558	\$0	\$5,409,452	\$3,064,106	64%

**Canutillo Independent School District  
Special Revenue Report  
January 31, 2024**



FUND	PROG. YEAR	PROGRAM TITLE	PROGRAM PERIOD	APPROVED BUDGET	TOTAL EXPENDITURES	ENCUMBRANCES	AVAILABLE BALANCE	ACTUAL SPEND	TARGET SPEND	PROGRAM MANAGER
<b>211</b>	<b>2024</b>	<b>Title I-Part A</b>								
		Title I-Part A Adult Literacy	07/01/2023-09/30/2024	26,000	13,468	0	12,532	52%	58%	M. Reyes
		Title I-Part A Alderete Middle School	07/01/2023-09/30/2024	150,251	71,726	976	77,549	48%	58%	N. Avila
		Title I-Part A Canutillo Elementary	07/01/2023-09/30/2024	161,875	76,824	0	85,051	47%	58%	A. Esparza
		Title I-Part A Canutillo High School	07/01/2023-09/30/2024	349,121	99,211	0	249,910	28%	58%	C. Marrufo
		Title I-Part A Canutillo Middle School	07/01/2023-09/30/2024	156,269	58,517	0	97,752	37%	58%	C. Judge
		Title I-Part A Childress Elementary	07/01/2023-09/30/2024	113,751	28,471	26,013	59,268	48%	58%	M. Varela
		Title I-Part A Curriculum/Instruction	07/01/2023-09/30/2024	0	0	0	0	0%	58%	J. Arrellano
		Title I-Part A Damian Elementary	07/01/2023-09/30/2024	111,864	49,356	2,348	60,161	46%	58%	M. Castillo
		Title I-Part A Davenport Elementary	07/01/2023-09/30/2024	123,632	59,150	321	64,161	48%	58%	G. Montanez
		Title I-Part A District Wide	07/01/2023-09/30/2024	0	0	0	0	0%	58%	J. Arrellano
		Title I-Part A Early College High School	07/01/2023-09/30/2024	68,405	22,837	3,424	42,144	38%	58%	F. Clark
		Title I-Part A External Funding	07/01/2023-09/30/2024	79,467	40,816	0	38,651	51%	58%	J. Melendez
		Title I-Part A Garcia Elementary	07/01/2023-09/30/2024	90,259	31,962	3,887	54,411	40%	58%	M. Alarcon
		Title I-Part A Student Support Division	07/01/2023-09/30/2024	93,668	44,795	2,706	46,168	51%	58%	M. Reyes
<b>211</b>	<b>2024</b>	<b>Title I-Part A</b>		<b>1,524,562</b>	<b>597,131</b>	<b>39,675</b>	<b>887,756</b>	<b>42%</b>	<b>58%</b>	
<b>212</b>	<b>2024</b>	<b>Title I-Part C Migrant</b>								
		Title I-Part C Migrant Academic Language Svcs	07/01/2023-09/30/2024	55,390	19,684	7,777	27,930	50%	58%	N. Silva
		Title I-Part C Migrant Summer School	07/01/2023-09/30/2024	5,000	0	0	5,000	0%	58%	N. Silva
<b>212</b>	<b>2024</b>	<b>Title I-Part C Migrant</b>		<b>60,390</b>	<b>19,684</b>	<b>7,777</b>	<b>32,930</b>	<b>45%</b>	<b>58%</b>	
<b>224</b>	<b>2024</b>	<b>IDEA-Part B Formula</b>								
		IDEA-Part B Formula Alderete Middle School	07/01/2023-09/30/2024	240,000	69,634	0	170,366	29%	58%	E. Moreno
		IDEA-Part B Formula Canutillo Elementary	07/01/2023-09/30/2024	45,000	11,054	0	33,946	25%	58%	E. Moreno
		IDEA-Part B Formula Canutillo High School	07/01/2023-09/30/2024	375,000	158,557	0	216,443	42%	58%	E. Moreno
		IDEA-Part B Formula Canutillo Middle School	07/01/2023-09/30/2024	90,000	60,046	0	29,954	67%	58%	E. Moreno
		IDEA-Part B Formula Childress Elementary	07/01/2023-09/30/2024	45,000	18,311	0	26,689	41%	58%	E. Moreno
		IDEA-Part B Formula Garcia Elementary	07/01/2023-09/30/2024	230,000	109,275	0	120,725	48%	58%	E. Moreno
		IDEA-Part B Formula Special Education Dept.	07/01/2023-09/30/2024	350,000	30,576	2,900	316,524	10%	58%	E. Moreno
<b>224</b>	<b>2024</b>	<b>IDEA-Part B Formula</b>		<b>1,375,000</b>	<b>457,453</b>	<b>2,900</b>	<b>914,647</b>	<b>33%</b>	<b>58%</b>	
<b>225</b>	<b>2024</b>	<b>IDEA-Part B Preschool</b>								
		IDEA-Part B Preschool Special Education Dept.	07/01/2023-09/30/2024	13,000	0	7,339	5,661	56%	58%	E. Moreno
<b>225</b>	<b>2024</b>	<b>IDEA-Part B Preschool</b>		<b>13,000</b>	<b>0</b>	<b>7,339</b>	<b>5,661</b>	<b>56%</b>	<b>58%</b>	
<b>244</b>	<b>2024</b>	<b>Carl Perkins Voc-Ed Grant</b>								
		Carl Perkins Voc-Ed Grant Canutillo High School	07/01/2023-08/15/2024	42,228	30,355	14,214	(2,340)	34%	58%	T.Andrews
		Carl Perkins Voc-Ed Grant Career & Technology Education	07/01/2023-08/15/2024	25,000	4,979	0	20,021	20%	58%	T.Andrews
		Carl Perkins Voc-Ed Grant Early College High School	07/01/2023-08/15/2024	5,064	4,064	44	956	81%	58%	T.Andrews
<b>244</b>	<b>2024</b>	<b>Carl Perkins Voc-Ed Grant</b>		<b>72,292</b>	<b>39,397</b>	<b>14,258</b>	<b>18,637</b>	<b>74%</b>	<b>58%</b>	
<b>255</b>	<b>2024</b>	<b>Title II-Part A Teacher/Principal</b>								
		Title II-Part A Teacher/Principal Alderete Middle	07/01/2023-09/30/2024	7,256	0	0	7,256	0%	58%	J. Arrellano
		Title II-Part A Teacher/Principal Canutillo Elementary	07/01/2023-09/30/2024	6,256	0	0	6,256	0%	58%	J. Arrellano
		Title II-Part A Teacher/Principal Canutillo High School	07/01/2023-09/30/2024	22,597	2,493	0	20,104	11%	58%	J. Arrellano
		Title II-Part A Teacher/Principal Canutillo Middle	07/01/2023-09/30/2024	7,256	0	4,105	3,151	57%	58%	J. Arrellano
		Title II-Part A Teacher/Principal Childress Elementary	07/01/2023-09/30/2024	6,256	0	0	6,256	0%	58%	J. Arrellano
		Title II-Part A Teacher/Principal Curriculum/Instruction	07/01/2023-09/30/2024	162,624	95,388	4,040	63,196	61%	58%	J. Arrellano
		Title II-Part A Teacher/Principal Damian Elementary	07/01/2023-09/30/2024	6,256	2,579	1,686	1,991	68%	58%	J. Arrellano
		Title II-Part A Teacher/Principal Davenport Elementary	07/01/2023-09/30/2024	6,256	0	4,576	1,680	73%	58%	J. Arrellano
		Title II-Part A Teacher/Principal Early College High School	07/01/2023-09/30/2024	31,289	13,817	4,036	13,437	57%	58%	J. Arrellano
		Title II-Part A Teacher/Principal Garcia Elementary	07/01/2023-09/30/2024	6,256	0	2,062	4,194	33%	58%	J. Arrellano
		Title II-Part A Teacher/Principal Reyes Elementary	07/01/2023-09/30/2024	6,256	0	2,148	4,108	34%	58%	J. Arrellano
<b>255</b>	<b>2024</b>	<b>Title II-Part A Teacher/Principal</b>		<b>268,558</b>	<b>114,277</b>	<b>22,653</b>	<b>131,628</b>	<b>51%</b>	<b>58%</b>	
<b>263</b>	<b>2024</b>	<b>Title III-Part A LEP</b>								
		Title III-Part A LEP Academic Language Svcs	07/01/2023-09/30/2024	168,857	54,582	29,737	84,537	50%	58%	N. Silva
		Title III-Part A LEP Academic Language Svcs Summer	07/01/2023-09/30/2024	8,000	0	0	8,000	0%	58%	N. Silva
<b>263</b>	<b>2024</b>	<b>Title III-Part A LEP</b>		<b>176,857</b>	<b>54,582</b>	<b>29,737</b>	<b>92,537</b>	<b>48%</b>	<b>58%</b>	
<b>265</b>	<b>2024</b>	<b>Nita M. Lowey 21st Century Community Learning Centers (CCLC)</b>								
		21st Century CCLC	8/1/2023-07/31/2024	1,369,021	262,850	29,737	1,076,433	21%	58%	Cynthia Corrales
<b>265</b>	<b>2024</b>	<b>Nita M. Lowey</b>		<b>1,369,021</b>	<b>262,850</b>	<b>29,737</b>	<b>1,076,433</b>	<b>21%</b>	<b>58%</b>	
<b>279</b>	<b>2021</b>	<b>TCLAS-Federal</b>								
		TCLAS-Federal	11/12/2021-08/31/2024	1,826,521	1,029,861	20,000	776,660	57%	64%	D. Kerney
<b>279</b>	<b>2021</b>	<b>Instructional Continuity Grant</b>		<b>1,826,521</b>	<b>1,029,861</b>	<b>20,000</b>	<b>776,660</b>	<b>57%</b>	<b>64%</b>	
<b>282</b>	<b>2021</b>	<b>American Rescue Plan-ESSER III</b>								
		ARP-ESSER III	03/01/2020-09/30/2024	10,719,858	9,982,015	40,729	697,114	93%	73%	D. Kerney
<b>282</b>	<b>2021</b>	<b>American Rescue Plan-ESSER III</b>		<b>10,719,858</b>	<b>9,982,015</b>	<b>40,729</b>	<b>697,114</b>	<b>93%</b>	<b>73%</b>	
<b>284</b>	<b>2022</b>	<b>ARP-IDEA Formula</b>								
		ARP-IDEA Formula	07/01/2021-09/30/2023	243,413	216,034	789	26,589	89%	100%	E. Moreno
<b>284</b>	<b>2022</b>	<b>ARP-IDEA Formula</b>		<b>243,413</b>	<b>216,034</b>	<b>789</b>	<b>26,589</b>	<b>89%</b>	<b>100%</b>	
<b>285</b>	<b>2022</b>	<b>ARP-IDEA Preschool</b>								
		ARP-IDEA Preschool	07/01/2021-09/30/2023	12,366	6,729	0	5,637	54%	100%	E. Moreno
<b>285</b>	<b>2022</b>	<b>ARP-IDEA Preschool</b>		<b>12,366</b>	<b>6,729</b>	<b>-</b>	<b>5,637</b>	<b>54%</b>	<b>100%</b>	
<b>289</b>	<b>2024</b>	<b>Federal Special Grant</b>								
		Title IV-Part A SSAEP - Summer School	07/01/2023-09/30/2024	25,000	0	0	25,000	0%	58%	J. Arrellano
		Title IV-Part A SSAEP - Career & Technology Education	07/01/2023-09/30/2024	10,000	786	0	9,214	8%	58%	J. Arrellano
		Title IV-Part A SSAEP - Alderete Middle School	07/01/2023-09/30/2024	4,000	0	0	4,000	0%	58%	J. Arrellano
		Title IV-Part A SSAEP -Canutillo Elementary School	07/01/2023-09/30/2024	2,000	0	0	2,000	0%	58%	J. Arrellano
		Title IV-Part A SSAEP - Canutillo Middle School	07/01/2023-09/30/2024	5,000	950	0	4,050	19%	58%	J. Arrellano
		Title IV-Part A SSAEP -Childress Elementary School	07/01/2023-09/30/2024	2,000	117	0	1,883	6%	58%	J. Arrellano
		Title IV-Part A SSAEP -Curriculum and Instruction	07/01/2023-09/30/2024	30,000	18,117	0	11,883	60%	58%	J. Arrellano

Title IV-Part A SSAEP -Damian ElementarySchool	07/01/2023-09/30/2024	2,000	219	0	1,781	11%	58%	J. Arrellano
Title IV-Part A SSAEP -Davenport Elementary School	07/01/2023-09/30/2024	2,000	245	0	1,755	12%	58%	J. Arrellano
Title IV-Part A SSAEP -Garcia Elementary School	07/01/2023-09/30/2024	2,000	0	0	2,000	0%	58%	J. Arrellano
Title IV-Part A SSAEP - Reyes Elementary School	07/01/2023-09/30/2024	2,000	234	0	1,766	12%	58%	J. Arrellano
Title IV-Part A SSAEP - Student Support Services	07/01/2023-09/30/2024	87,000	9,000	0	78,000	10%	58%	J. Arrellano
<b>289</b>	<b>2024 Federal Grant</b>	<b>173,000</b>	<b>29,668</b>	<b>0</b>	<b>143,332</b>	<b>17%</b>	<b>58%</b>	
<b>410</b>	<b>2024 State Instructional Materials</b>							
State Instructional Materials District Wide		1,075,676	50,852	0	1,024,824	5%	58%	A. Aguilar
<b>410</b>	<b>2024 State Instructional Materials</b>	<b>1,075,676</b>	<b>50,852</b>	<b>0</b>	<b>1,024,824</b>	<b>5%</b>	<b>58%</b>	
<b>410</b>	<b>2022 State Instructional Materials</b>							
State Instructional Materials District Wide		407,482	202,836	0	204,646	50%	79%	A. Aguilar
<b>410</b>	<b>2022 State Instructional Materials</b>	<b>407,482</b>	<b>202,836</b>	<b>0</b>	<b>204,646</b>	<b>50%</b>	<b>79%</b>	
<b>429</b>	<b>2023 State Grants</b>							
LASO Strong Foundation Literacy Framework	03/01/2023-04/30/2025	200,000	147,520	15,000	37,480	81%	40%	J. Arrellano
Strong Foundation Math Framework, Cycle 1	09/14/2022-04/30/2025	93,949	93,607	0	342	100%	52%	J. Arrellano
Dyslexia Grant	11/16/2022-08/31/2023	3,800	0	0	3,800	0%	100%	E. Moreno
Silent Panic Alarm Technology Grant	01/30/2023-06/30/2024	19,047	13,875	0	5,172	73%	76%	J. Arrellano
TCLAS-State	11/12/2021-05/31/2024	252,478	29,389	0	223,089	12%	87%	D. Kerney
Safety Standards Formula Grant	08/01/2023-06/30/2025	335,735	135,990	6,734	193,011	43%	26%	J. Arrellano
<b>429</b>	<b>2023 State Grants</b>	<b>905,009</b>	<b>420,380</b>	<b>21,734</b>	<b>462,894</b>	<b>49%</b>	<b>87%</b>	
<b>487</b>	<b>2022 CREED</b>							
CREED Math and Literacy Grant-Canutillo Middle School	01/01/2023-06/30/2024	225,000	120,222	0	104,778	53%	72%	J. Arrellano
CREED Math and Literacy Grant-Alderete Middle School	01/01/2023-06/30/2024	225,000	107,542	0	117,458	48%	72%	J. Arrellano
<b>487</b>	<b>2022 CREED</b>	<b>450,000</b>	<b>227,764</b>	<b>0</b>	<b>222,236</b>	<b>51%</b>	<b>72%</b>	
<b>Total Expenditures</b>		<b>20,673,005</b>	<b>13,711,515</b>	<b>237,328</b>	<b>6,724,161</b>			

Prepared by: Ricardo Porras  
Reviewed by: Christina Pulley

**JANUARY 31, 2024**

	ACTUAL JULY	ACTUAL August	ACTUAL SEPTEMBER	ACTUAL OCTOBER	ACTUAL NOVEMBER	ACTUAL DECEMBER	ACTUAL JANUARY	PROJECTED FEBRUARY	PROJECTED MARCH	PROJECTED APRIL	PROJECTED MAY	PROJECTED JUNE	TOTALS
<b>GENERAL FUND</b>													
<i>Beginning Cash Balance</i>	\$ 14,797,006	\$ 13,174,464	\$ 10,216,204	11,428,861	\$ 12,378,064	\$ 10,558,147	\$ 16,293,715	\$ 21,076,101	\$ 20,771,069	\$ 16,418,368	\$ 14,075,488	\$ 9,552,897	
<b>RECEIPTS</b>													
Texas Class - M&O Tax Collections	0	0	10,703	74,798	1,026,963	9,679,590	8,908,064	4,200,000	338,000	80,200	0	0	24,318,318
Deposits - Wells Fargo	65,994	166,800	258,435	259,081	457,827	87,736	67,050	67,050	967,050	967,050	967,050	967,050	5,298,175
Texas Class - Interest	17,293	15,335	6,740	2,721	5,232	23,560	64,004	64,004	38,000	38,000	20,000	20,000	314,888
Logic - Interest Income	320	332	325	339	378	343	342	342	342	342	342	342	4,090
Lonestar - Interest Income	34,275	20,660	15,004	28,497	28,417	15,697	3,537	3,537	3,537	3,537	3,537	3,537	163,770
TexPool - Interest Income	48	48	48	50	49	96	51	51	51	51	51	51	643
TexStar - Interest Income	34	35	34	36	35	36	36	36	36	36	36	36	426
State Revenue - Available School Fund	260,633	472,413	186,418	138,677	299,626	140,921	81,461	134,165	171,539	167,225	137,194	137,194	2,327,466
State Revenue - Foundation Fund	2,620,678	3,027,873	6,442,654	5,276,540	2,775,368	0	0	0	0	2,203,747	1,460,034	2,926,261	26,733,155
Other State/Federal Revenue		0	0	0		1,019,512		105,833	105,833	105,833	105,833	105,833	1,548,677
Federal Revenue- Food Service		21,649	0	1,125,904	0	339,363	697,485	491,844	527,345	355,534	177,767	0	3,736,891
<b>Increase in Cash</b>	<b>\$ 2,999,274</b>	<b>3,725,145</b>	<b>6,920,361</b>	<b>6,906,643</b>	<b>4,593,894</b>	<b>11,306,852</b>	<b>9,822,029</b>	<b>5,066,862</b>	<b>2,151,733</b>	<b>3,921,555</b>	<b>2,871,844</b>	<b>4,160,304</b>	<b>64,446,499</b>
<b>DISBURSEMENTS</b>													
Payroll	3,111,509	3,284,080	3,374,614	3,431,100	3,427,837	3,431,661	3,458,306	4,560,000	4,560,000	4,560,000	5,560,000	4,560,000	47,319,106
NM Withholding Tax	5,896	3,697	3,313	4,993	3,703	3,421	3,435						28,458
Life Insurance	13,363	13,221	12,605	12,715	12,752	12,864	12,966						90,487
TRS Payment	592,293	537,191	557,254	592,853	611,908	593,418	604,079						4,088,996
IRS Payment	366,008	388,121	394,209	411,922	397,446	404,720	393,417						2,755,843
Sec 125 Flex Spending	13,595	13,427	12,775	13,294	13,445	26,876	0						93,412
Sec 125 Disbursement/Annuities	104,852	111,609	115,875	113,399	108,992	138,658	81,443						774,828
<b>Payroll Decrease in Cash</b>	<b>\$ 4,207,516</b>	<b>4,351,347</b>	<b>4,470,644</b>	<b>4,580,276</b>	<b>4,576,084</b>	<b>4,611,617</b>	<b>4,553,646</b>	<b>4,560,000</b>	<b>4,560,000</b>	<b>4,560,000</b>	<b>5,560,000</b>	<b>4,560,000</b>	<b>55,151,130</b>
WF General Oper Check Disbursement	437,969	1,642,830	2,322,770	903,703	610,850	941,691	691,382	950,000	950,000	950,000	1,200,000	1,200,000	12,801,196
Payables Cash Disbursements				0									0
American Express / BOA	122,948	55,616	47,378	102,093	58,152	76,880	54,813	54,813	54,813	54,813	54,813	54,813	791,945
Commerce Bank Purchasing Card	151,515	506,287	360,267	136,366	160,633	105,392	258,575	258,575	160,000	160,000	160,000	160,000	2,577,609
Lease/ MTN Payment		1,043,075	0	128,397	0	0	0	109,275	0	0	0	0	1,280,747
Misc Expenditures	5,804	9,254	4,627	2,332	21,310	6,317	34,446	34,446	34,446	34,446	34,446	34,446	256,319
<b>Operating Decrease in Cash</b>	<b>\$ 718,236</b>	<b>3,257,061</b>	<b>2,735,041</b>	<b>1,272,892</b>	<b>850,945</b>	<b>1,130,280</b>	<b>1,039,216</b>	<b>1,407,109</b>	<b>1,199,259</b>	<b>1,199,259</b>	<b>1,449,259</b>	<b>1,449,259</b>	<b>17,707,816</b>
<b>Total Decrease in Cash</b>	<b>\$ 4,925,751</b>	<b>7,608,409</b>	<b>7,205,686</b>	<b>5,853,168</b>	<b>5,427,028</b>	<b>5,741,897</b>	<b>5,592,862</b>	<b>5,967,109</b>	<b>5,759,259</b>	<b>5,759,259</b>	<b>7,009,259</b>	<b>6,009,259</b>	<b>72,858,946</b>
Revenue - Federal Programs LoneStar	1,238,067	264,944	2,276,867	542,493	78,276	1,116,541	1,203,395	2,074,666	265,000	265,000	265,000	265,000	9,855,249
Transfer to/from Debt Service					(168,372)			(109,275)					(277,647)
Transfer to/from Construction													0
Transfer to/from Wells Fargo for Health Ins		1,478,674											1,478,674
Transfer to/from Health Insurance	(934,132)	(818,615)	(778,886)	(646,765)	(646,688)	(645,928)	(650,176)	(650,176)	(650,176)	(650,176)	(650,176)	(650,176)	(8,372,069)
TRS Insurance													0
Additional Health Deficit					(250,000)	(300,000)	0	(720,000)	(360,000)	(120,000)			(1,750,000)
Transfer to/from Food Service													0
<b>Total Other Uses / Transfers</b>	<b>\$ 303,935</b>	<b>925,003</b>	<b>1,497,981</b>	<b>(104,272)</b>	<b>(986,784)</b>	<b>170,613</b>	<b>553,219</b>	<b>595,215</b>	<b>(745,176)</b>	<b>(505,176)</b>	<b>(385,176)</b>	<b>(385,176)</b>	<b>934,207</b>
<b>Net Change in Cash</b>	<b>\$ (1,622,542)</b>	<b>(2,958,260)</b>	<b>1,212,657</b>	<b>949,203</b>	<b>(1,819,918)</b>	<b>5,735,568</b>	<b>4,782,386</b>	<b>(305,032)</b>	<b>(4,352,702)</b>	<b>(2,342,880)</b>	<b>(4,522,591)</b>	<b>(2,234,131)</b>	<b>(7,478,239)</b>
<b>Ending Cash Balance</b>	<b>\$ 13,174,464</b>	<b>10,216,204</b>	<b>11,428,861</b>	<b>12,378,064</b>	<b>10,558,147</b>	<b>16,293,715</b>	<b>21,076,101</b>	<b>20,771,069</b>	<b>16,418,368</b>	<b>14,075,488</b>	<b>9,552,897</b>	<b>7,318,767</b>	

	ACTUAL JULY	ACTUAL August	PROJECTED SEPTEMBER	PROJECTED OCTOBER	PROJECTED NOVEMBER	PROJECTED DECEMBER	PROJECTED JANUARY	PROJECTED FEBRUARY	PROJECTED MARCH	PROJECTED APRIL	PROJECTED MAY	PROJECTED JUNE	TOTALS
<b>DEBT SERVICE FUND</b>													
<i>Beginning Cash Balance in Bank</i>	\$ 12,987,665	\$ 13,046,327	\$ 10,951,652	10,997,733	\$ 11,085,224	\$ 11,841,287	\$ 16,995,053	\$ 14,855,743	\$ 12,719,947	\$ 12,869,664	\$ 12,921,206	\$ 12,960,836	
<b>RECEIPTS</b>													
Transfer In			3,984	36,761	168,372	5,088,481	4,680,984	1,880,543	127,955	29,779	17,867	10,720	0
I&S Tax Collections- Texas Class	0				534,847								12,045,447
State Revenue			-	-	6,230	6,808	6,763	6,763	6,763	6,763	6,763	6,763	534,847
Lone Star- Interest	5,565	5,758	5,651	5,898	46,613	58,477	71,772	15,000	15,000	15,000	15,000	15,000	76,485
Texas Class-Interest Income	53,097	44,858	43,986	46,032	46,613	58,477	71,772	15,000	15,000	15,000	15,000	15,000	439,835
<b>Increase in Cash</b>	\$ 58,662	\$ 50,616	\$ 53,621	\$ 88,691	\$ 756,063	\$ 5,153,766	\$ 4,759,518	\$ 1,902,306	\$ 149,717	\$ 51,542	\$ 39,630	\$ 32,483	\$ 13,096,615
<b>DISBURSEMENTS</b>													
Transfer out													0
Principal Bond		1,055,000					6,805,133	3,095,000					10,955,133
Interest		1,088,626						942,502					2,031,128
Debt Fees		1,665	7,540	1,200			93,694	600					104,699
<b>Decrease in Cash</b>	\$ 0	\$ 2,145,291	\$ 7,540	\$ 1,200	\$ 0	\$ 0	\$ 6,898,828	\$ 4,038,102	\$ 0	\$ 0	\$ 0	\$ 0	\$ 13,090,961
<b>Net Change in Cash</b>	\$ 58,662	\$ (2,094,675)	\$ 46,081	\$ 87,491	\$ 756,063	\$ 5,153,766	\$ (2,139,310)	\$ (2,135,796)	\$ 149,717	\$ 51,542	\$ 39,630	\$ 32,483	\$ 5,654
<i>Ending Cash Balance</i>	\$ 13,046,327	\$ 10,951,652	\$ 10,997,733	\$ 11,085,224	\$ 11,841,287	\$ 16,995,053	\$ 14,855,743	\$ 12,719,947	\$ 12,869,664	\$ 12,921,206	\$ 12,960,836	\$ 12,993,319	
<b>FOOD SERVICE FUND</b>													
<i>Beginning Cash Balance in Bank</i>	\$ 2,791,587	\$ 2,802,396	\$ 2,818,028	2,833,626	\$ 2,847,841	\$ 2,864,281	\$ 2,877,750	\$ 2,893,095	\$ 2,908,441	\$ 2,923,787	\$ 2,939,132	\$ 2,954,478	
<b>RECEIPTS</b>													
Wells Fargo- Cash Food Service	335	4,795	4,963	3,114	5,558	2,180	4,130	4,130	4,130	4,130	4,130	4,130	45,728
Transfer In													0
LoneStar - Interest	10,474	10,837	10,635	11,101	10,882	11,288	11,215	11,215	11,215	11,215	11,215	11,215	132,509
Miscellaneous Income													0
<b>Increase in Cash</b>	\$ 10,809	\$ 15,632	\$ 15,598	\$ 14,215	\$ 16,440	\$ 13,469	\$ 15,346	\$ 15,346	\$ 15,346	\$ 15,346	\$ 15,346	\$ 15,346	\$ 178,237
<b>DISBURSEMENTS</b>													
Food													0
Miscellaneous Exp													0
Trasfer out													0
<b>Decrease in Cash</b>	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0
<b>Net Change in Cash</b>	\$ 10,809	\$ 15,632	\$ 15,598	\$ 14,215	\$ 16,440	\$ 13,469	\$ 15,346	\$ 15,346	\$ 15,346	\$ 15,346	\$ 15,346	\$ 15,346	\$ 178,237
<i>Ending Cash Balance in Bank</i>	\$ 2,802,396	\$ 2,818,028	\$ 2,833,626	\$ 2,847,841	\$ 2,864,281	\$ 2,877,750	\$ 2,893,095	\$ 2,908,441	\$ 2,923,787	\$ 2,939,132	\$ 2,954,478	\$ 2,969,824	
<b>HEALTH INSURANCE FUND</b>													
<i>Beginning Cash Balance in Bank</i>	\$ 1,491,696	\$ 1,774,604	\$ 54,371	147,452	\$ (43,377)	\$ 41,964	\$ 246,601	\$ 280,105	\$ 313,609	\$ 357,114	\$ 390,618	\$ 424,122	
<b>RECEIPTS</b>													
Transfer from General Fund- Premium	934,132	818,615	778,886	646,765	646,688	645,928	650,176	650,176	650,176	650,176	650,176	650,176	8,372,069
Transfer In From General Fund Over					250,000	300,000	0	720,000	360,000	120,000	0	0	1,750,000
LoneStar - Interest	6,707	3,571	16	17	17	17	17	17	17	17	17	17	10,449
<b>Increase in Cash</b>	\$ 940,839	\$ 822,186	\$ 778,902	\$ 646,782	\$ 896,704	\$ 945,945	\$ 650,193	\$ 1,370,193	\$ 1,010,193	\$ 770,193	\$ 650,193	\$ 650,193	\$ 10,132,518
<b>DISBURSEMENTS</b>													
<b>Transfer out to Wells Fargo</b>		<b>1,478,674</b>											
Admin Fees	112,788	121,514	101,464	109,362	115,290	108,764	107,492	107,492	107,492	107,492	107,492	107,492	1,314,134
Claims	545,142	942,231	584,357	728,249	696,073	632,545	509,197	509,197	509,197	509,197	509,197	509,197	7,183,779
TRS Premiums								720,000	350,000	120,000			1,190,000
<b>Decrease in Cash</b>	\$ 657,931	\$ 2,542,419	\$ 685,821	\$ 837,611	\$ 811,363	\$ 741,309	\$ 616,689	\$ 1,336,689	\$ 966,689	\$ 736,689	\$ 616,689	\$ 616,689	\$ 11,166,587
<b>Net Change in Cash</b>	\$ 282,908	\$ (1,720,233)	\$ 93,081	\$ (190,829)	\$ 85,341	\$ 204,637	\$ 33,504	\$ 33,504	\$ 43,504	\$ 33,504	\$ 33,504	\$ 33,504	\$ (1,034,069)
<i>Ending Cash Balance</i>	\$ 1,774,604	\$ 54,371	\$ 147,452	\$ (43,377)	\$ 41,964	\$ 246,601	\$ 280,105	\$ 313,609	\$ 357,114	\$ 390,618	\$ 424,122	\$ 457,627	

	ACTUAL JULY	ACTUAL August	ACTUAL SEPTEMBER	ACTUAL OCTOBER	ACTUAL NOVEMBER	ACTUAL DECEMBER	ACTUAL JANUARY	ACTUAL FEBRUARY	ACTUAL MARCH	ACTUAL APRIL	ACTUAL MAY	ACTUAL JUNE	TOTALS
<b>CONSTRUCTION SERVICE FUND</b>													
<i>Beginning Cash Balance in Bank</i>	\$ 17,930	\$ 18,011	\$ 18,095	18,177	\$ 18,263	\$ 18,348	\$ 18,435	\$ 18,522	\$ 18,586	\$ 18,658	\$ 18,730	\$ 18,803	
<b>RECEIPTS</b>													
Lone Star-Construction Interest	19	20	19	20	20	20	20	15	17	17	17	17	220
Lone Star-Construction 2013 Interest	62	64	63	66	65	67	67	49	55	56	56	56	725
Logic Const 2013-Interest	0												0
<b>Increase in Cash</b>	\$ 81	84	82	86	84	87	87	64	72	73	73	73	945
<b>DISBURSEMENTS</b>													
Construction Payments													0
Transfer to/from General Fund													0
Miscellaneous													0
<b>Decrease in Cash</b>	\$ 0	0	0	0	0	0	0	0	0	0	0	0	0
<b>Net Change in Cash</b>	\$ 81	84	82	86	84	87	87	64	72	73	73	73	945
<i>Ending Cash Balance in Bank</i>	\$ 18,011	18,095	18,177	18,263	18,348	18,435	18,522	18,586	18,658	18,730	18,803	18,875	

**Canutillo Independent School District  
Analysis of Tax Collection  
January 31, 2024**

<i>FUND</i>	<i>OBJECT</i>	<i>DESCRIPTION</i>	<i>TAX DEPOSITS</i>
199	5711	Current Year Taxes	9,171,270
	5712	Prior Year Taxes	11,143
	5719	Penalty & Interest	10,431
TOTAL DEPOSITS TO FUND 199			9,192,843
599	5711	Current Year Taxes	4,823,810
	5712	Prior Year Taxes	3,708
	5719	Penalty & Interest	3,443
TOTAL DEPOSITS TO FUND 599			4,830,961
<b>GRAND TOTAL</b>			<b>14,023,804</b>

Reviewed by: Cristina Pulley  
Prepared by: Leticia Ekery

**Canutillo Independent School District  
M & O and I & S Comparative Tax Collection Report  
January 31, 2024**

	FISCAL YEAR 2021-2022	CUMULATIVE % PER MONTH	FISCAL YEAR 2022-2023	CUMULATIVE % PER MONTH	FISCAL YEAR 2023-2024	CUMULATIVE % PER MONTH	AVERAGE
Total Collections Budgeted M&O and I&S	\$ 37,081,061		\$ 41,769,414		45,117,964		
Taxes Collected as of:							
July	(121,843)	-0.33%	(198,137)	-0.47%	26,822	0.06%	(97,719)
August	96,671	-0.07%	150,255	-0.11%	34,370	0.14%	93,765
September	62,671	0.10%	57,155	0.02%	(7,555)	0.12%	37,424
October	250,066	0.78%	630,364	1.53%	653,064	1.57%	511,165
November	1,942,000	6.01%	2,057,522	6.46%	1,340,235	4.54%	1,779,919
December	19,220,368	57.85%	22,140,609	59.46%	17,142,689	42.53%	19,501,222
January	9,135,461	82.48%	11,870,804	87.88%	14,023,804	73.61%	11,676,689
February	6,406,467	99.76%	4,049,994	97.58%			
March	640,246	101.49%	436,202	98.62%			
April	123,266	101.82%	(284,103)	97.94%			
May	(219,690)	101.23%	219,909	98.47%			
June	206,533	101.78%	(168,509)	98.07%			
Total Collections to Date	\$ 37,742,215		\$ 40,962,064		33,213,429		
Balance of Taxes Due	(661,154)		807,350		11,904,535		
Percent Collected to Date	101.78%		98.07%		73.61%		

Reviewed by: Cristina Pulley  
Prepared by: Leticia Ekery

**Canutillo Independent School District  
Fiscal Year Revenue and Expense Report  
Health Care Fund - 753  
As January 31, 2024**

	<b>FY 2021-2022</b>	<b>FY 2022-2023</b>	<b>CURRENT YEAR FY 2023-2024</b>
Health Premiums	\$ 8,045,163	\$ 8,238,730	\$ 4,470,004
Earnings from Investments	6,809	58,567	10,363
Total Revenues	\$ 8,051,972	\$ 8,297,297	\$ 4,480,367
Health Claims Paid	\$ 8,034,812	\$ 8,204,143	\$ 4,578,905
Stop/Loss Coverage	825,478	888,390	349,316
Administration/Misc Fees	655,814	561,968	481,231
Total Expenses	\$ 9,516,104	\$ 9,654,501	\$ 5,409,452
Year to Date Balance	<b>\$ (1,464,132)</b>	<b>\$ (1,357,204)</b>	<b>\$ (929,085)</b>
Transfer In from General Fund	-	1,000,000	-
	<b>\$ (1,464,132)</b>	<b>\$ (357,204)</b>	<b>\$ (929,085)</b>

**Year Ended Balance:**

FY 2024 Estimated Fund Balance	\$ (483,879)
FY 2023 Fund Balance	\$ 445,206
FY 2022 Fund Balance	\$ 802,410
Minimum Target Reserve	\$ 1,535,604

Prepared by: Yvonne Coupland  
Reviewed by: Cristina Pulley



## CISD STUDENT ATTENDANCE RATE 2023-2024

### Elementary Campuses

CAMPUS		1 <sup>ST</sup> 9WKS	2 <sup>ND</sup> 9WKS	3 <sup>RD</sup> 9WKS	4 <sup>TH</sup> 9WKS	SNAPSHOT DAY OCT 27	Cumulative per campus
		7/31-9/29/23	10/16-12/15/23	1/03-3/01/24	3/18-5/30/24		
BCE	(104)	96.33%	94.87%			94.14%	95.66%
CES	(101)	96.77%	95.42%			95.09%	96.14%
DDE	(102)	96.55%	95.67%			98.81%	96.12%
GES	(105)	96.39%	94.34%			94.48%	95.40%
JDE	(103)	96.15%	93.72%			93.55%	94.97%
RES	(106)	97.41%	95.13%			96.78%	96.30%

**ADA STATE REPORTED ABSENCES**

### Secondary Campuses

CAMPUS		1 <sup>ST</sup> 9WKS	2 <sup>ND</sup> 9WKS	3 <sup>RD</sup> 9WKS	4 <sup>TH</sup> 9WKS	SNAPSHOT DAY OCT 27	Cumulative per campus
		7/31-9/29/23	10/16-12/15/23	1/03-3/01/24	3/18-5/30/24		
AMS	(042)	96.77%	95.03%			94.84%	95.94%
CMS	(041)	96.32%	94.71%			94.17%	95.50%
NWECHS	(003)	97.50%	97.07%			97.58%	97.12%
CHS	(001)	95.69%	95.09%			92.45%	95.34%

**DISTRICT PER 9WKS: 96.41%**

**95.05%**

**94.54%**

**DISTRICT-CUMULATIVE: 95.73%**

# 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)*

*CPullay*

*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):



# CANUTILLO A Premier District

To: Board of Trustees  
Dr. Pedro Galaviz, Superintendent

Through: Martha E. Piekarski, Chief Business Officer

From: Cristina Pulley, Executive Director of Financial Service

Date: February 2, 2024

Subject: Quarterly Investment Report for December 31, 2023

This investment report for the Canutillo Independent School District, for the quarter ending December 31, 2023, is in full compliance with the Investment Policy and strategy as established for the District per the Public Funds Investment Act (Chapter 2256). The Public Funds Investment Act requires quarterly reporting of investment activity, balances (both book and market values) and presentation to the Board of Trustees.

The investment objectives of safety, liquidity, and maturity levels that are sufficient to meet anticipated cash requirements is what drives the investment activity. For fiscal year 2023-2024, the District will maintain its investments in governmental investment pools and fixed term maturities with Logic, Lone Star, Texas Class, TexPool, and TexSTAR. The portfolio within these investment pools includes Money Markets, Commercial Paper, U.S. Treasury Securities, Government Obligations, and Repurchase Agreements.

During the second quarter, the District's total investment of \$31,752,352 was invested at an average interest yield of 5.49% which resulted in interest income of \$309,027. Operating Fund investments of \$12.412 million generated interest revenue of \$105,391. Of the total investments, 39.09% were held in the Operating Fund due to the daily withdrawals needed to cover cash disbursements. The Debt Service Fund totaled 53.39% of the investments with an increase from \$10.956 million to \$16.954 million due to collections of property tax revenues. Similarly, the Health Insurance Fund increased by fifty-one dollars due to accrued interest.

At the end of the quarter, the investment rates in the equity markets and the investment ratings for all five investment pools were rated "AAA." As the district's investment officers, we will continue to seek investment opportunities after investment safety, liquidity, and maturity are considered. The investment portfolio meets both the Public Funds Investment Act and the Board's investment policy requirements.

*M E Piekarski*

---

Martha E. Piekarski, Chief Business Officer

*Cristina Pulley*

---

Cristina Pulley, Executive Director of Financial Services

*Yvonne B. Coupland*

---

Yvonne Coupland, Accountant

*Leticia Ekery*

---

Leticia Ekery, Accountant

7965 Artcraft | El Paso, TX 79932  
915.877.7400 | [www.canutillo-isd.org](http://www.canutillo-isd.org)

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**Canutillo Independent School District  
Quarterly Summary of Investments  
December 31, 2023**

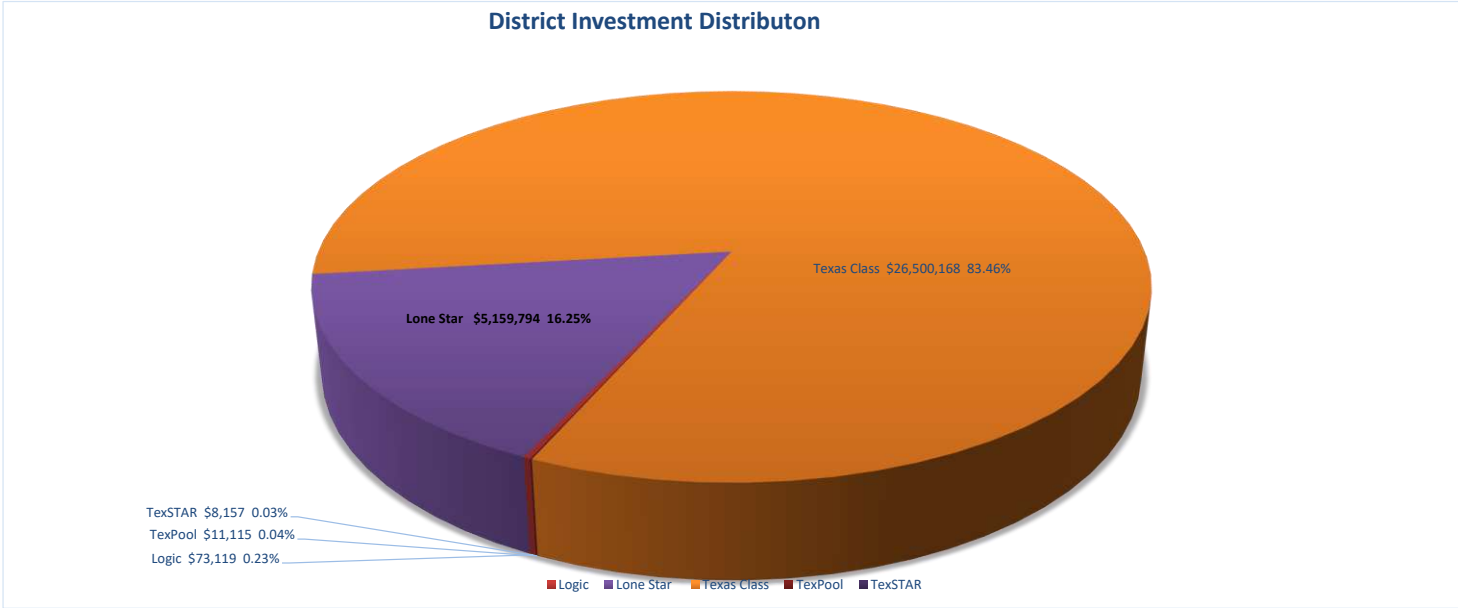
Description	Maturity Date	Current Month Interest Rate	12/31/2023 Book Value	12/31/2023 Market Value	9/30/2023 Book Value	9/30/2023 Market Value	Quarterly Accrued Interest	Book Value Increase/Decrease
<b>Operating Fund</b>								
Logic	On Demand	5.5411%	\$ 73,119	\$ 73,137	\$ 72,106	\$ 72,096	\$ 1,991	\$ 1,041
Lone Star Corporate	On Demand	5.6100%	1,348,223	1,348,223	6,341,538	6,341,538	142,550	(4,993,315)
Texas Class	On Demand	5.5744%	10,971,940	10,971,940	540,441	540,441	70,881	10,431,499
TexPool	On Demand	5.3724%	11,115	11,115	10,921	10,921	293	194
TexSTAR	On Demand	5.3378%	7,980	7,978	7,873	7,873	209	105
<b>Subtotal</b>		<b>5.4871%</b>	<b>\$ 12,412,376</b>	<b>\$ 12,412,393</b>	<b>\$ 6,972,879</b>	<b>\$ 6,972,869</b>	<b>\$ 215,924</b>	<b>\$ 5,439,524</b>
<b>Debt Service Fund</b>								
Lone Star Corporate	On Demand	5.6100%	\$ 1,425,650	\$ 1,425,650	\$ 1,238,346	\$ 1,238,346	\$ 35,906	\$ 187,304
Texas Class	On Demand	5.5744%	15,528,228	15,528,228	9,718,218	9,718,218	293,064	5,810,010
TexSTAR	On Demand	5.3378%	178	178	175	175	5	2
<b>Subtotal</b>		<b>5.5074%</b>	<b>\$ 16,954,056</b>	<b>\$ 16,954,055</b>	<b>\$ 10,956,739</b>	<b>\$ 10,956,739</b>	<b>\$ 328,975</b>	<b>\$ 5,997,316</b>
<b>Food Service Fund</b>								
Lone Star Corporate	On Demand	5.6100%	\$ 2,363,976	\$ 2,363,976	\$ 2,330,705	\$ 2,330,705	\$ 65,218	\$ 33,271
<b>Health Insurance Fund</b>								
Lone Star Corporate	On Demand	5.6100%	\$ 3,639	\$ 3,639	\$ 3,588	\$ 3,588	\$ 10,346	\$ 51
<b>Construction Fund</b>								
Lone Star 2011	On Demand	5.6100%	4,263	4,263	4,203	4,203	118	60
Lonestar 2013	On Demand	5.6100%	14,042	14,042	13,844	13,844	387	198
<b>Subtotal</b>		<b>5.6100%</b>	<b>\$ 18,305</b>	<b>\$ 18,305</b>	<b>\$ 18,047</b>	<b>\$ 18,047</b>	<b>\$ 505</b>	<b>\$ 258</b>
<b>Total Investments</b>		<b>5.5649%</b>	<b>\$ 31,752,352</b>	<b>\$ 31,752,369</b>	<b>\$ 20,281,958</b>	<b>\$ 20,281,948</b>	<b>\$ 620,968</b>	<b>\$ 11,470,421</b>

Portfolio Weighted Average Maturity						S&P Credit
Asset	Book Value	Days to Maturity	Weighted Average Maturity (WAM)	Maturity Date of Each Asset		Ratings as of: 12/31/2023
Logic	73,119	1	0.002	12/1/2023	Liquid pool, due on demand	AAAm
Lone Star	5,159,794	1	0.163	12/1/2023	Liquid pool, due on demand	AAA+/S1+
Texas Class	26,500,168	1	0.835	12/1/2023	Liquid pool, due on demand	AAAm
TexPool	11,115	1	0.000	12/1/2023	Liquid pool, due on demand	AAAm
TexSTAR	8,157	1	0.000	12/1/2023	Liquid pool, due on demand	AAAm
	<b>\$ 31,752,352</b>		<b>1.000</b>			

**Canutillo Independent School District  
 Quarterly Summary of Investments  
 December 31, 2023**

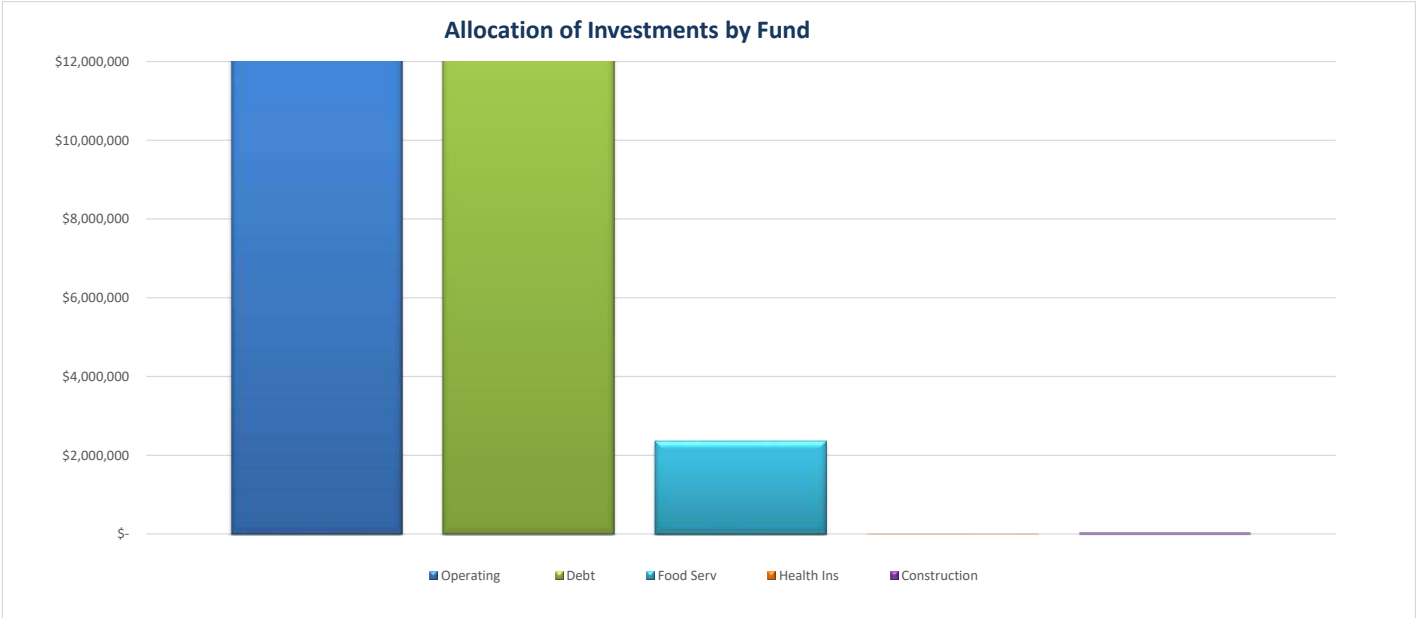
AAA is the highest Issuer Credit Rating assigned by Standar & Poor's  
 (m is for Money Market, f is for Fund, and S1+designates low volatility)

Investment	Amount	Percentage
Logic	\$ 73,119	0.23%
Lone Star	\$ 5,159,794	16.25%
Texas Class	\$ 26,500,168	83.46%
TexPool	\$ 11,115	0.04%
TexSTAR	\$ 8,157	0.03%
<b>Total</b>	<b>\$ 31,752,352</b>	<b>100.00%</b>



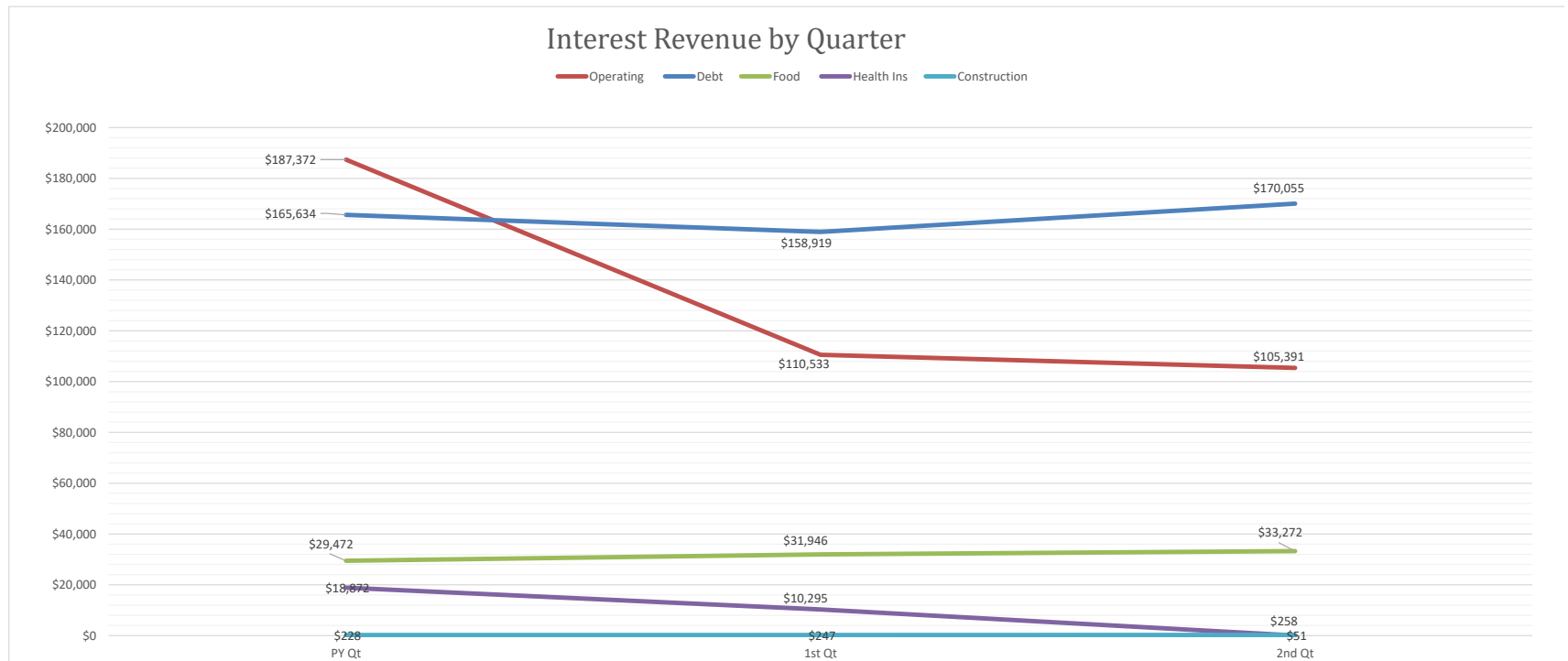
**Canutillo Independent School District  
Quarterly Summary of Investments  
December 31, 2023**

Fund	Amount	Percentage
Operating	\$ 12,412,376	39.09%
Debt	\$ 16,954,056	53.39%
Food Serv	\$ 2,363,976	7.45%
Health Ins	\$ 3,639	0.01%
Construction	\$ 18,305	0.06%
<b>Total</b>	<b>\$ 31,752,352</b>	<b>100.00%</b>



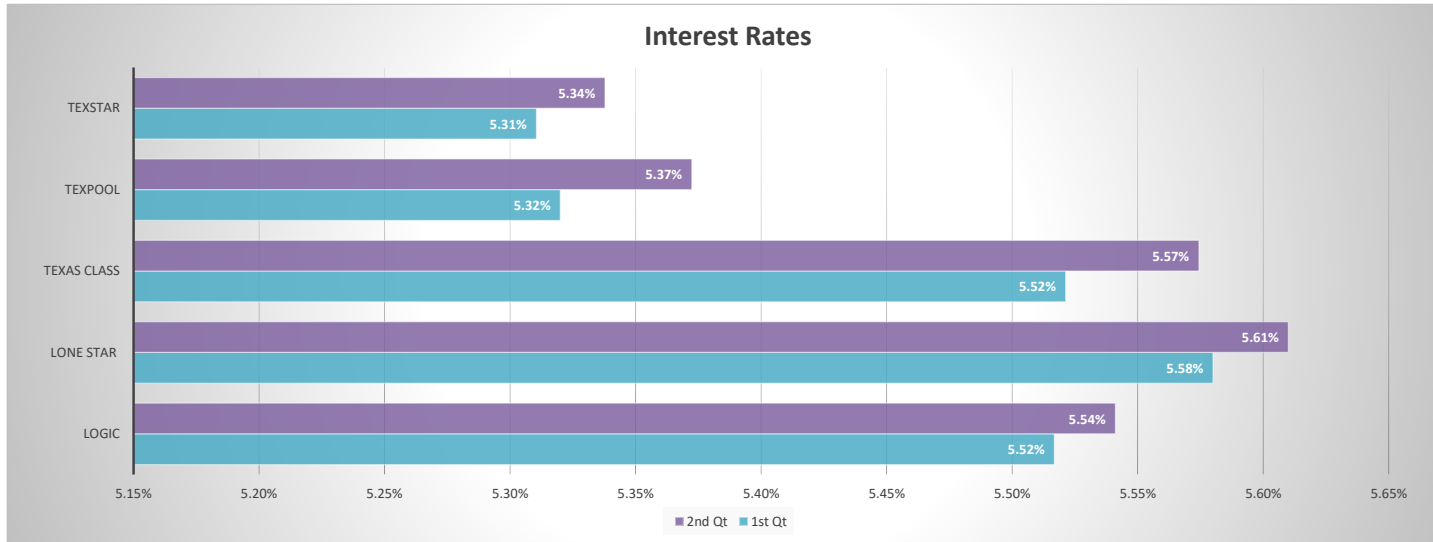
**Canutillo Independent School District  
Quarterly Summary of Investments  
December 31, 2023**

Interest	PY Qt	1st Qt	2nd Qt	3rd Qt	4th Qt
Operating	\$ 187,372	\$ 110,533	\$ 105,391	\$ -	\$ -
Debt	\$ 165,634	\$ 158,919	\$ 170,055	\$ -	\$ -
Food	\$ 29,472	\$ 31,946	\$ 33,272	\$ -	\$ -
Health Ins	\$ 18,872	\$ 10,295	\$ 51	\$ -	\$ -
Construction	\$ 228	\$ 247	\$ 258	\$ -	\$ -
<b>Total</b>	<b>\$ 401,578</b>	<b>\$ 311,941</b>	<b>\$ 309,027</b>	<b>\$ -</b>	<b>\$ -</b>



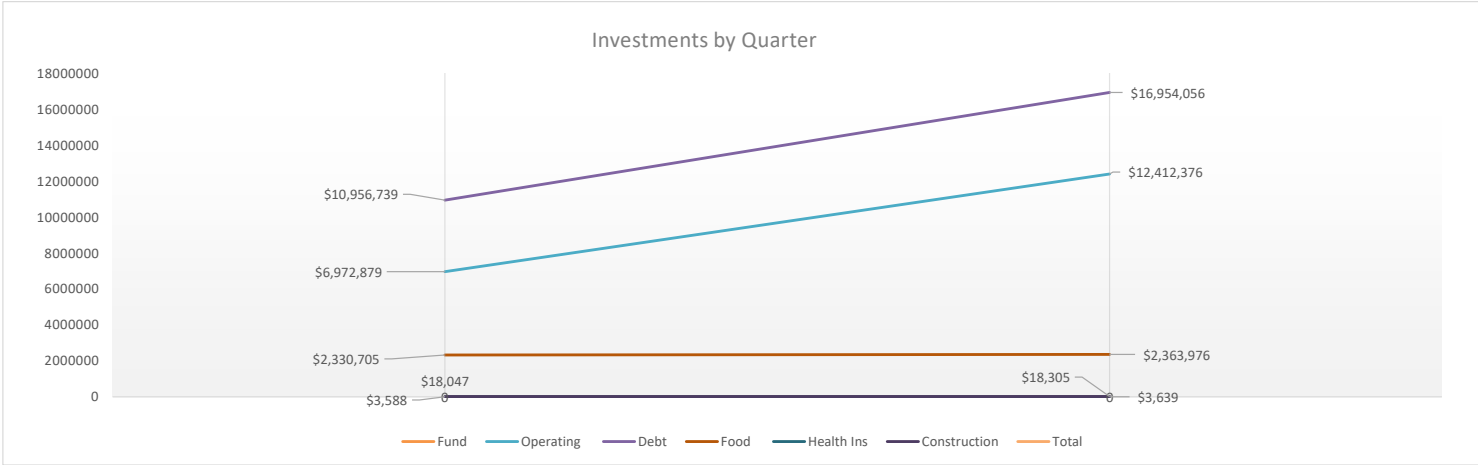
**Canutillo Independent School District  
Quarterly Summary of Investments  
December 31, 2023**

Investment	1st Qt	2nd Qt	3rd Qt	4th Qt
Logic	5.52%	5.54%		
Lone Star	5.58%	5.61%		
Texas Class	5.52%	5.57%		
TexPool	5.32%	5.37%		
TexSTAR	5.31%	5.34%		
<b>Average</b>	<b>5.45%</b>	<b>5.49%</b>		



**Canutillo Independent School District  
 Quarterly Summary of Investments  
 December 31, 2023**

Fund	1st Qt	2nd Qt	3rd Qt	4th Qt
Operating	\$ 6,972,879	\$ 12,412,376	\$ -	\$ -
Debt	\$ 10,956,739	\$ 16,954,056	\$ -	\$ -
Food	\$ 2,330,705	\$ 2,363,976	\$ -	\$ -
Health Ins	\$ 3,588	\$ 3,639	\$ -	\$ -
Construction	\$ 18,047	\$ 18,305	\$ -	\$ -
<b>Total</b>	<b>\$ 20,281,958</b>	<b>\$ 31,752,352</b>	<b>\$ -</b>	<b>\$ -</b>



**SIGNATURE CERTIFICATE**



**REFERENCE NUMBER**

510BF550-2012-4630-88E7-C1CD4B98064F

**TRANSACTION DETAILS**

**Reference Number**  
510BF550-2012-4630-88E7-C1CD4B98064F

**Transaction Type**  
Signature Request

**Sent At**  
02/12/2024 15:41 EST

**Executed At**  
02/13/2024 16:36 EST

**Identity Method**  
email

**Distribution Method**  
email

**Signed Checksum**  
2edfe056d069a38581bd7423dbfe74be48a1add89ad54425e517a9f0bdb20be5

**Signer Sequencing**  
Disabled

**Document Passcode**  
Disabled

**DOCUMENT DETAILS**

**Document Name**  
2cnd Qtr Report Narrative - 12 31 2023

**Filename**  
2cnd\_Qtr\_Report\_Narrative\_-\_12\_31\_2023.pdf

**Pages**  
7 pages



**Content Type**  
application/pdf

**File Size**  
407 KB

**Original Checksum**  
0dd6030666e9bb35c0314b7cd6d0f5fc52b94ba9b3b7d6b0948bc172ad61bf25

**SIGNERS**

SIGNER	E-SIGNATURE	EVENTS
<p><b>Name</b> Martha Piekarski</p> <p><b>Email</b> mpiekarski@canutillo-isd.org</p> <p><b>Components</b> 1</p>	<p><b>Status</b> signed</p> <p><b>Multi-factor Digital Fingerprint Checksum</b> bc12de2a654fcadf2ab197902dff9d9b500c58d5a69116e1a4d9f4984dceb1a8</p> <p><b>IP Address</b> 174.205.230.253</p> <p><b>Device</b> Chrome Mobile via Android</p> <p><b>Typed Signature</b> </p> <p><b>Signature Reference ID</b> F1A1CEDB</p>	<p><b>Viewed At</b> 02/13/2024 16:35 EST</p> <p><b>Identity Authenticated At</b> 02/13/2024 16:36 EST</p> <p><b>Signed At</b> 02/13/2024 16:36 EST</p>
<p><b>Name</b> Leticia Ekery</p> <p><b>Email</b> lekery@canutillo-isd.org</p> <p><b>Components</b> 1</p>	<p><b>Status</b> signed</p> <p><b>Multi-factor Digital Fingerprint Checksum</b> 8b685d27d1c24f17ab3b6120c7c25deb2f275fff5095b3c5770b98df0e3af187</p> <p><b>IP Address</b> 70.125.228.98</p> <p><b>Device</b> Chrome via Windows</p> <p><b>Typed Signature</b> </p> <p><b>Signature Reference ID</b> 5E102234</p>	<p><b>Viewed At</b> 02/12/2024 15:51 EST</p> <p><b>Identity Authenticated At</b> 02/12/2024 15:58 EST</p> <p><b>Signed At</b> 02/12/2024 15:58 EST</p>

SIGNER	E-SIGNATURE	EVENTS
<b>Name</b> Cristina Pulley <b>Email</b> cpulley@canutillo-isd.org <b>Components</b> 1	<b>Status</b> signed <b>Multi-factor Digital Fingerprint Checksum</b> 5252e01f8f6f04bcb22cfe31ef3aa87a69dfe117a79400fc505a4c879ec4ea2d <b>IP Address</b> 70.125.228.98 <b>Device</b> Chrome via Windows <b>Typed Signature</b>  <b>Signature Reference ID</b> 6A372953	<b>Viewed At</b> 02/12/2024 15:52 EST <b>Identity Authenticated At</b> 02/12/2024 15:53 EST <b>Signed At</b> 02/12/2024 15:53 EST
<b>Name</b> Yvonne Coupland <b>Email</b> ycoupland@canutillo-isd.org <b>Components</b> 1	<b>Status</b> signed <b>Multi-factor Digital Fingerprint Checksum</b> cd59c7a83985a33d5bea65beafd0584f74d5a97bc932d7b016b2b66f2142e6fe <b>IP Address</b> 70.125.228.98 <b>Device</b> Chrome via Windows <b>Typed Signature</b>  <b>Signature Reference ID</b> 25E735BD	<b>Viewed At</b> 02/12/2024 15:41 EST <b>Identity Authenticated At</b> 02/12/2024 15:41 EST <b>Signed At</b> 02/12/2024 15:41 EST

## AUDITS

TIMESTAMP	AUDIT
02/12/2024 15:41 EST	CISD Finance Department (finance@canutillo-isd.org) created document '2cnd_Qtr_Report_Narrative_-_12_31_2023.pdf' on Chrome via Windows from 70.125.228.98.
02/12/2024 15:41 EST	Leticia Ekery (lekery@canutillo-isd.org) was emailed a link to sign.
02/12/2024 15:41 EST	Yvonne Coupland (ycoupland@canutillo-isd.org) was emailed a link to sign.
02/12/2024 15:41 EST	Cristina Pulley (cpulley@canutillo-isd.org) was emailed a link to sign.
02/12/2024 15:41 EST	Martha Piekarski (mpiekarski@canutillo-isd.org) was emailed a link to sign.
02/12/2024 15:41 EST	Yvonne Coupland (ycoupland@canutillo-isd.org) viewed the document on Chrome via Windows from 70.125.228.98.
02/12/2024 15:41 EST	Yvonne Coupland (ycoupland@canutillo-isd.org) authenticated via email on Chrome via Windows from 70.125.228.98.
02/12/2024 15:41 EST	Yvonne Coupland (ycoupland@canutillo-isd.org) signed the document on Chrome via Windows from 70.125.228.98.
02/12/2024 15:51 EST	Leticia Ekery (lekery@canutillo-isd.org) viewed the document on Chrome via Windows from 70.125.228.98.
02/12/2024 15:52 EST	Cristina Pulley (cpulley@canutillo-isd.org) viewed the document on Chrome via Windows from 70.125.228.98.
02/12/2024 15:53 EST	Cristina Pulley (cpulley@canutillo-isd.org) authenticated via email on Chrome via Windows from 70.125.228.98.
02/12/2024 15:53 EST	Cristina Pulley (cpulley@canutillo-isd.org) signed the document on Chrome via Windows from 70.125.228.98.
02/12/2024 15:58 EST	Leticia Ekery (lekery@canutillo-isd.org) authenticated via email on Chrome via Windows from 70.125.228.98.
02/12/2024 15:58 EST	Leticia Ekery (lekery@canutillo-isd.org) signed the document on Chrome via Windows from 70.125.228.98.
02/12/2024 16:21 EST	Martha Piekarski (mpiekarski@canutillo-isd.org) viewed the document on Chrome via Windows from 174.231.19.252.
02/13/2024 16:30 EST	Martha Piekarski (mpiekarski@canutillo-isd.org) was emailed a reminder.
02/13/2024 16:35 EST	Martha Piekarski (mpiekarski@canutillo-isd.org) viewed the document on Chrome Mobile via Android from 174.205.230.253.
02/13/2024 16:36 EST	Martha Piekarski (mpiekarski@canutillo-isd.org) authenticated via email on Chrome Mobile via Android from 174.205.230.253.
02/13/2024 16:36 EST	Martha Piekarski (mpiekarski@canutillo-isd.org) signed the document on Chrome Mobile via Android from 174.205.230.253.

# Board of Trustees

## Executive Summary of Board Agenda Item

Meeting Date: Feb 27, 2024

Subject/Title for Agenda Posting: Board Acceptance of the January 2024 Donations Report

Justification Statement: Presentation for your review and acceptance of the January 2024 Donations Report.

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

Staff Responsible: Cristina Pulley

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*Signature of Requester(s)* Cristina Pulley *Cristina Pulley* 02/09/2024

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*Signature of Presenter(s)* Elizabeth B. Sida *Elizabeth Sida* 2/9/2024  
*Business Services Approval (Initials)* *Date*

### Agenda Summary:

The Financial Services Department presents the following donations report for donations reported to Finance in January 2024. This report also includes on-line donations.

RECOMMENDATION: Administration recommends that the Board accept the January 2024 Donations Report as presented.

PRIOR BOARD ACTION: Yes AWARDED: N/A AWARDED AMOUNT: N/A  
1/23/2024

AMOUNT(S): \$7,845.36

ACCOUNT NO(S):  
N/A

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

REQUESTING DEPARTMENT:  
N/A

CONSEQUENCES OF NON-APPROVAL:  
N/A

IMPLEMENTATION TIMELINE:  
N/A

ATTACHMENT(S): January 2024 Donations Report





CANUTILLO INDEPENDENT SCHOOL DISTRICT  
 JANUARY 2024 On-Line REPORT

Payment		Gross			
Date	Qty	Payor Name	Total	Product Code	Item Description
1/14/2024	1	Bobbi Brant	\$ 100.00	CHS Donations	Canutillo High School Donations
1/14/2024	1	Bobbi Brant	\$ 100.00	GES Donations	Garcia Elementary School Donations
		2	\$ 200.00		

# 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):





# FINANCIAL SERVICES

## CANUTILLO A Premier District

TO: Board of Trustees  
 Dr. Pedro Galaviz, Superintendent

FROM: Cristina Pulley, Executive Director for Financial Services

DATE: February 8, 2024

SUBJECT: Budget Amendments for January 2024

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

Administrative Cost Ratio Formula:

21 Instructional Leadership + 41 General Administration  
 11 Instruction + 12 Instructional Resources/Media Services +  
 13 Curriculum/Staff Development + 31 Guidance/Counseling Services

**BC #344980** - This budget amendment will allocate funds from Reading Materials to Employee Travel/Training for Reyes Elementary teachers (4) to attend TEACH BIG Writing Academy in Galveston, Texas. This budget amendment will have no impact on the administrative cost ratio.

Budget Account Number		Current Budget	Change	Amended Budget
185.11.6329.00.106.24	Reading Materials	\$ 8,106	\$ (3,805)	\$ 4,301
185.13.6411.00.106.24	Travel/Training-Employees	\$ 1,995	\$ 3,805	\$ 5,800

**BC #345050** - This budget amendment will transfer available funds from Travel to General Supplies since originally allocated travel funds for librarian to attend TLA Annual Conference will be paid with ESSER funding. This budget amendment will have no impact on the administrative cost ratio.

Budget Account Number		Current Budget	Change	Amended Budget
199.13.6411.02.041.11	Travel	\$ 2,570	\$ (2,000)	\$ 570
199.12.6399.00.041.11	General Supplies	\$ 1,000	\$ 2,000	\$ 3,000

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

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

P: (915) 877-7516  
 F: (915) 877-7524  
[canutillo-isd.org](http://canutillo-isd.org)

**BC #345058-** This budget amendment will allocate funds from Instructional Leadership Travel to School Leadership Travel to cover Reading Academy registration fees. This budget amendment will have a positive impact on the administrative cost ratio.

Budget Account Number		Current Budget	Change	Amended Budget
185.21.6411.00.916.24	Travel/Training - Employees	\$ 2,280	\$ (400)	\$ 1,880
185.23.6411.00.916.30	Travel/Training - Employees	\$ -	\$ 400	\$ 400

**BC #345064 -** This budget amendment will allocate an insurance reimbursement to Insurance Recovery Proceeds to cover district paid repairs on a District school bus. This budget amendment will have no impact on the administrative cost ratio.

Budget Account Number		Current Budget	Change	Amended Budget
199.00.5745.00.000.00	Insurance Recovery	\$ -	\$ 21,832	\$ 21,832
199.34.6249.00.910.99	Maintenance/Repair	\$ 68,799	\$ 21,832	\$ 90,631

**BC #345068 -** This budget amendment will allocate funds from Travel accounts to General Supplies and Miscellaneous Operating Expenses for instructional materials and student competitions fees. This budget amendment will have no impact on the administrative cost ratio.

Budget Account Number		Current Budget	Change	Amended Budget
199.13.6411.00.917.22	Employee Travel	\$ 14,175	\$ (6,871)	\$ 7,304
199.13.6499.00.917.22	Miscellaneous Operating Expense	\$ 2,000	\$ (1,158)	\$ 842
199.23.6411.00.917.22	Travel	\$ 300	\$ (259)	\$ 41
199.11.6399.00.917.22	General Supplies	\$ 47,214	\$ 8,029	\$ 55,243
199.36.6499.00.917.22	Miscellaneous Operating Expense	\$ 2,000	\$ 259	\$ 2,259

**BC #345106** - This budget amendment will reclassify State Comensatory Funded salary savings at Reyes Elementary. This budget amendment will have no impact on the administrative cost ratio.

Budget Account Number		Current Budget	Change	Amended Budget
185.11.6142.35.106.24	Health Insurance	\$ 22,461	\$ (4,600)	\$ 17,861
185.13.6411.00.106.24	Travel/Training-Employees	\$ 1,995	\$ 4,600	\$ 6,595

**BC #345131** - This budget amendment will transfer funds from Functions 13, 21, and 31 to Function 11 to cover classroom instructional costs due to increase of students in the Disciplinary Alternative Education Program (DAEP). This budget amendment will have a positive impact on the administrative cost ratio.

Budget Account Number		Current Budget	Change	Amended Budget
185.31.6411.00.923.28	Travel/Training - Employees	\$ 600	\$ (300)	\$ 300
185.21.6411.00.923.28	Travel/Training - Employees	\$ 939	\$ (607)	\$ 332
185.21.6399.00.923.28	General Supplies	\$ 61	\$ (21)	\$ 40
185.13.6411.00.923.28	Travel/Training - Employees	\$ 1,400	\$ (224)	\$ 1,176
185.11.6494.00.923.28	Transportation Charges	\$ 400	\$ (117)	\$ 283
185.11.6399.00.923.28	General Supplies	\$ 8,962	\$ 1,269	\$ 10,231

**BC #345126** - This budget amendment will allocate funds from Travel to salary accounts to cover the cost of a teacher needed during intersession for Student Support Services. This budget amendment will have a positive impact on the administrative cost ratio.

Budget Account Number		Current Budget	Change	Amended Budget
185.32.6411.32.920.24	Travel/Training - Employees	\$ 2,800	\$ (200)	\$ 2,600
185.11.6117.32.920.30	Extra Duty - Professional	\$ 200	\$ 180	\$ 380

185.11.6141.32.920.30	Medicare	\$ 934	\$ 3	\$ 937
185.11.6143.32.920.30	Workers Compensation	\$ 303	\$ 1	\$ 304
185.11.6145.32.920.30	Unemployment Compensation	\$ 59	\$ 1	\$ 60
185.11.6146.32.920.30	Teacher Retirement	\$ 1,475	\$ 15	\$ 1,490

# 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):



**Authorized Representative Add Form**

Name of Participant Canutillo ISD (71907)

**Addition of Authorized Representative**

The following officers, officials, or employees of the Participant are hereby designated as Authorized Representatives within the meaning of the Inter-local Agreement (Agreement), with full power and authority to execute the Agreement and any other documents, as may be required to deposit money to and withdraw money from the Participant's Lone Star Investment Pool (Lone Star) account from time to time in accordance with the Agreement and the Information Statement and take all other actions deemed necessary or appropriate for the investment of local funds of the Participant:

	Rep #1	Rep #2	Rep #3
Printed Name	<u>Elvira Monzon-Uscanga</u>	_____	_____
Title	<u>Accountant</u>	_____	_____
E-mail address	<u>emonzonuscanga@canutillo-isd.org</u>	_____	_____
Signature	<u><i>Elvira Monzon-Uscanga</i></u>	_____	_____

In accordance with Lone Star procedures, an Authorized Representative shall promptly notify Lone Star of any changes in who is serving as Authorized Representative.

In addition to the foregoing Authorized Representative, each Investment Officer of Lone Star appointed by the Lone Star Investment Pool Board of Trustees from time to time is hereby designated as an investment officer of the Government Entity and, as such, shall have responsibility for investing the share of Lone Star assets representing local funds of the Government Entity.

**PASSED AND APPROVED** this 27th day of February, 2024.

By: \_\_\_\_\_

Armando Rodriguez

*Printed Name, Board President*

By: \_\_\_\_\_

Cindy Zuniga

*Printed Name, Board Secretary*

State of Texas,

County of \_\_\_\_\_

Before me, \_\_\_\_\_, on this day personally appeared \_\_\_\_\_, known to me (or proved to me on the oath of \_\_\_\_\_) or through \_\_\_\_\_ to be the person(s)

whose name is subscribed to the foregoing instrument and acknowledged to me that he executed the same for the purposes and consideration therein expressed.

Given under my hand and seal of office this \_\_\_\_\_ day of \_\_\_\_\_, 20••\_\_\_\_,

(Personalized Seal)

\_\_\_\_\_

**LEASE AGREEMENT  
BETWEEN CANUTILLO INDEPENDENT SCHOOL DISTRICT  
AND EL PASO COUNTY, TEXAS**

This Lease Agreement is entered to be effective as of February 1, 2024, between Canutillo Independent School District (“Landlord” or “District”), a Texas independent school district, whose address is 7965 Artcraft, El Paso, TX 79932 and El Paso County, Texas (“Tenant” or “County”), a Texas political subdivision, and local government entity whose address is 500 E. San Antonio El Paso, Texas 79901.

**RECITALS**

A. Landlord owns certain real property in El Paso County, Texas, further described below and referenced in this Agreement as the “Premises”.

B. Landlord has found that the public interest and the needs of the students of the Canutillo Independent School District and citizens of El Paso County can be best served by the use of the Premises for park and recreation, community services and programming, and utilization by the District’s schools for school functions.

C. The County Commissioners Court of El Paso County, Texas, has found a need for parks and recreation, community services and programming, for the use and benefit of the citizens of El Paso County, Texas, in the Canutillo area.

D. The County has found that the Premises owned by the District are suitable and convenient for providing the necessary park and recreation, community services and programming at Premise facilities.

E. The public interest may best be served by the cooperation and support of both the District and the County in developing the Premises for public recreational purposes and by such cooperation the public needs may be fulfilled at an optimum savings to the citizens of El Paso County, Texas, and the citizens of the District.

F. The District and County previously entered into a certain Lease covering the Premises dated April 21, 1975, which was amended by an Amendment of Lease dated August 26, 1977, and further amended by a Second Amendment to Lease dated September 18, 1989 (collectively, the “Prior Lease”).

G. Pursuant to the Prior Lease, Tenant constructed and maintained certain improvements on the Premises consisting of a swimming pool and related facilities and other permanent structures.

H. The District, as Landlord, and the County as Tenant desire to enter into this Lease in furtherance of the above recitals and to supersede, replace in its entirety, and terminate, the Prior Lease.

## **ARTICLE 1. TERMINATION OF PRIOR LEASE AND DEMISE OF LEASED PREMISES**

In consideration of the mutual covenants and agreements of this Lease, and other good and valuable consideration, Landlord and Tenant terminate the Prior Lease, and Landlord demises and leases to Tenant, and Tenant leases from Landlord, the Premises consisting of approximately 2.9 acres of land out of Tract 2A 1 Block 171 Upper Valley Surveys situated at 7361 Bosque Road, El Paso County, Texas, more particularly described on Exhibit A attached to this Lease, and made a part of this Lease for all purposes (collectively referred to as “Premises”).

Subject to the terms and conditions of this Lease, Tenant is to have and to hold the Premises, together with all rights, privileges, easements, appurtenances, and immunities belonging to or in any way appertaining to them, including but not limited to any easements, rights, title, and privileges of Landlord, existing now or at any time during the Lease term, in, to, or under adjacent streets, sidewalks, alleys, party walls, and property contiguous to the Premises and reversions that may later accrue to Landlord as owner of the Premises by reason of the closing of any street, sidewalk, or alley. To the extent a new or revised survey is necessary or advisable to describe the Premises, Tenant may obtain, and shall be solely responsible for costs associated with, such new or revised survey.

## **ARTICLE 2. LEASE TERM**

2.01. **Fixed Beginning and Termination Date.** The term of this Lease is 40 years, beginning on February 1, 2024, and ending on August 31, 2064, unless terminated sooner as provided in this Lease.

2.02. **Right to Extend.** Tenant may extend this Lease for twenty (20) additional years by giving Landlord written notice of Tenant’s intention to do so within the last two years before the Lease term expires but no later than three months before it expires, under all the terms of this Lease.

2.03. **Termination.** This Lease will terminate without further notice when the term (or additional terms) specified in § 2.01 expires. Any holding over by Tenant after that term expires, other than as provided in § 2.02, will not constitute a renewal of the Lease or give Tenant any rights under the Lease in or to the Premises.

2.04. **Holdover.** If Tenant holds over and continues in possession of the Premises after the Lease term (or any extension) expires, other than as provided in § 2.02, Tenant will be considered to be occupying the Premises on a month-to-month tenancy, subject to all the terms of this Lease.

## **ARTICLE 3. RENT**

3.01. **Yearly Rent.** Tenant will pay Landlord **\$20.00 per year**, as annual rent for using and occupying the Premises. This amount is the “annual rent” and reflects the annual consideration to be provided to the residents by the provision of public recreational facilities.

3.02. **Time and Manner of Payment.** Tenant will pay all rent due under this article on an annual basis. The annual rent is due and payable in advance, on the first calendar day of each

September during the term. Payments must be in lawful money of the United States to Landlord. Tenant, at its discretion, may prepay any or all annual rent payments without penalty. If Tenant is on a hold over month-to-month tenancy, monthly rent shall be \$100.00 due and payable in advance on the first calendar day of each month commencing on the first full month of the hold over.

**3.03. Interest on Delinquent Payment.** Rent installments unpaid for 30 days will bear interest at the lesser rate of five (5%) percent annually or the rate established by the Texas Prompt Payment Act, beginning on the day after each such installment was due and continuing until the installment is paid as provided in § 3.02, above.

#### **ARTICLE 4. TAXES**

Both District and County are tax exempt entities. Therefore no taxes are to be paid on the value of the improvements or the real property.

#### **ARTICLE 5. UTILITIES**

Tenant shall be responsible for the payment of all charges associated with water, heat, gas, electricity, sewers, and any other utilities consumed on the Premises during the Lease term, including any applicable connection fees.

#### **ARTICLE 6. USE OF PREMISES**

##### **6.01. Permitted and Prohibited Use of Premises.**

a. Tenant may use the Premises for the purpose of developing, constructing, and operating park and recreation, community services and programming activities for the use and enjoyment of the citizens of El Paso County, Texas, and the District and its students. No other purposes are allowed, without the written consent of Landlord.

b. Tenant may use the Premises for the purpose of operating a swimming pool and maintaining it as a first-class facility for the competitive and recreational use by, and enjoyment of, the citizens of El Paso County, Texas, and the District and its students, and for no other purpose without the written consent of Landlord.

c. Upon request by Landlord, Tenant will provide to the Landlord an event schedule for activities to be held on the Premises. Landlord will work cooperatively with Tenant and in good faith to avoid any uses by Landlord that may be inconsistent or conflict with Tenant's use, including without limitation, Landlord's use of the Premises during the District's school calendar year when classes are in session. At all times, Landlord and Tenant shall in good faith use their best efforts to coordinate their respective use of the Premises to avoid and resolve any potential conflicts in use.

d. Under no circumstances during the term of this Lease will Tenant use or cause to be used at Premises any unauthorized hazardous or toxic substances or materials, or store or dispose of any such substances or materials on the Premises.

e. At all times (including day, night, weekdays, weekends and holidays), and at its sole cost, Tenant shall be responsible for providing all security and policing of the Premises. Provided, however, if Tenant is hosting an event for its invitees at the Premises at the same time that Landlord is hosting an event for its invitees in close proximity to the Premises, Tenant shall provide at least one (1) security officer for up to every 200 of Tenant's invitees projected to attend Tenant's event. For avoidance of doubt and by way of example, if Tenant projects 320 invitees will attend its event at the same time Landlord will be hosting an event for its invitees in close proximity to the Premises, Tenant shall provide at least two (2) security officers to provide security for Tenant's event.

**6.02. Illegal Use Not Permitted.** Tenant may not use all or any part of the Premises or any building situated on them for any use or purpose that violates any valid and applicable law, regulation, or ordinance of the United States, the State of Texas, the County of El Paso, or other lawful authority with jurisdiction over the Premises. Tenant is not considered to have violated this provision unless:

- a. Landlord has notified Tenant in a writing specifying the alleged violation;
- b. There has been a final adjudication by a court of competent jurisdiction that the specified use violates the law, regulation, or ordinance specified in the notice;
- c. The specified law, regulation, or ordinance is valid and applies to the Premises; and
- d. Tenant has had a reasonable time after the final adjudication to cure the specified violation.

## **ARTICLE 7. CONSTRUCTION BY TENANT**

**7.01. General Conditions.** Tenant may, at any time and from time to time during the Lease term, erect, maintain, alter, remodel, reconstruct, rebuild, replace, and remove buildings and other improvements on the Premises, and correct and change the contour of the Premises, subject to the following:

- a. Tenant bears the cost of any such work.
- b. The Premises must at all times be kept free of mechanics' and materialmen's liens.
- c. Landlord must be notified of the time for beginning and the general nature of any such work, other than routine maintenance of existing buildings or improvements, at the time the work begins.
- d. The conditions of § 7.03 concerning Landlord's approving plans must be followed.
- e. Tenant will furnish or cause to be furnished any required performance and labor and material payment bonds with corporate sureties satisfactory to Landlord which, Landlord in its absolute discretion may request. Landlord shall either be a co-obligee under such bonds or such bonds shall be assigned to, or made for the benefit of, Landlord as shall be satisfactory to Landlord.

f. Notwithstanding anything in this Section 7.01 to the contrary, Tenant may not alter, remodel, reconstruct, rebuild, replace, or remove buildings and other improvements on the Premises or such other improvements which were constructed or are maintained by Landlord without Landlord's advance written consent which consent may be withheld or conditioned on Landlord's sole discretion.

g. Tenant will furnish to Landlord all certificates and permits as may be required or customary evidencing compliance with all building codes and permits (collectively, "Building Laws"). Tenant shall cause the Premises to be continuously in compliance with all Building Laws (as the same may be amended from time to time).

**7.02. Construction of Improvements.** Subject to 7.01 and 7.03, upon Tenant's commencement of construction of any improvements on the Premises, Tenant shall complete such construction on or before 18 months thereafter unless Landlord agrees to longer completion periods. Landlord shall not unreasonably withhold approval for longer periods where County has shown good faith efforts to complete the improvements but has been unable to complete due to matters outside of its control such as force majeure, or materials or labor shortages.

**7.03. Landlord's Approval of Plans.** The following rules govern Landlord's approving construction, additions, and alterations of buildings or other improvements on the Premises:

a. **Written Approval Required.** No building or other improvement may be constructed on the Premises unless the plans, specifications, and proposed location of the building or other improvement has received Landlord's written approval and the building or other improvement complies with the approved plans, specifications, and proposed location. No material addition to or alteration of any building or structure erected on the Premises may begin until plans and specifications covering the exterior of the proposed addition or alteration have been first submitted to and approved by Landlord.

b. **Submission of Plans.** Tenant must, at its own expense, engage a licensed architect or professional engineer to prepare plans and specifications for constructing any buildings or improvements or additions or alterations to any buildings or improvements that require Landlord's approval under subparagraph 7.03 a. above. Tenant must submit five (5) copies of detailed working drawings, plans, and specifications for constructing any improvements on the Premises for Landlord's written approval within 120 days prior to commencement of construction. Copies may be submitted in a commonly accepted electronic format.

c. **Landlord's Approval.** Landlord will promptly review and approve all plans submitted under subparagraph 7.03 b. above or note in writing any required changes or corrections that must be made to the plans. Any required changes or corrections must be made, and the plans resubmitted to Landlord, within 90 days after the corrections or changes have been noted. Landlord's failure to object to the resubmitted plans and specifications within 90 days constitutes its disapproval of the changes. Minor changes in work or materials not affecting the general character of the building project may be made at any time without Landlord's approval, but a copy of the altered plans and specifications must be furnished to Landlord.

d. Exception to Landlord's Approval. The following items do not require submission to, and approval by, Landlord:

i. Minor repairs and alterations necessary to maintain existing structures and improvements in a useful state of repair and operation.

ii. Changes and alterations required by an authorized public official with authority or jurisdiction over the buildings or improvements, to comply with legal requirements.

e. Effect of Approval. Landlord's approval of any plans and specifications applies only to the conformity of the plans and specifications to the general architectural plan for the Premises, and Landlord may not unreasonably withhold approval. Landlord's approval does not constitute approval of the architectural or engineering design, and Landlord, by approving the plans and specifications, assumes no liability or responsibility for the architectural or engineering design or for any defect in any building or improvement constructed from the plans or specifications.

f. No Need for Tenant's Approval. Landlord may make any improvements or repairs at any time to the Premises without Tenant's approval provided that they do not unreasonably impair or interfere with County's use and enjoyment of the Premises. Landlord shall in good faith reasonably coordinate with Tenant the design, construction and repairs of any improvements at the Premises.

**7.04. Ownership of Buildings, Improvements, and Fixtures.** Any buildings, improvements, additions, alterations, and fixtures (except furniture and trade fixtures) constructed, placed, or maintained on any part of the Premises during the Lease term will become Landlord's property when the Lease terminates.

**7.05. Right to Remove Improvements.** Tenant may, at any time while it occupies the Premises, or within a reasonable time thereafter, remove any furniture, machinery, equipment, or other trade fixtures owned or placed by Tenant, its subtenants or licensees, in, under, or on the Premises, or acquired by Tenant, whether before or during the Lease term. Before the Lease terminates, Tenant must repair any damage to any buildings or improvements on the Premises resulting from the removal. Any items not removed by the final Lease termination date will become Landlord's property on that date.

## **ARTICLE 8. ENCUMBRANCE OF LEASEHOLD ESTATE**

Tenant may not, at any time, encumber the leasehold interest without prior approval from Landlord.

## **ARTICLE 9. REPAIRS, MAINTENANCE, AND RESTORATION**

**9.01. Tenant's Duty to Maintain and Repair.** At all times during the Lease term, Tenant will keep and maintain, or cause to be kept and maintained, all buildings and improvements erected by Tenant on the Premises in a good state of appearance and repair (except for reasonable wear and tear) at Tenant's own expense.

9.02. **Damage or Destruction.** If any building or improvement constructed on the Premises is damaged or destroyed by fire or any other casualty, Tenant must, within six (6) months from the date of the damage or destruction, assess the damage and destruction to determine if repair or replacement of the improvements is reasonable and consistent with Tenant's development objectives and plans for the Premises. If Tenant determines that repair or replacement of the improvements is consistent with Tenant's development objectives and plans for the Premises, Tenant will repair, reconstruct, or replace the damaged or destroyed building or improvement and pursue the repair, reconstruction, or replacement with reasonable diligence subject to any delays caused by war, civil commotion, acts of God, strikes, governmental restrictions or regulations, or interferences, fire or other casualty, fiscal emergency, pandemic, material or labor shortages, force majeure or any other reason beyond Tenant's control, whether similar to any of those enumerated or not, the time for beginning or completing the restoration (or both) will automatically be extended for the period of each such delay. In the event, Tenant determines that repair or replacement is not reasonable or consistent with Tenant's development objectives and plans, Tenant will advise Landlord in writing of that determination, and will confer with Landlord as to other options for continued public recreational use of the Premises.

#### **ARTICLE 10. MECHANICS' LIENS**

Tenant will not, without Landlord's prior written approval, cause or permit any mechanics' liens or other liens to be filed against the fee of the Premises or against Tenant's leasehold interest in the land or any buildings or improvements on the Premises by reason of any work, labor, services, or materials supplied or claimed to have been supplied to Tenant or anyone holding the Premises or any part of them through or under Tenant. If a mechanic's lien or materialman's lien relating to work performed on behalf of the Tenant is recorded against the Premises or any buildings or improvements on them, Tenant must either cause it to be removed or, if Tenant in good faith wishes to contest the lien, take timely action to do so, at Tenant's sole expense. If Tenant contests the lien, Tenant will, only to the extent permitted by law, indemnify Landlord and hold it harmless from all liability for damages occasioned by the lien or the lien contest and will, in the event of a judgment of foreclosure on the lien, cause the lien to be discharged and removed before the judgment is executed.

#### **ARTICLE 11. CONDEMNATION**

11.01. **Parties' Interests.** If the Premises or any part of them are taken for public or quasi-public purposes by condemnation as a result of any action or proceeding in eminent domain, or are transferred in lieu of condemnation to any authority entitled to exercise the power of eminent domain, this article governs Landlord's and Tenant's interests in the award or consideration for the transfer and the effect of the taking or transfer on this Lease.

11.02. **Total Taking—Termination.** If the entire Premises are taken or so transferred as described in § 11.01, this Lease and all of the rights, titles, and interests under it will cease on the date that title to the Premises or part of them vests in the condemning authority, and the proceeds of the condemnation will be the property of Landlord.

11.03. **Partial Taking—Termination.** If only part of the Premises is taken or transferred as described in § 11.01, this Lease will terminate if, in Tenant's reasonable opinion, the remainder of

the Premises is in such a location, or is in such form, shape, or reduced size, that Tenant's use of the Premises cannot be effectively and practicably operated on the remaining Premises. In that event, this Lease and all rights, title, and interest under it will cease on the date that title to the portion of the Premises taken or transferred vests in the condemning authority. The proceeds of the condemnation will be divided one third to Landlord and two thirds to Tenant.

**11.04. Partial Taking—Continuation With Rent Abatement.** If part of the Premises is taken or transferred as described in § 11.01 and, in Tenant's opinion, the remainder of the Premises is in a location and in a form, shape, or size that Tenant's use of the Premises can be effectively and practicably operated on the remaining Premises, this Lease will terminate with respect to the portion of the Premises taken or transferred as of the date title to the portion which vests in the condemning authority but will continue in full force with respect to the portion of the Premises not taken or transferred.

**11.05. Voluntary Conveyance.** Nothing in this article prohibits Landlord from voluntarily conveying all or part of the Premises to a public utility, agency, or authority under threat of a taking under the power of eminent domain. Any such voluntary conveyance will be treated as a taking within the meaning of this Article.

## ARTICLE 12. INSURANCE AND INDEMNIFICATION

**12.01. Insurance on Buildings and Improvements.** At all times during the Lease term, Tenant will keep all buildings and other improvements located or being constructed on the Premises insured against loss or damage by fire, with extended-coverage endorsement or its equivalent. This insurance is to be carried by insurance companies authorized or admitted to transact business in Texas with a Best's Insurance Rating of A/A- or better, selected by Tenant and approved by Landlord. The insurance must be paid for by Tenant and will be in amounts not less than 80 percent of the full insurable value of the buildings and other improvements. The insurance policy or policies must name both Landlord and Tenant as named insureds and must provide that any loss of \$100,000 or less will be payable solely to Tenant; Tenant will use that sum for repair and restoration purposes. Any loss over \$100,000 will be made payable jointly to Landlord and Tenant.

**12.02. Liability Insurance.** At all times during the Lease term, Tenant will provide and keep in force liability insurance covering Landlord and Tenant for liability for property damage and personal injury. This insurance is to be carried by one or more insurance companies duly authorized or admitted to transact business in Texas with a Best's Insurance Rating of A/A- or better, selected by Tenant and approved by Landlord, and will be paid for by Tenant. The insurance provided under this section must be in the amount of not less than \$2,000,000 for property damage and not less than \$1,000,000 for one person and \$2,000,000 for one accident for personal injury. This insurance will protect Landlord and Tenant against liability to any employees or servants of Tenant and to any other person or persons whose property damage or personal injury arises out of or in connection with the occupation, use, or condition of the Premises.

**12.03. Construction Liability Insurance.** Tenant will obtain and maintain (to the extent reasonably procurable) construction liability insurance at all times when demolition, excavation, or construction work is in progress on the Premises. This insurance must be carried by insurance companies authorized or admitted to transact business in Texas with a Best's Insurance Rating of

A/A- or better, selected by Tenant and approved by Landlord, and must be paid for by Tenant. The insurance will have limits of not less than \$2,000,000 for property damage and \$1,000,000 for one person and \$2,000,000 for one accident for personal injury and must protect Landlord and Tenant, as well as any other person or persons Tenant may designate, against all liability for injury or damage to any person or property in any way arising out of demolition, excavation, or construction work on the Premises.

12.04. **Insurance Certificates.** Tenant must furnish Landlord with certificates of all insurance required by this article. If Tenant does not keep this insurance in full force, Landlord may notify Tenant of this failure, and if Tenant does not deliver to Landlord certificates showing all such insurance to be in full force within 10 days after this notice, Landlord may, at its option, take out or pay the premiums on the insurance needed to fulfill Tenant's obligations under this article. On Landlord's demand, Tenant must reimburse Landlord the full amount of any insurance premiums paid by Landlord under this section, with interest at the rate of six (6%) percent annually from the date of Landlord's demand until reimbursement by Tenant.

12.05. **Self-Insurance.** Tenant may meet any of the requirements of this Article through self-insurance and by providing written evidence to the Landlord of the self-insurance.

12.06. **INDEMNIFICATION OF LANDLORD.** TO THE EXTENT ALLOWABLE UNDER LAW, LANDLORD IS NOT LIABLE FOR, AND TO THE EXTENT ALLOWABLE UNDER LAW TENANT SHALL INDEMNIFY AND HOLD LANDLORD HARMLESS FROM, ANY LOSS, DAMAGE, OR INJURY OF ANY KIND TO ANY PERSON OR PROPERTY ARISING FROM ANY USE OF THE PREMISES (OR ANY PART OF THEM), OR CAUSED BY ANY DEFECT IN ANY BUILDING, STRUCTURE, IMPROVEMENT, EQUIPMENT, OR FACILITY ON THE PREMISES OR CAUSED BY OR ARISING FROM ANY ACT OR OMISSION OF TENANT, OR OF ANY OF ITS AGENTS, EMPLOYEES, LICENSEES, OR INVITEES, OR BY OR FROM ANY ACCIDENT, FIRE, OR OTHER CASUALTY ON THE LAND, OR BROUGHT ABOUT BY TENANT'S FAILURE TO MAINTAIN THE PREMISES IN SAFE CONDITION.

### **ARTICLE 13. ASSIGNMENT AND SUBLEASE**

Tenant may not sell or assign its leasehold estate or sublet the Premises at any time without prior approval from Landlord, which approval shall not be unreasonably withheld.

### **ARTICLE 14. DEFAULT AND REMEDIES**

14.01. **Termination on Default.** If Tenant defaults in performing any covenant or term of this Lease and does not correct the default within 20 days after receipt of written notice from Landlord to Tenant, Landlord may declare this Lease, and all rights and interest created by it, terminated. If Landlord elects to terminate under this article, this Lease will cease on a day determined by the Landlord, but not less than 180 days from the date of the written notice provided above.

14.02. **Other Remedies.** Any termination of this Lease as provided in this article will not relieve Tenant from paying any sum or sums due and payable to Landlord under the Lease at the time of termination, or any claim for damages then or previously accruing against Tenant under this Lease. Termination will not prevent Landlord from enforcing the payment of any such sum or sums or

{Firm Documents/0381/000/00308093.DOCX 3 }

claim for damages by any remedy provided for by law, or from recovering damages from Tenant for any default under the Lease. All Landlord's rights, options, and remedies under this Lease will be construed to be cumulative, and no one of them is exclusive of the other. To the extent allowable by law, Landlord may pursue any or all remedies or any other remedy or relief provided by law, whether or not stated in this Lease. No waiver by Landlord of a breach of any of the covenants or conditions of this Lease may be construed a waiver of any succeeding or preceding breach of the same or any other covenant or condition of this Lease.

14.03. **Subleases Not Affected.** Landlord's exercising any remedy does not affect the existence of subleases that were entered into with Tenant according to this Lease and that cover any portion of the Premises.

## ARTICLE 15. LANDLORD'S WARRANTIES AND COVENANTS

15.01. **Warranty of Title.** Landlord warrants that it is the owner in fee simple absolute of the Premises, subject to all covenants, conditions, easements, and other matters of record.

15.02. **Warranty of Quiet Enjoyment.** Landlord covenants that as long as Tenant pays the rent and other charges under this Lease and observes the covenants and terms of this Lease, Tenant will lawfully and quietly hold, occupy, and enjoy the Premises during the Lease term without being disturbed by Landlord or any person claiming under Landlord, except for any portion of the Premises that is taken under the power of eminent domain.

## ARTICLE 16. GENERAL PROTECTIVE PROVISIONS

16.01. **Right of Entry and Inspection.** Tenant must permit Landlord or its agents, representatives, or employees to enter the Premises for the purposes of inspection; determining whether Tenant is complying with this Lease; maintaining, repairing, or altering the Premises; or showing the Premises to prospective tenants, purchasers, mortgagees, or beneficiaries under trust deeds.

16.02. **No Partnership or Joint Venture.** The relationship between Landlord and Tenant is at all times solely that of landlord and tenant and shall not be deemed a partnership or a joint venture.

16.03. **Force Majeure.** If curing any default (other than failure to pay rent, insurance premiums, or ad valorem taxes) or performing any other covenant or term is delayed by reason of war, civil commotion, act of God, governmental restrictions, regulations, or interference, fire or other casualty, epidemic, pandemic, government quarantines, natural disaster, orders issued in response to the foregoing, or any other circumstances beyond Tenant's control or that of the party obligated or permitted under this Lease to do or perform the term or covenant, regardless of whether the circumstance is similar to any of those enumerated or not, each party so delayed is excused from performance during the delay period.

16.04. **No Termination on Bankruptcy.** Bankruptcy, insolvency, assignment for the benefit of creditors, or the appointment of a receiver will not affect this Lease as long as Tenant and Landlord or their respective successors or legal representatives continue to perform all covenants of this Lease.

16.05. **No Waiver.** No waiver by either party of any default or breach of any covenant or term of this Lease may be treated as a waiver of any subsequent default or breach of the same or any other covenant or term of this Lease.

16.06. **Release of Landlord.** If Landlord sells or transfers all or part of the Premises and as a part of the transaction assigns its interest as Landlord in this Lease, then as of the effective date of the sale, assignment, or transfer, Landlord will have no further liability under this Lease to Tenant, except with respect to liability matters that have accrued and are unsatisfied as of that date. Underlying this release is the parties' intent that Landlord's covenants and obligations under this Lease will bind Landlord and its successors and assigns only during and in respect of their respective successive periods of ownership of the fee.

16.07. **Joint and Several Liability.** If this Lease names more than one Tenant or Landlord, the obligation of all such Tenants or Landlords is joint and several.

## ARTICLE 17. MISCELLANEOUS

17.01. **Delivery of Rents and Notices.** All rents or other sums, notices, demands, or requests from one party to another may be personally delivered or sent by mail, certified or registered, postage prepaid, to the addresses stated in the introductory paragraph of this Lease and are considered to have been given at the time of personal delivery or of mailing.

All payments, notices, demands, or requests from Tenant to Landlord should be mailed to Landlord at the address noted in the introductory paragraph of this Lease, or at such other address as Landlord requests in writing.

All payments, notices, demands, or requests from Landlord to Tenant should be mailed to Tenant at the address noted in the introductory paragraph of this Lease, or at such other address as Tenant requests in writing.

17.02. **Multiple Parties.** If this Lease names more than one Landlord or Tenant, service of any notice on any one Tenant or Landlord is considered service on all Tenants or Landlords, respectively.

17.03. **Parties Bound.** This agreement binds, and inures to the benefit of, the parties to the Lease and their respective heirs, executors, administrators, legal representatives, successors, and assigns.

17.04. **Texas Law to Apply.** This agreement is to be construed under Texas law, and all obligations of the parties created by this Lease are performable in El Paso County, Texas.

17.05. **Legal Construction.** If any one or more of the provisions contained in this agreement are for any reason held to be invalid, illegal, or unenforceable in any respect, the invalidity, illegality, or unenforceability will not affect any other provision of the Lease, which will be construed as if it had not included the invalid, illegal, or unenforceable provision.

17.06. **Prior Agreements Superseded.** This agreement constitutes the parties' sole agreement and supersedes any prior understandings or written or oral agreements between the parties with respect to the subject matter.

17.07. **Amendment.** No amendment, modification, or alteration of this Lease is binding unless in writing, dated subsequent to the date of this Lease, and duly executed by the parties.

17.08. **Rights and Remedies Cumulative.** The rights and remedies provided by this Lease agreement are cumulative, and either party's using any right or remedy will not preclude or waive its right to use any other remedy. The rights and remedies are given in addition to any other rights the parties may have by law, statute, ordinance, or otherwise.

17.09. **Time of Essence.** Time is of the essence of this agreement.

17.10. **Further Documents.** Landlord will from time to time and at any reasonable time execute and deliver to Tenant, when Tenant reasonably requests, other instruments and assurances approving, ratifying, and confirming this Lease and the leasehold estate created by it and certifying that the Lease is in full force and that no default under the Lease on Tenant's part exists. But if any default on Tenant's part does exist, Landlord must specify in any such instrument each such default.

17.11. **Ambiguities Not to Be Construed Against A Party Who Drafted the Contract.** The rule of construction that ambiguities in a document will be construed against the party who drafted it will not be applied in interpreting this Lease.

17.12. **Sovereign Immunity.** El Paso County and the District do not waive sovereign immunity or any other immunity or right each may have under the Texas Constitution, statutory, or common law. El Paso County has not set up or established any special tax or interest, or sinking fund for any obligation established under this Lease.

THIS LEASE has been executed by the parties on the date and year first above written.

[signature page follows]

LANDLORD

CANUTILLO INDEPENDENT SCHOOL DISTRICT  
a Texas independent school district

By: \_\_\_\_\_  
Armando Rodriguez  
President  
Board of Trustees

TENANT

EL PASO COUNTY, TEXAS  
a Texas local government

By: \_\_\_\_\_  
Ricardo A. Samaniego  
County Judge

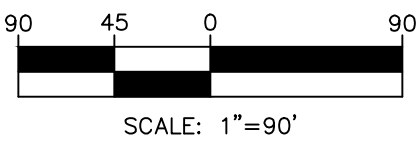
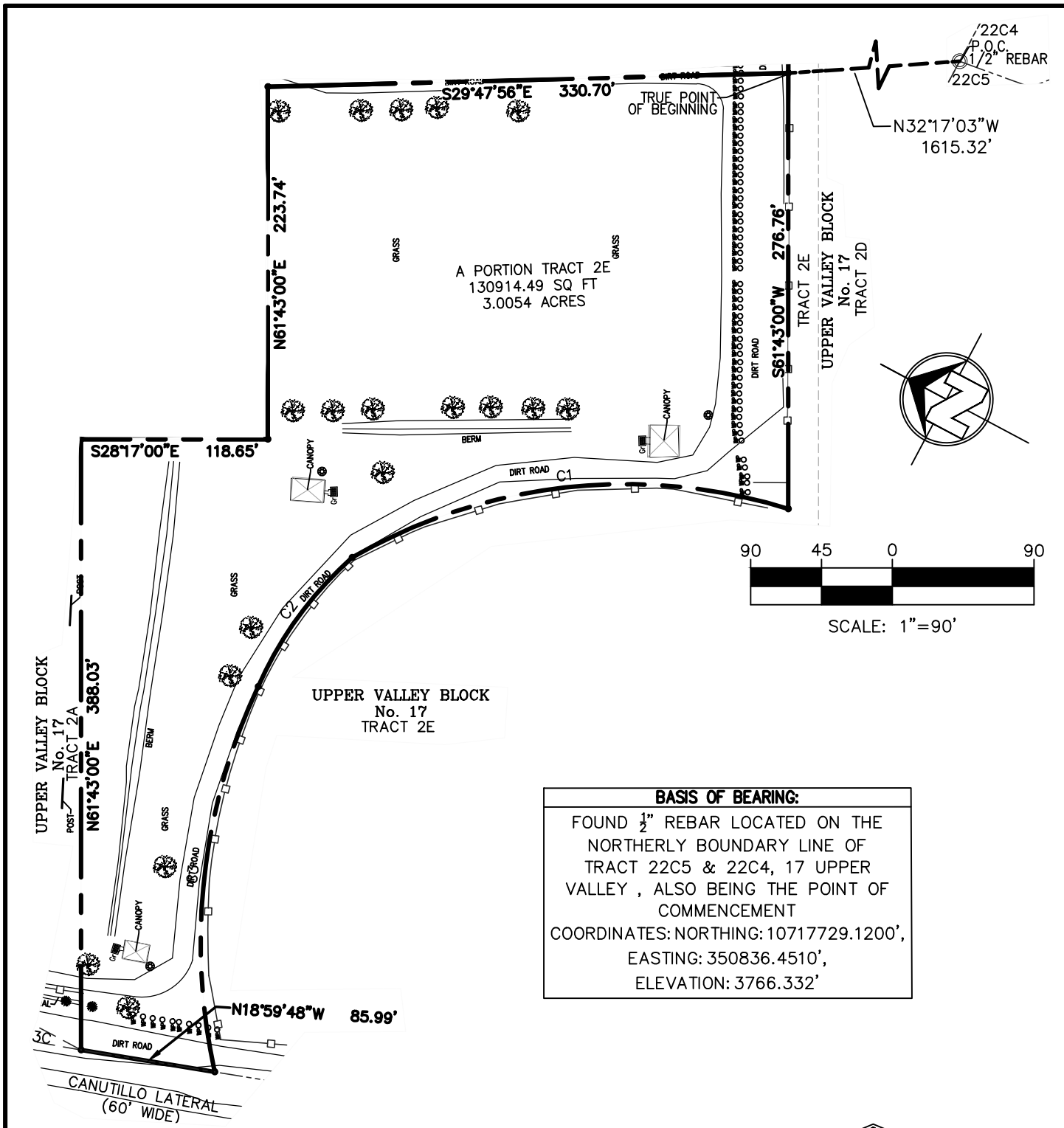
Approved as to form:

\_\_\_\_\_  
Steven J. Blanco  
Counsel for Landlord

\_\_\_\_\_  
Name: Erich A. Morales  
Counsel for Tenant

Exhibit A  
Description of Lease Premises  
(see attached)

TO BE PROVIDED BY COUNTY PARKS DEPARTMENT



**BASIS OF BEARING:**  
 FOUND 1/2" REBAR LOCATED ON THE NORTHERLY BOUNDARY LINE OF TRACT 22C5 & 22C4, 17 UPPER VALLEY, ALSO BEING THE POINT OF COMMENCEMENT  
 COORDINATES: NORTHING: 10717729.1200',  
 EASTING: 350836.4510',  
 ELEVATION: 3766.332'

CURVE TABLE						
CURVE	RADIUS	LENGTH	TANGENT	CHORD	BEARING	DELTA
C1	347.07'	286.86'	152.19'	278.76'	N34°39'50"W	47°21'23"
C2	233.74'	102.29'	51.98'	101.47'	N82°12'11"W	25°04'21"
C3	380.74'	250.70'	130.08'	246.20'	S68°08'53"W	37°43'37"



- NOTES:**
1. A METES AND BOUNDS DESCRIPTION OF EVEN DATE ACCOMPANIES THIS PLAT OF SURVEY.
  2. SET 1/2" IRON WITH SLI CAP STAMPED TX2998 ON ALL PROPERTY CORNERS UNLESS OTHERWISE INDICATED.
  3. DEED REFERENCE INSTRUMENT No. N/A
  4. THIS PLAT OF SURVEY WAS DONE WITHOUT THE BENEFIT OF A TITLE COMMITMENT.

**BASIS OF BEARING:**  
 THE BEARINGS SHOWN HEREON ARE BASED ON UPPER VALLEY No 17, EL PASO COUNTY, TEXAS.

**VERTICAL AND HORIZONTAL DATUM:**  
 VERTICAL AND HORIZONTAL DATUM IS BASED ON THE TEXAS STATE PLANE COORDINATE SYSTEM, TEXAS CENTRAL ZONE, NAD83 (NAVD88).

SLI ENGINEERING, INC. Reg. No. F-1902  
 SURVEYING Reg. No. 100120-00  
 CERTIFICATION  
 I HEREBY CERTIFY THAT THE FOREGOING BOUNDARY AND IMPROVEMENT SURVEY WAS PERFORMED UNDER MY SUPERVISION AND IS TRUE AND CORRECT TO THE BEST OF MY KNOWLEDGE AND BELIEF.

GUILLERMO LICON, R.P.L.S.  
 REGISTERED PROFESSIONAL LAND SURVEYOR  
 TEXAS LICENSE NO. 2998

DATE: \_\_\_\_\_

**PLAT OF SURVEY**

**SLI ENGINEERING, INC.**

JOB #: 06-22-4838 DR. BY: AP

SCALE: 1"=90' F.B. #: MR, RE & AV  
 DATE: 02/22/23 DWG.: 22-4828 WORKING

A PORTION OF TRACT 2E, 17 UPPER VALLEY, EL PASO COUNT, TEXAS

Copyright 2023 SLI Engineering, Inc.  
 This map and survey are being provided solely for the use of all parties listed in the certification and their assigns and no license has been created, expressed or implied, to copy the surveys and/or map(s) except as necessary in conjunction with the original transaction. This transaction shall be effective within six (6) months from the date hereon FEBRUARY 22, 2023.

**METES AND BOUNDS  
GALLEGOS PARK**

**A portion of Tract 2E, Block 17, Upper Valley, El Paso County, Texas.**

Commencing at an existing ½" rebar lying on the Northerly boundary line of Tract 22C5 & 22C4, Block 17, Upper Valley, thence North 32°17'03" West, a distance of 1,615.32 feet to a point, said point also being the "TRUE POINT OF BEGINNING" of this metes and bounds description.

THENCE, South 61°43'00" West, a distance of 276.76 feet to a point for a curve;

THENCE, 286.86 feet along the arc of a curve to left, having a radius 347.07 feet, a central of 47°21'23" and a chord which bears North 34°39'50" West, a distance of 278.76 feet to a point for a curve;

THENCE, 102.29 feet along the arc of a curve to left, having a radius 233.74 feet, a central of 25°04'21" and a chord which bears North 82°12'11" West, a distance of 101.47 feet to a point for a curve;

THENCE, 250.70 feet along the arc of a curve to left, having a radius 380.74 feet, a central of 37°43'37" and a chord which bears South 68°08'53" West, a distance of 246.20 feet to a point lying on the westerly boundary line of Tract 2E, Block 17, Upper Valley;

THENCE, North 18°59'48" West, along said boundary line, a distance of 85.99 feet to a point lying on the southerly boundary line of Tract 2A, Block 17, Upper Valley;

THENCE, North 61°43'00" East, along said boundary line, a distance of 388.03 feet to a point;

THENCE, South 28°17'00" East, a distance of 118.65 feet to a point;

THENCE, North 61°43'00" East, a distance of 223.74 feet to a point;

THENCE, South 29°47'56" East, a distance of 330.70 feet to the "TRUE POINT OF BEGINNING" of this property description.

Said parcel of land containing 130,914.49 Sq. Ft. (3.0054 Acres) of land, more or less.

**LEGEND**

CENTER LINE	⊕	GRILL	
POWER POLE	—●—	CANOPY	-----
SIGN	—○—	BUILDING OVERHANG	-----
TREE		GAS METER	(G)
CHAIN LINK FENCE	—□—	ELECTRIC METER	(E)
PIPE FENCE	— · · —	ELECTRIC BOX	[EB]
UTILITY GAS LINE	— G —	FLAG POLE	
UTILITY WATER LINE	— W —	IRRIGATION CONTROL BOX	ICV □
WATER VALVE	(Wv)	SEWER CLEAN OUT	SCO ○
FIRE HYDRANT		GUARD POST	GP ○
LIGHT POST	—○—	ELECTRIC POLE W/TRANSFORMER	
LIGHT POST		GUY WIRE	—>—
BASKETBALL PEDESTAL		ROCK COLUMN	□
BOUNDARY LINE	-----	TIE LINE	-----



SLI ENGINEERING, INC. Reg. No. F-1902  
SURVEYING Reg. No. 100120-00  
CERTIFICATION  
I HEREBY CERTIFY THAT THE FOREGOING  
BOUNDARY AND IMPROVEMENT SURVEY WAS  
PERFORMED UNDER MY SUPERVISION AND IS  
TRUE AND CORRECT TO THE BEST OF MY  
KNOWLEDGE AND BELIEF.

-----  
GUILLERMO LICON, R.P.L.S.  
REGISTERED PROFESSIONAL LAND SURVEYOR  
TEXAS LICENSE NO. 2998

DATE: \_\_\_\_\_

*Copyright 2023 SLI Engineering, Inc.*

This map and survey are being provided solely for the use of all parties listed in the certification and their assigns and no license has been created, expressed or implied, to copy the surveys and/or map(s) except as necessary in conjunction with the original transaction. This transaction shall be effective within six (6) months from the date hereon **FEBRUARY 22, 2023**.

**PLAT OF SURVEY**

**SLI** CIVIL ENGINEERS  
LAND SURVEYORS  
LAND PLANNERS  
8600 WESTWIND DRIVE  
EL PASO, TEXAS  
(915) 584-4457

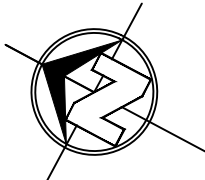
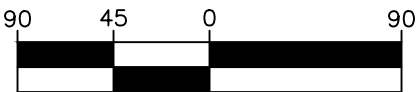
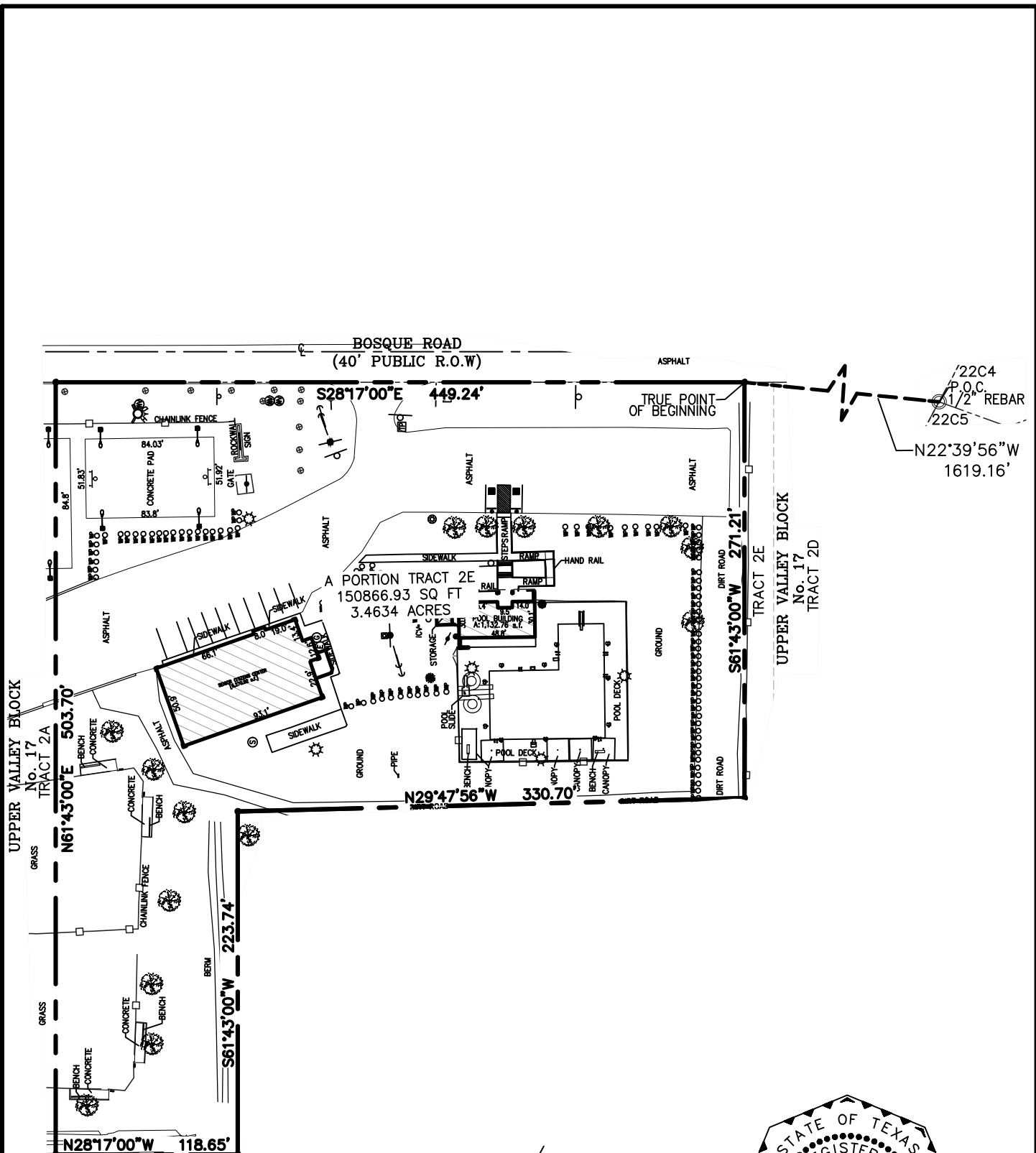
**SLI ENGINEERING, INC.**

JOB #:06-22-4838 DR. BY: AP

SCALE: 1"=90' F.B. #:MR, RE & AV  
F:\PROJECTS\IMP

DATE: 02/22/23 DWG.:22-4828\WORKING

A PORTION OF TRACT 2E, 17 UPPER  
VALLEY, EL PASO COUNT, TEXAS



- NOTES:**
1. A METES AND BOUNDS DESCRIPTION OF EVEN DATE ACCOMPANIES THIS PLAT OF SURVEY.
  2. SET 1/2" IRON WITH SLI CAP STAMPED TX2998 ON ALL PROPERTY CORNERS UNLESS OTHERWISE INDICATED.
  3. DEED REFERENCE INSTRUMENT No. N/A
  4. THIS PLAT OF SURVEY WAS DONE WITHOUT THE BENEFIT OF A TITLE COMMITMENT.

**BASIS OF BEARING:**  
 THE BEARINGS SHOWN HEREON ARE BASED ON UPPER VALLEY No 17, EL PASO COUNTY, TEXAS.

**VERTICAL AND HORIZONTAL DATUM:**  
 VERTICAL AND HORIZONTAL DATUM IS BASED ON THE TEXAS STATE PLANE COORDINATE SYSTEM, TEXAS CENTRAL ZONE, NAD83 (NAVD88).

SLI ENGINEERING, INC. Reg. No. F-1902  
 SURVEYING Reg. No. 100120-00  
 CERTIFICATION  
 I HEREBY CERTIFY THAT THE FOREGOING BOUNDARY AND IMPROVEMENT SURVEY WAS PERFORMED UNDER MY SUPERVISION AND IS TRUE AND CORRECT TO THE BEST OF MY KNOWLEDGE AND BELIEF.

GUILLERMO LICON, R.P.L.S.  
 REGISTERED PROFESSIONAL LAND SURVEYOR  
 TEXAS LICENSE NO. 2998

DATE: \_\_\_\_\_

Copyright 2023 SLI Engineering, Inc.  
 This map and survey are being provided solely for the use of all parties listed in the certification and their assigns and no license has been created, expressed or implied, to copy the surveys and/or map(s) except as necessary in conjunction with the original transaction. This transaction shall be effective within six (6) months from the date hereon FEBRUARY 22, 2023.

**PLAT OF SURVEY**

CIVIL ENGINEERS  
 LAND SURVEYORS  
 LAND PLANNERS  
 6600 WESTWIND DRIVE  
 EL PASO, TEXAS  
 (915) 584-4457

**SLI ENGINEERING, INC.**

JOB #: 06-22-4838 DR. BY: AP

SCALE: 1"=90' F.B. #: MR, RE & AV  
 F:\PROJECTS\IMP  
 DATE: 02/22/23 DWG.: 22-4828\WORKING

A PORTION OF TRACT 2E, 17 UPPER VALLEY, EL PASO COUNTY, TEXAS

**METES AND BOUNDS  
GALLEGOS PARK**

**A portion of Tract 2E, Block 17, Upper Valley, El Paso County, Texas.**

Commencing at an existing ½" rebar lying on the Northerly boundary line of Tract 22C5 & 22C4, Block 17, Upper Valley, thence North 22°39'56" West, a distance of 1,619.16 feet to a point lying on the westerly right-of-way line of Bosque Road (a 40 foot public right-of-way), said point also being the "TRUE POINT OF BEGINNING" of this metes and bounds description.

THENCE, South 61°43'00" West, a distance of 271.21 feet to a point;

THENCE, North 29°47'56" West, a distance of 330.70 feet to a point;

THENCE, South 61°43'00" West, a distance of 223.74 feet to a point;

THENCE, North 28°17'00" West, a distance of 118.65 feet to a point lying on the southerly boundary line of Tract 2A, Block 17, Upper Valley;

THENCE, North 61°43'00" East, along said boundary line, a distance of 503.70 feet to a point lying on the westerly right-of-way line of Bosque Road (a 40 foot public right-of-way);

THENCE, South 28°17'00" East, along said right-of-way line, a distance of 449.24 feet to the "TRUE POINT OF BEGINNING" of this property description.

Said parcel of land containing 150,866.93 Sq. Ft. (3.4634 Acres) of land, more or less.

**LEGEND**

CENTER LINE		GRILL	
POWER POLE		CANOPY	
SIGN		BUILDING OVERHANG	
TREE		GAS METER	
CHAIN LINK FENCE		ELECTRIC METER	
PIPE FENCE		ELECTRIC BOX	
UTILITY GAS LINE		FLAG POLE	
UTILITY WATER LINE		IRRIGATION CONTROL BOX	
WATER VALVE		SEWER CLEAN OUT	
FIRE HYDRANT		GUARD POST	
LIGHT POST		ELECTRIC POLE W/TRANSFORMER	
LIGHT POST		GUY WIRE	
BASKETBALL PEDESTAL		ROCK COLUMN	
BOUNDARY LINE		TIE LINE	



**BASIS OF BEARING:**  
 FOUND ½" REBAR LOCATED ON THE  
 NORTHERLY BOUNDARY LINE OF  
 TRACT 22C5 & 22C4, 17 UPPER  
 VALLEY, ALSO BEING THE POINT OF  
 COMMENCEMENT  
 COORDINATES: NORTHING: 10717729.1200',  
 EASTING: 350836.4510',  
 ELEVATION: 3766.332'

SLI ENGINEERING, INC. Reg. No. F-1902  
 SURVEYING Reg. No. 100120-00  
 CERTIFICATION  
 I HEREBY CERTIFY THAT THE FOREGOING  
 BOUNDARY AND IMPROVEMENT SURVEY WAS  
 PERFORMED UNDER MY SUPERVISION AND IS  
 TRUE AND CORRECT TO THE BEST OF MY  
 KNOWLEDGE AND BELIEF.

GUILLERMO LICON, R.P.L.S.  
 REGISTERED PROFESSIONAL LAND SURVEYOR  
 TEXAS LICENSE NO. 2998

DATE: \_\_\_\_\_

*Copyright 2023 SLI Engineering, Inc.*  
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 the use of all parties listed in the certification and  
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 expressed or implied, to copy the surveys and/or  
 map(s) except as necessary in conjunction with the  
 original transaction. This transaction shall be  
 effective within six (6) months from the date  
 hereon **FEBRUARY 22, 2023**.

**PLAT OF SURVEY**

**SLI** CIVIL ENGINEERS  
 LAND SURVEYORS  
 LAND PLANNERS  
 6600 WESTWIND DRIVE  
 EL PASO, TEXAS  
 (915) 584-4457

**SLI ENGINEERING, INC.**

JOB #: 06-22-4838 DR. BY: AP

SCALE: 1"=90' F.B. #: MR, RE & AV  
 F:\PROJECTS\IMP  
 DATE: 02/22/23 DWG.: 22-4828\WORKING

A PORTION OF TRACT 2E, 17 UPPER  
 VALLEY, EL PASO COUNT, TEXAS

# Board of Trustees

## Executive Summary of Board Agenda Item

Meeting Date: \_\_\_\_\_

Subject/Title for Agenda Posting: Approval of Anonymous Data Sharing Agreement between Transcend and Canutillo ISD

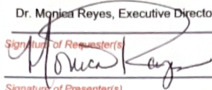
**Justification Statement:** Approval of this data sharing agreement will allow Canutillo ISD School Design Collaborative Teams, engaged in the Transcend Grant, to learn from their community, envision a new model, pilot and advance their design work in phases. Anonymous staff and student surveys and focus groups will drive the redesign focused on three leaps: Affirmation of Self and Others, Connection and Community, and Whole Child Focus.

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

Staff Responsible:

Dr. Monica Reyes, Executive Director Student Support Services

Signature of Presenter(s)



Signature of Presenter(s)

1/16/2024

Business Services Approval (Initials)

Date

### Agenda Summary:

Canutillo ISD has five campuses (CMS, AMS, GES, JDES, and RES) that have applied and been accepted to participate in a year-long journey in a school design collaborative. The three main focuses are affirmation of self and others, connection and community and a whole child focus. Through coverings and campus sessions, school design teams work together to develop a design model founded from their design drivers. Data, provided anonymously, from shareholders of the campus to include staff, students and parents is reviewed and analyzed. Professional development is provided by Transcend to the school design team (the leaders of this work) to support their journey.

**RECOMMENDATION:** Administration recommends that the Board of Trustees approves the Anonymous Data Sharing Agreement between Transcend and Canutillo ISD.

PRIOR BOARD ACTION: No      AWARDED: N/A      AWARDED AMOUNT: N/A

AMOUNT(S): N/A

ACCOUNT NO(S):  
N/APROCUREMENT METHOD TYPE: (3 Quotes, Cooperative Contract Quotes, Sole Source, Formal Bid)  
Memorandum of AgreementREQUESTING DEPARTMENT:  
Student Support Services

### CONSEQUENCES OF NON-APPROVAL:

Without the approval of this agreement, the school design teams will not be able to gather accurate data to better design a model of nurturing learning environments to focus on the whole child and so students feel safe, affirmed, and connected in their schools.

### IMPLEMENTATION TIMELINE:

School year 2023-24

106

ATTACHMENT(S): ✓ Anonymous Data Sharing Agreement , Schedule 1





## TRANSCEND AND \_\_\_\_\_ DATA SHARING AGREEMENT

This Agreement, dated \_\_\_\_\_ establishes the partnership terms between Transcend Inc. ("Transcend") and \_\_\_\_\_ ("Partner").

- 1. Data-Sharing.** Partner and Transcend will be collaborating to create extraordinary and equitable learning experiences for students. In order for Transcend to support Partner in that goal, we may require access to personally identifiable student information and other data, such as enrollment figures, attendance data, culture and climate surveys, student performance and engagement data, teacher and other stakeholder data, etc. Transcend will only request personally identifiable information that is necessary to fulfill the obligations of its agreement with Partner. For the purpose of clarity, student names and IDs may be substituted with a unique identifier (e.g. a consistently assigned number) that can be used for purposes of disaggregated analysis. If Partner requests this approach, Partner agrees to work with Transcend to incorporate this unique identifier into the data collection and analysis workflows, including for the Leaps student survey implementation and analysis.

Partner hereby designates Transcend (including employees, sub-contractors, and agents designated by Transcend) as a "School Official," as that term is defined by FERPA, providing data analysis and other school educational services to Partner. Partner warrants that it has provided parents proper notice, as required by FERPA, of the criteria it uses for determining who constitutes a School Official and what constitutes a legitimate educational interest and that such information is inclusive of the educational services Transcend will provide to Partner. Transcend agrees that only individuals assigned to the project will have access to the personally identifiable information provided by Partner.

Transcend may share properly de-identified results from school data analyses or other anonymous information; but no identifiable student data will be shared without Partner's written consent. Transcend may also use properly de-identified data for the purpose of internal research and/or improvement of our products and services. Partner may request at any time that Transcend destroy or return personally identifiable student information; Transcend will honor such requests within ten business days of receiving them.

Within one year of the expiration, termination and/or non-renewal of this agreement  
{Firm Documents/0381/999/00374096.DOCX }

(a) Transcend will destroy and/or return all personally identifiable student information to Partner, and (b) Partner will remove Transcend's access from any accounts that provide access to personally identifiable information. Transcend may retain and share properly de-identified data beyond the expiration of this agreement.

2. **Term.** The term of this Agreement begins immediately upon signing of the Agreement (on \_\_\_\_\_, otherwise referred to as the "Start Date") and ends exactly one year following the Start Date.
3. **Termination.** Partner or Transcend may, without cause, terminate this Agreement upon four [4] weeks written notice to the other party.
4. **Additional Terms and Conditions for the mutual protection of Partner and Transcend:**  
Partner and Transcend will abide by the terms and conditions set forth on Schedule 1.

The signatures below execute the terms of the agreement above.

Transcend Inc.:

By: \_\_\_\_\_  
Aylon Samouha  
Co-founder

:

By: \_\_\_\_\_  
Armando Rodriguez  
Board President

## SCHEDULE 1

### 1. Indemnification.

By Transcend. Transcend agrees to defend, indemnify and hold Partner harmless, against any loss, cost or damages arising from (i) any third party claim alleging that Partner's use of any content or data provided or submitted by Transcend to Partner infringes any U.S. Intellectual Property rights of a third person or (ii) any material breach by Transcend of its obligations under this Agreement, except to the extent caused by a breach Partner of its obligations under this Agreement.

By Partner. Partner agrees to defend, indemnify and hold Transcend harmless, against any loss, cost or damages arising from (i) any material breach by Partner of its obligations under this Agreement, except to the extent caused by a breach by Transcend of its obligations under this Agreement, and (ii) any claim brought by a parent or guardian regarding a student under the custody, care and instruction of Partner, and only to the extent such claims is based on actions or claims Partner failed to act appropriately with respect to student data.

Procedure. An indemnified party will notify the indemnifying party in writing promptly after learning of any event for which a claim for indemnification may be sought. The indemnifying party may control the defense or settlement of any claim. The indemnified party will reasonably cooperate with the indemnifying party in connection with any claim for indemnification.

Limitation on Liability. Neither party will be liable to the other party for any lost profits, loss of use, costs of obtaining substitute goods or services, or for any indirect, punitive or consequential damages

2. Publicity. Either party may publicly reference the other party, this Agreement and the relationship between the Parties, including on their respective websites and fundraising materials and efforts, and each party may use the other party's logos for such purposes. Neither party will otherwise make public statements about the contents of this agreement without each other's prior written consent.
3. Media Option. From time to time, Transcend may want to capture media footage (photographs, video, audio, etc.) of faculty, staff, students, and families/community members associated with this project. In the event that Transcend seeks to gather media assets/data from this project, Partner agrees to cooperate with Transcend and the school community to facilitate providing media releases if/as needed.
4. Confidentiality. During the Term and for an additional three years afterwards, neither party will disclose publicly or to any third person, or use for any purposes other than in connection with this Agreement, any Confidential Information of the other party, other than disclosures to employees and other representatives reasonably necessary

for such party to perform its obligations or exercise its rights under this Agreement. A party may also disclose Confidential Information to the extent required by law as long as it first allows the other party to seek a protective order or other means to maintain the confidentiality of such Confidential Information. "Confidential Information" means all non-public information of a party that is disclosed to the other party (whether orally or in writing) and includes all of the terms of this Agreement.

5. Independent Contractor. Transcend will be considered an independent contractor when performing any services hereunder. Employees of each of Transcend and Partner will remain subject to the exclusive control and supervision of Transcend and Partner, respectively, each of which will be solely responsible for obligations with respect to their respective employees.
6. Governing Law. This Agreement will be governed by and construed in accordance with the laws of the State of Texas, without regard to its conflict of law provisions.
7. Counterparts. This Agreement may be executed in counterparts (including counterparts delivered by facsimile or other electronic means), which taken together will form one legal instrument.

# Board of Trustees

Meeting Date: 2/27/2024



## Executive Summary of Board Agenda Item

Recommendation to approve award of Request for Proposal (RFP) 240002944 for E-Rate services for FY Subject/Title for Agenda Posting: 2024-25 for Network Equipment, Internet Access, Leased Dark Fiber, and Leased Lit Fiber.

**Justification Statement:** The District has benefited from previous E-Rate discounts made available for District-wide network infrastructure and services.

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

Staff Responsible:

  
*Signature of Requester(s)*  
  
*Signature of Presenter(s)*

Elizabeth B. Sida  
*Business Services Approval (Initials)*

2/16/2024  
*Date*

### Agenda Summary:

As stated in Board Policy CH (Local), any single, budgeted purchase of goods or services that costs \$100,000 or more, regardless of whether the goods or services are competitively purchased, shall require Board approval before a transaction may take place. We are currently participating in the Schools and Libraries Program commonly known as the E-Rate Program. This program helps ensure that schools and libraries can obtain high-speed Internet access and telecommunications at affordable rates. The following recommendations are made to continue participating in the E-Rate program based on the National School lunch program percentages which provides the District and 80% discount. Canutillo ISO will be responsible for paying 20% of the total cost and 80% will be paid through the E-Rate Program.

The evaluation committee reviewed all proposals received for the Districts E-Rate for the following four projects: Network Equipment, Leased Lit Fiber - Internet Access, Leased Dark Fiber - WAN, and Leased Lit Fiber - WAN.

**RECOMMENDATION:** It is recommended that the Board of Trustees approve the selected vendor(s) for the projects as described in the attached documentation.

**PRIOR BOARD ACTION:** AWARDED- AWARDED AMOUNT:

AMOUNT(S): Not to exceed \$640,000.00

ACCOUNT NO(S):  
199.53.6398.00.728 99

**PROCUREMENT METHOD TYPE:** (3 Quotes, Cooperative Contract Quotes, Sole Source, Formal Bid)  
E-Rate Request for Proposal facilitated by Region 12

**REQUESTING DEPARTMENT:**  
Information Technology Services

**CONSEQUENCES OF NON-APPROVAL:**  
Non-compliant with E-Rate submission deadlines. Risk of losing E-Rate funding.

**IMPLEMENTATION TIMELINE:**  
July 2, 2024

**ATTACHMENT(S):** Evaluation and Letter of award recommendations



**Network Equipment**

Vendor	Cost
<u>IANM</u>	<u>\$ 51,805.851</u>
<b>UDT*</b>	<b>\$ 47,470.00</b>

**Internet Access**

Vendor	Monthly Cost	Yearly Cost
Centurylink dba Lumen	\$ 2,173.00	\$ 26,076.00
Conterra Ultra	\$ 3,000.00	\$ 36,000.00
<b>Spectrum*</b>	<b>\$ 2,849.00</b>	<b>\$ 34,188.00</b>

**Dark Fiber**

Vendor	Monthly Cost	Yearly Cost	<u>Total</u> Construction Cost	20% Total
Vero Networks	\$ 988.00	\$ 11,856.00	\$ 2,354,658.00	\$ 470,931.60
<b>WANRack*</b>	<b>\$ 1,716.00</b>	<b>\$ 20,592.00</b>	<b>\$ 2,655,445.00</b>	<b>\$ 531,089.00</b>

**Leased Lit Fiber**

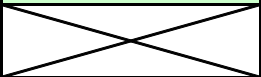
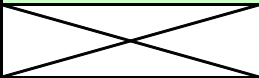
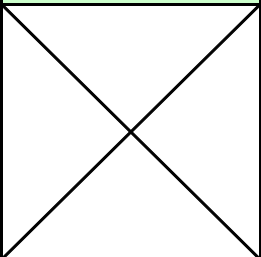
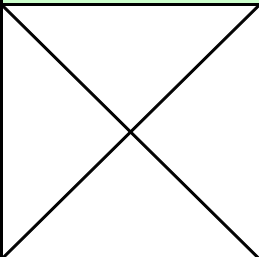


Vendor	Monthly Cost	Yearly Cost	<u>Total</u> Construction Cost	20% Total
Conterra Ultra	\$ 425.00	\$ 5,100.00	\$ 1,276,362.13	\$ 255,272.42
Vero Network	\$ 1,118.00	\$ 13,416.00	\$ 2,354,658.00	\$ 470,931.60
WANRack	\$ 2,106.00	\$ 25,272.00	\$ 2,677,625.00	\$ 535,525.00
<b>Spectrum*</b>	<b>\$ 553.50</b>	<b>\$ 6,642.00</b>		

**\*Award recommendation**

Totals:

Network Equipment	\$ 47,470.00
Internet Access	\$ 34,188.00
Dark Fiber	\$ 551,681.00
Leased Lt Fiber	\$ 6,642.00
<b>Total Amount Requested:</b>	<b>\$ 639,981.00</b>

CANUTILLO INDEPENDENT SCHOOL DISTRICT  
 REQUEST FOR PROPOSAL (RFP) E-RATE Funding 2024-2025  
 Canutillo 470 #240002944 -NETWORK

AVERAGE SCORES	ANM, Inc.	United Data Technologies
1 The Purchase Price	#VALUE!	23.3
<b>Total Points - 30</b>		
2 The reputation of the vendor and the vendor's goods and services	0.0	11.7
<b>Total Points - 15</b>		
3 The Quality of the vendor's goods and services	0.0	21.7
<b>Total Points - 25</b>		
4 The extent to which the vendors goods and service meet the districts needs	0.0	13.3
<b>Total Points - 15</b>		
5 The vendor's past relationship with the district	0.0	2.7
<b>Total Points - 5</b>		
6 The impact on the ability of the district to comply with laws and rules related to historically utilized businesses		
<b>Total Points - 0</b>		
7 The total long-term cost to the district to acquire the vendor's goods and services	0.0	6.7
<b>Total Points - 10</b>		
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		
<b>Total Points - 0</b>		
9 Any other relevant factors specifically listed in the request for bids or proposals		
<b>Total Points -</b>		
<b>TOTAL POSSIBLE SCORE = 100</b>	0.0	79.3

NOTE: ANM, Inc. was disqualified because they did not respond to the questions asked, nor did vendor submit clarification on specified items, needed for the committee to compare equally.

CANUTILLO INDEPENDENT SCHOOL DISTRICT  
REQUEST FOR PROPOSAL (RFP) E-RATE Funding 2024-2025  
Canutillo 470 #240002944 - INTERNET

AVERAGE SCORES	CenturyLink dba Lumen	Conterra Ultra	Spectrum
1 The Purchase Price	25.0	20.0	25.0
<b>Total Points - 30</b>			
2 The reputation of the vendor and the vendor's goods and services	9.3	9.3	13.0
<b>Total Points - 15</b>			
3 The Quality of the vendor's goods and services	18.3	20.0	21.3
<b>Total Points - 25</b>			
4 The extent to which the vendors goods and service meet the districts needs	10.0	13.3	15.0
<b>Total Points - 15</b>			
5 The vendor's past relationship with the district	0.0	0.0	5.0
<b>Total Points - 5</b>			
6 The impact on the ability of the district to comply with laws and rules related to historically utilized businesses	<del> </del>	<del> </del>	<del> </del>
<b>Total Points - 0</b>			
7 The total long-term cost to the district to acquire the vendor's goods and services	3.3	5.0	8.3
<b>Total Points - 10</b>			
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	<del> </del>	<del> </del>	<del> </del>
<b>Total Points - 0</b>			
9 Any other relevant factors specifically listed in the request for bids or proposals	<del> </del>	<del> </del>	<del> </del>
<b>Total Points - 0</b>			
<b>TOTAL POSSIBLE SCORE = 100</b>	66.0	67.7	87.7

CANUTILLO INDEPENDENT SCHOOL DISTRICT  
REQUEST FOR PROPOSAL (RFP) E-RATE Funding 2024-2025  
Canutillo 470 #240002944 - Dark Fiber

AVERAGE SCORE	Vero Networks	WANRock
1 The Purchase Price	26.7	21.7
<b>Total Points - 30</b>		
2 The reputation of the vendor and the vendor's goods and services	8.3	14.3
<b>Total Points - 15</b>		
3 The Quality of the vendor's goods and services	22.7	25.0
<b>Total Points - 25</b>		
4 The extent to which the vendors goods and service meet the districts needs	14.0	15.0
<b>Total Points - 15</b>		
5 The vendor's past relationship with the district	0.0	1.7
<b>Total Points - 5</b>		
6 The impact on the ability of the district to comply with laws and rules related to historically utilized businesses	0.0	0.0
<b>Total Points - 0</b>		
7 The total long-term cost to the district to acquire the vendor's goods and services	9.7	7.7
<b>Total Points - 10</b>		
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
<b>Total Points - 0</b>		
9 Any other relevant factors specifically listed in the request for bids or proposals		
<b>Total Points -</b>		
<b>TOTAL POSSIBLE SCORE = 100</b>	81.3	85.3

CANUTILLO INDEPENDENT SCHOOL DISTRICT  
 REQUEST FOR PROPOSAL (RFP) E-RATE Funding 2024-2025  
 Canutillo 470 #240002944 - Lit Fiber WAN

AVERAGE SCORE	Conterra Ultra	Spectrum	Vero Networks	WANRack
1 The Purchase Price	29.0	26.3	20.0	15.0
<b>Total Points - 30</b>				
2 The reputation of the vendor and the vendor's goods and services	7.7	15.0	11.7	11.7
<b>Total Points - 15</b>				
3 The Quality of the vendor's goods and services	13.3	20.0	18.3	18.0
<b>Total Points - 25</b>				
4 The extent to which the vendors goods and service meet the districts needs	10.0	13.3	11.7	11.7
<b>Total Points - 15</b>				
5 The vendor's past relationship with the district	0.7	5.0	0.0	1.0
<b>Total Points - 5</b>				
6 The impact on the ability of the district to comply with laws and rules related to historically utilized businesses				
<b>Total Points - 0</b>				
7 The total long-term cost to the district to acquire the vendor's goods and services	10.0	8.7	8.7	5.3
<b>Total Points - 10</b>				
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				
<b>Total Points - 0</b>				
9 Any other relevant factors specifically listed in the request for bids or proposals				
<b>Total Points -</b>				
<b>TOTAL POSSIBLE SCORE = 100</b>	70.7	88.3	70.3	62.7



# OFFICE OF THE ASSOCIATE SUPERINTENDENT

## #BestSmallDistrictinTexas

### MEMORANDUM

TO: BOARD OF TRUSTEES AND SUPERINTENDENT GALAVIZ  
FROM: DR. DEBRA Y. KERNEY, ASSOCIATE SUPERINTENDENT  
SUBJECT: FACILITY REQUEST FORM: VINTON SPANISH CONGREGATION OF JEHOVAH'S WITNESS  
DATE: JANUARY 31, 2024

---

Canutillo ISD has received a facilities request form from the Vinton Spanish Congregation of Jehovah's Witness requesting use of the auditorium at Canutillo High School for a Memorial of Jesus' Death on March 24, 2024. As stated in GKD (Regulation) *Requests for use by individuals, groups, or organizations to use facilities or equipment for financial profit, partisan political reasons, religious purposes, or serving the individual or group's self-interest shall be approved by the Board*

---

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

---

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



**Texas Education Agency A-Rated Three Years in a Row.**

---

P: (915) 877-7481  
F: (915) 877-7522  
canutillo-isd.org

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

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



**CANUTILLO INDEPENDENT SCHOOL DISTRICT  
FACILITIES REQUEST FORM  
REQUIRING BOARD APPROVAL**

Name: Everardo Bolandran Jr.  
 Address: 6116 La Florida Dr. email: bhonda98@aol.com  
 Telephone #: 915-526-5579 Date of application: 01-09-2024  
 Organization: Vinton Spanish Congregation  
 Address: 1725 West Washington St. Anthony, NM 88021  
 Position of applicant: minister

Indicate length of time you are planning to use facilities:

Date(s): 03-24-2024 Time: From 6:00 pm To 9:30 pm  
 Type of facilities: auditorium Location/campus: Canutillo High School  
 Purpose for use of facilities: Memorial of Jesus' Death  
 Number of Participants: 550

\*\*\*\*\*  
 I have read the Rules and Regulations for use of Canutillo ISD building facilities and I will abide by these rules and regulations. I further assure responsibility for the proper care of these facilities.

[Signature] minister 01-09-2024  
 Applicant signature Title Date

\*\*\*\*\*

Approved by Principal or Designee <u>[Signature]</u>	Title	Date <u>1/18/24</u>
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Custodial Services Required & Approval from Lead Custodian

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Superintendent's Approval <u>[Signature]</u>	Date <u>1/22/24</u>
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Approved by Board of Trustees-Board President Signature	Date
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Comments:

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# OFFICE OF THE ASSOCIATE SUPERINTENDENT

## #BestSmallDistrictinTexas

### MEMORANDUM

TO: BOARD OF TRUSTEES AND SUPERINTENDENT GALAVIZ  
FROM: DR. DEBRA Y. KERNEY, ASSOCIATE SUPERINTENDENT  
SUBJECT: FACILITY REQUEST FORM: CHILD EVANGELISM FELLOWSHIP OF WEST TEXAS  
DATE: FEBRUARY 8, 2024

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Canutillo ISD has received a facilities request form from the Child Evangelism Fellowship of West Texas-Rio Grande Chapter requesting use of a room at Bill Childress Elementary School for after school Good News Club, grades 1-5. As stated in GKD (Regulation) *Requests for use by individuals, groups, or organizations to use facilities or equipment for financial profit, partisan political reasons, religious purposes, or serving the individual or group's self-interest shall be approved by the Board.*

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

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

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P: (915) 877-7481  
F: (915) 877-7522  
canutillo-isd.org



**Texas Education Agency A-Rated Three Years in a Row.**

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

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



CANUTILLO INDEPENDENT SCHOOL DISTRICT
FACILITIES REQUEST FORM
REQUIRING BOARD APPROVAL

Name: Sheryl C. Maxsom, PhD
Address: 533 La Cantera Dr Email: smaxsom@elp,rr.com
Telephone #: 915-549-2794 Date of Application: 2-5-24
Organization: Child Evangelism Fellowship Rio Grande Chapter
Address:
Position of Applicant: Chapter Board Member

Indicate length of time you are planning to use facilities:

Tuesdays
Date(s): 3/21-4/25/2024 Time: From 3:15 To 4:45

Type of facility requested: Any Room Available Location/campus: Bill Childress Elem

Purpose for use of facilities: Good News Club

Number of Participants: 20 Food be sold during the event: (circle one) Yes No

If selling food during the event, a City of El Paso Public Food Establishment Permit must be provided to the associate superintendent's office five (5) business days prior to the event.

I have read the Rules and Regulations for use of Canutillo ISD building facilities and I will abide by these rules and regulations. I further assure responsibility for the proper care of these facilities.

Sheryl C. Maxsom, PhD Board Member 2-5-24
Applicant signature Title Date

Approved by Principal or Designee Title Principal Date 2/8/24

Custodial Services Required:

Facilities & Transportation Division - Lead Custodian Signature Date

Associate Superintendent's Approval Date 2/8/24

Board Approved: Yes No Date



# CURRICULUM & INSTRUCTION

## CANUTILLO A Premier District

TO: CISD Board of Trustees and Superintendent Galaviz  
FROM: Jesica Arellano, Executive Director of Curriculum & Instruction  
DATE: February 7, 2024  
RE: Voting Delegates for the CISD Instructional Materials Adoption Process

The Instructional Material Adoption for some district Science and Social Studies content areas is occurring this year. They include the following content areas:

- **Social Studies Personal Financial Literacy and Economics**
- **Science K-5**
- **Science 6-8**
- **Biology**
- **Chemistry**
- **Physics**
- **Integrated Physics and Chemistry (IPC)**
- **Environmental Systems**
- **Astronomy**

The voting delegate selection process was conducted as specified in the CISD Instructional Material Adoption Procedures Handbook. A general training for all campus administrators, IMAT representatives and voting delegates took place on October 19. The campus IMAT and Voting Delegates are listed below for approval.

### **Campus IMAT representatives**

Sofia Juarez, BCE  
Leslye Barraza, DDE  
Nadia Juarez, CES  
Cierra Fernandez, GES  
Rocio Montes, JDE  
Leslie Hess, RES  
Janet Amador, AMS  
Tonya Flores, CMS  
Ernesto Villanueva, CHS  
Camila Zeh, NWECHS

### **Voting Delegates:**

April Gonzalez, BCE  
Karina Gomez, DDE  
Christopher Ambriz, CES  
Jon Serrano, GES

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El Paso, TX 79932

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#### Mailing Address:

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P: (915) 877-7440

F: (915) 877-7527

[canutillo-isd.org](http://canutillo-isd.org)

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Carlos Ulloa, JDE  
Euridice Garza, RES  
Diana Castillo, AMS  
Hector Juarez, CMS  
Clariss Rosa, CHS  
Erika Mercado, NWECHS

**Voting Alternates:**

Anna Serna, BCE  
Jessica Valero, DDE  
Cecilia Campos, CES  
Camila Pena, GES  
Dalia Luna, JDE  
Monica Cereceres, RES  
Robert Martin, AMS  
Patrica Montiel, CMS  
Jaime Campo, CHS  
Austin Campbell, NWECHS

**Curriculum Coordinators**

Steven Porras, CTE  
Rich Moore, Social Studies  
Marlena Zimmerman, Science

C&I will provide the voting results of the instructional materials in the March Board Meeting.



# OFFICE OF THE ASSOCIATE SUPERINTENDENT

## #BestSmallDistrictinTexas

**To:** Board of Trustees and Superintendent Galaviz  
**From:** Dr. Debra Kerney, Associate Superintendent  
**Date:** February 12, 2024  
**Re:** Waiver for Remote Conferencing-Regular Education Students during the 2023-2024 SY

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In accordance with BF (LEGAL), Canutillo ISD will submit the following waiver: Remote Conferencing-Regular Education Students as noted on the adopted 2023-2024 Student Attendance Accounting Handbook (SAAH).

Campus attendance clerks will submit a waiver request in addition to supporting documentation (e.g. doctor/psychologist note, hospital letter) to the PEIMS Specialist who will in turn submit the waiver request (sample attached) through TEAL for TEA approval. Below is the section in the 2023-2024 SAAH addressing Remote Conferencing-Regular Education Students.

### **12.3.1 Remote Conferencing—Regular Education Students**

*If your school district provides instruction through remote conferencing to a regular education student, your district may, **with the approval of a waiver request**, count that instruction as classroom time for FSP funding purposes and count the student in attendance for FSP funding purposes, provided **the following** requirements are met:*

- The student is unable to attend school because of a temporary medical or psychological condition.*
- The student's temporary medical or psychological condition is documented by a physician licensed to practice in the United States. The documentation must include a statement from the physician that the student is to remain confined to their home or to a hospital.*

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*Waivers will be granted on a case-by-case basis. A waiver will not be granted if the student is unable to attend school for a reason other than a medical condition, such as confinement at home for disciplinary reasons. Supporting documentation submitted with the waiver must also be submitted for each student on a case-by-case basis but must not contain identifiable information. This documentation must be retained by the LEA locally for audit purposes.*

*Students participating through remote conferencing will generate attendance in the following ways:*

- Students in grades pre-K to five must receive the equivalent of four hours of instruction with at least two hours of synchronous instruction each school day. This instruction does not need to be consecutive.*
- Students in grades six to 12 must receive at least four hours of instruction through synchronous instruction each school day. This instruction does not need to be consecutive.*

*You must have an approved waiver for the student unable to attend because of a temporary medical condition documented by a physician licensed in the United States.*



# Waivers

2023-2024 Application for Other Waiver Waiver ID:

<b>Application Information</b>		
Category: General	Creator: Leticia Martinez, District Editor	Status: Assigned To:
Creation Date:	Approving Superintendent: Pedro Galaviz	

<b>LEA Contact</b>	<b>LEA Information</b>
Full Name:	LEA: CANUTILLO ISD (071907)
Phone:	Address: P O BOX 100, CANUTILLO, TX 79835-0100
Email:	Phone: (915) 877-7444

**Date of LEA Board of Trustees Approval**

Date: Board Approval Date

**Special Instructions**

This waiver allows districts and charter schools to request a waiver of a requirement, restriction, or prohibition imposed by the Texas Education Code (TEC) or rule of the board or commissioner, except as prohibited by TEC § 7.056 (e).

**Waiver Description**

General Education - Remote Conferencing

**General Questions**

- Give a brief narrative description of the requested waiver.
 

Student's physician provided a letter for remote conferencing and based on description from physician (insert specific details from physician's letter here). Granting the waiver for remote conferencing ensures that we meet student's needs and recognize the importance of the students well being and health.
- Does the district or campus plan reflect the need for this waiver? If yes, what is the specific objective impacted by the waiver?
 

Remote conferencing ensures continuity of instruction maintaining student progress to prevent learning loss.
- Cite the section(s) of the Texas Education Code or the Texas Administrative Code that the district or campus wishes to waive.
 

TAC 129.21 2023-2024 Student Attendance Accounting Handbook

**4. Describe the plan to be implemented, if the waiver is granted.**

A certified teacher will reach out to parent and begin scheduling session throughout each week, curriculum and resources will be provided by homeroom teacher from students home campus. Teacher will follow district calendar for instruction and will ensure that 4 hours per day of virtual/remote conferencing are met based on all core content. The four hours per day will be indicated through scheduling and based on students needs.

**5. How will granting this waiver help achieve the district's or campus' objective?**

Aligns to schools objectives of inclusivity, individualized learning, continuity of education, legal compliance and supporting student well-being.

**6. Please explain how the school district or campus will evaluate the impact of the waiver towards meeting the district's or campus' goal.**

Through remote conferencing and a personalized curriculum student will receive instructional sessions, close monitoring and weekly grades to ensure participation and learning. Teacher will be taking into account their specific needs, abilities and health condition.

**Requested Years**

2023-2024 (Approved)

Title	Type	Size	Date Added	Added By
Board Agenda	PDF	1.2 mb	2023-08-23	Leticia.Martinez8
Executive Summary	PDF	119.9 kb	2023-08-23	Leticia.Martinez8
HB Consent	PDF	80.9 kb	2023-09-19	Leticia.Martinez8
Doctor's Note	PDF	139 kb	2023-09-19	Leticia.Martinez8

**Revision Comments (1)**

Comment	Date Added
Remote conferencing	

**Leave Administration**

The Superintendent shall develop administrative regulations addressing employee leaves and absences to implement the provisions of this policy.

**Definitions**

The term "immediate family" is defined as:

Immediate Family

1. Spouse.
2. Son or daughter, including a biological, adopted, or foster child, a son- or daughter-in-law, a stepchild, a legal ward, or a child for whom the employee stands *in loco parentis*.
3. Parent, stepparent, parent-in-law, or other individual who stands *in loco parentis* to the employee.
4. Sibling, stepsibling, and sibling-in-law.
5. Grandparent and grandchild.
6. Any person residing in the employee's household at the time of illness or death.

For purposes of the Family and Medical Leave Act (FMLA), the definitions of spouse, parent, son or daughter, and next of kin are found in DECA(LEGAL).

Family Emergency

The term "family emergency" shall be limited to disasters and life-threatening situations involving the employee or a member of the employee's immediate family.

Leave Day

A "leave day" for purposes of earning, using, or recording leave shall mean the number of hours per day equivalent to the employee's usual assignment, whether full-time or part-time.

School Year

A "school year" for purposes of earning, using, or recording leave shall mean the term of the employee's annual employment as set by the District for the employee's usual assignment, whether full-time or part-time.

Catastrophic Illness or Injury

A catastrophic illness or injury is a severe condition or combination of conditions affecting the mental or physical health of the employee or a member of the employee's immediate family that requires the services of a licensed practitioner for a prolonged period of time and that forces the employee to exhaust all leave time earned by that employee and to lose compensation from the District. Such conditions typically require prolonged hospitalization or recovery or are expected to result in disability or death. Conditions relating to pregnancy or childbirth shall be considered catastrophic if they meet the requirements of this paragraph.

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**Note:** For District contribution to employee insurance during leave, see CRD(LOCAL).

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**Availability**

The District shall make state personal leave and local leave for the current year available for use at the beginning of the school year.

**State Leave Proration**

If an employee separates from employment with the District before his or her last duty day of the school year or begins employment after the first duty day of the school year, state personal leave shall be prorated based on the actual time employed.

If an employee separates from employment before the last duty day of the school year, the employee's final paycheck shall be reduced for state personal leave the employee used beyond his or her pro rata entitlement for the school year.

**Medical Certification**

An employee shall submit medical certification of the need for leave if:

1. The employee is absent more than three consecutive work-days because of personal illness or illness in the immediate family;
2. The District requires medical certification due to a questionable pattern of absences or when deemed necessary by the supervisor or Superintendent; or
3. The employee requests FMLA leave for the employee's serious health condition; a serious health condition of the employee's spouse, parent, or child; or for military caregiver leave.

In each case, medical certification shall be made by a health-care provider as defined by the FMLA. [See DECA(LEGAL)]

**State Personal Leave**

The Board requires employees to differentiate the manner in which state personal leave is used.

**Nondiscretionary Use**

Nondiscretionary use of leave shall be for the same reasons and in the same manner as state sick leave accumulated before May 30, 1995. [See DEC(LEGAL)]

Nondiscretionary use includes leave related to the birth or placement of a child and taken within the first year after the child's birth, adoption, or foster placement.

**Discretionary Use**

Discretionary use of leave is at the individual employee's discretion, subject to limitations set out below.

COMPENSATION AND BENEFITS  
LEAVES AND ABSENCES

DEC  
(LOCAL)

*Request for  
Leave*

In deciding whether to approve or deny a request for discretionary use of state personal leave, the supervisor shall not seek or consider the reasons for which an employee requests to use leave. The supervisor shall, however, consider the duration of the requested absence in conjunction with the effect of the employee's absence on the educational program and District operations, as well as the availability of substitutes.

Discretionary use of state personal leave shall not exceed five workdays per semester or ten workdays in a school year.

**Local Leave**

Each professional employee and paraprofessional/auxiliary employee shall earn five, six, or seven paid local leave days per school year in accordance with administrative regulations.

Local leave shall accumulate without limit.

Local leave shall be used according to the terms and conditions of state personal leave. [See State Personal Leave, above]

**Flex Days**

An eligible employee shall earn unpaid flex days in accordance with administrative regulations.

The District shall make flex days for the current year available for use at the beginning of the school year. Flex days shall not be interchangeable with state personal leave or local leave.

An employee may take flex days during the year that they are awarded or by December of the following school year.

Flex days that are not used by exempt staff within the timeframe outlined shall be forfeited.

Flex days for nonexempt staff shall be used by December of the following year. The District shall not compensate for flex days; however, accumulated flex days not used by nonexempt staff by December shall be paid.

**Sick Leave Bank**

The District shall establish a sick leave bank that employees may join through contribution of local leave.

Leave contributed to the bank shall be solely for the use of participating employees. An employee who is a member of the bank may request leave from the bank if the employee or a member of the employee's immediate family experiences a catastrophic illness or injury and the employee has exhausted all paid leave and any applicable compensatory time.

The Superintendent shall develop regulations for the operation of the sick leave bank that address the following:

COMPENSATION AND BENEFITS  
LEAVES AND ABSENCES

DEC  
(LOCAL)

1. Membership in the sick leave bank, including the number of days an employee must contribute to become a member;
2. Procedures to request leave from the sick leave bank;
3. The maximum number of days per school year a member employee may receive from the sick leave bank;
4. The committee or administrator authorized to consider requests for leave from the sick leave bank and criteria for granting requests; and
5. Other procedures deemed necessary for the operation of the sick leave bank.

Appeal

An employee may appeal a decision regarding the sick leave bank in accordance with DGBA(LOCAL), beginning with the Superintendent or appropriate administrator.

**Family and Medical Leave**

FMLA leave shall run concurrently with applicable paid leave and compensatory time, as applicable.

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**Note:** See DECA(LEGAL) for provisions addressing FMLA.

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Twelve-Month Period

For purposes of an employee's entitlement to FMLA leave, the 12-month period shall be measured forward from the date an individual employee's first FMLA leave begins.

Combined Leave for Spouses

When both spouses are employed by the District, the District shall limit FMLA leave for the birth, adoption, or placement of a child, or to care for a parent with a serious health condition, to a combined total of 12 weeks. The District shall limit military caregiver leave to a combined total of 26 weeks.

Intermittent or Reduced Schedule Leave

The District shall not permit use of intermittent or reduced schedule FMLA leave for the care of a newborn child or for the adoption or placement of a child with the employee.

Certification of Leave

When an employee requests leave, the employee shall provide certification, in accordance with FMLA regulations, of the need for leave.

Fitness-for-Duty Certification

In accordance with administrative regulations, when an employee takes FMLA leave due to the employee's own serious health condition, the employee shall provide, before resuming work, a fitness-for-duty certification.

Leave at the End of Semester

When a teacher takes leave near the end of the semester, the District may require the teacher to continue leave until the end of the semester.

COMPENSATION AND BENEFITS  
LEAVES AND ABSENCES

DEC  
(LOCAL)

**Temporary Disability Leave**

Any full-time employee whose position requires educator certification by the State Board for Educator Certification or by the District shall be eligible for temporary disability leave. The maximum length of temporary disability leave shall be 180 calendar days. [See DBB(LOCAL) for temporary disability leave placement and DEC(LEGAL) for return to active duty.]

An employee's notification of need for extended absence due to the employee's own medical condition shall be forwarded to the Superintendent as a request for temporary disability leave.

The District shall require the employee to use temporary disability leave and paid leave, including any compensatory time, concurrently with FMLA leave.

**Workers' Compensation**

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**Note:** Workers' compensation is not a form of leave. The workers' compensation law does not require the continuation of the District's contribution to health insurance.

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An absence due to a work-related injury or illness shall be designated as FMLA leave, temporary disability leave, and/or assault leave, as applicable.

**Paid Leave Offset**

The District shall permit the option for paid leave offset in conjunction with workers' compensation income benefits. [See CRE]

**Court Appearances**

Absences due to compliance with a valid subpoena or for jury duty shall be fully compensated by the District and shall not be deducted from the employee's pay or leave balance.

**Payment for Accumulated Leave Upon Retirement**

The following leave provisions shall apply to local leave accumulated beginning on the original effective date of this program.

An employee who retires from the District shall be eligible for payment for accumulated local leave under the following conditions:

1. The employee's retirement is voluntary, i.e., the employee is not being discharged or nonrenewed.
2. The employee provides advance written notice of intent to retire. Contract employees must provide written notice at least 90 days before the last day of employment. Noncontract employees must provide written notice at least two weeks before the last day of employment.
3. The employee has at least ten years of service with the District.

The employee shall receive payment for each day of accumulated local leave, to a maximum of 30 days, at a rate equal to 50 percent

of the individual employee's daily rate of pay. If the employee is reemployed with the District, days for which the employee received payment shall not be available to that employee.

The rate established by the Board shall be in effect until the Board adopts a new rate. Any changes to the rate shall apply beginning with the school year following the adoption of the rate change.

**Neutral Absence  
Control**

Abuse of Leave

Abuse of leave policies, misrepresentation of the need to use leave, or falsification of a document from a health-care provider shall constitute grounds for appropriate disciplinary action, up to and including termination, in accordance with District policies.

Excessive  
Absences

When an employee's absences become a concern or an employee establishes a pattern of absences, the employee's immediate supervisor shall discuss with the employee the reasons for the absences. Absences may be subject to verification. If the absences are deemed excessive or the supervisor determines that a pattern has developed, the employee may be subject to disciplinary action up to and including termination of employment. [See Medical Certification, above]

A nonexempt employee who is absent from work for three or more consecutive workdays without prior approval from or providing appropriate notice to the employee's supervisor shall be deemed to have abandoned his or her job and may be separated from service with the District in accordance with District policy.

An exempt employee who is absent from work for three or more consecutive workdays without prior approval from or providing appropriate notice to the employee's supervisor shall be deemed to have abandoned his or her job and the District may pursue termination in accordance with the DF series of policies.

The employee's eligibility for reasonable accommodations, as required by the Americans with Disabilities Act [see DAA(LEGAL)], shall be considered before termination.