

# 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 June 18, 2008, beginning at 6:00 PM in the Canutillo ISD Administration Office, 7965 Artcraft, El Paso, TX 79932.

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

1. General Functions
  - A. Call to Order
  - B. Roll Call
  - C. "Pledge of Allegiance to the United States Flag" 3
  - D. "Texas Pledge of Allegiance" 4
  - E. "CISD Mission Statement" 5
  - F. Approval of Minutes
    1. Special Board Meeting 5/07/08 6
    2. Regular Board Meeting 5/13/08 13
    3. Special Board Meeting 5/19/08 30
    4. Special Board Meeting 5/28/08 32
    5. Special Board Meeting 6/05/08 34
  - G. Communications (Thirty Minute Open Forum)
    1. General Comments Portion
    2. Complaints Portion
  - H. Board of Trustee Business
    1. Recognition of CISD Teachers of the Year 36
    2. Review of June Calendar of Events 37
    3. Approval to change date of Regular Board Meeting from Tuesday, July 8, 2008 to Wednesday, July 16, 2008
    4. Discussion of sessions attended by Board Members at the Summer Leadership Institute in San Antonio, June 11-14, 2008
  - I. Committee Reports
    1. Finance/Audit/Facilities/Planning Committee - Mr. Rodriguez, Chairperson (May 7, May 12 and June 5) 38
  - J. Consent Agenda
    1. Budget Amendments 43
    2. Approval to Renew Participation in the Region 18 ESC Cooperative Purchasing Program 49
    3. Approval for Purchase of Cafeteria Equipment 50
    4. Approval for Purchase of Food Items for the Summer Food Program 51

K. Reports	
1. Superintendent's Report	
2. Attendance, Financial and Warrant List for May 1-27, 2008 in the amount \$1,494,129.11	52
3. Other Reports	
a. Budget update For Fiscal Year 2008-2009	
2. Instruction and Student Affairs	
A. Request to Waive Student Tuition	59
B. Approval to add Culinary Arts courses to Canutillo High School Curriculum (Introduction to Culinary Arts, Culinary Arts I, and Culinary Arts II)	
3. Personnel	
A. Administrative Personnel Actions (no Board action required - information item only)	60
1. Superintendent approved employment of personnel (no Board action required)	
2. Superintendent approved position changes for personnel (no Board action required)	
3. Superintendent acceptance of resignations from personnel (no Board action required)	
4. Superintendent acceptance of requests for retirement (no Board action required)	
5. Employment Termination of Support Personnel (no Board action required)	
B. Level III Grievance of Josefina Ochoa	
4. Business and Finance	
A. Consider Agreement with PSB Regarding Storm Water Drainage Fees	
5. Administration	
A. NONE	
6. 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.



### ***Pledge of Allegiance to the United States Flag***

***I pledge allegiance to the flag of the United States of America  
and to the republic for which it stands:  
one nation under God, indivisible,  
with liberty and justice for all.***

When reciting the pledge of allegiance, civilians should stand at attention or with the right hand over the heart. Men should remove their hats. Armed services personnel in uniform face the flag and give the military salute.



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



# **MISSION STATEMENT**

**Canutillo I.S.D. will be a model of quality education to assure all students graduate on time and are prepared for higher education to become productive and responsible citizens.**

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

**MEMBERS**

							Special Meeting Board of Trustees	
							Wednesday, May 7, 2008 Canutillo ISD Administration Office 7965 Artcraft – El Paso, Texas	
							<b>Item:</b>	<b>Reference:</b>
	MR. ARELLANO	MR. CORONADO	MR. FRIETZE	MRS. JORDAN	MR. LERMA	MR. RODRIGUEZ		
						MRS. SANCHEZ		
Present	X	X		X		X	1. General Functions	
Absent			X		X		A. Call to Order at 6:10 p.m. (Absent - Mr. Fietze, Mr. Lerma and Mr. Rodriguez) (Mr. Rodriguez called in he was unable to attend)	
							B. Roll Call	
							C. Board Business	
							1. Board approval of resolution to support the City of Vinton to maintain and protect its incorporated status	
							Motion was made by Mr. Arellano and second by Mrs. Jordan to approve resolution number 20081 in support of the City of Vinton to maintain and protect its incorporated status.	
Motion				X			The question was called by Shonda Jordan	
Second							Motion passes to call the question	
Ayes	X	X		X		X		
Nays								
Abstain								
Motion	X						Motion was made by Mr. Arellano and second by Mrs. Jordan to approve resolution number 20081 in support of the City of Vinton to maintain and protect its incorporated status.	
Second				X				
Ayes	X	X		X		X		
Nays								
Abstain							Motion passes	
								Special Board Mtg. Minutes Page 1



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

**MEMBERS**

								Special Meeting Board of Trustees	
								Wednesday, May 7, 2008 Canutillo ISD Administration Office 7965 Artcraft – El Paso, Texas	
								<b>Item:</b>	<b>Reference:</b>
	MR. ARELLANO	MR. CORONADO	MR. FRIETZE	MRS. JORDAN	MR. LERMA	MR. RODRIGUEZ	MRS. SANCHEZ		
Motion	X			X				Motion to approve items on consent agenda as read, passed.	
Second									
Ayes	X	X		X			X		
Nays									
Abstain									
								2. Instruction and Student Affairs	
								A. Board Approval of the Texas Educator Excellence Grant From TEA for Alderete Middle School	
Motion	X			X				Motion to approve the Texas Educators Excellence Grant from TEA for Alderete Middle School	
Second									
Ayes	X	X		X			X		
Nays								Motion passes	
Abstain									
								3. Personnel	
								A. Board Approval to go into an Intralocal Purchasing System (TIPS) Agreement with Region 8 Education Service Center	
								Interlocal Agreement	
								Texas Education Code §8.002 permits regional education service centers, at the direction of the Commissioner of Education, to provide services to assist school districts in improving student performance and increasing the efficiency and effectiveness of school operations Authority for such services is granted under Texas Government Code §§ 791.001 et seq as amended.	
								This Interlocal Agreement (hereinafter the “Agreement”) is effective May 7, 2008 and shall be automatically renewed unless either party gives sixty (60) days prior written notice of non-renewal. This Agreement may be terminated without cause by either party upon (60) days prior written notice, or may also be determined for cause of anytime upon	Special Board Mtg. Minutes Page 3





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

**MEMBERS**

								Special Meeting Board of Trustees	
	MR. ARELLANO	MR. CORONADO	MR. FRIETZE	MRS. JORDAN	MR. LERMA	MR. RODRIGUEZ	MRS. SANCHEZ	Wednesday, May 7, 2008 Canutillo ISD Administration Office 7965 Artcraft – El Paso, Texas	
								<b>Item:</b>	<b>Reference:</b>
								<p>The Parties to this Agreement expressly acknowledge and agree that all monies paid pursuant to this Agreement shall be paid from budgeted available funds for the current fiscal year of each such entity.</p> <p>Before any party may resort to litigation, any claims, disputes or other matters in question between the Parties to this Agreement shall be submitted to nonbinding mediation.</p> <p>No party to this Agreement waives or relinquishes any immunity or defense on behalf of themselves, their directors, officers, employees, and agents as a result of its execution of this Agreement and performance of the functions and obligations described herein.</p> <p>This Agreement may be negotiated and transmitted between the Parties by means of a facsimile machine and the terms and conditions agreed to are binding upon the Parties.</p> <p>Authorization: Region VIII Education Service Center The Interlocal Purchasing System (TIPS) Program have entered into an Agreement to provide cooperative purchasing opportunities to public schools and governmental entities.</p> <p>Motion to approve to go into an Intralocal Purchasing System (TIPS) Agreement with Region 8 Education Service Center</p> <p>Motion passes</p>	
Motion	X								
Second									
Ayes	X	X		X		X	X		
Nays									
Abstain									
									Special Board Mtg. Minutes Page 6

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

**MEMBERS**

								Special Meeting Board of Trustees	
								Wednesday, May 7, 2008 Canutillo ISD Administration Office 7965 Artcraft – El Paso, Texas	
								<b>Item:</b>	<b>Reference:</b>
	MR. ARELLANO	MR. CORONADO	MR. FRIETZE	MRS. JORDAN	MR. LERMA	MR. RODRIGUEZ	MRS. SANCHEZ		
Motion								B. Board approval of change in secondary summer school Pay	
Second								Motion to approve change in secondary summer school pay	
Ayes	X	X			X		X	X Amended motion to approve change in secondary summer school to pay up to and including \$35.00 dollars.	
Nays								Motion passes	
Abstain									
								4. Administration	
								A. None	
								6. Adjournment	
								Adjournment at 6:58 p.m. by unanimous consent of the Board of Trustees	
									Special Board Mtg. Minutes Page 7

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

**MEMBERS**

								Regular Board Meeting Board of Trustees		
								Wednesday, May 13, 2008 Canutillo ISD Administration Office 7965 Artcraft – El Paso, Texas		
								Item:	Reference:	
Present	X	X	X	X	X	X	X	<p><b>1. General Functions</b></p> <p><b>A. Call to Order at</b> (Mr. Lerma called in that he would be arriving late)</p> <p><b>B. Roll Call</b></p> <p><b>C. “Pledge of Allegiance to the United States flag”</b></p> <p><b>D. “Texas Pledge of Allegiance”</b></p> <p><b>Mr. Carl Fietze led the group in reciting the Pledge of Allegiance to the united States Flag and Texas Pledge of Allegiance.</b></p> <p><b>E. “CISD Mission Statement”</b></p> <p><b>The CISD Mission Statement was read into the record by Board Trustee Shonda Jordan:</b></p> <p><b>Canutillo I.S.D. will be a model of quality education to assure all students graduate on time and are prepared for higher education to become productive citizens.</b></p> <p><b>F. Approval of Minutes</b> Minutes for the meetings of:</p> <p><b>1. Regular Board Meeting 4/8/08</b></p> <p><b>2. Special Board Meeting 4/16/08</b></p> <p><b>3. Special Board Meeting 4/22/08</b></p> <p><b>4. Special Board Meeting 5/6/08</b></p> <p><b>Motion to approve the minutes as read, motion passes</b></p>	5	6
Absent						X				
Motion	X									
Second							X			
Ayes	X	X	X	X			X			
Nays										
Abstain										











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

**MEMBERS**

MEMBERS								Regular Board Meeting Board of Trustees	
	MR. ARELLANO	MR. CORONADO	MR. FRIETZE	MRS. JORDAN	MR. LERMA	MR. RODRIGUEZ	MRS. SANCHEZ	Wednesday, May 13, 2008 Canutillo ISD Administration Office 7965 Artcraft – El Paso, Texas	
								<b>Item:</b>	<b>Reference:</b>
								<p><i>gardener certification. This project was featured in the El Paso Times on more than one occasion, and was recently awarded the K-fox “Green Champs of the Week” award, and will be featured on Estela’s Escuelas on Thursday, May 15, 2008.</i></p> <p><i>Over one thousand CISD students participated in Service Learning Projects this year, and it is our goal to double that for next year. It is through the efforts of projects such as these that Canutillo Service Learning and Canutillo ISD has become a model for Service Learning In El Paso and Region 19, which was made possible by the support of our Superintendent Dr. Padilla and our own Canutillo School Board.</i></p> <p style="text-align: center;"><b>5. Board approval of resolution to raise public Awareness and recognize the significant Contributions made by internal auditors during the week of May 12-18, 2008 in accordance with Governor Rick Perry’s Proclamation.</b></p>	
Motion						X		<b>Motion to approve resolution to raise public awareness and recognize the significant contributions made by internal auditors during the week of May 12-18, 2008 in accordance with Governor Rick Perry’s Proclamation, motion passes.</b>	<b>29</b>
Second	X								
Ayes	X	X	X	X	X	X	X		
Nays									
Abstain									
								State of Texas Office of the Governor	
								<i>Risk and quality management foster the efficiency, effectiveness and productivity key to organizational success.</i>	
								<i>Through independent and objective evaluation, internal auditors provide invaluable assistance that helps organizations accomplish their goals and objectives.</i>	
								<i>Whether working in public or private entities, internal auditors share</i>	





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

**MEMBERS**

								Regular Board Meeting Board of Trustees	
								Wednesday, May 13, 2008 Canutillo ISD Administration Office 7965 Artcraft – El Paso, Texas	
								Item:	Reference:
	MR. ARELLANO	MR. CORONADO	MR. FRIETZE	MRS. JORDAN	MR. LERMA	MR. RODRIGUEZ	MRS. SANCHEZ	2. <b>Instruction/Student Services Committee</b> <b>Mrs. Yvonne Sanchez, Chairperson</b> <b>(March 18 and April 30)</b>	33
								Mrs. Sanchez, Instruction/student services Committee Chairperson, Mrs. Sanchez reported her committee had a very healthy discussion regarding textbooks they also discussed number of books made available to AMS library. Dress codes were reviewed for students and staff. They also had a report on the SRO program.	
								3. <b>Personnel/Policy Committee</b> <b>Mr. Arellano, Chairperson</b> <b>(April 17 and April 30)</b>	44
								Mr. Arellano, Personnel/Policy Committee Chairperson, Mr. Arellano reported on the Personnel/Policy Committee meeting.	
								J. <b>Consent Agenda</b>	
								1. <b>Budget Amendments</b>	49
								2. <b>Approval of 2008-2009 Budget Calendar</b>	70
								3. <b>Approval of CHS Student Clubs for the Grant for the Grant for Student Clubs Pilot Program</b>	76
Motion	X							Motion to approve budget amendments as presented, motion passed.	
Second				X					
Ayes	X	X	X	X		X	X		
Nays									
Abstain									
								K. <b>Reports</b>	
								1. <b>Superintendent's Report</b>	
								a. <b>Report on Northwest Early College High School Recruitment Efforts</b>	







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

**MEMBERS**

	MR. ARELLANO	MR. CORONADO	MR. FRIETZE	MRS. JORDAN	MR. LERMA	MR. RODRIGUEZ	MRS. SANCHEZ	<p>Regular Board Meeting Board of Trustees</p> <p>Wednesday, May 13, 2008 Canutillo ISD Administration Office 7965 Artcraft – El Paso, Texas</p>	
								<b>Item:</b>	<b>Reference:</b>
								<p><b>Government Code Sections 551-071, 551-072.</b></p> <p><b>No Action was taken</b></p> <p><b>With the consent of the Board of Trustees, agenda item 4 A was taken out of order and deliberated following agenda item H 2.</b></p> <p><b>Mr. Lerma arrived at 6:31 p.m., during deliberation on agenda item 4 A.</b></p> <p><b>4. Business and Finance</b></p> <p><b>A. Acceptance of donations to Canutillo ISD</b></p> <p><b>Mrs. O'Donnell recognized all of the people that donated to the Emergency Kits.</b></p> <p><b>Claims Administrative Services \$100.00, Block Vision of Texas \$50.00, Complete Benefits Services \$200.00, Blue Cross/Blue Shield \$5,000.00, KWA I Paint \$3,300.00, Sierra Providence \$1,000.00, Crest Benefits \$1,650.00, Texas Gas \$1,650.00, Springtime Janitorial Services \$388.00, Physicians Healthcare \$60.00, Las Palmas/Del Sol \$1,150.00, Concentra \$346.00, Joel Hernandez-AIG \$100.00, R.E. Thomason Hospital \$74.00.</b></p> <p><b>Other Donations: Jerry Arias \$50.00 CHS Track, Daniel Grado \$50.00 CHS Track, Vicente/Martha Arias \$100.00 CHS Track, The Hoover Company \$100.00 CHS 8 Desktop calculators, Sam Medrano \$250.00 GES Rose Garden, Alma Gatlin \$50.00 GES Rose Garden, Tony Reza \$100.00 GES Rose Garden, Gonzalo Garcia \$105.00 GES Rose Garden, Payless Feed \$100.00 GES, Crate All \$100.00 GES, Lalito's Auto Sales \$200.00 CHS Car Show, Wal-Mart \$132.00 JDE 10 Texas Ash Trees for Earth Week, Kohl's \$500.00 BCE Library, El Paso Federal Teacher CU \$200.00 CHS Softball, Gerardo Arias \$200.00 CHS Softball.</b></p>	<b>141</b>
Motion Second	<b>X</b>				<b>X</b>			<p><b>Motion to accept donations to Canutillo ISD as read, motion passes.</b></p>	

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

**MEMBERS**

							Regular Board Meeting Board of Trustees	
							Wednesday, May 13, 2008 Canutillo ISD Administration Office 7965 Artcraft – El Paso, Texas	
							<b>Item:</b>	<b>Reference:</b>
	MR. ARELLANO	MR. CORONADO	MR. FRIETZE	MRS. JORDAN	MR. LERMA	MR. RODRIGUEZ		
						MRS. SANCHEZ		
Ayes	X	X		X		X		
Nays								
Abstain								
							<b>B. Approval of RFP #08-11 Speech Language Pathologist Services</b>	
Motion	X						<b>Motion to approve RFP #08-11 Speech Language Pathologist Services, motion passes.</b>	
Second						X		
Ayes	X	X		X		X		
Nays								
Abstain								
							<b>C. Approval to Purchase Copy Paper</b>	
Motion	X						<b>Motion to approve purchase of copy paper, motion passes</b>	
Second						X		
Ayes	X	X		X		X		
Nays								
Abstain								
							<b>With the consent of the Board of Trustees, agenda item 4 D was taken out of order and deliberated following agenda item K 2.</b>	
							<b>D. Approval of Northwest Early College High School Master Plan</b>	
							<b>Ms. Dow passed out a copy of the Five year master plan and she is also distributing to them a couple of pages from the five year plan they presented to them in October. Ms. Dow and Mr. Baskind answered questions the Board Members asked them. Mr. Baskind told them that once they send him all the information he can put something together with administration so they can give them some options. Mr. Coronado asked if they could have a special board meeting next Wednesday,</b>	

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

**MEMBERS**

								Regular Board Meeting Board of Trustees	
								Wednesday, May 13, 2008 Canutillo ISD Administration Office 7965 Artcraft – El Paso, Texas	
								<b>Item:</b>	<b>Reference:</b>
	MR. ARELLANO	MR. CORONADO	MR. FRIETZE	MRS. JORDAN	MR. LERMA	MR. RODRIGUEZ	MRS. SANCHEZ		
Motion								<b>X</b>	<b>Motion to approve the Northwest Early College High School Master Plan, motion passes</b> <b>Mrs. Sanchez voted yes only as a master plan concept only</b>
Second								<b>X</b>	
Ayes	<b>X</b>	<b>X</b>						<b>X X X</b>	
Nays			<b>X</b>	<b>X</b>					
Abstain									
<b>E. Approval of Purchase of Microsoft Licensing</b>									
Motion	<b>X</b>								<b>Motion to approve purchase of Microsoft Licensing</b> <b>Agenda items 4 F &amp; 4 G were taken out of order with the consent of the Board. These items were taken into executive session The Board of Trustees adjourned into closed session from 7:10 p.m. through 7:35 p.m. under the authority of Texas Open Meetings Act, Texas Government Code Sections 551-071, 551-072.</b>
Second								<b>X</b>	
Ayes	<b>X</b>	<b>X</b>	<b>X</b>					<b>X X X</b>	
Nays									
Abstain									
<b>F. Reconsider lease of facilities for Healing Place Church</b>									
Motion								<b>X</b>	<b>Motion to reconsider the request by the healing place church to utilize the Canutillo High School auditorium for religious services every Sunday for one year it was to commence August 14, 2008 and ending August 13, 2009.</b> <b>Motion was amended to resend the previous authority of the Board to lease specific facilities through healing place church, motion passes</b>
Second								<b>X</b>	
Ayes	<b>X</b>	<b>X</b>	<b>X</b>	<b>X</b>				<b>X X</b>	
Nays									
Abstain									

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

**MEMBERS**

								Regular Board Meeting Board of Trustees	
	MR. ARELLANO	MR. CORONADO	MR. FRIETZE	MRS. JORDAN	MR. LERMA	MR. RODRIGUEZ	MRS. SANCHEZ	Wednesday, May 13, 2008 Canutillo ISD Administration Office 7965 Artcraft – El Paso, Texas	
								<b>Item:</b>	<b>Reference:</b>
Motion					X			<p style="text-align: center;"><b>G. Consider lease agreement with Indios USA</b></p> <p><b>Motion to deny the request to lease with Indios USA, motion passes.</b></p> <p>Agenda items 3 A 6 was taken out of order with the consent of the Board. This items was taken into executive session The Board of Trustees adjourned into closed session from 10:26 p.m. through 10:55 p.m. under the authority of Texas Open Meetings Act, Texas Government Code Sections 551-071, 551-072.</p> <p><b>5. Administration</b>  <b>A. NONE</b></p> <p><b>6. Adjournment</b></p> <p>Adjournment at 10:55 p.m. by unanimous consent of the Board of Trustees</p>	
Second									
Ayes	X	X	X	X		X			
Nays					X	X			
Abstain									

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

**MEMBERS**

							Special Meeting Board of Trustees	
							Wednesday, May 19, 2008 Canutillo ISD Administration Office 7965 Arcraft – El Paso, Texas	
							<b>Item:</b>	<b>Reference:</b>
	MR. ARELLANO	MR. CORONADO	MR. FRIETZE	MRS. JORDAN	MR. LERMA	MR. RODRIGUEZ		
Present	X	X		X		X	1. General Functions	
Absent			X		X		A. Call to Order at 6:10 p.m.	
							B. Roll Call (Absent - Mr. Frietze, Mr. Lerma and Mrs. Sanchez)	
							2. Instruction and Student Affairs	
							A. NONE	
							3. Personnel	
							A. NONE	
							Mrs. Sanchez arrived at 6:14 during agenda item 4 A.	
Motion							4. Business and Finance	
Second							A. Approve Purchase of Furnishings for Portable Science Lab for NECHS	
Ayes							B. Approve Purchase of Portable Science Lab Building for NECHS	
Nays							C. Approval to Purchase CATE Computers for CHS Utilizing Perkins Grant	
Abstain							Mr. Lerma arrived at 6:40 during agenda item 4 D	
							D. Approval to award RFP 08-09 Pest Control Services	Special Board Mtg. Minutes
							E. Budget Amendment for Special Education Department	Page 1



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

**MEMBERS**

								Special Meeting Board of Trustees	
								Wednesday, May 28, 2008 Canutillo ISD Administration Office 7965 Arcraft – El Paso, Texas	
								<b>Item:</b>	<b>Reference:</b>
	MR. ARELLANO	MR. CORONADO	MR. FRIETZE	MRS. JORDAN	MR. LERMA	MR. RODRIGUEZ	MRS. SANCHEZ		
Present	X	X	X	X	X	X	X	1. General Functions	
Absent								A. Call to Order at 6:08 p.m.	
							X	B. Roll Call (Absent - Mrs. Sanchez) (Mrs. Sanchez called she would be late)	
								2. Instruction and Student Affairs	
								A. NONE	
								3. Personnel	
								A. NONE	
								Mrs. Sanchez arrived at 6:12 during agenda item 4 A.	
								4. Business and Finance	
								A. Approve Purchase of Laptop computers for NECHS	
Motion						X		Motion to approve Purchase of Laptop computers for NECHS	
Second	X								
Ayes	X	X	X	X	X	X	X		
Nays									
Abstain								5. Administration	
								A. Consider waiver of or revision to Board Policy FMH (Local)	
								Dr. Padilla gave the Board of Trustees a presentation with the most complete information possible to consider this policy. This will be the third year in a row they have considered it and she thinks there is some consensus that there should be a change to this policy since it keeps coming up every year. Dr. Padilla went over her presentation and	

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

**MEMBERS**

								Special Meeting Board of Trustees	
								Wednesday, May 28, 2008 Canutillo ISD Administration Office 7965 Arcraft – El Paso, Texas	
								<b>Item:</b>	<b>Reference:</b>
	MR. ARELLANO	MR. CORONADO	MR. FRIETZE	MRS. JORDAN	MR. LERMA	MR. RODRIGUEZ	MRS. SANCHEZ	explained in detail the situations, information and results they compiled. The Board members discussed and asked Dr. Padilla questions.	
Motion								Motion to waive the policy as we did last year, with the revision part of the policy to be set at a different date	
Second									
Ayes									
Nays									
Abstain									
Motion							X		
Second									
Ayes	X	X	X	X	X	X	X	Mr. Lerma called the question	
Nays									
Abstain									
Motion	X								
Second							X	Motion to waive the policy as we did last year with the revision part of the policy to be set at a different date	
Ayes	X	X				X	X		
Nays			X	X					
Abstain							X		
								Mrs. Jordan and Mr. Fietze left meeting at 7:50 p.m. Mr. Lerma left meeting at 7:57 p.m.	
								6. Adjournment	
								Adjournment at 8:03 p.m. by unanimous consent of the Board of Trustees	

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

**MEMBERS**

							Special Meeting Board of Trustees	
							Wednesday, June 5, 2008 Canutillo ISD Administration Office 7965 Arcraft – El Paso, Texas	
							<b>Item:</b>	<b>Reference:</b>
	MR. ARELLANO	MR. CORONADO	MR. FRIETZE	MRS. JORDAN	MR. LERMA	MR. RODRIGUEZ		
						MRS. SANCHEZ		
Present	X	X				X	X	
Absent			X	X	X			
Motion						X		
Second	X							
Ayes	X	X				X	X	
Nays								
Abstain								
							1. General Functions A. Call to Order at 9:20 p.m.  B. Roll Call (Absent - Mr. Frietze, Mrs. Jordan and Mr. Lerma) (Mrs. Jordan called in that she would absent)  C. 1. Approval of Lease of Pitney Bowes Lobby Guard Systems  2. Award of RFP #08-12 Construction of Canutillo High School Field House  Motion to approve items on consent agenda as read, passed.	
							2. Instruction and Student Affairs A. NONE  3. Personnel A. NONE  4. Business and Finance  A. Approval of Student Insurance Renewal for 2008-2009 School Year (RFP #06-12)	Special Board Mtg. Minutes Page 1



# **Canutillo Independent School District**

**P.O. Box 100**

**Canutillo, Texas 79835**

**Phone (915) 877-7482 / Fax 877-7483**

To:

Contact person: Alfredo Vasquez, public information (877-7481; 261-8583)

Date: June 6, 2008

Slug: **Canutillo ISD Announces Teachers of the Year**

## **PRESS RELEASE**

Carmela Lopez, Deanna Davenport Elementary School third grade Bilingual Education teacher, and Laura Biernacki, Canutillo Middle School visual arts/inclusion teacher, will represent Canutillo ISD in the Education Service Center Region XIX's 2009 Teacher of the Year awards program.

The Canutillo ISD Teacher of the Year selection committee named Lopez as the Elementary Teacher of the Year and Biernacki as the Secondary Teacher of the Year for 2009. Their respective campus faculty members nominated the teachers for this prestigious honor.

Lopez, who has a master's degree in Bilingual Education from the University of Texas at El Paso (UTEP), began her teaching career at CISD 18 years ago. She currently teaches the English portion of the Two-Way Dual Language program to her third grade bilingual students.

"The most gratifying experience for me as an educator is to run into former students who not only remember me, but remember particular lessons I taught them," said Lopez.

Biernacki has a master's degree in school counseling from UTEP. She has taught for 21 years and has been with CISD for nine years. She is currently teaching visual arts to grades sixth through eighth.

"For me, the most challenging aspect of teaching young people today is to be able to guide them to the realization that what they think is valued and that they are important individuals," said Biernacki.

Lopez and Biernacki will now compete with teachers from surrounding school districts for regional honors as part of the Texas Teacher of the Year Program. The winners, which will be announced in late August, will advance to the State Teacher of the Year program.

The Texas Teacher of the Year annual event is the highest honor that the state can bestow upon a teacher. The Texas Education Agency rewards and recognizes excellence in the teaching profession through the Texas Teacher of the Year Program.

**CANUTILLO ISD**  
**BOARD OF TRUSTEES**  
**ANTICIPATED AGENDA ITEMS**  
*2007-2008*

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

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

**JUNE-----**

*Action Items*

Valedictorian and Salutatorian (This item will be addressed at a Special Board meeting or next months Regular Board meeting)

*Other Items*

Board Self-assessment  
Discussion of Salary & Stipends Recommendations  
Budget Workshop  
Updated Revenue Projections and Effect on Recommendations

*Important Dates*

World Environment Day (June 5)  
Flag Day (June 14)  
Father's Day (June 17)

*Events*

Summer Leadership Institute



# Canutillo Independent School District

7710 Cap Carter Road  
Canutillo, TX 79835

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

**Yusuf E. Farran, P.E., R.S.**  
Executive Director  
Facilities and Transportation

(915) 877-7712  
FAX (915) 877-7740  
yfarran@canutillo-isd.org

## Finance/Audit/Facilities/Planning Committee Meeting Minutes June 5, 2008

**Location:** Administration Building  
**Time:** 6:05 PM - 9:14 PM

**Board Committee Members Present:** Mr. Rodriguez, Mr. Arellano and Mrs. Sanchez

**Others Present:** Dr. Pam Padilla, Pauline Dow, Tony Reza, Yusuf Farran, Sergio Coronado, Martha Carrasco, Mrs. Gallegos, Spiros Ninos, Pedro Silva, David Kessinger, Annette Brigham, Ron Gatlin, Dion Dorado, Isidro Reyes, Pablo Ramirez, Gerry Gutierrez, Rachel Quintana, Inez Lopez, Martha Veale

**The meeting was called to order at 6:05 p.m.**

### **4.0 Business and Finance**

- A. Recommendation/Discussion/Presentation of Pitney Bowes Lobby Guard Systems:** This item was presented by Martha Veale and Ron Gatlin. Spiros Ninos and Pedro Silva from Pitney Bowes gave an overview of the Pitney Bowes Lobby Guard System. They explained how the system would work for the District. This system monitors and manages who goes in and out of the school facilities for the safety of the students and faculty. The recommendation is for a lease agreement which includes the kiosk, software and maintenance. A kiosk is would be placed at the entrance of each school facility. Mr. Ninos, Mr. Silva, and the Administration answered questions from the Committee. The Committee recommended taking this item to the full Board for approval.
- B. Recommendation/Discussion of Award of RFP #08-12:** This item was presented by Yusuf Farran. RFP #08-12 was opened on May 8, 2008. CK Construction gave the best competitive bid. David Kessinger, owner of CK Construction, informed the Committee of his professional experience and gave them information regarding his company. Mr. Farran gave a breakdown of the cost of building the new field house. Mr. Gutierrez of GA Architecture answered questions regarding the design of the field house. The Committee recommended taking this item to the full Board for approval.
- C. Review of Warrant List and Formulation of Recommendation to the board:** Mr. Reza presented himself to the committee to answer any questions the committee had regarding the warrant list. Mr. Rodriguez asked the committee members if they had questions on the warrant list. Mr. Reza answered all questions

asked by the Committee. The committee members recommended approval of the warrant list for the month of May to the Board.

- D. Review of District Financials and Formulation of Recommendation:** Mr. Reza addressed the committee regarding the financial information for the period ending May 30, 2008. Mr. Reza reviewed the financial statements for the committee. Mr. Reza answered questions directed to him by the board members. The committee recommended approval of the district financials for the month of May to the board
- E. Update on Compliance Calendar:** Martha Carrasco, Internal Auditor, informed the committee that there are 3 items left to be addressed on the Compliance Calendar. They are the following:
1. CTE corrective action plan - time line presented by Yusuf Farran and Pablo Ramirez. All ADA issues at CHS have been addressed. The ADA violations at AMS and CMS will be taken care of by December 2008.
  2. Development and implementation of the perpetual inventory – update presented by Tony Reza. Some obsolete inventory at the Transportation Department will be picked by the vendor giving the District credit and other inventory will be placed into surplus. A test count will be done for the rest of the inventory next week. Regulations need to be completed. This project will be finished by the end of June.
  3. Fixed Assets - follow up presented by Pauline Dow. The development of Asset management system is on track. Training is being scheduled for the management system. This project should be finalized by June 30, 2008. No formal action was taken
- F. Payroll Check Distribution Report:** This item is presented by Martha Carrasco. This report is part of the Internal Audit Plan that was approved by the Board. A copy of the report was given to the Board. This review helps determine if an employee exists or if former employees remain on the payroll. This also tests District records for accuracy and it also serves to correct any irregularities. Ms. Carrasco answered questions from the Board. No formal action was taken.
- G. Comments/Input from Community Members on items discussed by Finance/Audit/Facilities/Planning Committee:** Mr. Dorado, community member, gave his thoughts and opinions regarding the use the Pitney Bowes Lobby Guard System.

**Adjournment: Motion to adjourn by unanimous consensus.**

**Meeting adjourned at 9:14 PM.**



# Canutillo Independent School District

7710 Cap Carter Road  
Canutillo, TX 79835

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**Yusuf E. Farran, P.E., R.S.**  
Executive Director  
Facilities and Transportation

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yfarran@canutillo-isd.org

## Finance/Audit/Facilities/Planning Committee Meeting Minutes May 7, 2008

**Location:** Administration Building  
**Time:** 7:07 PM - 9:15 PM

**Board Committee Members Present:** Mr. Arellano and Mrs. Sanchez

**Others Present:** Dr. Pam Padilla, Pauline Dow, Tony Reza, Yusuf Farran, Sergio Coronado, Shonda Jordan, Martha Carrasco, Shelly McMahon, Arturo Gallegos

The meeting was called to order at 7:07 p.m.

Mr. Arellano called the meeting to order. Mr. Arellano wanted to note for the record that Mr. Rodriguez called to say that he would not be attending the meeting.

### 4.0 Business and Finance

- A. Review of Warrant List and Formulation of Recommendation:** Mr. Arellano called the facilities and finance meeting to order. Mr. Reza presented himself to the committee to answer any questions the committee had regarding the warrant list. Mr. Arellano asked the committee members if they had question on the warrant list. There were questions and concerns regarding two items on the warrant list from the committee members which Mr. Reza answered. The committee members recommended approval of the warrant list for the month of April to the Board.
- B. Review of District Financials and Formulation of Recommendation:** Mr. Reza addressed the committee regarding the financial information for the period ending April 30, 2008. Mr. Reza reviewed the financial statements and the funding for district wide construction projects. Mr. Reza answered questions directed to him by the board members. The committee recommended approval of the district financials for the month of April to the board.
- C. Discussion on buses:** This item was presented by Tony Reza. Mr. Reza wanted to inform the board that there was going to be a \$200,000.00 reduction in the budget for new school buses next year. Mr. Farran explained that the district will be able to purchase two new school buses that run on propane at the cost of \$18,000.00 each through a grant. Community member Arturo Gallegos had a question regarding overloading of buses which Mr. Farran addressed. No formal action was taken.
- D. Budget Calendar FY 2008-2009:** Tony Reza presented the board with the FY 2008-2009 Budget Calendar which is a guide on how he is going to go through the budget process.

- E. Compliance Calendar Update:** This item was presented by Martha Carrasco, Internal Auditor. Ms. Carrasco, Mr. Reza and Pauline Dow gave an update on three items pending action which are: CTE Corrective Action Plan, Perpetual Inventory, and Fixed Asset Reports. They gave an update on what was needed to get these items in compliance. There were no questions from the board. No formal action was taken.
- F. Hotline Activity:** Martha Carrasco gave the Committee a broad overview of the activity on the hotline since its inception in December of 2007. A total amount of 17 calls have been received on the hotline. Ms. Carrasco and Dr. Padilla answered questions from the Board Members. No formal action was taken.
- G. Comments/Input from Community Members on items discussed by Finance/Audit/Facilities/ Planning Committee:** There were no comments or input from community members.

**Adjournment: Motion to adjourn by unanimous consensus.**

**Meeting adjourned at 9:15 PM.**



# Canutillo Independent School District

7710 Cap Carter Road  
Canutillo, TX 79835

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

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*Executive Director*  
*Facilities and Transportation*

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yfarran@canutillo-isd.org

## **Finance/Audit/Facilities/Planning Committee Meeting Minutes** **May 12, 2008**

**Location:** Administration Building  
**Time:** 7:35 PM - 9:05 PM

**Board Committee Members Present:** Mr. Rodriguez, Mr. Arellano, and Mrs. Sanchez

**Others Present:** Dr. Pam Padilla, Pauline Dow, Tony Reza, Yusuf Farran, Sergio Coronado, Veronica Watlans, Peggy Gustafson

**The meeting was called to order at 7:35 p.m.**

Mr. Rodriguez called the meeting to order. Mr. Arellano wanted it noted for the record that Ms. Sanchez called informing him she would be late to this meeting.

### **4.0 Business and Finance**

- A. Recommendation to Approve Northwest Early College High School Master Plan:** The Administration presented the Northwest Early College High School (NECHS) Master Plan to the Committee. Ms Peggy Gustafson addressed the committee regarding the changing and present needs of the Northwest Early College High School. Mr. Farran addressed the Board giving them a brief description of the options the District had regarding the building of the NECHS. The committee recommended to this item to the full Board for approval.

**Adjournment:** Motion to adjourn by unanimous consensus.

**Meeting adjourned at 9:05 PM.**

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

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

Date: June 18, 2008

Subject: Canutillo High School – BJE #5219

Presented By: Tony Reza

Consent Agenda \_\_X\_\_

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ACTION

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1. BACKGROUND INFORMATION:

The enclosed budget amendment is to reallocate funds from function 11 to function 36 to cover negative balances in transportation charges incurred by the campus.

2 SUPERINTENDENT RECOMMENDATION:

The Superintendent recommends approval of the requested budget amendment.

3. ACTION REQUESTED:

The Board of Trustees approves the requested budget amendment.

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

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

MAY BJE 5219 Title: CHS-FUNDS TO COVER TRANSPORTATION CHARGES

Date: 5/20/08

Reason:

FUND SOURCE: OPERATING FUND

PURPOSE OF AMENDMENT: TO COVER TRANSPORTATION CHARGES IN FUNCTION 36 FOR CHS.

HOW WILL THIS IMPACT EDUCATION: TO TRANSFER WILL COVER THE CHARGES FOR EXTRA-CURRICULAR TRANSPORTATION CHARGES

WHAT DISTRICT GOALS WILL BE MET: DISTRICT GOALS PERTAINING TO EXTRA-CURRICULAR ACTIVITIES WILL BE MET.

Mode: **Lookup**

Cancel? N

TO: Dr. Pam Padilla, Superintendent

THROUGH: Tony Reza, Executive Director Business Services

FROM: Kathy Ellis, Assistant Business Manager

SUBJECT: Canutillo High School - BJE #5219

DATE: June 11, 2008

BUDGET CODE	CURRENT BUDGET	CHANGE	AMENDED BUDGET
199.11.6269.00.001.8.11 Rental - Copy Machines	26,000.00	(3,111.20)	22,888.80
199.11.6299.00.001.8.11 Misc Contracted Svcs	5,000.00	(1,000.00)	4,000.00
199.11.6299.00.001.8.30 Misc Contracted Svcs	3,241.00	(2,273.66)	967.34
199.11.6299.12.001.8.11 Misc Contracted Svcs	1,600.00	(905.00)	695.00
199.11.6399.00.001.8.30 General Supplies	15,000.00	(1,612.05)	13,387.95
199.11.6399.10.001.8.11 General Supplies	3,000.00	(64.28)	2,935.72
199.11.6399.12.001.8.11 General Supplies	2,000.00	(20.34)	1,979.66
199.11.6399.13.001.8.11 General Supplies	500.00	(26.01)	473.99
199.11.6399.16.001.8.11 General Supplies	1,000.00	(553.92)	446.08
199.11.6399.17.001.8.11 General Supplies	1,000.00	(486.31)	513.69
199.11.6399.18.001.8.11 General Supplies	2,000.00	(199.81)	1,800.19
199.11.6399.21.001.8.11 General Supplies	6,100.00	(155.45)	5,944.55
199.11.6399.22.001.8.11 General Supplies	2,500.00	(125.54)	2,374.46
199.11.6494.00.001.8.11 Transportation Charges	5,000.00	(3,074.60)	1,925.40
199.36.6494.22.001.8.99 Transportation Charges	1,933.00	423.00	2,356.00
199.36.6494.50.001.8.91 Transportation Charges	500.00	659.82	1,159.82
199.36.6494.53.001.8.91 Transportation Charges	2,500.00	352.15	2,852.15
199.36.6494.58.001.8.91 Transportation Charges	4,420.00	388.00	4,808.00
199.36.6494.61.001.8.91 Transportation Charges	2,380.00	1,164.04	3,544.04
199.36.6494.62.001.8.91 Transportation Charges	1,500.00	1,639.85	3,139.85
199.36.6494.64.001.8.91 Transportation Charges	1,435.00	1,947.95	3,382.95
199.36.6494.66.001.8.91 Transportation Charges	4,000.00	2,267.05	6,267.05
199.36.6494.68.001.8.91 Transportation Charges	3,000.00	4,766.31	7,766.31

REASON FOR AMENDMENT REQUEST - This budget amendment is to reallocate funds from function 11 to function 36 to cover negative balances in transportation charges incurred by the campus.

Superintendent

*Kathy Ellis for Tony Reza*

Executive Director Business Services

Date

*6/11/08*

Date

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

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

Date: June 18, 2008

Subject: Alderete Middle School – BJE #5224

Presented By: Tony Reza

Consent Agenda \_\_X\_\_

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ACTION

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1. BACKGROUND INFORMATION:

The enclosed budget amendment is to reallocate funds from functions 12 and 31 to function 11 to purchase supplies needed for summer school.

2. SUPERINTENDENT RECOMMENDATION:

The Superintendent recommends approval of the requested budget amendment.

3. ACTION REQUESTED:

The Board of Trustees approves the requested budget amendment.

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

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

MAY BJE 5224 Title: AMS-SUMMER SCHOOL

Date: 5/20/08

Reason:

FUNDING SOURCES: LOCAL FUNDS

PURPOSE: TO PROVIDE SUPPLIES FOR SUMMER SCHOOL CLASSES FOR  
TRANSITIONING CLASSES 5TH TO 6TH; 8TH TO 9TH AND STUDENTS IN GRADES  
6 AND 7 WHO NEED ADDITIONAL SUPPORT

HOW WILL THIS IMPACT EDUCATION: IT WILL HELP STUDENTS TO BE SUCCESSFUL  
AND HELP THEM GAIN MASTERY IN CORE SUBJECTS.

CAMPUS GOALS MET: GOALS 1, 2 AND 4 IN CAMPUS ACTION PLAN.

Mode: **Change** F3=Exit F5=Reset F12=Cancel Cancel? N

TO: Dr. Pam Padilla, Superintendent

THROUGH: Tony Reza, Executive Director Business Services

FROM: Kathy Ellis, Assistant Business Manager

SUBJECT: Alderete Middle School - BJE # 5224

DATE: June 11, 2008

BUDGET CODE	CURRENT BUDGET	CHANGE	AMENDED BUDGET
199.31.6399.00.042.8.99 General Supplies	1,316.00	(469.71)	846.29
199.12.6499.00.042.8.30 Misc Operating Expense	1,000.00	(964.01)	35.99
199.11.6399.00.042.8.11 General Supplies	9,200.00	1,433.72	10,633.72

REASON FOR AMENDMENT REQUEST - This budget amendment is to reallocate funds from functions 12 and 31 to function 11 to purchase supplies needed for summer school.

\_\_\_\_\_  
Superintendent

*Kathy Ellis for Tony Reza*  
\_\_\_\_\_  
Executive Director Business Services

\_\_\_\_\_  
Date

*6/11/08*

\_\_\_\_\_  
Date

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

Agenda Item:

Date:

Subject: Approval to Renew Participation in the Region 18 ESC  
Cooperative Purchasing Program

Presented By: Tony Reza

Consent Agenda:  X

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ACTION

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1. BACKGROUND INFORMATION:

Renewal participation in the Region 18 ESC Cooperative Purchasing Program will allow the School District to use contracts for commonly purchased items and take advantage of competitive contracts citywide. The interlocal agreement will be an additional method to provide competitive prices in acquiring goods and services for our District. The interlocal agreement will be effective until canceled in writing by the district. The annual membership fee is \$850.00.

2. SUPERINTENDENT RECOMMENDATION:

Recommend approval to renew participation in the Region 18 ESC Cooperative Purchasing Program.

3. BOARD ACTION REQUESTED:

The Board of Trustees approves to renew participation in the Region 18 ESC Cooperative Purchasing Program as recommended by the Superintendent.

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

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

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

Agenda Item:

Date:

Subject: Approval for Purchase of Cafeteria Equipment

Presented By: Adele Balesh

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

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ACTION

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1. BACKGROUND INFORMATION:

As stated in Board Policy CH(Local), any purchase that costs or aggregates to a cost of \$25,000 or more shall require Board approval before a transaction may take place. This request is to approve the purchase of a steam kettle for CES cafeteria and a steamer and convection oven for the test kitchen from National Restaurant Supply. The TCPN purchasing cooperative will be utilized for these purchases.

2. SUPERINTENDENT RECOMMENDATION:

The Superintendent recommends approval to purchase cafeteria equipment from National Restaurant Supply.

3. BOARD ACTION REQUESTED:

The Board of Trustees approves the Superintendents recommendation.

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

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

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

Agenda Item:

Date: 06/18/08

Subject: Purchase Food Items For the Summer Food Program

Presented By: Tony Reza and Adele Balesh

Consent Agenda:  X

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ACTION

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1. BACKGROUND INFORMATION:

As stated in Board Policy CH (Local), any single, budgeted purchase of goods or services that costs \$25,000 or more, regardless of whether the goods or services are competitively purchased, shall require Board approval before a transaction may take place. The Food Service Department has budgeted for the purchase of food items for the summer food program district-wide. The purchases will be made through the Region 17 ESC West Texas Food Service Cooperative. This order will not exceed \$60,000 and will be purchased from Labatt Foods.

2. SUPERINTENDENT RECOMMENDATION:

The Superintendent recommends approval to purchase food items for the summer food program.

3. BOARD ACTION REQUESTED:

The Board of Trustees approves the purchase as recommended by the Superintendent.

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

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

# CANUTILLO INDEPENDENT SCHOOL DISTRICT

Monthly ADA and Last Day Enrollment  
As of May 30, 2008

<u>Campus</u>	<u>May ADA</u>	<u>Enrollment 5/30/08</u>
Canutillo Elementary School	649.770	706
Deanna Davenport Elementary School	467.850	504
Jose H. Damian Elementary School	435.050	473
Bill Childress Elementary School	483.070	515
Gonzalo and Sofia Garcia Elementary School	512.240	545
Canutillo Middle School	628.760	659
Jose J. Alderete Middle School	551.870	574
Canutillo High School	1416.810	1574
<hr/>		
DISTRICT TOTALS	5145.420	5550
Ineligible students (Children of employees-out of state and ineligible PK students. Tuition is not collected.)		51
<hr/>		
GRAND TOTAL ENROLLMENT	52	5601

# CANUTILLO INDEPENDENT SCHOOL DISTRICT

Year-to-Date Average Daily Membership and ADA  
August 27, 2007 through May 30, 2008

<u>Campus</u>	<u>ADM</u>	<u>ADA</u>	<u>ATT %</u>
Canutillo Elementary School	663.180	638.920	96.3%
Deanna Davenport Elementary School	488.620	472.840	96.8%
Jose H. Damian Elementary School	445.650	428.410	96.1%
Bill Childress Elementary School	502.700	485.150	96.5%
Gonzalo and Sofia Garcia Elementary School	514.310	497.610	96.8%
Canutillo Middle School	658.220	632.230	96.1%
Jose J. Alderete Middle School	580.190	559.430	96.4%
Canutillo High School	1584.830	1481.260	93.5%
	<hr/>	<hr/>	<hr/>
*DISTRICT TOTALS	5437.700	5195.850	95.6%

# CANUTILLO INDEPENDENT SCHOOL DISTRICT

## Monthly ADA Comparison May 2008

<u>Campus</u>	Previous month April 2008 <u>ADA</u>	Current month May 2008 <u>ADA</u>	Previous year May 2007 <u>ADA</u>
Canutillo Elementary School	653.810	649.770	637.211
Deanna Davenport Elementary School	470.140	467.850	481.711
<i>Jose H. Damian Elementary School</i>	442.140	435.050	743.658
<i>Bill Childress Elementary School</i>	483.780	<del>100 070</del> 483.070	<del>630 070</del> 629.474
Gonzalo and Sofia Garcia Elementary School	513.130	512.240	
Canutillo Middle School	635.040	629.768	620.579
Jose J. Alderete Middle School	553.150	551.870	603.106
Canutillo High School	1436.870	1416.810	1308.842
<b>*DISTRICT TOTALS</b>	5188.060	5145.420	5024.581

# CANUTILLO INDEPENDENT SCHOOL DISTRICT

Monthly ADA and Last Day Enrollment  
As of June 4, 2008

<u>Campus</u>	<u>June ADA</u>	<u>Enrollment 6/4/08</u>
Canutillo Elementary School	651.670	703
Deanna Davenport Elementary School	453.170	503
Jose H. Damian Elementary School	435.170	473
Bill Childress Elementary School	481.660	514
Gonzalo and Sofia Garcia Elementary School	516.830	546
Canutillo Middle School	620.330	654
Jose J. Alderete Middle School	544.340	573
Canutillo High School	1440.500	1573
<hr/>		<hr/>
DISTRICT TOTALS	5143.670	5539
Ineligible students (Children of employees-out of state and ineligible PK students. Tuition is not collected.)		51
<hr/>		<hr/>
GRAND TOTAL ENROLLMENT	55	5590

# CANUTILLO INDEPENDENT SCHOOL DISTRICT

Year-to-Date Average Daily Membership and ADA  
August 27, 2007 through June 4, 2008

<u>Campus</u>	<u>ADM</u>	<u>ADA</u>	<u>ATT %</u>
Canutillo Elementary School	663.340	639.130	96.4%
Deanna Davenport Elementary School	488.500	472.510	96.7%
Jose H. Damian Elementary School	445.790	428.530	96.1%
Bill Childress Elementary School	502.620	485.090	96.5%
Gonzalo and Sofia Garcia Elementary School	514.540	497.930	96.8%
Canutillo Middle School	658.160	632.030	96.0%
Jose J. Alderete Middle School	580.070	559.180	96.4%
Canutillo High School	1584.220	1480.590	93.5%
	<hr/>	<hr/>	<hr/>
*DISTRICT TOTALS	5437.240	5194.990	95.5%

\*Does not include ineligible students<sup>56</sup>

# CANUTILLO INDEPENDENT SCHOOL DISTRICT

## Monthly ADA Comparison June 2008

<u>Campus</u>	Previous month May 2008 <u>ADA</u>	Current month June 2008 <u>ADA</u>	Previous year June 2007 <u>ADA</u>
Canutillo Elementary School	649.770	651.670	
Deanna Davenport Elementary School	467.850	453.170	
Jose H. Damian Elementary School	435.050	435.170	
Bill Childress Elementary School	483.070	481.660	
Gonzalo and Sofia Garcia Elementary School	512.240	516.830	
Canutillo Middle School	628.760	620.330	
Jose J. Alderete Middle School	551.870	544.340	
Canutillo High School	1416.810	1440.500	
<b>*DISTRICT TOTALS</b>	<b>5145.420</b>	<b>5143.670</b>	<b>0.000</b>



# Canutillo Independent School District

7965 Artcraft Rd.  
El Paso, TX 79932

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

## **BUSINESS SERVICES**

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

TO: Board of Trustees May 30, 2008

THROUGH: Tony Reza  
Executive Director

FROM: Kathy Ellis *K Ellis*

SUBJECT: Approval of Warrant List for May 1, 2008 through May 27, 2008

Enclosed in your packet is the warrant list for May 1, 2008 through May 27, 2008. I recommend its approval in the amount of: \$ **1,494,129.11.**

The following Board members abstain from voting on individual payments as follows:

Mago Arellano	Per diem-Summer Leadership	\$	100.00	Page 12
Sergio Coronado	Travel/per diem-Summer Leadership	\$	305.50	Page 27
Carl Frieze	Per diem-Summer Leadership	\$	100.00	Page 43
Shonda Jordan	Per diem-Summer Leadership	\$	100.00	Page 52
Armando Rodriguez	Travel/per diem-Summer Leadership	\$	305.50	Page 132
Yvonne Sanchez	Per diem-Summer Leadership	\$	100.00	Page 142

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

Agenda Item: Waive Student Tuition

Date: June 12, 2008

Subject: Student Transfer and Tuition Waiver Requests

Presented By: Pauline Dow, Associate Superintendent

Consent Agenda X

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**ACTION**

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1. BACKGROUND INFORMATION:

An inter-district transfer and tuition waiver request for the 2008-09 school year has been presented to the Associate Superintendent's office by a family who previously resided in the Canutillo District. This family is now residing within EPISD boundaries.

2. SUPERINTENDENT RECOMMENDATION:

To approve this tuition waiver given that these three students have been enrolled in CISD since 2005, Transfer request and tuition waiver were previously approved by the Board for the 2007-08 school year, on November 13, 2007.

3. BOARD ACTION REQUESTED:

Motion to recommend approval of transfer request and tuition waiver as recommended by the Superintendent.

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

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

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

Subject: Administrative Personnel Actions for Date: June 18, 2008  
Board of Trustee Information Only

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

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

Superintendent approved employment of personnel:

<b>Olga Berumen</b>	<b>FT FS Helper, Test Kitchen, Effective 5/22/08</b>
<b>Omar Carrillo</b>	<b>Supplemental Services Adult Educator, Effective 5/8/08</b>
<b>Alejandro Figueroa</b>	<b>Math Teacher, CHS, Effective 8/18/08</b>
<b>Lori Gutierrez</b>	<b>PT FS Helper, CES, Effective 5/7/08</b>
<b>Antonio Lugo</b>	<b>Maintenance Worker, Effective 5/30/08</b>
<b>María Mares</b>	<b>FS Substitute, Effective 5/3/08</b>
<b>Rebecca Quintana</b>	<b>PT FS Helper, CHS, Effective 5/12/08</b>
<b>Maria De Jesus Ruvalcaba</b>	<b>PT FS Helper, AMS, Effective 5/21/08</b>

Superintendent approved position changes for personnel:

<b>Deborah Coppenbarger</b>	<b>1 (M) Teacher, BCE, to Librarian, GES, Effective 8/13/08</b>
<b>Manuela Gutierrez</b>	<b>FS Substitute to FS PT Helper, GES, Effective 4/29/08</b>

Superintendent approved position changes for personnel (cont.):

<b>Christine Hernandez</b>	<b>Data Entry Clerk to Admin. Asst., School Resources, Effective 4/15/08</b>
<b>Laura Leos</b>	<b>Interim Travel Clerk to Receptionist, Business Services, Effective 4/14/08</b>
<b>Frank Valdez</b>	<b>Custodian, CHS, to Lead Custodian, JDE, Effective 5/19/08</b>

Superintendent approved resignations:

<b>Priscilla Aguilar</b>	<b>Nurse, BCE, Effective 6/12/08</b>
<b>Emma Santarriaga-Ramirez</b>	<b>3 (B) Teacher, JDE, Effective 6/5/08</b>
<b>Mary Wells</b>	<b>Science Teacher, CHS, Effective 6/6/08</b>

Superintendent approved retirements:

<b>Irene Mendoza</b>	<b>2 (M) Teacher, BCE, Effective 6/5/08</b>
<b>Francis Nolan</b>	<b>5 (M) Teacher, GES, Effective 6/5/08</b>
<b>Joyce Nolan</b>	<b>5 (M) Teacher, JDE, Effective 6/5/08</b>

Termination of Support Personnel

**See under separate cover**

2. **BOARD ACTION REQUESTED**

No action required.