

# 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 November 9, 2004, 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"
  - D. "Texas Pledge of Allegiance"
  - E. "CISD Mission Statement"
  - F. Approval of Minutes
    1. Regular Board Meeting 10/12/04 3
    2. Special Board Meeting 10/20/04 16
    3. Special Board Meeting 10/26/04 19
  - G. Communications (Thirty Minute Open Forum)
    1. General Comments Portion
    2. Complaints Portion
  - H. Board of Trustee Business
    1. Review of events for month of November
  - I. Committee Reports
    1. Facilities/Finance Committee - Mr. Coronado, Chairperson (November 10th)
    2. Personnel Committee - Mr. Frieze, Chairperson (October 20th)
  - J. Consent Agenda
  - K. Reports
    1. Superintendent's Report
    2. Financial, Attendance, Warrant List for -----
    3. Other Reports
      - a. Progress Report on Construction of New High School - Dimensions Architects International & Banes General Contractor
2. Instruction and Student Affairs
  - A. Textbook Committee Membership for 2004~2005 School Year
3. Personnel
  - A. Leave of Absence Requests
  - B. Administrative Personnel Actions (no Board action required - information item only)
    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. Business and Finance
  - A. Approval of Budget Amendments
  - B. Donations to Canutillo Independent School District
  - C. Purchase Food Service Equipment
  - D. Purchase of Uniforms, Equipment and Supplies for High School Junior Varsity & Varsity Cheerleaders
  - E. Approval of Interlocal Agreement with El Paso ISD for JJAEP Services 21
5. Administration
  - A. Adoption of Policy FFAC (Local) Health Requirement and Services: Medical Treatment - second reading
  - B. Adoption of Policy BBFA (Local) Ethics: Conflict of Interest - second reading
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.

## **1.0 General Functions**

### 1.1 Call to Order

### 1.2 Roll Call (Mr. Lerma and Mr. Reyes were absent. Mr. Coronado arrived at 6:10 p.m.)

“Pledge of Allegiance to the United States Flag”

Mr. Hecker led the group in reciting the Pledge of Allegiance.

“Texas Pledge of Allegiance”

Mrs. Sanchez led the group in reciting the Texas Pledge of Allegiance.

The Canutillo High School Choir sang “*The Star Spangled Banner*” much to the delight of the audience.

“CISD Mission Statement”

Mr. Villarreal, Board President read the CISD Mission Statement into the record:

*Canutillo Independent School District is committed to providing a quality education to meet the varied needs of its student body. Every learner will have the opportunity to be challenged, successful, and prepared for a future as a responsible and productive citizen.*

*The District believes that quality education will provide the opportunity....*

*....to develop the ability to think logically, independently, and creatively.*

*....to communicate effectively.*

*....to develop an appreciation for other people.*

*....to build a responsibility to local, state, national and world communities.*

### 1.3 Approval of Minutes

Minutes for the meetings of:  
Regular Board Meeting – 9/14/04  
Special Board Meeting – 9/28/04

Mrs. Sanchez had a correction on the minutes of September 14, 2004 on page 5 agenda item 1.4.1. Mrs. Sanchez wanted the record to reflect that this was information brought to the Board that was not included in the minutes. Mrs. Sanchez stated that Mr. Arellano stated that two of the individuals responsible for placing graffiti on his campaign signs are two current Board Members. Mrs. Sanchez stated that she wanted the minutes to reflect Mr. Arellano's statement. Mr. Coronado stated that Mr. Arellano stated that another individual who was involved was an employee of the school district. Mrs. Sanchez stated that the individual who provided Mr. Arellano with the information was a teacher from the El Paso Independent School District. Four individuals were involved in the defacing of Mr. Arellano's campaign signs – two current Board Members, an employee of Canutillo ISD and a teacher from El Paso ISD.

Motion to approve the minutes of 9/14/04 and 9/28/04 with corrections/additions as noted, passed.\*

\*Mr. Frieze abstained on approval of the minutes for September 28, 2004.

## 1.4 Communications (Thirty Minute Open Forum)

### 1.4.1 General Comments Portion

Mr. Tom Wilson, CHS Language Arts Teacher, recommended that the new eight period schedule, which was introduced at CHS this year, be reconsidered and that a different schedule be implemented for next school year.

### 1.4.1 Complaints Portion

No audience member requested to address the Board under this portion of the meeting.

## 1.5 Board of Trustee Business

### 1.5.1 District recognition of CHS Choir Students and Mr. Willie Adame, Jr. Director

This item was taken out of order and deliberated by the Board following the choir's rendition of "*The Star Spangled Banner*."

The Board recognized CHS choir students for being named to the Region 22 All-Region Choir. Special plaques were presented to: Seniors – Stephanie Mercado, Debbie Gutierrez, Hevila (Billy) Espinoza; Junior – Priscilla Moreno; Sophomore – Bernny Apodaca; and Choir Director Willie Adame was presented with a Certificate of Appreciation.

### 1.5.2 Review of events for month of October

The Board reviewed the events for the month of October. The scheduling of Goal Setting Meeting was discussed at length. Recognition of the transportation department will be presented at the November Board Meeting. It was suggested that the Board conduct a tour of the new high school on Saturday, November 13<sup>th</sup>. No formal action was taken on this item.

### 1.5.3 TASA/TASB Convention – Sharing of Session Information

Board members, who participated in the Texas Association of School Boards (TASB) annual conference in September, shared information about the different workshop sessions that each member attended. Mr. Villarreal felt it would be useful to entertain a “workshop” for the purpose of sharing information a month after the convention. Mr. Villarreal stated that he would like this item included in the Board calendar. No formal action was taken on this item.

### 1.6 Committee Reports

- Facilities/Finance Committee Meeting – Mr. Coronado, Chairperson (October 6)

Mr. Coronado, Facilities/Finance Committee Chairperson, reported that at the October 6 meeting, the Committee reviewed and recommended for approval the Warrant List and Financial Statements for September. He said that an update report on the new high school construction indicated that the project was 46% complete. Mr. Coronado said that the architect introduced the idea of selling personalized bricks to recognize CHS graduates and community residents and designating a “place of honor” for the bricks in the new high school’s patio area.

### 1.7 Consent Agenda

- a. 2.1 Textbook Committee Membership for 2004~2005 School Year
- b. 3.5 Leave of Absence Requests
- c. 4.1 Budget Amendments
- d. 4.3 Purchase of Food Service Equipment
- e. 4.4 Purchase of Uniforms, Equipment and Supplies of High School Junior Varsity & Varsity Cheerleaders
- f. 4.5 Agreement for Therapeutic Riding Services
- g. 5.1 Adoption of Policy FFAC (Local) Health Requirement and Services: Medical Treatment – second reading
- h. 5.2 Adoption of Policy BBFA (Local) Ethics: Conflict of Interest – second reading

Motion to accept consent agenda items 2.1, 3.5, 4.1, 4.3, 4.5, 5.1 and 5.2, passed.

### 1.8 Reports

#### 1.8.1 Superintendent's Report

- High School Rating & Testing

Mr. Hart pointed out that school districts in Texas have to meet two separate accountability systems: the federal government's Average Yearly Progress (AYP) report and the state's TAKS tests. He said that all CISD campuses met both systems this year and that Damian Elementary School has been designated a "*Recognized*" campus by the Texas Education Agency.

He said that Damian Elementary School was also named to the prestigious *Just For The Kids Honor Roll* for the third year in a row. Damian Elementary School was among 70 schools throughout the state to attain this recognition, which is sponsored by the Texas Business and Educators Coalition (TBEC).

1.8.2 Financial, Attendance and Warrant List for  
September 1<sup>st</sup> – 30<sup>th</sup> 2004 in the amount of  
**\$2,492,793.42**

Motion to approve the financial, attendance and warrant list for September 1<sup>st</sup> – 30<sup>th</sup> 2004 in the amount of \$2,492,793.42, passed.\*

The following Board Members abstained from approval of the warrant list, specifically as follows:

Sergio Coronado	Page 4
Charley Hecker	Page 2

1.8.3 Other Reports

- Progress Report on Construction of New High School – Dimensions Architects International & Banes General Contractors, Inc.

The Board was presented a progress report on the construction of the new high school. Sergio Martinez, Dimensions Architects Official, and Fred Siebert, Banes General Contractors Project Manager, said that the new high school was 46% complete and on schedule.

- Presentation on Newly Created Department – Facilities/Maintenance & Construction Services – Yusuf Farran

Mr. Farran, CISD's new Construction Administrator, gave a presentation on the newly created Facilities/Maintenance & Construction Services Department, which is under his supervision.

## **2.0 Instruction and Student Affairs**

### **2.1 Textbook Committee Membership for 2004~2005 School Year**

Action on this item was taken and approved by the Board of Trustees under consent agenda.

### **2.2 LPAC Report – Pauline Dow**

Pauline Dow, Academic Language Services Department Director, presented the Language Proficiency Assessment Committee (LPAC) annual report. She stated that there are 1,444 English Learner students in the elementary schools and 376 English Learner students in the secondary schools. Canutillo ISD's total student population is 4,962.

No formal action was taken on this agenda item.

### **3.0 Personnel**

3.1 through 3.4

NONE

3.5 Leave of Absence Requests

Action on this item was taken and approved by the Board of Trustees under consent agenda.

3.6 through 3.7

NONE

3.8 Administrative Personnel Actions (no Board action required – information item only)

3.8.1 Superintendent approved employment of personnel (no Board action required)

Mr. Hart approved employment of personnel:

Maria E. Acosta      Temporary Driver,  
Effective 9/13/04

Jacob Boggs      Special Ed. Teacher, CMS,  
Effective 9/14/04

Rosa Cardenas	Sub Food Service Helper, Effective 10/4/04
Hilda Carrera	Custodian, DDE, Effective 9/17/04
Maria Gomez	Food Service Interim Manager to Assistant Manager, Effective 9/30/04
Ernesto Mendoza	Sub Administrator CHS and BCE, Effective 10/4/04 and 10/18/04 (respectively)
Linda Rosa Mendoza	Temporary Bus Driver, Effective 8/25/04
Henry Mishaan	Math Teacher, CHS, Effective 9/13/04
Crystal Morales	PK Assistant, DDE, Effective 9/15/04
Marisela Paredes	Migrant Assistant, CES/JDE, Effective 9/29/04
Laurie Ramirez	Human Resources Dept. Clerk, Effective 9/17/04
Mary Westbrook	Special Ed. Assistant, CHS, Effective 8/25/04

3.8.2 Superintendent approved position changes for personnel (no Board action required)

Francisco Bernal	Custodian to Evening Asst. Night Custodian, Effective 9/2/04
Adriana Rios	Food Service Helper to Food Service Baker, DDE, Effective 8/11/04
Maria Romero	PT Bus Monitor to Special Needs Caregiver, Effective 9/27/04
Rita Vasquez	1 <sup>st</sup> Grade Teacher, DDE, to 1 <sup>st</sup> Grade Teacher, BCE, Effective 9/14/04
Guadalupe Villela	Food Service Helper to Interim Baker, Effective 9/20/04

3.8.3 Superintendent acceptance of resignations from personnel (no Board action required)

Mr. Hart accepted resignations from personnel:

Amy Egger	Special Ed. Teacher, CHS, Effective 10/5/04
Luis Ramos	Pest Control/Wastewater Employee, Effective 9/16/04

Norma Rojas

Food Service Baker, CHS,  
Effective 9/17/04

#### **4.0 Business and Finance**

##### 4.1 Budget Amendments

Action on this item was taken and approved by the Board of Trustees under consent agenda.

##### 4.2 Donations to Canutillo Independent School District

Motion to accept the donations made to Canutillo ISD from STAR Advisory Group - \$84.00; National Weather Service – technology equipment and WalMart Foundation - \$500.00 for Canutillo Elementary, passed.

##### 4.3 Purchase Food Service Equipment

Action on this item was taken and approved by the Board of Trustees under consent agenda.

#### 4.4 Purchase Uniforms, Equipment and Supplies for High School Junior Varsity & Varsity Cheerleaders

Motion that the purchase of uniforms, equipment and supplies in the amount of \$11,775.05 be approved by the Board for the high school junior varsity and varsity cheerleaders, passed.

#### 4.5 Agreement for Therapeutic Riding Services

Action on this item was taken and approved by the Board of Trustees under consent agenda.

### **5.0 Administration**

#### 5.1 Adoption of Policy FFAC (Local) Health Requirements and Services: Medical Treatment – second reading

Action on this item was taken and approved by the Board of Trustees under consent agenda.

5.2 Adoption of Policy BBFA (Local) Ethics: Conflict of Interest – second reading

Action on this item was taken and approved by the Board of Trustees under consent agenda.

**6.0 Adjournment**

Motion for adjournment of the public meeting at 9:49 p.m. passed by acclamation.

## **1.0 General Functions**

1.1 Call to Order

1.2 Roll Call (Mr. Lerma and Mr. Reyes were absent. Mrs. Sanchez arrived at 6:25 p.m. during the deliberation of agenda item 4.2)

1.3 through 1.5

NONE

## **2.0 Instruction and Student Affairs**

NONE

## **3.0 Personnel**

NONE

## **4.0 Business and Finance**

4.1 Budget Amendments

Motion to approve the budget amendments as recommended in item 4.1 by the administration with the exception to the budget amendment for expenditure of funds from food service department, passed.

#### 4.2 Purchase of the BESS Filtering for District Wide Use

*Mrs. Sanchez arrived at 6:25 p.m. during the deliberation of agenda item 4.2*

Motion to accept the administration's recommendation to approve the purchase of the BESS filtering system for district wide use, passed.

#### 4.3 Award of contract to High Ridge General Contractors, Inc. to pave driveway at Support Services Facility

Motion to approve the award of contract to High Ridge General Contractors, Inc. to pave the driveway at Support Services Facility, passed.

### **5.0 Administration**

NONE

## **6.0 Adjournment**

Motion for adjournment of the public meeting at 6:36 p.m.,  
passed.

## **1.0 General Functions**

1.1 Call to Order

1.2 Roll Call (Mr. Reyes was absent.)

1.3 through 1.5

NONE

## **2.0 Instruction and Student Affairs**

NONE

## **3.0 Personnel**

3.1 Discuss complaints against personnel in Support Services Department

The Board of Trustees adjourned into closed session from 7:48 p.m. through 8:30 p.m. under the authority of Texas Revised Civil Statutes Annotated, Texas Government Code Sections 551.04 and 551.082.

The Board of Trustees took no formal action on this item.

## **4.0 Business and Finance**

NONE

## **5.0 Administration**

NONE

## **6.0 Adjournment**

Motion for adjournment of the public meeting at 8:30 was passed by acclamation.

**INTERLOCAL AGREEMENT BETWEEN DISTRICTS REGARDING  
THE EL PASO COUNTY JUVENILE JUSTICE  
ALTERNATIVE EDUCATION PROGRAM PURSUANT TO CHAPTER 37 OF  
THE TEXAS EDUCATION CODE**

The El Paso Independent School District, hereinafter called "EPISD," and the Canutillo Independent School District, hereinafter called "CISD," enter into this Inter-local Agreement effective this 1<sup>st</sup> day of September, 2004.

Texas Government Code Chapter 791 authorizes political subdivisions of the State to enter into contracts to increase their efficiency and effectiveness by consolidation of the administrative functions of government. The parties hereto are both political subdivisions of the State and hereto enter this Agreement in furtherance thereof.

This Agreement is intended to authorize the transfer of students expelled from the CISD to the JJAEP Program operated by the EPISD.

I.

A. The EPISD is operating, pursuant to an Inter-local Agreement with the County of El Paso by and through the El Paso County Juvenile Board, the Juvenile Justice Alternative Education Program ("JJAEP") pursuant to Chapter 37 of the Texas Education Code for students expelled from the El Paso, Anthony and Canutillo Independent School Districts, pursuant to §37.007 (a), (d) and (e) of the Texas Education Code. Pursuant to said Interlocal Agreement, the EPISD shall operate the JJAEP program for students expelled from CISD pursuant to said Education Code sections, provided that CISD joins said Interlocal Agreement and complies with all of the requirements thereof, and provided that EPISD receives from El Paso County Juvenile Board the funding in the amount of \$59.00 per day per student contemplated therein. The obligations

of EPISD in operating the JJAEP Program for the benefit of such students are as discussed in said Interlocal Agreement.

B. With respect to any students expelled by CISD pursuant to §37.007 (b), (c), or (f) (“discretionary expulsions”), if CISD desires that said students be placed in the JJAEP operated by the EPISD, such students may be accepted by the EPISD to the JJAEP, on a case-by-case basis. Because, pursuant to the El Paso County Inter-local Agreement, the Juvenile Board need not provide any additional funding for discretionary expulsion students, the CISD will pay to the EPISD an annual fee of \$7,500 per student for each discretionary expulsion student accepted by the EPISD into the JJAEP. Said fee is payable upon acceptance of the student by the EPISD into the JJAEP, is not refundable, and will cover the student’s education in the JJAEP for the duration of the expulsion term, or until August 31, 2005, whichever first occurs. All payments by CISD hereunder will be made from current revenues available to it.

C. With respect to CISD discretionary expulsion students attending the JJAEP under this Agreement, the CISD agrees to:

1. Transfer the student to the EPISD for the duration of the student’s attendance at the JJAEP so that the EPISD will be entitled to receive the WADA allotment from the State of Texas.
2. Transport the students to their assigned alternative campus at the CISD’s expense.
3. Obtain from the parents, the appropriate person, or anyone standing in parental relation to the student, a transfer form required by the EPISD.
4. Assignment of special education students must be preceded by a consensus of such assignment by sending and receiving ARD Committees, a transfer executed by the parent or other legal guardian of the student, and formal determination that the existing facilities of the site proposed for transfer meets the needs of the student to be placed, and shall be subject to the other terms and

conditions relative to special education students set out in the El Paso County Inter-Local agreement and in §37.004 of the Texas Education Code. The CISD shall provide the administrator of the EPISD JJAEP or designee with reasonable notice of the meeting of the student's ARD Committee to discuss the student's expulsion. A representative of the EPISD JJAEP may participate in the meeting to the extent that the meeting relates to the student's placement in the program. If, after placement of a student in the EPISD JJAEP, the administrator of the program, or the administrator's designee, has concerns that the student's education or behavioral needs cannot be met in the program, the administrator, or designee, shall provide written notice of those concerns to the CISD. The student's CISD ARD committee shall meet to reconsider the placement of the student in the program. The CISD shall provide the JJAEP administrator or designee with reasonable notice of the meeting, and a representative of the JJAEP may participate in the meeting to the extent that the meeting relates to the student's continued placement in the program.

D. With respect to CISD discretionary expulsion students attending the JJAEP under this Agreement, the EPISD agrees to:

1. Provide educational services for such students at the Raymond Telles Academy/Dr. Lorenzo G. LaFarelle Alternative Middle School in El Paso Texas.
2. Reserve five student slots for middle and five slots for high school students being transferred under this agreement from CISD. Any additional discretionary expulsion transfer students will be accepted only on a space available basis.
3. Apply to CISD students assigned to the JJAEP Program at the Raymond Telles Academy/Dr. Lorenzo G. LaFarelle Alternative Middle School the same rules and afford the same educational opportunities as provided and delivered to the EPISD students assigned to the aforementioned campus under the same circumstances.
4. Make lunch available for purchase for each student attending the Raymond Telles Academy/Dr. Lorenzo G. LaFarelle Alternative Middle School under this Agreement. Each student will be responsible for the purchase of lunch, except to the extent that lunch is provided on a free or reduced-price basis pursuant to the Federal Free and Reduced Price Lunch Program.

II.

CISD agrees that the EPISD may submit a grant application for whatever funding may be available for the operation of a JJAEP Program.

III.

CISD agrees that EPISD shall have the right to remove a discretionary expulsion student from the JJAEP for cause and return said student to CISD. In the event of such removal, EPISD shall make a pro rata refund of the fee paid by the CISD, prorating the \$7,500 fee over the duration of time that the student was attending the EPISD-operated JJAEP as compared to the duration of the expulsion term or until August 31, 2005, whichever would first occur.

IV.

Upon execution hereof, the CISD shall notify EPISD who its authorized representative will be under this Agreement. The CISD's authorized representative shall contact EPISD Associate Superintendent Robert Ortega, or his designee, when seeking to transfer a student to Raymond Telles Academy. The CISD's authorized representative shall contact EPISD Associate Superintendent Dr. Linda Holman or her designee, when seeking to transfer a student to Dr. Lorenzo G. LaFarelle Alternative Middle School. At the time of Placement or as soon thereafter as practical, CISD shall submit all necessary documentation, student records, and fees.

V.

This Contract shall be in effect until August 31, 2005, or until such time as the Inter-local Agreement for the Establishment and Operation of El Paso County Juvenile Justice Alternative Education Program Pursuant to Chapter 37 of the

Texas Education Code between the County of El Paso and the El Paso Independent School District is terminated, whichever first occurs.

Effective on the date first above noted following formal adoption by the Boards of Trustees of the parties as confirmed by the signatures of their authorized representatives:

EL PASO INDEPENDENT SCHOOL DISTRICT

By:



Charles Tafoya, Superintendent

CANUTILLO INDEPENDENT SCHOOL DISTRICT

By:

Charles Hart, Superintendent

DATED: \_\_\_\_\_