

# Agenda of Special Meeting

## The Board of Trustees Canutillo ISD

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A Special meeting of the Board of Trustees of Canutillo ISD will be held May 17, 2005, 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. Board of Trustee Business
    1. Canvass Election Results for School Board Trustee Election held on Saturday, May 7, 2005 3
    2. Administer Oath of Office and Statement of Elected Officer to Newly Elected Members (no Board action required) 5
    3. Reorganization of the Board - Nomination/Selection of Officers
      - a. President
      - b. Vice-President
      - c. Secretary
    4. Appointment of Board Members to Special Board Committees:
      - a. Personnel
      - b. Policy
      - c. Instruction & Student Services
      - d. Facilities & Finance
    5. Recognition of Jose Villarreal and Charley Hecker
    6. Recognition of CHS HOSA (Health Occupation Students of America) Students 7
    7. Review of Board Member Code of Ethics 9
  - D. Consent Agenda
    1. Budget Amendments 11
    2. Declaration of Surplus Property and Authorization for Disposal of Surplus Property 22
  - E. Reports
    1. Presentation of Spring Safety Award Winners - Yusuf Farran/LouAnn Estrada
    2. Status Report on Collaborative Efforts with El Paso Community College
    3. Status Report on Isela Rubalcava Blvd.
    4. Presentation on Westside Sportsplex - Memo Barajas & Jerry Bernal
2. Instruction and Student Affairs
  - A. NONE

3. Personnel
  - A. NONE
4. Business and Finance
  - A. District Depository Contract RFP #05-10
  - B. Consider funding source for landscaping for the new high school
5. Administration
  - A. NONE
6. Adjournment

35

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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.

**AN ORDER BY THE BOARD OF TRUSTEES OF THE CANUTILLO INDEPENDENT SCHOOL DISTRICT CANVASSING RETURNS AND DECLARING RESULTS OF ELECTION**

Whereas, the Board of Trustees of the Canutillo Independent School District (the “School District”) duly authorized an election to be held within the School District on Saturday, May 7, 2005 (the “Election”) for the purpose of submitting to qualified voters of the School District the election for members of the Board of Trustees for two at large positions; and

Whereas, the election was conducted by the County Elections Administrator, who has duly made the return of the results thereof, and said returns have been delivered to this Board of Trustees; and

Whereas, the Board of Trustees finds and declares that the meeting at which this Order is considered is open to the public as required by law, and that public notice of the time, place and purpose of the meeting was given as required by Section 551.001 et seq., Texas Government Code;

**NOW, THEREFORE, BE IT ORDERED BY THE BOARD OF TRUSTEES OF THE CANUTILLO INDEPENDENT SCHOOL DISTRICT:**

1. It is officially found and determined that the election was duly ordered, that proper notice thereof was duly given, that proper election officers were duly appointed prior to said election, that the election was duly and lawfully held, and that due returns of the result of said election have been made and delivered, and that this Board of Trustees has duly canvassed the returns, all in accordance with law and the Order calling the election.

2. It is officially found and determined that the following votes were cast for the candidates for the positions for the Board of Trustees by qualified voters of the School District as follows:

Margarito (Mago) Arellano	<u>320</u>	votes
Elizabeth (Liz) Galan	<u>285</u>	votes
Shonda Jordan	<u>207</u>	votes
Powell Searls	<u>143</u>	votes
Johnny Beltran	<u>49</u>	votes
Charley Hecker	<u>126</u>	votes
Armando (Mando) Rodriguez	<u>354</u>	votes
Melissa Ray English	<u>278</u>	votes

3. As a result of said election, and in conformity with law, this Board of Trustees hereby declares that the following persons received the highest number of votes for the two positions, and are elected as members of the Board of Trustees:

Armando (Mando) Rodriguez  
Margarito (Mago) Arellano

**SIGNED AND ADOPTED** this \_\_\_\_\_ day of May, 2005.

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**JOSE VILLARREAL**  
**PRESIDENT, BOARD OF TRUSTEES**

**ATTEST:**

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**FRANK LERMA**  
**SECRETARY, BOARD OF TRUSTEES**

F/LBAS/2005CISD/GEN/ORDERCANVASRETURN

In the name and by the authority of

# The State of Texas

## OATH OF OFFICE

I, \_\_\_\_\_, do solemnly swear (or affirm), that I will faithfully execute the duties of the office of \_\_\_\_\_ of the State of Texas, and will to the best of my ability preserve, protect, and defend the Constitution and laws of the United States and of this State, so help me God.

\_\_\_\_\_  
**Affiant**

SWORN TO and subscribed before me by affiant on this \_\_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_.

\_\_\_\_\_  
**Signature of Person Administering Oath**

\_\_\_\_\_  
**Printed Name**

\_\_\_\_\_  
**Title**

(Seal)

*See Reverse Side  
for Instructions  
Revised August 1999*

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PLEASE TYPE OR PRINT LEGIBLY  
PROVIDE ALL REQUESTED INFORMATION

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## STATEMENT OF ELECTED/APPOINTED OFFICER

*(Pursuant to Tex. Const. art. XVI, §1(b), amended 2001)*

I, \_\_\_\_\_, do solemnly swear (or affirm), that I have not directly or indirectly paid, offered, promised to pay, contributed, or promised to contribute any money or thing of value, or promised any public office or employment for the giving or withholding of a vote at the election at which I was elected or as a reward to secure my appointment or confirmation, whichever the case may be, so help me God.

***UNDER PENALTIES OF PERJURY, I DECLARE THAT I HAVE READ THE FOREGOING STATEMENT AND THAT THE FACTS STATED THEREIN ARE TRUE.***

\_\_\_\_\_  
Date

\_\_\_\_\_  
Officer's Signature

\_\_\_\_\_  
Position to Which Elected/Appointed

\_\_\_\_\_  
City and/or County



## Canutillo Independent School District

P.O. Box 100  
Canutillo, Texas 79835  
7965 Artcraft  
El Paso, Texas 79932

Gayla Kessinger  
Coordinator  
Career & Technology Education

Voice 915-877-7466 Cell 915-433-2680 Fax 915-877-7458  
E-mail [gkessinger@canutillo-isd.org](mailto:gkessinger@canutillo-isd.org)

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### INTEROFFICE MEMORANDUM

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**TO:** CANUTILLO INDEPENDENT SCHOOL DISTRICT BOARD OF TRUSTEES

**FROM:** GAYLA KESSINGER

**SUBJECT:** RECOGNITION OF HOSA STUDENTS

**DATE:** MAY 11, 2005

**CC:** DR. MONICA REYES-GARCIA, JULIE VINIKOFF

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I am requesting that six (6) outstanding Health Occupation Students of America from Canutillo High School be recognized by the Canutillo Independent School District Board of Trustees. If possible, this recognition should take place during the May 17, 2005 Board meeting.

The students are: Miriam Garcia, Richard Martinez, Cinthia Gallegos, Michael Arroyo, Alfonso Frias, and Meili Robles. CATE will provide the awards.

Miriam Garcia	Area 4 Competition State Competition	2 <sup>nd</sup> Place in Prepared Speaking 1 <sup>st</sup> Place in Prepared Speaking
Ricardo Martinez	Area 4 Competition State Competition	1 <sup>st</sup> Place in Veterinary Assisting 1 <sup>st</sup> Place in Veterinary Assisting
Cinthia Gallegos	Area 4 Competition State Competition	1 <sup>st</sup> Place in Pathophysiology 1 <sup>st</sup> Place in Pathophysiology
Michael Arroyo	Area 4 Competition	1 <sup>st</sup> Place in Laboratory Assisting
Alfonso Frias	Area 4 Competition State Competition	2 <sup>nd</sup> Place in First Aid & Rescue Breathing 4 <sup>th</sup> Place in First Aid & Rescue Breathing
Meili Robles	Area 4 Competition	2 <sup>nd</sup> Place in Extemporaneous Speaking

**Miriam Garcia, Ricardo Martinez, and Cinthia Gallegos will be competing at the national level on June 21-26 in Nashville, TN.**

Canutillo ISD  
071907

BOARD MEMBERS:  
ETHICS

BBF  
(LOCAL)

As a member of the Board, I shall promote the best interests of the District as a whole and, to that end, shall adhere to the following ethical standards:

EQUITY IN  
ATTITUDE

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

TRUSTWORTHINESS  
IN STEWARDSHIP

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

HONOR IN  
CONDUCT

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

INTEGRITY OF  
CHARACTER

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

COMMITMENT TO  
SERVICE

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

STUDENT-  
CENTERED FOCUS

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

I, as a Board member, will recognize that my responsibility is not to "run the schools" through administration, but together with my fellow Board members, to see that the schools are well-run through effective policies.

DATE ISSUED: 04/08/2002  
LDU-14-02  
BBF(LOCAL)-X

**This online presentation of your district's policy is an electronic representation of TASB's record of the district's currently adopted policy manual. It does not reflect updating activities in progress. The official, authoritative manual is available for inspection in the office of the Superintendent. [See BF (LOCAL) for further information.]**

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

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

Date: May 17, 2005

Subject: Budget for Tax Maintenance Notes

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 budget for the revenue realized from the issuance of the tax maintenance notes on April 6, 2005 and associated costs. This will also set up the budget for the artificial turf project for the football field at the new high 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.

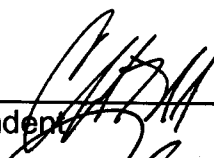
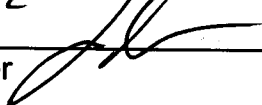
MOTION \_\_\_\_\_ SECOND \_\_\_\_\_

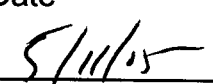
AYES \_\_\_\_\_ NAYS \_\_\_\_\_

TO: Charles Hart, Superintendent  
 THROUGH: Tony Reza, Comptroller  
 FROM: Kathy Ellis, Assistant Business Manager  
 SUBJECT: Budget for Tax Maintenance Notes  
 DATE: May 10, 2005

BUDGET CODE	CURRENT BUDGET	CHANGE	AMENDED BUDGET
199.00.7911.00.000.5.0 Issuance of Notes		750,000	750,000
199.81.6629.06.001.5.99 Construction/Turf		726,193	726,193
199.71.6599.00.999.5.99 Other Debt Fees		23,807	23,807

REASON FOR BUDGET AMENDMENT REQUEST: This budget amendment is to record the revenue and associated costs realized from the issuance of the tax maintenance notes on April 6, 2005. The proceeds will be used for the artificial turf to be put on the football field at the new high school.

\_\_\_\_\_  
 Superintendent   
 \_\_\_\_\_  
 Comptroller 

\_\_\_\_\_  
 Date  
  
 \_\_\_\_\_  
 Date

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

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

Date: May 17, 2005

Subject: Special Education Department -BJE # 1506

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 31 to functions 11 and 33 to increase budgets for extra duty pay, contracted services, reading materials, and funds to pay for a nurse during 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 \_\_\_\_\_

Date: 5/03/05

Reason:

FUNDING SOURCE: FUNDS ARE FROM SALARY AND FRINGES FOR MARIA HIDALGO WHO WAS RECLASSIFIED TO FUND 224 IDEA-B FORMULA GRANT

PURPOSE OF AMENDMENT: REALLOCATE FUNDS TO FUNCTION 11 AND 33 TO INCREASE BUDGETS FOR EXTRA DUTY PAY, CONTRACTED SERVICES, READING MATERIALS, AND EXTRA DUTY PAY FOR A NURSE FOR SUMMER SCHOOL.

HOW WILL THIS IMPACT EDUCATION: FUNDS WILL PAY FOR CONTINUED RELATED SERVICES SUCH AS OCCUPATIONAL THERAPY INCLUDED IN STUDENTS' INDIVIDUAL EDUCATIONAL PLANS

WHAT DISTRICT/CAMPUS GOALS WILL BE MET: ALL STUDENTS WILL GRADUATE FROM HIGH SCHOOL (THE DISTRICT WILL ENSURE THAT EFFECTIVE AND TIMELY ASSISTANCE IS PROVIDED TO ELIGIBLE STUDENTS EXPERIENCING DIFFICULTIES

Mode: **Lookup**

Cancel? N

TO: Charles Hart, Superintendent

THROUGH: Tony Reza, Comptroller

FROM: Kathy Ellis, Assistant Business Manager

SUBJECT: Special Education Department - BJE #1506

DATE: May 3, 2005

BUDGET CODE	CURRENT BUDGET	CHANGE	AMENDED BUDGET
99.31.6119.00.918.5.23 Salaries	208,808.00	(57,725.00)	151,083.00
99.31.6141.00.918.5.23 Medicare	3,014.00	(839.00)	2,175.00
99.31.6142.00.918.5.23 Health Insurance	16,401.00	(4,101.00)	12,300.00
99.31.6143.00.918.5.23 Workers Compensation	1,422.00	(395.00)	1,027.00
99.31.6145.00.918.5.23 Unemployment Comp	216.00	(60.00)	156.00
99.31.6146.01.918.5.23 TRS Payroll Tax	837.00	(231.00)	606.00
99.11.6119.00.918.5.23 Salaries	193,627.00	15,000.00	208,627.00
99.11.6128.00.918.5.23 Extra Duty Pay	4,714.00	3,000.00	7,714.00
99.11.6299.00.918.5.23 Misc Contracted Svcs	87,635.00	15,000.00	102,635.00
99.11.6329.00.918.5.23 Reading Materials	-	2,000.00	2,000.00
99.11.6399.00.918.5.23 General Supplies	28,072.00	26,409.00	54,481.00
99.33.6119.00.699.5.23 Salaries		1,892.00	1,892.00
99.33.6141.00.699.5.23 Medicare		27.00	27.00
99.33.6143.00.699.5.23 Workers Compensation		13.00	13.00
99.33.6145.00.699.5.23 Unemployment Comp		2.00	2.00
99.33.6146.01.699.5.23 TRS Payroll Tax		8.00	8.00

REASON FOR AMENDMENT REQUEST - This budget amendment is to reallocate funds from function 11 to functions 11 and 33 to increase budgets for extra duty pay, contracted services, reading materials, and funds to pay for a nurse during summer school. The funds are from the salary and fringes for Maria O. Hidalgo whose funding has been changed from state special education funds to Fund 224 DEIA-B Formula.

Superintendent

Date

Comptroller

Date

MAY BJE 1506 REALLOCATE FUNDS SPECIAL ED DEPARTMENT  
 CMD A C C O U N T

Total: .00  
 TO FROM

Position To:

BEGIN			
0001.000	199.31.6119.00.918.5.23		57,725.00
0002.000	199.31.6141.00.918.5.23		839.00
0003.000	199.31.6142.00.918.5.23		4,101.00
0004.000	199.31.6143.00.918.5.23		395.00
0005.000	199.31.6145.00.918.5.23		60.00
0006.000	199.31.6146.01.918.5.23		231.00
0007.000	199.11.6119.00.918.5.23	15,000.00	
0008.000	199.11.6128.00.918.5.23	3,000.00	
0009.000	199.11.6299.00.918.5.23	15,000.00	
0010.000	199.11.6329.00.918.5.23	2,000.00	
0011.000	199.11.6399.00.918.5.23	26,409.00	
0012.000	199.33.6119.00.699.5.23 NEW	1,892.00	
0013.000	199.33.6141.00.699.5.23 NEW	27.00	

COMMANDS: L F T E

F2=Process Transfer

POSITION: +n,n.n,-n, Roll-up, Roll-down

Position	To:						
0013.000	199.33.6141.00.699.5.23	NEW					27.00
0014.000	199.33.6143.00.699.5.23	NEW					13.00
0015.000	199.33.6145.00.699.5.23	NEW					2.00
0016.000	199.33.6146.01.699.5.23	NEW					8.00

COMMANDS: L F T E  
 F2=Process Transfer

POSITION: +n,n.n,-n, Roll-up, Roll-down

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

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

Date: May 17, 2005

Subject: Jose Damian Elementary – BJE # 1528

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 13 to pay for substitutes for teachers who attend staff development training.

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 1528 Title: ALLOCATE TO COVER NEGATIVE BALANCE-JDE

Date: 5/04/05

Reason:

FUNDING SOURCE: 199.11.6399.00.103.5.11 FROM GENERAL SUPPLIES

PURPOSE OF AMENDMENT: TO PAY FOR SUBSTITUTES FOR TEACHERS TOO ATTEND  
STAFF DEVELOPMENT

HOW WILL THIS IMPACT EDUCATION: PROFESSIONAL DEVELOPMENT FOR TEACHERS

WHAT DISTRICT/CAMPUS GOALS WILL BE MET: ALL STUDENTS WILL REACH HIGH  
ACADEMIC STANDARDS, ATTAINING, AT A MINIMUM, PROFICIENCY OR BETTER IN THE  
FOUNDATION CURRICULUM.

Mode: **Lookup**

Cancel? N

TO: Charles Hart, Superintendent

THROUGH: Tony Reza, Comptroller

FROM: Kathy Ellis, Assistant Business Manager

SUBJECT: Jose Damian Elementary - BJE # 1528

DATE: May 11, 2005

BUDGET CODE	CURRENT BUDGET	CHANGE	AMENDED BUDGET
199.11.6399.00.103.5.11 General Supplies	17,314.00	(694.00)	16,620.00
199.13.6112.00.103.5.11 Substitutes	1,956.00	694.00	2,650.00

REASON FOR AMENDMENT REQUEST - This budget amendment is to reallocate funds from function 11 to function 13 to pay for substitutes for teachers who attend staff development training.

\_\_\_\_\_  
Superintendent

\_\_\_\_\_  
Comptroller

\_\_\_\_\_  
Date

5/11/05  
\_\_\_\_\_  
Date

MAY BJE 1528 ALLOCATE TO COVER NEGATIVE BALANCE-JDE Total: .00  
 CMD A C C O U N T TO FROM

Position To: \_\_\_\_\_

BEGIN					
<u>0001.000</u>	199.11.6399.00.103.5.11				694.00
<u>0002.000</u>	199.13.6112.00.103.5.11			694.00	

COMMANDS: L F T E POSITION: +n,n.n,-n, Roll-up, Roll-down  
**F2=Process Transfer**

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

Agenda Item: \_\_\_\_\_ Date: May 17, 2005

Subject: **Declaration of Surplus Property and Authorization for Disposal of Surplus Property.**

Presented By: Tony Reza Consent Agenda

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**ACTION**

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1. **BACKGROUND INFORMATION:**

As stated in CI (LEGAL), the Board may, in an appropriate manner, dispose of property that is no longer necessary for District operations. This request is to dispose of the listed items to include property/items/equipment/vehicles/discarded library books which are included with this exhibit and are from various departments and/or campuses.

The disposal of these items will be done by donations to the local community, selling at public auction to the highest bidder, and disposal of remaining items by shredding, scraping, or deposition in local area landfills.

2. **SUPERINTENDENT RECOMMENDATION:**

Recommend that the district owned property/items/equipment/vehicles/discarded library books be declared "surplus" and of "no value". Also to recommend that the administration be authorized to dispose of them.

3. **BOARD ACTION REQUESTED:**

The Board hereby approves the Superintendent's recommendation to declare listed items as "surplus" and of "no value" and authorize disposal of listed district owned property/items/equipment/vehicles/discarded library books.

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

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

Canutillo ISD  
071907

**SCHOOL PROPERTIES DISPOSAL**

CI  
(LEGAL)

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All rights and titles to District property, whether real or personal, shall be vested in the Board and its successors in office.

The Board may, in an appropriate manner, dispose of property that is no longer necessary for District operations.

*Education Code 17.151(c) [See also CDB(LEGAL)]*

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DATE ISSUED: 04/10/1996  
UPDATE 51  
CI(LEGAL)-P

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**This online presentation of your district's policy is an electronic representation of TASB's record of the district's currently adopted policy manual. It does not reflect updating activities in progress. The official, authoritative manual is available for inspection in the office of the Superintendent. [See BF (LOCAL) for further information.]**

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# Canutillo Independent School District

Warehouse Services Department

P.O. Box 100

Canutillo, Texas 79835

**Ron Gatlin**  
Warehouse Supervisor

To: Tony Reza, Comptroller  
cc: Dr. Kessinger, Assistant Superintendent

From: Ron Gatlin  
Warehouse Supervisor

Re: District Surplus Property

Due to the relocation of the warehouse, it has been two years since the District has disposed of surplus property and we have acquired a large amount of surplus and defective items. In addition we have received a large number of discarded library books from all campuses that will be donated to the community and the remainder will be properly disposed of. These items have been in storage at the warehouse during the past year and are using up space and causing safety and health concerns.

The following is a list of surplus & defective items that have been received by the Warehouse Services Department from all departments. I am hereby requesting that these items be authorized for disposal and removal from the warehouse.

#### **Maintenance Department:**

- 6 lots defective student desks, chairs, filing cabinets
- 1ea steel desk
- 1 lot of surplus green machine cooler pumps
- 1 lot defective pumps
- 1 floor jack
- 1 lot water cooler and fan coil unit
- 1 electric water heater
- 1 lot of surplus evaporative cooler pad holders
- 1 lot of defective motors
- 3 wooden cabinets
- 1 lot defective bathroom soap dispensers
- 1 lot misc. restroom equipment
- 1 lot misc. electrical items
- 3 defective step ladders
- 1 surplus damaged couch
- 3 wooden kitchen cabinets
- 1 lot defective bathroom soap dispensers
- 1 lot misc. broken rakes and shovels
- 1 wooden equipment cabinet
- 1 wooden map cabinet

- 1 wooden book shelf 4 x 8 broken
- 1 lot exterior light fixtures
- 1 defective shop smith power tool
- 1 router table
- 1 lot misc. defective power tools
- 1 lot misc. defective string trimmers
- 1 lot misc. power tools and hand tools
- 1 public address system
- 1 lot misc. doors & windows
- Lockers and locker doors
- Wrot iron fencing
- Chain link gates and fabric
- Shelving

**Technology Department:**

- 2 lots of modular furniture
- 12 lots of computer monitors
- 1 lot ups batteries
- 1 lot auxiliary power supplies
- 2 lots misc. computers
- 1 lot misc. computer items
- 1 surplus damaged couch
- 2 surplus communication cabinets
- 3 defective line printers
- 1 lot power supply cabinets

**Food Service Department:**

- 1 lot misc. kitchen items
- 2 surplus damaged rolling bread racks
- 8 lots misc. defective kitchen equipment
- 1 defective Blodgett oven

**Transportation Department:**

- 6 school busses
- 1 Ford LTD

**District Wide:**

- 1 lot defective printers and typewriters
- 1 lot of surplus record players
- 1 lot of defective copy machine and paper shredder
- 1 lot defective musical instruments and empty instrument cases
- 1 lot defective baby beds and misc. daycare items
- 1 lot misc. defective TV's, radios, and cash registers
- 1 defective paper shear, electric
- 1 lot paper shredder, printer, microwave oven
- 6 black wire brochure racks
- 8 lots discarded library books



# Deanna Davenport Elementary School

P.O. Box 100 - 8401 Remington Drive  
Canutillo, Texas 79835

(915) 886-6400

FAX (915) 886-6407

**Sylvia A. Gonzalez**  
Principal

**Edelia Gomez**  
Assistant Principal

To: Canutillo ISD Board of Trustees  
From: Lucille B. Bird *LB*  
Date: May 4, 2005

We are in the process of weeding outdated library books. This is being done to bring Deanna Davenport Library up to date, and to keep us in compliance with the State of Texas.

The outdated books were boxed and labeled, and were picked by Mr. Ron Gatlin, Warehouse Supervisor, and a copy of the list of books was sent to him and Mrs. Martha Veale, Technology Supervisor.

cc Sylvia Gonzalez  
Martha Veale  
Ron Gatlin



**HECTOR GIRÓN**  
*Principal*

# Canutillo Elementary School

P.O. Box 100, 651 Canutillo Avenue  
Canutillo, Texas 79835

(915) 877-7600 • FAX (915) 877-7607

May 4, 2005

**MAGGIE PORRAS-GRANT**  
*Assistant Principal*

To Whom It May Concern:

The weeding of books at Canutillo Elementary Library is done to assist in bringing the age of the collection up to Texas state standards.

Sincerely,

A handwritten signature in cursive script that reads "Judith D. Garcia".

Judith D. Garcia  
Librarian, Canutillo Elementary School



**MAX PADILLA**  
Principal

# Jose Damian Elementary School

Texas Education Agency "EXEMPLARY" School

6300 Strahan Rd.  
El Paso, Tx 79932

Phone: (915) 877-7655  
FAX: (915) 877-7670

P.O. Box 100  
Canutillo, Texas 79835

**DAVID PARKER**  
Asst. Principal

**VELIA ACOSTA**  
Counselor

May 4, 2005

To Whom It May Concern:

Weeding is being done at JDE to assist in bringing the library up to state standards.

Becky Rood  
Librarian

**Ron Gatlin**

**From:** Ernie Ontiveros <eontiveros@canutillo-isd.org>  
**Sent:** Tuesday, May 10, 2005 8:00:54 AM CDT  
**To:** <rgatlin@canutillo-isd.org>  
**Subject:** Salvage Sale Vehicles

Mr. Gatlin

As per our conversation, this memorandum is to advise you that the following vehicles are no longer of use to the Canutillo I.S.D. Transportation Department, every vehicle has been used to its fullest extent and any and all parts that would benefit the district by using them on other vehicles, have been removed.

**Vehicle Number**

205- 1989 Ford Bus 1FDPJ75P8KVA43027  
213- 1982 Ford Bus 1FDXB70H3CVA24089  
217- 1984 GMC BUS 1GDM6P1B2EV515841  
218- 1984 GMC BUS 1GDM6P1B6EV515857  
220- 1984 INTL BUS 1HVLMEGN4EHA61731  
221- 1984 INTL BUS 1HVLMEGN4EHA61714  
222- 1984 INTL BUS 1HVLMEGN3EHA61770  
T-5- 1984 FORD CAR

If I can be of any further assistance please feel free to contact me at ext.7735  
Ernie Ontiveros  
Transportation Supervisor

**CONFIDENTIALITY NOTICE:** This message is from the Canutillo Independent School District. The message and any attachments may be confidential or privileged and are intended only for the individual or entity identified above as the addressee. If you are not the addressee, or if this message has been addressed to you in error, you are not authorized to read, copy, or distribute this message or any attachments, we ask that you please delete this message and any attachments and notify the sender by return email or by telephone (915) 877-7460.

Brand	Model	Description	Serial	CISD Tag	Technology Tag
COMPUSA		Tower	CD5049191551004	3433	11213
COMPUSA		Tower	CD5049191551006	3445	11259
COMPUSA		Tower	CD5049191551011	3441	11252
COMPUSA		Tower	CD5049191551001	3431	11240
COMPUSA		Tower	CD5049191551009	3439	11237
COMPUSA		Tower	CD5089227841006	3671	10060
COMPAQ	DESKPRO 466	DESKTOP	A542HKS6F122	8514	10382
COMPAQ	DESKPRO 466	DESKTOP	A542HKS6F227	8546	10384
COMPAQ	PROLINEA	DESKTOP	7531HNA30132	9807	10347
COMPAQ	PROLINEA 575E	DESKTOP	A543HKZ4D228	8294	11164
COMPAQ	PROLINEA 575E	DESKTOP	A614HTB2J324	9479	11464
COMPAQ	DESKPRO 466	DESKTOP	A542HKS6H809	8534	10314
COMPAQ	DESKPRO 466	DESKTOP	A542HKS6H860	8532	10302
COMPAQ	DESKPRO 466	DESKTOP	A542HKS6J052	8550	10303
COMPAQ	DESKPRO 466	DESKTOP	A542HKS6H856	8562	10666
COMPAQ	PROLINEA 4/505	DESKTOP	D437HKB61229		13260
COMPAQ	DESKPRO 466	DESKTOP	A542HKS6E350	8542	10292
HEWLETT PACKARD	VECTRA VE	DESKTOP	US92224348	4913	1058
HP	BRIO		US8124086	2115	10532
TARGET	CLONE	DESKTOP		102947	
GATEWAY		2000 Tower	8145275	9884	
COMPA	PREARIO 4170ES	DESKTOP	X718BKVB0879	314	12532
GATEWAY		2000 Tower		11	
COMPAQ	PREARIO 4104ES	DESKTOP	X745BBV40724	12528	11160
COMPAQ	PREARIO 4170ES	DESKTOP	X701BKVB2605	12857	10459
COMPAQ	PREARIO 4170ES	DESKTOP	X725BKVB3231	146	10500
GATEWAY		2000 Tower		9448072	11307
HP	BRIO	Tower	US81240863	2106	10393
HP	BRIO	Tower	US81240526	2112	10374
COMPAQ	DESKPRO	DESKTOP	6914CL92B073	4343	11502
COMPAQ	DESKPRO	DESKTOP	6843CCP2D652	3545	11497
COMPAQ	DESKPRO	DESKTOP	6843CCP2D653	352	
COMPUSA	CLONE	Tower	CD3179281731008	4279	10370
COMPUSA	CLONE	Tower	CD3179281731003	4287	15073
HP	BRIO	Tower	US81347504	2144	10451
COMPAQ	PROLINEA 575	Tower	7531HNA30757	9781	11175

ELITE  
COMPUSA  
COMPUSA  
COMPA

MIDWEST MICRO  
CLONE  
CLONE  
PROLINEA 4/50S

Tower  
Tower  
Tower  
Tower

10069818  
CD3179281731002  
CD5049191551002  
D437HKB61316

7095  
4276  
3437  
6651 NO TAG

10462  
10359  
11567

Brand	Model	Description	Serial
IBM	APTIVA	Tower	1S2159S7623WW350
GATEWAY	2000	Tower	9210974
COMPUSA	CLONE	Tower	CD5089227841004
COMPUSA	CLONE	Tower	CD3179281731013
COMPUSA	CLONE	Tower	CD35089227841003
COMPAQ	PREARIO	Tower	A646HYQ1F571
COMPUSA	CLONE	Tower	CD3179281731009
COMPUSA	CLONE	Tower	CD3179281731017
COMPUSA	CLONE	Tower	CD5089227841008
COMPAQ	DESKPRO 466	Tower	A542HKS6H056
COMPAQ	PROLINEA	Tower	A543HKZ4D246
COMPAQ	DESKPRO	Tower	6726HVU6P095
IBM	APTIVA	Tower	1S2159S7623WW1056
GATEWAY	2000	Tower	9210976
COMPUSA	CLONE	Tower	CD3179281731004
COMPUSA	CLONE	Tower	CD5049191551007
COMPUSA	CLONE	Tower	CD3179281731015
IBM	APTIVA	Tower	75H8898
IBM	APTIVA	Tower	75H8898
TRIPLE A	CLONE	Tower	11535
HP	BRIO	Tower	US81341176
COMPUSA	CLONE	Tower	CD3179281731019
TRIPLE A	CLONE	Tower	MOTHER BOARD 868F60
TRIPLE A	CLONE	Tower	1138
PREMIO	CLONE	DESKTOP	2000095621
COMPAQ	DESKPRO	Tower	684CCP2N269
COMPUSA	CLONE	Tower	CD5089227841011
COMPUSA	CLONE	Tower	CD5089227841009
COMPUSA	CLONE	Tower	CD31792817310020
COMPUSA	CLONE	Tower	CD3179281731006
BOX 1	3EA RACKS		6EA 4" COVERS
BOX 2	5EA PATCH PANELS		4EA 2"WIRE RACKS
BOX 3	90EA FACE PLATES		1EA 4" WIRE RACK
BOX 4	8EA 4" WIRE RACK	8EA 4" CABLE RACK	2EA DOUBLE CABLE RACK

Brand	Model	Description	Serial	CISD Tag	Technology Tag
APC	OFFICE 280	UPS	NB9946211900	6482	NO TAG
APC	OFFICE 280	UPS	NB9951321527	6562	NO TAG
APC	OFFICE 280	UPS	NB0002311766	6519	NO TAG
APC	OFFICE 280	UPS	NB9951221862	6560	NO TAG
APC	OFFICE 280	UPS	NB9942220820	6479	NO TAG
APC	OFFICE 280	UPS	NB9946211903	6483	NO TAG
APC	OFFICE 280	UPS	NB9951221477	6940	NO TAG
APC	OFFICE 350VA	UPS	BB0043017522	NO TAG	NO TAG
APC	OFFICE 280	UPS	NB9926321584	5195	NO TAG
APC	OFFICE 280	UPS	NB9926321588	5194	NO TAG
APC	BACK-UPS 650	UPS	PB9940223764	5622	NO TAG
APC	BACK-UPS 450	UPS	95076186748	8215	NO TAG
POWER PRO	850	UPS	51457	9702	NO TAG
APC	SMART-UPS 700	UPS	S96068786146	11139	NO TAG
APC	SMART-UPS 600	UPS	W920200352	NO TAG	14169
APC	BACK-UPS 400	UPS	95086317668	8602	14173
APC	SMART-UPS 700	UPS	NS9818052951	2354	NO TAG
APC	SMART-UPS 700	UPS	NS9807012097	2780	NO TAG
APC	SMART-UPS 800RT	UPS	W920600507	NO TAG	14164
APC	BACK-UPS 450	UPS	B94032173632	NO TAG	NO TAG
APC	VS 650	UPS	S96107675797	14163	NO TAG
APC	VS 650	UPS	FS9727003003	811	NO TAG
APC	BACK-UPS 600	UPS	FB9806173997	1152	NO TAG
APC	BACK-UPS 300	UPS	PB0013213008	6661	NO TAG
APC	BACK-UPS 400	UPS	95076190118	8214	14174
APC	BACK-UPS 900	UPS	B96058768864	10001	14176
APC	BACK-UPS 1250	UPS	S94062922693	3725	NO TAG
SOLA	1000-UPS	UPS	118FF12883	NO TAG	14171
APC	SMART-UPS 1000	UPS	QS9849000596	4758	14175
APC	SMART-UPS 1400	UPS	QS9915024202	5616	NO TAG
SOLA	1000-UPS	UPS	118FF12994	NO TAG	14172
APC	SMART-UPS 1000A	UPS	ES9735527912	669	14170
APC	SMART-UPS 1000A	UPS	QS9849000200	4741	NO TAG
APC	SMART-UPS 1000A	UPS	QS9849000600	4782	NO TAG
APC	SMART-UPS 1400	UPS		7055	NO TAG
APC	SMART-UPS 1250	UPS	S94062922698	3722	NO TAG

BEST	MD500VA	UPS	C500V-05653	4933	NO TAG
APC	SMART-UPS 1400	UPS	AS0053110277	7711	NO TAG
BEST	L11.3KVA BW	UPS	10EACNH	3936	NO TAG
APC	SMART-UPS 2200	UPS	QS0231210008	NO TAG	17039
MONROE	2125	UPS	333574	7828	NO TAG
DELKIN	DATA SWITCH	SWITCH	F1FL024-E	2417	NO TAG
POWER STRIP:	BOX OF 25 COUNT				

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

Agenda Item:

Date: May 17, 2005

Subject: District Depository Contract RFP # 05-10

Presented By: Tony Reza

Consent Agenda: X

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ACTION

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1. BACKGROUND INFORMATION:

Proposals for District Depository Contract RFP # 05-10 were opened on April 19, 2005 with five bidders responding. The Finance Department along with the City of El Paso Comptroller will be interviewing the top three firms on Wednesday, May 11, 2005. A copy of the recommendation will be submitted in the Friday packet and presented on Tuesday, May 17, 2005.

2. SUPERINTENDENT RECOMMENDATION:

The Superintendent recommends approval of the District Depository Contract RFP # 05-10 as presented on the Friday packet.

3. BOARD ACTION REQUESTED:

The Board of Trustees approves the Superintendent's recommendation.

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

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