

# Agenda of Regular Meeting

## The Board of Trustees Canutillo ISD

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A Regular meeting of the Board of Trustees of Canutillo ISD will be held February 14, 2006, 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" 4
  - D. "Texas Pledge of Allegiance" 5
  - E. "CISD Mission Statement" 6
  - F. Approval of Minutes
    1. Regular Board Meeting 1/18/06 7
    2. Special Board Meeting 1/24/06 18
    3. Special Board Meeting 2/1/06 21
    4. Special Board Meeting 2/9/06 25
  - G. Communications (Thirty Minute Open Forum)
    1. General Comments Portion
    2. Complaints Portion
  - H. Board of Trustee Business
    1. District recognition of Bernny Apodaca, Member of All State Choir and Mr. Willie Adame, Jr. Choral Director 27
    2. Discuss and take appropriate actions regarding an order canvassing election returns and declaring the results of a Bond Election held in the Canutillo Independent School District on February 4, 2006 28
    3. Reschedule Regular Board Meeting to Wednesday, March 8, 2006 (informational item only)
    4. Review of events for the month of February 31
  - I. Committee Reports
    1. Facilities/Finance Committee - Mr. Rodriguez, Chairperson (February 8)
    2. Personnel Committee - Mr. Arellano, Chairperson (January 24 & February 9) 32
  - J. Consent Agenda
    1. Approval for Bibiano Maldonado to serve as an additional second appraiser for PDAS Teacher Appraisal System
    2. Redirection of Assistant Superintendent for Student Performance and Assistant Superintendent for Administration and Planning to:

a.	Creation of Associate or Deputy Superintendent	
b.	Creation of Executive Director for School Improvement	
c.	Creation of Executive Director for Student Support	
d.	Upgrade of Construction Administrator to Executive Director for Facilities and Transportation (or Support Services)	
e.	Upgrade of Information Technology Director to Executive Director for School Resources	
3.	Renaming of Comptroller to Executive Director for Business Services	
4.	Upgrade of Grant Writer to External Funds Director	
5.	Redirection of Science Lead Teacher to Title II Coordinator	
6.	Creation of Internal Auditor position	
7.	Approval of Budget Amendments	34
8.	Renewal of Waste Disposal Contract, RFP#03-15	44
9.	Approval of vendor list over \$25,000.00 as per Board Policy CH (Local)	46
10.	Approval to participate in Region 18 ESC Cooperative Purchasing Program	48
11.	Board Budget Priorities for Fiscal Year 2006~2007	54
K.	Reports	
1.	Superintendent's Report	
a.	Bond Election	
2.	Attendance, Financial and Warrant List for January 1-31, 2005 in the amount \$1,753,227.65	56
3.	Other Reports	
a.	Progress Report on Construction of New High School - Dimensions Architects International & Banes General Contractor	
2.	Instruction and Student Affairs	
A.	Presentation of and required Public Hearing of AEIS (Academic Excellence Indicator System) Report	
B.	Establishment of school colors and mascot for Alderete Middle School	
3.	Personnel	
A.	Recommendation for renewal/extension of contracts for administrators and other certified/non-certified administrators or professionals	60
B.	Administrative Personnel Actions (no Board action required - information item only)	63
1.	Superintendent approved employment of personnel (no Board action required)	
2.	Superintendent approved position changes for personnel (no Board action required)	
3.	Superintendent approved retirements (no Board action required)	
4.	Superintendent acceptance of resignations from personnel (no Board action required)	
4.	Business and Finance	
A.	Acceptance of donations to Canutillo ISD	66
B.	Approval of External Audit for Fiscal Year 2004~2005 of Health Claims	68
C.	Discussion regarding El Paso County and the Swimming Pool at Gallegos Park	

- 69
- D. Discuss and take appropriate action regarding a resolution expressing official intent to reimburse with tax-exempt obligation proceeds costs incurred prior to the issuance of such obligations
  - E. Authorize Administration to publish Requests for Qualifications for Architects for future construction projects
  - F. Authorize Administration to publish Requests for Proposals for Construction Managers At-Risk for future construction projects
  - G. Discuss and take appropriate action regarding an Order authorizing the issuance of "Canutillo Independent School District Unlimited Tax Refunding Bonds, Series 2006"; establishing procedures for the sale and delivery of the bonds; and delegating matters relating to the sale and issuance of the bonds to an authorized District officer or employee
- 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.



***Texas Pledge of Allegiance  
Honor the Texas Flag; I pledge allegiance to thee, Texas, one and indivisible.***

The pledge of allegiance to the state flag should be rendered by all present except those in uniform by standing at attention facing the flag with the right hand over the heart. Individuals who are not in uniform and who are wearing a headdress that is easily removable should remove their headdress with their right hand and hold it at the left shoulder, with the hand over the heart. Individuals in uniform should remain silent, face the flag, and render the military salute.

The pledge of allegiance to the state flag may be recited at all public and private meetings at which the pledge of allegiance to the United States flag is recited and at state historical events and celebrations.

The pledge of allegiance to the state flag should be recited after the pledge of allegiance to the United States flag if both are recited.



# **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**

							Regular Meeting Board of Trustees	
							Wednesday, January 18, 2006 Canutillo ISD Administration Office 7965 Arcraft – El Paso, Texas	
							<b>Item:</b>	<b>Reference:</b>
Present	X	X	X	X	X	X	<p>1. General Functions</p> <p style="padding-left: 20px;">A. Call to Order at 6:06 p.m.</p> <p style="padding-left: 20px;">B. Roll Call (Mr. Coronado and Mr. Lerma were absent.)</p> <p>Mr. Arellano, Vice-President of the Board of Trustees presided over the meeting. Mr. Coronado and Mr. Lerma called to let the Board know that they would be unable to attend the meeting. Mr. Arellano asked for a moment of silence and expressed heartfelt condolences for the Coronado family.</p> <p style="padding-left: 40px;">C. "Pledge of Allegiance to the United States Flag"</p> <p>Mrs. Sanchez led the group in reciting the Pledge of Allegiance to the United States Flag.</p> <p style="padding-left: 40px;">D. "Texas Pledge of Allegiance"</p> <p>Mrs. Sanchez also led the group in reciting the Texas Pledge of Allegiance.</p> <p style="padding-left: 40px;">E. "CISD Mission Statement"</p> <p>Mr. Frietze read the CISD Mission Statement into the record:</p> <p><i>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.</i></p>	<p>5</p> <p>6</p> <p>7</p>

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

**MEMBERS**

								Regular Meeting Board of Trustees	
	MR. ARELLANO	MR. CORONADO	MR. FRIETZE	MR. LERMA	MR. REYES	MR. RODRIGUEZ	MRS. SANCHEZ	Wednesday, January 18, 2006 Canutillo ISD Administration Office 7965 Arcraft – El Paso, Texas	
								<b>Item:</b>	<b>Reference:</b>
								<p><i>The agenda was taken out of order with the consent of the Board. Agenda items H1, H2 and K1b were deliberated following the commencement of the public meeting.</i></p> <p><i>The Board of Trustees also took a few minutes to wish fellow member, Carl Frieze a happy birthday.</i></p> <p style="margin-left: 40px;">F. Approval of Minutes Minutes for the meetings of:</p> <ol style="list-style-type: none"> <li>Regular Board Meeting 12/13/05</li> <li>Special Board Meeting 1/10/06</li> </ol>	8 19
Motion						X		Motion to approve the minutes of the meetings of 12/13/05 and 1/10/06, with reading waived, passed.	
Second									
Ayes	X		X			X	X		
Nays									
Abstain									
								<p style="margin-left: 40px;">G. Communications (Thirty Minute Open Forum)</p> <ol style="list-style-type: none"> <li>General Comments Portion</li> </ol> <p>Mr. Jorge Molinar, publisher of Valley Publishing Inc., praised Board members for their leadership in transforming Canutillo ISD into a great place to work and learn.</p> <ol style="list-style-type: none"> <li>Complaints Portion</li> </ol> <p>No member of the audience requested to address the Board during this portion of the meeting.</p>	Reg. Board Mtg. Minutes Page 2

















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

**MEMBERS**

								Regular Meeting Board of Trustees	
								Wednesday, January 18, 2006 Canutillo ISD Administration Office 7965 Arcraft – El Paso, Texas	
								<b>Item:</b>	<b>Reference:</b>
	MR. ARELLANO	MR. CORONADO	MR. FRIETZE	MR. LERMA	MR. REYES	MR. RODRIQUEZ	MRS. SANCHEZ		
								4. Business and Finance	
								A. Acceptance of donations to Canutillo ISD	37
Motion							X	Motion to accept the donations to Canutillo ISD (for Project Harmony)	
Second	X							\$500.00 from Wal-Mart and \$500.00 from the United Way of El Paso,	
Ayes	X		X		X	X	X	passed.	
Nays									
Abstain									
								B. Award E-Rate 9 Projects	41
Motion							X	Motion that the Board of Trustees approves the award of the E-Rate	
Second	X							Projects as recommended by the Superintendent and Technology	
Ayes	X		X		X	X	X	Department, passed.	
Nays									
Abstain									
								5. Administration	
								A. NONE	
								6. Adjournment	
								The public meeting adjourned at 8:04 p.m. by unanimous consent.	Reg. Board Mtg. Minutes Page 11

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

**MEMBERS**

								Special Meeting Board of Trustees	
								Tuesday, January 24, 2006 Canutillo ISD Administration Office 7965 Arcraft – El Paso, Texas	
								<b>Item:</b>	<b>Reference:</b>
	MR. ARELLANO	MR. CORONADO	MR. FRIETZE	MR. LERMA	MR. REYES	MR. RODRIQUEZ	MRS. SANCHEZ		
Present	X	X	X	X	X	X	X	1. General Functions A. Call to Order at 8:20 p.m.  B. Roll Call  2. Instruction and Student Affairs A. NONE  3. Personnel A. Consider hiring Dr. Pam Padilla as Superintendent and consider employment contract of Superintendent  <i>The agenda was taken out of order with the consent of the Board. Agenda item 3A was deliberated prior to adjournment of the public meeting.</i>  The Board of Trustees adjourned into closed session under the authority of Texas Open Meetings Act, Texas Government Code Sections 551-074 from 8:35 p.m. through 9:17 p.m.	
Motion					X			Motion that the Board hire Dr. Pam Padilla as Superintendent of the Canutillo Independent School District, approve the employment contract with modifications with respect to travel allowance and the evaluation of a principal, passed.	
Second						X			
Ayes	X	X	X	X	X	X	X		
Nays									
Abstain									

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

**MEMBERS**

								Special Meeting Board of Trustees	
								Tuesday, January 24, 2006 Canutillo ISD Administration Office 7965 Arcraft – El Paso, Texas	
								<b>Item:</b>	<b>Reference:</b>
	MR. ARELLANO	MR. CORONADO	MR. FRIETZE	MR. LERMA	MR. REYES	MR. RODRIQUEZ	MRS. SANCHEZ		
Motion	X							Mrs. Sanchez wanted the record to reflect that the public had twenty one days to voice their opinions and/or comments on the employment of the superintendent. Mrs. Sanchez stated that no member of the community voiced their opinion on this subject therefore the decision made by the Board, stands.	
Second					X			The board and members of the audience congratulated Dr. Padilla on her appointment.	
Ayes	X	X	X	X	X	X	X	4. Business and Finance A. Approval of External Audit for Fiscal Year 2004~2005	4
Nays								Motion to approve the external audit for Fiscal Year 2004~2005, passed.	
Abstain									
								It was suggested that an item be placed on the next Facilities/Finance Committee meeting concerning the recommendations as a result of the external audit.	
								B. Approval of External Audit for Fiscal Year 2004~2005 of Health Care Claims	5
								Mr. Reza requested that this item be pulled from the agenda. It will reappear on the agenda for the Regular Board Meeting in February.	Special Board Mtg. Minutes Page 2
								5. Administration A. NONE	



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

**MEMBERS**

								Special Meeting Board of Trustees	
								Wednesday, February 1, 2006 Canutillo ISD Administration Office 7965 Arcraft – El Paso, Texas	
								Item:	Reference:
	MR. ARELLANO	MR. CORONADO	MR. FRIETZE	MR. LERMA	MR. REYES	MR. RODRIQUEZ	MRS. SANCHEZ		
Present	X	X	X		X	X	X	1. General Functions A. Call to Order at 6:13 p.m.  B. Roll Call (Mr. Lerma was absent.)  2. Instruction and Student Affairs A. NONE  3. Personnel A. Creation of Positions 1. Night Security Guards - Canutillo High School  Motion to approve the creation of night security guards for Canutillo High School, passed.	4
Motion	X								
Second			X						
Ayes	X	X	X		X	X	X		
Nays									
Abstain									
								2. Principal, Assistant Principal, Instructional Coordinator, Counselor, Librarian, Nurse, Athletic Trainer, Computer Literacy Teacher, Art Teacher, Spanish Teacher, Keyboarding Teacher, Career Investigation Teacher, Health Teacher, Theatre Arts Teacher, Choral Music Teacher, Band Teacher and 504 Reading (Bilingual) Teacher for Alderete Middle School  Mr. Arellano wanted the record to reflect that the Personnel Committee had recommended that these positions be created and approved.	

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

**MEMBERS**

								Special Meeting Board of Trustees								
								Wednesday, February 1, 2006 Canutillo ISD Administration Office 7965 Arcraft – El Paso, Texas								
								MR. ARELLANO	MR. CORONADO	MR. FRIETZE	MR. LERMA	MR. REYES	MR. RODRIQUEZ	MRS. SANCHEZ	<b>Item:</b>	<b>Reference:</b>
Motion		X												Motion to approve the creation of positions as read, passed.		
Second				X												
Ayes		X	X	X		X	X	X								
Nays																
Abstain																
														There was a need to fill the position of principal as soon possible. Mr. Arellano wanted the record to reflect that the individual recommended for principal of Alderete Middle School would be brought before the Personnel Committee. Mr. Arellano stated that the committee had the option of approving or disapproving the individual recommended for the position of principal.		
														3. Food Service Manager, Food Service Cook, Food Service Salad Maker, Food Service Baker, Food Service Helpers, Part Time Food Service Helper for Canutillo Middle School		
Motion		X												Motion to approve the creation of positions as read, passed.		
Second				X												
Ayes		X	X	X		X	X	X								
Nays																
Abstain																
														B. Reclassification of Positions (Assistant Superintendent for Student Performance to Executive Director for School Improvement)	6	
														Mr. Arellano wanted the record to reflect that this item was not recommended by the Personnel Committee.	Special Board Mtg. Minutes Page 2	

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

**MEMBERS**

								Special Meeting Board of Trustees	
								Wednesday, February 1, 2006 Canutillo ISD Administration Office 7965 Arcraft – El Paso, Texas	
								MR. ARELLANO	
								MR. CORONADO	
								MR. FRIETZE	
								MR. LERMA	
								MR. REYES	
								MR. RODRIGUEZ	
								MRS. SANCHEZ	
								<b>Item:</b>	<b>Reference:</b>
Motion							X	<p>Motion to approve the reclassification of position, failed.</p> <p>Mr. Arellano recommended that the Superintendent’s Organizational Chart should be presented to the Board as justification for the reclassification of position. Several Board Members voiced the need to bring this item back to the Board.</p> <p style="padding-left: 40px;">C. Redirection of Positions (Campus Network Specialist to Accountability &amp; Reporting Specialist)</p>	7
Second						X			
Ayes		X				X	X		
Nays	X		X				X		
Abstain							X		
Motion						X	<p>Motion to approve the redirection of position for Campus Network Specialist to Accountability &amp; Reporting Specialist, passed.</p> <p>Mr. Coronado reminded the Board that this item had been recommended by the Personnel Committee.</p> <p>4. Business and Finance A. NONE</p> <p>5. Administration A. NONE</p>	Special Board Mtg. Minutes Page 3	
Second						X			
Ayes	X	X	X			X			X
Nays									
Abstain									



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

**MEMBERS**

								Special Meeting Board of Trustees		
								Thursday, February 9, 2006 Canutillo ISD Administration Office 7965 Arcraft – El Paso, Texas		
								<b>Item:</b>	<b>Reference:</b>	
		MR. ARELLANO	MR. CORONADO	MR. FRIETZE	MR. LERMA	MR. REYES	MR. RODRIQUEZ	MRS. SANCHEZ		
Present	X	X		X	X	X	X	X	1. General Functions A. Call to Order at 8:03 p.m.  B. Roll Call (Mr. Fietze was absent.)  2. Instruction and Student Affairs A. NONE  The Board of Trustees took the agenda out of order and deliberated item 3B prior to 3A.  3. Personnel A. Employment of Principal for Alderete Middle School  X Motion to approve the Administration’s recommendation to employ Annette Brigham as Principal for Alderete Middle School, passed.	
Motion							X			
Second					X					
Ayes	X	X		X	X	X	X	X		
Nays										
Abstain										
Motion						X				
Second					X					
Ayes	X	X		X	X	X	X	X	B. Addition of Athletic Stipends  Motion to approve the addition of athletic stipends as recommended by the Personnel Committee (Girls Softball and Boys Baseball Developmental), passed.	
Nays										
Abstain										



**Canutillo Independent School District  
P.O. Box 100  
Canutillo, Texas 79835  
Phone (915) 877-7481 or (915) 877-7482  
Fax (915) 877-7483**

To:

Contact person: Kim Guzman, Communications Specialist (877-7482)

Date: January 19, 2006

**Slug: Canutillo High School Student Achieves All-State Choir Status**

**PRESS RELEASE**

Bernny Apodaca, Canutillo High School junior and member of the CHS Choir, was recently selected as a member of the Men's All-State Choir. Apodaca auditioned in the local all-region competition and the pre-area auditions to qualify for the Area competition in Midland, Texas.

Apodaca will perform with the All-State Choir in San Antonio, Texas in February. Each year students throughout public schools in Texas have the opportunity to audition and perform for this prestigious choir.

"After years of non-participation, our students at Canutillo High School are finally competing in this important event. Their accomplishments are a testimony to the improvement of our music department," said Willie Adame Jr., CHS Choir Instructor.

**PHOTO OUTLINE:**

ORDER CANVASSING ELECTION RETURNS AND DECLARING THE RESULTS OF A BOND ELECTION HELD IN THE CANUTILLO INDEPENDENT SCHOOL DISTRICT ON FEBRUARY 4, 2006

WHEREAS, the Board of Trustees of the Canutillo Independent School District (the "District") duly authorized an election (the "Election") to be held within the District on February 4, 2006, for the purpose of submitting to the resident qualified electors of the District the propositions hereinafter set forth; and

WHEREAS, the Board of Trustees wishes to ratify the appointment made by and the actions taken by the El Paso County Elections Administrator (the "Elections Administrator") with respect to the Election; and

WHEREAS, the Board of Trustees has investigated all matters pertaining to the Election, including the ordering, giving notice, appointing officers, holding and making returns of the Election; and

WHEREAS, the election officers who held the Election have duly made the returns of the results thereof, and said returns have been duly delivered to said Board of Trustees for official canvassing of the returns thereof; and

WHEREAS, upon the consideration of the returns of the Election, it appears that the same was held in accordance with the authorizing proceedings and was in all respects legally held after due notice had been given, and the returns duly and legally made, and other instruments, showed the following results:

PROPOSITION NO. 1

"The issuance of \$38,330,000 bonds for: (i) acquiring, constructing, improving, repairing, renovating and equipping school buildings, and purchasing necessary sites therefore; and (ii) acquiring property or refinancing property financed under a contract entered into by the District under Subchapter A, Chapter 271, Texas Local Government Code, and the levying of a tax in payment of the bonds and to pay the costs of any credit agreements executed in connection with the bonds." 494 VOTES FOR  
241 VOTES AGAINST

PROPOSITION NO. 2

"The issuance of \$730,000 bonds for refunding all or any portion of the District's presently outstanding debt obligations currently paid from the maintenance tax, and the levying of a tax in payment of the bonds and to pay the costs of any credit agreements executed in connection with the bonds." 446 VOTES FOR  
271 VOTES AGAINST

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 said meeting was given, all as required by Chapter 551, Open Meetings, Texas Government Code, as amended.

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

Section 1. All of the recitals contained in the preamble of this Order are found to be true and are adopted as findings of fact by the Board of Trustees and as part of its judgment.

Section 2. The actions taken by the Elections Administrator, including the appointment of the Presiding Election Judges, are hereby ratified and affirmed.

Section 3. It is further found and determined that the results of the Election as canvassed and tabulated in the preamble hereof reflect the expressed desires of the electors.

Section 4. In conformity with law, the Board of Trustees is hereby authorized to issue the bonds on behalf of the District in the amounts and for the purposes mentioned in the propositions set forth in the proceedings calling the election with respect to Proposition No. 1 and Proposition No. 2.

Section 5. This Order shall take effect immediately upon its passage and approval.

*(Signature Page Follows)*

PASSED AND APPROVED THIS 14th day of February, 2006.

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President, Board of Trustees  
Canutillo Independent School District

ATTEST:

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Secretary, Board of Trustees  
Canutillo Independent School District

## **FEBRUARY**

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### Action Items

Administrator Contract Renewals  
Calling of School Board Election  
Review of Superintendent Evaluation Procedures  
    And Instrument for Next Year  
Review of and Response to District Goal Setting Meeting  
Approval of Candidate Training for Prospective Board Members  
(FWTSBA)

### Other Items

Announcement of Board Training Hours

### Important Dates

Black History Month  
National Children's Dental Health Month  
National School Counseling Week (Feb. 6-10)  
Abraham Lincoln's Birthday (Feb. 12)  
Valentines Day (Feb. 14)  
National FCCLA Week (Feb. 12-18)  
Susan B. Anthony's Birthday (Feb. 15)  
National PTA Founders Day (Feb. 17)  
State Of Texas Anniversary Remembrance (STAR) Day (Feb. 19)  
National FFA Week (Feb. 18-25)  
President's Day (Feb. 20)  
George Washington's Birthday (Feb. 22)

### Events

District Recognition of School Counselors



# Canutillo Independent School District

7965 Artcraft Rd.  
El Paso, TX 79932

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

**John P. Kessinger, Ed. D.**  
Assistant Superintendent

**Personnel Committee Meeting Minutes**  
January 24, 2006

(915) 877-7475  
FAX (915) 877-7477  
jkessinger@canutillo-isd.org

**Location:** Administration Building  
**Time:** 6:10 p.m. – 8:20 p.m.

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

**Others Present:** Dr. Padilla, Renee O'Donnell, Alfredo Vasquez, Tony Reza, Yvonne Sanchez, Yusuf Farran, Max Padilla, Adele Balesh, Charlie Hecker, Sergio Coronado, Larry Baskind, Larry Quintana, Annette Brigham, Johnny Gauna, Pauline Dow, and Martha Veale.

The meeting was called to order at 6:10 p.m.

Mr. Reyes arrived at 6:15 p.m.

Mr. Lerma arrived at 6:23 p.m.

### 3.0 Personnel

#### A. Creation of positions

##### 1. 2 Night Security Guards:

##### 2. (Addendum to Agenda) Administrative & Specialist Teaching Staff:

Mrs. O'Donnell greeted everyone and started out with the creation of positions of 2 night security guards and why we have this need. Very soon we will be losing our contracted services night security guards and we will need 2 more security guards at the high school for night security. Mrs. O'Donnell explained what the 2 night security positions would entail and that the positions will come from local funds. The committee members had several questions for Mrs. O'Donnell and what our needs are for the district and for the new high school. The committee members feel there is a need to have security in all of our campuses in the very near future. Mr. Reza explained to the committee members that it was more cost effective to hire 2 security guards than to contract them out. Mr. Coronado suggested that we look into any home land security grants there might be able to take advantage of. The committee members decided to recommend 2 night security guards to the full board. Mrs. O'Donnell moved onto item 2 and handed out the 17 positions that we would like to create to start staffing Alderete Middle School. These positions are hard to fill positions and they are one of a kind positions. The committee members asked Mrs. O'Donnell questions on the positions needed for Jose Alderete middle school. We need to have this school staffed by April of this year. The personnel committee members recommended the 17 positions be created.

#### B. Reclassification of Positions

##### 1. Assistant Superintendent to Executive Director for School Improvement:

Dr. Padilla is starting her reorganization plan and would like to name an Executive director that would the position she has just vacated. Also, that an Executive Director position would be a down grade which would be saving the district a little bit of money. Dr. Padilla explained that the job description is a draft. This job will cover all of the programs that are direct instruction. This is to make sure all the programs are fully coordinated. The committee members asked Dr. Padilla questions on this down grade from assistant superintendent to executive director. Dr. Padilla answered and explained why she has decided this down grade is justifiable. Mr. Arellano is very concerned about down grading this position and wants to know why we are growing so rapidly and we are planning on building two new elementary schools in the near future and we are down grading this important position. Dr. Padilla offered to give them more information on what the duties would be in detail and she would provide them this information. Mrs. O'Donnell offered the

committee members a suggestion and that is to go ahead and create this position as executive director and then at a later point when this person shows us the complete plan and if we decide at this time we need to change this to an assistant superintendent. The committee members will not recommend the down grade of this position.

**C. Redirection of Position**

**1. Campus Network Specialist to Federal Reporting and Data Specialist:** Mrs. Veale is recommending redirecting one vacant position she has for the campus network specialist to a specialist she is calling accountability and reporting specialist. This person would be dedicated to responding and over seeing data collection, federal reports and inventory accounting. Mrs. Veale answered questions from the personnel committee members. The committee members agreed to recommend this redirection of position. Mrs. O'Donnell asked the committee members with their permission to post positions for Mrs. Balesh as she was not able to get on this agenda. Mrs. Balesh would like to post for all the food service that will be needed for Canutillo Middle school. Most of Canutillo Middle wants to stay at Jose Alderete Middle school and with the permission of the committee Mrs. Balesh would like to post for those positions. Mr. Arellano agreed to do this for the next special board meeting for Wednesday evening.

**D. Consultation with Attorney regarding personnel matters:** The Board of Trustees adjourned into closed session from 7:16 p.m. through 8:19 p.m. under the authority of Texas Open Meetings Act, Texas Government Code Section 551.001, 551.074. Upon returning to regular session, Mr. Arellano announced no action was taken.

**E. Comments/Input from Community Members on items discussed by Personnel Committee:** There were no comments or input from community members.

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

**Meeting adjourned at 8:20 p.m.**

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

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

Date: February 14, 2006

Subject: Capital Lease – Dell Computers

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 budgeted in function 71 for the capital lease payments to functions 11, 21, and 41 as per the auditors.

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 \_\_\_\_\_



**CANUTILLO INDEPENDENT SCHOOL DISTRICT  
OFFICE OF THE SUPERINTENDENT  
BOARD AMENDMENT EXECUTIVE SUMMARY SHEET**

**FUNDING SOURCE:**

General Operating and Compensatory Funds

**IF GRANT, PLEASE PROVIDE THE FOLLOWING:**

-GRANT AWARD:

-GRANT PERIOD:

-GRANT OBJECTIVES:

-GRANTING AGENCY:

**PURPOSE OF THE AMENDMENT:**

This amendment is to reallocate funds budgeted in function 71 for the capital lease payments to functions 11, 21, and 41 as per the auditors. During the fiscal audit for 2004/2005, it was decided that this was an operating lease not a capital lease. This will increase the amount of funds allocated to function 11 and help meet the 65% of budgeted funds used for direct instructional purposes.

**HOW WILL THIS IMPACT EDUCATION:**

This amendment will provide an educational environment that will enhance and improve student performance.

**WHAT DISTRICT OR CAMPUS GOALS WILL BE MET WITH THIS AMENDMENT:**

All district goals will be met.

TO: Dr. Pam Padilla

THROUGH: Tony Reza, Comptroller


FROM: Kathy Ellis, Assistant Business Manager

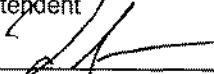
SUBJECT: Computer Lease Purchase Accounts

DATE: February 8, 2006

BUDGET CODE	CURRENT BUDGET	CHANGE	AMENDED BUDGET
199.71.6512.00.001.6.30 Capital Lease Principal	7,000.00	(7,000.00)	0.00
199.11.6269.02.001.6.30 Lease - Computers	-	7,000.00	7,000.00
199.71.6512.00.001.6.99 Capital Lease Principal	39,000.00	(39,000.00)	0.00
199.11.6269.02.001.6.11 Lease - Computers	-	39,000.00	39,000.00
199.71.6512.00.041.6.30 Capital Lease Principal	16,500.00	(16,500.00)	0.00
199.11.6269.02.041.6.30 Lease - Computers	-	16,500.00	16,500.00
199.71.6512.00.041.6.99 Capital Lease Principal	23,500.00	(23,500.00)	0.00
199.11.6269.02.041.6.11 Lease - Computers	-	23,500.00	23,500.00
199.71.6512.00.101.6.30 Capital Lease Principal	27,500.00	(27,500.00)	0.00
199.11.6269.02.101.6.30 Lease - Computers	-	27,500.00	27,500.00
199.71.6512.00.102.6.30 Capital Lease Principal	24,300.00	(24,300.00)	0.00
199.11.6269.02.102.6.30 Lease - Computers	-	24,300.00	24,300.00
199.71.6512.00.102.6.99 Capital Lease Principal	3,200.00	(3,200.00)	0.00
199.11.6269.02.102.6.11 Lease - Computers	-	3,200.00	3,200.00
199.71.6512.00.103.6.11 Capital Lease Principal	12,000.00	(12,000.00)	0.00
199.11.6269.02.103.6.11 Lease - Computers	-	12,000.00	12,000.00
199.71.6512.00.103.6.30 Capital Lease Principal	15,500.00	(15,500.00)	0.00
199.11.6269.02.103.6.30 Lease - Computers	-	15,500.00	15,500.00
199.71.6512.00.104.6.30 Capital Lease Principal	22,500.00	(22,500.00)	0.00
199.11.6269.02.104.6.30 Lease - Computers	-	22,500.00	22,500.00
199.71.6512.00.104.6.99 Capital Lease Principal	5,000.00	(5,000.00)	0.00
199.11.6269.02.104.6.11 Lease - Computers	-	5,000.00	5,000.00
199.71.6512.00.726.6.99 Capital Lease Principal	1,350.00	(1,350.00)	0.00
199.41.6269.02.726.6.99 Lease - Computers	-	1,350.00	1,350.00
199.71.6512.00.727.6.99 Capital Lease Principal	1,350.00	(1,350.00)	0.00
199.41.6269.02.727.6.99 Lease - Computers	-	1,350.00	1,350.00
199.71.6512.00.912.6.99 Capital Lease Principal	1,550.00	(1,550.00)	0.00
199.21.6269.02.912.6.99 Lease - Computers	-	1,550.00	1,550.00
199.71.6512.00.916.6.99 Capital Lease Principal	1,750.00	(1,750.00)	0.00
199.21.6269.02.916.6.99 Lease - Computers	-	1,750.00	1,750.00
199.71.6512.00.918.6.99 Capital Lease Principal	1,550.00	(1,550.00)	0.00
199.21.6269.02.918.6.99 Lease - Computers	-	1,550.00	1,550.00
199.71.6512.00.919.6.99 Capital Lease Principal	1,150.00	(1,150.00)	0.00
199.21.6269.02.919.6.99 Lease - Computers	-	1,150.00	1,150.00
199.71.6512.03.999.6.99 Capital Lease Principal	239,859.00	(239,859.00)	0.00
199.71.6522.03.999.6.99 Capital Lease Interest	36,539.00	(36,539.00)	0.00
199.11.6269.02.999.6.11 Lease - Computers	-	276,398.00	276,398.00
199.71.6512.00.728.6.99 Capital Lease Principal	5,000.00	(5,000.00)	0.00
199.53.6269.02.728.6.99 Lease - Computers	-	5,000.00	5,000.00

REASON FOR BUDGET AMENDMENT REQUEST: This budget amendment is to reallocate funds budgeted in function 71 for the capital lease payments to functions 11, 21, and 41 as per the auditors.

  
\_\_\_\_\_  
Superintendent

  
\_\_\_\_\_  
Comptroller

2-8-06  
\_\_\_\_\_  
Date

2/8/06  
\_\_\_\_\_  
Date

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

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

Date: February 14, 2006

Subject: Food Service Department

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 transfer funds from the food service fund balance to budget for additional substitute pay, technology equipment for the cafeterias, and for utensils for the kitchen 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 \_\_\_\_\_



**CANUTILLO INDEPENDENT SCHOOL DISTRICT  
OFFICE OF THE SUPERINTENDENT  
BOARD AMENDMENT EXECUTIVE SUMMARY SHEET**

**FUNDING SOURCE:**

Food Service Fund Balance (Federal Funds)

**IF GRANT, PLEASE PROVIDE THE FOLLOWING:**

-GRANT AWARD:

-GRANT PERIOD:

-GRANT OBJECTIVES:

-GRANTING AGENCY:

**PURPOSE OF THE AMENDMENT:**

This amendment is to provide additional funds for substitute pay, technology equipment for the cafeterias, and utensils for the kitchen at the new high school.

**HOW WILL THIS IMPACT EDUCATION:**

The cafeterias will provide nutritious meals for the students of the Canutillo School District. Studies show that well fed students perform better at school.


**WHAT DISTRICT OR CAMPUS GOALS WILL BE MET WITH THIS AMENDMENT:**

All district goals will be met.

TO: Dr. Pam Padilla, Superintendent  
 THROUGH: Tony Reza, Comptroller  
 FROM: Kathy Ellis, Assistant Business Manager  
 SUBJECT: Food Service Department  
 DATE: February 8, 2006

BUDGET CODE	CURRENT BUDGET	CHANGE	AMENDED BUDGET
101.35.6126.00.909.6.99 Part Time/Temp Pay	23,222	11,540	34,762
101.35.6398.00.909.6.99 Fixed Assets	-	25,000	25,000
101.81.6639.00.909.6.99 Capital Outlay	654,827	63,460	718,287
101.00.8999.00.000.6.00 Equity Transfer Out		(100,000)	(100,000)

REASON FOR AMENDMENT REQUEST - This budget amendment is to transfer funds from the food service fund balance to budget for additional substitute pay, technology equipment, and utensils.

  
 \_\_\_\_\_  
 Superintendent

  
 \_\_\_\_\_  
 Comptroller

2-8-06  
 Date

2/8/06  
 Date

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

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

Date: February 14, 2006

Subject: Mother-Daughter/Father-Son Program

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 budgeted in function 61 to function 11 for a presentation for all 5<sup>th</sup> and 6<sup>th</sup> grade students and to provide funds for extended day tutoring.

2. SUPERINTENDENT RECOMMENDATION:

The Superintendent recommends approval of the requested budget amendment.

3. ACTION REQUESTED:

The Board of Trustees approves the the requested budget amendment.

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

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



**CANUTILLO INDEPENDENT SCHOOL DISTRICT  
OFFICE OF THE SUPERINTENDENT  
BOARD AMENDMENT EXECUTIVE SUMMARY SHEET**

**FUNDING SOURCE: Mother-Daughter/Father-Son Program**

**WHAT IS THE PURPOSE OF THE AMENDMENT?**

**Realign funds to provide instructional activity for all 5-6 graders, and led by MD/FS participants, via Jimmy Cabrera presentation: "What is in your backpack?" Provide academic tutoring to MD/FS students in need during an extended day program**

**HOW WILL THIS IMPACT EDUCATION?**

- 1) Students will learn strategies for setting and achieving academic goals**
- 2) Students will understand and experience the power of doing their personal best in school**
- 3) Students will receive timely and effective assistance in an extended day program**

**WHAT DISTRICT OR CAMPUS GOALS WILL BE MET WITH THIS AMENDMENT?**

**District Goal #1**

**All students will reach high academic standards, attaining, at a minimum, proficiency or better in the foundation curriculum.**

**District Goal #5**

**All students will graduate from high school. Students experiencing difficulty will be provided effective and timely assistance, and students will successfully transition from program to program, campus to campus and high school to post-secondary.**

TO: Dr. Pam Padilla, Superintendent

THROUGH: Tony Reza, Comptroller


FROM: Kathy Ellis, Assistant Business Manager

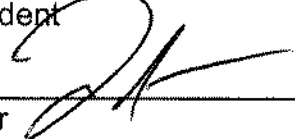
SUBJECT: Mother-Daughter/Father-Son Program - BJE# 2251

DATE: February 8, 2006

BUDGET CODE	CURRENT BUDGET	CHANGE	AMENDED BUDGET
199.61.6499.28.919.6.30 Misc Operating Expense	5,010.00	(3,900.00)	1,110.00
199.11.6118.28.919.6.30 Extra Duty Pay	-	900.00	900.00
199.11.6299.28.919.6.30 Misc Contracted Svcs	-	3,000.00	3,000.00

REASON FOR AMENDMENT REQUEST - This budget amendment is to reallocate funds from function 61 to function 11 for a presentation for all 5th and 6th grade students and to provide funds for extended day tutoring.

  
\_\_\_\_\_  
Superintendent

  
\_\_\_\_\_  
Comptroller

2-8-06  
Date

2/8/06  
Date

FEB BJE 2251 MOTHER-DAUGHTER/FATHER-SON PROGRAM Total: .00  
 CMD A C C O U N T TO FROM

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

0001.000	199.61.6499.28.919.6.30		3,900.00
0002.000	199.11.6299.28.919.6.30 NEW	3,000.00	
0003.000	199.11.6118.28.919.6.30 NEW	900.00	

COMMANDS: A C D 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: February 14, 2006

Subject: Renew Solid Waste Disposal Contract RFP # 03 – 15

Presented By: Tony Reza

Consent Agenda: X

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ACTION

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1. BACKGROUND INFORMATION:

The Finance Department has exercised Section 7 item (h) of the Request for Proposal # 03-15, option to renew the contract for one more year. The renewal will be for year three (3) of a three-year agreement with El Paso Disposal from October 1, 2005 through September 30, 2006.

2. SUPERINTENDENT RECOMMENDATION:

The Superintendent recommends approval to renew the Solid Waste Disposal Services proposal as recommended by the Finance Department

3. BOARD ACTION REQUESTED:

The Board of Trustees approves the Superintendent's recommendation.

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

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



January 25, 2006

Mr. Sam Garcia  
Purchasing Agent  
Canutillo Independent School District  
7965 Aircraft Road  
El Paso, Texas 79932

Mr. Garcia,

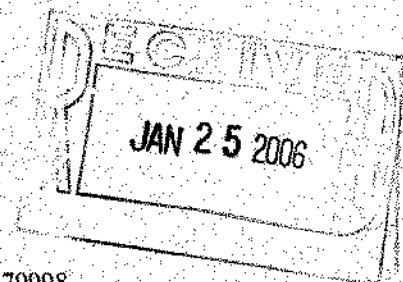
Thank you for the opportunity to continue the partnership we have established with you, supporting your efforts to educate the community's children by simply removing the trash from Canutillo ISD schools. We are proud of the service we have been able to provide your district and look forward to another year.

Please accept this letter as indication of our desire to continue to service the Canutillo Independent School District under the option to extend the current contract for one (1) additional year. Although the current prices are expected to remain in effect for the term of the extension, they may need to be adjusted, pursuant to the terms of the contract, in order to accommodate a change in landfill rates if the landfill increases its price during the term of this contract.

Again, thank you for the opportunity to serve Canutillo ISD. We will provide you with the finest quality of service available in the El Paso area, just as we have in the past.

Appreciatively,

Lorena Quezada  
Area Manager



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

Agenda Item:

Date: February 14, 2006

Subject: Vendors List over \$25,000 as per CH Local Policy

Presented By: Tony Reza

Consent Agenda: X

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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. Enclosed is a list of vendors that are approaching or have exceeded the \$25,000 limit. This request is to approve the vendors list as of February 7, 2006. Note that the vendors listed are approved cooperative purchasing program members and no bidding is required.

2. SUPERINTENDENT RECOMMENDATION:

The Superintendent recommends approval of the vendor list to comply with Board Policy CH(Local).

3. BOARD ACTION REQUESTED:

The Board of Trustees approves the vendor list as stated in CH(Local).

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

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

ARS/ AM REFRIG. SUPPLIES  
3524 GATEWAY EAST  
EL PASO, TX 79905

ATHLETIC SUPPLY, INC  
1107 NORTH GRANT  
ODESSA, TX 79761

D & H DIST. CO  
2525 N. SEVENTH ST.  
HARRISBURG, PA 17110-0967

GRAINGER  
1400 LOMALAND DR  
EL PASO, TX 79935

HARDCASTLE, LISA VALDEZ  
3100 INDEPENDENCE PWKY 311  
PLANO, TX 75074

LAUN-DRY SUPPLY CO.  
3800 DURAZNO  
EL PASO, TX 79941

LOWE'S CO, INC.  
430 E. REDD ROAD  
EL PASO, TX 79912

MACKIN LIBRARY MEDIA  
14300 W. BURNSVILLE PKWY  
BURNSVILLE, MN 55306

OFFICE DEPOT  
4110 RIO BRAVO, SUITE 104  
EL PASO, TX 79902

PERMA BOUND  
617 E. VANDALIA RD.  
JACKSONVILLE, IL 62650

RENAISSANCE LEARNING, INC  
P.O. BOX 8036  
WISCONSIN RAPIDS, WI 54495

SPECTRUM FLOOR  
P.O. BOX 961988  
EL PASO, TX 79996

SUNSET INDUSTRIES  
1831 MILLS ST.  
EL PASO, TX 79901

SWN MILL DISTRIBUTORS  
310 N. DALLAS ST.  
EL PASO, TX 79947

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

Agenda Item:

Date: February 14, 2006

Subject: Participation in the Region 18 Education Service Center Cooperative Purchasing Program

Presented By: Tony Reza

Consent Agenda:  X

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ACTION

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1. BACKGROUND INFORMATION:

Participation in the Region 18 Education Service Center Cooperative Purchasing Program will allow the School District to use contracts for commonly purchased items and take advantage of competitive contracts statewide. The interlocal agreement will be an additional method to provide competitive prices to acquiring goods and services to our District. The interlocal agreement will be effective for the 2005 – 2006 school year with an annual membership fee of \$850.00.

2. SUPERINTENDENT RECOMMENDATION:

Recommend approval of participation in the Region 18 Education Service Center Cooperative Purchasing Program.

3. BOARD ACTION REQUESTED:

The Board of Trustees approves the Superintendent's recommendation.

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

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

# **REGION 18 EDUCATION SERVICE CENTER**

## **2005-2006 PURCHASING COOPERATIVE MEMBERSHIP FEES**

The Region 18 Education Service Center Purchasing Cooperative membership fees for the 2005-2006 year are listed below. The current membership fee schedule has remained the same since the 1998-1999 bid year. The membership fees for schools in Region 18 are based on the Average Daily Attendance (ADA) for the prior year, as set forth below. The membership fee for schools outside of Region 18 is \$850.00 per year.

### **Region 18 Schools**

Tier I	(ADA less than 200)	\$400.00
Tier II	(ADA 200 - 1000)	\$500.00
Tier III	(ADA 1000 - 2000)	\$600.00
Tier IV	(ADA 2000 - 5000)	\$700.00
Tier V	(ADA greater than 5000)	\$800.00

### **Schools Outside of Region 18**

All Schools Outside of Region 18 \$850.00

**SCOPE OF BID**  
**for**  
**School and Office Supplies, Instructional Materials and Furniture**  
**R18C039**

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**Please check below, all products that apply.**

- Adaptive / Assistive Devices
- Advertising Specialty Items, Incentives, Etc.
- Art Craft Equipment, Supplies and Furniture
- Audio Visual Equipment Repair
- Audio Visual Equipment and Supplies
- Audio Visual Programs (videos, cassettes, CD's, etc.)
- Copier Supplies
- Custom Printed Forms
- Drama Equipment and Supplies
- Drug Education Equipment and Supplies
- Fund Raising
- Home Economics
- Instructional Materials and Aids
- Instructional Reference Books
- Instructional Workbooks
- Journalism Equipment and Supplies
- Library Books
- Library Book Binding Equipment, Supplies and Services
- Library Furniture and Supplies
- Library Periodicals and Magazine Subscription Services
- Music Equipment Repair
- Music Group Uniforms / Performance Attire and Accessories
- Music Supplies, Music, Instruments, Equipment and Furniture
- Office & Classroom Furniture
- Office Equipment and Services
- Paper (copier, construction, art, etc.)
- Photographic Equipment and Supplies
- School & Office Supplies
- Science Equipment and Supplies
- TEKS Materials
- Textbooks and Supplementary Materials
- Vocational Agriculture Equipment and Supplies
- Vocational Drafting / Graphic Equipment and Supplies\
- Vocational Industrial Art Equipment and Supplies
- Vocational Trade Equipment, Supplies and Furniture

**SCOPE OF BID** for Bid R18C040, Computer Hardware, Software, Supplies and Accessories and Bid R18C041, P E and Athletic Equipment and Supplies, are on back.

**SCOPE OF BID**  
**for**  
**Computer Hardware, Software, Supplies and Accessories**  
**R18C040**

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**Please check below, all products that apply.**

- Accessories
- Computer Equipment and Hardware
- Distance Learning Equipment and Supplies
- Furniture
- Network Equipment and Supplies
- Repair Parts
- Service
- Software (including educational CD-ROM's)
- Supplies
- Telecommunications Equipment and Supplies

**SCOPE OF BID**  
**for**  
**P E and Athletic Equipment and Supplies**  
**R18C041**

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**Please check below, all products that apply.**

- Cloth Goods
- Equipment and Supplies
- Equipment Repair
- Footwear
- Health Services Equipment and Supplies
- Letter Awards, Jackets, Sweaters, etc.
- Playground Equipment and Supplies
- Trainer Equipment and Supplies
- Trophies, Plaques and Awards

**SCOPE OF BID** for Bid R18C039, School and Office Supplies, Instructional Materials and Furniture, is on back.

**Region 18 Education Service Center  
Interlocal Agreement  
Cooperative Purchasing**

**PURPOSE**

The Purpose of the Region 18 Education Service Center Cooperative Purchasing Program is to reduce the cost of purchasing and bidding.

**TERM**

The term of this agreement will be from June 23, 2005, to June 22, 2006.

**RIGHT**

Region 18 Education Service Center is granted the right to issue cooperative "open catalog" bids on behalf of this school district for (select one or more categories)

- School and Office Supplies and Instructional Materials and Furniture
- Computer Hardware, Software, Supplies and Accessories
- P. E. and Athletic Equipment and Supplies

Participants are not limited to purchasing through this agreement, which is entirely optional.

**RESPONSIBILITIES**

The Region 18 Education Service Center Purchasing Cooperative Committee is responsible for the following:

- determining commodities for cooperative purchasing
- awarding bids in accordance with the competitive bidding procedures for Texas public schools
- approving vendors

Region 18 Education Service Center is responsible for the following:

- issuing invitations to bid
- posting legal notices
- tabulating bids for the Cooperative Purchasing Committee and school districts
- providing participating districts with procedures for purchasing from the cooperative

Participating school districts are responsible for the following:

- taking board action to approve membership in the cooperative
- paying the appropriate membership fee to Region 18 Education Service Center
- providing a signed Interlocal agreement to Region 18 Education Service Center
- following ordering procedures as established, submitting purchase orders directly to the vendors
- seeking resolution of all problems regarding billing, deliveries, quality / quantity with vendors

District Name \_\_\_\_\_

Superintendent or Designee's Printed Name \_\_\_\_\_

Date \_\_\_\_\_

Superintendent or Designee's Signature \_\_\_\_\_

**RESOLUTION**

**WHEREAS**, the \_\_\_\_\_ Independent School District, pursuant to the authority granted by Title 7, Chapter 791 Interlocal Cooperation Contracts Act of the Texas Government code, as amended, desires to join and participate in one, two or all three areas of the described Cooperative Purchasing Program, coordinated and administered by Region 18 Education Service Center,

\_\_\_\_\_ School and Office Supplies, Instructional Aids and Furniture

\_\_\_\_\_ Computer Hardware, Software, Supplies and Accessories

\_\_\_\_\_ P. E. and Athletic Supplies and Equipment

**WHEREAS**, the \_\_\_\_\_ Independent School District is of the opinion that participation in this program will be highly beneficial to the taxpayers of this district through the anticipated savings to be realized;

**WHEREAS**, the fees for the Cooperative as stated in the Interlocal Agreement shall be paid to Region 18 Education Service Center for the reimbursement of expenses incurred in the administration of the Cooperative;

**NOW THEREFORE, BE IT RESOLVED**, that \_\_\_\_\_ Independent School District of \_\_\_\_\_ County hereby joins and elects to participate in the Region 18 Education Service Center Cooperative Purchasing Program and that \_\_\_\_\_ is authorized and directed to sign and deliver all necessary requests and other documents in connection therewith for and on behalf of the \_\_\_\_\_ Independent School District. In addition, \_\_\_\_\_ Independent School District reserves the right to purchase directly from independent vendors not on the Region 18 Education Service Center Cooperative Purchasing Program approved bid list during the period that bids are in effect.

**FURTHERMORE**, that the terms of this agreement be for one (1) year from June 23 of the resolute year and shall automatically be renewed for one (1) year on each anniversary if the Superintendent or his designee agrees to the Interlocal Agreement for that term.

**Canutillo Independent School District  
Office of the Superintendent  
Post Office Box 100  
Canutillo, Texas**

Agenda Item:

Date: February 14, 2006

Subject: Approval of Board Budget Priorities for Fiscal Year 2006-2007

Presented By: Tony Reza

Consent Agenda:  X

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**ACTION**

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**1. BACKGROUND INFORMATION:**

The administration is presenting for the board's approval, the budget priorities for fiscal year 2006-2007. This listing was submitted and discussed during the February's Facilities and Finance Committee Meeting. These priorities are in line with the five year plan presented to the board. The majority of the priorities are for personnel and athletic supplies needed for the opening of Alderete Middle School.

**2. SUPERINTENDENT RECOMMENDATION:**

Recommend approval of the board budget priorities for fiscal year 2006-2007.

**3. BOARD ACTION REQUESTED:**

The administration requests a motion to accept the board budget priorities for fiscal year 2006-2007 as presented.

**MOTION** \_\_\_\_\_

**SECOND** \_\_\_\_\_

**FOR** \_\_\_\_\_

**AGAINST** \_\_\_\_\_

Canutillo Independent School District  
Proposed District-wide Board Budget Priorities for Fiscal Year 2006-2007  
Priorities Ranked in Order of Need  
**Subject to Available Funding**

<b>Priority</b>	<b>Estimated Cost</b>
1) Staff for Alderete Middle School	\$ 2,185,283
2) Athletic Program Needs for Alderete Middle School	100,000
3) Classroom Equipment Replacement (student desks)	20,000
4) Salary increase for Teachers, Nurses, Librarians	712,000
5) Step increase for teachers, librarians, and nurses	235,000
6) Increase in health care costs	408,430
7) Variable salary increases for Administrators, Clerical & Trades	<u>244,513</u>
 Total Amount of Priorities	 \$ 3,905,226

\*Subject to change but currently estimated at a 12 percent increase.



# Canutillo Independent School District

7965 Aircraft Rd.  
El Paso, TX 79932

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

**Tony Reza**  
Comptroller

(915) 877-7430  
FAX (915) 877-7877  
treza@canutillo-isd.org

February 6, 2006

TO: Board of Trustees

THROUGH: Tony Reza *TR*  
Comptroller

FROM: Kathy Ellis

SUBJECT: Approval of Warrant List for January 1-31, 2006.

Enclosed in your packet is the warrant list for January 1-31, 2006. I recommend its approval in the amount of:       **\$ 1,753,227.65.**

# CANUTILLO INDEPENDENT SCHOOL DISTRICT

Monthly ADA and Last Day Enrollment  
As of January 31, 2006

<u>Campus</u>	<u>January ADA</u>	<u>Enrollment 1/31/06</u>
Canutillo Elementary School	728.667	776
Deanna Davenport Elementary School	585.600	631
Jose H. Damian Elementary School	763.500	819
Bill Childress Elementary School	689.400	730
Canutillo Middle School	796.267	829
Canutillo High School	1262.733	1337
<hr/>		
DISTRICT TOTALS	4826.167	5122
Ineligible students (Children of employees-out of state and ineligible PK students-not LEP or economically disadvantaged. Tuition is not collected.)		129
<hr/>		
GRAND TOTAL ENROLLMENT		5251

# CANUTILLO INDEPENDENT SCHOOL DISTRICT

Year-to-Date Average Daily Membership and ADA  
 August 11, 2005 through January 31, 2006

<u>Campus</u>	<u>ADM</u>	<u>ADA</u>	<u>ATT %</u>
Canutillo Elementary School	736.038	711.115	96.6%
Deanna Davenport Elementary School	606.038	587.400	96.9%
Jose H. Damian Elementary School	775.653	747.729	96.4%
Bill Childress Elementary School	711.833	692.905	97.3%
Canutillo Middle School	818.067	787.781	96.3%
Canutillo High School	1319.705	1253.429	95.0%
	<hr/>	<hr/>	
*DISTRICT TOTALS	4967.334	4780.359	96.2%

\*Does not include ineligible students

# CANUTILLO INDEPENDENT SCHOOL DISTRICT

## Monthly ADA Comparison January 2006

<u>Campus</u>	Previous month December 2005 <u>ADA</u>	Current month January 2006 <u>ADA</u>	Previous year January 2005 <u>ADA</u>
Canutillo Elementary School	700.667	728.667	684.896
Deanna Davenport Elementary School	565.134	585.600	579.001
Jose H. Damian Elementary School	719.300	763.500	670.236
Bill Childress Elementary School	679.001	689.400	711.343
Canutillo Middle School	764.800	796.267	720.527
Canutillo High School	1234.199	1262.733	1139.658
<b>DISTRICT TOTALS</b>	<b>4663.101</b>	<b>4826.167</b>	<b>4505.661</b>

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

Subject: Recommendation for renewal/extension of contracts for administrators  
and other certified/non-certified administrators or professionals

Date: February 14, 2006

Presented by: Renée O'Donnell

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

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

Recommendation for renewal/extension of contracts for administrators and other certified/non-certified administrators or professionals. (See attachment)

2. **SUPERINTENDENT RECOMMENDATION**

It is recommended that the board approve the renewal/extension of term contracts for administrators and other certified/non-certified administrators or professional personnel as presented.

3. **BOARD ACTION REQUESTED**

Motion to approve renewals/extensions of term contracts as recommended by the Superintendent.

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

**FOR** \_\_\_\_\_ **AGAINST** \_\_\_\_\_

**BOARD PRESIDENT:** This Board will adjourn into closed session pursuant to the following section of the Texas Open Meetings Act, Texas Government Code Section 551.074 and 551.082, for evaluation and employment of a public officer or employee.

**CANUTILLO INDEPENDENT SCHOOL DISTRICT**  
**Recommendation for Renewal of Administrative/Professional Contracts**

1. Certified Administrators (2 year contracts). The certified administrators listed below have one year remaining on their Contracts. The recommendation is to add one additional year so that the following administrators have a 2 year contract through June 30, 2008:

Armendariz, Margarita

Balesh, Adele

Brigham, Annette

Dow, Pauline

Girón, Hector

Gonzalez, Sylvia

O'Donnell, Renée

Padilla, Max

Porras-Grant, Margarita

Reyes, Monica

Veale, Martha

2. Non-certified Administrator (2 year Contract). The non-certified administrators listed below have one year remaining on their Contract. The recommendation is to add one additional year so that the following non-certified administrators will have a 2 year contract through June 30, 2008:

Farran, Yusuf

Reza, Tony

3. Certified Administrators (1 year Contracts). The certified administrators listed below are on one-year Contracts. The recommendation is to renew their Contracts so that they have one-year Contracts through June 30, 2007.

Archuleta, Steve

Bailey, Kenneth

Dillard, Michael

Fintell, Marsha

García, Monica

Gomez, Maria Edelia

Gonzalez, Juan J.

Hurd, Fred

4. Certified Professionals (1 year Contracts). The certified professionals listed below are on one-year Contracts. The recommendation is to renew their Contracts so that they have a one-year Contract through June 30, 2007.

Hecker, Rita Carol

Judd, Karen

Kessinger, Gayla

Vasquez, Alfredo

5. Non-certified Professionals (1 year Contracts). The non-certified professionals listed below are on one-year Contracts. The recommendation is to renew their Contracts so that they have a one-year Contract through June 30, 2007.

Ellis, Kathy

García, Sam

Lopez, José

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

Subject: Administrative Personnel Actions for  
Board of Trustee Information Only

Date: February 14, 2006

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>Pompilio Castañon</b>	<b>Custodian, CHS, Effective 1/19/06</b>
<b>Rosa Enriquez</b>	<b>FS Substitute, Effective 1/9/06</b>
<b>Martha Gonzalez</b>	<b>Custodian, CHS, Effective 1/20/06</b>
<b>Jose Herrera</b>	<b>Maintenance Worker, Effective 1/30/06</b>
<b>Diana Mata</b>	<b>Special Ed. Assistant, CHS, Effective 1/10/06</b>
<b>Rosa Ordaz</b>	<b>FS Substitute, Effective 1/11/06</b>
<b>Francisco Rentas</b>	<b>Theatre Arts Teacher, CMS, Effective 1/30/06</b>
<b>Evangelina Rodríguez</b>	<b>FS Substitute, Effective 1/11/06</b>

Superintendent approved position changes for personnel:

<b>Gerardo Acosta</b>	<b>Temp Driver to PT Driver, Effective 12/20/05</b>
<b>Mayra Barriento</b>	<b>Sub Teacher to Special Ed. Caregiver, Effective 1/24/06</b>

Superintendent approved position changes for personnel (cont.)

<b>Ali Bustillos</b>	<b>Special Ed. Assistant, CES, to Special Ed. Assistant, DDE, Effective 1/17/06</b>
<b>Roberto Chavez</b>	<b>Temp Driver to PT Driver, Effective 12/20/05</b>
<b>Kirsten Coons</b>	<b>Special Ed. Teacher, CHS, to Special Ed. Teacher, DDE, Effective 1/17/06</b>
<b>Sally Coronado</b>	<b>Sub Teacher to Data Clerk/Receptionist, CMS, Effective 12/31/05</b>
<b>Maria T. Florez</b>	<b>Temp Driver to PT Driver, Effective 12/20/05</b>
<b>Olimpia Gutierrez</b>	<b>FS Helper to FS Baker, Effective 1/10/06</b>
<b>Leticia Medina</b>	<b>Special Ed. DSC Unit to Special Ed. Caregiver, CHS, Effective 1/24/06</b>
<b>Rosie Morales</b>	<b>Special Ed. Assistant to CEI Lab Assistant, CES, Effective 1/11/06</b>
<b>Guadalupe Rizo</b>	<b>Teacher Substitute to 3 (B) Teacher, BCE, Effective 1/13/06</b>
<b>William Russell</b>	<b>Temp Driver to PT Driver, Effective 12/20/05</b>
<b>Ramon Salgado</b>	<b>Temp Driver to PT Driver, Effective 12/20/05</b>
<b>Carlos Ulloa</b>	<b>Teacher Sub to 5<sup>th</sup> Dual Language Teacher, DDE, Effective 1/30/06</b>
<b>Juan Vidaurri</b>	<b>Maintenance Worker, to Custodian, CHS, Effective 1/17/06</b>
<b>Laura Zacarias</b>	<b>Temp Driver to PT Driver, Effective 12/20/05</b>

Superintendent approved retirements:

<b>Priscilla Caballero</b>	<b>Special Education Director, Effective 6/30/06</b>
<b>John Kessinger</b>	<b>Assistant Superintendent, Effective 6/30/06</b>
<b>Charles Young</b>	<b>ROTC Teacher, CHS, Effective 6/30/06</b>

Superintendent approved resignations:

**Margarita Gutierrez**

**FS Substitute,  
Effective 12/19/05**

**Leticia LaBonte**

**Special Ed. Assistant, JDE,  
Effective 1/20/06**

**Maria Meza**

**Daycare Assistant,  
Effective 1/11/06**

**Victoria Ramirez**

**Bus Monitor,  
Effective 1/11/06**

2. **BOARD ACTION REQUESTED**

No action required.

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

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

Date: February 14, 2006

Subject: Acceptance of Donations to Canutillo ISD

Presented By: Tony Reza

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

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ACTION

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1. BACKGROUND INFORMATION:

The following business/individual has made the following donation to Canutillo ISD and Davenport Elementary Band Program.

Crawford Auto and KDBC Channel 4- \$1,000

2. SUPERINTENDENT RECOMMENDATION:

The Superintendent recommends acceptance of the donation made to Canutillo ISD.

3. ACTION REQUESTED:

The Board of Trustees accepts the donation made to Canutillo ISD.

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

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



# 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*

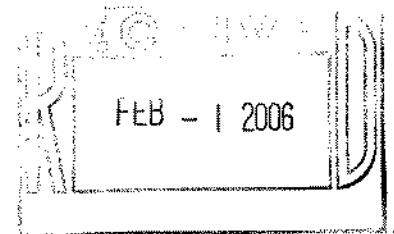
**Edelia Gomez**  
*Assistant Principal*

**To:** Dr. Pam Padilla  
**From:** Sylvia A. Gonzalez  
**CC:** Tony Reza  
**Date:** January 27, 2006  
**Re:** Donation

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The Deanna Davenport Elementary Band program directed by Ms. Patricia Hermosillo was the recipient of the Crawford Auto \$1,000.00 reward the month of January. KDBC, Channel 4 along with representatives from Crawford Auto came by our school on Wednesday, January 25, 2006, to present Ms. Pat Hermosillo and her students with a check for \$1,000.00 that will be used to buy additional band instruments. Ms. Hermosillo is to be commended for her initiative to write for this award for her students at Deanna Davenport Elementary. You may view the broadcast on Channel 4 at 6:00 PM on Friday, January 27, 2006.

Please inform the School Board of Trustees of this donation.



**Canutillo Independent School District  
Office of the Superintendent  
Post Office Box 100  
Canutillo, Texas**

Agenda Item:

Date: 2/14/06

Subject: Approval of External Audit for Fiscal Year 2004-2005 of Health Care Claims

Presented By: Tony Reza

Consent Agenda:

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**ACTION**

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**1. BACKGROUND INFORMATION:**

The audit firm of *Dunbar, Broaddus, Gibson, LLP*, will present for the Board's approval, the external audit of the district's health care claims for fiscal year 2004-2005. The managing partner, Mr. Craig Gibson, will make a presentation to the Board. Currently the Finance Office and *Dunbar, Broaddus, Gibson, LLP* are finalizing the audit. A draft copy will be presented by Monday for the Board's review. The final copy will be presented to the board on February 14, 2006.

**2. SUPERINTENDENT RECOMMENDATION:**

Recommend approval of the external audit for fiscal year 2004-2005 of health care claims.

**3. BOARD ACTION REQUESTED:**

The administration requests a motion to accept the external audit report for fiscal year 2004-2005 of the health care claims as presented by *Dunbar, Broaddus, Gibson, LLP*.

MOTION \_\_\_\_\_

SECOND \_\_\_\_\_

FOR \_\_\_\_\_

AGAINST \_\_\_\_\_

**RESOLUTION EXPRESSING INTENT TO  
REIMBURSE EXPENDITURES TO BE INCURRED**

WHEREAS, the Canutillo Independent School District (the "Issuer") intends to issue tax-exempt obligations for the purpose of financing the projects described on Exhibit A hereto (the "Projects") and further intends to make certain capital expenditures for the Projects and currently desires and expects to reimburse such capital expenditures with proceeds of such debt; and

WHEREAS, under Treasury Regulation Section 1.150-2 (the "Regulation"), to fund such reimbursement with proceeds of tax-exempt obligations the Issuer must declare its expectations to make such reimbursement; and

WHEREAS, the Issuer desires to preserve its ability to reimburse the expenditures associated with the Projects with proceeds of tax-exempt obligations.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF TRUSTEES OF CANUTILLO INDEPENDENT SCHOOL DISTRICT, EL PASO COUNTY, TEXAS THAT:

SECTION 1. That the Issuer reasonably expects to reimburse itself for all capital expenditures that have been or will be paid subsequent to the date that is 60 days prior to the date hereof and that are to be paid in connection with the Projects with proceeds of tax-exempt obligations to be issued subsequent to the date hereof, and that this resolution shall constitute a declaration of official intent under the Regulation.

SECTION 2. The Issuer reasonably expects that the maximum principal amount of tax-exempt obligations issued to reimburse the Issuer for the costs associated with the Projects will not exceed \$38,330,000.

PASSED, ADOPTED, AND APPROVED this 14th day of February, 2006.

CANUTILLO INDEPENDENT SCHOOL DISTRICT

By: \_\_\_\_\_  
President, Board of Trustees

ATTEST:

\_\_\_\_\_  
Secretary, Board of Trustees

**EXHIBIT A**

**LIST OF PROJECTS**

1. Acquiring, constructing, improving, repairing, renovating and equipping school buildings in the District and purchasing necessary sites therefor.
2. Acquiring property or refinancing property financed under a contract entered into by the District under Subchapter A, Chapter 271, Texas Local Government Code.