

# 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 January 29, 2008, beginning at 6:30 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. Consent Agenda
      1. Adoption of revision to BDB (Local) Board Internal Organization - Internal Committees (second reading) 2
      2. Adoption of TASB Localized Update 81 (second reading) 6
      3. Consider authorizing use of CHS for candidates forum by Democratic Primary Election Candidates
    - D. Reports
      1. Update on Budget Reductions and Current Projected Deficit - Tony Reza
  2. Instruction and Student Affairs
    - A. NONE
  3. Personnel
    - A. NONE
  4. Business and Finance
    - A. Approval to purchase library books for Garcia Elementary School 8
    - B. Approval of award of RFP #08-02 Specialty Systems Intrusion and Security Cameras 9
    - C. Approval of Budget Amendments
  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.

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

Agenda Item: Second Reading: Revision to BDB(LOCAL) Board Internal Organization.  
Internal Committees

Date: January 18, 2008

Subject: Revisions to the Committee of the Whole, Standing Committees and the Minutes  
sections of this policy

Presented By: Pauline Dow, Associate Superintendent

Consent Agenda X

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**ACTION**

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1. BACKGROUND INFORMATION:

Proposed revisions to BDB(Local) are being presented as they apply to the Committee of the Whole, Standing Committees and the Minutes sections.

2. SUPERINTENDENT RECOMMENDATION:

The recommendation is to revise this policy by making the following changes:

- a. The fourth paragraph of the Committee of the Whole section will read: "The Board President, except when serving as a committee chair, shall serve as ex officio member of Board committees unless otherwise provided by the Board".
- b. The current five standing committees will be collapsed into three to be as follows: "Finance, Audit, Facilities and Planning", "Personnel and Policy", and "Instruction and Student Services".
- c. The Minutes section will read: "Minutes shall be kept and distributed to all Board members and administrators within one month following the meeting, or at the next regularly scheduled Board meeting, whichever is later."

3. BOARD ACTION REQUESTED:

Motion to recommend approval of second reading: **BDB(LOCAL) Board Internal Organization. Internal Committees**, as recommended by the Superintendent.

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

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

BOARD INTERNAL ORGANIZATION  
INTERNAL COMMITTEES

BDB  
(LOCAL)

COMMITTEE OF THE  
WHOLE

The Board shall perform its work, in so far as is practicable, as a Committee of the Whole in deliberation of matters pending before the Board. However, standing committees and/or special committees shall be authorized, as follows, to serve only in an advisory capacity to the Committee of the Whole.

Board committees shall be fact-finding, deliberative, and advisory, but not administrative. Special and standing committees shall report their findings to the Board for appropriate action.

Standing committees of the Board shall be dissolved and reappointments made immediately after the annual election of officers of the Board.

The Board President, except when serving as a committee chair, ~~and Superintendent or designee~~ shall serve as ex officio members of Board committees unless otherwise provided by the Board.

STANDING  
COMMITTEES

To facilitate communication, cooperation, and understanding between the Board and the administration, the following standing committees shall be created to study and review issues and recommendations related to policy and/or planning:

FINANCE, AUDIT,  
FACILITIES AND  
PLANNING

1. At a time of increased growth and in an effort to meet the established goals and objectives of the District, the committee on finance, audit, facilities and planning shall consult with the administration in the formulation of recommendations related to ~~facility or~~ financial needs, management of resources, facility needs, and planning for growth, ensuring that appropriate policy and regulation are developed and implemented.

~~FINANCE AND  
AUDIT~~

~~2. At a time of increased growth and in an effort to meet the established goals and objectives of the District, the committee on finance and audit shall consult with the administration in the formulation of recommendations related to financial needs and management of resources, ensuring that appropriate policy and regulation are developed and implemented.~~

PERSONNEL AND  
POLICY

2. In order for the District to attain its goals and to increase the efficiency and productivity of operations, the committee on personnel and policy shall consult with the administration in the formulation of recommendations related to personnel policy and procedures. The Personnel and Policy Committee shall also review the District philosophy, goals, and objectives in light of the instructional program and policies of the District and shall make reports and recommendations to the Board regarding changes, additions, or deletions to policy, as necessary.

BOARD INTERNAL ORGANIZATION  
INTERNAL COMMITTEES

BDB  
(LOCAL)

INSTRUCTION AND STUDENT SERVICES	3. In an effort to enhance and support the teaching/learning process and to enable the District to attain established goals, the committee on instruction and student services shall consult with the administration in the formulation of recommendations for policies and regulation in the area of instruction and student services.
POLICY	4. <del>The policy committee shall review the District philosophy, goals, and objectives in light of the instructional program and policies of the District and shall make reports and recommendations to the Board regarding changes, additions, or deletions to policy, as necessary.</del>
SPECIAL COMMITTEES	The President of the Board may appoint members to special committees created by the Board, as required to address specific issues outside the purview of the standing committees. The nature and membership of these committees shall be stated in a regular or special meeting of the Board, and the charge to the committee shall be delivered in writing and made a part of the public record. Such committees shall report their findings to the Board and shall be dissolved upon completion of the assigned task or by action of the Board at a subsequent regular or special meeting following appointment.
COMMITTEE COMPOSITION AND AUTHORITY	The composition of the standing committees and special committees of the Board shall be as follows:
MEMBERSHIP	Each standing committee and special committee shall be composed of a chairperson and at least two other members to be named by the President of the Board. At least one administrator designated by the Superintendent shall be assigned to each committee; the Superintendent or committee chair may call on other persons to participate when additional input is needed.
AUTHORITY	The role of the standing committees and special committees shall be limited to the finding of fact and the formulation of recommendations for action by the Board. In this capacity, the committees shall have authority, under the conditions described in BBE(LOCAL), to request and receive any records, reports, or other documentation deemed necessary by the committee in fulfillment of its charge.
MEETINGS	Meetings of the standing committees and special committees to formulate recommendations for the disposition of matters pending before the Board shall comply with the notice and meeting requirements of the Open Meetings Act; committee meetings shall be posted as work sessions. Location of committee meetings shall not in any way preclude the participation of the public or employees.

BOARD INTERNAL ORGANIZATION  
INTERNAL COMMITTEES

BDB  
(LOCAL)

Meetings of the standing committees and special committees shall be held only when a quorum, consisting of two of the committee members excluding ex officio members, are present.

Committee members shall not vote on issues before them; recommendations shall be made based on a consensus of the members.

MINUTES

Minutes shall be kept and distributed to all Board members and administrators within ~~ten business days~~ one month following the meeting or at the next regularly scheduled Board meeting, whichever is later.

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

Agenda Item: Second Reading: Policy Update 81, affecting (LOCAL) policies

Date: January 18, 2008

Subject: Update 81

Presented By: Pauline Dow, Assoc. Supt. Consent Agenda X

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**ACTION**

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1. BACKGROUND INFORMATION:

Update 81 represents the first of two post-legislative updates and encompasses changes in law from the 80<sup>th</sup> Legislative Session that have an immediate effect on the governance and management of the district.

2. SUPERINTENDENT RECOMMENDATION:

Approval of second reading to the additions, revisions, or deletions to (LOCAL) policies as presented in policy committee and as recommended by TASB Policy Service and according to the instruction sheet for TASB Localized Policy Manual Update 81.

3. BOARD ACTION REQUESTED:

Motion to add, revise, or delete (LOCAL) policies as recommended by TASB Policy Service, and according to the instruction sheet for TASB Localized Policy Manual Update 81.

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

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

## TASB Localized Policy Manual Update 81

<b>Policy Code</b>	<b>Action to be Taken</b>
BDAE(LOCAL)	Replace Policy
DBAA(LOCAL)	ADD Policy
DC(LOCAL)	Replace Policy
DGBA(LOCAL)	Replace Policy
FD(LOCAL)	Replace Policy
FEA(LOCAL)	Replace Policy
FEC(LOCAL)	Replace Policy
FFH(LOCAL)	Replace Policy
GBAA(LOCAL)	DELETE Policy
GBAA(EXHIBIT)	DELETE Exhibit
GKC(LOCAL)	ADD Policy
GKG(LOCAL)	DELETE Policy

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

Agenda Item:

Date: January 29, 2008

Subject: Approval to Purchase Opening Day Adoption of Library Books for Gonzalo & Sophia Garcia Elementary School

Presented By: Tony Reza

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

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ACTION

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1. BACKGROUND INFORMATION:

As stated in Board Policy CH(Local), any single budgeted purchase of goods or services that costs \$25,000 or more, regardless of whether the goods or services are competitively purchased, shall require Board approval before a transaction may take place. This request is to approve the purchase of: Opening Day Adoption of Library Books for Gonzalo & Sophia Garcia Elementary School. This purchase will be made through the Texas Buy Board Cooperative. All pertinent information and evaluation committee recommendations will be included in the Friday Packets.

2. SUPERINTENDENT RECOMMENDATION:

The Superintendent recommends purchase of Opening Day Adoption of Library Books for Gonzalo & Sophia Garcia Elementary School as presented.

3. BOARD ACTION REQUESTED:

The Board of Trustees approves the Superintendent's recommendation.

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

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

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

Agenda Item:

Date: January 29, 2008

Subject RFP#08-02 Specialty Systems Instrusion and Security Camera Solutions

Presented By: Tony Reza

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

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ACTION

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1. BACKGROUND INFORMATION:

As stated in Board Policy CH(Local), any single budgeted purchase of goods or services that costs \$25,000 or more, regardless of whether the goods or services are competitively purchased, shall require Board approval before a transaction may take place. This request is to approve the award of RFP#08-02 Specialty Systems Instrusion and Security Camera Solutions to Dantek Systems, Inc. All pertinent information will be included in the Friday Packets.

2. SUPERINTENDENT RECOMMENDATION:

The Superintendent recommends approval to award RFP#08-02 Specialty Systems Instrusion and Security Camera Solutions to Dantek Systems, Inc. as presented.

3. BOARD ACTION REQUESTED:

The Board of Trustees approves the Superintendent's recommendation.

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

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