

Agenda of Regular Meeting

The Board of Trustees Canutillo ISD

A Regular meeting of the Board of Trustees of Canutillo ISD will be held June 9, 2009, 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.

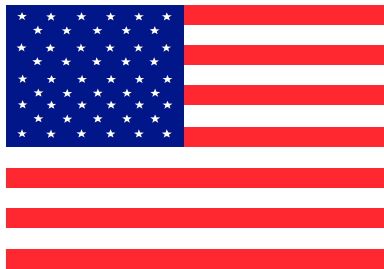
1. General Functions
 - A. Call to Order
 - B. Roll Call
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 - H. Board of Trustee Business
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 2. Recognition of 2009 CHS Valedictorian, Jose Luis Coronel Jr., and Salutatorian, Brandon Allen Garcia 23
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Presenter: Mr. Alfredo Vasquez
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Presenter: Mrs. Rachel Quintana, Chairperson

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	Presenter: Mr. Jim Fry & Ms. Laura Escobar	
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	Presenter: Ms. LuAnn Escobar & Mr. Ron Gatlin	
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	Presenter: Mr. Tony Reza & Mr. Ron Gatlin	
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	Presenter: Mr. Larry Baskind	
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	Presenter: Mr. Larry Baskind	
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	3. Superintendent acceptance of resignations from personnel (no Board action required)	
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5. Adjournment

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



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 state under God,
one and indivisible.”



CANUTILLO INDEPENDENT SCHOOL DISTRICT BOARD OF TRUSTEES



MISSION STATEMENT

Canutillo ISD will provide a quality education to assure that all students graduate on time, are prepared for higher education, or are work force ready.



Canutillo Independent School District

7965 Artcraft Rd.
El Paso, Texas 79932

Mailing Address: PO Box 100
Canutillo, Texas 79835

Dr. Pam Padilla
Superintendent

(915) 877-7444
FAX (915) 877-7414
ppadilla@canutillo-isd.org

MEMORANDUM

TO: Members of the Board of Trustees

FROM: Dr. Pam Padilla, Superintendent

DATE: June 5, 2009

SUBJECT: Board Meeting Minutes

Please find enclosed for your review and consideration, board meeting minutes of the following meetings:

- May 7, 2009 – Special Meeting
- May 12, 2009 – Regular Meeting
- May 18, 2009 – Special Meeting
- May 28, 2009 – Special Meeting

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

	MRS. CAZARES	MR. CORONADO	MRS. GONZALEZ	MRS. JORDAN	MRS. QUINTANA	MR. RODRIGUEZ	MRS. SANCHEZ	Special Meeting Board of Trustees Thursday, May 7, 2009 • 6:00 pm Canutillo ISD Administration Office 7965 Arcraft Rd. – El Paso, Texas 79932	
								Item:	Ref:
Present			X	X	X	X	X	<p>1. General Functions</p> <p>A. Call to Order at 6:04 pm (Mr. Coronado arrived at 6:03 pm and Mrs. Cázares arrived at 6:10 pm)</p> <p>B. Roll Call</p>	
Motion Second Ayes	X	X	X	X	X	X	X	<p>2. Instruction and Student Affairs</p> <p>A. Consideration of long range plan for music instruction</p> <p>The motion to approve the long range plan for music instruction passed. (Mrs. Cázares was not present for the vote)</p>	
Motion Second Ayes	X	X	X	X	X	X	X	<p>B. Consideration of purchase of curriculum tool (CSCOPE)</p> <p>The motion to approve the purchase of the curriculum tool CSCOPE in the amount of \$52,362.00 passed. (Mrs. Cázares was not present for the vote)</p>	
Motion Second						X		<p>C. Discussion and consideration of Policy FMH (LOCAL): Commencement Exercises</p> <p>A motion was made by Armando Rodriguez and seconded by Rachel Quintana to allow students who have not yet passed the TAKS but who have completed all other requirements to participate in commencement activities and exercises. After clarification of Mr. Rodriguez's motion, Mrs. Quintana withdrew her second. Mr. Coronado seconded Mr. Rodriguez's motion.</p> <p>Discussion took place regarding how many students have not yet passed the TAKS, standards for graduation, preparation of students for the TAKS, and when TAKS will be replaced by end-of-course exams.</p>	
Motion Second	X					X		<p>Mr. Rodriguez amended his motion to include only those students who have taken advantage of the tutorials and still did not pass TAKS be allowed to participate in commencement exercises. Mr. Coronado seconded the motion.</p>	

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

		MRS. CAZARES	MR. CORONADO	MRS. GONZALEZ	MRS. JORDAN	MRS. QUINTANA	MR. RODRIGUEZ	MRS. SANCHEZ	Special Meeting Board of Trustees Thursday, May 7, 2009 • 6:00 pm Canutillo ISD Administration Office 7965 Artcraft Rd. – El Paso, Texas 79932		
									Item:	Ref:	
Motion								X	<p>Discussion took place regarding the need for students to meet all requirements, the need to uphold the current policy and the need for tracking information for accountability.</p> <p>A motion was made by Mrs. Sanchez to call the question. The motion passed with Mrs. Gonzalez, Mrs. Jordan, Mrs. Quintana, and Mrs. Sanchez voting aye and Mrs. Cázares, Mr. Coronado and Mr. Rodriguez voting nay.</p> <p>The board was polled regarding the current motion on the table made by Mr. Rodriguez and seconded by Mr. Coronado to allow those students who have taken advantage of the tutorials and still did not pass the TAKS to participate in commencement exercises. The motion failed.</p> <p>A motion was made by Mrs. Sanchez and seconded by Mrs. Quintana to uphold the current policy FMH (LOCAL) which states that students shall meet all state and local graduation requirements, including all applicable exit-level testing, to be eligible to participate in commencement activities and ceremonies.</p> <p>3. Personnel</p> <p style="padding-left: 40px;">A. NONE</p> <p>4. Business and Finance</p> <p style="padding-left: 40px;">A. NONE</p> <p>5. Administration</p> <p style="padding-left: 40px;">A. NONE</p> <p>6. Adjournment</p> <p>The meeting adjourned at 6:40 pm by unanimous consent.</p>		
Second								X			
Ayes				X	X	X		X			
Nays	X	X					X				
Motion							X				
Second			X				X				
Ayes	X	X					X				
Nays			X	X	X			X			
Motion								X			
Second						X		X			
Ayes			X	X	X			X			
Nays	X						X				
Abstain		X									

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

								Regular Meeting Board of Trustees Tuesday, May 12, 2009 • 6:00 pm Canutillo ISD Administration Office 7965 Artcraft Rd. – El Paso, Texas 79932	
	MRS. CAZARES	MR. CORONADO	MRS. GONZALEZ	MRS. JORDAN	MRS. QUINTANA	MR. RODRIGUEZ	MRS. SANCHEZ	Item:	Ref:
Motion								<p>1. General Functions</p> <p>A. Call to Order at 6:01</p> <p>B. Roll Call</p> <p>C. Pledge of Allegiance to the United States Flag was led by Yvonne Sanchez</p> <p>D. Texas Pledge of Allegiance was led by Yvonne Sanchez</p> <p>E. CISD Mission Statement</p> <p>Monica Cázares read the CISD Mission Statement into the record: <i>Canutillo ISD will provide a quality education to assure that all students graduate on time, are prepared for higher education, or are work force ready.</i></p> <p>F. Approval of Minutes</p> <p>1. Special Board Meeting of April 14, 2009 2. Regular Board Meeting of April 30, 2009</p> <p>The motion to approve the board meeting minutes passed.</p> <p>G. Communications</p> <p>1. General Comments Portion</p> <p>Parent, Blanca Gomez, invited board members to Garcia Elementary School for the Annual Spring Carnival on May 15, 2009, at 10:00 am.</p> <p>Art Gallegos, community member and taxpayer, expressed concerns regarding the number of seniors who did not receive diplomas because they did not pass one or more TAKS test in the past two years.</p> <p>2. Complaints Portion</p>	
Second Ayes	X	X	X	X	X	X	X		

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

MRS. CAZARES	MR. CORONADO	MRS. GONZALEZ	MRS. JORDAN	MRS. QUINTANA	MR. RODRIGUEZ	MRS. SANCHEZ	<p>Regular Meeting Board of Trustees Tuesday, May 12, 2009 • 6:00 pm</p> <p>Canutillo ISD Administration Office 7965 Artcraft Rd. – El Paso, Texas 79932</p>	
							Item:	Ref:
							<p>No one from the audience addressed the Board during this portion of the meeting</p> <p>H. Board of Trustees Business</p> <p>1. Review of May Calendar of Events</p> <p>The Board of Trustees reviewed the events scheduled in May. No formal action was taken on this item.</p> <p>2. Recognition of Service Learning Projects</p> <p>Denise Clevenger, Curriculum Lead Teacher, reported that Canutillo ISD has been the recipient of two grants from the Texas Center for Service Learning, a K-12 School-Community Partnership Grant Program that ran from 2003-2006 and a STARS of Texas Grant that provided funding through the 2008-2009 school year. The following Service Learning Projects were recognized:</p> <ul style="list-style-type: none"> ▪ Financial Literacy Project ▪ AVID Planning our College Dreams ▪ Canutillo 50 years in the making ▪ Super Science Spectacular ▪ Culinary Arts – Let them Eat Cake ▪ Flowers, Flowers, Everywhere ▪ DAEP – Caring for Canutillo ▪ Garden Club Project ▪ Eagle Eyes on Safety ▪ AVID Lends a Hand ▪ Friends Don’ Let Friends Text and Drive ▪ Project Warmth ▪ G2 Garden Habitat ▪ Canutillo Child Crisis Care Packs ▪ Canutillo Virtual Museum ▪ Water Conservation Project <p>3. Recognition of Ms. Connie Parker, BEEMS Administrator of the Year and Sheila Britton, BEEMS Teacher of the Year for Canutillo ISD</p>	

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

	MRS. CAZARES	MR. CORONADO	MRS. GONZALEZ	MRS. JORDAN	MRS. QUINTANA	MR. RODRIGUEZ	MRS. SANCHEZ	Regular Meeting Board of Trustees Tuesday, May 12, 2009 • 6:00 pm Canutillo ISD Administration Office 7965 Artcraft Rd. – El Paso, Texas 79932	
								Item:	Ref:
Motion								Antonio Del Campo, ALS Director, and Magdalena Valdez, Title III Lead Teacher, recognized Connie Parker and Sheila Britton. Ms. Parker was selected as the BEEMS Administrator of the Year for Canutillo ISD and Ms. Britton was selected as the BEEMS Teacher of the Year for Canutillo ISD.	
Second	X							4. Recognition of Canutillo ISD’s 50 th Anniversary Gala Committee	
Ayes	X	X	X	X	X	X	X	The Board of Trustees recognized Kim Guzman, Alfredo Vasquez, Denise Clevenger and Patricia Mendoza for their invaluable contributions to the success of the Canutillo ISD 50 th Anniversary Gala. Ms. Guzman, Mr. Vasquez, Ms. Clevenger and Ms. Mendoza served as committee members who organized the event.	
								5. Request for use of School Facilities from Sebna Youth Ministries	
								Daniel Cisneros and Tony Terrazas, representing Sebna Youth Ministries, provided a description of the event they are planning and requested the use of the Canutillo High School Auditorium on July 24 and 25, 2009 from 6:00 – 9:00 pm.	
								Discussion took place regarding the challenges the District has faced in the past with regard to requests for use of school facilities from faith-based organizations and the participation of Canutillo ISD students in this particular event.	
								The motion to approve the request for use of school facilities from Sebna Youth Ministries passed.	
								I. Committee Reports	
								1. NONE	
								J. Consent Agenda	
								1. Approval of Budget Amendments	
								2. Attendance, Financial and Warrant List for April 1 – 30, 2009 in the amount of \$1,892,794.89	
								3. Acceptance of Donations to Canutillo ISD	

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

								Regular Meeting Board of Trustees Tuesday, May 12, 2009 • 6:00 pm		
								Canutillo ISD Administration Office 7965 Arcraft Rd. – El Paso, Texas 79932		
								MRS. CAZARES		
								MR. CORONADO		
								MRS. GONZALEZ		
								MRS. JORDAN		
								MRS. QUINTANA		
								MR. RODRIGUEZ		
								MRS. SANCHEZ		
								Item:	Ref:	
Motion Second Ayes	X	X	X	X	X	X	X	<p>4. Approval of TEA application for expedited and general state waiver</p> <p>5. Approval of Tuition Waivers for 2009-2010</p> <p>6. Approval of Grant Applications</p> <p style="margin-left: 20px;">1. Extron Electronics</p> <p style="margin-left: 20px;">2. Student Clubs Continuation</p> <p>7. Approval of Summer School High School Counselor Pay</p> <p>8. Approval of additional security guard for district-wide use</p> <p>The motion to approve all items on the Consent Agenda passed.</p> <p>K. Reports</p> <p>1. Superintendent’s Report</p> <p style="margin-left: 20px;">1. Parent Goal Setting Survey Results</p> <p style="margin-left: 40px;">Dr. Padilla provided an overview of the background and context of the Parent Goal Setting Survey and indicated that the utilization of online technology will allow the district to reach more parents and this survey should be considered a benchmark.</p> <p style="margin-left: 40px;">Dr. Padilla reported on the results of the survey including survey totals by grade levels and a detail of parent responses by correlate.</p> <p style="margin-left: 20px;">2. Budget Update for FY 2010</p> <p style="margin-left: 40px;">Tony Reza reported on the current revenue estimates for the general fund, current budget activities, the 2009-2010 current preliminary budget operating fund by campus and by department, and current estimated revenues. Mr. Reza also reported that Administration continues to review pending Legislative funding bills and information on the federal stimulus bill.</p> <p>2. Instruction and Student Affairs</p> <p style="margin-left: 40px;">A. NONE</p>		

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MRS. CAZARES	MR. CORONADO	MRS. GONZALEZ	MRS. JORDAN	MRS. QUINTANA	MR. RODRIGUEZ	MRS. SANCHEZ	<p>Regular Meeting Board of Trustees Tuesday, May 12, 2009 • 6:00 pm</p> <p>Canutillo ISD Administration Office 7965 Artcraft Rd. – El Paso, Texas 79932</p>	
							Item:	Ref:
							<p>3. Personnel</p> <p style="padding-left: 40px;">A. Administrative Personnel Actions</p> <p style="padding-left: 80px;">1. Superintendent approved employment of personnel</p> <p style="padding-left: 120px;">Ubaldo Cervantes Custodian, CHS Effective 4/29/09</p> <p style="padding-left: 120px;">Angelica Romo Business Teacher, CHS Effective 4/10/09</p> <p style="padding-left: 120px;">Maria Del Carmen Villela PT Bus Driver Effective 4/20/09</p> <p style="padding-left: 80px;">2. Superintendent approved position changes for personnel</p> <p style="padding-left: 120px;">Maria Garibay PK Assistant, JDE to CEI Assistant, JDE Effective 4/14/09</p> <p style="padding-left: 120px;">Lynn Harkins District Lead Technology Teacher, School Resources to Accelerated Instruction Lead Teacher, Accelerated Instruction Effective 4/8/09</p> <p style="padding-left: 120px;">Virginia Hernandez Interim Supervisor, 240 days to 226 days Effective 7/1/09</p> <p style="padding-left: 120px;">Laura Leos Interim Travel Clerk to Receptionist, Financial Services Effective 4/14/09</p> <p style="padding-left: 120px;">Rosalinda Lujan Office Manager, GES to Secretary Accelerated Instruction Dept Effective 5/4/09</p> <p style="padding-left: 120px;">Ramona Morales K (M) Two Way Teacher, GES to PK (M) Teacher, JDE Effective 8/17/09</p>	

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PUBLIC MEETING OF THE BOARD OF TRUSTEES

	MRS. CAZARES	MR. CORONADO	MRS. GONZALEZ	MRS. JORDAN	MRS. QUINTANA	MR. RODRIGUEZ	MRS. SANCHEZ	Regular Meeting Board of Trustees Tuesday, May 12, 2009 • 6:00 pm Canutillo ISD Administration Office 7965 Artcraft Rd. – El Paso, Texas 79932	
								Item:	Ref:
Motion Second Ayes	X	X	X	X	X	X	X	<p style="margin-left: 40px;">Beatriz Orozco Special Ed Assistant, DDE to Special Ed Assistant CES Effective 4/28/09</p> <p style="margin-left: 40px;">Elisa Pavia Administrative Assistant, Facilities & Transportation, 240 days to 226 days Effective 7/1/09</p> <p style="margin-left: 40px;">Josie Perez Attendance Clerk, GES to Interim Office Manager, GES Effective 5/4/09</p> <p>3. Superintendent acceptance of resignations from personnel</p> <p style="margin-left: 40px;">None</p> <p>4. Superintendent acceptance of requests for retirement</p> <p style="margin-left: 40px;">Maria D. Reyes Spanish Teacher, CMS Effective 6/5/09</p> <p>5. Employment termination of support personnel</p> <p style="margin-left: 40px;">This confidential information was provided to the board under separate cover.</p> <p>B. Consider Board action for Administration’s failure to timely prepare written record of conference with employee (Executive Session)</p> <p style="margin-left: 40px;">There was no discussion or action regarding this agenda item.</p> <p>4. Business and Finance</p> <p style="margin-left: 20px;">A. Approval to replace roof jacks at Bill Childress Elementary</p> <p style="margin-left: 40px;">The motion to approve the purchase of roof jacks at Bill Childress Elementary School in the amount of \$11,400.00 from Mechanical Technologies Company passed.</p>	

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PUBLIC MEETING OF THE BOARD OF TRUSTEES

		MRS. CAZARES	MR. CORONADO	MRS. GONZALEZ	MRS. JORDAN	MRS. QUINTANA	MR. RODRIGUEZ	MRS. SANCHEZ	Regular Meeting Board of Trustees Tuesday, May 12, 2009 • 6:00 pm Canutillo ISD Administration Office 7965 Artcraft Rd. – El Paso, Texas 79932		
									Item:	Ref:	
Motion						X			<p>B. Approval to purchase tires for the Transportation Department</p> <p>The motion to approve the purchase of tires for the Transportation Department in the amount of \$10,885.00 from Redburn Tire Company, utilizing the Region 19 purchasing cooperative number 08-6189, passed.</p> <p>C. Approval to purchase copy paper</p> <p>The motion to approve the purchase of copy paper in the amount of \$21,369.60 from RIS Paper Company passed.</p> <p>D. Approval of contract with New Teacher Center at University of California</p> <p>The motion to approve the contract with the New Teacher Center at University of California, to include services and printed materials, in the amount of \$13,750.00 passed.</p> <p>E. Approval of contract with El Paso Regional School for the Deaf</p> <p>The motion to approve the contract with El Paso Regional School for the Deaf, in the amount of 15,500.00 passed.</p> <p>F. Approval of cell phone allowances for employees</p> <p>The motion for approval of a cell phone allowance of \$50.00 per month for eligible employees passed.</p> <p>5. Administration</p> <p style="padding-left: 40px;">A. NONE</p> <p>6. Adjournment</p> <p>The meeting adjourned at 7:56 pm by unanimous consent.</p>		
Second								X			
Ayes		X	X	X	X	X	X	X			
Motion						X					
Second								X			
Ayes		X	X	X	X	X	X	X			
Motion						X					
Second								X			
Ayes		X	X	X	X	X	X	X			
Motion						X					
Second			X					X			
Ayes		X	X			X	X	X			
Nays				X							

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

								Special Meeting Board of Trustees Tuesday, May 18, 2009 • 6:00 pm Canutillo ISD Administration Office 7965 Arcraft Rd. – El Paso, Texas 79932	
	MRS. CAZARES	MR. CORONADO	MRS. GONZALEZ	MRS. JORDAN	MRS. QUINTANA	MR. RODRIGUEZ	MRS. SANCHEZ	Item:	Ref:
Present	X	X	X	X	X	X	X	<p>1. General Functions</p> <p>A. Call to Order at 6:04 pm</p> <p>B. Roll Call</p> <p>C. Board of Trustees Business</p> <p>1. Reconsider approval of request for use of school facilities by Sebna Youth Ministries</p> <p>Mrs. Sanchez asked the Board to reconsider the request for use of school facilities by Sebna Youth Ministries which they approved on May 12, 2009. Discussion took place regarding the need to be consistent when considering requests for facilities submitted by faith-based organizations.</p> <p>The motion to rescind approval of the request for use of school facilities on July 24 and 25, 2009, by Sebna Youth Ministries passed.</p> <p>2. Discussion of use of remaining funds from the 50th Anniversary Gala</p> <p>Dr. Padilla reported previous discussion regarding the use of the remaining funds from the 50th Anniversary Gala included providing a scholarship for a CHS student. Dr. Padilla indicated that another need for consideration is Project Graduation. Discussion took place regarding both the scholarship and Project Graduation.</p> <p>The motion to use the remaining funds from the 50th Anniversary Gala to support Project Graduation passed.</p> <p>2. Instruction and Student Affairs</p> <p>A. NONE</p>	
Motion Second			X				X		
Ayes			X	X	X		X		
Nays	X	X				X			
Motion Second			X				X		
Ayes	X	X	X	X	X	X	X		

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

	MRS. CAZARES	MR. CORONADO	MRS. GONZALEZ	MRS. JORDAN	MRS. QUINTANA	MR. RODRIGUEZ	MRS. SANCHEZ	Special Meeting Board of Trustees Tuesday, May 18, 2009 • 6:00 pm Canutillo ISD Administration Office 7965 Arcraft Rd. – El Paso, Texas 79932	
								Item:	Ref:
Motion Second Ayes Nays	X		X	X	X		X	3. Personnel A. Consider approval of recommendation for Principal of Garcia Elementary School By consensus of the Board, this item was moved to the end of the agenda. B. Consider approval of revision of summer school pay Renée O'Donnell reported that due to the reallocation of Title I funds, the District can support summer school pay at the rate of \$35.00 per hour. Discussion took place regarding Title I monies and being able to keep the same summer school rate of pay in future school years. The motion to approve a revision to summer school pay at a rate of \$35.00 per hour, for TEKS-based instruction, passed. Agenda Item 3-A The meeting was closed into Executive Session under <i>Texas Government Code</i> Section 551.074 at 6:31 pm to discuss a recommendation for Principal of Garcia Elementary School. The meeting reopened at 6:46 pm. The motion to approve the administration's recommendation of Sheryl Maxsom for Principal of Garcia Elementary School failed.	
Motion Second Ayes Nays	X	X	X	X	X		X	4. Business and Finance A. NONE 5. Administration A. NONE 6. Adjournment The meeting adjourned at 6:49 pm by unanimous consent.	

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

		MRS. CAZARES	MR. CORONADO	MRS. GONZALEZ	MRS. JORDAN	MRS. QUINTANA	MR. RODRIGUEZ	MRS. SANCHEZ	Special Meeting Board of Trustees Thursday, May 28, 2009 • 6:00 pm Canutillo ISD Administration Office 7965 Artcraft Rd. – El Paso, Texas 79932		
									Item:	Ref:	
Present		X		X	X	X	X	X	<p>1. General Functions</p> <p>A. Call to Order at 6:00 pm</p> <p>B. Roll Call</p> <p>Mr. Coronado arrived at 6:07 pm.</p> <p>2. Personnel</p> <p>A. Reconsider recommendation for Principal of Garcia Elementary School</p> <p>The meeting was closed into Executive Session at 6:02 pm under <i>Texas Government Code</i> Section 551.074 to reconsider the recommendation for Principal of Garcia Elementary School.</p> <p>The meeting reopened at 6:36 pm.</p> <p>The motion to approve Sheryl Maxom as principal of Garcia Elementary School passed.</p> <p>B. Consider redirection of special education teacher FTE to instructional specialist</p> <p>The motion to approve the redirection of special education teacher to FTE to Instructional Specialist passed.</p> <p>C. Consider selection of Interim Superintendent</p> <p>The meeting was closed into Executive Session at 6:48 pm under <i>Texas Government Code</i> Section 551.074 to consider the selection of an Interim Superintendent.</p> <p>The meeting reopened at 7:38 pm.</p> <p>The motion to select Roger Parks and for legal counsel to enter into negotiations with Mr. Parks to serve as Interim Superintendent passed.</p>		
Motion Second			X				X				
Ayes		X	X		X	X	X				
Nays				X				X			
Motion Second							X				
Ayes		X	X	X	X	X	X	X			
Motion Second								X			
Ayes		X	X	X	X	X	X	X			

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

								Special Meeting Board of Trustees Thursday, May 28, 2009 • 6:00 pm Canutillo ISD Administration Office 7965 Artcraft Rd. – El Paso, Texas 79932	
	MRS. CAZARES	MR. CORONADO	MRS. GONZALEZ	MRS. JORDAN	MRS. QUINTANA	MR. RODRIGUEZ	MRS. SANCHEZ	Item:	Ref:
Motion								D. Presentation from Dr. James Vasquez, Region 19 Education Service Center	
Second								Dr. James Vasquez, Executive Director of Region 19 Education Service Center, provided the Board with an overview of the Superintendent Search Services offered by Region 19. The services include the following:	
Ayes	X	X	X	X	X	X	X	<ul style="list-style-type: none"> ▪ Work with the Board to establish a timeline that lists each step of the process ▪ Discuss with the Board what its minimum requirements and salary range will be ▪ Establish with the Board the extensiveness/limitations of the search in the creation of a brochure and the application form to be used ▪ Options for gaining consensus – community meetings, meeting with administrators, teachers and students ▪ Provide a procedure to verify all information received from candidates i.e. transcripts, qualifications, experience, etc. ▪ Coordinate travel plans for candidates ▪ Create a letter to notify those candidates not recommended for the position ▪ Set the prospective superintendent’s qualifications ▪ Set the timelines for the process 	
								E. Consider procedures for Superintendent search	
								The motion to select Dr. Vasquez to conduct the superintendent search passed.	
								Discussion took place regarding the need to begin the process quickly but not to rush the process in any way. Mr. Coronado suggested the Board consider the possibility of having a team building workshop in conjunction with the start of the superintendent search in order to help build unity.	

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

								Special Meeting Board of Trustees Thursday, May 28, 2009 • 6:00 pm Canutillo ISD Administration Office 7965 Artcraft Rd. – El Paso, Texas 79932	
	MRS. CAZARES	MR. CORONADO	MRS. GONZALEZ	MRS. JORDAN	MRS. QUINTANA	MR. RODRIGUEZ	MRS. SANCHEZ	Item:	Ref:
Motion		X						<p>F. Consider giving notice of proposed termination for cause to Non-Certified Administrator, appointment of Hearing Officer, and establishing procedures for hearing</p> <p>The meeting was closed into Executive Session at 8:45 pm under <i>Texas Government Code</i> Sections 551.074 and 551.071 to discuss giving notice of proposed termination for cause to non-certified administrator, appointment of a hearing officer, and establishing procedures for the hearing.</p> <p>The meeting reopened at 9:11 pm.</p> <p>Mr. Baskind reported that as he explained in Executive Session, the Administration recommends giving notice of proposed termination for cause to non-certified administrator, Yusuf Farran. Mr. Baskind explained the procedures and indicated that he provided the Board with a form of Resolution to begin the process.</p> <p>The motion that the board give notice of proposed termination to non-certified administrator, Yusuf Farran, to appoint a hearing officer, Patricia Palafox, establish procedures for a hearing, and approve the Resolution and that the Resolution be attached to the official minutes of this board meeting passed.</p> <p>3. Adjournment</p> <p>The meeting adjourned at 9:15 pm by unanimous consent.</p>	
Second							X		
Ayes	X	X	X	X	X	X	X		



Canutillo Independent School District

7965 Artcraft Rd.
El Paso, Texas 79932

Mailing Address: PO Box 100
Canutillo, Texas 79835

Dr. Pam Padilla
Superintendent

(915) 877-7444
FAX (915) 877-7414
ppadilla@canutillo-isd.org

MEMORANDUM

TO: Members of the Board of Trustees

FROM: Dr. Pam Padilla, Superintendent

DATE: June 5, 2009

SUBJECT: Big Brothers Big Sisters of El Paso

Teresa Ballard will introduce students who have participated in the Big Brothers Big Sisters program over the last school year. Also, Stephanie Gavin from Big Brothers Big Sisters of El Paso will present some plaques recognizing district employees for their contributions.



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MEMORANDUM

TO: Members of the Board of Trustees

FROM: Dr. Pam Padilla, Superintendent

DATE: June 5, 2009

SUBJECT: Class of 2009 Recognition

Canutillo High School Valedictorian, Jose Luis Coronel Jr., and Salutatorian, Brandon Allen Garcia will be recognized. Jose Coronel Jr. earned the top ranking with a 4.0 grade point average and said he will accept a Presidential Scholarship to UTEP to study mechanical engineering. Brandon Garcia came in second with a 3.95 grade point average. He also will attend UTEP on a Presidential Scholarship to study mechanical engineering.



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MEMORANDUM

TO: Members of the Board of Trustees

FROM: Dr. Pam Padilla, Superintendent

DATE: June 5, 2009

SUBJECT: Recognition of CISD Teachers of the Year

Amanda Scofield, Deanna Davenport Elementary School fifth grade teacher, and Angel Olivas, Canutillo Middle School eighth grade language arts teacher, will represent Canutillo ISD in the Education Service Center Region 19's 2010 Teacher of the Year awards program.



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MEMORANDUM

TO: Members of the Board of Trustees

FROM: Dr. Pam Padilla, Superintendent

DATE: June 5, 2009

SUBJECT: Recognition of Laura Schenk

Laura Schenk, Advanced Academics Teacher at Garcia Elementary School, won the Teacher of the Gifted award. Ms. Schenk was selected among her peers to receive this award.

**CANUTILLO ISD
BOARD OF TRUSTEES
ANTICIPATED AGENDA ITEMS
2008-2009**

STANDARD AGENDA ITEMS-----

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

JUNE-----

Action Items

Valedictorian and Salutatorian

Other Items

Board Self-assessment

Discussion of Salary & Stipends Recommendations

Budget Workshop

Updated Revenue Projections and Effect on Recommendations

Important Dates

World Environment Day (June 5)

Flag Day (June 14)

Father's Day (June 21)

Events

Summer Leadership Institute



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MEMORANDUM

TO: Members of the Board of Trustees

FROM: Dr. Pam Padilla, Superintendent

DATE: June 5, 2009

SUBJECT: Committee Reports

Please find enclosed minutes of the following Committee meetings:

- Instruction/Student Services Committee – May 5, 2009
- Finance/Audit/Facilities/Planning Committee – May 5 and 14, 2009
- Personnel/Policy Committee – May 7, 2009



Instruction/Student Services Committee Meeting

Date: May 5, 2009
Time: 6:00 pm – 9:35 pm
Location: Administration Building

Board Committee Members Present: Rachel M. Quintana, Chairperson; Sergio Coronado and Yvonne Sanchez

Others Present: Shonda Jordan, Armando Rodriguez, Monica Cázares, Dr. Pauline Dow, Renée O'Donnell, Sylvia Gonzalez, Martha Carrasco and Jim Fry

1. Call to Order

The meeting was called to order at 6:04 pm.

2. Instruction and Student Affairs

A. Report on long-range plan for music instruction

Mr. Regino Ramos, District Music Coordinator, thanked the Committee and Administration for the opportunity to present his report on a long-range plan for music instruction in the District. Mr. Ramos presented an overview of the history of the District's music program, where the program is currently, and the direction it should take in the future.

Mr. Ramos reported on a timeline for implementing a strong, well-organized, high-quality music instruction program. He presented recommendations for developing the CISD Music Program which includes visibility and recruitment, development of a fifth grade choir program, development and growth of the AMS and CMS programs, development and growth of the CHS/NECHS programs, a ten-year implementation, the establishment of a Canutilo ISD School of Music and the implementation of a Music Coordinator position.

Committee members commended Mr. Ramos not only for his thorough research and recommendations, but for his commitment and passion to music instruction. Mrs. Sanchez expressed the importance of giving all students the opportunity to participate in a quality music program. Mr. Coronado fully supports the recommendations and would like to see an all-inclusive music program and would like administration to explore creative ways for funding the program. Mrs. Quintana expressed her support of the program and deferred to Mr. Reza regarding the funding needed to implement the program.

Shonda Jordan asked if the instruments being handed down from the high school to the middle school are then handed down from the middle school to the elementary school. Mr. Ramos confirmed that the instruments will be handed down from middle schools to elementary schools with the hopes that in future years, with available funding, instruments could be purchased for the elementary schools. Mrs. Jordan asked if it would be possible for NECHS students to continue on in band and Mr. Ramos indicated research is needed in order to address

that issue. Mrs. Jordan's final questions were regarding the cost for new uniforms and a dollar amount for maintaining the program. Mr. Ramos estimated approximately \$175,000 would be needed for new uniforms and seven percent of the value of the inventory of instruments is needed to maintain the program.

Community member, Art Gallegos, expressed concerns that the music department had been neglected in the past. Mr. Gallegos stated the importance of not letting funding issues get in the way of moving the program forward. Mr. Gallegos expressed his appreciation of the support of the Committee.

Dion Dorado, community member, indicated that while he admires Mr. Ramos's vision for the music program, he has concerns about the implementation of a choir program if it is not mandated by the State. Mr. Dorado expressed concerns regarding the mismanagement of the department in previous years. He would like to see CISD implement an industrial arts program.

Armando Rodriguez asked administration to look into grants and other avenues to supplement funding to support the music program as presented by Mr. Ramos.

Jim Fry thanked Mr. Ramos and Mr. Adame for their time and effort in researching and bringing forward a well-researched plan and expressed his support of the proposal.

The Committee recommended the long-range music plan, as presented by Mr. Ramos, be taken to the Board for consideration.

B. CSCOPE Update

Dr. Pauline Dow reported that the process of researching CSCOPE as a curriculum tool the district could use began over six months ago with meetings with campus principals, instructional coordinators and classroom teachers from every campus and every grade level.

Sylvia Gonzalez, Accelerated Instruction Director, provided an overview of the curriculum needs of the district and how the implementation of CSCOPE can help meet those needs by providing horizontal and vertical alignment in district-wide curriculum. Ms. Gonzalez reported that the goals of implementing CSCOPE are to:

- Ensure that in every classroom, every day, teachers and students can articulate what they are supposed to be learning that particular day
- Arrange for teachers to work in teams so they can effectively deliver a clear, agreed upon curriculum
- Afford teachers the opportunity to utilize their creativity to expand students' knowledge in an effective yet responsible manner
- Provide continuous and focused professional development support and the infrastructure necessary to sustain the curriculum alignment initiative
- Monitor and support teachers and ask for feedback to strengthen the implementation of the program
- Close the achievement gaps among special subgroup populations while offering a challenging curriculum to all students

Principals Jim Fry, Dr. Monica Reyes, and Dr. Chris Althoff provided testimonials as to how the implantation of CSCOPE will not only provide horizontal and vertical curriculum alignment, but it will ensure teacher accountability.

Discussion took place regarding the length of time needed for implementation, the success rate of CSCOPE, how it will be monitored, accountability and evaluation of the program.

Dion Dorado expressed concerns regarding accountability, associated yearly maintenance costs and requirements for supporting this program.

The Committee recommended this item be presented to the Board at the next scheduled meeting.

C. Textbook Update

Ernesto Ortiz, District Resource Coordinator, provided an overview of what the District Textbook Coordinator and Campus Textbook Coordinator's responsibilities are. Mr. Ortiz then outlined the textbook policies and procedures for the annual textbook inventory. The 2009 audit schedule was also presented.

Discussion took place regarding the implementation of a textbook inventory tracking system and Martha Carrasco reported that TEA is stepping up their textbook accountability.

Dion Dorado expressed concerns regarding complaints he has heard about students who do not have textbooks. Mr. Dorado stated the importance of having an inventory control accountability system.

D. Comments/Input from community members on items discussed by the Instruction/Student Services Committee

None

3. Adjournment

The meeting adjourned at 9:35 pm by unanimous consensus.



**Finance/Audit/Facilities/Planning Committee Meeting Minutes
May 5, 2009**

Location: Administration Building
Time: 9:40 PM – 2:00 AM on 5/6/09

Board Committee Members Present: Mrs. Sanchez, and Ms. Quintana

Others Present: Tony Reza, Pablo Ramirez, Monica Cazares, Armando Rodriguez, Adele Balesh, Martha Carrasco, Dr. Pauline Dow, Gerry Gutierrez, Lalo Martinez

The meeting was called to order at 9:40 p.m.

2.0 Personnel

- A. Update on emergency operating procedures regarding pandemic. Presenter: Mrs. Renee O'Donnell:** Mrs. O'Donnell gave an update on the N1H1 Virus (Swine Flu). Mrs. O'Donnell informed the committee that there were 7 confirmed N1H1 virus cases in other school districts located in the El Paso area but there were no cases in the Canutillo School District. She outlined the chronology of events that began on April 27, 2009. Mrs. Sanchez had questions on how the District disseminates information to parents. She also wanted to know if the District had a plan of action in regards to Transportation if there were to be a pandemic. Ms. O'Donnell informed her that the CDC is not recommending closure of schools and also let her know what type of plan the District has. Dion Dorado, community member, had questions and comments regarding EOP. Blanca Gomez, parent, had concerns regarding how this would affect a carnival that will be taking place at Garcia Elementary School.

3.0 Business and Finance

- A. Review of Warrant List and Formulation of Recommendation to the Board. Presenter - Tony Reza:** Mr. Reza presented himself to the committee to answer any questions the committee had submitted regarding the warrant list.
- **Pg. 32 Expenditure for 2-way radios – Why were the radio purchased for central office?** The radios were purchased for central office as part of the emergency operations plan because the central office does not have a PA system.
 - **Pg. 35 CK Construction Progress Billing for the Field House – Isn't the Administration supposed to bring to the Board for approval any expenditure for construction prior to cutting a check?** There was a change to the policy regarding bringing to the board for approval items \$10,000.00 or more but there was an exception to construction payments. Mrs. Sanchez wanted to know if this was part of construction fund or contingency. The contingency will not be paid until the floor is fixed.
 - **Pg. 58 Eco-lab - Why are we using an inventory account?** The district is buying the chemicals and charging it to inventory as part of the perpetual inventory. When the items are issued to the schools, they expense those chemicals at that time.
 - **Pg.80 Payment for Principal at CES for per diem for a trip to Fort Worth – What was the name of the workshop attended?** The name of the workshop was “How to Work Less and Play More and Get the Job Done.” This workshop allowed the principal and secretary to go together and be able to work more efficiently and effectively with respect of the actions and duties at the school that allow the clerk to be more self sufficient. Mrs. Sanchez asked Mr. Reza if the District was allowing paraprofessionals to travel. Mr. Reza said they did with the Superintendent's approval. They make sure that paraprofessional track their time.

- **Pg. 87 Two progress payments to High Ridge Construction** in one month 1.) \$649,486.00 2.) \$335,181.00. The payment for \$649,486.00 was submitted to the District in February. However, it was not processed even though the architect signed it. It stayed on a certain desk and it had to be picked up and reviewed for processing. The internal auditor was asked to review the paperwork. The payment for \$335,181.00 was for the month of March.
- **Pg. 108 Payment made to Sandra Medina for \$3,520.00. The question was how much money has been spent on contracted services in Special Education?** Because the question was submitted to Mr. Reza that morning, he was not able to obtain the information. He will submit this information in the Friday packet.
- **Pg. 172 Payment to School Nurse Supplies regarding the purchase of Pepto-Bismol and Tylenol. Are we buying meds for students?** This purchase was not for students, it was for teachers (employees).
- **Pg. 207 Payment \$1,120 to Carol Thornberry for contracted services concerning the Counseling Center at the High School. The question was if the board approved it, why are there additional expenditures?** The board did approve this item on February 24th. They did state that the amount was going to \$7000, originally, but it was taken to the board because they felt it might go over the \$10,000.00 threshold. Mrs. Sanchez asked if the payment was to a firm or to a person. There were several individuals with the same last name providing the same services listed on the warrant list.
- **Pg.3 Replacement of broken windows on school buses. The question was if the students are breaking these windows, are the parents paying?** If the District is aware of students breaking the windows, they will move forward and attempt to collect from the parents.
- **Pg. 08 Ordering of keys for the several rooms at the high school.** This request for keys came from Mr. Hurd at the high school for broken or lost keys. Mr. Ramirez did inform Mr. Hurd that if they were lost keys they would have to pay for them. This is an ALS key with a GA key way. Only ALS can provide that type of key. Mr. Ramirez ordered enough keys to keep a copy in the Facilities Office.
- **Pg.14 Fireworks Display to commemorate the 50th year of the District and the Graduation of the Senior Class.** The question was where are these pyrotechnics setting up? Mrs. Sanchez wanted to make sure that they did not set up on the Football Field. She also wanted to know if a permit has been secured for this. Mr. Reza was going to get her this information.
- **Pg. 16 Purchase of college books from Barnes & Noble in the amount of \$20,000.00 for NECHS students. Are these books to be used for this school year or next school year?** Mr. Reza informed her that they were for the additional students coming into NECHS.
- **Pg.19 Payment to Jarome Barney for Maintenance and Troubleshooting for District AS400.** This is for the old IBM Server that the District still uses for the SIMS System. Leroy Romero used to do this maintenance work but his rate is too high.
- **Pg. 20 Baron Supply – The warrant list states “part of landscape design.” Mrs. Sanchez wanted to know if the District was doing in-house designing.** Mr. Reza let her know that this was part of a Learn & Serve Grant. It is a Region 19 grant to plant plants on the other side of the habitat at CES.
- **Pg. 21 Purchase of Boom boxes, IPOD’s and cassette cleaners at Big K-mart.** Mrs. Sanchez wanted to know if this purchase is for the current school year. Mr. Reza let her know that he would get that information for her.
- **Pg. 23 \$546 for a 5 year of service badge pin –** These are multiple pins that are purchased for the employees completing 5 years of service.
- **Pg. 28 Infocus machines needed for NECHS. Mrs. Sanchez wanted to know what an Infocus machine was and if they were all for NECHS.** Mr. Reza informed her that an Infocus machine was a projector.
- **Pg. 220 Western Industrial \$20,000.00 payment – Mrs. Sanchez wanted clarification on this expenditure.** Mr. Ramirez informed Mrs. Sanchez that 50 lever locks were purchased for AMS.

Dion Dorado, community member, had comments regarding security. He stated how many copies of each key the District should have. He also had questions regarding Transportation and the security manager. Mr. Dorado asked if the district had a licensed engineer. He also had comments regarding construction contracts.

The committee members recommended approval of the warrant list for the month of April to the Board.

- B. Review of District Financials and Formulation of Recommendation to the Board. Presenter Tony Reza:** Mr. Reza reviewed the financial statements for the committee for the period ending April 30, 2009. The committee had no questions for Mr. Reza. The committee recommended approval of the district financials for the month of April to the full Board.
- C. Follow-up on report to the FY 2007-2008 Overtime Review: Presenter Ms. Martha Carrasco:** Martha Carrasco, Internal Auditor, briefly reviewed items that have been corrected in this report. 1.) 08-09 mid year submission to PEIMS – the appropriate object code 6121 was used in accordance with the Financial Accountability Resource Guide. 2.) District policy DEA Local, District Regulation DEA, and the 2008/2009 Employee Handbook are now all consistent with the amount of compensatory time an employee may accrue which is set at 40 hrs. 3.) DEA Exhibit D Request for Approval of Overtime now is properly completed and submitted to the Payroll Office. 4.) For better accountability, the District is using 2 different object codes to separate and track compensation. For example, object code 6128 is used to track time beyond an employee’s regular work schedule that does not exceed 40 hrs. Object code 6121 tracks the hours that exceed 40 hrs. (Overtime) 5.) Transportation Budgeted Overtime has decreased significantly because of the 2 object codes. The Transportation Department has monitored and tried to minimize overtime whenever possible. Transportation half-time employees are now required to fill out a Request for Approval of Overtime 6.) DEE Regulation which is the Travel Request Form now includes a signature line for the Superintendent. All current non-exempt employee travel is being approved by the Superintendent. 7.) DEA Regulation has been updated to include a process in which a non-exempt employee transferring from one position to another must zero out all comp-time earned in the previous position. 8.) During the initial review 2 positions were identified that might qualify for exempt status, the Payroll Supervisor and the Employee Benefits Leave Specialist. The Payroll Supervisor has been re-classified to an exempt position. TASB recommended that the Employee Benefits Leave Specialist continue to be an hourly position. Dion Dorado had questions regarding exempt and non-exempt positions which Martha Carrasco answered.
- D. Compliance Calendar Presenter – Martha Carrasco:** These are pending items from previous audit reports. 1.) **CTE Corrective Action Plan Follow-up.** This item has been on the calendar since the FY 2006-2007. It is still pending. Mr. Reza is working to move forward with this item. A proposal from the architect has been requested to assist the District with submitting bids for these particular jobs. Mrs. Sanchez asked Mr. Reza if an extension had been granted from the state in order to complete this project. Another extension has not been requested but Mr. Reza will request one from TEA. Dion Dorado, community member, had questions and comments regarding this item. 2.) **Development & Implementation of a perpetual inventory for parts used in the maintenance of District vehicles.** This item has been completed. 3.) **Fixed Asset Report <\$5,000.** Item completed. 4.) **District-wide grease trap monitoring & evaluation.** This item is to be deferred until June 2009 to give Mr. Reza and Ms. Balesh time to gather the information needed to complete this project. 5.) **Obtain complete as-built drawing for GES:** This item has been completed. 6.) **As-built drawing for CHS:** This item is being handled by legal counsel. 7.) **Permanently decommission large grease trap at CMS:** This item was completed by the Maintenance Department in March. 8.) **Evaluate grease traps for possible replacement.** This item is to be deferred until June 2009 to give Mr. Reza and Ms. Balesh time to gather the information needed to complete this project. 9.) **Development of an administrative regulation outlining District procedure that requires annual driving record checks for employees (other than bus drivers) require annual driving record check.** This item is completed. 10.) **Implementation of TEAMS Timecard System District-Wide.** It is only operational in the central office area. It is still pending for all the other sites. 11.) **Creation of the additional job code.** Martha Carrasco has spoken to the Payroll Supervisor and Mr. Reza and this item will be created shortly. 12.)

Evaluation of Bus Routes in the Transportation Department. This item will be addressed during the summer. They will try to purchase routing software that will assist in managing the routes. **13.) Restructuring/Reorganization of the Transportation Department.** The department has not had a Transportation Supervisor since October of 2007. The job descriptions need to be aligned with what the people are actually doing. This item will be looked at more closely in the near future. **14.) The formal documentation process of how bus routes are selected and the assignment of extra runs.** This process needs to be outlined in the Transportation Handbook or the Employee Handbook to avoid allegations of work being assigned unfairly. **15.) Match the hours worked to leave earned for the employees in Transportation.** An example of this would be an employee that shows up in the system as a half time employee working only 20 hours a week but that employee has worked 40 hours on a regular and continuous basis yet the benefits are only being earned at half-time. Dion Dorado had comments and questions regarding Transportation.

- E. Report on current construction projects - Presenter Mr. Tony Reza:** Gerry Gutierrez from GA Architecture gave an update on current District construction projects starting with the Field House. The contractor did a sample of what the floor was supposed to look like to correct the cracking. After being called by Administration, Mr. Gutierrez inspected the sample which he deemed unacceptable. The contractor did not do what was requested during the meeting that was previously held regarding this problem. Mrs. Sanchez asked Mr. Gutierrez a question regarding the concrete at the Field House. David Kessinger from CK Construction wants to redo the sample but there was a question regarding the color. Mrs. Sanchez asked how much it would cost to do a boring on the floor. Mr. Dorado had comments regarding the concrete and subcontractors. Mrs. Sanchez asked Mr. Gutierrez a question about the pay requests that are submitted to the District. On the construction taking place at Alderete Middle School the notice to proceed was given on December 1, 2009. Substantial completion was April 19, 2009. This had to be revised due to a change order with the addition of 43 calendar days which would take construction to May 31, 2009. At the present time, there is no final completion information available. 93% of the work is completed according to the pay request submitted on April 20, 2009 and there has been only one change order. Martha Carrasco informed Mrs. Sanchez that she was allowed on High Ridge's premises and was allowed to check the certified payroll and she found everything in order. At NECHS the Science Lab is up and running. The Board approved the building of a chemistry lab. The order has been placed for this building and the District is hoping to receive it by July. They are going to see if the plumber that worked on the Science building will give them the same quote for the new building but Mr. Reza needs to check with the external auditors to see if that is okay. Mr. Reza will bring an update for Garcia Elementary next month. Mr. Dorado had comments regarding warranty issues at Garcia Elementary. He also had a comment regarding the backflow preventer at Garcia Elementary.

4. Administration

- A. Comments/Input from community Members on items discussed by Finance/Audit Facilities/Planning Committee:**

Adjournment: Motion to adjourn by unanimous consensus.

Meeting adjourned at 2:00 AM on 5/6/09



**Finance/Audit/Facilities/Planning Committee Meeting Minutes
May 14, 2009**

Location: Administration Building
Time: 6:00 PM – 9:05 PM

Board Committee Members Present: Yvonne Sanchez, Leticia Gonzalez, and Rachel Quintana

Others Present: Shonda Jordan, Armando Rodriguez, Dr. Pam Padilla, Dr. Pauline Dow, Tony Reza, Martha Carrasco, Jim Fry, Shelly McMahon, and LuAnn Escobar

The meeting was called to order at 6:00 pm

2. Instruction and Student Affairs

A. Report and possible recommendation to the Board regarding the use of all athletic facilities/fields and field house by Canutillo ISD students. Presenter: Dr. Pauline Dow

Mrs. Sanchez noted that she requested this agenda item because of concerns that have been expressed about CISD students and community member's use and access of district facilities. Dr. Dow provided an overview of the process used when requests are made for use of district facilities. Dr. Dow gave each committee member a flow chart, copy of the facilities request form, and a summary of facility rental agreements. A brief discussion took place regarding the use of Gallegos Park and the portion used as a practice field.

Jim Fry, Principal of CHS, provided an overview of the process used when requests for use of CHS facilities are made. Mr. Fry stressed that the main objective in considering each request is to protect the learning environment for students and to protect the assets of the district. Discussion then took place regarding how requests are recorded, prioritized and scheduled and how fees are assessed for covering the costs of wear and tear of the facilities.

Community member and taxpayer, Dion Dorado, expressed his belief that every student should be allowed access to district facilities and that persons and/or organizations renting the facilities should provide and pay for Sheriff's Department security.

Luis Jimenez, parent and taxpayer, expressed concerns regarding the lack of resources available for soccer and excessive resources available for football. Mrs. Sanchez requested Mr. Jimenez meet with Dr. Padilla to have his questions and concerns addressed.

Art Gallegos, community member and taxpayer, expressed concerns regarding a lack of equal funding for all sports and that the district is not accessing enough fees for use of district facilities.

Carlos Saucedo, wrestling coach and science teacher at CHS, expressed concerns with regard to the safety issues his wrestling team faces including the lack of a dedicated practice area, having to practice in the cafeteria, health issues due to improper cleaning of wrestling mats and practices being cut due to other functions being held in the cafeteria.

CHS student, S. Martinez, expressed concerns regarding the soccer team's requests for using the stadium being denied and a lack of fair treatment of soccer players.

Former CHS student, J. Reveles, expressed concerns regarding the treatment of the soccer team over a long period of time.

Mr. Fry thanked the students for bringing their concerns forward and apologized for the breakdown in communication and procedures are being reviewed and improved.

Mrs. Sanchez stated that the recommendation of the committee is to have Dr. Padilla work with all of the individuals and organizations involved and report back to the Board at a future meeting regarding the resolutions to the concerns expressed.

3. Personnel

A. Report and possible recommendation to the Board regarding summer school stipends paid to high school, middle school and elementary school teachers. Presenter - Shelly McMahan

Shelly McMahan, teacher at AMS and President of the Canutillo Education Association, presented a request for equal pay for all levels of teachers for summer school. Ms. McMahan suggested \$35.00 per hour for all summer school teachers. She also expressed concerns regarding timely pay for tutoring stipends and difficulties in getting purchase orders.

Mr. Reza indicated that after crunching the numbers, the recommendation of \$35.00 per hour for summer school teachers is feasible. Mr. Reza also stated that it will be possible to run a separate payroll for that pay during the summer months.

The recommendation of the Committee is to present to the Board a rate of \$35.00 per hour for all summer school teachers providing classroom instruction at all grade levels.

Armando Rodriguez asked administration what surrounding districts are paying, how much of an increase in the budget would this new rate present, and if there was a problem at the high school level in recruiting summer school teachers. Mr. Reza indicated that a Title I budget reallocation will allow the District to cover the cost of this increase which is approximately \$65,000 and he will research what other districts are paying and send it to the Board in the Friday packet.

4. Business and Finance

A. Update and possible recommendation to the Board regarding the condition and needs of all district facilities for the 2009-2010 school year. Presenter: Pablo Ramirez

Dr. Padilla announced that Pablo Ramirez was not available to present this evening because he is taking a course this week. Mr. Reza provided Committee members with a facilities needs assessment (handout) and reviewed each of the campuses listed. Discussion took place regarding the projects, funding sources, and priorities. Mr. Reza noted that although not all campuses were listed, there are needs at most district facilities and those needs are being prioritized. A more thorough list, including dollar amounts for each project will be brought forward in the near future. The committee made no recommendations.

Armando Rodriguez expressed concerns regarding the listing of the use of the local operating budget for completion of several projects. He also asked that administration continue looking at grants to fund the installation of security cameras.

Dion Dorado expressed concerns that Pablo Ramirez was not present to report on the condition and needs of district facilities. Mr. Dorado also expressed concerns that no member of the Facilities Department was an engineer as well as meeting the ADA compliance. Mr. Dorado also expressed concerns about the District's testing of wastewater.

B. Report and possible recommendation to the Board regarding E-rate monies and expenditures for the past three years and the future of these monies. Presenter: LuAnn Escobar

LuAnn Escobar provided an overview of E-Rate projects for year 9 (July 2006 – June 2007), year 10 (July 2007 – June 2008) and year 11 (July 2008 – June 2009). Discussion took place regarding estimates for year 12 projects.

Since this is an ongoing project, there is no recommendation to the Board for this agenda item.

Armando Rodriguez asked if the school district would be receiving more funding from the federal government and Dr. Padilla reported there would not be any more funding.

C. Report and possible recommendation to the Board regarding the success/failure of campus security kiosks. Presenter: LuAnn Escobar

LuAnn Escobar provided a PowerPoint presentation which highlighted the initial intent, implementation, location, benefits, and disadvantages of campus security kiosks. Discussion took place regarding the contract and costs associated with the kiosks.

The recommendation of the Committee is to discontinue use of the Lobby Guard system and for administration to work with legal counsel regarding the cancellation of the contract.

D. Report and possible recommendation to the Board regarding busing needs and/or problems for the 2009-2010 school year. Presenter: Tony Reza

Tony Reza reported the Transportation needs for the 2009-2010 school year which includes hiring a new Transportation Supervisor, Routing Coordinator/Dispatcher and drivers; a GPS system to track school buses; automated routing software; improvements to the field trip charge back system and the purchase of a new 72 passenger school bus.

There is no Committee recommendation to the Board.

E. Comments/Input from Community Members on items discussed by Finance/Audit/Facilities/Planning Committee

None

5. Administration

A. NONE

6. Adjournment

The meeting adjourned at 9:05 pm by unanimous consensus of the Committee.



Personnel/Policy Committee Meeting

Date: May 7, 2009
Time: 6:47 pm – 7:57 pm
Location: Administration Building

Board Committee Members Present: Leticia E. Gonzalez, Chairperson; Sergio Coronado and Rachel M. Quintana

Others Present: Shonda Jordan, Armando Rodriguez, Monica Cázares, Yvonne Sanchez, Dr. Pauline Dow, Renée O'Donnell, Jim Fry, Martha Carrasco, Tony Reza, Shelly McMahon, Annette Brigham, and Art Gallegos

1. Call to Order

The meeting was called to order at 6:47 pm.

3. Personnel

Renée O'Donnell requested agenda item 4B be moved up under the Personnel Section of the agenda and Mrs. Gonzalez noted for the record that Items 3A and 3B were not approved by her in accordance with Board Operating Procedures. Discussion took place regarding placement and review of agenda items prior to being posted. Shonda Jordan clarified that agenda items requested by board members should reflect that board member's name on the agenda.

A. Consideration of application/form for stipends

Mrs. O'Donnell noted that this agenda item was requested by Mr. Coronado and in response, she prepared a draft form for review and input by the Committee. Mr. Coronado stated the intent of the application form for stipends is to have employees fill it out every year. This will allow campus personnel or district personnel hiring employees to be made aware of any personnel action a particular employee may have had in the past.

Mrs. O'Donnell reviewed the form which includes having the employee affirm that s/he is in good standing with the District. Discussion took place regarding tweaking the form to incorporate things such as asking if the employee has ever had a grievance upheld or had any disciplinary action taken, bad evaluations, and tracking information on employees coming from other districts or being rehired by Canutillo ISD.

It was agreed that this could be an important tool in hiring new employees and employees who transfer within the district. It will provide administrators with information to make well-informed decisions. The form will be revised and brought back for further review and discussion.

B. Recommendation to approve adding a high school counselor position at \$35.00 per hour

Mrs. O'Donnell provided background information regarding this agenda item reporting that Canutillo High School is in need of adding a counselor for summer school. The suggested pay for this position is \$35.00 per hour. The summer school counselor position is needed until July 9th and would provide additional assistance in the following areas:

- Focused counseling for at-risk students enrolled in summer school
- Substance abuse counseling and referrals for students struggling with these issues
- Parent conferences for students with poor attendance
- Career and graduation planning assistance in a timely and personalized manner
- Adjust 2009-10 schedules and assigned courses in an expedient manner to ensure that at-risk students receive the courses required for on-time graduation
- Support summer school teachers with behavior support and

Jim Fry reported that the high school cannot afford to have any lapse in counseling services for students during summer months and counselors would be rotated so that each one has an opportunity to do summer school counseling.

The Committee recommended this item be taken to the Board at the May 12, 2009 meeting.

C. Consider approval of additional security guard for district-wide use

Mrs. O'Donnell reported that a roving district-wide security guard is needed to patrol district facilities, especially secondary schools, during evening hours. Tony Reza reiterated the need for patrolling district facilities and securing district property especially with the sports improvements being made at the middle schools.

Discussion took place regarding ways to ensure that a security officer working evening hours is held accountable for their time, the possibility of grant funding or stimulus monies to fund the position, licensing, and security guard responsibilities.

The Committee recommended this item be placed on the agenda for the May 12, 2009 Board meeting.

4. Business and Finance

A. Consider approval of cell phone allowances for employees

Tony Reza presented a proposal to provide a cell phone usage allowance for eligible employees. In the current practice, the District provides selected employees with cell phones and pays the monthly bill with employees contributing \$10 per month for personal usage. Mr. Reza reported that the Internal Revenue Service (IRS) is mandating that employers who provide district cell phones must have a method of collecting records from the employee separating business usage from personal usage because while the business usage is not taxable, the personal usage is. It is virtually impossible to track and correctly account for this and the District is expending many labor hours reviewing cell phone invoices and billing employees. A stipend will alleviate this and the employee will be accountable for managing and paying their own bill.

Mr. Reza presented Administration's recommendation of \$50.00 per month. Discussion took place regarding the current process and current recipients of District cell phones. Mrs. Gonzalez indicated \$50.00 per month is too much and suggested a range of \$30.00 - \$35.00. Mr. Reza indicated that in researching what other school district's are paying, \$50.00 is reasonable but he is agreeable to looking at a lower rate should that be the recommendation of the Committee. Mrs. Quintana indicated there are unlimited cell phone plans available for \$50.00 per month and that a \$40.00 stipend would be fair. Mr. Coronado expressed his support of the \$50.00 per month recommendation.

The Committee recommended a figure of \$40.00 per month for a cell phone allowance be brought to the Board at the May 12, 2009 meeting.

5. Administration

A. Comments/Input from community members on items discussed by Personnel Committee

No member of the audience addressed the Committee.

6. Adjournment

The meeting adjourned, by unanimous consensus, at 7:57 pm.



Canutillo Independent School District

7965 Artcraft Rd.
El Paso, TX 79932

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

FINANCIAL SERVICES

(915) 877-7425

Fax (915) 877-7415

TO: Board of Trustees

June 1, 2009

THROUGH: Tony Reza
Executive Director

FROM: Kathy Ellis

A handwritten signature in purple ink, appearing to read "K. Ellis", is written over the printed name "Kathy Ellis".

SUBJECT: Approval of Warrant List for May 1, 2009 through May 29, 2009

Enclosed in your packet is the warrant list for May 1, 2009 through May 29, 2009.
I recommend its approval in the amount of: **\$976,586.70.**

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

Agenda Item: _____

Date: June 9, 2009

Subject: Purchase Bleachers for AMS Football Field

Presented By: Tony Reza

Consent Agenda X

ACTION

1. BACKGROUND INFORMATION:

The enclosed budget amendment will use interest earning to purchase bleachers for the AMS Football Field.

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:

Interest Earning from the Construction Fund

IF GRANT, PLEASE PROVIDE THE FOLLOWING:

-GRANT AWARD:

-GRANT PERIOD:

-GRANT OBJECTIVES:

-GRANTING AGENCY:

PURPOSE OF THE AMENDMENT:

To increase the Construction budget to purchase bleachers for the AMS Football Field.

HOW WILL THIS IMPACT EDUCATION:

This amendment will provide the bleachers for the new AMS Football Field.

DISTRICT OR CAMPUS GOALS WILL BE MET WITH THIS AMENDMENT:

District Goal #7-All students will be educated in learning environments that are appropriate, safe, drug and violence-free, and conducive to learning.

TO: Dr. Pam Padilla

THROUGH: Tony Reza, Executive Director Financial Services

FROM: Kathy Ellis, Assistant Business Manager

SUBJECT: Purchase of Bleachers for AMS Football Field

DATE: June 2, 2009

BUDGET CODE	CURRENT BUDGET	CHANGE	AMENDED BUDGET
691.81.6639.03.042.9.99 Furniture/Equipment		35,000.00	35,000.00
691.00.8911.00.000.9.00 Equity Transfer		(35,000.00)	(35,000.00)

REASON FOR BUDGET AMENDMENT REQUEST: This budget amendment will use interest earnings to purchase bleachers for the new AMS Football Field.



Superintendent

6/2/09
Date



Executive Director Financial Services

6/2/09
Date

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

Agenda Item: _____

Date: June 9, 2009

Subject: Davenport Elementary School – BJE#6468

Presented By: Tony Reza

Consent Agenda X

ACTION

1. BACKGROUND INFORMATION:

The enclosed budget amendment is to reallocate funds from function 11 to function 13 to provide funds to pay for substitutes for teachers who attend staff development workshops.

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: 5/14/09

Reason:

FUNDING SOURCE: STATE COMPENSATORY FUNDS

PURPOSE OF AMENDMENT: TO COVER SUBSTITUTE SALARY FOR STAFF DEVELOPMENT FOR TEACHERS

HOW WILL THIS IMPACT EDUCATION: TEACHERS WILL USE THE TRAINING TO BRING UP TAKS SCORES AND HELP STUDENTS TO BE ACADEMICALLY SUCCESSFUL

WHAT CAMPUS/DISTRICT GOALS WILL BE MET: GOAL NUMBER 1 ALL STUDENTS WILL GRADUATE ON TIME

Mode: **Lookup**

Cancel? N

TO: Dr. Pam Padilla, Superintendent

THROUGH: Tony Reza, Executive Director Financial Services


FROM: Kathy Ellis, Assistant Business Manager

SUBJECT: Davenport Elementary School - BJE #6468

DATE: June 2, 2009

BUDGET CODE	CURRENT BUDGET	CHANGE	AMENDED BUDGET
199.13.6112.00.102.9.30 Substitutes	3,000.00	1,200.00	4,200.00
199.11.6118.00.102.9.30 Extra Duty Pay	13,323.00	(1,200.00)	12,123.00

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



Superintendent

6/2/09
Date



Executive Director Financial Services

6/2/09
Date

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

Agenda Item: _____

Date: June 9, 2009

Subject: Acceptance of Donations to Canutillo ISD

Presented By: Tony Reza

Consent Agenda _____

ACTION

1. BACKGROUND INFORMATION:

The following individuals/businesses have made a donation to Canutillo Independent School District as follows:

Jimmy Searls- \$250.00 to CHS FFA Club

Laure Searls - \$250.00 to CHS FFA Club

Dr. Pauline Dow -\$350.00 Furniture & pictures to the ALS Division

2. SUPERINTENDENT RECOMMENDATION:

The Superintendent recommends acceptance of the donations to Canutillo ISD

3. ACTION REQUESTED:

The Board of Trustees accepts the donations to Canutillo ISD.

MOTION _____ SECOND _____

AYES _____ NAYS _____

CANUTILLO INDEPENDENT SCHOOL DISTRICT
OFFICE OF THE SUPERINTENDENT

Date: June 1, 2009

Subject: General Student Tuition Waiver request

Presenter: Pauline Dow, Associate Superintendent

ACTION

1. BACKGROUND INFORMATION:

See attached confidential memorandum.

2. SUPERINTENDENT RECOMMENDATION:

To approve tuition waiver request as recommended.

3. BOARD ACTION REQUESTED:

Move to approve tuition waiver request as recommended.

MOTION _____ SECOND _____

AYES _____ NAYS _____



Canutillo Independent School District

7965 Artcraft Rd.
El Paso, Texas 79932

Mailing Address: PO Box 100
Canutillo, Texas 79835

Dr. Pam Padilla
Superintendent

(915) 877-7444
FAX (915) 877-7414
ppadilla@canutillo-isd.org

MEMORANDUM

TO: Members of the Board of Trustees

FROM: Dr. Pam Padilla, Superintendent

DATE: June 5, 2009

SUBJECT: Construction Update

Gerry Gutierrez of GA Architecture will provide an update of the CHS Field House project and the AMS athletic field improvements.



Canutillo Independent School District

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El Paso, Texas 79932

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Canutillo, Texas 79835

Dr. Pam Padilla
Superintendent

(915) 877-7444
FAX (915) 877-7414
ppadilla@canutillo-isd.org

MEMORANDUM

TO: Members of the Board of Trustees

FROM: Dr. Pam Padilla, Superintendent

DATE: June 5, 2009

SUBJECT: Rio Grande Council of Governments

Annette Gutierrez is the new Executive Director of the Rio Grande Council of Governments. Ms. Gutierrez will introduce herself and provide an overview of their programs such as, "Waste in Place" curriculum for K-12, Citizen Emergency Response Teams, Emergency Preparedness, and Solid Waste Program.

Ms. Gutierrez is seeking renewal of our membership dues in the amount of \$2,775 for the period of October 2008 – September 2009.

CANUTILLO INDEPENDENT SCHOOL DISTRICT
OFFICE OF THE SUPERINTENDENT

Date: June 9, 2009

Subject: Relocation of Agronomics Center

Presenter: Patricia Araujo and Dale Denny

ACTION

1. BACKGROUND INFORMATION

The Agronomics Advisory Board will provide a report regarding their request to relocate the Agronomics Center and show a short, four-minute video.

The Canutillo Independent School District is committed to providing a quality education to meet the varied needs of its student body. With this end in mind the current Agronomics Advisory Board is requesting to move the Agronomics Center from the Canutillo Middle School (7311 Bosque, Canutillo, TX 79835) back to the original 75 acres adjacent to Bill Childress Elementary School because the purpose of the Agronomics Center on the Rio Grande is to provide a strong academic and career-oriented education focusing on K-12 grade students enhancing the core curriculum in all subjects and specifically in the area of agricultural science and science education. The main emphasis is on career awareness and career exploration and also through the student leadership training of the FFA organization.

The Agronomics Center will provide the following:

- Provide students in El Paso County an opportunity to study agricultural sciences, agribusiness, etc.
- Provide a learning environment in which students with different ethnic and socioeconomic backgrounds and diverse levels in learning and language may work together in accomplishing their goals.
- Prepare students for the academics of higher and rigorous education.
- Produce proficient graduates who will function on the cutting edge of science and technology.
- Produce graduates who have the marketable employment skills needed in today's global society.
- Improve the image of agriculture and increase community awareness of the significance of agriculture.

The Agronomics center will utilize an Arena as a large agriculture lab for agricultural science fairs, community events, livestock shows, equestrian events, therapeutic horsemanship, and dog shows, to name a few. After successful completion of the Arena, it will be surrounded by classrooms, labs, animal stalls, pens, a greenhouse, a restaurant and storage facilities. The completed Agronomics Center will be located on 75 acres of farmland, which will also be used to enhance the agricultural programs at the center. The main initiative of the Agronomics Center is to serve students, parents, community members,

and local farmers in Canutillo, TX and increase communication with other school districts, and other areas of El Paso County, West Texas, Southwest New Mexico, and the Southwest Region of the United States.

Additionally, current members of the Agronomics Advisory Board would like to inform the Canutillo ISD School Board members of changes made in the Agronomics Advisory Board. The following Agronomics Advisory Board members have submitted their letter of resignation and new Agronomics Advisory Board members have been elected.

Resignation of members:

- Vicky Ludwig
- Victoria Perea
- Dr. James Steinhauser (moved to El Paso ISD)
- Pete Grijalva (unable to locate)
- Cera Austin

Current members:

- Dale Denney, Business Community
- Patricia Araujo, District Employee
- Ron Gil, District Employee
- Monica Reyes-Garcia, District Employee
- Sean Sweetnam, District Employee
- Carmen Guzman, Former District Employee

Newly elected members:

- Sylvia Gonzalez, District Employee
- Laura Alpern, Community Member
- John Joyner, Community Member

2. SUPERINTENDENT’S RECOMMENDATION

The Superintendent recommends moving the Agronomics Center from Canutillo Middle School back to the original 75 acres adjacent to Bill Childress Elementary School.

3. BOARD ACTION REQUESTED

The Board of Trustees approves the relocation of the Agronomics Center from Canutillo Middle School to the original location adjacent to Bill Childress Elementary School.

MOTION _____ SECOND _____

AYES _____ NAYS _____

CANUTILLO INDEPENDENT SCHOOL DISTRICT
OFFICE OF THE SUPERINTENDENT

Date: June 5, 2009

Subject: SHAC Recommendations

Presenters: Jim Fry and Laura Escobar

ACTION

1. BACKGROUND INFORMATION:

The SHAC, which met on December 4, 2008 with 13 attendees present, recommend that the Board consider approving the following:

- **“Always Changing” ~ An abstinence-based curriculum developed by Always Products.** The program is free of cost, and is available in English and Spanish. The program focuses on fourth and fifth grade individualized take-home materials with differentiated presentations for boys and girls. SHAC unanimously voted to recommend approval of this curriculum.
- **Revision to CHS Student Handbook regarding dress and grooming.** The SHAC unanimously voted to delete the prohibition against body piercing, based on the students’ right to freedom of expression, and because body piercing is not disruptive to the educational process.

2. SUPERINTENDENT RECOMMENDATION:

The Superintendent recommends approval of the SHAC recommendations.

3. BOARD ACTION REQUESTED:

The Board of Trustees approves the SHAC recommendations as stated above.

MOTION _____ SECOND _____

AYES _____ NAYS _____

CANUTILLO INDEPENDENT SCHOOL DISTRICT
OFFICE OF THE SUPERINTENDENT

Date: June 5, 2009

Subject: District-wide Microsoft License Renewal

Presenter: LuAnn Escobar/Ron Gatlin

ACTION

1. BACKGROUND INFORMATION:

As stated in Board Policy CH(Local), any purchase that costs or aggregates to a cost of \$10,000 or more shall require board approval before a transaction may take place. This request is to approve the annual renewal of all district-wide Microsoft licensing, to include server software for email systems and directory services and 2007 Microsoft Office for students and employees. The purchase will be from Dell Computers utilizing the DIR contract #DIR-SDD-890-TX in the total amount of \$79,982.44.

2. SUPERINTENDENT RECOMMENDATION:

The Superintendent recommends the approval of purchase of the annual renewal of all district-wide Microsoft licensing, to include server software for email systems and directory services and 2007 Microsoft Office for students and employees. The purchase will be from Dell Computers utilizing the DIR contract #DIR-SDD-890-TX in the total amount of \$79,982.44.

3. BOARD ACTION REQUESTED:

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

MOTION _____ SECOND _____

AYES _____ NAYS _____



Date: June 1, 2009

To: Canutillo ISD Board of Trustees

From: LuAnn Escobar, Interim Executive Director School Resources

Subject: District-wide Microsoft License Renewal

Description/justification: Annual renew of all district-wide Microsoft licensing, to include server software for email systems and directory services, and 2007 Microsoft Office for students and employees.

Vendor name: Dell Computers

Category: Quote # 488158881, DIR # DIR-SDD-890-TX

Funding source: 411.11.6398.00.728.9.11
Fixed Assets-Technology

Cost: \$79,982.44

Participating Schools: District-wide

Signature: LuAnn Escobar
Interim Executive Director School Resources

LuAnn Escobar _____ 6-1-09

*Include copies of a minimum of three (3) written quotations along with this letter from different vendors (if not an Interlocal agreement) or signed and notarized Sole Source Letter (see attached template.) Any purchase over \$24,999.99 will have to be competitively purchased if not on an approved Interlocal agreement.

CANUTILLO INDEPENDENT SCHOOL DISTRICT
OFFICE OF THE SUPERINTENDENT

Date: June 5, 2009

Subject: Purchase of 9 Calves that contain 8 Laptop Computers

Presenter: LuAnn Escobar/Ron Gatlin

ACTION

1. BACKGROUND INFORMATION:

As stated in Board Policy CH(Local), any purchase that costs or aggregates to a cost of \$10,000 or more shall require board approval before a transaction may take place. This request is to approve the purchase of 9 Calves that contain 8 Laptop computers each from Dell Corporation utilizing the DIR purchasing cooperative in the total amount of \$78,021.20. These computers will be used by each campus libraries to include DAEP.

2. SUPERINTENDENT RECOMMENDATION:

The Superintendent recommends the approval to purchase of 9 Calves that contain 8 Laptop computers each from Dell Corporation utilizing the DIR purchasing cooperative in the total amount of \$78,021.20

3. BOARD ACTION REQUESTED:

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

MOTION _____ SECOND _____

AYES _____ NAYS _____



Date: June 1, 2009

To: Canutillo ISD Board of Trustees

From: LuAnn Escobar, Interim Executive Director School Resources

Subject: Purchase of 9 Calves that contain 8 laptops.

Description/justification: Purchase of 9 Calves will contain 8 laptops for each campus library. Calves will be housed and the responsibility of the librarians at Canutillo Elementary School, Bill Childress Elementary School, Jose H. Damian Elementary School, Deanna Davenport Elementary School, Garcia Elementary School, Canutillo Middle School, Jose J. Alderete Middle School, and Canutillo High School. A calf has also been purchased for DAEP.

Vendor name: DELL

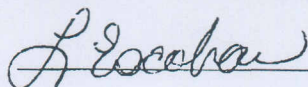
Category: Proposal number 485047399

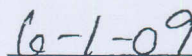
Funding source: 411.11.6398.00.728.8.99 – Fixed Assets Technology
411.12.6398.00.728.9.11 – Fixed Assets Technology
411.12.6399.00.728.9.11 – General Supplies

Cost: \$ 78,021.20

Participating Schools: Canutillo Elementary School, Bill Childress Elementary School, Jose H. Damian Elementary School, Deanna Davenport Elementary School, Garcia Elementary School, Canutillo Middle School, Jose J. Alderete Middle School, Canutillo High School, and DAEP.

Signature: LuAnn Escobar
Interim Executive Director School Resources





*Include copies of a minimum of three (3) written quotations along with this letter from different vendors (if not an Interlocal agreement) or signed and notarized Sole Source Letter (see attached template.) Any purchase over \$24,999.99 will have to be competitively purchased if not on an approved Interlocal agreement.

CANUTILLO INDEPENDENT SCHOOL DISTRICT
OFFICE OF THE SUPERINTENDENT

Date: June 5, 2009

Subject: Purchase of Bleachers for Alderete Middle School

Presenter: Tony Reza/Ron Gatlin

ACTION

1. BACKGROUND INFORMATION:

As stated in Board Policy CH(Local), any purchase that costs or aggregates to a cost of \$10,000 or more shall require board approval before a transaction may take place. This request is to approve the purchase of Bleachers for Alderete Middle School from Sturdisteel in the amount of \$33,100.00 utilizing the Buyboard purchasing cooperative.

2. SUPERINTENDENT RECOMMENDATION:

The Superintendent recommends the purchase of Bleachers for Alderete Middle School from Sturdisteel in the amount of \$33,100.00 utilizing the Buyboard purchasing cooperative.

3. BOARD ACTION REQUESTED:

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

MOTION _____ SECOND _____

AYES _____ NAYS _____



Canutillo Independent School District

7965 Artcraft Rd.
El Paso, TX 79932

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

Financial Services

(915) 877-7425
FAX (915) 877-7415

Date: June 1, 2009

To: Canutillo ISD Board of Trustees

From: Tony Reza-Executive Director

Subject: Purchase of AMS Bleachers

Description/justification: The Administration is recommending the purchase of new aluminum bleachers for Alderete Middle School. The Administration is recommending this for several reasons: 1) The Administration found that it would cost us \$16,000 to move the old visitor bleachers at Canutillo Middle School to AMS (see the attached quote). 2) The move may expose the new field and surrounding landscaping to possible damage during the move. 3) Having a new field with old seating would not give a pleasant aesthetic look to the athletic improvements at the school. The new seats will come with a warranty and new seats can be added to the field in the future, should funding be available.

Vendor name: Sturdisteel Company.

Category: Quote via BuyBoard.

Funding source: District will use bond fund interest earnings for this project. The funds will be placed in account 691.81.6629.13.042.9.99. I estimate that it will take approximately six months to generate the funds needed to cover this project.

Cost: \$33,100.00.

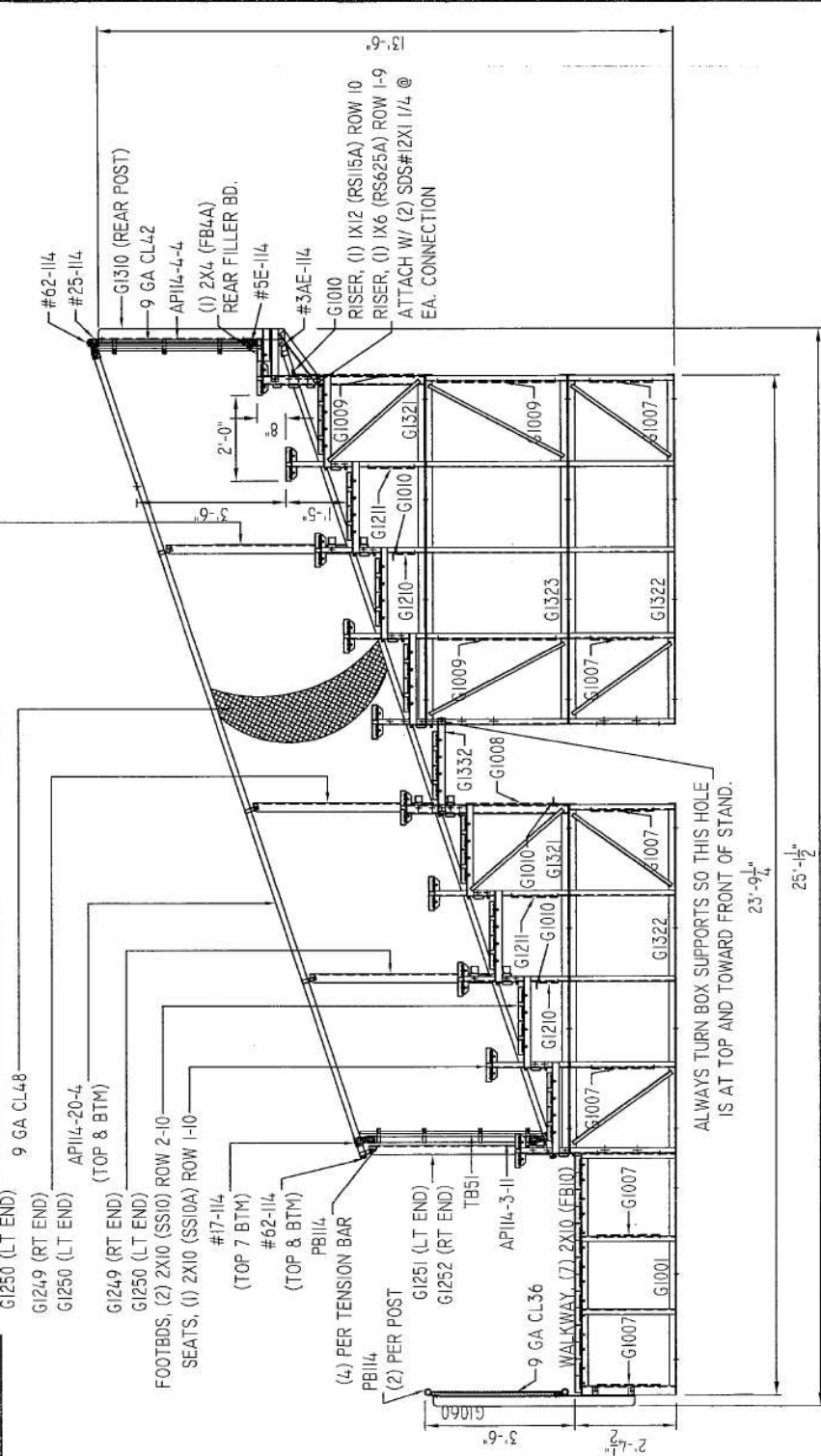
Participating Schools: Alderete Middle School.

Signature: Tony Reza s/s
Tony Reza, Executive Director-Financial Services

61



CR#	DATE	WGT:	ORDER NO:
#1069	4/22/99	PROJECT:	
#1140	9/19/02	LOCATION:	
#1157	1/23/03		



SturdiSteel
A Division of Heintz Construction, Inc.

DRAWN BY: DG
DATE: 1/23/03
SCALE: NTS

DRAWING NO: E-CS141
CROSS SECT-10 ROW 30" ELEV
CANTILEVER ON SLAB

NOTES:
ANCHOR EACH FRAME TO SLAB WITH (2) SA3/8X3 SCREW ANCHORS. ALL OTHER HOLES ARE TO REMAIN EMPTY.



Canutillo Independent School District

7965 Artcraft Rd.
El Paso, Texas 79932

Mailing Address: PO Box 100
Canutillo, Texas 79835

Dr. Pam Padilla
Superintendent

(915) 877-7444
FAX (915) 877-7414
ppadilla@canutillo-isd.org

MEMORANDUM

TO: Members of the Board of Trustees

FROM: Dr. Pam Padilla, Superintendent

DATE: June 5, 2009

SUBJECT: Contract with Interim Superintendent

Please find enclosed, under separate cover, the contract with Roger Parks for his employment as Interim Superintendent.



Canutillo Independent School District

7965 Artcraft Rd.
El Paso, Texas 79932

Mailing Address: PO Box 100
Canutillo, Texas 79835

Dr. Pam Padilla
Superintendent

(915) 877-7444
FAX (915) 877-7414
ppadilla@canutillo-isd.org

MEMORANDUM

TO: Members of the Board of Trustees

FROM: Dr. Pam Padilla, Superintendent

DATE: June 5, 2009

SUBJECT: Grievance

Please find enclosed, under separate cover, documentation for the Level III Grievance filed by Todd Fronce.

CANUTILLO INDEPENDENT SCHOOL DISTRICT
OFFICE OF THE SUPERINTENDENT

Date: June 9, 2009

Subject: Administrative Personnel Actions for Board of Trustee Information Only

Presenter: Renée O'Donnell

ACTION

1. BACKGROUND INFORMATION

Superintendent approved employment of personnel:

Veronica Acosta, 5 (B) Teacher, BCE.....Effective 8/17/09
Silvia Flores, 3 (B) Teacher, BCE..... Effective 8/17/09
Mike Gonzales, Risk Management, Worker's
Compensation Specialist, CO.....Effective 6/8/09
Alejandra Gonzalez, Counselor Clerk, CHS.....Effective 5/11/09
Albert Madrid, HVAC Certified Maintenance.....Effective 5/8/09
Celia Salcido, PT Food Service Helper.....Effective 5/11/09
Sandra Uribe, Receptionist, GES.....Effective 5/11/09
Elvia Valenzuela, FT Food Service Helper, NECHS..... Effective 5/18/09

Superintendent approved position changes for personnel:

Dennise Borunda
Instructional Coordinator, BCE, to
Reading Teacher, AMS.....Effective 8/17/09

Patricia Romero
CATS Specialist/Substitute Coordinator to
Interim Workers' Compensation Specialist, CO.....Effective 5/18/09

Rosa Santillano
FS Assistant Manager to
FS Interim Manager, DDE.....Effective 5/12/09

Superintendent approved resignations:

Karen Salas Carrasco, 3 (B) Teacher, BCE.....Effective 5/14/09
Brenda Fuentes, 1 (B) Teacher, JDE.....Effective 6/5/09
Noe Medina, Custodian, DDE..... Effective 5/13/09
Lashaunda Norman, PT Assistant Principal, NECHS.....Effective 4/27/09
Carlos Ochoa, PT Bus Driver..... Effective 5/5/09
Beverly Richardson, English Teacher, CHS..... Effective 6/5/09

Superintendent approved retirements:

Connie Trujillo, Reaching Teacher, AMS.....Effective 8/28/09

Termination of Support Personnel

None

2. BOARD ACTION REQUESTED

No action required.

Notice of Regular Meeting

The Board of Trustees Canutillo ISD

A Regular Meeting of the Board of Trustees of Canutillo ISD will be held June 9, 2009, beginning at 6:00 PM in the Canutillo ISD Administration Office – 7965 Artcraft – El Paso, Texas.

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.

Unless removed from the consent agenda, items identified within the consent agenda will be acted on at one time.

ADDENDUM TO AGENDA

4. Personnel
 - D. Consider accepting resignation of Superintendent for retirement

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.

The notice for this meeting was posted in compliance with the Texas Open Meeting Act on 6/5/2009
4:45 pm.



For the Board of Trustees