

Agenda of Regular Meeting

The Board of Trustees Canutillo ISD

A Regular meeting of the Board of Trustees of Canutillo ISD will be held March 9, 2010, beginning at 6:00 PM in the Canutillo ISD Administration Office, 7965 Artcraft, El Paso, TX 79932.

The subjects to be discussed or considered or upon which any formal action may be taken are as listed below. Items do not have to be taken in the order shown on this meeting notice.

1. GENERAL FUNCTIONS
 - A. Call to Order
 - B. Roll Call
 - C. Pledge of Allegiance 3
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2. SUPERINTENDENT'S COMMENTS
 - A. TAKS testing
 - B. Meet the Superintendent Nights
3. BOARD RECOGNITIONS
 - A. Fall and Winter Sports Recognitions 4
 1. CHS Football Team (District 2-4A Co-Champions)
 2. CHS Girls Basketball Team (District Champions)
 3. CHS Boys Basketball Team (District and Bi-District Champions)
4. BOARD OF TRUSTEE BUSINESS
 - A. Consider approval for Legislative Advisory Council (LAC) member, Shonda Jordan, to attend LAC meetings in April and June 5
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Presenter: Mr. Coronado
 - C. Consider authorizing Superintendent to enter into an MOU with Wise Latinas LLC and Senator Eliot Shapleigh in support and collaboration surrounding the Eagles Rock Project 9
Presenter: Senator Shapleigh
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 1. February 9, 2010 - Regular meeting 20
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| 7. | REPORTS | |
| A. | Superintendent's 100-day entry plan Presenter: Dr. Murphy | 52 |
| B. | Update on Employee Banquet Presenter: Mrs. O'Donnell | 53 |
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| A. | Consider approval of Internal Audit Charter Presenter: Ms. Carrasco | 54 |
| B. | Consider approval of 2010-2011 school calendar Presenter: Ms. Brigham and Parent, Mark Nunnery | 57 |
| 9. | EXECUTIVE SESSION | |
| 10. | PERSONNEL | |
| A. | Consider recommendation for renewal or extension of contracts for administrators and other certified and non-certified administrators or professionals Presenter: Mrs. O'Donnell | 59 |
| B. | Administrative Personnel Actions (No Board action required) | 60 |
| 1. | Superintendent approved employment of personnel | |
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| 3. | Superintendent acceptance of resignations from personnel | |
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| 11. | 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.”

TEXAS PLEDGE OF ALLEGIANCE

“Honor the Texas flag; I pledge allegiance to thee, Texas, one State under God, one and indivisible.”

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

Damon Murphy Ed.D.
Superintendent of Schools

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

MEMORANDUM

TO: Members of the Board of Trustees
FROM: Dr. Damon Murphy, Superintendent
DATE: March 3, 2010
SUBJECT: Board Recognitions

Our Board Recognitions for the month of March feature our Fall and Winter sports teams from Canutillo High School:

- Football Team – District 2-4A Co-Champions
- Girls Basketball Team – District Champions
- Boys Basketball Team – District and Bi-District Champions

Mr. Fry, Coach Brooks, and team captains from each of the teams listed above will be present for the recognition.



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MEMORANDUM

TO: Members of the Board of Trustees

FROM: Dr. Damon Murphy, Superintendent

DATE: March 3, 2010

SUBJECT: Legislative Advisory Council

As you know, at the TASB Grassroots meeting held on Thursday, February 25, 2010, at Cattleman's, Shonda Jordan was selected to serve on the Legislative Advisory Council (LAC) and Armando Rodriguez is an Alternate. The first meeting of the LAC is Saturday, April 17, 2010 at the Omni Austin Hotel and a second meeting is scheduled sometime in June. Please find enclosed information from TASB regarding the upcoming April meeting.



Texas Association of School Boards
P.O. Box 400 • Austin, Texas 78767-0400 • 512.467.0222

Serving Texas Schools Since 1949

FAX COVER PAGE

To: Shonda Jordan, Trustee
District: Canutillo ISD
Fax number: (915) 877-7414
Pages: 2, including fax cover page

From: Philip Cheatham
Division: Governmental Relations/Texas Association of School Boards
Fax number: 512-476-3096
Phone number: 800-580-4885

Date: March 1, 2010
Subject: Hotel Information for Legislative Advisory Council Meeting

Dear Mrs. Jordan,

Thank you for agreeing to serve on the Legislative Advisory Council (LAC). As you know, the first meeting will be at the Omni Austin Hotel at Southpark, 4140 Governor's Row, Austin, on Saturday, April 17, 2010 from 10:00 am to 2:30 pm. The purpose of this meeting is to review the regional legislative priorities identified at the grassroots meetings and develop a list of statewide legislative priorities to recommend to the TASB Legislative Committee.

If you are planning to stay at the Omni Austin Hotel at Southpark, please make your reservation as soon as possible. TASB has reserved a block of rooms at a special rate of \$115 for single or double occupancy. For reservations, please call 1-800-THE-OMNI or 1-800-843-6664 and ask for a room in TASB's room block. Please note that the TASB block is limited and the rate will expire on Friday, March 26, 2010.

LAC members are responsible for paying their travel and hotel expenses. However, TASB will provide breakfast (beginning at 9:30 am) and lunch during the meeting.

As we get closer to the meeting date, you will be receiving additional information and material for the meeting.

If you will not be able to attend the meeting, please let us know as soon as possible so we can notify the LAC Alternate in your region.

Please call the TASB Governmental Relations' staff at 1-800-580-4885 if you have any questions.

Thank you,
Philip Cheatham
Program Coordinator
TASB Governmental Relations

HOTEL INFORMATION

Omni Austin Hotel Southpark
4140 Governor's Row
Austin, Texas 78744

Phone: (512) 448-2222
Reservations: 1-800-THE-OMNI or 1-800-843-6664

Rate: \$115.00 Single Double
Cut Off: Friday, March 26, 2010

Parking: No charge for self parking

To enroll in the Omni Select Guest Program, click on the following link: <http://www.omniselectguest.com>

If you join the loyalty program, you will receive the following benefits:

- Complimentary Wi-Fi
- Complimentary Morning Beverage Delivery
- Complimentary Pressing of 2 Items
- Complimentary Bottled Water on Night of Arrival
- Eco-Friendly Housekeeping Options
- Complimentary Shoe Shine
- Express Check-In and Check-Out
- Complimentary Newspaper of Your Choice Daily



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MEMORANDUM

TO: Members of the Board of Trustees

FROM: Dr. Damon Murphy, Superintendent

DATE: March 3, 2010

SUBJECT: Change April Board Meeting Date

The National School Boards Association (NSBA) convention ends at 5:00 pm on Monday, April 12, 2010, and some board members may be returning to El Paso on Tuesday so we may consider changing the April 9th board meeting to another day.



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MEMORANDUM

TO: Members of the Board of Trustees

FROM: Dr. Damon Murphy, Superintendent

DATE: March 3, 2010

SUBJECT: Memorandum of Understanding

Please find attached a draft of a Memorandum of Understanding (MOU) regarding the Eagles Rock Project.

Memorandum of Understanding “Eagles Rock”

(Draft One/March 5, 2010)

This **Memorandum of Understanding** (MOU) is executed this ___ day of March, 2010, by and between the Canutillo Independent School District (CISD), Wise Latinas, LLC (WL) and Senator Eliot Shapleigh, hereafter the “Parties” and is as follows:

1. Vision and Purpose:

- A. ***Solving the Challenge Ahead:*** All across America, particularly here along the US-Mexico borderlands, childhood obesity now presents a major challenge to the health, education and longevity of our people, but especially to the young who are our most precious resource. To that end, we dedicate ourselves to promote the health of our students realizing that good health is essential to great learning. While the mission of Canutillo Independent School District is and always will be Education Excellence, the Parties now realize that all of us working together must endeavor to solve the challenges ahead on childhood obesity; and
- B. ***Eagles Rock Program--Best in Texas:*** Toward that end, CISD desires to become the best in Texas with innovative nutrition and outdoor exercise programs, modeled and measured by best practices, while remaining true to our mission, and mindful of taxpayer concerns. CISD already participates in CATCH, and other health related programs mandated by the TEA, but desires to create, develop, model and measure over time, with available resources, mindful of our educational mission, and responsibility to taxpayers, an “Eagles Rock” Program (the “Program”) best suited to the health and educational needs of our children and tailored to the unique opportunities of our location near the Rio Grande Valley, and Franklin Mountain State Park; and,
- C. ***Fiscal Responsibility:*** For these reasons, the Parties resolve to create a revenue stream not paid by CISD taxpayers, exclusively dedicated to support the Eagles Rock Program at CISD in order to leverage other funds and opportunities to create, develop, model and measure the Program; and,
- D. ***Eagles Rock Fiesta:*** To that end, the Parties have agreed to host the first Eagles Rock Fiesta (the Fiesta) on September 25, 2010 at the campus of Canutillo High School, and every year thereafter, if approved every succeeding year by the Board, provided revenues are raised by the deadlines herein set forth, all in order to promote the interests of the children, taxpayers and teachers of CISD while remaining focused on our primary mission; and,

2. Goals/Fiesta and Program:

- A. **\$50,000:** For 2010, after expenses, the goal of the “Fiesta” is to raise and deposit with the CISD/Foundation/Eagles Rock Account (the “Account”) the sum of \$50,000 US by October 15th, 2010;
- B. **September 25th, 2010 “Fiesta” at CHS:** To reach that goal, the Parties will host at Canutillo High School Campus a “Fiesta” consisting initially of the following events (Exhibit A):
- ❖ **“Walk in Our Shoes”**—a parent, child, grandparent, celebrity hike at Tom Mays Park, to highlight the challenge and solutions of childhood obesity;
 - ❖ **“Parade Of Stars”**—a parade immediately following the “Walk in our Shoes Hike” with celebrities, local leaders, parents, grandparents, featuring CISD children, along with musical groups, charros/escaramuchas, designed to engage multi—generational approaches to the challenge of solving childhood obesity, that leads to a ribbon cutting at the Eagles Rock Fiesta;
 - ❖ **“Eagles Rock Health Park”**—a multi booth health related theme park with farmer’s market, health education, health provider, youth sports, and outdoor fun ‘theme parks’, designed to engage parents, children and grandparents in regional opportunities to solve challenges in health access, health education, diabetes, better nutrition and daily vigorous exercise;
 - ❖ **Eagles Rock Telethon**—a telethon designed to focus attention on the Eagles Rock Program and Fiesta, and the childhood obesity challenge, the net proceeds of which are dedicated to the Eagles Rock Account;
 - ❖ **“Eagles Rock Fiesta Concert”**—an entertainment event built around popular, nationally known entertainers, designed to highlight important health and cultural themes, and more importantly to raise the revenue goal for the CISD Foundation/Eagles Rock/ Fund. For the first Eagles Rock Fiesta Concert (the Fiesta Concert), Joe Hernandez (aka “Little Joe y La Familia”) has already agreed to perform and host a telethon to raise the funds for his fee with net proceeds to go to the Account;

- ❖ **Vendor Contracts:** Vendor contracts for jobs specific to CISD, such as security, will be signed by CISD. Vendor contracts for jobs specific to WL, such as entertainers and clean up, will be signed by WL;
- ❖ **Net Proceeds:** After payment of CISD's expenses, payment of entertainment expenses, Health Park and Fiesta operations, and WL fees, net proceeds will be deposited to the Account. The Parties realize that \$50,000 is an aspirational goal for the first year, but will use best efforts to achieve that goal. Any net proceeds over and above the \$50,000 goal shall be deposited to the CISD account;
- ❖ **Accounting:** a full monthly accounting for income and expenses shall be delivered to Superintendent / CISD from and after July 15th, on the 15th of each month, to the Final Accounting on October 15th, per applicable district, state and federal laws and regulations;
- ❖ **Deadlines:** the Parties agree that all CISD expenses (Exhibit C) shall be deposited to the Account by July 15th; in the event the full amount due CISD has not been deposited with CISD in verifiable funds or cash, then the Event shall be cancelled for 2010, and all funds returned to donors; and in addition, all contracts necessary to satisfy the terms of this MOU shall be in place on or before August 15th, 2010;
- ❖ **Date:** the Parties agree that the date of the first event shall be September 25, 2010, at Canutillo High School Campus;
- ❖ **Organizing Committee:** the Parties agree to work in good faith to make Eagles Rock Fiesta a success, and agree to work within the Organizational Structure achieved by the parties to date (Exhibit B).

3. CISD

- A. **Responsibilities:** CISD's first responsibility is to educate the children of the District to the standards achieved by the Board in the "Excellence in Education" adopted by the Board on ***;
- B. **Campus:** CISD shall make the Canutillo High School Campus available from 10pm on September 24th, to 12 noon on September 26th, 2010 for the Fiesta, to ensure success consistent with the purposes, goals and event outlined herein;

- C. **Staff:** CISD shall make available key staff for Eagles Rock Organizing Committee meetings every two weeks after July 15th to October 15th and for the Health Park and Fiesta on September 25th, to guarantee planning and supervision consistent with the terms hereof;
- D. **Youth Activities:** CISD, specifically the CHS Student Council agrees to work in good faith to supply referees from relevant student organizations to supervise and oversee the Youth Activities contemplated in the Event Agenda (Exhibit A), at an hourly salary not to exceed \$8 per hour;
- E. **Liability:** WL shall procure and deliver to CISD an insurance policy approved in form, content, coverages and amount by the Superintendent, on or before August 15th, 2010 to cover any and all risks associated with the Health Fair or Fiesta;
- F. **CISD/Foundation/ Eagles Rock Account:** CISD shall open and make available the Account on or before July 15th, for deposit of net proceeds, which funds shall be spend and allocated consistent with the goals, purposes and standards of the Program;
- G. **Eagles Rock Program (Exhibit D):** the Parties agree that our vision is to achieve a best in Texas program to solve the challenge of childhood obesity, including a nutrition and outdoor exercise program, pre—K to Grade 12, consistent with the vision approved by the Board in the Kellogg Grant and “Eagles Rock” program initiated in 2007, as described in Exhibit D. While Eagles Rock is in the earliest stages now, it is the Board’s intent that Eagles Rock makes annual progress to the goal of best in Texas, understanding fully that staffing the program and resources will be a continuing challenge. For these reasons, CISD has agreed to host Eagles Rock Fiesta to grow the Fund to help leverage other resources and agrees to adopt a resolution consistent with the vision outlined herein with in one year;
- H. **Annual Event:** the Parties hereto agree to endeavor to grow an annual event understanding fully that each event must be measured against Board responsibilities under state and federal law. To that end, the Board shall review outcomes of the Event each year to make a decision whether to host the event in the coming year.

4. Wise Latinas, LLC

- A. Wise Latinas, LLC is a Texas LLC, composed of Elizabeth (Liz) Chavez and Teresa Gonzalez-Corral, in good standing under state and federal laws. Wise Latina principals have several decades of experience in promoting not for profit fundraising events such as recent regional events like the American Cancer Society and SWAHAP galas (Exhibits E, F);

- B. **Event Organizer:** WL shall be responsible for raising all funds necessary to execute this MOU, hosting all entertainers, and specifically the events designated in the Organizational Chart (Exhibit B);
- C. **Deadline:** WL understand and agree that if all funds outlined in CISD expenses are not deposited in cash or verifiable funds on or before July 15th, the Eagles Rock Fiesta shall be cancelled and all funds returned to donors. WL agrees to return all funds and to defend and hold CISD harmless from any claims from donors, entertainers, vendors or others including attorney's fees and costs of court for return of funds.

5. Senator Eliot Shapleigh

- A. **Responsibilities:** Senator Shapleigh is currently Texas Senator District 29, with duties and responsibilities under the Texas constitution, relevant state law and ethics regulations. Senator Shapleigh will be in office until January, 2011;
- B. **Best Efforts:** consistent with state law, and applicable ethics laws, Senator Shapleigh agrees to use best efforts to conceive, develop, execute, and evaluate Eagles Rock to January 2011;
- C. **Volunteers:** based on agreements made, Senator Shapleigh believes that the Young Leaders of El Paso, a Texas not for profit, will supply the necessary volunteers to man the Fiesta on September 29th, and for three years thereafter, if the Board decides to continue with Eagles Rock Fiesta (Exhibit G);
- D. **Fiesta Manual:** Senator Shapleigh agrees to work with CISD and WL to deliver to CISD by October 15th, 2010 an Eagles Rock Fiesta Manual with all information, contacts, vendor contracts and other information essential to the success of any Eagles Rock Fiesta;

6. Other Provisions

- A. **Law, Venue:** this agreement shall be construed under the laws of Texas, with venue in the courts of El Paso County having jurisdiction thereof;
- B. **Waiver:** consistent with applicable laws, the Parties agree to binding mediation to resolve any claims hereunder and waive any rights to jury trials or other process to resolve disputes;

- C. **Authority:** the Parties hereto represent that each has the authority under relevant laws and regulations to execute this MOU as evidenced by the signatures below;
- D. **Eagles Rock:** Eagles Rock is a program at CISD, and all rights to the Program, name, process, logo shall be owned exclusively by CISD;
- E. **Intent/Renewal/Option:** The Parties intend to create a best practice Program, Health Park and Fiesta, consistent with the purposes and goals outlined herein, understanding that the mission of CISD is Educational Excellence. The Parties shall endeavor in good faith to create, develop and execute the first annual Health Park and Fiesta, with the next annual Fiesta to follow based on measurable results. The Parties agree that CISD shall have exclusive authority to measure results and decide whether to continue the Fiesta all consistent with applicable state and federal law. Based on the best efforts of WL, performance consistent with goals outlined hereunder, WL shall have the right of first refusal to continue to serve as event organizer for two years following the first Fiesta.

Executed this _____ day of March, 2010 in Canutillo, Texas.

Canutillo Independent School District

By _____
Damon Murphy
Its: Superintendent

Wise Latinas LLC, a Texas LLC

By _____
Elizabeth Chavez
Its: President

Wise Latinas LLC, a Texas LLC

By _____
Teresa Gonzalez-Corral
Its: Director

Senator Eliot Shapleigh

By _____
Eliot Shapleigh
Senator: District 29

Exhibits

Exhibit A

Eagles Fiesta Event Agenda

Exhibit B

Organizational Structure/Committee

Exhibit C

CISD Budget

Exhibit D

Eagles Rock Program

Exhibit E

Resume / Liz Chavez

Exhibit F

Resume / Teresita Gonzalez-Corral

Exhibit G

Letter Agreement/United Way Young Leaders Society of El Paso

Exhibit B
- Exhibit G
"In
Progress."

Exhibit A

Eagles Fiesta Event Agenda

EXHIBIT A: AGENDA

September 24, 2010:

10:00 p.m. Setup

September 25, 2010:

7:00 a.m. Volunteer Check-In/Set Up

9:00 a.m. ~250 CISD kids hike up Tom May's Park

9:30 a.m. "Walk in our Shoes" Event/Celebrity Helicopter

10:00 a.m. Press Conference at Tom May's Park

11:00 a.m. ~250 CISD kids transport back to event

12:00 p.m. Parade of Stars/Cutting of the Ribbon

12:00 p.m. Eagles Rock Health Park *

6:00 p.m. Eagles Rock Stars Concert

6:00 p.m. Pre fireworks show/Concert

8:00 p.m. Post fireworks show

9:00 p.m. VIP party night before or VIP After Party **(TBD)**



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MEMORANDUM

TO: Members of the Board of Trustees

FROM: Dr. Damon Murphy, Superintendent

DATE: March 3, 2010

SUBJECT: Board Meeting Minutes

Please find enclosed drafts of board meeting minutes of our last three meetings for your review and consideration under the Consent Agenda:

1. February 9, 2010 – Regular meeting
2. February 17, 2010 – Special meeting
3. February 24, 2010 – Special meeting

ADMINISTRATIVE RECOMMENDATION:

Administration recommends approval of the board meeting minutes as presented under the Consent Agenda.



MINUTES
CANUTILLO INDEPENDENT SCHOOL DISTRICT
Regular Meeting of the Board of Trustees
February 9, 2010 • 6:00 pm

Present: Mr. Sergio Coronado, President
Mr. Armando Rodriguez, Vice President
Mrs. Rachel M. Quintana, Secretary
Mrs. Monica Cázares, Member
Mrs. Leticia Gonzalez, Member
Mrs. Shonda Jordan, Member
Mrs. Yvonne Sanchez, Member
Mr. Roger Parks, Interim Superintendent
Mr. Larry A. Baskind, Legal Counsel

DRAFT

1. General Functions

A. Call to Order

The meeting was called to order at 6:02 pm by Board President Sergio Coronado.

B. Roll Call

All board members were present.

C. Pledge of Allegiance

The Pledge of Allegiance was led by Monica Cázares.

D. Texas Pledge of Allegiance

The Texas Pledge of Allegiance was led Monica Cázares.

E. Mission Statement

Rachel Quintana read the Mission Statement into the record: *Canutillo ISD will provide a quality education to assure that all students graduate on time, are prepared for higher education, or are workforce ready.*

With the consensus of the Board, the agenda was taken out of order.

Item 3-A

Special Presentation

Jose Damian Elementary School was honored for being recognized by the National Center for Educational Achievement (NCEA) as part of its 2009 Just for the Kids Campaign for Higher Performing Schools in Texas.

Item 3-C

Special Presentation

Roger Parks was recognized and presented with a plaque for his service as Interim Superintendent since June of 2009.

Item 7-A

Consider adoption of an Order authorizing the issuance and sale of Canutillo ISD Unlimited Tax Refunding Bonds, Series 2010, including establishing parameters, delegating authority to approve the sale and issuance of such bonds and the redemption of certain outstanding bonds and authorizing all matters related thereto.

Corky Hall, representing First Southwest Company, provided board members with an overview of the process for the issuance and sale of Canutillo ISD Unlimited Tax Refunding Bonds.

It was moved by Yvonne Sanchez, seconded by Shonda Jordan and carried unanimously to approve the adoption of an Order authorizing the issuance and sale of Canutillo ISD Unlimited

Tax Refunding Bonds, Series 2010, including establishing parameters, delegating authority to approve the sale and issuance of such bonds and the redemption of certain outstanding bonds and authorizing all matters related thereto.

Item 3-B

Special Presentation

Hunt Communities Corporation was recognized for being a Partner in Education with Garcia Elementary School. Juan Gonzalez Garza was present to accept the certificate of appreciation.

Item 2-A

Consider acceptance of resignation of Roger Parks, Interim Superintendent

It was moved by Yvonne Sanchez, seconded by Armando Rodriguez, and carried unanimously to accept the resignation of Roger Parks, Interim Superintendent. The resignation is effective February 26, 2010.

Item 2-B-1

Consider approval of request for use of school facilities from Victory Outreach Church of El Paso

Beto Hernandez, representing Victory Outreach Church of El Paso, requested use of Canutillo High School's auditorium on April 9 or 23, 2010 (dependent upon availability), to host up to 800 people for an anti-drug, anti-gang presentation.

Discussion took place regarding the district's policy related to use of the high school's auditorium and stadium by outside agencies.

It was moved by Yvonne Sanchez and seconded by Armando Rodriguez to allow Victory Outreach Church of El Paso to use the Canutillo High School Auditorium on April 9 or 23, 2010, to host approximately 800 people for an anti-drug, anti-gang live stage drama, and to waive the policy. The motion carried with Ms. Cázares, Mr. Coronado, Mrs. Gonzalez, Mrs. Quintana, Mr. Rodriguez, and Mrs. Sanchez voting aye, and Mrs. Jordan voting no.

Item 2-B-2

Consider approval of request for use of school facilities from Vinton Spanish Congregation of Jehovah's Witnesses

Samuel Santillan, representing Vinton Spanish Congregation of Jehovah's Witnesses, requested use of the cafeteria at Bill Childress Elementary School on March 30, 2010, for their yearly Passover Service. They are anticipating approximately 200 attendees.

It was moved by Armando Rodriguez, seconded by Monica Cázares, and carried unanimously to approve the request for use of school facilities as presented.

Item 2-C

Discussion of employee banquet

Sergio Coronado indicated he requested this agenda item due to the large deficit the school district is facing and the fact that the employee banquet is expected to cost the district over \$15,000. Discussion took place regarding the funds available because each board member opted out of a state or national conference, the contract for the event which is already in place, the importance of supporting employees, and increasing employee morale. District administration will move forward with the plans and look into possible cost savings by in-house catering for the event.

Item 2-D

Discussion of Board's preparation process for conducting Superintendent of Schools interviews

Yvonne Sanchez indicated that she requested this item because of the vital role of the Board of Trustees in hiring the Superintendent and that as a Board they should have been better prepared to conduct the interviews that took place on January 19, 2010. Mrs. Sanchez went on to say that

questions for the interview were not prepared in advance, the socializing portion with candidates should have taken place after the interviews because discussions in a social setting could have compromised the interviews, and no time keeper was on hand for the interviews. Mrs. Sanchez said that because the socials were held prior to the meeting which was posted for 5:00 pm, the socials were a violation of the Texas Open Meetings Act and was illegal. She further explained that despite the lack of preparation for the interviews, an outstanding candidate was selected.

Shonda Jordan stated that a clear violation of the Texas Open Meetings Act, Chapter 551 of the Texas Government Code occurred on January 19, 2010. She was saddened that the Board, as a whole, was not well-prepared to conduct the interviews on that day. Mrs. Jordan stated she fulfilled her duty as an elected official and has reported the violation of the Texas Open Meetings Act to the authorities and to the Attorney General.

Armando Rodriguez noted that the actions mentioned are politically motivated and that perhaps some of the comments made were a violation of what was discussed in an Executive Session of the Board. Shonda Jordan reiterated, for the record, that she has fulfilled her duties as a Trustee and formally requested an audio recording of this board meeting.

Yvonne Sanchez stated that her actions were not politically motivated and that as Trustees, they have received training that when they observe a violation, it is their duty to report it. Mrs. Sanchez indicated that she too has reported the violation to the authorities.

Sergio Coronado indicated that some points were well taken but that there was no violation of the Texas Open Meetings Act. Mr. Coronado then polled to Board to see if they wanted to continue discussion of this agenda item. All board members voted no except Mrs. Jordan who voted yes to continue the discussion.

Item 2-E

Consider reorganization of Board Officers

Yvonne Sanchez indicated she requested this agenda item because she feels the integrity of the Board has been compromised. Sergio Coronado polled the Board to ask if they wanted to reorganize the Board Officers.

Mr. Coronado polled the board to see if they wanted to reorganize the Board Officers. Mrs. Quintana, Mr. Rodriguez, Mrs. Cázares, Mrs. Gonzalez, and Mr. Coronado voted no and Mrs. Jordan and Mrs. Sanchez voted yes. No action was taken by the Board.

Item 4

Open Forum

Community member, Victoria Ostos, expressed interest in bringing positive projects such as quality scholarship options for students and a program for the reduction of teenage pregnancies. Ms. Ostos has contacted area business people who are willing to pay for these initiatives. She also expressed concerns about the negative image of the school board.

Item 5

Consent Agenda

- A. Consider approval of board meeting minutes
 1. January 12, 2010 – Special Meeting
 2. January 12, 2010 – Regular Meeting
 3. January 19, 2010 – Regular Meeting
 4. January 26, 2010 – Special Meeting
 5. February 1, 2010 – Special Meeting
- B. Consider approval of Attendance, Financial and Warrant List for January 1-31, 2010, in the amount of \$818,148.16
- C. Consider approval of budget amendments
- D. Consider acceptance of donations to Canutillo ISD
- E. Consider approval of Statement of Impact for Charter Schools

- F. Consider approval of Memorandum of Understanding with El Paso Community College and UTEP for College Readiness Initiative
- G. Consider approval of Contract with El Paso Regional School for the Deaf
- H. Consider approval of Read and Write Gold from Texthelp Systems, Inc. in the total amount of \$23,749.00 utilizing the TASB Buyboard #339-01
- I. Consider approval of purchase of Don Johnson Assistive Technology Devices and Software in the amount of \$44,358.11 utilizing the TCPN Purchasing Cooperative Contract #R4891
- J. Consider approval of RFP 10-05 Technology Infrastructure Availability Implementation as follows: Server Room award to INX in the amount of \$80,476.00; UPS award to INX in the amount of \$15,583.75; Smartnet award to DCI in the amount of \$32,732.70; File Server award to Plan B in the amount of \$4,276.00. There was no award of bid for Data Protection.
- K. Consider approval of RFP 10-06 Technology Infrastructure Security Implementation as follows: Router award to INX in the amount of \$15,400; No award for Physical Access; Web Security award to DCI in the Amount of \$4,029.94; Wireless Network award to INX in the amount of \$25,757.20; and no award was given for Monitoring.
- L. Consider approval to declare 110 tires as salvage and to sell them to Dominguez Truck Tires in the amount of \$25.00 per tire for a total of \$2,750.00
- M. Consider approval of purchase of TIPWeb Textbook Tracking software and equipment from Hayes Software Systems in the amount not to exceed \$35,000.00 utilizing the TASB BuyBoard Purchasing Cooperative Contract #331-09

It was moved by Yvonne Sanchez, seconded by Armando Rodriguez, and carried unanimously to approve the Consent Agenda as presented. (Shonda Jordan was not present for the vote.)

Item 6-A

Public Hearing and Report on Federal and State Accountability Reports: 2008-2009 Academic Excellence Indicator System (AEIS and Adequate Yearly Progress (AYP))

Sylvia Gonzalez, Interim Executive Director of Accelerated Instruction, provided board members with an overview of the AEIS and AYP reports for 2008-2009. No one from the audience provided any comment regarding either report.

Item 6-B

Quarterly Investment Report

Kathy Ellis, Assistant Business Manager, presented a report of investments for the Canutillo Independent School District for the quarter ended November 30, 2009. She reported that the investments are in full compliance with the Investment Policy and strategy as established for the District and with the Public Funds Investment Act (Chapter 2256).

Item 7-B

Consider approval of District textbook Adoption Proclamation 2010

Denise Clevenger, Advanced Academics Coordinator, presented Proclamation 2010 for consideration citing that campuses conducted their own independent review of the materials beginning in the fall semester of 2009. The CISD District Textbook Adoption Committee met on January 14, 2010 recommended the following textbooks for adoption:

- MacMillan/McGraw-Hill: Texas Treasures - English Language Arts & Reading, Grades K-1
- MacMillan/McGraw-Hill: Texas Treasures – Reading, Grades 2-5
- Prentice Hall – Literature, Grades 6-8
- Holt McDougal – Literature, Grades 9-12
- Hampton Brown: Edge – English for Speakers of Other Languages I and II
- Hampton Brown: Edge/National Geographic, English Language Proficiency Standards, Grades 9-12 Teachers Editions only
- Holt McDougal: AP English Language, English Literature

It was moved by Armando Rodriguez, seconded by Monica Cázares, and carried unanimously to approve the District Textbook Adoption Proclamation 2010.

Item 8

Executive Session

The meeting was closed at 8:41 pm under *Texas Government Code* Sections 551.071, 551.072, 551.082, and 551.074 for consultation with attorney, to hear a report from attorney regarding land acquisition, to discuss El Paso ISD site visit by two CISD Trustees, for discussion of annual performance evaluation of Internal Auditor (month of January) and for discussion of renewal and/or extension of contracts for administrators and other certified and non-certified administrators or professionals.

The meeting reconvened into open session at 10:55 pm.

Item 9A

Consider recommendation for renewal or extension of contracts for administrators and other certified or non-certified administrators or professionals

It was moved by Yvonne Sanchez, seconded by Shonda Jordan, and carried unanimously to postpone this agenda item for one month.

Item 10

Adjournment

The meeting adjourned at 10:56 pm by unanimous consent of the Board.



MINUTES
CANUTILLO INDEPENDENT SCHOOL DISTRICT
Special Meeting of the Board of Trustees
February 17, 2010 • 5:00 pm

Present: Mr. Sergio Coronado, President
Mr. Armando Rodriguez, Vice President
Mrs. Rachel M. Quintana, Secretary
Mrs. Monica Cázares, Member
Mrs. Leticia Gonzalez, Member
Mrs. Shonda Jordan, Member
Mrs. Yvonne Sanchez, Member
Mr. Roger Parks, Interim Superintendent
Mr. Larry A. Baskind, Legal Counsel

DRAFT

1. Call to Order

The meeting was called to order at 5:08 pm by Board President Sergio Coronado.

2. Roll Call

All board members were present.

3. Executive Session

The meeting was closed at 5:09 pm under *Texas Government Code* Sections 551.071 and 551.074 for consultation with attorney and to discuss hiring of superintendent and employment contract of superintendent.

Prior to adjourning into Executive Session, Yvonne Sanchez reported that she had to leave the meeting early due to a religious obligation and her departure from the meeting was in no way an expression of a lack of support of hiring Dr. Murphy.

Mrs. Sanchez left the board meeting at 5:20 pm.

The meeting reconvened into open session at 6:11 pm.

4. New Business

A. Consider hiring Dr. Damon Murphy as Superintendent and approve employment contract of Superintendent

It was moved by Armando Rodriguez, seconded by Monica Cázares, and carried unanimously to hire Dr. Damon Murphy effective February 18, 2010, at a base annual salary of \$170,000. Other details of the contract will be finalized by attorneys for both Dr. Murphy and the school district.

Dr. Murphy thanked the board members, administration, community and his family for their support and shared his vision for leading the district.

5. Adjournment

The meeting adjourned at 6:24 pm by unanimous consent.

Presented for Board approval on March 9, 2010



MINUTES
CANUTILLO INDEPENDENT SCHOOL DISTRICT
Special Meeting of the Board of Trustees
February 24, 2010 • 5:00 pm

DRAFT

Present: Mr. Sergio Coronado, President
Mr. Armando Rodriguez, Vice President
Mrs. Rachel M. Quintana, Secretary
Mrs. Monica Cázares, Member
Mrs. Shonda Jordan, Member
Mrs. Yvonne Sanchez, Member
Dr. Damon Murphy, Superintendent
Mr. Larry A. Baskind, Legal Counsel

1. Call to Order

The meeting was called to order at 5:04 pm by Board President Sergio Coronado.

2. Roll Call

All board members were present except Leticia Gonzalez who called to say she was unable to attend the meeting.

3. New Business

A. Consider approval of district's external audit for fiscal year 2009.

Shelly Ruddock, representing Gibson, Ruddock & Patterson, provided the Board of Trustees with the results of the school district's audit for the fiscal year ended August 31, 2009. Ms. Ruddock highlighted the following:

1. Governmental Funds' Revenue
2. General Fund Expenditures
3. General Fund Equity
4. ADA and General Fund Per Pupil

The findings and corrective actions for the audit were reviewed. Prior year and current year comments were also reviewed.

It was moved by Armando Rodriguez, seconded by Yvonne Sanchez, and carried unanimously to approve the district's external audit for the fiscal year ended August 31, 2009.

4. Executive Session

The meeting closed at 5:48 pm under *Texas Government Code* Sections 551.071 and 551.074 for consultation with attorney, to discuss the settlement of Monica Cázares v. Canutillo ISD litigation, and to conduct the annual appraisal of the Internal Auditor.

Monica Cázares recused herself from this portion of the meeting.

The meeting reconvened into open session at 7:12 pm.

Mr. Coronado announced that the appraisal of the Internal Auditor was delayed and would be conducted after Item 5A on the agenda.

5. New Business (Continued)

A. Consider settlement of Monica Cázares v. Canutillo ISD litigation.

School district attorney, Larry Baskind, recommended approval of the settlement as discussed in Executive Session.

A motion was made by Armando Rodriguez to approve the settlement of Monica Cázares v. Canutillo ISD as presented in Executive Session. The motion failed for lack of a second.

The meeting was closed at 7:15 pm under *Texas Government Code* Section 551.074 to conduct the annual appraisal of the Internal Auditor.

The meeting reconvened into open session at 9:36 pm and Mr. Coronado announced the appraisal of the Internal Auditor had been completed. No action was taken by the Board.

6. Adjournment

The meeting adjourned at 9:37 pm by unanimous consent.

Presented for Board approval on March 9, 2010.



Canutillo Independent School District

7965 Artcraft Rd.
El Paso, Texas 79932

Mailing Address: PO Box 100
Canutillo, Texas 79835

Damon Murphy Ed.D.
Superintendent of Schools

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

MEMORANDUM

TO: Members of the Board of Trustees

FROM: Dr. Damon Murphy, Superintendent

DATE: March 3, 2010

SUBJECT: Attendance, Financial, and Warrant List

Please find attached the attendance reports February 2010. The Financials for February are included under separate cover and the Warrant List was sent to you on Friday, February 26, 2010.

ADMINISTRATIVE RECOMMENDATION:

Administration recommends approval of the Warrant List for February 1 – 28, 2010, in the amount of \$1,187,513.62 as presented under the Consent Agenda.

CANUTILLO INDEPENDENT SCHOOL DISTRICT

Monthly ADA and Last Day Enrollment
As of February 26, 2010

| <u>Campus</u> | <u>February ADA</u> | <u>Enrollment 2/26/10</u> |
|--|---------------------|---------------------------|
| Canutillo Elementary School | 649.65 | 726 |
| Deanna Davenport Elementary School | 401.07 | 444 |
| Jose H. Damian Elementary School | 472.92 | 533 |
| Bill Childress Elementary School | 457.75 | 502 |
| Gonzalo and Sofia Garcia Elementary School | 588.75 | 619 |
| Canutillo Middle School | 653.78 | 683 |
| Jose J. Alderete Middle School | 588.95 | 606 |
| Canutillo High School | 1368.14 | 1488 |
| Northwest Early College High School | 173.05 | 186 |
| | <hr/> | <hr/> |
| DISTRICT TOTALS | 5354.06 | 5787 |
| Ineligible students (Tuition is not collected.) | | 27 |
| | | <hr/> |
| GRAND TOTAL ENROLLMENT | 29 | 5814 |

CANUTILLO INDEPENDENT SCHOOL DISTRICT

Monthly ADA Comparison February 2010

| <u>Campus</u> | Previous month January 2010 <u>ADA</u> | Current month February 2010 <u>ADA</u> | Previous year February 2009 <u>ADA</u> |
|---|---|---|---|
| Canutillo Elementary School | 648.12 | 649.65 | 627.52 |
| Deanna Davenport Elementary School | 396.88 | 401.07 | 396.83 |
| Jose H. Damian Elementary School | 464.97 | 472.92 | 438.20 |
| Bill Childress Elementary School | 462.32 | 457.75 | 465.27 |
| Gonzalo and Sofia Garcia Elementary School | 587.26 | 588.75 | 578.27 |
| Canutillo Middle School | 650.70 | 653.78 | 640.25 |
| Jose J. Alderete Middle School | 587.65 | 588.95 | 566.80 |
| Canutillo High School | 1375.06 | 1368.14 | 1397.22 |
| Northwest Early College High School | 178.64 | 173.05 | 98.55 |
| | | | |
| *DISTRICT TOTALS | 5351.60 | 5354.06 | 5208.91 |

*Does not include ineligible students ₃₀

CANUTILLO INDEPENDENT SCHOOL DISTRICT

Year-to-Date Average Daily Membership and ADA
August 24, 2009 through February 26, 2010

| <u>Campus</u> | <u>ADM</u> | <u>ADA</u> | <u>ATT %</u> |
|---|------------|------------|--------------|
| Canutillo Elementary School | 678.13 | 648.72 | 95.7% |
| Deanna Davenport Elementary School | 411.63 | 394.19 | 95.8% |
| Jose H. Damian Elementary School | 480.42 | 457.56 | 95.2% |
| Bill Childress Elementary School | 477.72 | 458.10 | 95.9% |
| Gonzalo and Sofia Garcia Elementary School | 605.22 | 578.88 | 95.6% |
| Canutillo Middle School | 680.01 | 650.27 | 95.6% |
| Jose J. Alderete Middle School | 607.85 | 584.80 | 96.2% |
| Canutillo High School | 1516.56 | 1416.59 | 93.4% |
| Northwest Early College High School | 189.94 | 180.87 | 95.2% |
| <hr/> | | | |
| *DISTRICT TOTALS | 5647.48 | 5369.98 | 95.1% |

*Does not include ineligible students ³¹



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murphy@canutillo-isd.org

MEMORANDUM

TO: Members of the Board of Trustees
FROM: Dr. Damon Murphy, Superintendent
DATE: March 3, 2010
SUBJECT: Budget Amendments

Please find enclosed five budget amendments for your review and consideration under the Consent Agenda.

- Budget Amendment BJE#7242 and 7247 reallocates funds from function 13 to function 11 to provide funds to cover the purchase of certificates for the science fair and to purchase risers for the choir program at DDE.
- Budget Amendment BJE#7268 reallocates funds from functions 11 and 23 to function 36 to provide funds for NECHS students to attend a Robotics competition in Dallas, Texas.
- Budget Amendment BJE#7273 reallocates funds from function 41 to function 99 to record payments made to the El Paso County Appraisal District. The change was made in the TEA Financial Accountability System Resource Guide.

ADMINISTRATIVE RECOMMENDATION:

Administration recommends approval of the budget amendments as presented under the Consent Agenda.

TO: Dr. Damon Murphy, Superintendent

THROUGH: Martha Aguirre, Interim Executive Director Financial Services

FROM: Kathy Ellis, Assistant Business Manager

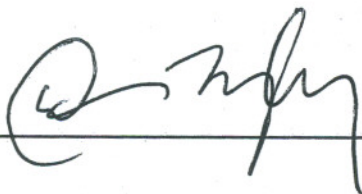
SUBJECT: Davenport Elementary School - BJE #7242 & 7247

DATE: March 3, 2010

| BUDGET CODE | CURRENT BUDGET | CHANGE | AMENDED BUDGET |
|--|----------------|------------|----------------|
| 199.13.6499.00.102.0.11 Misc Operating Expense | 1,750.00 | (31.85) | 1,718.15 |
| 199.11.6499.00.102.0.11 Misc Operating Expense | 352.00 | 31.85 | 383.85 |
| 199.13.6299.00.102.0.30 Misc Contracted Svcs | 3,800.00 | (3,800.00) | - |
| 199.11.6397.00.102.0.11 Fixed Assets - Other | - | 3,800.00 | 3,800.00 |

REASON FOR AMENDMENT REQUEST - This budget amendment is to reallocate funds from function 13 to function 11 to provide funds to cover the purchase of certificates for the science fair and for funds to purchase risers for the choir program at DDE.

Superintendent



Date

3/4/10

Interim Executive Director Financial Services



Date

3/4/10

3/03/10 FY 10
TXCUSTOM

CANUTILLO INDEPENDENT SCHOOL DISTRICT
Budget Transfer Request Entry Approval

11:17:03 QPADEV0031
Ref: XGNL.491.11

FEB BJE /242 Title: DDE - TRANSFER TO COVER NEGATIVE BALANCE

Date: 2/24/10

Reason:

FUNDING SOURCE:MISCELLANEOUS CONTRACTED SERVICES

PURPOSE OF AMENDMENT:TO COVER PURCHASE OF SCIENCE FAIR CERTIFICATES

HOW WILL THIS IMPACT EDUCATION: STUDENTS PARTICIPATING IN SCIENCE FAIR WILL HAVE A BETTER UNDERSTANDING OF SCIENCE CONCEPTS; THEREFORE, THEY WILL ALSO HAVE BETTER SCORES ON THE SCINCE TAKS TEST.

WHAT CAMPUS/DISTRICT GOALS WILL BE MET:1.1 TO 1.7 HIGHER SCORES ON TAKS

Mode: **Lookup**

Cancel? N

Date: 2/24/10

Reason:
FUNDING SOURCE: MISC CONTRACTED SERVICES

PURPOSE OF AMENDMENT: TO PROVIDE AN ENRICHMENT CHOIR PROGRAM AFTER SCHOOL

HOW WILL THIS IMPACT EDUCATION: IT WILL MOTIVATE STUDENTS TO PERFORM ON TAKS TESTS

WHAT CAMPUS/DISTRICT GOALS WILL BE MET: IT WILL MEET OBJECTIVE 1.1 TO 1.7 AND GOAL 4.3

Mode: **Lookup**

Cancel? N

TO: Dr. Damon Murphy, Superintendent

THROUGH: Martha Aguirre, Interim Executive Director Financial Services

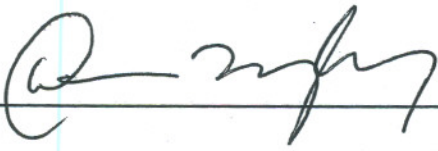
FROM: Kathy Ellis, Assistant Business Manager

SUBJECT: Northwest Early College High School - BJE# 7268

DATE: March 3, 2010

| BUDGET CODE | CURRENT BUDGET | CHANGE | AMENDED BUDGET |
|--|----------------|------------|----------------|
| 199.23.6269.00.003.0.99 Copier Rental | 1,000.00 | (700.00) | 300.00 |
| 199.23.6494.00.003.0.99 Transportation Charges | 600.00 | (600.00) | - |
| 199.11.6399.00.003.0.11 General Supplies | 13,600.00 | (2,000.00) | 11,600.00 |
| 199.36.6412.00.003.0.99 Student Travel | - | 3,300.00 | 3,300.00 |

REASON FOR AMENDMENT REQUEST - This budget amendment is to reallocate funds from functions 11 and 23 to function 36 to allow NECHS students to attend a Robotics competition in Dallas, Texas.



Superintendent



Interim Executive Director Financial Services

3/4/10
Date

3/4/10
Date



Canutillo Independent School District

Street Address: 7965 Artcraft Rd.
El Paso, TX 79932

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

TO: Executive Director of Financial Services

FROM: Peggy Gustafson, Principal NECHS *PG*

DATE: March 2, 2010

SUBJECT: **Request for General Operating Fund Budget Amendment**

I am requesting a transfer of funds between functions (i.e. Function 11 to Function 21). I understand this type of transfer requires Board approval. Please place this item on the next Board Agenda.

| | <u>Amount</u> |
|--|----------------|
| FROM Acct # 199 - 23- 6269 - 00 - 003 - 0 - 99 ✓ | <u>\$700</u> |
| FROM Acct # 199 - 23- 6494 - 00 - 003 - 0 - 99 ✓ | <u>\$600</u> |
| FROM Acct # 199 - 11- 6399 - 00 - 003 - 0 - 11 ✓ | <u>\$2,000</u> |
| TO Acct # 199 - 36- 6412 - 00 - 003- 0 - ⁹⁹ 36(?) | <u>\$3,300</u> |

District Improvement Plan Goal & Objective:

Goal 1) Students will meet high academic standards attaining, at a minimum, proficiency or better in the foundation curriculum.

Campus Improvement Plan Goal & Objective:

Goal 1.1.5 –Grade 9 and 10 students will meet recognized rating for math on the TAKS Exam
.5-Students will participate in project-based learning (STEM- Science, Technology, Engineering and Math) activities including robotics competition.

Justification (Reason for request, Consequences of non-approval, etc.):

This transfer will allow students to demonstrate knowledge and skills necessary for the robotic and automation industry.

If not approved students will not be able to participate in the Regional FIRST Robotics competition in Dallas, TX.

Approval Signature: *Peggy Gustafson*
(Must be budget authority, such as Principal or Director)

Approval Signature: *M. Aguer*
Executive Director of Financial Services

For further assistance with the form contact Kathy Ellis, Financial Services at 877-7412.

For Financial Services Use Only

Date Received: 3/2/10
Date Processed: _____

TO: Dr. Damon Murphy, Superintendent

THROUGH: Martha Aguirre, Interim Executive Director Financial Services

FROM: Kathy Ellis, Assistant Business Manager

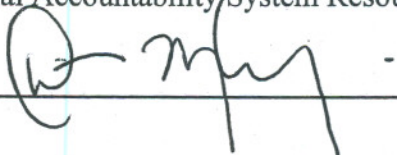
SUBJECT: Financial Services Division - BJE # 7273

DATE: March 3, 2010

| BUDGET CODE | CURRENT BUDGET | CHANGE | AMENDED BUDGET |
|---|----------------|--------------|----------------|
| 199.41.6213.00.703.0.99 Tax Appraisal/Collections | 278,677.00 | (250,000.00) | 28,677.00 |
| 199.99.6213.00.703.0.99 Tax Appraisal Svcs | - | 250,000.00 | 250,000.00 |
| | | | |

REASON FOR AMENDMENT REQUEST - This budget amendment is to reallocate funds from function 41 to function 99 to record payments to the El Paso Appraisal District. This change was made in the TEA Financial Accountability System Resource Guide.

Superintendent



3/4/10
Date

Martha Aguirre
Interim Executive Director Financial Services

3/4/10
Date

3/03/10 FY 10
TXCUSTOM

CANUTILLO INDEPENDENT SCHOOL DISTRICT
Budget Transfer Request Entry Approval

15:33:24 QPADEV0031
Ref: XGNL.491.11

MAR BJE 7273 Title: FINANCIAL SERVICES - TAX APPRAISAL SERVICES

Date: 3/03/10

Reason:

FUNDING SOURCE: LOCAL FUNDS

PURPOSE OF AMENDMENT: THE FINANCIAL ACCOUNTABILITY SYSTEM RESOURCE GUIDE
SAYS THAT AMOUNTS PAID TO OTHER GOVERNMENTAL ENTITIES AS AS COUNTY
APPRAISAL DISTRICTS ARE TO BE CHARGED TO FUNCTION 99 AND NO FUNCTION 41.

HOW WILL THIS IMPACT EDUCATION: THIS WILL ENSURE THAT ALL EXPENDITURES OF
THE DISTRICT ARE CODED TO THE CORRECT FUNCTION AND CLASS OBJECT CODE.

WHAT CAMPUS/DISTRICT GOALS WILL BE MET: ALL GOALS WILL BE MET

Mode: **Change**

F3=Exit

F5=Reset F12=Cancel

Cancel? N



Canutillo Independent School District

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El Paso, Texas 79932

Mailing Address: PO Box 100
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Damon Murphy Ed.D.
Superintendent of Schools

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

MEMORANDUM

TO: Members of the Board of Trustees
FROM: Dr. Damon Murphy, Superintendent
DATE: March 3, 2010
SUBJECT: Donations

The following individuals and/or businesses have made a donation to Canutillo ISD:

1. Maldonado Maze \$200 Monetary donations to CHS FFA program
2. Wal-Mart Foundation..... \$1,000 Monetary donation to GES
3. Frank Christian..... \$100 Monetary donation for Employee Banquet door prize
4. Ray Juarez Contractor..... \$70 Donation of manual saw for construction of robot
5. Jose Carlos Hernandez..... \$14 Monetary donation to NECHS for robotics competition
6. FIRST..... \$3,100 Monetary donation to NECHS for robotics competition
7. Nikki Hogue..... \$25 Monetary donation to NECHS for robotics competition
8. Cielo Vista Natural Market.. \$100 Monetary donation to NECHS for robotics competition

ADMINISTRATIVE RECOMMENDATION:

Administration recommends acceptance of donations as presented under the Consent Agenda.



Canutillo Independent School District

7965 Artcraft Rd.
El Paso, Texas 79932

Mailing Address: PO Box 100
Canutillo, Texas 79835

Damon Murphy Ed.D.
Superintendent of Schools

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

MEMORANDUM

TO: Members of the Board of Trustees

FROM: Dr. Damon Murphy, Superintendent

DATE: March 3, 2010

SUBJECT: Charter School – Statement of Impact

The El Paso Connections Charter School intends to submit an application to the State Board of Education (SBOE) for an open-enrollment charter school. The opening of this charter school is not expected to adversely impact Canutillo ISD. Please find enclosed additional information regarding the charter school.

ADMINISTRATIVE RECOMMENDATION:

Administration recommends approval of the Statement of Impact as presented under the Consent Agenda.

RECEIVED
4/18/2010
Donna M. Flores

February 10, 2010

El Paso Connections, Inc.
Mrs. Marsha Cardenas
8100 Turquoise
El Paso, Texas 79904

Canutillo Independent School District
7965 Artcraft Road
Canutillo, Texas 79932

Dear Superintendent and Board President:

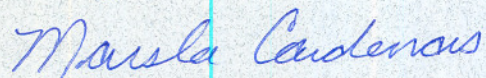
This letter is to inform you that El Paso Connections, Inc., intends to submit an application to the State Board of Education (SBOE) for an open-enrollment charter school. The SBOE's guidelines require that applicants send the enclosed *Statement of Impact* form and a copy of the completed *Application Coversheet* to each district and open-enrollment charter school that may be affected by the proposed charter school. Your district or charter school is receiving this information because the proposed charter school's designated geographic boundary (or transfer boundary) overlaps with your district's or charter school's boundary. The proposed charter school's designated geographic boundary will include the following districts and charter schools: Anthony Independent School District, Canutillo Independent School District, Clint Independent School District, El Paso Independent School District, Fabens Independent School District, San Elizario Independent School District, Socorro Independent School District, Tornillo Independent School District, Ysleta Independent School District, Burnham Wood Charter School, El Paso Academy, El Paso School of Excellence, Harmony Science Academy, La Fe Preparatory School, Paso Del Norte, Responsive Education Solutions: Premier High School of El Paso and Somerset Charter School. In addition, the proposed charter school will have a transfer policy whereby it may admit students residing outside of the designated geographic boundary once all eligible applicants residing within the geographic boundary have submitted a timely application and been enrolled. The transfer boundary will include the following districts and charter schools: Dell City Independent School District, Fort Hancock Independent School District, Sierra Blanca Independent School District,

The attached *Statement of Impact* form provides a district or charter school with an opportunity to inform the SBOE of whether the proposed charter school may adversely impact it financially or in some other respect. The form also allows a district to notify the SBOE of whether the proposed school may negatively affect its student enrollment in a manner that would impair its ability to comply with a court order. Completed forms may be returned to:

Texas Education Agency
Division of Charter School Administration
1701 North Congress Avenue
Austin, Texas 78701

Forms must be received by no later than August 6, 2010 for the information to be considered by the SBOE. If you have questions about the process for approval of open-enrollment charter schools, please contact the Division of Charter School Administration at (512) 463-9575 or visit <http://www.tea.state.tx.us/charter>. If you would like a complete application for the open-enrollment charter school, please contact El Paso Connections, Inc. at (915) 491-6462.

Sincerely,

A handwritten signature in blue ink that reads "Marisa Cauderous". The signature is written in a cursive style.

CEO of El Paso Connections, Inc.

Enclosures: *Statement of Impact form*
Application Coversheet

**Statement of Impact
Fifteenth Generation Charter Application**

Purpose of this form: The sponsoring entity identified on the cover letter is submitting an application to the State Board of Education (SBOE) for approval to operate an open-enrollment charter school. The name and location, if known, of the proposed charter school are provided below. This form must be sent to all districts and open-enrollment charter schools likely to be affected by the proposed open-enrollment charter school. Specifically, the SBOE has directed applicants to send this form to each district and open-enrollment charter school whose boundary overlaps with the designated geographic boundary or transfer boundary of the proposed charter school. A district or open-enrollment charter school **may** submit this form to provide the SBOE with information relating to any financial difficulty that a loss in enrollment may have on the district or open-enrollment charter school, any negative impact on enrollment that may impair a district's ability to comply with a court order, and any other information that a district or open-enrollment charter school wishes to share with the SBOE. For more information about the proposed charter, please contact the sponsoring entity.

Instructions: Please submit the completed form to TEA at the address provided on the cover letter by no later than **August 6, 2010.**

Note: See Texas Education Code §12.106 for information about state funding.

Name of Proposed Charter School: El Paso Connections Charter School

Physical Address or General Location of Proposed Charter School: 6301 Alabama Street, El Paso, Texas 79904

Check the appropriate response below:

- The proposed open-enrollment charter school **is not** expected to adversely impact the district or open-enrollment charter school to a significant degree.
- The proposed open-enrollment charter school **is** expected to have a major impact on the district or open-enrollment charter school in the following manner:

(Describe the impact in the space below and/or attach any supporting documentation.)

Canutillo ISD

District/Charter School Name

071-907

County-District Identification Number

7965 ARTCRAFT RD, EL PASO, TX 79932

District/Charter School Address

Signature of Superintendent

DR. DAMON MURPHY

Print Superintendent's Name

March 9, 2010

Date

Signature of Board President

SERGIO CORONADO

Print Board President's Name

915-877-7444

Phone Number

Application Coversheet

El Paso Connections Charter School

El Paso Connections, Inc.

Proposed Fifteenth Generation Charter School Name

Name of Sponsoring Entity

Note: If the sponsoring entity is a 501(c)(3) nonprofit organization, the name must appear exactly as it appears in the Articles of Incorporation or any amendments thereto.

The sponsoring entity is a (Check only one.):

[X] 501(c)(3) nonprofit organization [] Governmental Entity [] College or University

Chairperson of Governing Body of Sponsoring Entity: Marsha Cardenas

CEO of Sponsoring Entity: Marsha Cardenas

CEO/Superintendent of Proposed Charter School: Ernesto Morales

Representative Who Attended an Applicant Conference: Marsha Cardenas Date of Conference: 01/22/2010

Applicant Mailing Address (This address will be used for contact regarding this application.): 8100 Turquoise, El Paso, TX 79904

Physical Address of Proposed Administrative Offices (if different from above): 6301 Alabama Street, El Paso, TX 79904

Number of Campuses Being Requested: 1

Physical Address of Each Proposed Campus (Please include street address, city, state, zip, and county.):

6301 Alabama Street, El Paso, TX 79904

Contact Name: Marsha Cardenas

Contact E-mail Address: marsha.cardenas@gmail.com

Contact Phone #: 915-491-6462

Contact Fax #: 915-565-2223

State maximum enrollment and check all grade levels to be served for each school year.

By Year 3, at least one grade in which the state accountability tests are administered must be offered.

Year 1: Maximum Enrollment: 200

[X] Pre-K3 [X] Pre-K4 [X] K [X] 1 [X] 2 [X] 3 [X] 4 [X] 5 [X] 6 [] 7 [] 8 [] 9 [] 10 [] 11 [] 12

Year 2: Maximum Enrollment:

[X] Pre-K3 [X] Pre-K4 [X] K [X] 1 [X] 2 [X] 3 [X] 4 [X] 5 [X] 6 [X] 7 [X] 8 [] 9 [] 10 [] 11 [] 12

Year 3: Maximum Enrollment:

[X] Pre-K3 [X] Pre-K4 [X] K [X] 1 [X] 2 [X] 3 [X] 4 [X] 5 [X] 6 [X] 7 [X] 8 [X] 9 [X] 10 [X] 11 [X] 12

Year 4: Maximum Enrollment:

[X] Pre-K3 [X] Pre-K4 [X] K [X] 1 [X] 2 [X] 3 [X] 4 [X] 5 [X] 6 [X] 7 [X] 8 [X] 9 [X] 10 [X] 11 [X] 12

Year 5: Maximum Enrollment:

[X] Pre-K3 [X] Pre-K4 [X] K [X] 1 [X] 2 [X] 3 [X] 4 [X] 5 [X] 6 [X] 7 [X] 8 [X] 9 [X] 10 [X] 11 [X] 12

I certify that I have the authority to submit this application and that all information contained herein is complete and accurate, realizing that any misrepresentation could result in disqualification from the application process or revocation after award. In accordance with TEC §12.120, I further certify that no members of the governing body of the sponsoring entity or of the proposed charter school nor any officers or employees of the proposed school have been convicted of a misdemeanor involving moral turpitude or of any felony. I understand that incomplete applications will not be considered.

Signature of Chief Executive Officer of Sponsoring Entity

2/10/10 Date

Marsha Cardenas Printed Name

Signature of Application Preparer

2/10/10 Date

Stormy M. Monks Printed Name

With what company is the application preparer associated? N/A

Was preparer paid? [] Yes [X] No



Canutillo Independent School District

7965 Artcraft Rd.
El Paso, Texas 79932

Mailing Address: PO Box 100
Canutillo, Texas 79835

Damon Murphy Ed.D.
Superintendent of Schools

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

MEMORANDUM

TO: Members of the Board of Trustees

FROM: Dr. Damon Murphy, Superintendent

DATE: March 3, 2010

SUBJECT: PDAS Second Appraisers

Listed below for your consideration are PDAS Second Appraisers which are currently needed to help meet the needs of our campus administrators:

1. Annette Brigham
2. Sylvia Gonzalez
3. Renée O'Donnell

ADMINISTRATIVE RECOMMENDATION:

Administration recommends approval of the PDAS Second Appraisers as presented under the Consent Agenda.



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MEMORANDUM

TO: Members of the Board of Trustees

FROM: Dr. Damon Murphy, Superintendent

DATE: March 3, 2010

SUBJECT: Purchase of Copy Paper

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 consider approval of the purchase of 840 cases of copy paper for district-wide use from Xerox Corporation in the total amount of \$20,991.60. Please find attached the award recommendation and funding source documents.

ADMINISTRATIVE RECOMMENDATION:

Administration recommends approval of the purchase of copy paper as presented under the Consent Agenda.



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Ron Gatlin
Purchasing Agent

Voice (915) 877-7426
Fax (915) 877-7415

Date: March 9, 2010
To: CISD Board of Trustees
Cc: Martha Aguirre, Interim Executive Director of Financial Services
From: Ron Gatlin, Purchasing Agent
Subject: Purchase of Copy Paper

The Purchasing Department solicited formal quotes for copy paper for the district on March 2, 2010. Three qualified proposals were received in a timely manner.

I have reviewed the proposals and compared pricing and find that the Xerox Corporation offers the district the best value while meeting all the specifications for the paper we are requesting. The quotation from RIS Paper is 1 cent lower per case than the quotation received from the Xerox Corporation for a total of \$8.40 less, and whereas RIS Paper has been awarded the last 3 copy paper orders, it is the recommendation of this office that the district purchase copy paper from the Xerox Corporation in the total amount of \$20,991.60.

Please find enclosed copy of the cost tabulation sheet.

Enclosure



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Ron Gatlin
Purchasing Agent

Voice (915) 877-7426
Fax (915) 877-7415

Date: March 9, 2010
To: Canutillo ISD Board of Trustees
From: Ron Gatlin, Purchasing Agent
Subject: Purchase of 840 cases of copy paper

Description/justification: Purchase of 840 cases of copy paper from the Xerox Corporation in the total amount of \$20,991.60. The paper is stored at the warehouse for distribution to campuses and departments upon request with a properly completed warehouse requisition form. The copy paper is purchased in bulk at truckload pricing to insure the best possible value for the district.

Vendor name: Xerox Corporation
Purchasing Method: Formal Quotations
Category: Office Supplies
Funding Source: 1310 Warehouse Inventory Account
Cost: \$20,991.60
Participating Schools: District-Wide
Signature: Ron Gatlin, Purchasing Agent



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MEMORANDUM

TO: Members of the Board of Trustees

FROM: Dr. Damon Murphy, Superintendent

DATE: March 3, 2010

SUBJECT: Laptop Security Software

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 laptop security software utilizing the DIR purchasing cooperative #DIR-SDD-223 from Hewlett Packard in the total amount of \$17,546.00.

ADMINISTRATIVE RECOMMENDATION:

Administration recommends approval of the purchase of laptop security software as presented under the Consent Agenda.

DATE: 9 March 2010
TO: Canutillo ISD Board of Trustees
FROM: Annette R. Brigham, Exec. Dir of School Resources
SUBJECT: Purchase of Absolute Software (Computrace)

Description/Justification: Canutillo ISD received ARRA funds (American Recovery and Rehabilitation Act). The campuses through their CICs (Campus Improvement Committees and DAC (District Advisory Committee) identified updating; replacing and increasing access to technology was an immediate need. This software will be placed on laptops purchased on RFP 10-07.

Vendor Names: Hewlett Packard

Category: DIR Purchasing Cooperative #DIR-SDD-233

Funding Source: ARRA Funds: 285.11.6644. (001, 101,102, 105)0.30 and 211.11.6398.41.001.0.30

Cost: \$17,546.00 (\$62.00 x 283 units)

Participating Schools: Canutillo High School, Canutillo Elementary, Davenport Elementary, Garcia Elementary

Signature:

Annette R. Brigham, Executive Director of School Resources



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MEMORANDUM

TO: Members of the Board of Trustees

FROM: Dr. Damon Murphy, Superintendent

DATE: March 3, 2010

SUBJECT: Superintendent's 100-day Entry Plan

Please find enclosed, under separate cover, my 100-day entry plan which I will present during the Reports section of the agenda.



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MEMORANDUM

TO: Members of the Board of Trustees

FROM: Dr. Damon Murphy, Superintendent

DATE: March 3, 2010

SUBJECT: Employee Banquet

Renée O'Donnell will provide you with an update on the plans for the district's Employee Banquet which is scheduled for May 14, 2010.



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MEMORANDUM

TO: Members of the Board of Trustees

FROM: Dr. Damon Murphy, Superintendent

DATE: March 3, 2010

SUBJECT: Internal Audit Charter

The Internal Audit Charter is presented for review each year. No changes have been made to the Charter since the approval of last year's. The Charter is attached for your review and consideration.

INTERNAL AUDIT CHARTER



Purpose: The Canutillo Independent School District has established an Internal Audit function as an independent, objective assurance and consulting activity designed to add value and improve the District's operations.

Internal audit will assist the Board of Trustees and administration in accomplishing the District's objectives by bringing a systematic, disciplined approach to evaluate and improve the effectiveness of risk management, control, and governance processes.

The Internal Audit function will further promote an ethical environment based on integrity, fairness, and accountability through open communication, professionalism and expertise. In addition, it will also help foster quality and continuous improvement within the District.

Authority: With stringent regard for safekeeping and confidentiality, authorization is granted to the internal auditor for full and unrestricted access to any of the District's records (either manual or electronic), physical properties, functions and personnel necessary to effectively discharge the responsibilities assigned.

The District's internal auditor is selected by and reports directly to the Board of Trustees. Administratively, the internal auditor reports to the Superintendent. This reporting relationship will ensure independence and promote broad audit coverage. It will also ensure adequate consideration of audit reports and appropriate and timely action on audit recommendations.

The internal auditor is not authorized to: (i) perform any operational duties for the District, (ii) initiate or approve accounting transactions external to the internal audit activity, and (iii) direct the activities of any District employee not employed by the internal audit activity, except to the extent that such employee(s) has been appropriately assigned to an auditing team or to otherwise assist the internal auditor.

Responsibility: Internal audit encompasses the examination and evaluation of the adequacy and effectiveness of the District's system of internal controls and the quality of performance in carrying out assigned responsibilities. It includes:

- Developing a flexible annual audit plan using an appropriate risk-based methodology to include any risks or control concerns identified by the Board of Trustees and/or administration.
- Implementing the annual audit plan, as approved, including any special tasks or projects requested by the Board of Trustees and/or administration.
- Reviewing the reliability and integrity of financial and operating information and the means used to identify, measure, classify, and report such information.

- Reviewing the systems established to ensure compliance with those policies, plans, procedures, laws, and regulations which could have a significant impact on operations and reports and whether the District is in compliance.
- Reviewing the means of safeguarding assets, and as appropriate, verifying the existence of such assets.
- Reviewing and appraising the economy and efficiency with which resources are employed.
- Reviewing operations or programs to ascertain whether results are consistent with established objectives and goals and whether the operations or programs are being carried out as planned.
- Issuing periodic reports to the Board of Trustees and administration summarizing results of audit activities.
- Establishing a system to follow-up on reportable conditions in order to ensure that these conditions are satisfactorily addressed and/or resolved.
- Performing consulting services, beyond internal auditing assurance services, to assist administration in meeting its objectives. Examples may include facilitation, reviewing process design, training, and advisory services.
- Coordinating audit efforts with independent and external auditors, as well as, with any other outside agency.
- Assisting in the investigation of any suspected fraudulent activities within the District.
- Establishing a quality assurance program by which the District's internal auditor assures the quality of operations of the internal auditing function.
- Keeping Board of Trustees and administration informed of emerging trends and successful practices in internal auditing.
- Annually reviewing and revising the Internal Audit Charter as necessary.

Approved by:

 Sergio Coronado, President
 Board of Trustees

 Date

Endorsed by:

 Damon Murphy Ed.D.
 Superintendent of Schools

 Date

Submitted by:

 Martha Carrasco, CIA, CGAP, CCSA
 Internal Auditor

 Date



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MEMORANDUM

TO: Members of the Board of Trustees

FROM: Dr. Damon Murphy, Superintendent

DATE: March 3, 2010

SUBJECT: 2010-2011 School Calendar

Annette Brigham, Executive Director of School Resources and DAC Chairperson, will present the 2010-11 school calendar for your consideration. Mr. Mark Nunnery, a parent and member of the DAC, will co-present with Ms. Brigham.

After much deliberation within the committee, campuses and the administrative team, the attached calendar has been formulated. All campuses were represented during the discussions. Agendas and minutes were distributed to DAC representatives before and after meetings to keep everyone informed.

ADMINISTRATIVE RECOMMENDATION:

Administration recommends approval of the 2010-11 school calendar as presented.

| July-2010 | | | | |
|-----------|-----------------|-----------------|-----------------|-----------------|
| M | T | W | T | F |
| | | | 1 | 2 |
| 5* | 6 | 7 | 8 | 9 |
| 12 | 13 ² | 14 ² | 15 ² | 16 ² |
| 19 | 20 | 21 | 22 | 23 |
| 26 | 27 | 28 | 29 | 30 |

| August-2010 | | | | |
|-------------|----|----|----|----|
| M | T | W | T | F |
| 2 | 3 | 4 | 5 | 6 |
| 9 | 10 | 11 | 12 | 13 |
| 16 | 17 | 18 | 19 | 20 |
| {23 | 24 | 25 | 26 | 27 |
| 30 | 31 | | | |


| September-2010 | | | | |
|----------------|-----|----|----|----|
| M | T | W | T | F |
| | | 1 | 2 | 3 |
| 6* | 7 | 8 | 9 | 10 |
| 13 | (14 | 15 | 16 | 17 |
| 20 | 21 | 22 | 23 | 24 |
| 27 | 28 | 29 | 30 | |

| October-2010 | | | | |
|--------------|-----------------|-----------------|-----------------|-----------------|
| M | T | W | T | F |
| | | | | 1} |
| {4 | 5=/ | 6~/ | 7^/ | 8+ |
| 11 | 12 | 13 | 14 | 15 |
| 18 | 19 ² | 20 ² | 21 ² | 22 ² |
| 25 | 26 | 27 | 28 | 29 |

| November-2010 | | | | |
|---------------|-----|----|-----|----|
| M | T | W | T | F |
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| {8 | 9 | 10 | 11 | 12 |
| 15 | 16 | 17 | 18 | 19 |
| 22 | 23X | 24 | 25* | 26 |
| 29X | 30 | | | |

| December-2010 | | | | |
|---------------|----|----|-----|------|
| M | T | W | T | F |
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| 6 | 7 | 8 | 9 | 10 |
| 13 | 14 | 15 | 16 | 17}] |
| 20 | 21 | 22 | 23* | 24* |
| 27 | 28 | 29 | 30 | 31* |

| | |
|---|--|
| Staff Development Waiver Days Elementary Schools Only (* 11:30 a.m. Release) | Half Days: 10/22*, 12/17, 2/18, 5/27* Full Day: 1/4 |
| Staff Development Waiver Days CHS, AMS, CMS Only | Half Days: 12/17, 2/18 Full Days: 10/29, 1/4 |
| Teacher Workdays | 8/20, 01/3, 6/02 |
| Regular Staff Development Days | 8/16, 8/17, 8/18, 8/19 |
| Student's First Day of Class | Fall - 8/23 / Spring - 1/5 |

| | | |
|--|---|--------------------------------|
| Independence Day | 4-Jul | 07/05* |
| Labor Day | | 09/06* |
| Thanksgiving Break | | 11/24, 11/25*, 11/26 |
| Winter Break | | 12/20-12/31 (12/23*, 24*, 31*) |
| Martin Luther King Day | | 01/17 |
| Spring Break | | 03/14-3/18 |
| Holiday | | 4/22 |
| Memorial Day | | 5/30* |
| Make up days | | 01/17, 06/02 |
| *Non-working Days 7/5, 9/6, 11/25, 12/23-24, 12/31, 4/22, 5/30 | | |
|  Graduation Day - 6/04/11 |  | Summer School Begins - 6/06/11 |

| REPORTING PERIODS | | | |
|---|-----------|----------|------|
| 6 Weeks | { = Start | End = } | Days |
| 1 st | 08/23/10 | 10/01/10 | 29 |
| 2 nd | 10/04/10 | 11/05/10 | 25 |
| 3 rd | 11/08/10 | 12/17/10 | 27 |
| 4 th | 01/05/11 | 02/18/11 | 32 |
| 5 th | 02/21/11 | 04/08/11 | 30 |
| 6 th | 04/11/11 | 06/01/11 | 36 |
| Fall P/T Conferences 10/5-10/7 (All Students Released 11:30 a.m.) | | | |
| Spring P/T Conferences 02/22-02/24 (All Students Released 11:30 a.m.) | | | |
| 2010-2011 Early Release Times for Students: | | | |
| Elementary Students @ 12:30 p.m. | | | |
| Middle School/High School Students @ 11:30 a.m. | | | |
| Semester | [= Start | End =] | Days |
| 1 st | 08/23/10 | 12/17/10 | 81 |
| 2 nd | 01/05/11 | 06/01/11 | 98 |

| SYMBOL KEY | |
|--|--|
| ^ | Early release for elementary students |
| = | Early release for middle school students |
| ~ | Early release for high school students |
| / | Parent/Teacher (P/T) conferences |
| + | Early release (students & P/T conferences staff) |
| 0 | TAKS Testing |
| 2 | TAKS Exit Level Testing/Retests/LAT/Make-ups |
| (| Appraisal Observation period begins |
|) | Appraisal Summative Conference deadline |
| X | No Appraisal Observations |
| * | Non- Working/Paid holidays for 260 day employees |
| 58 | |
| Total Student School Days 179 / 178 | |
| Elementary/Secondary | |
| Staff Development/Work Days 8 / 9 | |
| Elementary/Secondary | |
| Total Teacher Contract 187 | |

| January-2011 | | | | |
|--------------|-----|-----|----|-----|
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| 17 | 18X | 19 | 20 | 21 |
| 24 | 25 | 26 | 27 | 28 |
| 31 | | | | |

| February-2011 | | | | |
|---------------|------|------|------|-----|
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| 14 | 15 | 16 | 17 | 18} |
| {21 | 22=/ | 23~/ | 24^/ | 25+ |
| 28 | | | | |

| March-2011 | | | | |
|------------|-------------------|------------------|------------------|------------------|
| M | T | W | T | F |
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| 14 | 15 | 16 | 17 | 18 |
| 21X | 22 | 23 | 24 | 25 |
| 28 | 29 | 30 | 31 | |

| April-2011 | | | | |
|-----------------|--------------------|--------------------|--------------------|--------------------|
| M | T | W | T | F |
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| 4 ² | 0 ⁵ | 6 | 7 ² | 8} |
| {11 | 12 | 13 | 14 | 15 |
| 18 | 19 | 20 | 21 | 22* |
| 25 ² | 0 ²⁶ 2X | 0 ²⁷ 2X | 0 ²⁸ 2X | 0 ²⁹ 2X |

| May-2011 | | | | |
|----------|-----------------|----|-----------------|----|
| M | T | W | T | F |
| 2 | 3 | 4 | 5 | 6 |
| 9) | 10 | 11 | 12 | 13 |
| 16 | 17 ² | 18 | 19 ² | 20 |
| 23 | 24 | 25 | 26 | 27 |
| 30* | 31 | | | |

| June-2011 | | | | |
|-----------|-----------------|-----------------|----|----|
| M | T | W | T | F |
| | | 1^=~/} | 2 | 3 |
| 6 | 7 | 8 | 9 | 10 |
| 13 | 14 | 15 | 16 | 17 |
| 20 | 21 | 22 | 23 | 24 |
| 27 | 28 ² | 29 ² | 30 | |



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MEMORANDUM

TO: Members of the Board of Trustees

FROM: Dr. Damon Murphy, Superintendent

DATE: March 3, 2010

SUBJECT: Renewal or Extension of Contracts

Please find attached the Administration's recommendation for renewal or extension of contracts for administrators and other certified and non-certified administrators or professionals.



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MEMORANDUM

TO: Members of the Board of Trustees
FROM: Dr. Damon Murphy, Superintendent
DATE: March 3, 2010
SUBJECT: Administrative Personnel Actions

Listed below please find Administrative Personnel Actions – no Board action is required.

Superintendent approved position changes for personnel:

Monica M. García
Principal, CES, to Administrator on Special Assignment
Interim Assistant Principal, BCE..... Effective 3/4/10

Elvia Moreno
Assistant Principal, BCE, to Administrator on Special Assignment
Interim Assistant Principal, AMS..... Effective 3/8/10

Connie Parker
Assistant Principal, AMS, to Administrator on Special Assignment
Interim Principal, CES..... Effective 2/24/10

Nellie Sanchez
Instructional Coordinator, AMS, to Administrator on Special Assignment
Interim Assistant Principal, AMS..... Effective 2/24/10

Superintendent approved resignations:

Veronica Acosta, Teacher, BCE..... Effective 6/4/10
Yesenia Alarcon, Teacher, CHS..... Effective 2/4/10
Sylvia Prieto, Teacher, CMS..... Effective 2/5/10

Superintendent approved retirements:

Sheila Britton, Teacher, AMS..... Effective 6/4/10
Monie Menacker, Teacher, GES..... Effective 6/4/10