

# Agenda of Regular Meeting

## The Board of Trustees Canutillo ISD

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A Regular meeting of the Board of Trustees of Canutillo ISD will be held June 24, 2025, 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.

Although one or more board members may participate by video conference call, a quorum of the Board of Trustees will be physically present at this location for purposes of this meeting and in conformance with the Texas Open Meetings Act. One or more of the vendors being considered at this meeting may appear through video conference call/Microsoft Teams/Zoom. Any such presentation will be visible and audible to anyone attending the open meeting.

1. **GENERAL FUNCTIONS-OTHER**

- A. Call to Order
- B. Pledge of Allegiance
- C. Texas Pledge of Allegiance
- D. Roll Call
- E. CISD Vision and Mission Statements 5

2. **OPEN FORUM-OTHER**

Any person wishing to address the Board during the period reserved for public comment at a Board meeting must sign up to be heard, in accordance with District policy

BED(LOCAL):

Each participant will be limited to **THREE MINUTES** to make comments to the Board. The Board is **NOT** permitted to discuss or act upon any issues that are not posted on the agenda for tonight's meeting.

For further information on those policies, contact the Superintendent's Administrative Assistant.

3. **BOARD OF TRUSTEE BUSINESS**

- A. Healthcare Update Presentation 6  
**Presenter:** Gallagher Team
- B. Discussion and Possible Action for Approval of Increased District Health Contribution Per Enrolled Employee of \$100 Per Month, From \$623 to \$723  
**Presenter:** M Carrasco
- C. Discussion and Possible Action to Approve the 2025-2026 Compensation Package 17  
**Presenter:** Martha Carrasco
- D. Discussion and Possible Action Regarding July 2025 SBM  
**Presenter:** Dr. Pedro Galaviz

4. **PUBLIC HEARING**

A.	Public Hearing Regarding the Proposed 2025-26 Annual Budget. The Public is Invited to Attend and Provide Public Comment.	22
	<b>Presenter:</b> C. Pulley	
B.	Discuss and Possible Action Regarding the Approval of the 2025-26 Annual Budget	
	<b>Presenter:</b> C. Pulley	
5.	<b>CONSENT AGENDA-VOTING</b>	
A.	<i>BUSINESS SERVICES</i>	
1.	Approval of the Meeting Minutes	
a.	Approval of the May 20, 2025 SBM Minutes	45
2.	Approval of the Monthly Donations	
	<b>Presenter:</b> C. Pulley	
a.	Board Acceptance fo the May 2025 Donations Report	56
	<b>Presenter:</b> Cristina Pulley	
3.	Approval of the Budget Amendments	58
	<b>Presenter:</b> C. Pulley	
4.	Memorandum of Understanding and Agreement between Canutillo ISD and Aliviane Inc.	64
	<b>Presenter:</b> Dr. Monica Reyes	
5.	Annual report of district membership with various Cooperative and Inter-local Programs that support the districts' day-to-day purchasing operations	71
	<b>Presenter:</b> Elizabeth Sida	
6.	Approval of Program Evaluation Report 2025	73
	<b>Presenter:</b> Dr. Jesica Arellano	
7.	Approval to Enter Into Inter-local Agreement Between Canutillo ISD and Region 10	144
	<b>Presenter:</b> Elizabeth Sida	
8.	Approval of the Easement Agreement for Texas Gas Services at Garcia Elementary	146
	<b>Presenter:</b> Dr. Oscar Rico	
9.	Approval of District Quarterly Investment Reports	153
	<b>Presenter:</b> C. Pulley	
10.	Approval of the Investment Resolution - Officer Designation, Training Sources, and Investment Sources and Review and Approval of the Investment Policy	175
	<b>Presenter:</b> C. Pulley	
B.	<i>CURRICULUM AND INSTRUCTION</i>	
1.	Approval of Interlocal Agreement between the University of Texas at Austin and Canutillo ISD for the 2025-2026 OnRamps dual-enrollment program	204
	<b>Presenter:</b> Dr. Jesica Arellano	
2.	Approval of the Memorandum of Understanding between Centro de Salud Familiar La Fe, Inc. and Canutillio ISD	227
	<b>Presenter:</b> Dr. Monica Reyes	
C.	<i>HUMAN RESOURCES</i>	

1. Discussion and Recommendation to approve TASB Localized Policy Update 125 234  
**Presenter:** Martha Carrasco
2. Approval to pay DAEP teacher Teacher of the Year stipend in the amount of \$500 for the 2024-2025 school year.  
**Presenter:** Martha Carrasco
3. Discussion and Possible action regarding revision to 2025-2026 Temporary Employment, Non-Contractual Stipend and Supplemental Pay Schedule 253  
**Presenter:** Martha Carrasco
- D. Approval of the Board's Proposed Changes to Local Policies (BE, BBC) 257  
**Presenter:** Dr. Pedro Galaviz
- E. Approval of Removal of Board Self-Constraint #2 to align with District Policy BE (Local) 262  
**Presenter:** Dr. Pedro Galaviz
6. **EXECUTIVE SESSION**  
**To Consult with Attorney Under Sections 551.071, 551.072, and 551.074 of the Texas Government Code:**

(A certified agenda or recording of a closed meeting is confidential and is not available to the public except by court order. A person who knowingly and without lawful authority makes a certified agenda or recording public commits a Class B misdemeanor. Any exceptions will be communicated in accordance with applicable policies and regulations)

  - A. Discussion regarding administration's recommendation for Garcia Elementary School Principal.  
**Presenter:** M Carrasco
  - B. Discussion Regarding Lease Agreement With EPCC.  
**Presenter:** Steve Blanco/Rudy Mata
7. **NEW BUSINESS (continued); OTHER**
  - A. Discussion and possible action regarding administration's recommendation for Garcia Elementary School Principal.  
**Presenter:** M Carrasco
  - B. Discussion and Possible Action Regarding Lease Agreement With EPCC.  
**Presenter:** Steve Blanco/Rudy Mata
8. **ADJOURNMENT**

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If, during the course of the meeting, discussion of any item on the agenda should be held in a closed meeting, the Board will conduct a closed meeting in accordance with the Texas Open Meetings Act, Government Code, Chapter 551, Subchapters D and E. Before any closed meeting is convened, the presiding officer will publicly identify the section or sections of the Act authorizing the closed meeting. All final votes, actions, or decisions will be taken in open meeting.

*(A certified agenda or recording of a closed meeting is confidential and is not available to the public except by court order. A person who knowingly and without lawful authority makes a certified agenda or recording public commits*

*a Class B misdemeanor. Any exceptions will be communicated in accordance with applicable policies and regulations)*

# CANUTILLO INDEPENDENT SCHOOL DISTRICT

## **Mission**

We provide Equitable Opportunities to ensure our future-ready students are empowered to Explore, Learn, Grow and Excel.

## **Vision**

LEAD today. IMPACT tomorrow.

#VivaCanutillo

# Canutillo Independent School District

Board Presentation  
June 24<sup>th</sup>, 2025



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**Gallagher**

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# Recap of 2025 Recommendations

- Original Plan Cost with BCBS was an estimated \$12.2M
- Recommended a move to Aetna with an ACO component to reduce plan cost to \$10.3M
- Recommended increasing defined contribution from \$623 to \$733 PEPM to right size the historical underfunding (~\$7M to ~\$8.3M)
- District decided to keep current defined contribution and passed an increase to the employee

# Executive Summary

- Significant decrease in subscribers from 2024 to 2025, ~200 employees.
- Enrollment shift from Basic plan to CDHP.
- So far this year, under budget 2 out of 4 months of claims history including BlueCross BlueShield run out claims.
- Claims spend split 70% Medical, 30% Pharmacy.
- 15% projected increase for 2026 plan year.
- Total plan cost plan saving from 2024 - \$4M
- Closing the gap toward a balanced budget



# Financial Summary - Medical

## Year over Year Plan Comparison

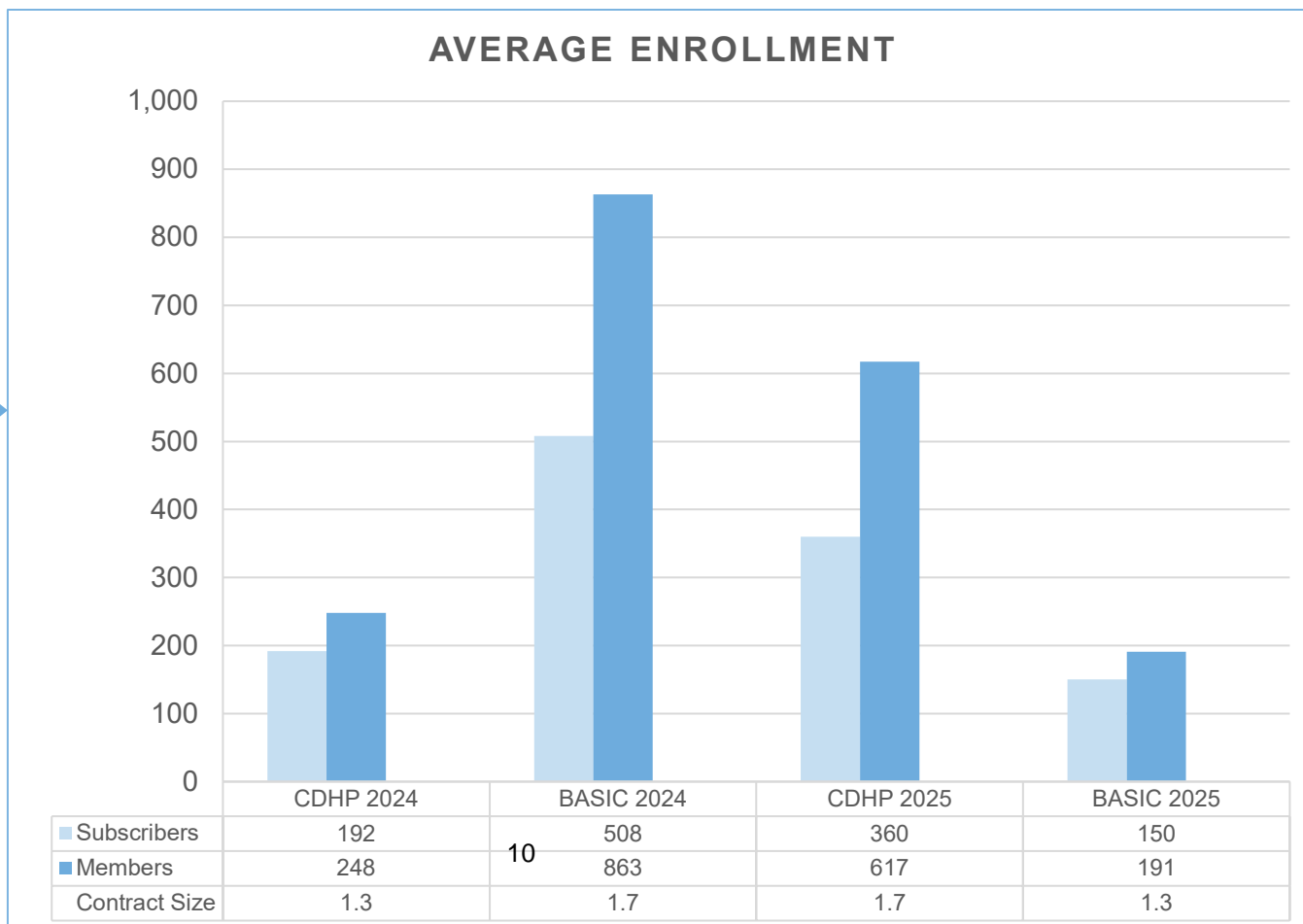
	Jan 2024 – Dec 2024	Jan 2025 – Apr 2025
Average Subscribers	711	509
Average Membership	1,123	808
PEPM Claims + Fixed Cost	\$1,019.35	\$902.33
Medical Paid Claims	\$6,102,262	\$836,876
Pharmacy Paid Claims	\$2,638,240	\$476,452
Claim Wire Transfers	-	\$7,989
BCBSTX Runout Claims	-	\$160,471
Access Fees	\$8,739	-
Stop Loss Reimbursement	\$1,878,561	\$0
Total Net Claim Payments	\$6,870,680	\$1,481,788
Total Plan Cost (Net claim + fixed costs)	\$8,700,113	\$1,837,152
Employer Cost (after Employee Contributions)	9 \$7,282,184	\$1,286,325

# Financial Reporting – Medical Utilization

## Enrollment Per Plan

Based on data from the following time-period: Jan 2024 – Apr 2025

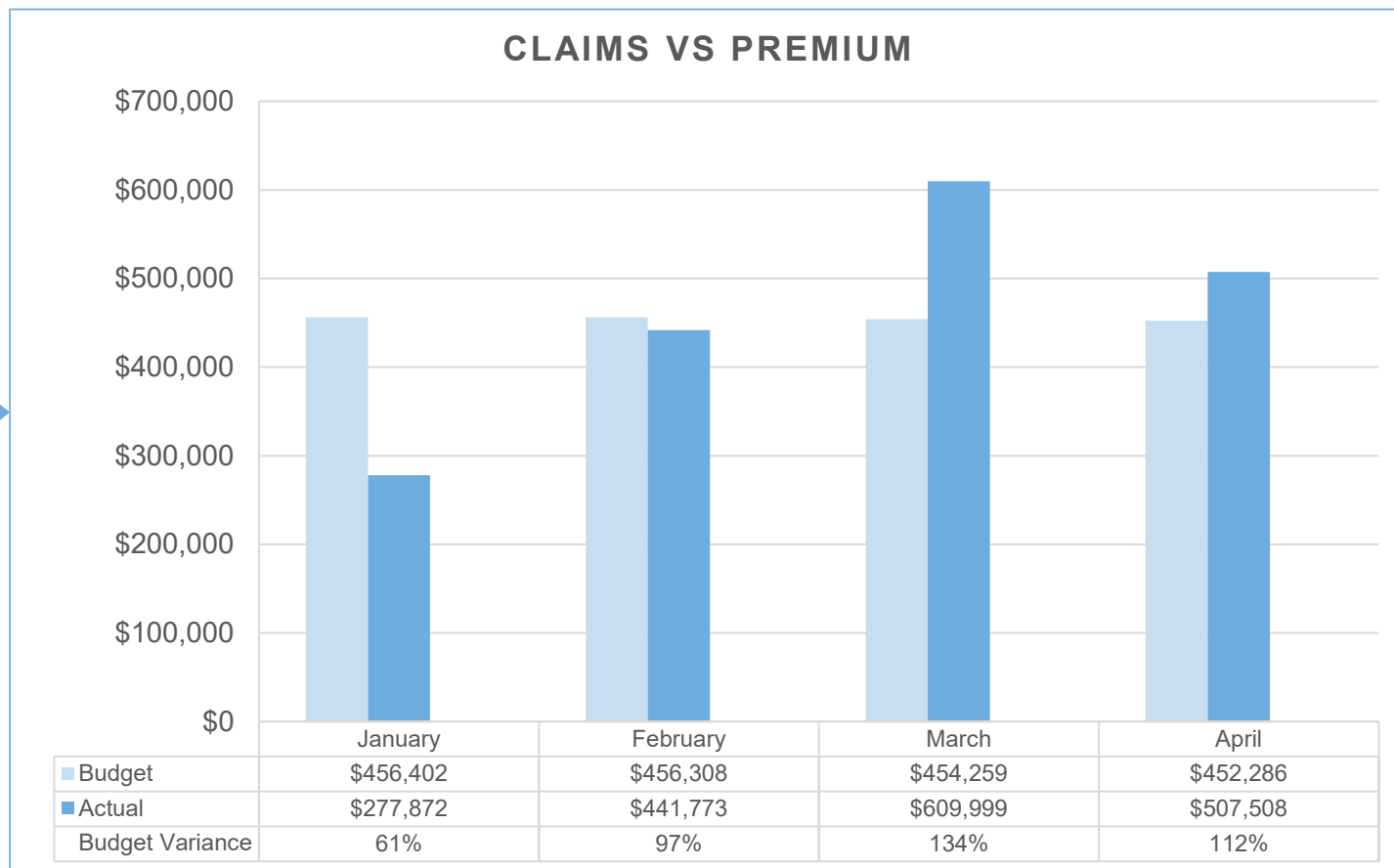
There was a large shift in subscriber count between the two plans beginning in 2025. Most of the population is now concentrated in the CDHP plan, whereas the Basic plan was more popular in 2024.



# Financial Reporting – Medical Utilization

## Current Plan Year Claims Comparison

Claims are steadily picking up as subscribers are beginning to reach their deductibles. Three high-cost claimants began to emerge in March which accounts for 30% of the cost that month.



Claims include BCBS runoff.

# Financial Reporting – Medical Utilization

## Large Claimants

There were 24 large claimants (over \$62,500) in 2024.

These claims totaled \$4,489,404, which was 51.3% of gross claims for the plan year.

14 claimants hit the specific deductible of \$125,000 in 2024 and stop loss reimbursed \$1,878,561.

So far in 2025, Gallagher is tracking three large claimants who have accrued \$340,604 since January.

# Financial Summary

## Medical & Pharmacy

	1/1/2025 - 12/31/2025	1/1/2025 - 12/31/2025	1/1/2026 - 12/31/2026	1/1/2026 - 12/31/2026
Financial Category	Budget	Latest Estimate	Projection	Alternative 1
Scenario Description	\$623 Defined Contribution	\$623 Defined Contribution	Current EE	\$723 Defined Contribution
Medical Trend		6.9%	6.9%	6.9%
RX Trend		12.10%	12.10%	12.1%
Stop Loss Deductible	\$175,000	\$175,000	\$175,000	\$175,000
Average Subscribers	508	508	507	507
<b>PEPM Variable Costs</b>				
Medical Cost (Net ISL)		\$553.25	\$582.61	\$582.61
Pharmacy Cost (Net ISL)		\$311.23	\$348.89	\$348.89
Plan Design / Migration Savings		-\$95.09	-\$102.47	-\$102.47
Pharmacy Rebates		\$0.00	\$0.00	\$0.00
Employer HSA Seed		\$0.00	\$0.00	\$0.00
<b>PEPM Variable Total</b>		<b>\$769.38</b>	<b>\$829.04</b>	<b>\$829.04</b>
<b>PEPM Fixed Costs</b>				
Administrative Fee <sup>a</sup>		\$19.13	\$19.13	\$19.13
ISL Stop-Loss Fee		\$154.65	\$177.85	\$177.85
Agg Stop-Loss Fee		\$0.00	\$0.00	\$0.00
Other Fees (1)		\$0.00	\$0.00	\$0.00
Other Fees (2)		\$0.00	\$0.00	\$0.00
<b>PEPM Fixed Costs Total</b>		<b>\$173.78</b>	<b>\$196.98</b>	<b>\$196.98</b>
<b>PEPM Total Gross Cost</b>	<b>\$892.08</b>	<b>\$943.16</b>	<b>\$1,026.01</b>	<b>\$1,026.01</b>
<b>Annual Total Gross Cost</b>	<b>\$5,438,000</b>	<b>\$5,750,000</b>	<b>\$6,242,000</b>	<b>\$6,242,000</b>
PEPM Employee Contributions	\$269.08	\$269.08	\$269.08	\$303.01
Annual Employee Contributions	\$1,640,000	\$1,640,000	\$1,637,000	\$1,844,000
<b>PEPM Total Net Cost</b>	<b>\$623.00</b>	<b>\$674.08</b>	<b>\$756.93</b>	<b>\$723.00</b>
<b>Annual Total Net Cost</b>	<b>\$3,798,000</b>	<b>\$4,109,000</b>	<b>\$4,605,000</b>	<b>\$4,399,000</b>
<b>Annual</b>				
Δ Change vs. 2025 Gross Budget		\$312,000	\$804,000	\$804,000
Δ Change vs. Latest Estimate			\$492,000	\$492,000
Δ Change vs. Status Quo Projection				\$0
<b>PEPM</b>				
Δ Change vs. 2025 Gross Budget		\$51.08   5.7%	\$133.93   15.0%	\$133.93   15.0%
Δ Change vs. Latest Estimate			\$82.85   8.8%	\$82.85   8.8%

# Financial Summary

## Medical & Pharmacy

Coverage Tier	YTD Avg Enrollment	Current			Renewal Plan Year Status Quo - Current Employee Contributions				
		Employee	Employer	Total Rates	Employee	Employer	Total Rates	Employee \$Δ / %Δ	Employer \$Δ / %Δ
<b>Basic</b>									
Employee Only	123	\$228.64	\$623.00	\$851.64	\$228.64	\$750.86	\$979.50	\$0.00 / 0.0%	\$127.86 / 20.5%
Employee + Spouse	5	\$651.52	\$623.00	\$1,274.52	\$651.52	\$814.35	\$1,465.87	\$0.00 / 0.0%	\$191.35 / 30.7%
Employee + Ch(ren)	15	\$498.39	\$623.00	\$1,121.39	\$498.39	\$791.36	\$1,289.75	\$0.00 / 0.0%	\$168.36 / 27.0%
Employee + Family	4	\$921.27	\$623.00	\$1,544.27	\$921.27	\$854.85	\$1,776.12	\$0.00 / 0.0%	\$231.85 / 37.2%
<b>CDHP</b>									
Employee Only	231	\$110.85	\$623.00	\$733.85	\$110.85	\$733.17	\$844.02	\$0.00 / 0.0%	\$110.17 / 17.7%
Employee + Spouse	15	\$591.45	\$623.00	\$1,214.45	\$591.45	\$805.33	\$1,396.78	\$0.00 / 0.0%	\$182.33 / 29.3%
Employee + Ch(ren)	92	\$439.49	\$623.00	\$1,062.49	\$439.49	\$782.51	\$1,222.00	\$0.00 / 0.0%	\$159.51 / 25.6%
Employee + Family	22	\$862.37	\$623.00	\$1,485.37	\$862.37	\$846.00	\$1,708.37	\$0.00 / 0.0%	\$223.00 / 35.8%
<b>Plan Cost Composite</b>	<b>507</b>	<b>\$269.08</b>	<b>\$623.00</b>	<b>\$892.08</b>	<b>\$269.08</b>	<b>\$756.93</b>	<b>\$1,026.01</b>	<b>26%</b>	<b>74%</b>
<b>PCORI Fees</b>		<b>\$0.00</b>	<b>\$0.50</b>	<b>\$0.50</b>	<b>\$0.00</b>	<b>\$0.54</b>	<b>\$0.54</b>		
<b>Annual</b>		<b>\$1,637,095</b>	<b>\$3,793,358</b>	<b>\$5,430,453</b>	<b>\$1,637,095</b>	<b>\$4,608,452</b>	<b>\$6,245,547</b>	<b>26%</b>	<b>74%</b>
<b>Change From Current (\$)</b>					<b>\$0</b>	<b>\$815,094</b>	<b>\$815,094</b>		
<b>Change From Current (%)</b>					<b>0.0%</b>	<b>21.5%</b>	<b>15.0%</b>		

# Financial Summary

## Medical & Pharmacy

Coverage Tier	YTD Avg Enrollment	Current			Renewal Plan Year Scenario 1 - \$723 Defined Contribution				
		Employee	Employer	Total Rates	Employee	Employer	Total Rates	Employee \$Δ / %Δ	Employer \$Δ / %Δ
<b>Basic</b>									
Employee Only	123	\$228.64	\$623.00	\$851.64	\$256.50	\$723.00	\$979.50	\$27.86 / 12.2%	\$100.00 / 16.1%
Employee + Spouse	5	\$651.52	\$623.00	\$1,274.52	\$742.87	\$723.00	\$1,465.87	\$91.35 / 14.0%	\$100.00 / 16.1%
Employee + Ch(ren)	15	\$498.39	\$623.00	\$1,121.39	\$566.75	\$723.00	\$1,289.75	\$68.36 / 13.7%	\$100.00 / 16.1%
Employee + Family	4	\$921.27	\$623.00	\$1,544.27	\$1,053.12	\$723.00	\$1,776.12	\$131.85 / 14.3%	\$100.00 / 16.1%
<b>CDHP</b>									
Employee Only	231	\$110.85	\$623.00	\$733.85	\$121.02	\$723.00	\$844.02	\$10.17 / 9.2%	\$100.00 / 16.1%
Employee + Spouse	15	\$591.45	\$623.00	\$1,214.45	\$673.78	\$723.00	\$1,396.78	\$82.33 / 13.9%	\$100.00 / 16.1%
Employee + Ch(ren)	92	\$439.49	\$623.00	\$1,062.49	\$499.00	\$723.00	\$1,222.00	\$59.51 / 13.5%	\$100.00 / 16.1%
Employee + Family	22	\$862.37	\$623.00	\$1,485.37	\$985.37	\$723.00	\$1,708.37	\$123.00 / 14.3%	\$100.00 / 16.1%
<b>Plan Cost Composite</b>	<b>507</b>	<b>\$269.08</b>	<b>\$623.00</b>	<b>\$892.08</b>	<b>\$303.01</b>	<b>\$723.00</b>	<b>\$1,026.01</b>	<b>30%</b>	<b>70%</b>
<b>PCORI Fees</b>		<b>\$0.00</b>	<b>\$0.50</b>	<b>\$0.50</b>	<b>\$0.00</b>	<b>\$0.54</b>	<b>\$0.54</b>		
<b>Annual</b>		<b>\$1,637,095</b>	<b>\$3,793,358</b>	<b>\$5,430,453</b>	<b>\$1,843,529</b>	<b>\$4,402,018</b>	<b>\$6,245,547</b>	<b>30%</b>	<b>70%</b>
<b>Change From Current (\$)</b>					<b>\$206,434</b>	<b>\$608,660</b>	<b>\$815,094</b>		
<b>Change From Current (%)</b>					<b>12.6%</b>	<b>16.0%</b>	<b>15.0%</b>		

Thank you!



**Gallagher**

Insurance | Risk Management | Consulting

**CANUTILLO** A Premier District

# HB2 COMPENSATION FY 2025-2026

**Martha Carrasco**  
Chief Human Resources Officer  
June 19, 2024



# HB2 OVERVIEW

- Governor Abbott signed HB2 into law, taking effect in July 2025.
- The bill mandates additional, ongoing funding to increase pay for teachers and instructional support personnel.
- Funding for salary increases is for permanent raises built into salary schedules. CISD has revised the teacher payscale to include classroom teachers only. All other positions that are considered non-classroom teachers have been moved from the Teacher payscale to the Administrative Professional payscale.
- Districts must update payroll systems and reporting procedures to comply.
- All raises under HB2 must be added to base salaries and sustained year after year.
- Districts are not permitted to offer these raises as stipends or temporary bonuses.
- Important: HB2 funding does **not** cover additional fringe benefit costs—districts must absorb those expenses locally.

## **DEFINITIONS:**

- Teacher Retention Allotment (**TRA**)
- Support Staff Retention Allotment (**SSRA**)



# TEACHER RETENTION ALLOTMENT (TRA)

Eligible classroom teachers for District's with more than a 5,000 enrollment will receive:

- \$2,500 if they have 3 to 4 years of experience
- \$5,000 if they have 5 years or more

This funding is exclusive to those assigned to classrooms and are coded *PEIMS 087*

Roles such as instructional coaches, librarians, counselors, nurses, and administrators are not included.



# SUPPORT STAFF RETENTION ALLOTMENT (SSRA)

Districts will receive \$45 per student (based on adjusted average daily attendance) to raise the base salaries of frontline support staff. For Canutillo ISD, administration is recommending a 1% general pay increase to certain eligible employee roles.

## **ELIGIBLE:**

Counselors, Librarians, Nurses, Paraprofessionals, Clerical, Custodial, Auxiliary, Food service, Bus drivers. (Hourly Pay Scales: Instructional Support, Administrative Support, Auxiliary, Information Technology)

## **INELIGIBLE:**

Superintendent, Assistant Superintendents or roles equivalent in scope, Campus Administrators and Centralized Supervisory Staff (district-level supervisors, directors)



# Classroom Teachers

## Salary Schedule

2025-2026

Years of Experience	Salary
0	\$60,500
1	\$61,000
2	\$61,250
3	\$62,700
4	\$62,900
5	\$65,600
6	\$65,800
7	\$66,100
8	\$66,400
9	\$66,700
10	\$67,000
11	\$67,300
12	\$67,600
13	\$67,900
14	\$68,200
15	\$68,500
16	\$68,800
17	\$69,100
18	\$69,400
19	\$69,700
20	\$70,000
21	\$70,300
22	\$70,800
23	\$71,100
24	\$71,400
25+	\$71,700

Experience ranging from 0 to 2 years is not covered under the TRA. However, adjusted compensation will be provided and funded by SSRA, with amounts set at \$500 for 0 years, \$1,000 for 1 year, and \$1,250 for 2 years of experience. The estimated total for this group is \$30,750.

Experience ranging from 3 to 4 years is covered under the TRA and includes a compensation increase of \$2,500 per individual.

Experience of 5 or more years is also covered under the TRA, with a compensation increase of \$5,000 per individual.



A white calculator is the central focus, resting on a desk. In the background, there are several sheets of paper, likely financial reports or spreadsheets, with some numbers and text visible. A black pen lies horizontally behind the calculator. The entire scene is overlaid with a semi-transparent blue filter. The text 'Budget Adoption' is written in a large, white, sans-serif font across the middle of the image.

# Budget Adoption

June 24, 2025

# Proven Financial Stewardship

✓ External Audit	❖ Zero Findings for past 10 years
✓ Balanced Budgets	❖ FY2018 to FY2023 ❖ Legislative inaction for current biennium FY2024 to FY2025
✓ Financial Integrity Rating System of Texas (FIRST)*	❖ Superior Rating since FY2018
✓ Credit Rating	❖ In 2021, Moody's Investors Service upgraded CISD's credit rating from A1 to Aa3 and has been maintained since
✓ High Caliber Annual Financial Statements	❖ CISD was first school district in the region to prepare an Annual Comprehensive Financial Report since Fiscal Year 2016
✓ Financial Accolades	❖ Certificate of Achievement for Excellence in Financial Reporting from GFOA – 8 Years ❖ Certificate of Excellence in Financial Reporting from ASBO – 8 Years ❖ Award of Excellence in Financial Management from TASBO – 3 Years ( <i>First in the Region to receive award</i> ) ❖ Purchasing Award of Merit from TASBO – 5 Years ❖ Texas Comptroller Transparency Star in Traditional Finances – 4 Years

\*FIRST - Evaluates the management of a school districts financial resources and ensures the accountability for student learning goals are cost-effective and efficient with potential impact on Districts **accreditation**

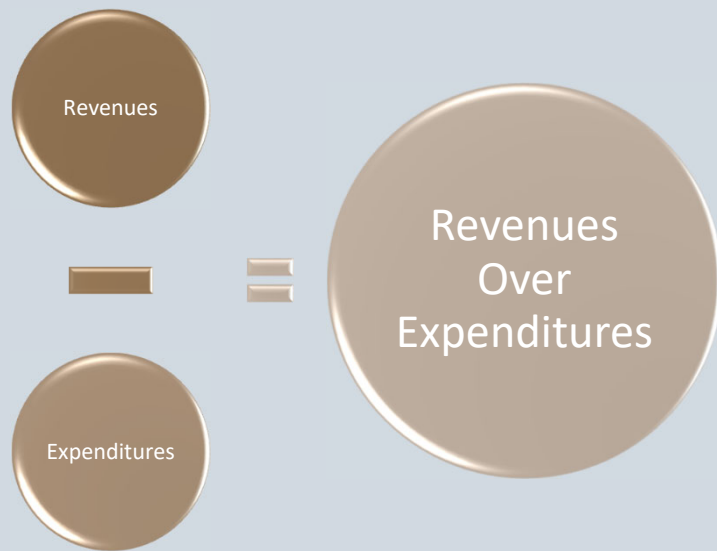
# Fiscal Process – Budget Adoption “The Plan”

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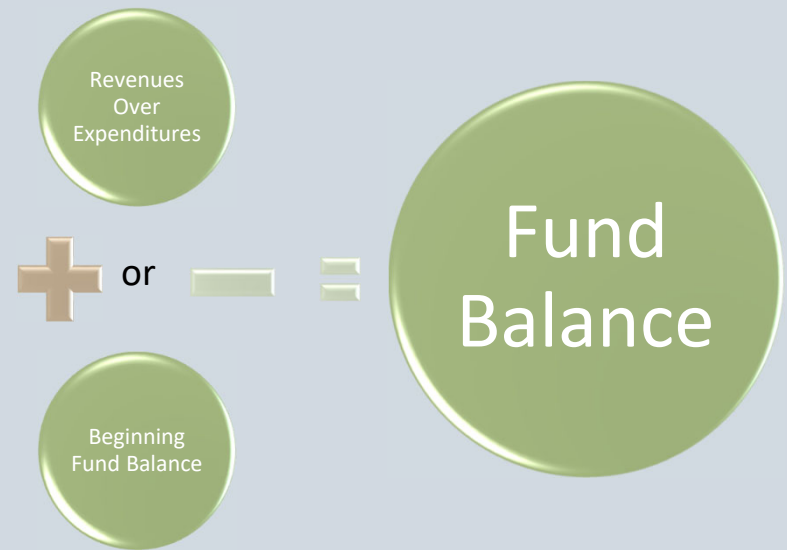


# Fiscal Process – What is Fund Balance?

## Annual Process Budget to Actual

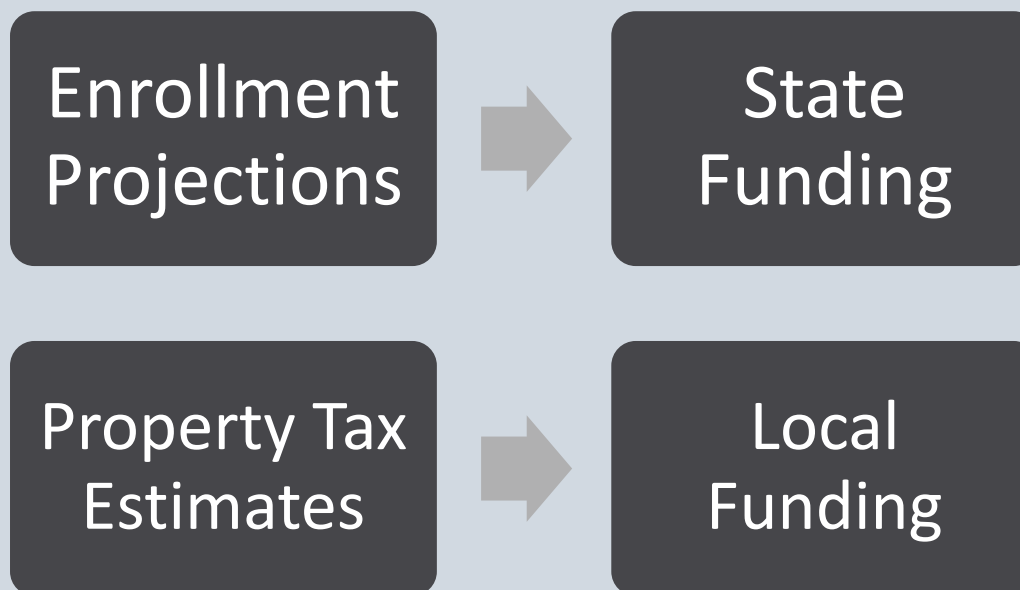


## Accumulated Results



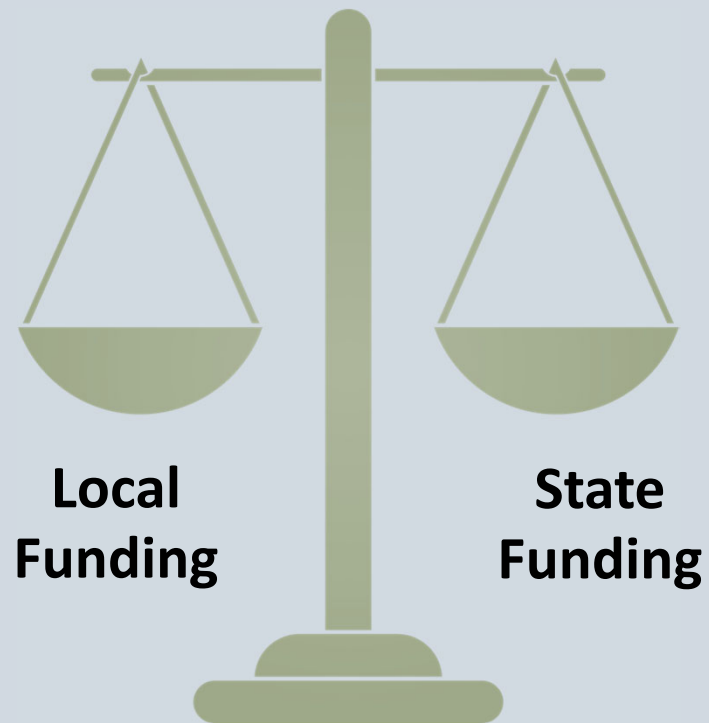
# Estimating Revenues

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# Funding Formula

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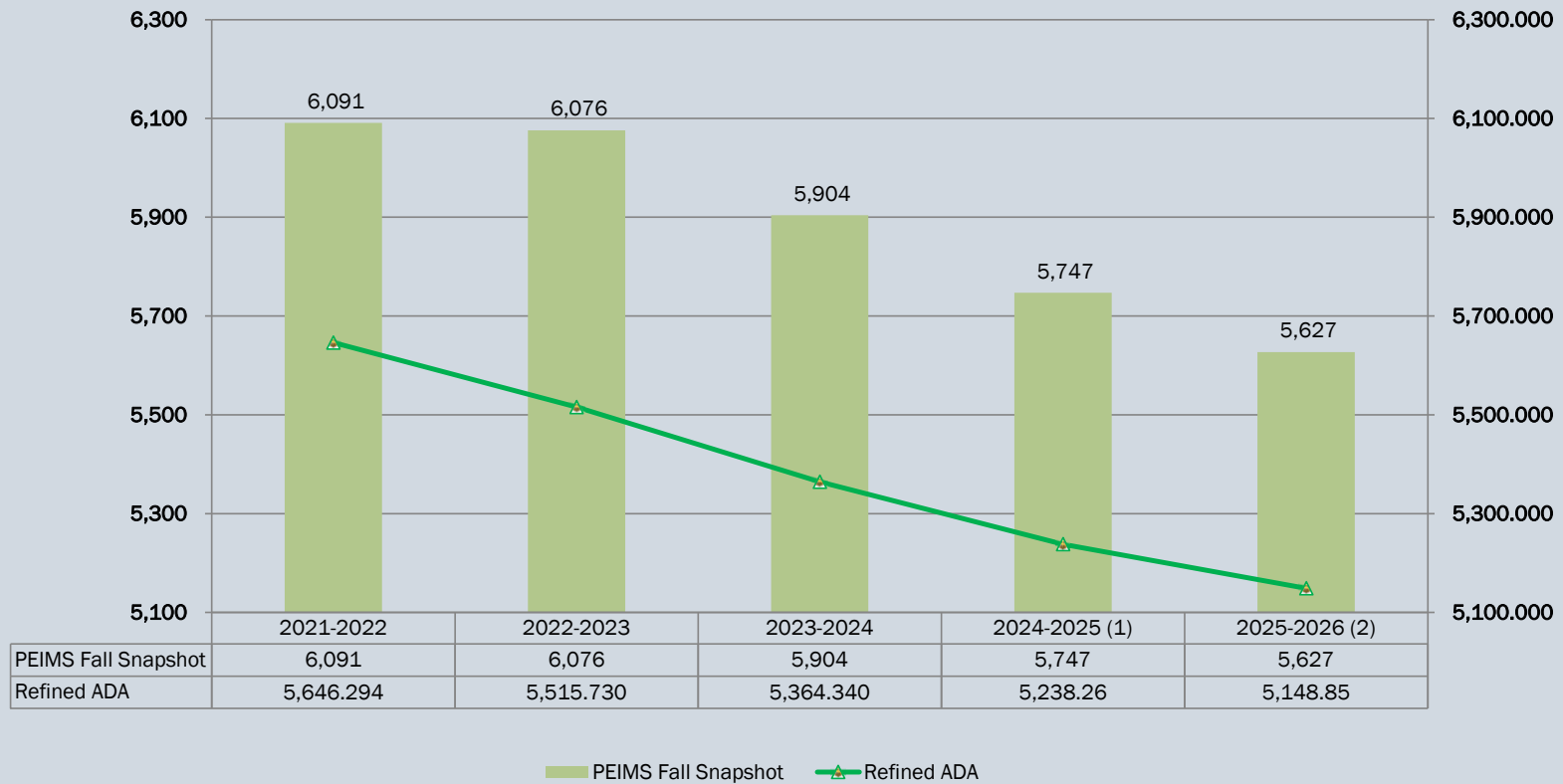


# FY26 Enrollment Projections

Campus	2025 Enrollment At Snapshot	2026 Preliminary Enrollment	Change
Canutillo High School	1,442	1,398	(44)
Northwest Early College HS	373	398	25
Canutillo Middle School	717	648	(69)
Alderete Middle School	571	599	28
Canutillo Elementary	480	465	(15)
Davenport Elementary	304	308	4
Damian Elementary	473	444	(29)
Childress Elementary	386	379	(7)
Garcia Elementary	424	437	13
Reyes Elementary	577	551	(26)
<b>Total</b>	<b>5,747</b>	<b>5,627</b>	<b>(120)</b>

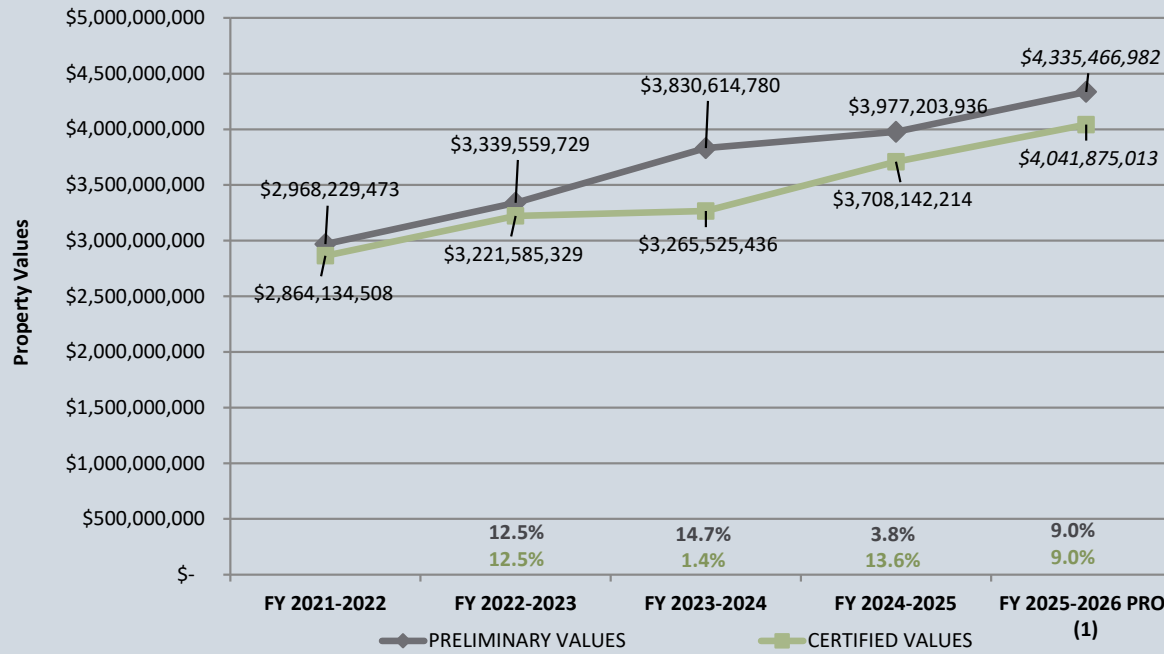
Enrollment projections for 2025 are based on the rollup by grade level from the 2024 snapshot, enrollment grades EE – K remained constant

# Historical Enrollment and ADA



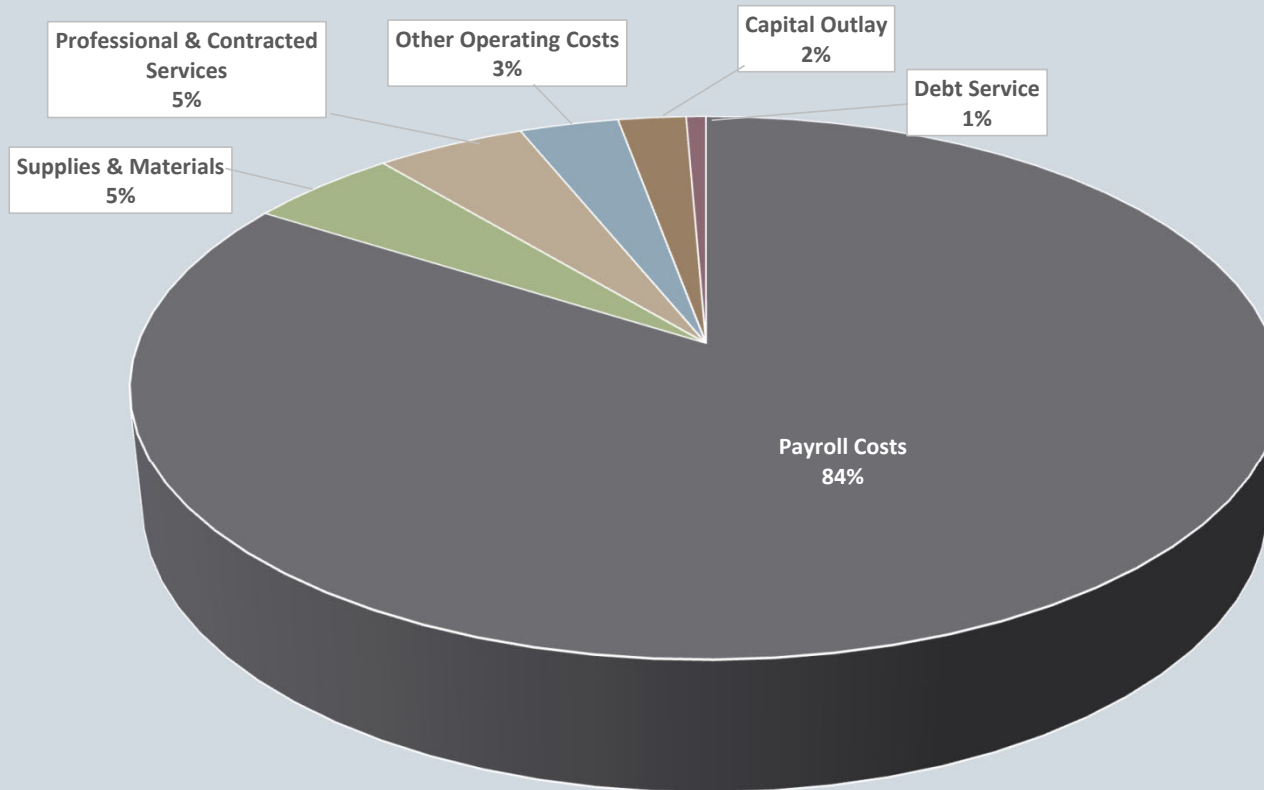
- (1) ADA is projected at **95.1%** of enrollment and on October 2024 snapshot
- (2) 2026 enrollment is based on the 2025 rollover for grades K-12 and prior years enrollment for grades EE-PK and **94%** attendance rate

# PROPERTY TAX VALUE TRENDS



(1) Projected values calculated at an estimated 6.8% decrease from the 2025 preliminary values as of April 26, 2025, the average for the past 5 years

# Budget Allocation



# FY26 Proposed Budget Allocation by Campus

Organization Name	Organization	2024 - 2025 Adopted Personnel	2024 -2025 Adopted Operation	2024-2025 Adopted Budget	2025 - 2026 Proposed Personnel	2025 -2026 Proposed Operation	2025-2026 Proposed Budget	Increase (Decrease)
Canutillo High School	001	9,788,452	659,466	10,447,918	9,797,198	486,539	10,283,737	(164,181)
Northwest Early College H.S	003	2,580,794	351,604	2,932,398	2,620,405	304,764	2,925,169	(7,229)
Canutillo Middle School	041	4,796,668	129,217	4,925,885	4,322,353	295,836	4,618,189	(307,696)
Alderete Middle School	042	4,398,131	196,044	4,594,175	3,907,322	224,386	4,131,708	(462,467)
Canutillo Elementary	101	3,700,934	92,191	3,793,125	3,762,279	75,106	3,837,385	44,260
Davenport Elementary	102	2,602,502	53,739	2,656,241	2,720,728	42,743	2,763,471	107,230
Damian Elementary	103	3,651,531	90,952	3,742,483	3,641,231	55,310	3,696,541	(45,942)
Childress Elementary	104	3,331,203	122,017	3,453,220	3,338,659	64,334	3,402,993	(50,227)
Garcia Elementary	105	3,359,098	78,936	3,438,034	3,528,437	64,151	3,592,588	154,554
Reyes Elementary	106	3,686,485	145,624	3,832,109	3,695,718	114,613	3,810,331	(21,778)
Summer School/Additional Enrollment	699	-	80,000	80,000	0	80,000	80,000	0
<b>Total Campuses</b>		<b>\$ 41,895,798</b>	<b>\$ 1,999,790</b>	<b>\$ 43,895,588</b>	<b>\$ 41,334,330</b>	<b>\$ 1,807,782</b>	<b>\$ 43,142,112</b>	<b>\$ (753,476)</b>
		<b>95%</b>	<b>5%</b>		<b>96%</b>	<b>4%</b>	<b>Net Average:</b>	<b>-1.72%</b>

# Legislative Update – House Bill 2

## New State Funding Requirements for Public Education

- Signed into law by Gov. Abbott, effective July 2025
- Provides new allotments for teacher and support staff compensation
- Salary increases are **mandatory and recurring**, not one-time payments
- Requires changes to pay structures and reporting processes



# Legislative Update – House Bill 2

## Teacher Retention Allotment

- \$2,500 per teacher with 3–4 years of experience
- \$5,000 per teacher with 5+ years of experience
- Applies to classroom teachers (PEIMS code 087)
  - Not included: Instructional Coaches, Librarians, Campus Administrators, Counselors, Nurses, Teachers not in Classroom Assignment



# Legislative Update – House Bill 2

## Support Staff Allotment

- \$45 per student in **adjusted average attendance**
- Funds must increase **base pay** for non-administrative staff
- Eligible staff include:
  - Counselors
  - Librarians
  - Nurses
  - All Hourly Support Staff
- Ineligible staff: Superintendent, Assistant Superintendents (or equivalent), Campus Administrators and Centralized Supervisory Staff



# Legislative Update – House Bill 2

## Budget Implications & Next Steps

- All salary increases must be in **base pay** and maintained annually
- **No flexibility** to make increases as stipends or one-time payments
- TEA advises districts to expect **frequent budget amendments**
- **NOTE: HB2 state funding does not cover impact to fringe benefits, which must be incurred by the district.**



# Legislative Update – House Bill 2

## Estimated Budget Impact

	Estimate
Basic Allotment Increase \$55 per ADA	\$293,700
Small and Mid-Size Allotment	\$55,600
Special Education	\$14,800
Compensatory Education Allotment	\$49,400
School Safety Allotment	\$236,800
Basic Cost Allotment \$106 per Enrolled	\$596,000
Teacher Retention Allotment*	\$1,442,500
Support Staff Retention Allotment \$45 per ADA	\$209,400
Recapture Payment**	\$216,900
<b>Total</b>	<b>\$3,115,100</b>



## Adopted Budget Assumptions

Approval of increased District health contribution per enrolled employee of \$100 per month from \$623 to \$723

Approval of Compensation Plan –

- HB2 required Teacher increases \$2,500/\$5,000
- 1% pay increase for Hourly Support Staff as well as Counselors, Nurses and Librarians



# FY2026 General Fund Projections

<b>Revenues</b>	\$	65,791,753
<b>Operating Expenditures</b>		<u>(65,791,753)</u>
<b>Projected FY2026 Surplus (Deficit)</b>	\$	<u>-</u>
<b>Fund Balance</b>		
Projected Beginning Fund Balance		<u>12,066,072</u>
Projected Ending Fund Balance		12,066,072
Administration Assigned FB - Technology Refresh		<u>(2,320,000)</u>
<b>Ending Unassigned Fund Balance</b>	\$	<u><u>9,746,072</u></u>
1 Day of Operations	\$	180,251
Optimum Unassigned Fund Balance (90 Days)	\$	16,222,624
Days of Fund Balance		<b>54</b>

## FY2026 Debt Service (Fund 599)

<b>Revenues</b>	\$	15,107,091
<b>Operating Expenditures</b>		<u>(15,107,091)</u>
<b>Projected FY2026 Surplus (Deficit)</b>	\$	<u>-</u>

The Debt Service Fund is self-sustaining

Maximum Fund Balance for FY26 = \$12,192,276 (Current Year's Debt Service P&I and Fees)  
FY26 Projected Ending Fund Balance = \$12,680,377

# FY2026 Child Nutrition (Fund 101)

<b>Revenues</b>	\$	5,900,000
<b>Operating Expenditures</b>		<u>(5,900,000)</u>
<b>Projected FY2026 Surplus (Deficit)</b>	\$	<u>-</u>
<b>Fund Balance</b>		
Projected Ending Fund Balance		1,483,328
<b>Ending Unassigned Fund Balance</b>	\$	<u><u>1,483,328</u></u>
1 Day of Operations	\$	16,164
Optimum Unassigned Fund Balance (90 Days)	\$	1,454,795
Days of Fund Balance		<b>92</b>

The Child Nutrition Fund is self-sustaining

# Budget Allocation by Function

FUNCTION	DESCRIPTION OF FUNCTION	2024-2025 ADOPTED BUDGET	2025-2026 PROPOSED BUDGET	INCREASE (DECREASE)	PER STUDENT AT PROJECTED ENROLLMENT OF 5,627
11	Instruction	38,343,135	38,351,384	8,249	6,404
12	Instructional Resources & Media Svcs	828,435	830,000	1,565	139
13	Curriculum & Staff Development	776,851	629,819	(147,032)	105
21	Instructional Leadership	1,190,498	880,744	(309,754)	147
23	School Leadership	4,135,158	4,068,178	(66,980)	679
31	Guidance, Counseling, & Evaluation Sv	2,559,745	2,574,533	14,788	430
32	Social Work Services	149,828	210,870	61,042	35
33	Health Services	1,039,882	977,805	(62,077)	163
34	Student Transportation	2,154,176	2,124,025	(30,151)	355
36	Extracurricular Activities	1,862,554	1,940,529	77,975	324
41	General Administration	3,457,431	2,922,644	(534,787)	488
51	Facilities Maintenance and Operations	7,004,799	6,036,177	(968,622)	1,008
52	Security and Monitoring Services	1,400,964	1,261,215	(139,749)	211
53	Data Processing Services	1,937,456	1,734,285	(203,171)	290
61	Community Services	20,901	15,001	(5,900)	3
71	Debt Service	457,096	617,348	160,252	103
81	Facilities Acquisition and Construction	45,300	5,000	(40,300)	1
99	Other Intergovernmental Charges	584,196	612,196	28,000	102
<b>M&amp;O BUDGET TOTALS</b>		<b>\$67,948,405</b>	<b>\$65,791,753</b>	<b>(\$2,156,652)</b>	<b>\$10,987</b>
35	Child Nutrition	5,355,545	5,135,000	(220,545)	857
51	Facilities Maintenance and Operations	514,455	765,000	250,545	128
<b>CHILD NUTRITION BUDGET TOTALS</b>		<b>\$5,870,000</b>	<b>\$5,900,000</b>	<b>\$30,000</b>	<b>\$985</b>
71	Debt Service	15,299,589	15,107,091	(192,498)	2,522
<b>I&amp;S BUDGET TOTALS</b>		<b>\$15,299,589</b>	<b>\$15,107,091</b>	<b>(\$192,498)</b>	<b>\$2,522</b>



# Questions & Public Comment



# Motion: To Approve the 2025-2026 Proposed Budget

<b>FUNCTION</b>	<b>DESCRIPTION OF FUNCTION</b>	<b>2025-2026 GENERAL FUND</b>	<b>2025-2026 CHILD NUTRITION FUND</b>	<b>2025-2026 DEBT SERVICE FUND</b>	<b>2025-2026 TOTAL</b>
11	INSTRUCTION	38,351,384			38,351,384
12	INSTRUCTIONAL RESOURCES & MEDIA	830,000			830,000
13	STAFF/CURRICULUM DEVELOPMENT	629,819			629,819
21	INSTRUCTIONAL ADMINISTRATION	880,744			880,744
23	SCHOOL LEADERSHIP	4,068,178			4,068,178
31	GUIDANCE & COUNSELING SERVICES	2,574,533			2,574,533
32	SOCIAL WORK SERVICES	210,870			210,870
33	HEALTH SERVICES	977,805			977,805
34	STUDENT TRANSPORTATION	2,124,025			2,124,025
35	FOOD SERVICE		5,135,000		5,135,000
36	COCURRICULAR ACTIVITIES	1,940,529			1,940,529
41	GENERAL ADMINISTRATION	2,922,644			2,922,644
51	PLANT MAINTENANCE & OPERATIONS	6,036,177	765,000		6,801,177
52	SECURITY & MONITORING SERVICES	1,261,215			1,261,215
53	DATA PROCESSING SERVICES	1,734,285			1,734,285
61	COMMUNITY SERVICES	15,001			15,001
71	DEBT SERVICE	617,348		15,107,091	15,724,439
81	FACILITIES ACQUISITION/CONSTRUCTION	5,000			5,000
99	OTHER INTER-GOVERNMENTAL CHARGES	612,196			612,196
<b>BUDGET TOTALS</b>		<b>\$65,791,753</b>	<b>\$5,900,000</b>	<b>\$15,107,091</b>	<b>\$86,798,844</b>

**1. GENERAL FUNCTIONS-OTHER**

1.A. Call to Order

Meeting was called to order at **5:03PM**

1.B. Roll Call

Trustees Present: Barmes, Borrego, Maldonado, Ortega, Rodriguez, Zuniga

Trustees Late: Martinez arrived at **5:15PM**

**2. OPEN FORUM-OTHER**

**Any person wishing to address the Board during the period reserved for public comment at a Board meeting must sign up to be heard, in accordance with District policy BED(LOCAL):**

**Each participant will be limited to THREE MINUTES to make comments to the Board.**

**The Board is NOT permitted to discuss or act upon any issues that are not posted on the agenda for tonight's meeting.**

**For further information on those policies, contact the Superintendent's Administrative Assistant.**

**Mr. Dion Dorado** – Regarding agenda items for tonight's agenda. Mr. Dorado expressed his concerns over the board of trustees' qualifications to micromanage CISD administration. He mentioned that Board of Trustees decisions are costing money, uncertainty, and anx. He believes that trustees do not meet the promises made during their candidacy and mentioned that trustees need to bring back the internal auditor position.

**Mrs. Beronica Cambell** – Regarding items 3.C. and 3.D. – Mrs. Campbell questioned how the “board operating procedures authorized the board to carry out decisions and possible actions for cost-saving purposes by the elimination of positions necessary for effective workforce planning which requires navigating through more than 180 labor laws aside from state compliance prior to onboarding supporting the school district through proper risk management methodologies along with insurance obligations and be ready for immediate emergency response to school district to support employees consultations is vital and it's vital to their operations i researched the board operating procedures board rules of conduct and could not locate where and how positions necessary for district safety compliance and operation and operations qualify for elimination identify the following reference within your procedures manual page five of the board of trustees creed item D as a member of board of trustees I deal directly with a superintendent or through the board president and do not attempt to handle school business matters with our district employees I also want to remind you that as your web page states there is no place for hate unfortunately these items seem that way”

**Mr. Carlos Ontiveros** – Board Requested Items – Mr. Ontiveros wanted to address the board regarding item 3.B. He shared his experience as a CISD employee and mentioned that the recent board member Maldonado's request is not following the appropriate reduction-in-force guidelines. Mr. Ontiveros stated “what legal or local policy is Ms. Maldonado referencing to make a request according to TEA legal policy DFFB reduction enforce the superintendent must make the recommendation to reduce staff and the policy needs to be applied equally district-wide and follow certain conditions this request does not follow this criteria since April the 10th when Lily Maldonado made her discriminatory request to demote the chief HR officer demote others in the HR department and eliminate my job I've had had anxiety and not been able to sleep miss

Maldonado's request to terminate my position was not recommended by TASB, was not recommended by our superintendent or administration, and was never included in the reduction force managing my daily responsibilities, including issuing contracts, organizing summer school, processing stipends, overseeing evaluations, and developing job descriptions compiling service records hiring employees is challenging in itself i consistently have had excellent performance evaluations i help implement various programs such as the Texas teacher allotment the UT tech UTEP teacher residency program the ACE program Creed National Bar Certification and many others i know it had a meaningful impact on the organization and contribute to the overall success of the district miss Maldonado's demand is a personal attack and an abuse of power as a school board member miss Maldonado is creating a hostile work environment and retaliating

on the HR department due to reasons I can't disclose because of my position and their sensitive nature I'm a professional and pride myself in my integrity and strong morals and treating people with respect and dignity a disgruntled former employee who is now a schoolboard member should not be able to negatively affect someone's employment and livelihood this agenda item has caused a great deal of stress and is wrong the HR department cut two staff members in 2024 and again cut two staff members in 2025 each one of us in the department has taken on more duties and responsibilities without complaint if this request was truly about cost savings why focus on one of the smallest departments in the district miss Maldonado's request does not comply with best practices for efficient operations for a district of our size we must rely on the advice of a professional assessment and personal staffing guidelines instead of a proposal from a single trustee who has no experience in HR or staffing I kindly request that you carefully consider the ongoing targeted discrimination by Lily Maldonado along with all relevant circumstances before making any decisions regarding this matter thank you”

Ruth Flores – Signed up via email and was unable to attend  
David Esquivel – Signed up via email and was unable to attend.

### 3. **BOARD OF TRUSTEE BUSINESS**

#### 3.A. **Secondary Program Offerings Redesign:**

3.A.1. To discuss and take final action on the proposed non-renewal of the term contract of the following individuals as a result of the District's reduction in force (RIF) and the program and staffing changes approved by the Board:

S. Sommerville, AMS teacher; C.Ontiveros, AMS teacher; P. Padilla, AMS teacher; J.Villalobos, AMS teacher; M. Bumgardner, CMS teacher; M.Crocker, CMS teacher; B.Brandenburger, CMS teacher; G.Ocanas, CMS teacher; G.Moran, CMS teacher; L.Anchondo, CMS teacher

Mr. Steve Blanco mentioned that the individuals presented on the Secondary Program Offerings Redesign were affected by the reduction in force and did not request a hearing. The hearing period has expired, and final action must be taken by the board.

Recommended Motion to take final action and approve non-notives of the term contracts of the following individuals in accordance with the Texas education code section 21.208 and issue appropriate notice to each individual employee the individual employees affected this item would be S. Sommerville, AMS teacher; C.Ontiveros, AMS teacher; P. Padilla, AMS teacher; J.Villalobos, AMS teacher; M. Bumgardner, CMS teacher; M.Crocker, CMS teacher; B.Brandenburger, CMS teacher; G.Ocanas, CMS teacher; G.Moran, CMS teacher; L.Anchondo, CMS teacher

Motion By trustee Borrego, Second by Trustee Barnes

Trustee Maldonado clarified that they are dealing in the livelihood of 10 teachers and that those 10 teachers' lives are going to be affected.  
Mr. Martinez arrived at 5:15 PM

Mrs. Barnes-Yes, Mrs. Borrego-Yes, Maldonado-No, Mr. Martinez-Yes, Mrs. Ortega-Yes, Mr. Rodriguez-Yes, Mrs. Zuniga-Yes  
Motion Passes.

#### 3.B. **Campus Reorganization and Restructuring:**

3.B.1. To discuss and take final action on the proposed non-renewal of the term contract of the following individuals as a result of the District's reduction in force (RIF) and the program and staffing changes approved by the Board:

C. Erler, CHS teacher

Mr. Blanco recommended that the board of trustees adopt the following motion in response to the reduction in force:

“Motion to take final action and approve non-renewal and the term contract of C Earler a CHS teacher in accordance with Texas education code section 21.208, and issue appropriate notice to Mr. C. Earler.”

Motion by Trustee Borrego, seconded by Mrs. Barnes.

Mrs. Barnes-Yes, Mrs. Borrego-Yes, Maldonado-Yes, Mr. Martinez-Yes, Mrs. Ortega-Yes, Mr. Rodriguez-Yes, Mrs. Zuniga-Yes  
Motion Passes.

3.C. Discussion and possible action on savings cost regarding the Chief Human Resources Officer title/position versus a Human Resources Executive Director title/position.

Community member Dion Dorado – Made a public comment regarding the agenda item. He asked the board why a need for a title/name change. He also asked the board if a change would save or cost the district money. He also questioned what else is attached to the possibility of changes.

Trustee Borrego – Could not believe the agenda item was added to the current agenda. She mentioned that the Board of Trustees seems to be micromanaging the administration and the Superintendent. She feels like this agenda item is “Oppression” and she doesn't want to deal with the legal implications of this.

Trustee Martinez questioned why or how the Executive Director position came to be. He mentioned that he had previously requested a breakdown of salaries by department. Mr. Martinez stated for the record “for the record to establish not have

an executive director because before we know it we're going to have an executive director for technology, an executive director of police an executive director of finance and guess what going to end up the amount of money we're paying right now for Thank you”

Ms. Borrego commented that the board can request the superintendent to create a balanced budget, but they do not vote on the items brought by administration they simply need to keep working on it. She mentioned that telling the administration how to administer personnel is micromanaging.

Trustee Maldonado mentioned that she was the one who put it on the agenda. And that she wants to know what the justification is for why it used to be an executive director position, and suddenly, it went to a “Chief” position. She mentioned that other departments in the district all have directors or executive directors only. Mrs. Maldonado mentioned the agenda item that was requested in April but addressed at the May Special Meeting. She would like the board to reconsider changing the title and salary for the next school year before contracts are issued.

Trustee Barnes asked if the position will be up for next year. She asked if Martha Carrasco would be retiring at the end of the year. She mentioned that information was communicated to the campuses.

Mrs. Carrasco clarified that the information is not correct, as she has not submitted a formal intent to retire.

Mrs. Borrego mentioned that the title change is not a board decision but a superintendent one.

Ms. Barnes requested a comparison of job descriptions and compensation for the school year 2026-27

Mrs. Borrego mentioned that this is a possible proposal to bring to the next superintendent.

Mr. Rodriguez reiterated that the next superintendent may change his cabinet and that the board should not be dictating on personnel changes.

Dr. Galaviz mentioned that, as advised by legal, any changes that the board requests need to be effective for the school year 26-27. However, he believes that what the board sees as managing, he sees as micromanagement.

No Action Taken

3.D. Discussion and possible action regarding the cost savings on reducing the 3 Certification Specialist positions and eliminating the Senior Certification Specialist position.

Trustee Maldonado asked how many specialist certifications there are in the HR. Department.

Mrs. Carrasco mentioned that there is one Secondary, one Elementary, and one Senior Specialist. Mrs. Maldonado, why is a certification specialist making more than a teacher with a master's degree? Mrs. Carrasco replied by saying that the previous board of trustees had approved the compensation packets.

Trustee Borrego mentioned that Human Resources is critical for the district. Trustee Maldonado questioned what additional duties the Senior Certification Specialist has specifically. She also mentioned that most other districts do not have a Senior Cert. Specialist.

Mrs. Carrasco mentioned that compensation packets are calculated through TASB and approved by previous boards. She mentioned that TASB makes recommendations based on the market to retain a competitive compensation package. Mrs. Carrasco also stated that there was not enough specificity on the agenda item requested by trustee Maldonado. She stated that based on wording she did not know if the board sought to reduce personnel, compensation or something else.

No Action Taken

3.E. Discussion and possible action on retracting the 3% salary increase on all Central Office Administration to cut budget constraints.

Trustee Ortega mentioned that she had requested information about this agenda item and did receive it on April 22<sup>nd</sup>. She also stated that she believes that every little bit counts to solve the current deficit. She mentioned that the 46 thousand dollars on savings is a lot of money to consider

Trustee Borrego mentioned that even though every little bit counts, the board of trustees cannot take back the salary increases given to employees, as their livelihoods depend on those salaries.

Dr. Galaviz mentioned that they are forecasting a 1.5-million-dollar deficit for SY 26-27

Trustee Rodriguez mentioned that even though the budget needs to be balanced, district employees need to be paid correctly. Mr. Rodriguez mentioned that the board is hurting the community and employee pride.

Mrs. Maldonado mentioned that what is disheartening is being told her questions don't pertain. She mentioned that as trustees, they have taken training and read policies to know what needs to be done.

Trustee Martinez mentioned that the board needs to move forward and work with the superintendent to balance the budget on SY 26-27

#### No Action Taken

3.F. Discussion and possible action on creating a new policy concerning how trustee vacancies are filled, specific to elections.

Mr. Dion Dorado addressed the board to provide comments on the agenda item. He mentioned that the best approach would be to let people decide democratically. He stated that trustees need to be elected by the people

Trustee Ortega mentioned that she requested the item to have a policy created for consistency. Whether to choose the next up candidate or to hold elections.

Trustee Maldonado mentioned that her recommendation would be to handle it by going to the next candidate, as elections could be costly.

Trustee Borrego mentioned that she needs consistency and agrees on creating a policy to do things consistently in the future.

Trustee Barnes believes specifics need to be created to clarify the timeframe and other questions that could arise.

Steve Blanco mentioned to the Board that this same incident has happened at least 3 times since he could recollect. He also mentioned that even if the board creates a policy, the board could choose to waive such policy in the future.

Trustee Martinez asked Mr. Blanco if the district could create a policy setting the term for the next person in line for 4 years instead of 2.

Mr. Blanco explained that the Texas Election Code limits the vacancy term until the next trustee election or until the end of the unexpired term.

Trustee Maldonado motion to ask the administration to research if there is any existing policy with TASB with the intent of doing the democratic way by going down the list of candidates. Second by Trustee Ortega

Mrs. Barnes-Yes, Mrs. Borrego-Yes, Maldonado-Yes, Mr. Martinez-Abstained, Mrs. Ortega-Yes, Mr. Rodriguez-Yes, Mrs. Zuniga-Yes  
Motion Passes.

- 3.G. Discussion and possible action on changing policy so that a trustee can request items be added to the agenda without 2 other trustees.

Mr. Dion Dorado – Each trustee should be able to add items to the agenda. Do not be afraid to have long meetings.

Trustee Ortega mentioned that the current policy is to have 2 other board members support an item to be added to the agenda. She mentioned this complicates things unnecessarily.

Ms. Maldonado mentioned that, as per the Texas Education Code each trustee should be able to add items to the agenda.

Ms. Barnes mentioned that as per TASB policy BE (Local) and Texas Education Code they should be able to request any item and she doesn't understand why current Canutillo policy dictates otherwise.

Mr. Blanco explained current policy was enacted to give some control to the Superintendent and Board president in order not to have a packed agenda.

Trustee Maldonado motioned to create a policy that states, and it is being supported by the education code that any trustee Can request an item to be placed on the agenda. Trustee Ortega seconded the motion.

It was also clarified that any trustee can request any agenda item and board president needs to provide appropriate notice to requester if item is not placed on the agenda.

Trustee Barnes motioned for administration to make a revision to local policy BE for adding agenda items following the TASB code. Second by trustee Ortega.

Mrs. Barnes-Yes, Mrs. Borrego-Yes, Maldonado-Yes, Mr. Martinez-Yes,  
Mrs. Ortega-Yes, Mr. Rodriguez-Yes, Mrs. Zuniga-Yes  
Motion Passes.

**4. EXECUTIVE SESSION** **Meeting was closed at 6:53 PM**  
**To Consult with Attorney Under Sections 551.071, 551.072 and 551.074 of the Texas Government Code:**

**(A certified agenda or recording of a closed meeting is confidential and is not available to the public except by court order. A person who knowingly and without lawful authority makes a certified agenda or recording public commits a Class B misdemeanor. Any exceptions will be communicated in accordance with applicable policies and regulations)**

- 4.A. Discussion with administration regarding the potential sale of district owned property located at [RFO 2025-18 Possible Sale of Property 6300 Strahan Road]
- 4.B. Discussion regarding possible amendments to the contract of Superintendent P. Galaviz to include retirement plans and amendments to current contract of employment.
- 4.C. Discussion with legal counsel regarding the process for selection superintendent search firm and the appointment of interim or acting superintendent.
- 4.D. To conduct a hearing to address the proposed non-renewal of the term contract of T. Avent.

**5. NEW BUSINESS (continued); OTHER Meeting Resumed at 8:44 PM**

- 5.A. Discussion and possible action regarding the potential sale of district owned property located at [RFO 2025-18 Possible Sale of Property 6300 Strahan Road] Mr. Blanco explained that Board considered proposals submitted under closed session and Administration is recommending approval of the proposal submitted by Edwards Homes and authorize administration and legal counsel to create and prepare the documents necessary for sale of described property.

Motion by Trustee Borrego, Seconded by Mrs. Maldonado

Mrs. Barnes-Yes, Mrs. Borrego-Yes, Maldonado-Yes, Mr. Martinez-Abstained, Mrs. Ortega-Yes, Mr. Rodriguez-Yes, Mrs. Zuniga-Yes  
Motion Passes.

- 5.B. Discussion and possible action to approve amendments to the contract of Superintendent P. Galaviz to include retirement plans and amendments to current contract of employment.  
Mr. Blanco explained that the board went over the proposed amendment for the superintendents retirement plan. He mentioned that there were a couple of items that needed to be amended, and the board and superintendent agreed upon. Superintendent will be retiring effective December 31<sup>st</sup>, 2025, and will be entering emeritus status as of August 1<sup>st</sup>, 2025, until December 31<sup>st</sup>. Mr. Blanco will be making appropriate revisions and submitting it to Dr. Galaviz for approval and President Rodriguez for final approval.

Administration asks the board to authorize the the board president and Mr. Blanco to approve an amendment to the contract of Dr. Galaviz to include his retirement plans and amend the contract of employment to establish him as superintendent emeritus per the terms discussed in closed session.

Motion by Trustee Barnes, Seconded by Mrs. Zuniga

Mrs. Barnes-Yes, Mrs. Borrego-Yes, Maldonado-Yes, Mr. Martinez-Abstained, Mrs. Ortega-Yes, Mr. Rodriguez-Yes, Mrs. Zuniga-Yes  
Motion Passes.

5.C. Discussion and possible action to initiate process for superintendent search and other matters related and incident thereto.

Mr. Dion Dorado addressed the board about Dr. Galaviz's retirement. He mentioned that he has the experience and education to manage the district. He also stated that the board tried the superintendent to the point of resignation. He mentioned that the community trusted superintendents to have their children educated. He also mentioned that the community will face the cost of having to pay him to retire as well as searching for a replacement for the superintendent.

Mr. Blanco mentioned that there are 2 items related to this agenda item. Recommendation by the administration based on the discussion for the board to authorize the administration to issue an RFQ/RFP for interest and search for the selection of the future superintendent spot.

Motion by Trustee Borrego, Seconded by Mrs. Ortega

Mrs. Barnes-Yes, Mrs. Borrego-Yes, Maldonado-Yes, Mr. Martinez-Abstained, Mrs. Ortega-Yes, Mr. Rodriguez-Yes, Mrs. Zuniga-Yes  
Motion Passes.

Mr. Blanco mentioned that because of Dr. Galaviz pending retirement and new Emeritus status. The board needs to consider the authorization of an interim superintendent. The recommendation is for the board's May 27<sup>th</sup> meeting. That any board member who identified somebody who might be a good interim superintendent to bring names forward for consideration. Also, to authorize the PIO department to issue a PR notice asking for any interested people who would like to be considered to submit a resume and letter of interest to any board member.

Motion by Trustee Barnes, Seconded by Mrs. Martinez

Mrs. Barnes-Yes, Mrs. Borrego-Yes, Maldonado-Yes, Mr. Martinez-Abstained, Mrs. Ortega-Yes, Mr. Rodriguez-Yes, Mrs. Zuniga-Yes  
Motion Passes.

5.D. Discussion and possible action regarding the proposal to non-renew the term contract of T. Avent.

Mr. Blanco explained that the item is being removed as the interested employee has cancelled and requested a hearing at a later date.

## 6. ADJOURNMENT

The meeting was adjourned at **8:57 PM** under unanimous consent.

Presented to the Board of Trustees for approval on **June 24, 2025**. The minutes reflect all agenda items in the order as originally posted and do not necessarily reflect the order in which they were discussed.

# Board of Trustees


## Executive Summary of Board Agenda Item

Meeting Date: June 24, 2025

Subject/Title for Agenda Posting: Board Acceptance of the May 2025 Donations Report

Justification Statement: Presentation for your review and acceptance of the May 2025 Donations Report.

Purpose of Agenda Item:  Information  Discussion  Action  
Item Type:  Curriculum & Instruction  Human Resources  Business Services

Staff Responsible: Cristina Pulley  
*Signature of Requester(s)*  
Cristina Pulley  
*Signature of Presenter(s)*  
Elizabeth B. Sida  06/10/2025  
*Business Services Approval (Initials)* *Date*

### Agenda Summary:

The Financial Services Department presents the following donations reported to Finance in May 2025.

RECOMMENDATION: Administration recommends that the Board accept the May 2025 Donations Report as presented.

PRIOR BOARD ACTION: Yes      AWARDED: N/A      AWARDED AMOUNT: N/A

AMOUNT(S): \$19,833.50

ACCOUNT NO(S): N/A

PROCUREMENT METHOD TYPE: (3 Quotes, Cooperative Contract Quotes, Sole Source, Formal Bid)  
N/A

REQUESTING DEPARTMENT: N/A

CONSEQUENCES OF NON-APPROVAL: N/A

IMPLEMENTATION TIMELINE: N/A

ATTACHMENT(S): May 2025 Donations Report





# Board of Trustees

## Executive Summary of Board Agenda Item

Meeting Date: \_\_\_\_\_

Subject/Title for Agenda Posting:

Justification Statement:

Purpose of Agenda Item:

Information  Discussion  Action

Item Type:

Curriculum & Instruction  HumanResources  Business Services

Staff Responsible:

\_\_\_\_\_  
*Signature of Requester(s)*

\_\_\_\_\_  
*Signature of Presenter(s)*

\_\_\_\_\_  
*Business Services Approval (Initials)*

\_\_\_\_\_  
*Date*

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Agenda Summary:

RECOMMENDATION:

PRIOR BOARD ACTION:

AWARDED:

AWARDED AMOUNT:

AMOUNT(S):

ACCOUNT NO(S):

PROCUREMENT METHOD TYPE: (3 Quotes, Cooperative Contract Quotes, Sole Source, Formal Bid)

REQUESTING DEPARTMENT:

CONSEQUENCES OF NON-APPROVAL:

IMPLEMENTATION TIMELINE:

ATTACHMENT(S):





**FINANCIAL SERVICES**  
**CANUTILLO A Premier District**

TO: Board of Trustees  
 Dr. Pedro Galaviz, Superintendent

FROM: Cristina Pulley, Executive Director for Financial Services

DATE: June 11, 2025

SUBJECT: Budget Amendments for May/June 2025

Budget Amendments submitted are summarized below for your review and consideration.

Administrative Cost Ratio Formula:

$$\frac{21 \text{ Instructional Leadership} + 41 \text{ General Administration}}{\text{All Expenses}}$$

**BC #347380** - This budget amendment will allocate budget for the recording of capital assets and related financing resources and re-allocate subscription expenditures to principal and interest in compliance of GASB 96 Subscription Based Information Technology Arrangements (SBITA). This budget amendment will have a positive impact on the administrative cost ratio.

Budget Account Number		Current Budget	Change	Amended Budget
199.11.6658.00.999.99	SBITA Asset	\$ -	\$ 397,286	\$ 397,286
199.31.6658.00.999.99	SBITA Asset	\$ -	\$ 56,607	\$ 56,607
199.34.6658.00.999.99	SBITA Asset	\$ -	\$ 136,548	\$ 136,548
199.41.6658.00.999.99	SBITA Asset	\$ -	\$ 119,035	\$ 119,035
199.53.6658.00.999.99	SBITA Asset	\$ -	\$ 1,025,284	\$ 1,025,284
199.71.6512.00.999.99	Principal Lease Payments	\$ -	\$ 165,940	\$ 165,940
199.00.7913.00.999.99	Other Financing Resources	\$ -	\$ 1,900,700	\$ 1,900,700

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

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

P: (915) 877-7516  
 F: (915) 877-7524  
[canutillo-isd.org](http://canutillo-isd.org)

**BC #347384** - This budget amendment will re-allocate budget for capital lease expenditures to principal and interest and capital outlay as required under GASB 87. This budget amendment will have a positive impact on the administrative cost ratio.

Budget Account Number		Current Budget	Change	Amended Budget
199.11.6269.00.001.11	Copy Machine Rental/Lease	\$ 13,424	\$ (13,424)	\$ -
199.11.6269.00.003.11	Copy Machine Rental/Lease	\$ 2,689	\$ (2,689)	\$ -
199.11.6269.00.041.11	Copy Machine Rental/Lease	\$ 12,312	\$ (12,312)	\$ -
199.11.6269.00.042.11	Copy Machine Rental/Lease	\$ 8,569	\$ (8,569)	\$ -
199.11.6269.00.101.11	Copy Machine Rental/Lease	\$ 5,236	\$ (5,236)	\$ -
199.11.6269.00.102.11	Copy Machine Rental/Lease	\$ 6,883	\$ (6,883)	\$ -
199.11.6269.00.103.11	Copy Machine Rental/Lease	\$ 6,665	\$ (6,665)	\$ -
199.11.6269.00.104.11	Copy Machine Rental/Lease	\$ 10,280	\$ (10,280)	\$ -
199.11.6269.00.105.11	Copy Machine Rental/Lease	\$ 8,569	\$ (8,569)	\$ -
199.11.6269.00.106.11	Copy Machine Rental/Lease	\$ 10,472	\$ (10,472)	\$ -
199.11.6269.00.917.22	Copy Machine Rental/Lease	\$ 1,476	\$ (1,476)	\$ -
199.21.6269.00.916.99	Copy Machine Rental/Lease	\$ 3,551	\$ (3,551)	\$ -
199.21.6269.00.917.22	Copy Machine Rental/Lease	\$ 1,440	\$ (1,440)	\$ -
199.21.6269.00.918.23	Copy Machine Rental/Lease	\$ 1,775	\$ (1,775)	\$ -
199.21.6269.00.919.25	Copy Machine Rental/Lease	\$ 2,952	\$ (2,952)	\$ -
199.21.6269.00.920.99	Copy Machine Rental/Lease	\$ 1,904	\$ (1,904)	\$ -
199.23.6269.00.001.99	Copy Machine Rental/Lease	\$ 6,176	\$ (6,176)	\$ -
199.23.6269.00.003.99	Copy Machine Rental/Lease	\$ 1,904	\$ (1,904)	\$ -
199.23.6269.00.041.99	Copy Machine Rental/Lease	\$ 3,551	\$ (3,551)	\$ -
199.23.6269.00.042.99	Principal on Lease Payments	\$ 4,740	\$ (4,740)	\$ -
199.23.6269.00.101.99	Copy Machine Rental/Lease	\$ 4,740	\$ (4,740)	\$ -
199.23.6269.00.103.99	Copy Machine Rental/Lease	\$ 6,176	\$ (6,176)	\$ -
199.23.6269.00.105.99	Copy Machine Rental/Lease	\$ 3,551	\$ (3,551)	\$ -

199.23.6269.00.106.99	Copy Machine Rental/Lease	\$ 3,551	\$ (3,551)	\$ -
199.31.6269.00.001.99	Copy Machine Rental/Lease	\$ 4,740	\$ (4,740)	\$ -
199.31.6269.00.003.99	Copy Machine Rental/Lease	\$ 3,332	\$ (3,332)	\$ -
199.34.6269.00.910.99	Copy Machine Rental/Lease	\$ 765	\$ (765)	\$ -
199.41.6269.00.701.99	Copy Machine Rental/Lease	\$ 3,551	\$ (3,551)	\$ -
199.41.6269.00.726.99	Copy Machine Rental/Lease	\$ 4,740	\$ (4,740)	\$ -
199.41.6269.00.727.99	Principal on Lease Payments	\$ 3,551	\$ (3,551)	\$ -
199.41.6269.00.732.99	Copy Machine Rental/Lease	\$ 1,213	\$ (1,213)	\$ -
199.51.6269.00.915.99	Copy Machine Rental/Lease	\$ 1,071	\$ (1,071)	\$ -
199.52.6269.00.922.99	Copy Machine Rental/Lease	\$ 3,049	\$ (3,049)	\$ -
199.53.6269.00.728.99	Copy Machine Rental/Lease	\$ 1,836	\$ (1,836)	\$ -
199.71.6512.00.999.99	Principal on Lease Payments	\$ -	\$ 160,433	\$ 160,433

**BC #347393** - This budget amendment will re-allocate funding provided by the Teacher Incentive Allotment (TIA) to proper expenditures. This budget amendment will have no impact on the administrative cost ratio.

Budget Account Number		Current Budget	Change	Amended Budget
199.11.6119.99.999.11	TIA - Stipends	\$ 1,228,525	\$ (88,988)	\$ 1,139,537
199.13.6299.71.999.99	TIA-Misc. Contracted Services	\$ -	\$ 12,000	\$ 12,000
199.13.6499.71.999.99	TIA-Misc. Operating Costs	\$ -	\$ 50,600	\$ 50,600
199.31.6118.71.921.99	TIA - Stipends	\$ -	\$ 20,437	\$ 20,437
199.31.6411.71.921.99	TIA-Travel	\$ -	\$ 1,247	\$ 1,247
199.41.6118.71.726.99	TIA - Stipends	\$ -	\$ 4,183	\$ 4,183
199.41.6118.71.727.99	TIA - Stipends	\$ -	\$ 521	\$ 521

**BC #347394** - This interfund transfer will allocate funds from the General Fund Assigned Fund Balance to the Health Insurance Fund Fund Balance to insure reserves are adequate to meet increased health insurance claims.

Budget Account Number		Current Budget	Change	Amended Budget
199.00.8911.00.000.00	Operating Transfers Out	\$ -	\$ (1,000,000)	\$ (1,000,000)
753.00.7915.00.000.00	Operating Transfers In	\$ -	\$ 1,000,000	\$ 1,000,000

**BC #347395** - This budget amendment is to re-allocate TRS-On Behalf expenditures to various functions to ensure proper distribution by function. This budget amendment will have a no impact on administrative cost ratio.

Budget Account Number		Current Budget	Change	Amended Budget
199.11.6144.00.999.99	TRS On-Behalf	\$ 2,457,085	\$ (33,000)	\$ 2,424,085
199.36.6144.00.999.99	TRS On-Behalf	\$ 38,364	\$ 32,000	\$ 70,364
199.61.6144.00.999.99	TRS On-Behalf	\$ -	\$ 1,000	\$ 1,000

**BC #347396** - This budget amendment will re-allocate identified budget savings to ensure spending compliance within budgeted functions. This budget amendment will have a positive impact on the administrative cost ratio.

Budget Account Number		Current Budget	Change	Amended Budget
199.11.6119.01.999.99	Salaries	\$ -	\$ 150,000	\$ -
199.13.6119.01.999.99	Salaries	\$ -	\$ (50,000)	\$ -
199.21.6119.01.999.99	Salaries	\$ -	\$ (40,000)	\$ -
199.23.6119.01.999.99	Salaries	\$ -	\$ 150,000	\$ -
199.31.6119.01.999.99	Salaries	\$ -	\$ 80,000	\$ -
199.32.6119.01.999.99	Salaries	\$ -	\$ 43,000	\$ -
199.33.6119.01.999.99	Salaries	\$ -	\$ (25,000)	
199.34.6119.01.999.99	Salaries	\$ -	\$ 92,000	\$ -
199.36.6119.01.999.99	Salaries	\$ -	\$ (360,000)	\$ -
199.41.6119.01.999.99	Salaries	\$ -	\$ 200,000	\$ -
199.51.6119.01.999.99	Salaries	\$ -	\$ (120,000)	\$ -
199.52.6119.01.999.99	Salaries	\$ -	\$ (60,000)	\$ -
199.61.6119.01.999.99	Salaries	\$ -	\$ 5,000	\$ -
199.71.6519.00.999.99	Debt Principal	\$ -	\$ 20,000	\$ -
199.81.6629.73.999.99	Construction	\$ -	\$ (145,000)	\$ -
199.99.6213.00.703.99	Tax Collection/Appraisal	\$ -	\$ 60,000	\$ -

# Board of Trustees

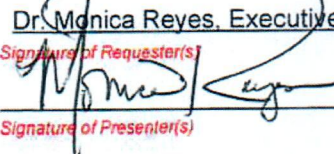
## Executive Summary of Board Agenda Item

Meeting Date: 6/24/2025

Subject/Title for Agenda Posting: Memorandum of Understanding and Agreement between Canutillo ISD and Aliviane Inc.

Justification Statement: This MOUA will provide evidence-based curriculum education, utilizing the Life Skills Curriculum, in the district's elementary and middle schools.

Purpose of Agenda Item:  Information  Discussion  Action  
Item Type:  Curriculum & Instruction  Human Resources  Business Services

Staff Responsible: Dr. Monica Reyes, Executive Director Student Support Services  
*Signature of Requester(s)*  
  
*Signature of Presenter(s)*  
Elizabeth B. Sida 6/16/2025  
*Business Services Approval (Initials)* *Date*

### Agenda Summary:

This memorandum of understanding and agreement confirms Canutillo ISD's commitment to provide the community with age-appropriate Alcohol, Tobacco and Other Drug (ATOD) presentations and information disseminated to the students, teachers, and families. Canutillo ISD students will also have an opportunity to participate in youth mentoring services through the Big Brother, Big Sisters program. Information will also be presented at other districts and campus activities such as prevention classes, Parent University, health fairs and community events.

RECOMMENDATION: Administration recommends that the Board of Trustees approves the sponsorship agreement with Superior HealthPlan and Canutillo ISD.

PRIOR BOARD ACTION: Approved    AWARDED: 8/28/2024    AWARDED AMOUNT: N/A

AMOUNT(S): N/

ACCOUNT NO(S): N/A

PROCUREMENT METHOD TYPE: (3 Quotes, Cooperative Contract Quotes, Sole Source, Formal Bid)  
Memorandum of Understanding

REQUESTING DEPARTMENT: Student Support Services Department

CONSEQUENCES OF NON-APPROVAL: The loss of a preventative measure concerning alcohol, tobacco and other drugs and the loss of a resource of information to be shared with Canutillo ISD students in classroom presentations and with parents at community events

IMPLEMENTATION TIMELINE: School Year 2025-2026,

ATTACHMENT(S): MOUA document and Exhibit A





**MEMORANDUM OF UNDERSTANDING & AGREEMENT**

Aliviane, Inc. is committed to providing comprehensive substance use and other mental health disorder services for residents living in West Texas (Region 10), which includes the counties of El Paso, Brewster, Culberson, Jeff Davis, Hudspeth, and Presidio. To accomplish these goals, we must rely on community resources to provide much needed services that are beyond the scope of this organization and/or to augment the services provided by Aliviane, Inc. **This document represents a record of agreement to provide individuals with program services listed below between Aliviane, Inc. programs and the following partnering agency:**

**Name of Partnering Agency/Organization/ School/Program:**

**Canutillo Independent School District**

**Aliviane, Inc. applicable program services:**

- |  |   |   |   |  |
|--|---|---|---|--|
| <input checked="" type="checkbox"/> PRIDES                 | <input checked="" type="checkbox"/> PRC Region 10 | <input type="checkbox"/> HMHL             | <input type="checkbox"/> WCR            | <input checked="" type="checkbox"/> YRRC |
| <input type="checkbox"/> PRIDES - Rural                    | <input checked="" type="checkbox"/> EPAPC         | <input type="checkbox"/> AOPC             | <input type="checkbox"/> CCC            | <input type="checkbox"/> PPW             |
| <input checked="" type="checkbox"/> Strengthening Families | <input type="checkbox"/> PADRE                    | <input type="checkbox"/> OTC              | <input type="checkbox"/> Por Mi Familia |  |
| <input checked="" type="checkbox"/> IMASTAR                | <input type="checkbox"/> PATH                     | <input checked="" type="checkbox"/> YFOPC | <input type="checkbox"/> RSS            |  |

**Description of services provided by Aliviane Inc.**

General Description	Specific Deliverables
<p><b>Youth Prevention Indicated Program (YPI)</b> may provide prevention services to youth at risk of substance use and adults referred.</p>	<p>Services include prevention education; age appropriate ATOD presentations; Information Dissemination to children, and families; Alternative Activities; Problem Identification and Referral as requested; Prevention services will include participation in community events.</p>
<p><b>Youth Prevention Selective (YPS)</b> may provide prevention services to youth ages 12-17 years of age and adults referred.</p>	<p>Services include prevention education; age appropriate ATOD presentations; Information Dissemination to children, and families; Alternative Activities; Problem Identification and Referral as requested; Prevention services will include participation in community events.</p>
<p><b>Youth Prevention Universal Program (YPU)</b> may provide prevention services to all youth and adults referred.</p>	<p>Services include prevention education; age appropriate ATOD presentations; Information Dissemination to children, and families; Alternative Activities; Problem Identification and Referral as requested; Prevention services will include participation in community events.</p>

**El Paso Advocates for Prevention Coalition** will work towards the prevention and reduction of the illegal and harmful use of alcohol, Marijuana, tobacco, and prescription drugs, (to include other drugs) in El Paso County, amongst youth and adults, by promoting and conducting community-based and evidence-based prevention strategies with key stakeholders.

**PRC program** provides the community with substance use events, data, and information to mitigate the use of illicit substances in our community for all ages.

**Big Brothers Big Sisters** may provide youth mentoring services to enhance protective factors for youth at risk of substance misuse.

**Youth and Family Outpatient Treatment Clinic (YFOPC)** may provide outpatient treatment services adolescents aged 13-17 years old who are struggling with substance use disorder.

**Youth Recovery Center(YRC)** program provides youth aged 13-21 years old a safe place to meet with peer leaders and obtain case management services. Peer leaders engage participants and their families/supportive allies in sober activities and the center is available to youth at various times throughout the week.

Services include conducting prevention services activities through the coalition. Implement the combination of information dissemination, alternative activities, community based process, environmental strategies, shift related to policies, practices, norms and community condition.

Services include data sharing, substance use presentations, Regional Needs Assessment, tobacco compliance checks, tobacco law education, mass media, promotion of substance use related events, social media posting, and referrals.

Services include age-appropriate group mentoring services that include 14-30 minute sessions and monthly family engagement activities to participate in program. Collaboration on services and resources for participants identified by campus and district mental health professionals. The mentoring program will need to be vetted by SHAC and approved by the Board of Trustees prior to utilizing this program. Parent permission will be required for any student to participate. All program mentors shall follow district screening procedures prior to working with Canutillo ISD students.

Services include Individual Counseling, Group Counseling, Group Education, Adolescent Support, Parent Education, and Family Support. Services will be provided to youth upon referral from school counselors, to be conducted at Aliviane's facility.

Services include referrals, family engagement services, case management resources, center with sober activities, outreach presentations, support groups, and a Peer Advisory Council. Services will be provided to youth upon referral from school counselors, to be conducted at Aliviane's facility.

Referral     Transportation     Communication     Financial Assistance     Case Management     Presentations/Sessions

**Description of services provided by Partnering Agency/Organization/School/Program**

General Description	Specific Deliverables
Provide coordinating support for Aliviane prevention presentations, information dissemination, alternative activities, evidence-based curriculum services, health fairs and community events, by allowing Prevention Specialist to work in their classrooms and students.	Support for prevention education curriculum, adult and youth presentations and information dissemination, virtually or in person
<input type="checkbox"/> Referral <input type="checkbox"/> Transportation <input type="checkbox"/> Communication <input type="checkbox"/> Financial Assistance <input type="checkbox"/> Case Management <input type="checkbox"/> Presentations/Sessions	

This MOUA indicates that a referral relationship exists and will abide by the Occupations Code, Title 3, Subtitle A, Chapter 102, Subchapter A, Sec. 102.001. This MOUA does not indicate any contract, liability, or endorsement between both partnering entities. Both entities will mutually provide information regarding services provided, admission and eligibility criteria, non-duplication of services, and any other information necessary for effective placement of individuals within the guidelines of client confidentiality as specified by State and Federal laws and regulations, specifically the Federal Regulations on Confidentiality of Alcohol and Substance Abuse Patient Records (Federal Register, General Provisions Title 42, Chapter 1, Part 2), Health Insurance Portability and Accountability Act (HIPAA), and any other requirements as mandated by existing protocols.

This MOUA recognizes that referred individuals are responsible for any fees or payments if any apply. Aliviane, Inc. has no liability or responsibility for such fees or payments, unless arranged in advance, in writing, by an official of Aliviane, Inc. with authority to authorize such payment. This agreement will be in effect for one year from the date of full execution or may be terminated by either entity with thirty (30) days written notice.

**Signature:** \_\_\_\_\_

**Name:** Dr. Pedro Galaviz  
**Title:** Superintendent of Schools  
**Entity:** Canutillo ISD  
**Phone:** 915-877-7444  
**Email:** pgalaviz@canutillo-isd.org

**Signature:** \_\_\_\_\_

**Name:** Ivonne Tapia, LPC-S, LCDC, ACPS  
**Title:** Chief Executive Officer  
**Entity:** Aliviane, Inc.  
**Phone:** 915-782-4000  
**Email:** itapia@aliviane.org

Start Date: 09-1-2025     End Date: 09-1-2026  
**MOUA Renewal Required 1-Year after Start Date\***



## **Activities Curriculum Overview: Building Bonds and Skills**

### Week 1: BBBS Match Meeting Paperwork

The Big Brothers Big Sisters (BBBS) team will guide youth and mentors through the completion of match meeting paperwork. During this session, Youth Development Program (YODP) goals will be discussed, and the Child Outcome Survey/Youth Outcome Survey (COS/YOS) will be completed. The match agreement will be signed by all participants.

### Week 2: Getting to Know You Activity

Using an icebreaker handout, youth and mentors will engage in a group activity answering questions that lay the foundation for meaningful conversations. This activity aims to establish a positive and supportive relationship between the youth and their mentors.

### Week 3: DIY Stress Ball

Aligned with the SFP topic of the week, 'Staying Cool in Conflicts,' youth will create their own stress balls. This hands-on activity provides a tangible tool for stress relief and aligns with the broader goal of developing conflict management skills.

### Week 4: Bracelet Making Activity

In line with the SFP topic 'Being Who You Want To Be,' youth will craft personalized bracelets, fostering discussions on personal growth and self-identity.

### Week 5: Vision Board Activity

Participants will create vision boards, collages representing their interests, personalities, dreams, and goals. This activity encourages self-expression, creativity, and a positive outlook. Vision boards will serve as daily reminders when placed in visible locations.

### Week 6: Jenga Game

Youth and mentors will enjoy playing Jenga together, fostering interactions and positive engagement. The game promotes a fun and inclusive atmosphere while providing an opportunity for mentors and youth to connect.

#### Week 7: Shoulder, Knees, Cup! Game

A lighthearted game promoting positive interactions, fun, and camaraderie between youth and mentors. The focus is on enjoyment and building connections.

#### Week 8: Red Ribbon Group Slogan Activity

Aligned with the SFP topic 'Alcohol and Drugs,' youth and mentors collaboratively create a group slogan and display in a poster created by the group. This creative activity encourages open conversations about substance abuse and reinforces positive choices.

#### Week 9: Human Knot Game

Aligned with the SFP topic 'Solving Problems,' youth and mentors engage in the hands-on Human Knot Game. This activity emphasizes teamwork and communication skills in a dynamic and interactive manner.

#### Week 10: My Circle of Support Activity

Youth identify and acknowledge adults in their support network, promoting a sense of connection and security. This activity fosters an understanding that asking for help is a normal and healthy part of life.

#### Week 11: Painting Activity

Aligned with the SFP topic 'Managing Emotions,' participants express their emotions through drawing and painting. This creative activity promotes emotional awareness and healthy practices for managing emotions.

#### Week 12: Sticky Notes Affirmation Activity

Aligned with the SFP topic 'Handling Criticism,' youth write positive affirmations on sticky notes, reinforcing positive self-dialogue and building resilience.

#### Week 13: UNO Game

Youth and mentors enjoy a casual and enjoyable session playing UNO, providing a relaxed setting for connection.

#### Week 14: End of Session Party

To conclude the 14-week session, youth and mentors will reflect on their time together, and complete match closure surveys with BBBS staff assistance. This celebratory gathering marks the end of a successful mentoring program.

## Executive Summary of Board Agenda Item

Subject/Title for Agenda Posting:

Justification Statement:

Purpose of Agenda Item:

Information  Discussion  Action

Item Type:

Curriculum & Instruction  HumanResources  Business Services

Staff Responsible:

\_\_\_\_\_  
*Signature of Requester(s)*

\_\_\_\_\_  
*Signature of Presenter(s)*

\_\_\_\_\_  
*Business Services Approval (Initials)*

\_\_\_\_\_  
*Date*

Agenda Summary:

RECOMMENDATION:

PRIOR BOARD ACTION:

AWARDED:

AWARDED AMOUNT:

AMOUNT(S):

ACCOUNT NO(S):

PROCUREMENT METHOD TYPE: (3 Quotes, Cooperative Contract Quotes, Sole Source, Formal Bid)

REQUESTING DEPARTMENT:

CONSEQUENCES OF NON-APPROVAL:

IMPLEMENTATION TIMELINE:

ATTACHMENT(S):



CANUTILLO INDEPENDENT SCHOOL DISTRICT  
LIST OF INTERLOCAL AND COOPERATIVES

	<b>Interlocal Agreement</b>	Established	Membership Fee
a	El Paso ISD Interlocal Agreement	2/21/2017	None
b	Socorro ISD Interlocal Agreement	2/21/2017	None
c	Ysleta ISD Interlocal Agreement	4/21/2010	None

	<b>Cooperative Contracts</b>	Established	Membership Fee
e	1GPA - 1Government Procurement Alliance	1/25/2019	None
f	Allied States Cooperative, Region 19	12/13/2001	None
g	Central Texas Purchasing Alliance (Round Rock)	9/17/2018	\$150.00 annually
h	E&I Cooperative Services	9/4/2012	None
i	Equalis Group	6/28/2022	None
j	Fort Worth Independent School District Procurement Card Svcs)	2/12/2019	
k	Harris County Department of Education - Choice Partners	1/29/2001	None
l	Houston Galveston Area Council of Governments (H-GAC)	2/5/2001	None
m	National Coopeartive Purchasing Alliance	3/22/2022	None
n	OMNIA Partners (Includes Region 4, Region 14 NCPA)	8/25/2020	None
o	Purchasing Cooperative of America	8/26/2021	None
p	Region 2 - GoodBuy	3/22/22	None
q	Region 5 Southeast Texas Purchasing Cooperative	3/22/2022	None
r	Region 6 - EPIC 6	9/27/2022	None
s	Region 8 -Texas Interlocal Purchasing Systems (TIPS USA)	5/6/2008	None
t	Region 10 Master Interlocal	Pending BOT Approval 6-24-2025	
u	Region 12 Education Service Center - State of Texas Co-op *	Unknown	None
v	Region 14 - National Cooperative Purchasing Alliance	4/7/2022	None
w	Region 16 - TexBuy	11/9/2016	None
x	Region 17 - West Texas Food Service Cooperative	1/27/2022	Annual Renewal None
y	Region 18 Education Service Center *	Unknown	None
z	Region 20 - 2013 Purchasing Cooperative	8/25/2020	None
aa	Region 20 - PACE	8/25/2020	None
bb	Sourcewell (formerly National Joint Powers Alliance)	8/25/2020	None
cc	Texas Comptroller of Public Accounts - TxSmartBuy	11/9/2016	None
dd	Texas Comptroller of Public Accounts - Texas Multiple Award Schedule (TXMAS)	11/9/2016	None
ee	Texas Association School Business - BuyBoard	2/13/2007	None
ff	Tarrant County Cooperative Purchasing, Fort Worth	5/24/2022	None
gg	* Texas Department of Information Resources (DIR)	8/22/2023	None
hh	* TASB Benefits Cooperative - Interlocal	1/23/2024	None

# Board of Trustees

## Executive Summary of Board Agenda Item

Meeting Date: \_\_\_\_\_

Subject/Title for Agenda Posting:

Justification Statement:

Purpose of Agenda Item:

Information  Discussion  Action

Item Type:

Curriculum & Instruction  HumanResources  Business Services

Staff Responsible:

\_\_\_\_\_  
*Signature of Requester(s)*

\_\_\_\_\_  
*Signature of Presenter(s)*

\_\_\_\_\_  
*Business Services Approval (Initials)*

\_\_\_\_\_  
*Date*

---

Agenda Summary:

RECOMMENDATION:

PRIOR BOARD ACTION:

AWARDED:

AWARDED AMOUNT:

AMOUNT(S):

ACCOUNT NO(S):

PROCUREMENT METHOD TYPE: (3 Quotes, Cooperative Contract Quotes, Sole Source, Formal Bid)

REQUESTING DEPARTMENT:

CONSEQUENCES OF NON-APPROVAL:

IMPLEMENTATION TIMELINE:

ATTACHMENT(S):



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# Program Evaluation 2025

**2024-2025 School Year**

Prepared by the Curriculum and Instruction Department - April 30, 2025

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## Program List Quick Look

Program	Department	ES	MS	HS	Cost 2024-2025	Cost 2025-2026	Renewal
Attainment Curriculum	SP&S	X			\$14,000	\$5,335	Yes
DALS+	SP&S	X	X	X	\$17,009.76		Yes
Destiny Follett	Libraries	X	X	X	\$15,197.35	\$15,668.75	Yes
Discovery Education	Libraries	X	X	X	\$10,900.34	\$10,715	Yes
Edmentum Plato	C&I			X	\$44,971.89	\$44,971.89	Yes
Eduphoria	C&I	X	X	X	\$35,568.25	\$36,978.60	Yes
Eduthings	CTE		X	X	\$4,200	\$7,500	Yes
Entrepreneur Certification Program	CTE			X	\$3,588	\$3,588	Yes
ESPED	SP&S	X	X	X	\$22,000	\$19,000	Yes
EStar LPAC	ALS	X	X	X	\$12,436.86	\$12,571.70	Yes
Gale Resources	C&I	X	X	X	\$50	\$50	<b>No</b>
Generation Genius	C&I	X			\$2,673	\$2,673	Yes
ISpire	SP&S	X	X	X	\$10,800.00	\$11,398.50	Yes
Lead4ward Accountability Connect	Testing, research & Accountability	X	X	X	\$2,500	\$2,500	Yes
Lexia	C&I		X	X	\$35,190.00	\$33,150.00	Yes
Lift	ALS				\$9,600.00	\$14,854.88	Yes
Method Learning	C&I		X	X	\$1,500	\$1,500	Yes
MindTap Dental	CTE			X	\$428	Nonrenewal	<b>No</b>
Paxton Patterson	CTE		X	X	\$3,800	\$7,600	Yes

Program	Department	ES	MS	HS	Cost 2024-2025	Cost 2025-2026	Renewal
PCT-NHA	CTE			X	\$2,268.00	\$2,520.00	Yes
Pharm Tech Prep	CTE			X	\$712	\$1335	Yes
Plan4Learning	Compliance	X	X	X	\$5,000	\$6,000	Yes
PLTW Biomedical Science	CTE			X	\$2,500.00	Nonrenewal	<b>No</b>
Renaissance	C&I	X	X	X	\$110,272.70	\$101,073.58	Yes
Sibme	C&I	X	X	X	\$30,000	\$14,000	Yes
SpringBoard	C&I		X	X	\$13,549.26	\$10,790.45	Yes
STEMscopes Math	C&I	X	X	X	\$35,706.95	\$165,595.75	Yes
Stukent	CTE			X	\$1,300.00	\$1,495.00	Yes
Summit K12	ALS	X			\$1,682.00	\$1,538.50	Yes
TEKS Resource	C&I	X	X	X	\$44,867.50	\$42,934.50	<b>No</b>
TestHound	Testing, research & Accountability	X	X	X	\$8,781.00	\$9,035.00	Yes
TexQuest	Libraries	X	X	X	\$1762	\$1762	Yes
Unique Learning	SP&S		X	X	\$10,000		Yes
UWorld Program	C&I			X	\$15,000	\$14,000	Yes

---

## Attainment

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2024-2025 Cost: **\$14,000**

2025-2026 Price Quote: **\$5,335**

Grades/Population Served: **Elementary**

Department: **Special Programs and Services**

---

### Expectations and Purpose of Program

---

Attainment provides a scientific research-based approach to curriculum creation for various subjects including ELA, math, science, social studies and literacy /language development. This curriculum serves as a solid foundation for high quality, hands-on, rigorous special education instruction for Elementary.

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### Support to Ensure Program Objectives

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This is a new program and teachers received some training. However, elementary self-contained teachers need to have PLCs and follow ups on utilizing this program to be effective and to ensure accurate use of the program.

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### Performance Indicators

---

Surveys responses were limited and there were several new special education teachers and vacancies that make it difficult to get a true understanding of the program effectiveness. 66% of survey respondents are using this curriculum daily, 33.3% report not using it consistently and there is no data from 4 teachers.

---

### Recommended Modifications to meet Objectives

---

It is apparent that additional training and monitoring must take place to ensure fidelity and meet program goals. Ongoing, targeted support and training is essential going forward. Some student barriers that training will need to address include lack of computer skills, short attention span and meeting the rigorous curriculum demands.



## Cost Benefit Analysis in Regards to Outcomes and Program Intent

---

Attainment is a one time fee for access to all curriculum with a small annual cost online cost. Special Programs and Services department will develop a new framework to support effective use with teachers and students to increase effectiveness of program goals.

The committee recommends to continue to utilize Attainment Curriculum for 2025-2026.



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## DALS+

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2024-2025 Cost: **\$17,009.76**

2025-2026 Price Quote: **\$ TBD**

Grades/Population Served: **K-12**

Department: **Special Programs and Services**

### Expectations and Purpose of Program

---

DALS+ is used by special education assessment personnel, including diagnosticians, LSSP's, and therapists (speech, physical and occupational), to accurately assess students for special education eligibility. This program allows users to assess students electronically and has components for scoring each assessment item and generating a report that can be used for the student Full Individual Evaluation (FIE).

### Support to Ensure Program Objectives

---

CISD Lead Diagnostician and SLP held training with all assessment personnel at the beginning of the school year. Ongoing training and one-on-one assistance is provided as needed. Leads also reached out to their contact from Pearson for support and guidance when needed.

### Performance Indicators

---

As of March 31, 2025, 958 assessments were completed within the program serving 207 students.

Data collected during weekly meetings and a program evaluation survey indicate that 70% of users feel the program is easy to navigate and provides cohesive reports for all students, while 80% agree that the program saves time in evaluating the students with accuracy. Users also report that the program increases accuracy of results compared to manual assessments and that scoring is completed in real time providing valuable feedback to assessment personal.

### Cost Benefit Analysis in Regards to Outcomes and Program Intent

---

DALS+ is well worth the investment. It has saved staff time in completing reports and increased the accuracy of the results. Unlimited protocols are included in the cost. The only protocols needed are student response booklets rather than having to get the record forms.

The electronic scoring report is also easily uploaded into the student's Esped file saving time over transferring the information from paper forms.

We have also noticed a benefit in student engagement. Students prefer responding on the iPad rather than paper alone. Finally, when assessments are updated to a new version, we automatically have access to them without having to purchase a copy for each assessment personnel.

One program barrier is the limited amount of material for Spanish speaking individuals, however, the company (Pearson) is working to make more material available. Currently, to overcome this barrier, the district is able to order paper copies of Spanish assessment materials as part of the overall cost.

The committee recommends to renew DALs+ for the 2025-2026 school year.



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# Destiny

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2024-2025 Cost: **\$15,197.35**

2025-2026 Price Quote: **\$15,678.75**

Grades/Population Served: **Pk-12**

Department: **Libraries**

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## Expectations and Purpose of Program

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Destiny is the library management software used in all district libraries to manage the book collections, keep track of and circulate books, and to access additional electronic books and resources.

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## Support to Ensure Program Objectives

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- Librarians teach staff and students how to access the online catalog so that they are able to access library resources both inside the library and remotely.
- Students regularly attend classes that are provided by librarians to learn library, research, technology and media skills necessary for navigating learning in the 21st Century.
- Follett Destiny also provides support to librarians and library staff for the use of Destiny.

---

## Performance Indicators

---

Destiny software provides each campus with easy access to reports that include both current and cumulative circulation data.

Students at each school utilize and demonstrate the library skills they are taught by librarians daily as they use the library resources to choose books. Students also demonstrate knowledge of their research, media and technology skills daily as they utilize the library resources and skills in class research projects.



## Recommended Modifications to meet Objectives

---

There are no recommendations for revisions or modifications needed. Destiny fulfills its purpose as a library management software and provides support when needed.

## Cost Benefit Analysis in Regards to Outcomes and Program Intent

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Destiny is an effective library management system software at a reasonable cost. There are many benefits of having library access at each campus for our school communities that make Destiny worth the investment.

Destiny is recommended for renewal.



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## Discovery Education Streaming

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2024-2025 Cost: **\$10,900.34**

2025-2026 Price Quote: **\$10,715**

Grades/Population Served: **Pre-K-12**

Department: **Technology**

### Expectations and Purpose of Program

---

Discovery Education is a streaming service that provides curricular resources and professional development for K-12 teachers. It is a flexible learning environment that covers all grade levels and subject areas. Users are able to discover resources, assign content, access grab and go resources, create lessons and collaborate with other Discovery educators.

### Support to Ensure Program Objectives

---

Professional development is available and embedded in the Discovery Education program. There is a professional learning center which includes step-by-step guides, interactive courses, educator essentials, discovery education in action, and resources for student exploration. For leading staff development, resources include user management and integration options, communication resources, professional learning toolkits, hot topics, front & central, and the ambassador program.

Texas Essential Knowledge and Skills and Texas Assessments of Academic Readiness Resources are embedded in Discovery Education.

Faculty and staff use campus code to create accounts in Discovery Education and all can access through Rapid Identity or [Canutillo.discoveryeducation.com](http://Canutillo.discoveryeducation.com)

### Performance Indicators

---

District and campus reports are available to track usage. Data reports confirm that teachers in the district are utilizing the program. There have been 10,066 resource (video, channels, images, interactives, activities, audio, educator supports, and other material) interactions so far this school year. In addition, survey results show that 46.2% of respondents use this resource occasionally and 28.9% use it weekly.

Discovery Education provides students with real-world connections to the content they are learning about, especially in science and social studies (see below).



## Recommended Modifications to meet Objectives

It is important to make teachers more aware of Discovery Education and the variety of resources and professional development it provides. Teachers need time and training to explore the vast resources available.

## Cost Benefit Analysis in Regards to Outcomes and Program Intent

Many teachers find this resource useful in supplementing the curriculum in many different areas. Students are able to make real world connections. Discovery Education provides students with relevant virtual experiences without leaving their community. This program is relevant to everyone, it encompasses all grade levels and all subject areas.

We recommend that the district continues to purchase Discovery Education as a resource for the teachers and students. This program will become more valuable as teachers are trained and made aware of the many resources which are available. Once again, this program will benefit all students in the district, all subjects and all grade levels.

Discovery Education is recommended for renewal.



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## Edmentum Courseware

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2024-2025 Cost: **\$44,971.89**

2025-2026 Price Quote: **\$44,971.89**

Grades/Population Served: **High School**

Department: **Curriculum and Instruction**

### Expectations and Purpose of Program

---

Edmentum Courseware is a self-paced curriculum used for on-line credit recovery. Since the program is web-based, students are able to access Courseware at school and home. Courses are available for all content areas and aligned to the TEKS. In addition, the program offers CTE courses for all strands, AP courses, electives, and test preparation such as TSI, SAT, and ACT.

Edmentum Courseware is used at CHS, NWECHS and TOA during the school year and in the summer for credit recovery and loss of credit hours due to attendance. The program is also used by the Individual Graduation Committees (IGC) to provide students who have not passed 2 end of course STAAR exams with an alternative method to graduate.

### Support to Ensure Program Objectives

---

Edmentum Courseware offers a comprehensive help center with training videos and FAQ. The program representative is available to answer questions by phone and email and will usually respond the same day to inquiries and request for help. Program representatives perform 2-3 in-person “pulse check” meetings during the school year to ensure that the district is fully supported to implement the program.

### Performance Indicators

---

Edmentum provides detailed reports by student, teacher, course, or campus including the hours worked on each course, completion rates and log-in times. As of May 1, 369 semester credits have been earned with the program. This number will increase as more students complete their courses before the end of the school year and during summer school indicating that Edmentum is achieving its purpose to assist students in regaining credit and graduating.



## Recommended Modifications to meet Objectives

---

Continued training and monitoring of the program is recommended, especially for new students and teachers.

Not all students are able to complete the program independently, some benefit from the supervision of qualified teachers who will hold them accountable in the subject area and make regular checks to ensure the students are making progress.

## Cost Benefit Analysis in Regards to Outcomes and Program Intent

---

As an online program, Edmentum Plato is extremely cost efficient when compared to the cost of face-to face credit recovery. Being self-paced makes the program an effective way for a student to recover multiple credits if needed. In 2025-2026, CISD will be in the 3rd year of a three year contract that provided a substantial savings over the regular program cost.

Having an on-line program for credit recovery, loss of credit for attendance, Individual Graduation Committee projects and even some first time credit is essential for CISD. The committee recomends renewal of Edmentum Plato.



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# Eduphoria Aware Premium & Strive with TEKS Bank

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2024-2025 Cost: **\$35,568.25**

2025-2026 Price Quote: **\$36,978.60**

Grades/Population Served: **All grade levels**

Department: **Curriculum and Instruction**

## Expectations and Purpose of Program

---

Eduphoria Aware Premium & Strive is a suite of educational tools designed to assist teachers with student testing, data analysis, professional development portfolios and TTESS.

- ❖ Aware is a test creator used for unit assessments, benchmarks, and some TIA designations. Student are able to login for online testing and teachers receive instant access to results. Comprehensive student portfolios are populated with a students entire assessment history. Teachers are able to analyze test data by student, class or even individual standard performance in order to inform instruction. Eduphoria also allows state assessments such as STAAR and national assessment data such as AP results to be easily uploaded into Eduphoria for data analysis.
- ❖ STRIVE is a complete appraisal system with customizable forms that provides leaders with a way of share valuable feedback, document walkthroughs, formal observations and meeting information with teachers. As part of the annual evaluation process, teachers can document progress on goals and their Student learning objective (SLO).
- ❖ Workshop is a professional development platform that allows the district to share information about upcoming training, manage conferences and track professional development credits. Teachers are able to easily register for training, print certificates and tie professional development to annual goals. Teachers can also upload outside professional development into their professional development portfolio to keep track of all PD for audit and certificate renewals.
- ❖ The Forethought lesson planner allows teachers to create daily lesson plans which can be shared with curriculum teams and administration. Annual lesson plans remain available to view and revise.



## Support to Ensure Program Objectives

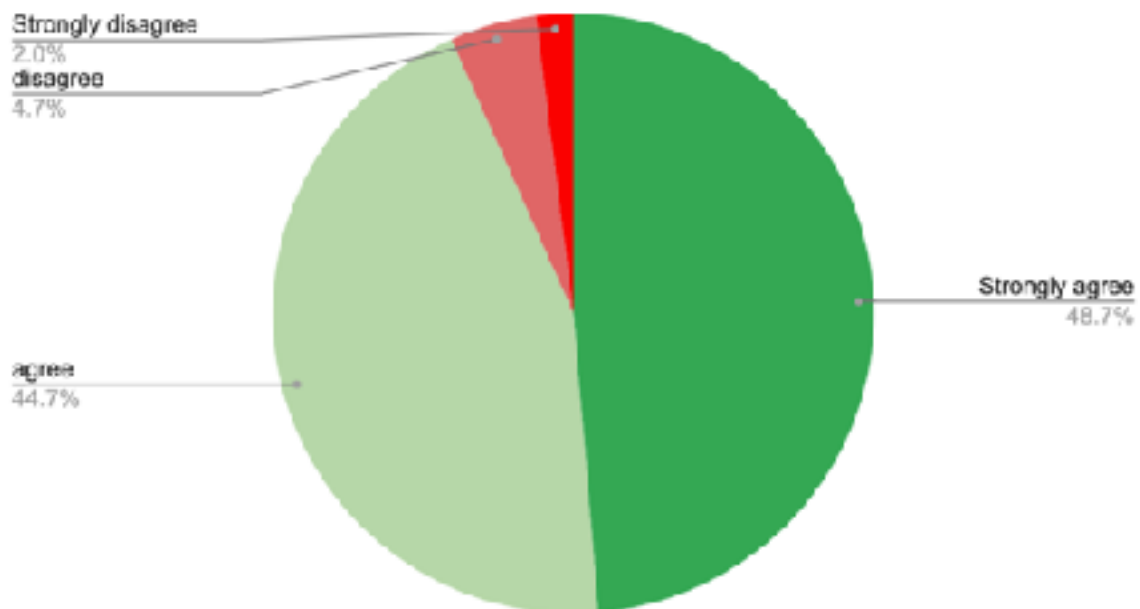
---

C&I coordinators provide training when requested and also responds to daily requests for support or to resolve issues quickly. If request cannot be solved by the C&I team, Eduphoria is contacted for additional support.

## Performance Indicators

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- ❖ Eduphoria is used yearlong to create, take and analyze common unit assessments and district benchmarks.
- ❖ Assessment data are used by individual teachers, PLC, campus and district to plan and provide targeted interventions.
- ❖ District professional development conferences are created and tracked in Workshop so that all district provided PD is documented. Teachers regularly upload documentation for any PD from outside the district into their Portfolios.
- ❖ Eduphoria has been used by CISD teachers for many years. Survey results indicate that 93.3 % of teachers strongly agree or agree that Eduphoria is an important tool to support student achievement.



## Recommended Modifications to meet Objectives

---

The Curriculum and Instruction department will continue to provide daily support to individuals and training throughout the year as requested. C&I will also include beginning of the year training for new teachers, instructional coaches and any others that would like to attend.

Based on survey feedback, C&I will update setting to make the Eduphoria student journal available and visible to all teachers. Training for this feature will be provided and it will allow teachers to journal important student information such as discipline and correspondence with parents.

### **Cost Benefit Analysis in Regards to Outcomes and Program Intent**

---

The ability to view and manipulate data at the teacher, campus and district level is fundamental to ensuring that students are on target and to provide timely interventions when needed. Eduphoria data is the cornerstone of effective PLC discussions. Teachers use Eduphoria to create assessments and analyze student performance. Monitor lists are an essential tool used by administrators, tutors, and specialists to help monitor students who may need extra help to close instructional gaps. If Eduphoria were not renewed, a similar program would need to be purchased as an alternative.

Eduphoria is worth the cost based on assessment and data analysis tools alone. However, it is very cost effective when you also include the other programs Eduphoria provides with Strive (appraisals), Forethought (lesson plans) and Workshop (professional development portfolio).

Eduphoria is Recommended for Renewal.



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## Eduthings

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2024-2025 Cost: **\$4,200**

2025-2026 Price Quote: **\$7,500**

Grades/Population Served: **8-12**

Department: **CTE**

### Expectations and Purpose of Program

---

Eduthings is an on-line software management system and a repository for CTE related data including demographics, program trends, certifications, CTE completer data, Career and Technical Student Organization tracking, Work-Based Learning tracking, and advisory board data. TEA requires that ISDs individually track the attempt, passing, and acquisition of IBCs that require licensing for each CTE student taking an IBC exam. Eduthings allows us to track within their software, which assists CTE with reporting IBCs to the state for reimbursement of exam costs. Teachers, counselors, and administrators are able to access Eduthings to enter or retrieve CTE related data for cross reference and accuracy of TEAMS and PEIMS reporting.

### Support to Ensure Program Objectives

---

Upon on-boarding, customer service representatives hosted various training sessions for teachers during their conference periods. The company is committed to training and will make themselves available to teachers as needed. Teachers have developed a professional learning community at school, which has helped teachers as the year progresses. Ongoing training sessions are hosted by the company on a regular or as needed basis. Tutorial videos on how to complete tasks has also been made available to anyone using the system.



## Performance Indicators

---

Euthings effectiveness comes from data-specific information that is entered by CTE teachers. Updates to the software are made regularly to keep up with legislative updates as well as state requirements as they are announced. Eduthings is also effective because the vendor will create specific reports tailored for our district when needed.

Predominant usage involves teachers entering industry based certification information, which is continually monitored for funding purposes as well as TEA accountability reporting. CTE administrators are able to extract unlimited reports as needed to respond to critical data benchmarks.

## Cost Benefit Analysis in Regards to Outcomes and Program Intent

---

Eduthings as it has proven to be a huge asset to the success of tracking requirement/ mandatory data needed for decision making on almost a weekly basis. As these mandates increase in complexity, Eduthings has made the end-user data and flexibility with which it works with the district's SIS a must and a relied upon source for immediate information.

The committee recommends to renew Eduthings for the 2025-2026 school year.



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# Entrepreneur and Small Business Certification Program

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2024-2025 Cost: **\$3,588**

2025-2026 Price Quote: **\$3,588**

Grades/Population Served: **11-12**

Department: **CTE**

## Expectations and Purpose of Program

---

The Entrepreneur and Small Business (ESB) certification program is designed to introduce high school students to the fundamental concepts of entrepreneurship and small business ownership. The purpose of the program is to help students develop an understanding of how to start, manage, and grow a business. Students are expected to learn key topics such as business planning, marketing, finance, operations, and the traits of successful entrepreneurs. By earning this certification, students demonstrate their readiness to pursue entrepreneurial opportunities or further business education.

## Support to Ensure Program Objectives

---

To ensure the purpose and objectives of the Entrepreneur and Small Business (ESB) certification program are achieved, several key provisions have been put in place. For example, teachers have access to professional development and curriculum tools provided by iCEV, which offers comprehensive lesson plans, multimedia presentations, assessments, and hands-on activities aligned with ESB standards. Additionally, GMetrix is used to give students access to practice tests and exam preparation tools that simulate the certification environment, helping them build confidence and familiarity with the test format.



## Performance Indicators

---

Student performance on the certification exam are used to determine the effectiveness of the Entrepreneur and Small Business (ESB) certification program. These scores provide measurable data on how well students are grasping key entrepreneurial concepts and applying their knowledge. High pass rates and improvement over time indicate successful instruction and student engagement. The key performance indicator is having a 90% student passing rate on the certification exam which demonstrates that students have successfully mastered the essential concepts of entrepreneurship and small business management.

Test data is also used by the instructor to identify areas for instructional improvement and to ensure alignment with program goals.

## Cost Benefit Analysis in Regards to Outcomes and Program Intent

---

The cost of providing the ESB certification program which includes licensing for iCEV, access to GMetrix, and certification exam fees, is well justified by the outcomes. With a 90% student pass rate, the program has clearly met its goals of equipping students with foundational business knowledge and industry recognized credentials. These certifications not only enhance student resumes and college applications but also provide a competitive edge in the workforce. The return on investment is high, as the program supports career readiness and aligns with CTE objectives. Student feedback has been positive, indicating increased confidence, engagement, and a deeper understanding of entrepreneurial concepts. Overall, the benefits far outweigh the costs, making the program a valuable and impactful investment in student success.

The committee recommends to renew the ESB program for the 2025-2026 school year.



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## eSTAR/eSPED

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2024-2025 Cost: **\$22,000**

2025-2026 Price Quote: **\$19,000**

Grades/Population Served: **K- 12**

Department: **Special Programs and Services (SPS)**

### Expectations and Purpose of Program

---

eSTAR/eSPED is a school administration software that proactively allows staff to manage caseload completion of IEP, 504, ELL, and Rtl compliance documents. Esped prepares data-driven documentation for all shareholders to utilize and run reports related to eligibility, service minutes, and alternative testing requirements. This software also provides the district with compliance reports for Student Performance Indicators.

Initiated in December 2013 for Special Education, this program aligned SPED, 504, ELL and Rtl. In allowing staff to access consistent information on every student in the district in special programs, eSPED provides the support to advance our educational community.

### Support to Ensure Program Objectives

---

Continuous training (individually, in group settings, and in CISD Professional Development opportunities) occurs due to updates and new IDEA requirements. The SPS Department constantly supports and monitors the documentation system to remain in compliance with TEA and IDEA. Internal audits of accurate reporting also assist in ensuring campuses across the district follow state given timelines. The eSPED program also allows teachers to review historical plans by accumulating data to ensure that student progress is constantly measured through notes of interventions being implemented with fidelity.



## Performance Indicators

---

- All special programs are aligned on the same documentation system that meets IDEA requirements.
- All staff track district students on their caseload through RTI to 504, Special Education or ELL.
- The program tracks and notifies staff on compliance due dates.
- The program generates reports for compliance purposes.
- Keeps CISD aligned with federal and state compliance.
- Generates reports such as eligibility indicators, minutes of services, progress reporting and monitoring, state and alternate assessments with accommodations, student population numbers and case managers, etc.

## Recommended Modifications to meet Objectives

---

Recommendations for revisions and/or modifications to ensure program purposes are met, is to create and uphold a schedule of eSPED training that allows our staff the time to learn of eSPED, practice navigation, and obtain the confidence in utilizing the program to its full capacity. There is continuous training embedded throughout the school year to offer follow-up support for staff using eSPED and one to one training for new staff members.

We are reframing the RTI process that would utilize the whole child approach to ensure that we embrace students' individual needs. We are moving forward with the MTSS approach with effective training and guidance to support our teachers and staff. RTI will not be used in eSPED as the new Educlimber supported by student support services will take over the MTSS process.



A barrier is the time that is given for training at all professional development marked calendar days, and more significantly for the new hire process. New hires for special education come at the pivotal time where eSPED is their first non-negotiable in compliance of legal documents.

In a survey given to eSPED instructional staff, 29% said the biggest obstacle was training, while another 29% listed finding the time to utilize the program.

## Cost Benefit Analysis in Regards to Outcomes and Program Intent

---

The program enables CISD to maintain compliance, document student progress, etc. While other programs may have similarity, and based on our survey, 88% state that eSPED makes the ARD/504 process more efficient to meet our students' needs. Frontline/eSPED staff continually updates eSPED based on information from its customers.

The final recommendation from the Special Services and Programs department is to renew the program. eSPED is a vital resource for our district to ensure compliance and based on our survey 97% state that the district should continue to support and fund eSPED. The RTI component will not be renewed which may reduce the renewal cost.

eSPED program is recommended for renewal.



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# ESTAR LPAC

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2024-2025 Cost: **\$12,436.86**

2025-2026 Price Quote: **\$12,571.70**

Grades/Population Served: **PreK-12**

Department: **ALS**

## Expectations and Purpose of Program

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The eSTAR Frontline LPAC (Language Proficiency Assessment Committee) program is designed to support school districts in effectively managing and documenting the LPAC process for English learners or (EBs). The eSTAR Frontline LPAC program streamlines compliance with federal and state regulations related to Emergent bilinguals by providing tools for: tracking student progress in language proficiency, managing documentation for LPAC meetings, ensuring timely and accurate decisions for placement, accommodations, and services. Users of the program are expected to: accurately input and update student data, conduct LPAC meetings in compliance with state and federal guidelines, use the system to generate required forms, reports, and documentation, and collaborate with other educators and stakeholders through the platform to support EB student success.

## Support to Ensure Program Objectives

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Program support includes staff training and professional development, workshops, webinars, user manual, quick guides, and help desk services. District coordinator and LPAC leads oversee implementation, monitor compliance, and assist campuses as well as schedule LPAC meetings, to discuss tools, monitoring and accountability.



## Recommended Modifications to meet Objectives

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To keep training up to date and relevant, the ALS department plans to develop short, on demand video tutorials for specific tasks and present these during LPAC meetings.

## Performance Indicators

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Indicators include the completion rates of LPAC documentation, accuracy and consistency, audit readiness and timeliness of LPAC meetings and decision making.

## Cost Benefit Analysis in Regards to Outcomes and Program Intent

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Yes, the eSTAR Frontline LPAC program has shown to be effective in achieving it's primary purpose: streamlining the LPAC process and ensuring compliance with federal and state regulations for Emergent Bilinguals. eSTAR LPAC is an efficient student data management programs that saves staff time, improves support for Emergent Bilinguals and enhances transparency and accountability.

Committee recommends to continue providing ESTAAR for services to EB students.



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## Gale Resources

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2024-2025 Cost: **\$50**

2025-2026 Price Quote: **\$50**

Grades/Population Served: **All Educational Staff**

Department: **Curriculum and Instruction**

### Expectations and Purpose of Program

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Gale Resources is a library of professional development eBooks. These professional development resources deliver research based best practices to help administrators and teachers improve instruction and support student achievement. CISD staff has access to hundreds of titles available through the Gale Online Virtual Reference Library. Titles are accessible 24/7 and can be downloaded to read offline. Gale was a one-time purchase of the database with the opportunity to add a new bundle of books annually. Gale Resources charges a small platform fee or \$50 annually for maintaining the database on their website.

### Support to Ensure Program Objectives

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The site is accessible through the staff links page of the district website. Teachers were reminded of the program and how to access during district PLC meetings.

### Cost Benefit Analysis in Regards to Outcomes and Program Intent

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There are over 100 great books on best practices and strategies that are available to teachers at any time. The cost to keep these great resources available to teachers is minimal at only \$50 per year. However, survey results indicate that very few teachers are utilizing the program and the available books have not been updated for many years.

**Gale Resources will not be renewed.**



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# Generation Genius

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2024-2025 Cost: **\$2,673**

2025-2026 Price Quote: **\$2,673**

Grades/Population Served: **K-5**

Department: **Curriculum and Instruction**

## Expectations and Purpose of Program

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Generation Genius is a supplemental teaching tool for elementary science. The program includes quality videos created in partnership with the National Science Teachers Association and aligned with Next Generation Science Standards and TEKS. Each video is about 12 minutes and is an effective way to engage students and develop deeper understanding of difficult science concepts. Over 100 videos for grades K-8 are included.

While the videos are the centerpiece of the program, each video also includes discussion questions, vocabulary, a DIY hands-on activity for kids with PDF instructions, a teacher's guide, a 5E lesson plan with extension opportunities, reading material with audio option, and assessments in Google forms, PDF and Kahoots. All lesson documents and videos are currently available in English and Spanish and include closed captioning.

The videos are extremely engaging for students and cover science material in depth with very easy to understand explanations. Every video includes a detailed explanation of the topic through demonstrations and/or field trips, a real-world segment, and a DIY segment for the student to do at home with common materials.



## Support to Ensure Program Objectives

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Teachers were provided with username and passwords at the beginning of the school year through email, the teacher toolkit document, and shared through Google drive. The program is extremely user friendly so no training is needed. Reminders of how to access the program and it's features were included during Fall District PLCs for science.

## Performance Indicators

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Many teachers mention student engagement as one of the best reasons to renew the program. Teachers in grades 3-5 especially feel the program helps students understand science concepts better, build vocabulary and generate interest in new content. 90.3% of the K-5 teachers who participated in the Program evaluation survey strongly agree or agree that Generation genius is an important tool to support student achievement in science.

## Recommended Modifications to meet Objectives

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Teachers who use the program absolutely love it and use it regularly. However, there are still a small number of teachers, mostly in K-2, who still do not use the program. For 2025-2026, the district science coordinator would like to visit campus PLCs to highlight the program benefits in order to increase use and student outcomes.

## Cost Benefit Analysis in Regards to Outcomes and Program Intent

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The program offers high quality videos and lessons made especially to help young students understand difficult science concepts. The videos include many lab demonstrations that could not be done at school due to cost or access to the materials. The subscription cost of \$2,673 allows all K-5 teachers and students access to the program online from home or school. For videos, lessons, reading material and all the other items included this is an exceptional value. The subscription price has more than doubled since the program was first purchased and is currently \$1,395 per campus, however, CISD is locked in at the current price for as long as it plans to renew.



Generation Genius is Recommended for Renewal.

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# ISpire

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2024-2025 Cost: **\$10,800**

2025-2026 Price Quote: **\$11,398.50**

Grades/Population Served: **K-12**

Department: **Special Programs and Services (SPS)**

## Expectations and Purpose of Program

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ISPIRE is an Intensive, structured, multi-sensory reading intervention that's comprehensive, easy to implement and easy to use. This allows students to work primarily online, and empowers teachers with real-time progress monitoring, digital assessment, and reporting. This intervention program is based on the Orton-Gillingham approach utilized for all special education students with a specific learning disability with dyslexia. It is designed to build reading success for struggling readers and this program meets all requirements by TEA to serve specifically for our students with dyslexia.

## Support to Ensure Program Objectives

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Staff is supported through the use of the electronic training modules within the program and one-to-one assistance at campus levels by lead special education staff. Lead teacher provides support and resources for all teachers utilizing ISPIRE program. Progress monitoring and full effective use of the reading program is reviewed monthly to ensure student progress. Progress monitoring is essential to meet students' goals and objectives based on their IEPs.



## Performance Indicators

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Student progress is monitored by teachers as they go through the eight level program and make adjustments as needed. Reports are created to determine the progression of all students utilizing the Spire reading program.

Reports are created to identify student usage, student deficits, and where lessons need to be redelivered. Lessons can also be adjusted to target a missed or regressing skill. All stakeholders within the student's instructional day meet frequently to ensure consistent progress monitoring. Currently CISD has 150 seats available for dyslexia students and have utilized 123 seats with high usage. We do have 27 seats unused which may allow us to attain the program at a lower cost for next school year.

## Recommended Modifications to meet Objectives

---

We have 59 teachers and 123 students that are coded dyslexic using ISPIRE. The Survey indicates that training must be part of an ongoing process. We will reevaluate the approach to support teachers for training and assist with scheduling ideas for smooth process. Only reading teachers and special education teachers that have been trained through a TEA approved program are allowed to utilize this program specifically for students that are coded with Dyslexia. Special Programs will increase training support and guidance to all teachers utilizing this program to ensure fidelity. ISPIRE is an approved reading intervention program for Dyslexia by the Texas Education Agency.

## Cost Benefit Analysis in Regards to Outcomes and Program Intent

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Program data has shown student growth. However, to maximize results, we will need to develop a new framework in supporting effective use with teachers and students.

When used with fidelity, students' usage of Aspire maximizes student learning and growth. This program is strictly for students with dyslexia coding and compared to the previously used program, Ispire is more cost effective.

Committee recommends to renew Ispire for the 2025-2026 school year as it meets state requirements to serve students with dyslexia.



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## Lead4ward Accountability Connect

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2024-2025 Cost: **\$2,500**

2025-2026 Price Quote: **\$2,500**

Grades/Population Served: **All grade levels**

Department: **Testing and Accountability**

### Expectations and Purpose of Program

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Accountability Connect provides the Accountability Administrator with bi-weekly meetings to provide crucial updates on accountability, ratings, changing legislation, and state-wide best practices in the areas of accountability, accelerated testers, RDA, TAPR, and assessment led by John Fessenden at Lead4Ward plus special guests from TEA.

The information provided helps make sense of the complexities of state and federal accountability within district assessment, data reports, and effective instructional practices. The content is relayed to the entire district leadership team through monthly newsletters.

The program helps to bridge the connection between curriculum, instruction, assessment, and accountability at levels that can be understood from a teacher, student, parent, and leader perspective.

### Support to Ensure Program Objectives

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- Provides access to templates, QuickLook summary sheets, legislative updates, webinars, and worksheets that are used with Camus leadership districtwide to inform and guide instruction
- Is used as a source for best practice in assessment and accountability processes used in the district and at the campus level

### Performance Indicators

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TAPR (Texas Assessment Performance Reporting) and RDA (Results Driven Accountability) measures are used to both support the use of the program and measure its effectiveness. This included successful completion of federal/state accountability requirements in TAPR presentations/posting, school report card posting, and effective completion of TEAL verification activities.

Curriculum and Assessment updates for new testing item types, TEA blueprint updates, and tools that can be used to help communicate these complicated changes are made simple so they can be shared and understood with teachers.

## Recommended Modifications to meet Objectives

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The account is limited in user access, information from accountability connect meetings attended by the District Testing and Accountability Administrator is shared directly with Superintendent, Associate Superintendent, Directors, and Coordinators to facilitate a better understanding of accountability, assessment updates, and changes in policy/legislation that governs instruction, assessment, and accountability.

## Cost Benefit Analysis in Regards to Outcomes and Program Intent

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The bi-weekly webinar meetings, templates and availability of Lead4Ward as a resource for questions keeps district leadership up-to-date on changes, provides an avenue for assistance, and provides access to materials already created for use to use with other systems (like Eduphoria) to predict student performance, analyze student growth, and enhance instruction to meet demands in accountability.

The resources provided also guide compliance in RDA and TAPR reporting as required by TEA and federal accountability legislation. Templates and guides for these crucial presentation are also provided as part of the membership

Our district benefits immensely from the information provided through the Accountability Connect membership.

Accountability Connect is recommended for renewal.



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# Lexia

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2024-2025 Cost: **\$35,190**

2025-2026 Price Quote: **\$33,150**

Grades/Population Served: **6-12**

Department: **C&I**

## Expectations and Purpose of Program

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Lexia is an online/web-based program that provides for personalized learning as students work independently and develop critical reading and language skills through a visually engaging platform. The program provides teacher-led prescriptive lessons for students who demonstrate significant reading deficits that require intensive interventions. Based on the reports generated from Lexia, teachers can scaffold lessons, utilize hands-on student worksheets, and re-deliver missed target skills. Student growth can further be analyzed through Lexia benchmarks.

## Support to Ensure Program Objectives

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Lexia professional development partnership training was offered to CMS, AMS, and CHS to support the implementation of Lexia at each campus. In addition, self-paced professional development resources were provided for teachers to learn how to implement Lexia with fidelity.

## Performance Indicators

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Implementation during the 2024-2025 school year was not effective in achieving stated goals. Inconsistent use for targeted student populations resulted in little demonstrated growth according to Lexia reports.

Lexia data does support the urgent need for improved implementation as up to 40% of students engaged with the program demonstrate significant gaps in word study, grammar and comprehension skills. This program is designed to support secondary students who demonstrate significant word reading and language comprehension gaps that result in the student reading significantly below grade level.

## Recommended Modifications to meet Objectives

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We recommend campus implementation target students in need of acceleration support as identified by STAAR assessment performance and HB 1416 guidelines. Students within this population should receive supplemental acceleration instruction leveraging Lexia to address word recognition and language comprehension skill gaps in a personalized, adaptive manner.

## Cost Benefit Analysis in Regards to Outcomes and Program Intent

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Lexia provides teachers with the opportunity to support students reading significantly below grade level in the secondary setting through personalized instruction. This is a critical component of the secondary literacy instructional program that requires supplemental programming beyond our tier 1 instructional material. Lexia fills this need well with a competitive pricing structure.

Lexia is recommended for renewal.



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# Lift

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2024-2025 Cost: **\$9,600**

2025-2026 Price Quote: **\$14,854.88**

Grades/Population Served:

Department: **Academic Language Services**

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## Expectations and Purpose of Program

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Lift is a program to equip emergent bilinguals (EBs) with the academic language and literacy skills needed for success. It is designed to support EBs in acquiring, developing, and applying English. Additionally, the program promotes academic discussions and reinforces skill application across all subject areas.

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## Support to Ensure Program Objectives

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Ensure we have high quality ESL teachers who understand language acquisition and culturally responsive teaching. Onboarding training was provided in September.

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## Performance Indicators

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Lift is a great program but it is still too early to see its impact. Evidence collected indicates low levels of usage across the target population, suggesting limited engagement with the digital program. That is not to say that students and or teachers did not engage with textbooks. As a result, it's difficult to determine its full impact at this stage. However, this low utilization may point to a need for additional training and support to ensure that educators and students are adequately equipped to integrate the program into their routine.

While current performance indicators show minimal measurable outcomes, it is important to note that final TELPAS scores have not yet been released. These scores will provide more comprehensive insight into the program's impact on English language proficiency and may reveal delayed benefits. Until that data is available, a full evaluation remains incomplete.



## Recommended Modifications to meet Objectives

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Continued monitoring and follow-up support are recommended to enhance implementation fidelity and increase the likelihood of achieving the program’s long-term goals.

## Cost Benefit Analysis in Regards to Outcomes and Program Intent

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While we acknowledge that program costs have increased by over 50%, it's important to emphasize the intent and long-term value of this investment. Our newcomer students arrive with diverse needs, and a critical component of their success is the ability to develop English language skills in a supportive, structured environment. This program is not just about immediate academic support—it's a foundational investment in equitable access to education, social integration, and long-term achievement

Lift is recommended for renewal during the 2025-2026 school year.



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## Method Learning

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2024-2025 Cost: **\$1,500**

2025-2026 Price Quote: **\$1,500**

Grades/Population Served: **8-12**

Department: **C&I**

### Expectations and Purpose of Program

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Method Learning is an online platform designed to help students prepare for the TSI, ACT, and SAT through interactive lessons, practice questions, and test-taking strategies. Its structured approach enhances student performance by reinforcing key concepts, improving problem-solving skills, and building confidence for college entrance exams. The platform supports CCMR (College, Career, and Military Readiness) by increasing college readiness, improving standardized test scores, and expanding post-secondary opportunities, ultimately helping students meet college admission and scholarship requirements.

### Support to Ensure Program Objectives

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Online Training provided via Zoom for Secondary Administrators, Instructional Coaches, and some teachers that know they will incorporate Method Learning into their classrooms. Ongoing support throughout the year (as needed) at no additional cost.

### Performance Indicators

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The program was purchased during the Fall of the current school year and was utilized by a handful of teachers as a proof of concept. Based on usage data and staff feedback, Method Learning has been effective in achieving its purpose. Evidence indicates increased student engagement, improved TS and SAT scores, and enhanced test-taking confidence.

Performance indicators, such as time spent on the platform, pre- and post-test score gains, and student progress reports, suggest that users develop stronger foundational skills and perform better on college entrance exams. With continued use, the district expects higher CCMR achievement rates as Method Learning demonstrates its role in increasing college readiness and expanding post-secondary opportunities by increasing the number of students who successfully pass the TSI.

### Recommended Modifications to meet Objectives

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To further enhance the effectiveness of Method Learning, several revisions and modifications are recommended. Expanding access to middle schools would help build foundational skills earlier, better preparing students for high school-level coursework and standardized tests. Additionally, integrating the program into Early College High School (ECHS) would support students in meeting college readiness benchmarks sooner, increasing their success in dual-credit and college courses. Other improvements could include more personalized learning paths, additional support for struggling students, and increased educator training to maximize the platform’s impact. Strengthening these areas would further align the program with its purpose of improving test performance and boosting CCMR outcomes across the district.

### **Cost Benefit Analysis in Regards to Outcomes and Program Intent**

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Given the low per-user cost and the potential for significant improvements in CCMR performance metrics, the investment in Method Learning TSI Prep is a cost-effective strategy. The program supports institutional goals, improves student readiness, and aligns with broader academic and accountability outcomes.

The committee recommends to renew Method Learning for the 2025-2026 school year.



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## MindTap Dental

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2024-2025 Cost: **\$428**

2025-2026 Price Quote: **Nonrenewal**

Grades/Population Served: **12**

Department: **CTE**

### Expectations and Purpose of Program

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MindTap is an online learning platform that serves as a companion to the Cengage Dental textbook. With it, students have full access to their textbooks, along with a wide range of supplemental material to help them fully master the material, including multimedia tools, quizzes and tests, grading and analytics.

### Support to Ensure Program Objectives

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CTE department worked closely with the IT department to try to fix access problems. Unfortunately, the program was often blocked by district filters and it was difficult to maintain consistent student access.

### Performance Indicators

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When students and teachers were able to access the program, it was very difficult to navigate and not user friendly. Teachers, students and administration had a difficult time opening, viewing, and using program features. Students were not able to use the program as intended.

### Cost Benefit Analysis in Regards to Outcomes and Program Intent

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Due to the difficulties in navigation and opening the program components we do not feel that MindTap is worth the investment.

**MindTap will not be renewed.**



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## Paxton Patterson Level Up

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2024-2025 Cost: **\$3,800 for a 5 year license for CHS**

2025-2026 Price Quote: **\$7,600 (5 year license for AMS and CMS)**

Grades/Population Served: **8-11**

Department: **CTE**

### Expectations and Purpose of Program

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Paxton Patterson Level Up is a set of career exploration modules to engage students in authentic problem-based learning experiences as they discover their interests and aptitudes. CHS Program has modules: Pharmacy, Dental, Mental Health, Sport Medicine, Therapeutic services, Veterinarian, Forensic, Medical imaging, Nursing, and Emergency Medical Tech. Students learn what these careers are, educational requirements, expenses and how much these careers make financially. AMS/CMS modules include a variety of career modules which are called the “Exploration Modules” in STEM, trades fields, medical, etc.

### Support to Ensure Program Objectives

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Training was provided for every teacher at the onset of the lab installation. The company provides continued support as needed and respond to all requests within a reasonable time.

### Performance Indicators

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The program provides reports of time spent on the program and student test results. Reports and teacher observations show that students find the modules highly engaging and are very interested in completing the program to learn what careers might be a good match for them.

### Cost Benefit Analysis in Regards to Outcomes and Program Intent

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Paxton Patterson Level Up Modules are an excellent investment. The modules allow students to explore a variety of careers in an engaging and informative way and helps them select a program of study so that they are placed on the correct pathway toward their career choice. The cost is minimal since the licensing is for 5 years.

The committee recommends to renew Paxton Patterson with the consideration of expanding discovery labs at each elementary when financially possible.

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## Patient Care Technician Prep- NHA

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2024-2025 Cost: **\$2268**

2025-2026 Price Quote: **\$2520**

Grades/Population Served: **12**

Department: **CTE**

### Expectations and Purpose of Program

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The Patient Care Technician (PCT) preparatory bundle is an online program to provide students with the knowledge and skills to become a certified patient care technician assistant (CPCT/A). This online resource includes review modules, activities, quizzes, and practice exams to help student prepare for and pass the national PCT Certification Exam.

### Support to Ensure Program Objectives

---

CTE PCT teacher provided guidance to students on how to use the program. Since the program is online, students could access during class and outside of school hours to review and prepare for the certification exam.

### Performance Indicators

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Students are very satisfied with the materials and feel they are easy to use. The end-of-module quizzes and practice exams show that students are utilizing the program and learning the required material. Students and teacher use the individualized exam review to help students identify and work on any deficiencies.

### Cost Benefit Analysis in Regards to Outcomes and Program Intent

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The program cost of \$84 per student is worth the investment. The program is closely tied to and an excellent preparation for the CPCT/A certification exam which are both done by the company NHA. Use of the program seems to have increased the success rate in which students approach, prepare and pass the exam.

The committee recommends to renew PCT-NHA for the 2025-2026 school year.



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## Pharm Tech Prep

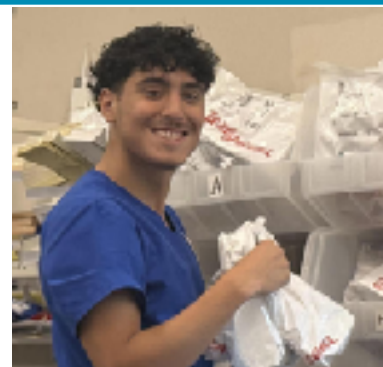
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2024-2025 Cost: **\$712.00**

2025-2026 Price Quote: **\$1335.00**

Grades/Population Served: **12**

Department: **CTE**



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### Expectations and Purpose of Program

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Pharm Tech Prep is an online program that introduces and explains how and what to expect in becoming a Pharmacy Technician. The program includes 6 practice tests and is adaptive to identify any gaps in student learning. Use of the program helps students improve their grade and ability to pass the certification exam.

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### Support to Ensure Program Objectives

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The Pharmacy Technician teacher provided students with instructions and guidance to access and use the program.

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### Performance Indicators

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Pharm Tech Prep program provides daily reports on students progress. It provides the teacher with time spent on program and the student's performance on each module and practice test. The program learning center identifies students as at risk, developing, or on track to help inform the teacher's instruction.

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### Cost Benefit Analysis in Regards to Outcomes and Program Intent

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The company, NHA, has two programs for Pharm Tech available. The program that has more modules and practice tests is \$550 per student. While a great program, it is not feasible due to the high cost. This Pharm Tech Prep program used by CHS CTE students is affordably priced at \$89 per student and has shown to be very effective in preparing and increasing the success rate in which students pass the very challenging certification exam. Six out of seven students passed their Pharm Tech Certification exam to become certified Pharmacy Technicians.

The committee recommends to renew Pharm Tech Prep for the 2025-2026 school year.

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## Plan 4 Learning

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2024-2025 Cost: **\$5,000**

2025-2026 Price Quote: **\$6,000**

Grades/Population Served: **All levels**

Department: **Program Compliance**

### Expectations and Purpose of Program

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Plan4Learning is a program designed for all educators, administrators, and parents to simplify the improvement planning process by streamlining key action steps and ensuring compliance across our district. We focus on a common vision, identify key needs and develop strategies that will impact a positive outcome making assurances that there is alignment to the district's strategic plan. This program is an essential component for creating, monitoring, analyzing, and adjusting plans and used as a guiding tool moving towards higher-performing schools.

### Support to Ensure Program Objectives

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Support to ensure program objectives are met include the following;

- Training and ongoing support to all Administrators and Office Managers.
- Notifications and reminders to campuses - on updating their objectives/strategies to ensure collaboration and remaining focused on school and district goals.
- Checklist is provided in Plan4learning to ensure that all areas of compliance and growth are addressed effectively.
- One to one conference- based on individual campus needs and guided questions for effective use of the program which is embedded with their campus goals.
- Easy accessibility to campus and district improvement plans for staff and community.
- All improvement plans can be located at campus sites and on the district website for easy access and monitoring of action plans.



## Performance Indicators

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- Goals/objectives and strategies are documented and completed through the use of this program.
- CNA documentation for all 4 components (Demographics, Student Achievement, Perception and Processes & Programs) are available and updated as needed throughout the year. Problem statements are reviewed, analyzed and adjusted to address current challenges and barriers.
- Summative evaluations are reviewed at the end of the school year.
- Program evaluations are required per campus to review and analyze the outcome of campus performance based on expenditures that are tied to campus goals and objectives.

## Recommended Modifications to meet Objectives

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- Training to campus leadership to assist their campus staff and parents in navigating and viewing their CIPs.
- Schedule parent leadership meetings to review the CIPs & DIP.
- Refresher training for all on all the options of the program.

## Cost Benefit Analysis in Regards to Outcomes and Program Intent

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Plan4learning cost of \$6,000 is conducive to creating a blueprint of the district and campus goals and documenting our needs.

The program ensures that CISD remains in compliance with all federal and state law. In addition, Plan4Learning constantly updates and adjusts to any new federal or state requirements to ensure compliance.

We are recommending use of Plan4Learning for the 25-26 school year.



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## PLTW Biomedical Science

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2024-2025 Cost: **\$2,500**

2025-2026 Price Quote: **Will not be renewed**

Grades/Population Served: **9-12**

Department: **CTE**

### Expectations and Purpose of Program

---

Project Lead the Way (PLTW) Biomedical Science is a curriculum program in which students are exposed to a variety of careers in the medical field. They learn high level content and techniques like protein isolation, bacterial transformation and DNA sequencing. They develop soft skills such as collaboration and presentation skills and learn to synthesize research and identify reliable sources.

### Support to Ensure Program Objectives

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Equipment, training and resources are included with the adoption of PLTW curriculum.

### Performance Indicators

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The PLTW Biomedical course includes an End of Course (EOC) exam on which student have constantly performed well on. Speaking anecdotally, the PLTW biomedical teachers shared that several former students are in college pursuing careers like nursing and biomedical engineering.

### Cost Benefit Analysis in Regards to Outcomes and Program Intent

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The program is worth the investment cost, students experience high level content and gain valuable knowledge in biomedical science while refining their soft skills.

However, there are no plans to renew PLTW as the Biomedical program will be in its last year for the 2025-2026 school year due to low enrollment. Juniors and senior students will be allowed to complete their last courses in the program of study but no new enrollment will occur. The teacher will be able to reutilize the materials and curriculum provided in past years which no longer requires the continued purchase of the online PLTW platform.

**PLTW Biomedical will not be renewed.**

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# Renaissance

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2024-2025 Cost: **\$106,895.70**

2025-2026 Price Quote: **\$101,073.58**

Grades/Population Served: **PreK- 12**

Department: **Curriculum and Instruction**

## Expectations and Purpose of Program

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The Renaissance program promotes reading and assists teachers in delivering differentiated and timely instruction while providing personalized student practice in reading. The Renaissance Reading components include STAR reading, myOn, and Accelerated Reading. The STAR Reading/STAR Spanish assessment uses computer-adaptive technology and allows teachers to assess foundational reading proficiency and comprehension. MyON provides a digital library that is interfaced with Accelerated Reader to provide the teacher and student with feedback regarding student reading outcomes.

## Support to Ensure Program Objectives

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Teachers were provided training on the interpretation and use of Star Reading data as well as access to asynchronous training material to support their use of each Renaissance program. Campus librarians were provided 3 virtual training sessions on the implementation and management of Accelerated Reader, myON and Star Reading. Individualized guidance and support was provided on an as needed basis throughout the academic year.

## Performance Indicators

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Some of the criteria used to determine effectiveness of the program include:

- ❖ District dashboard reports and teacher survey
- ❖ Progress monitoring at BOY, MOY and EOY benchmarks
- ❖ TIA Growth Measures
- ❖ Subscription Capacity (product administration)
- ❖ myOn- Core Report and Campus Engagement Data

District Dashboard reports illustrate robust district utilization of all Renaissance products. PreK-12 Content Program Evaluation surveys indicate that teachers believe the program should continue to be funded. 95.8% of survey respondents agree or strongly agree that Renaissance is a valuable tool to support student achievement in reading.

The Growth Reading report using Star Enterprise Reading indicates progression with reading development. Students are demonstrating an average growth of 0.5 grade equivalency across all campuses when measured from August 2024 to January 2025. The Domain Mastery report indicates that all campuses are demonstrating moderate growth for Scale Growth Progress in comparison to similar campuses. Campus teachers monitor individual student progress using the Star Record Book, Star Growth report, and the State Standards Mastery-Class report.

## **Recommended Modifications to meet Objectives**

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Last year, we recommended to discontinue the use of Star Early Literacy English and Spanish assessments for Pre-K - 2nd Grade students in order to streamline our assessments and reduce the assessment burden on our students and teachers. We will continue to utilize the state approved CLI Engage assessments for Pre-K - 2nd grade to assess student reading proficiency at these grade levels instead.

We also recommend discontinuing myON access for grades 7-8 as overall usage is low at these grade levels.

## **Cost Benefit Analysis in Regards to Outcomes and Program Intent**

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The beginning of the year, middle of the year, and end of year diagnostic assessments allow teachers to track student reading levels and adjust instruction to students' needs. The use of the AR product indicates students are self-selecting text and assessing their comprehension and analysis by means of the AR quizzes.

The MyON program allows teachers and students access to online books which are linked to an AR test and encourage self-selected reading and reading for pleasure.

The ability to monitor student AR testing data, the availability of a quality assessment to assess student growth, and access to a digital library for students make this product an important asset for encouraging student reading and fostering their continued growth. We have refined our reading assessment plan to clarify how to utilize the Star Reading assessment and Renaissance data to inform instruction at each grade level. This streamlined approach will allow our teachers to gain a deeper understanding of these tools.

Renaissance is recommended for renewal.

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## Sibme

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2024-2025 Cost: **\$21,000**

2025-2026 Price Quote: **\$31,500**

Grades/Population Served: **District Mentors and Teachers**

Department: **C&I New teacher program**

### Expectations and Purpose of Program

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The Sibme AI-Enhanced Professional Learning and Coaching Platform empowers self reflection, virtual coaching, peer-to-peer collaboration and cohort based professional learning communities. This online video coaching and collaboration platform makes it easy for Instructional leaders, coaches, and teachers to improve their practice through the use of video reflection and feedback.

### Support to Ensure Program Objectives

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Each campus has at least one staff member that has completed the Coach the Coach Cycle. They met with a personalized coach throughout a 7-week period where they developed the skills needed to ground their coaching in a replicable improvement cycle. In addition, support was provided by Sibme staff members throughout this process. The mentor teachers have continued to use the platform to coach teachers.

The district hopes to next have an administrator from each campus go through the Coach The Coach Cycle.

### Performance Indicators

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Users feel that Simbe is effective at achieving its purpose to improve instruction through coaching. It serves as a tool to provide effective feedback to teachers on classroom instruction and student engagement using AI features, one-on-one conversations & collaboration. The platform also provides valuable resources.



## Recommended Modifications to meet Objectives

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Recommended modifications for the upcoming school year will be to ensure that access is prioritized for new teachers (0-2 years experience) to align with the goals set by the Texas Mentorship Program (Cycle 4). We will also ensure that any new mentors receive the Coach the Coach training as well as campus administrators.

## Cost Benefit Analysis in Regards to Outcomes and Program Intent

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The initial cost of the program included the Coach the Coach virtual training sessions for mentor teachers. Now that most mentors have successfully gone through the training the focus will shift to overall implementation, user licenses for new teachers (0-2 years experience) and the Coach the Coach training sessions for administrators. It is definitely worth the investment.

Recommendation is to renew Sibme for the 2024-2025 school year.



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## SpringBoard ELAR and Math

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2024-2025 Cost: **\$13,549.26**

2025-2026 Price Quote: **\$10,790.45**

Grades/Population Served: **HS Pre-AP ELAR**

Department: **Advanced Academics**

### Expectations and Purpose of Program

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The SpringBoard Program for Pre-AP is an educational initiative designed to prepare students for the rigors of Advanced Placement (AP) courses. It is developed and managed by the College Board, the same organization responsible for administering AP exams.

### Support to Ensure Program Objectives

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Staff were provided with a teachers manual and access to the online resources that accompany the primary text. Books were ordered in a timely manner and were available for use by the first day of school. The online version was linked to our single sign on system, making it easily accessible to students and teachers to use in Google Classroom. Pre-AP Classroom resources, which are correlated to SpringBoard, were purchased by the secondary schools. Teachers had access to PD through both SpringBoard and CollegeBoard for use and successful implementation of the SpringBoard.

### Performance Indicators

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Teachers who were assigned the SpringBoard curriculum for their course were given an anonymous survey regarding the use of the text. In addition to the survey, online reports were gathered which tracked the use through SpringBoard Digital.

Survey Results: 8 of 11 teachers responded. 38% of the Pre-AP teachers noted they do not use SpringBoard for instruction or as a supplemental resource. The comments on the survey suggested the teachers were unhappy and frustrated with the reliability of the SpringBoard Digital. However, 5 teachers stated that they use both the online platform and the book. 60% of teachers stated that SpringBoard raises the rigor in the Pre-AP classroom. One comment stated “SpringBoard is a must, especially for all English I students; this resource closes gaps and corrects misteachings.”

SpringBoard Digital Reports:

During 2024-2025 School year-to-date, SpringBoard Digital was accessed by 8 Teachers and 68 Students a total of 2,882 logins.

### Recommended Modifications to meet Objectives

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SpringBoard workbooks are the same lessons on Pre-AP Classroom but it does not follow the Year-at-a-glance (YAG) which is the order in which the TEKS are taught throughout the year. The online platform offers audio functionality however, it was often unreliable. In general College Board had many technical glitches which made using it cumbersome. Another barrier is ensuring there are enough workbooks ordered for all students in the Pre-AP Math and ELAR courses. This will be achieved by working closely with the classroom teachers and projecting enrollment.

### Cost Benefit Analysis in Regards to Outcomes and Program Intent

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The use of SpringBoard gives campuses a significant discount for their Pre-AP membership. For this reason at least a partial purchase is beneficial.

SpringBoard is recommended for renewal.



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## STEMscopes Math

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2024-2025 Cost: **\$35,706.95**

2025-2026 Price Quote: **\$165,595.75**

Grades/Population Served: **K-8 and Algebra I**

Department: **Curriculum and Instruction**

### Expectations and Purpose of Program

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STEMScopes is a constructivist approach that provides an interactive curriculum that encourages students to rely on critical thinking, compelling reflection, real world exploration, and collaborative exploration within each scope. The STEMscopes curriculum consists of the 5E lessons, intervention and accelerated models, diagnostic benchmarks, and evaluation assessments.

### Support to Ensure Program Objectives

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The program offers professional development online and in person. STEMscopes program also provides Teacher Toolbox guides and a STEM-centered library with videos and resources.

### Performance Indicators

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To determine the effectiveness of STEMscopes Math, the following criteria is considered:

- Teacher usage: 93% of teachers use the program, of which 74.2% of teachers agree that the program is effective in achieving the math district's purpose. The program is aligned with the TEKS and the activities, lessons, and resources in STEMscopes Math matches the rigor in STAR 2.0. Nonetheless, 25.8% of teachers disagree with the use of this program due to technical concerns regarding the need for student workbooks.
- Student growth: When comparing the beginning and middle of year diagnostics, students' performance improved. Students who use the program consistently improve their mathematical skills.

### Recommended Modifications to meet Objectives

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C&I Coordinators will continue providing STEMScope professional development to walk teachers through the platform and share best practice in assessment, data analysis, and

instruction. Moving forward, campus based training, designed with campus input, should continue for the upcoming school year to further program implementation. Also, the purchase of the student workbooks and printed teacher editions will support effective implementation of STEMscopes.

### **Cost Benefit Analysis in Regards to Outcomes and Program Intent**

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The cost benefit allows us to use IMRA student funds since STEMscopes meet 100% on the review and qualifies for the \$40 student allotment funds. This program also allows us to screen our elementary, middle school and Algebra I students, then adjust instruction with precision data which supports student-centered instruction. STEMscopes offers math lessons based on conceptual understanding and scaffolding support to all students specialized interventions through the classroom. In addition, this program provides diagnostic information during the beginning, middle and end of the year.

STEMscopes Math is recommended for renewal.



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# Stukent

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2024-2025 Cost: **\$1,300**

2025-2026 Price Quote: **\$1,495**

Grades/Population Served: **9-12**

Department: **CTE**

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## Expectations and Purpose of Program

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The Stukent Social Media Certification program aims to equip students and professionals with practical, hands-on experience in social media marketing. The main goal is to help participants develop industry-relevant skills and gain certification that validates their expertise.

- Provide real-world social media marketing experience through simulations and practical applications.
- Help learners understand strategies, analytics, and content creation for different platforms.
- Improve career opportunities by offering a recognized certification that demonstrates social media proficiency.
- Ensure participants can effectively plan, execute, and measure social media campaigns

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## Support to Ensure Program Objectives

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Onboarding through Stukent customer service representative was provided.

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## Performance Indicators

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Some of the key performance indicators include:

- Satisfies TEA's A-F accountability
- 98% student success rate
- Gives the students a valuable highly marketable industry-based certification (IBC)



## Cost Benefit Analysis in Regards to Outcomes and Program Intent

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Stukent is one of the most cost-effective options for batch certifications. IBCs help students develop skills that prepare them for college, technical schools, or direct entry into the workforce.

Students find Stukent Social Media Certification prep software content engaging and gain the confidence and knowledge to successfully earn their certification. Moreover, it equips them with skills that are directly relevant to the job market they will be entering. Students who successfully complete the program receive a framed copy of their certificate which is valid for two years.

Stukent is recommended for renewal.



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## Summit K12

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2024-2025 Cost: **\$1,682.00**

2025-2026 Price Quote: **\$1,538.50**

Grades/Population Served: **Grade 4 and 5 BCE**

Department: **ALS**

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### Expectations and Purpose of Program

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The Summit K12 program integrates ELPS, TEKS, and connects to literacy modeled after TELPAS domains. Students develop their vocabulary and practice speaking and listening in a supported online environment designed to accelerate English language acquisition and prepare students for TELPAS. The program integrates audio, video and practice assessments. The expectation is that teachers will receive insight into students' ongoing language growth, and then target areas of needs with additional practice and support.



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### Support to Ensure Program Objectives

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Highly qualified teachers were assigned to facilitate learning and provide student support. Onboarding process was delivered by summit k 12 and principal during PLC's

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### Performance Indicators

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In 2024 BCE obtained 4/4 possible points in accountability for TELPAS, and progress rate was 63%

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### Recommended Modifications to meet Objectives

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It would be advantageous to have everything set up in August and have students take the initial pre-test at the beginning of the year and have a PD session in August with the teachers to talk about implementation options.

## Cost Benefit Analysis in Regards to Outcomes and Program Intent

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The program is effective and students benefit from using the program. The cost has decreased from previous years.

The committee recommends renewing Summit K12 for services provided to grade 4 and 5 students at BCE.



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## TEKS Resource

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2024-2025 Cost: **\$44,867.50**

2025-2026 Price Quote: **\$ 42,934.50**

Grades/Population Served: **K-12**

Department: **Curriculum and Instruction**

### Expectations and Purpose of Program

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The TEKS Resource System is the district's curriculum scope and sequence for K-12 core content areas. All curriculum documents are available in both English and Spanish. The documents most used include:

- ❖ Instructional focus document (IFD) which explains the details of each curricular unit including overarching concepts, big ideas, misconceptions, vocabulary, targeted specificity, and key understandings.
- ❖ Vertical alignment document (VAD) which is a 3-year vertical alignment document that teachers use to identify potential gaps in students' understanding and plan for appropriate intervention
- ❖ Year-at-a-glance (YAG) which groups the TEKS into curricular units and is used to ensure that all TEKS are taught within the school year.

TEKS Resource System also includes a test bank with assessment items for core content grades 2-12 that are aligned to the content and rigor of the STAAR assessment. Access to the TEKS Resource test Bank is available in Eduphoria.



## Support to Ensure Program Objectives

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Curriculum coordinators provide any campus with additional training on using TEKS resource system and the assessment creator by request or when needed. Region 19 also offers professional development several times a year at no cost to TEKS RS users.

## Performance Indicators

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TEKS resource system has been a valuable curriculum tool for our district for several years and a key reason that CISD has been successful with accountability measures of student achievement. TEKS resource provides all content area teachers with the following vital information:

- ❖ What needs to be taught
- ❖ When it should be taught and how much time to spend on each standard
- ❖ How to assess mastery of the curriculum

It is especially helpful for new teachers who need help determining the specificity of the state standards and aligning instruction.

77.8% of teachers who participated in the program evaluation survey, strongly agree or agree that the TEKS RS is a valuable tool to support student achievement.

## Cost Benefit Analysis in Regards to Outcomes and Program Intent

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While CISD has found TEKS RS to be an invaluable tool for many years, changes regarding the adoption and implementation of high quality instructional materials (HQIM) for math and reading mean that renewal of TEKS resource is no longer cost effective. Using the HQIM materials requires the full adoption of the HQIM's scope and sequence, curriculum and assessment. TEKS RS does not offer a reduced subscription for certain content areas.

**TEKS Resource System will not be renewed.**



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# TestHound

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2024-2025 Cost: **\$8,781**

2025-2026 Price Quote: **\$9,035**

Grades/Population Served: **K-12**

Department: **Testing and Accountability**

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## Expectations and Purpose of Program

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TestHound software is used by all 10 campuses do do the following for testing purposes:

- Track student EOC completion for graduation
- Organization of testing accommodations that is then a downloadable report that can be uploaded into Cambium (the state testing platform)
- Creation of testing logistics for STAAR 3-8, STAAR EOC, PSAT, SAT, ACT, AP, and K-12 TELPAS
- Help organize assessments and prevent irregularities

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## Support to Ensure Program Objectives

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Training and use of Test Hound software is ongoing for all campus testing coordinators, managed primarily through district DTC support. As needed, Test Hound provides one-on-one support.

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## Performance Indicators

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Successful test administrations are evidence of effective use. The verification of attribute uploads to Cambium, effective testing scheduling that includes correct accommodations for students, accurate EOC tracking at both high schools, and the compatibility of the program with eSPED.



## Recommended Modifications to meet Objectives

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There are no recommendations for revision. Campuses will all continue to use the software to manage the many facets of testing responsibilities.

## Cost Benefit Analysis in Regards to Outcomes and Program Intent

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This program is used at all campuses for K-12 testing purposes. The cost effectiveness can be found in the reduction of human errors, the tracking of testing logistics, and the ability to transfer data from Test Hound to Cambium is crucial. Creating and managing testing records by hand can lead to irregularities. Utilizing the software enables all documentation to be uniform across the district.

Test Hound is recommended for renewal.



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# TexQuest

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2024-2025 Cost: **\$1,766.39**

2025-2026 Price Quote: **TBD, \$0.29 per student**

Grades/Population Served: **K-12**

Department: **Libraries**

## Expectations and Purpose of Program

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TexQuest is a digital resource program for the state of Texas that provides quality resources for all K-12 students in the state of Texas at a very low cost to districts. The program provides access to different databases based on grade level. TexQuest is used at all grade levels for research and to teach digital literacy skills.

## Support to Ensure Program Objectives

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TextQuest offers free training at Region 19 that librarians and teachers can sign up for each school year.

At each campus the librarians have provided quick links for students to be able to access TexQuest for researching. ESSA specifically authorizes funds to be used for developing and enhancing effective school library programs, to include funding for professional development, books, and up-to-date materials for high needs students.

## Performance Indicators

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Usage reports from TexQuest indicate that each campus uses at least some of the applicable databases. Librarians also use the databases as part of their curriculum to teach the Texas School Library standards. Usage reports indicate that districtwide, TexQuest was used 55,352 times since the beginning of the school year. This shows tremendous usage for a very low cost.

## Recommended Modifications to meet Objectives

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We recommend more professional development opportunities for teachers in order for them to get the most out of these valuable databases.

Teachers must be made aware and given some training on how to access the databases. Librarians train teachers and those that want additional training can attend the free professional development at Region 19 and/or sign up with partnering regions for virtual training.

### **Cost Benefit Analysis in Regards to Outcomes and Program Intent**

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TexQuest provides access and connection to an array of digital and print resources which allow for deeper, personalized learning at an overflow price per student (\$0.29). The Texas State Library and Archives, in connection with the Texas Library Association, The Texas Association of School Library Administrators and The Texas Association of School Libraries supports the position that an effective school library program has a certified school librarian at the helm, provides personalized learning environments, and offers equitable access to resources to ensure a well-rounded education for every student.

We recommend that the district continue to provide this great, low-cost resource to our teachers and students since it has been used 55,352 times since the beginning of the school year and it supports the Texas School Library Standards.



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# Unique Learning

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2024-2025 Cost: **\$10,000**

2025-2026 Price Quote: \$

Grades/Population Served: **PreK - 12**

Department: **Special Services and Programs**

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## Expectations and Purpose of Program

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Unique Learning System is an interactive curriculum software that provides meaningful access to the general education curriculum for learners with significant disabilities. Students with moderate to severe disabilities require standards-based instruction that's differentiated and modified to meeting their developmental needs at all levels.

CISD utilizes Unique Learning for secondary level encompassing students with autism, learning disabilities, developmental and speech delays. The Unique Learning System also embeds progress monitoring of all student growth through the benchmark assessment and monthly checkpoints. This program is aligned with standards enhanced by assessments, data tools and research with evidence based instructional support.

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## Support to Ensure Program Objectives

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Online training and support is included with the program for all teachers. The special programs and services department works with campus staff to provide ongoing support through campus visits and training. As the district hires new teachers, SPS works with them individually.

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## Performance Indicators

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Unique Learning provides differentiated lesson materials and is aligned to Texas standards. It provides flexible delivery options for students on many different levels. Instruction is given at the appropriate level of support, but does fall short on Science and Social Studies lessons aligned to state standards. Unique Learning system focuses on Reading and Math since the gap increases as our students enter the secondary level based on their significant disabilities. Science and Social Studies follow other programs utilized by the district, however Special Education teachers scaffold and differentiate instruction following the Unique model to meet student needs.

100% of survey responses state that they use the program on a daily basis, an internal audit report found some discrepancies in teacher usage, and student benchmark assessments being done with accuracy. Teachers reported that benchmarks were utilized as evidence to support their student achievement. Furthermore, the following comments were reported:

- Program helps our students connect with the world around them.
- Used this program for many years, it has significantly enhanced my students vocabulary, comprehension and awareness of the current events.
- Helps reinforce their understanding and learning in a fun and engaging way.
- It would be a great disservice to the students if we disconnect them from these vital resources.

## Recommended Modifications to meet Objectives

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Reframe the times for training and continuous support on utilizing ULS effectively. PLCs for Special education teachers specifically for the use of this curriculum is a must and will embed times to collaboratively plan and review student data.

An extremely important purpose of this program is to truly monitor the progress of our students with special needs. Students utilize the Unique Learning system only at the secondary level as this program addresses significantly delayed students at their level of understanding following students' IEPs.

## Cost Benefit Analysis in Regards to Outcomes and Program Intent

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Some work to increase usage still needs to be done to fully realize all benefits of the program. It is recommended to renew Unique Learning curriculum with reframing the approach as discussed above.



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## UWorld

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2024-2025 Cost: **\$15,000**

2025-2026 Price Quote: **\$14,000**

Grades/Population Served: **Students in Advanced Placement (AP) courses**

Department: **C&I**

### Expectations and Purpose of Program

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In order to achieve the goal of ensuring that all participating AP students mastered the rigorous content, were successful in their courses, and achieved the highest possible scores on their exam, UWorld's comprehensive Courses for AP were provided. This program breaks down complex concepts for students, lightens teachers' loads by saving them planning time, and provides administrators with effective success-measuring tools - all in one platform.

Everything needed for instruction is consolidated in one location. From lesson plans to assessments, teachers can find and use content aligned to their course and receive real-time results on student performance - making it easier to focus on individual student needs.

Students learn from interactive study guides, College Board-aligned questions, detailed answer explanations, and engaging videos created by expert AP educators. Built-in support and customizable learning tools help make content more accessible and assist with retention.

Reliable assessments and data help teachers make informed decisions and help administrators measure course mastery, AP program effectiveness, and test readiness

### Support to Ensure Program Objectives

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All teachers using UWorld for their AP class received in-person start-up training and one-on-one in-person Professional Development from the UWorld trainers and implementation specialists. Additionally, these specialists were available throughout the year via phone, email, and video chat to answer any questions and provide technical and implementation support to teachers and leadership.

## Performance Indicators

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Based on usage reports and staff surveys, UWorld's AP program has been effective in achieving its purpose. Evidence shows high student engagement, improved AP exam scores, and increased conceptual understanding. Performance indicators, such as time spent on practice questions, score improvements, and instructor feedback, suggest that students using the platform will perform better on AP exams and demonstrate greater readiness for college-level coursework. Staff surveys highlight the program's value in supplementing instruction and identifying student learning gaps. Additionally, increased College, Career, and Military Readiness (CCMR) gains indicate the program's role in preparing students for post-secondary success.

## Recommended Modifications to meet Objectives

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Annual training for AP instructors is recommended to optimize usage and continually improve adoption and implementation fidelity.

## Cost Benefit Analysis in Regards to Outcomes and Program Intent

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UWorld's AP program is a worthwhile investment, enhancing exam readiness through high-quality practice, detailed explanations, and progress tracking. It improves student outcomes, boosts confidence, and supports CCMR outcome improvement by increasing AP exam readiness, course success, and college credit opportunities.

The committee recommends to renew UWorld for the 2025-2026 school year.



## Executive Summary of Board Agenda Item

Subject/Title for Agenda Posting:

Justification Statement:

Purpose of Agenda Item:

Information  Discussion  Action

Item Type:

Curriculum & Instruction  HumanResources  Business Services

Staff Responsible:

\_\_\_\_\_  
*Signature of Requester(s)*

\_\_\_\_\_  
*Signature of Presenter(s)*

\_\_\_\_\_  
*Business Services Approval (Initials)*

\_\_\_\_\_  
*Date*

Agenda Summary:

RECOMMENDATION:

PRIOR BOARD ACTION:

AWARDED:

AWARDED AMOUNT:

AMOUNT(S):

ACCOUNT NO(S):

PROCUREMENT METHOD TYPE: (3 Quotes, Cooperative Contract Quotes, Sole Source, Formal Bid)

REQUESTING DEPARTMENT:

CONSEQUENCES OF NON-APPROVAL:

IMPLEMENTATION TIMELINE:

ATTACHMENT(S):





NOTICE OF CONFIDENTIALITY RIGHTS: IF YOU ARE A NATURAL PERSON, YOU MAY REMOVE OR STRIKE ANY OF THE FOLLOWING INFORMATION FROM THIS INSTRUMENT BEFORE IT IS FILED FOR RECORD IN THE PUBLIC RECORDS: YOUR SOCIAL SECURITY NUMBER OR YOUR DRIVER'S LICENSE NUMBER.

**EASEMENT AGREEMENT**

**Grantor:** Canutillo Independent School District  
Name  
P.O. Box 100  
mailing address  
Canutillo Texas 79835  
city state zip

**Grantee:** **Texas Gas Service, a division of ONE Gas, Inc.**  
**9228 Tuscany Way**  
**Austin, Texas 78754**

**Effective Date:** \_\_\_\_\_

**1. Grant of Easement.** For good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, Grantor grants to Grantee a permanent easement and right-of-way, as depicted and further described in the survey plat attached hereto as Exhibit A heretofore made a part of this Agreement (the "Easement"), on, in, across, along, over, through and under the certain real property situated in the County of El Paso, State of Texas, to-wit:

A 1.933 acre portion of Tracts 9B1 and 9B2, Block 13, Upper Valley Surveys, El Paso County, Texas, being a tract described in a Warranty Deed recorded in Document No. 20080000433, in the Office of the County Clerk of the afore-mentioned County and State (the "Property").

Grantor further grants to Grantee the rights of ingress and egress, including the right to use existing roads and as much of the surface of the Property and Grantor's adjacent lands as necessary to accomplish the purposes described below and to protect Grantor's property in case of emergency.

**2. Easement Description.** The Easement shall be a maximum width not to exceed five feet (5') in width, consisting of two and a half feet (2.5') on each side of the location of the centerline of the pipeline as actually laid, constructed, or installed upon its initial construction. Following completion of the construction of Grantee's Facilities (as defined herein), Grantee may amend this Agreement to include an updated exhibit that reflects the location of the Facilities as built and record the amended Agreement, and any such amended description shall be included within and constitute the Easement granted by Grantor herein.

**3. Temporary Easement.** Grantee shall have the right to use an additional twenty-five feet (25') as workspace alongside, adjacent to and parallel with the Easement and as much of the surface of the adjacent land as may be reasonably necessary during the construction and installation of the Facilities on the Property.

**4. Purpose of Easement.** The Easement shall be used for the purpose of surveying, placing, establishing, laying, constructing, installing, realigning, modifying, operating, repairing, maintaining, inspecting, patrolling (by surface and air), protecting, rebuilding, replacing, relocating, adding, substituting, improving, accessing, abandoning in place and removing a maximum of one (1) pipeline up to a maximum diameter as initially installed and excluding protective coating and wrapping, not to exceed two inches (2") (with the exception of replacement of the existing pipeline, which would temporarily result in two pipelines within the Easement, only one of which shall be in service at a time), together with the right to install certain pipeline-related appurtenances, including, and expressly limited to, vent pipes, valves, markers, pumps, meters, regulators, cathodic corrosion control devices and alternating current mitigation equipment and facilities (generally including cathodic protection test leads, gradient control matting, grounding systems, rectifiers, electric meters, junction boxes, power supplies, anodes, decouplers, wires, ribbons, poles, and below ground beds), electric facilities, communication facilities and any other related appurtenances and equipment that may be necessary or desirable in connection with said pipeline, both above and below ground (together the "Facilities") for the purpose of transporting and/or distributing natural gas. Grantee shall also have the right (i) to fence and enclose the area where the aboveground appurtenances are located, (ii) to enclose any of the appurtenances in separate enclosures, (iii) to grade, place and maintain pavement, gravel, or caliche within the fenced area to inhibit the growth of grasses and weeds, and (iv) to install markers and other above ground appurtenances as required by applicable laws or regulations. Grantee's right to grant a third-party access to the Easement shall be limited to purposes related to the surveying, placement, construction, installation, operation, safety, repair, maintenance, inspection, patrol, protection, rebuilding, replacement, relocation, abandonment, or removal of the Facilities. Grantee shall not use the Easement for purposes other than hereinabove granted without the express written consent of Grantor.

**5. Duration of Easement.** This Easement shall be perpetual.

**6. Consideration.** Subject to Paragraph 13 (Restoration), the consideration for the Easement includes full and final payment for any and all damages occurring to the land, pasturage, vegetation (grass, crops, tree, shrubs, *etc.*) timber, gates, fences, irrigation systems, buildings or other improvements of Grantor on the Property resulting from Grantee's exercise of the rights herein granted, including any monetary damages arising from the construction and installation of the Facilities and any income loss from disruption of existing agricultural production or existing leases based on verifiable loss or lease payments.

**7. Warranty of Title.** Grantor represents and warrants that it is the owner in fee simple of the Property, subject only to outstanding mortgages, if any, now of record, and in the event of default by Grantor, Grantee shall have the right to discharge or redeem for Grantor, in whole or in part, any mortgage, tax or other lien on said Property and thereupon be subrogated to such lien and rights incident thereto. Grantor and Grantor's successors and assigns are and shall be bound to warrant and forever defend the rights conveyed in this Agreement to Grantee and

Grantee's successors and assigns, against every person lawfully claiming or to claim all or any part of the interest in the Property.

**8. Exclusiveness of Easement.** The Easement granted to Grantee hereunder is exclusive. Grantor represents and warrants that it has not and will not in the future convey any other easement or conflicting rights in the Easement area covered by this grant. Grantor covenants not to, nor permit others to, impound water, or construct any building or other permanent structure, including without limitation gates, fences, trees, engineering works, power poles, light poles, roadways, driveways and sidewalks ("Encroachment"), nor to alter the surface grade of the Property within the boundaries of the Easement or so close thereto as to prevent proper maintenance, repair or removal of the Facilities without Grantee's prior written consent. In the event the terms of this Paragraph are violated, Grantor shall immediately eliminate such violation upon receipt of written notice from Grantee, or Grantee shall have the immediate right to correct or eliminate the Encroachment at the sole expense of Grantor. If Grantee agrees in the future to relocate all or part of the Facilities to accommodate construction or surface regrading by Grantor, then Grantor shall reimburse Grantee for all costs associated with such relocation.

**9. Pipeline Depth.** The pipeline to be constructed and installed by Grantee shall, at the time of initial construction thereof, be buried to a minimum depth of thirty-six inches (36") below the surface of the ground. At those locations where rock is encountered so as to make burying the pipeline to such depth impractical, the pipeline may be buried at a minimum depth of twenty-four inches (24") below the surface of the ground.

**10. Double Ditching.** Grantee shall not double ditch areas of the Easement where the pipeline is not installed by boring or horizontal drilling.

**11. Encroachments.** Grantee shall have the right to mow the Easement, cut and trim trees or shrubbery and to correct or eliminate any other Encroachment upon the Easement. Grantee shall dispose of all cuttings and trimmings either by piling and burning in the Easement (subject to fire or air pollution laws and regulations) or by loading and hauling away from the Property.

**12. Existing Environmental Conditions.** Grantor represents and warrants that as of the effective date of this Agreement, (i) the Property complies in all material respects with any applicable federal or state environmental laws and regulations; (ii) Grantor has not (and has no knowledge of any other person or entity which has) caused any production, use, release, threatened release or disposal of any hazardous materials at the Property in any material quantity; and (iii) Grantor has no notice or knowledge of any actual, pending or threatened environmental claims against the Property.

**13. Restoration.** During the term of this Agreement, Grantee shall maintain the Easement in a manner consistent with the purposes for which the Easement will be used by Grantee hereunder. Grantee will restore the Easement and Grantor's remaining property, if any, used by Grantee to as near to original condition as reasonably practicable, or, in the event Grantee does not restore the Easement and Grantor's remaining property, if any, used by Grantee, Grantee shall, in addition to the consideration paid for this Agreement, pay Grantor for actual monetary damages incurred by Grantor that arise from the damage to the Easements and/or grantor's remaining

property, if any, caused by Grantee. Upon the termination of this Agreement, Grantee shall either (i) remove the Facilities and restore the Easement and any Property used by Grantee as nearly as reasonably practicable to as good a condition as existed at the time of commencement of Grantee's operations hereunder, or (ii) abandon the underground Facilities and remove all above ground appurtenances on the Easement in accordance with applicable law, rules, and regulations. Grantor has the right to actual monetary damages arising from the repair maintenance, inspection, replacement, operation, or removal of the Facilities after initial construction and installation of the Pipeline.

**14. Gates and Fences.** Grantee shall have the right to remove, cut, use, repair, and replace any gates or fences that cross the Easement. In the event Grantee does not repair and/or restore the fences or gates, Grantee shall, in addition to the consideration paid for this Agreement, pay Grantor for any damage caused by Grantee to the gates and fences.

**15. Insurance.** Grantee shall maintain at all times while it uses the Easement, including during construction and operations on the Easement, commercial liability insurance, issued by an insurer authorized to issue liability insurance in this State, or self-insurance, insuring the Grantor against liability for personal injuries and property damage sustained by any person to the extent caused by the negligence of the Grantee or Grantee's agents or contractors.

**16. Entire Agreement.** This Agreement contains the entire agreement between the parties relating to its subject matter. Except as otherwise provided in Paragraph 2 (Easement Description), any amendment or modification must be in writing and executed by both parties. If there are conflicts between any exhibit and the body of this Agreement, the body of this Agreement will control.

**17. Dispute Expenses and Attorneys' Fees.** If any controversy, claim, or dispute arises relating to this Agreement or its breach, the prevailing party shall be entitled to recover from the other party reasonable expenses, attorneys' fees, and costs.

**18. Assignability and Binding Effect.** This Easement shall be assignable in whole or in part. Grantee shall provide written notice to the property owner at the last known address of the person in whose name the Property is listed on the most recent tax roll of any taxing unit authorized to levy property taxes against the Property if and when Grantee assigns the interest under this Agreement to another entity, provided that such notice is not required if the assignment is to an affiliate or to a successor through merger, consolidation or other sale or transfer of all or substantially all of Grantee's assets and businesses. This Agreement and all the rights, terms, provisions, and obligations granted herein are covenants running with the Property and shall bind and inure to the benefit of Grantee and Grantee's successors and assigns and to the benefit of Grantor and Grantor's heirs, successors, and assigns.

*[Remainder of page intentionally left blank. Signature page follows.]*

**IN WITNESS WHEREOF**, Grantor has executed this Agreement to be effective on the date first written above.

**GRANTOR:** Canutillo Independent School District

By: \_\_\_\_\_

Printed Name: \_\_\_\_\_

Title: \_\_\_\_\_

**ACKNOWLEDGMENT**

STATE OF \_\_\_\_\_ §

§

COUNTY OF \_\_\_\_\_ §

BEFORE ME, the undersigned authority, on this \_\_\_\_\_ day of \_\_\_\_\_, 2025, personally appeared \_\_\_\_\_, known to me to be the person whose name is subscribed to the foregoing instrument and acknowledged to me that (s)he executed the same in the capacity \_\_\_\_\_ of Canutillo Independent School District for the purposes and consideration therein expressed.

(seal)

Signature: \_\_\_\_\_

Typed Name: \_\_\_\_\_

Notary Public in and for the State of \_\_\_\_\_

My commission expires: \_\_\_\_\_

After recording, return to:

Texas Gas Service

Attn: Billi Cottier

9228 Tuscany Way

Austin, Texas 78754

Prepared For: Canutillo Independent School District  
April 23, 2025

### METES AND BOUNDS DESCRIPTION

Description of a parcel of land being a portion of Tract 9-B-1-A, Block 13, Upper Valley Surveys, El Paso County, Texas and being more particularly described by metes and bounds as follows:

Commencing for Reference at a found ½” rebar with cap marked TX 5152 on the intersection of the southerly line of Tract 9B-1, Block 13, Upper Valley Surveys with the easterly line of the La Union Lateral; Thence along the easterly line of the La Union Lateral (50’ R.O.W. per E.P.C.W.A.) North 04°46’09” East a distance of 836.90 feet a set ½” rebar with cap marked TX 5152 on the northerly line of Tract 9B1, Block 13, Upper Valley Surveys for “THE TRUE POINT OF BEGINNING”

Thence, North 03°49’09” East a distance of 5.00 feet to a set ½” rebar with cap marked TX 5152;

Thence, South 86°10’51” East a distance of 491.05 feet to a set ½” rebar with cap marked TX 5152;

Thence, South 03°49’09” West a distance of 5.00 feet to set ½” rebar with cap marked TX 5152 on the northerly line of Tract 9-B-1, Block 13, Upper valley Surveys;

Thence along said line, North 86°10’51” West a distance of 491.05 feet to the “TRUE POINT OF BEGINNING” and containing 2,455 square feet or 0.0564 acres of land more or less.

Note: A drawing of even date accompanies this description.

  
\_\_\_\_\_  
Ron R. Conde  
R.P.L.S. No. 5152

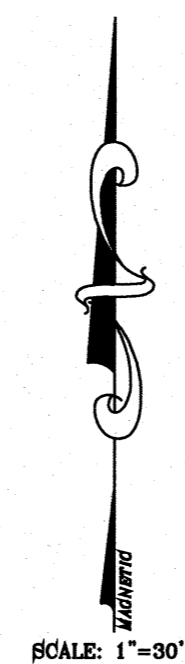
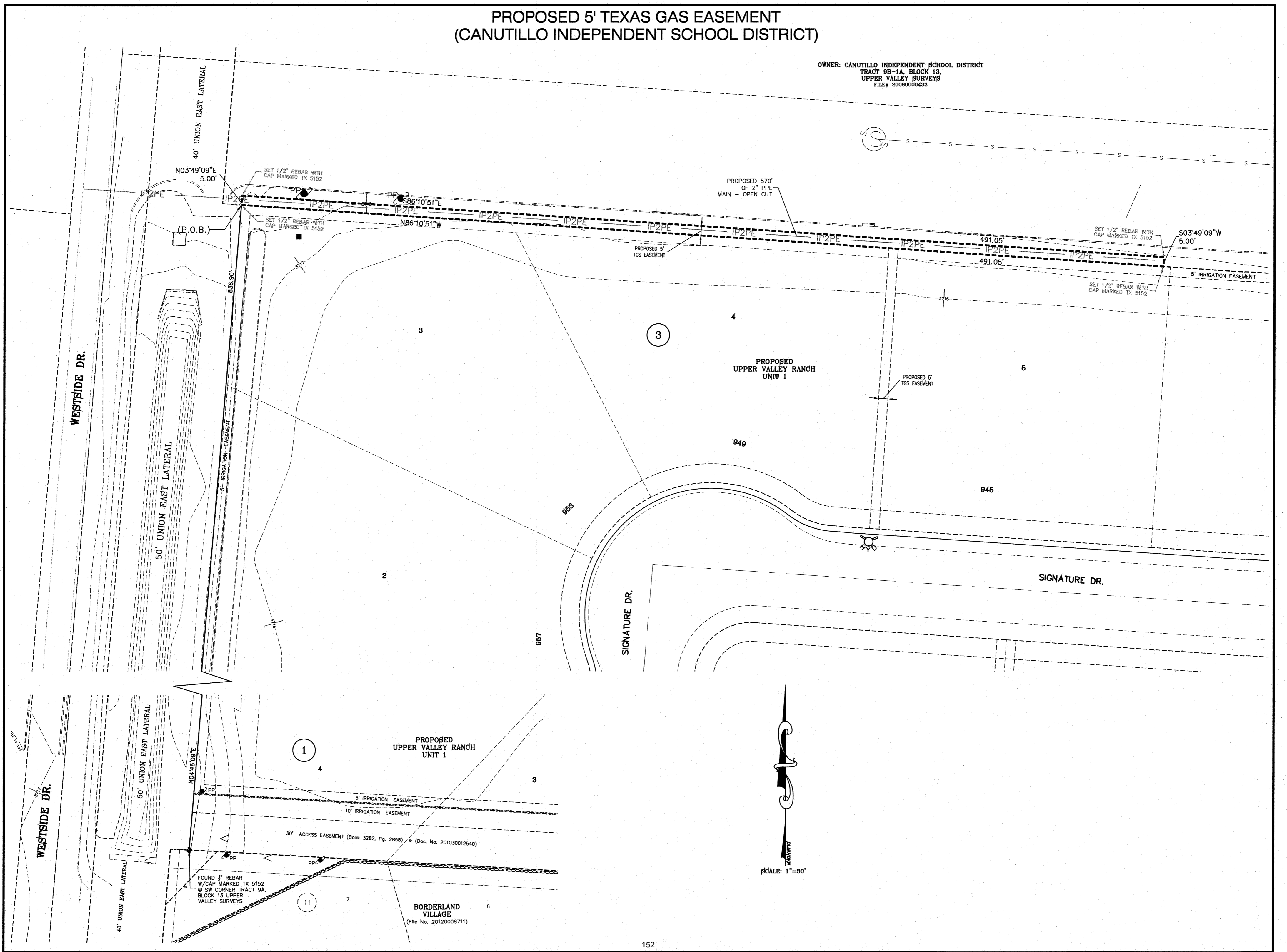
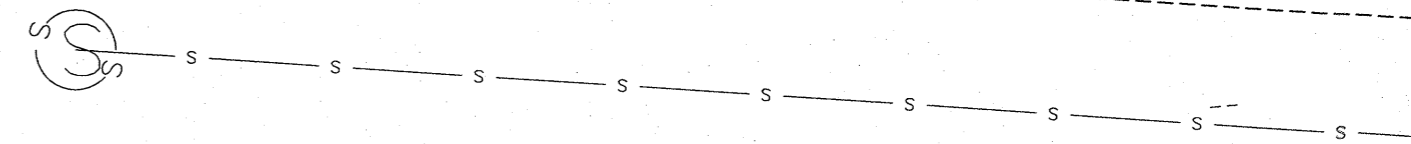


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CONDE INC  
ENGINEERING / LAND SURVEYING / PLANNING  
6080 SURETY DRIVE / SUITE 100 / EL PASO, TEXAS 79905  
(915) 592-0283 FAX (915) 592-0286 FIRM NO. 10078100

# PROPOSED 5' TEXAS GAS EASEMENT (CANUTILLO INDEPENDENT SCHOOL DISTRICT)

OWNER: CANUTILLO INDEPENDENT SCHOOL DISTRICT  
TRACT 9B-1A, BLOCK 13,  
UPPER VALLEY SURVEYS  
FILE# 2008000433



SCALE: 1"=30'

# Board of Trustees

Meeting Date: \_\_\_\_\_

## Executive Summary of Board Agenda Item

Subject/Title for Agenda Posting:

Justification Statement:

Purpose of Agenda Item:

Information  Discussion  Action

Item Type:

Curriculum & Instruction  HumanResources  Business Services

Staff Responsible:

\_\_\_\_\_  
*Signature of Requester(s)*

\_\_\_\_\_  
*Signature of Presenter(s)*

*CPulley*

*Business Services Approval (Initials)*

*Date*

Agenda Summary:

RECOMMENDATION:

PRIOR BOARD ACTION:

AWARDED:

AWARDED AMOUNT:

AMOUNT(S):

ACCOUNT NO(S):

PROCUREMENT METHOD TYPE: (3 Quotes, Cooperative Contract Quotes, Sole Source, Formal Bid)

REQUESTING DEPARTMENT:

CONSEQUENCES OF NON-APPROVAL:

IMPLEMENTATION TIMELINE:

ATTACHMENT(S):



# CANUTILLO A Premier District

To: Board of Trustees  
Dr. Pedro Galaviz, Superintendent

From: Cristina Pulley, Executive Director of Financial Service

Date: May 5, 2025

Subject: Quarterly Investment Report for March 31, 2025

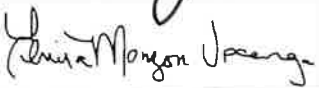
This investment report for the Canutillo Independent School District, for the quarter ending March 31, 2025, is in full compliance with the Investment Policy and strategy as established for the District per the Public Funds Investment Act (Chapter 2256). The Public Funds Investment Act requires quarterly reporting of investment activity, balances (both book and market values) and presentation to the Board of Trustees.


The investment objectives of safety, liquidity, and maturity levels that are sufficient to meet anticipated cash requirements is what drives the investment activity. For fiscal year 2024-2025, the District will maintain its investments in governmental investment pools and fixed term maturities with Logic, Lone Star, Texas Class, TexPool, and TexSTAR. The portfolio within these investment pools includes Money Markets, Commercial Paper, U.S. Treasury Securities, Government Obligations, and Repurchase Agreements.

During the third quarter, the District's total investment of \$117,053,919 was invested at an average interest yield of 4.44% which resulted in interest income of \$1,180,637. Operating Fund investments of \$11.772 million generated interest revenue of \$196,161. Most of the investments were in the Operating Fund due to the daily withdrawals needed to cover cash disbursements. The Debt Service Fund decreased from \$17.842 million to \$13.592 million due to debt payments made in February. Similarly, the Health Insurance Fund maintained the same balance of \$3,838 for the third quarter. The Construction Fund increased from \$88,390,004 to \$89,164,217 due to the interest earned.

At the end of the quarter, the investment rates in the equity markets and the investment ratings for all five investment pools were rated "AAA." As the district's investment officers, we will continue to seek investment opportunities after investment safety, liquidity, and maturity are considered. The investment portfolio meets both the Public Funds Investment Act and the Board's investment policy requirements.

  
Cristina Pulley, Executive Director of Financial Services

  
Elvira Monzon-Uscanga, Accountant

  
Macario Ruiz, Accountant

7965 Artcraft | El Paso, TX 79932  
915.877.7400 | [www.canutillo-isd.org](http://www.canutillo-isd.org)  
Follow us on:   



**Canutillo Independent School District  
Quarterly Summary of Investments  
March 31, 2025**

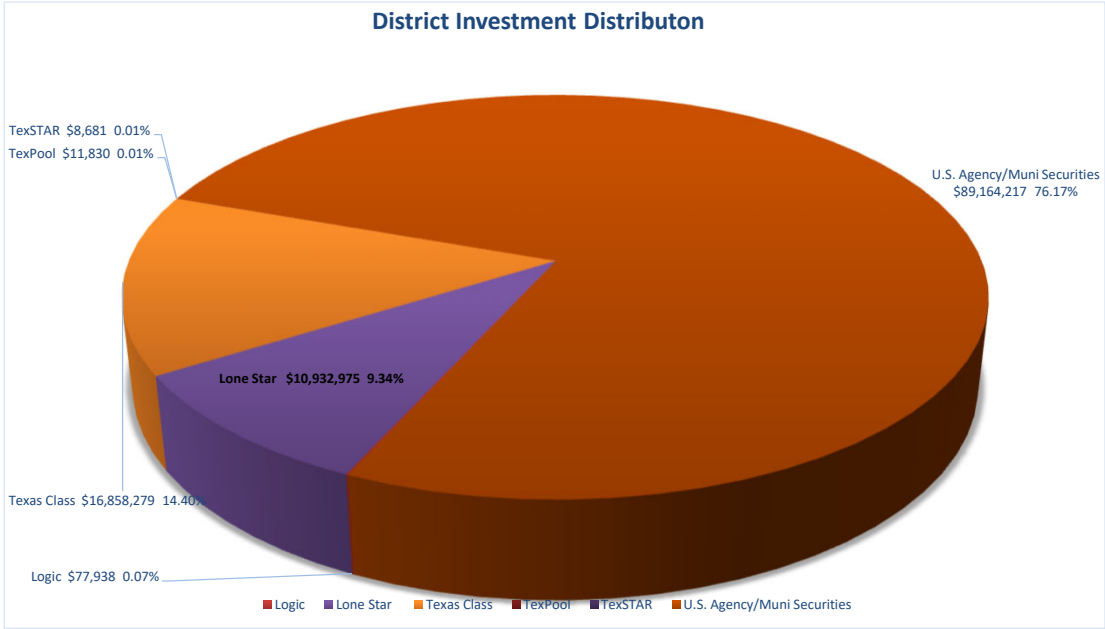
Description	Maturity Date	Current Month Interest Rate	03/31/2025 Book Value	03/31/2025 Market Value	12/31/2024 Book Value	12/31/2024 Market Value	Quarterly Accrued Interest	Book Value Increase/Decrease
<b>Operating Fund</b>								
Logic	On Demand	4.6928%	\$ 77,938	\$ 77,938	\$ 77,079	\$ 77,079	\$ 859	\$ 859
Lone Star Corporate	On Demand	4.4900%	6,887,605	6,887,605	4,735,971	4,735,971	61,207	\$ 2,151,633
Texas Class	On Demand	4.4379%	\$ 4,786,793	\$ 4,786,793	13,749,343	13,749,343	133,847	(8,962,550)
TexPool	On Demand	4.5610%	11,830	11,830	11,703	11,703	126	\$ 126
TexSTAR	On Demand	4.3394%	\$ 8,492	\$ 8,492	8,401	8,401	122	\$ 91
<b>Subtotal</b>		<b>4.5042%</b>	<b>\$ 11,772,656</b>	<b>\$ 11,772,657</b>	<b>\$ 18,582,498</b>	<b>\$ 18,582,498</b>	<b>\$ 196,161</b>	<b>(6,809,841)</b>
<b>Debt Service Fund</b>								
Lone Star Corporate	On Demand	4.4900%	\$ 1,520,380	\$ 1,520,380	\$ 1,503,514	\$ 1,503,514	\$ 16,866	16,866
Texas Class	On Demand	4.4379%	12,071,486	12,071,486	16,338,450	16,338,450	165,382	(4,266,964)
TexSTAR	On Demand	4.5642%	189	189	187	187	3	2
<b>Subtotal</b>		<b>4.4974%</b>	<b>\$ 13,592,055</b>	<b>\$ 13,592,055</b>	<b>\$ 17,842,151</b>	<b>\$ 17,842,151</b>	<b>\$ 182,251</b>	<b>(4,250,095)</b>
<b>Food Service Fund</b>								
Lone Star Corporate	On Demand	4.4900%	\$ 2,521,055	\$ 2,521,055	\$ 2,493,087	\$ 2,493,087	\$ 27,967	\$ 30,567
<b>Health Insurance Fund</b>								
Lone Star Corporate	On Demand	4.4900%	\$ 3,881	\$ 3,881	\$ 3,838	\$ 3,838	\$ 43	43
<b>Construction Fund</b>								
Lone Star 2011	On Demand	4.4900%	13	13	13	13	0	0
Lonestar 2013	On Demand	4.4900%	42	42	42	42	0	0
U.S. Agency/Muni Securities	On Demand	3.6001%	89,164,217	90,148,939	88,390,004	89,197,124	774,214	774,213
<b>Subtotal</b>		<b>4.1934%</b>	<b>\$ 89,164,272</b>	<b>\$ 90,148,994</b>	<b>\$ 88,390,058</b>	<b>\$ 89,197,178</b>	<b>\$ 774,215</b>	<b>\$ 774,214</b>
<b>Total Investments</b>		<b>4.4350%</b>	<b>\$ 117,053,919</b>	<b>\$ 118,038,642</b>	<b>\$ 127,311,632</b>	<b>\$ 128,118,752</b>	<b>\$ 1,180,637</b>	<b>(10,255,114)</b>

Asset	Book Value	Portfolio Weighted Average Maturity			Maturity Date of Each Asset	S&P Credit Ratings as of: 3/31/2025
		Days to Maturity	Weighted Average Maturity (WAM)			
Logic	77,938	1	0.001	3/31/2025	Liquid pool, due on demand	AAAm
Lone Star	10,932,975	1	0.093	3/31/2025	Liquid pool, due on demand	AAAf/S1+
Texas Class	16,858,279	1	0.144	3/31/2025	Liquid pool, due on demand	AAAm
TexPool	11,830	1	0.000	3/31/2025	Liquid pool, due on demand	AAAm
TexSTAR	8,681	1	0.000	3/31/2025	Liquid pool, due on demand	AAAm
U.S. Agency/Muni Securities	89,164,217	1	0.762	3/31/2025	Liquid pool, due on demand	
	<b>\$ 117,053,919</b>		<b>1.000</b>			

**Canutillo Independent School District  
 Quarterly Summary of Investments  
 March 31, 2025**

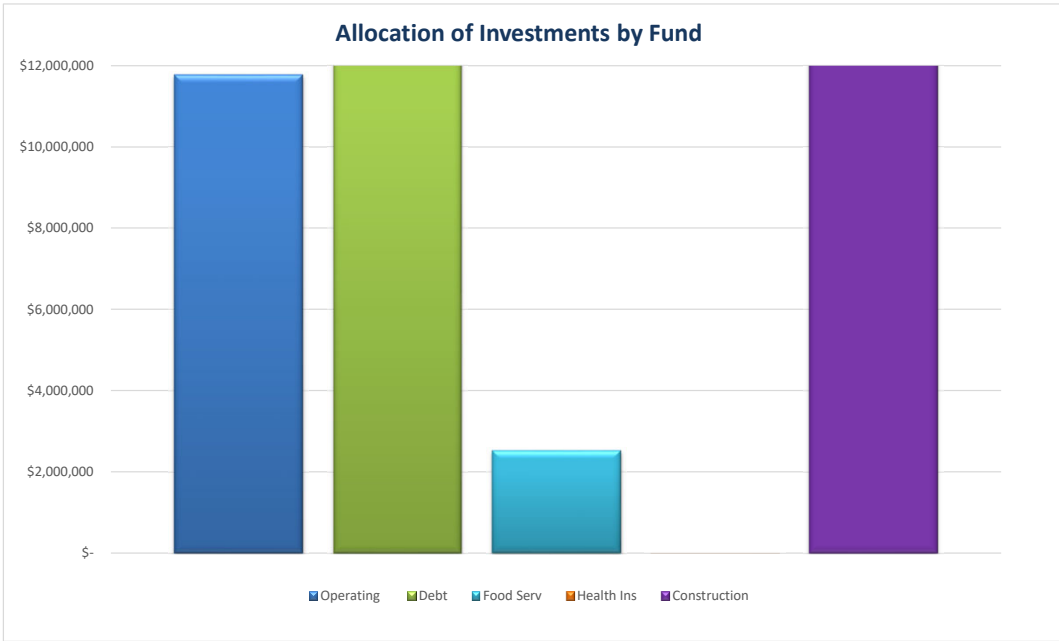
AAA is the highest Issuer Credit Rating assigned by Standar & Poor's  
 (m is for Money Market, f is for Fund, and S1+designates low volatility)

Investment	Amount	Percentage
Logic	\$ 77,938	0.07%
Lone Star	\$ 10,932,975	9.34%
Texas Class	\$ 16,858,279	14.40%
TexPool	\$ 11,830	0.01%
TexSTAR	\$ 8,681	0.01%
U.S. Agency/Muni Sec	\$ 89,164,217	76.17%
<b>Total</b>	<b>\$ 117,053,919</b>	<b>100.00%</b>



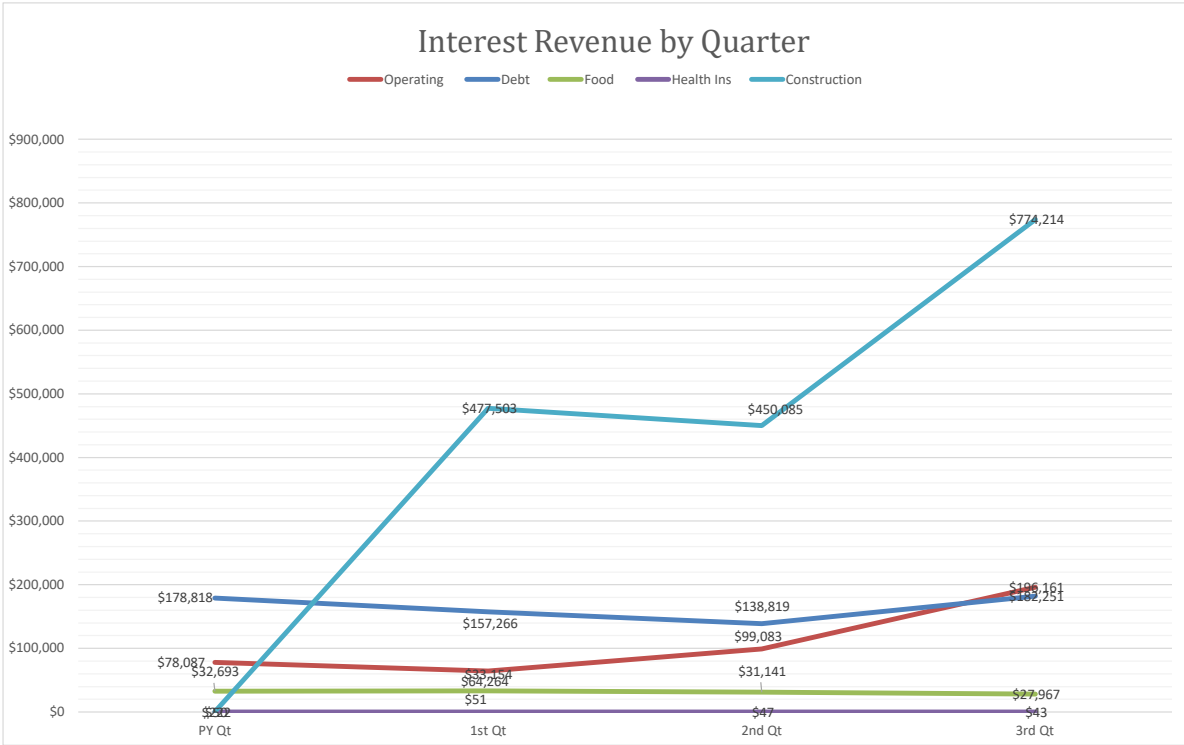
**Canutillo Independent School District  
 Quarterly Summary of Investments  
 March 31, 2025**

Fund	Amount	Percentage
Operating	\$ 11,772,656	10.06%
Debt	\$ 13,592,055	11.61%
Food Serv	\$ 2,521,055	2.15%
Health Ins	\$ 3,881	0.00%
Construction	\$ 89,164,272	76.17%
<b>Total</b>	<b>\$ 117,053,919</b>	<b>100.00%</b>



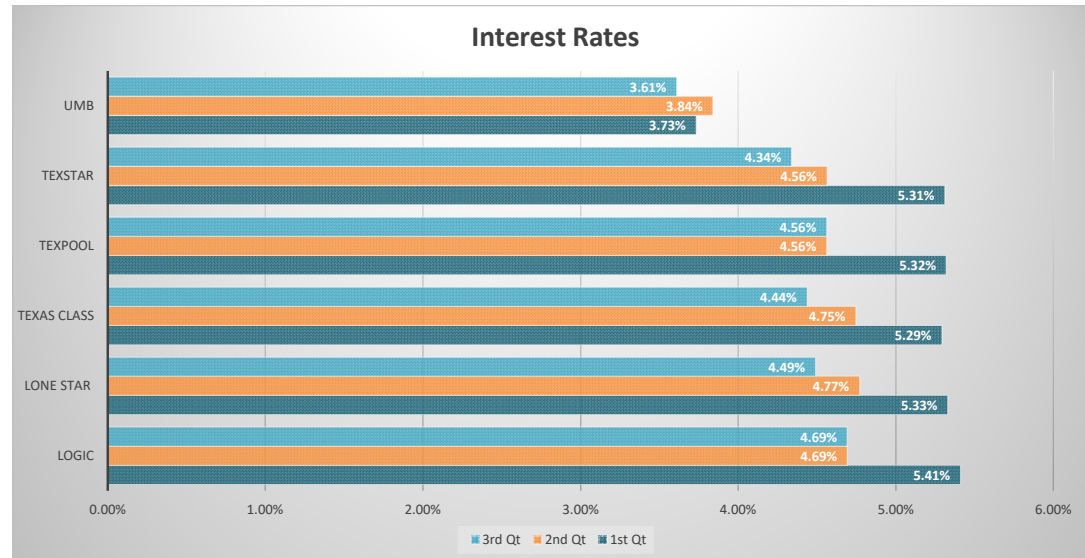
**Canutillo Independent School District  
Quarterly Summary of Investments  
March 31, 2025**

Interest	PY Qt	1st Qt	2nd Qt	3rd Qt	4th Qt
Operating	\$ 78,087	\$ 64,264	\$ 99,083	\$ 196,161	\$ -
Debt	\$ 178,818	\$ 157,266	\$ 138,819	\$ 182,251	\$ -
Food	\$ 32,693	\$ 33,154	\$ 31,141	\$ 27,967	\$ -
Health Ins	\$ 50	\$ 51	\$ 47	\$ 43	\$ -
Construction	\$ 222	\$ 477,503	\$ 450,085	\$ 774,214	\$ -
<b>Total</b>	<b>\$ 289,870</b>	<b>\$ 732,238</b>	<b>\$ 719,175</b>	<b>\$ 1,180,636</b>	<b>\$ -</b>



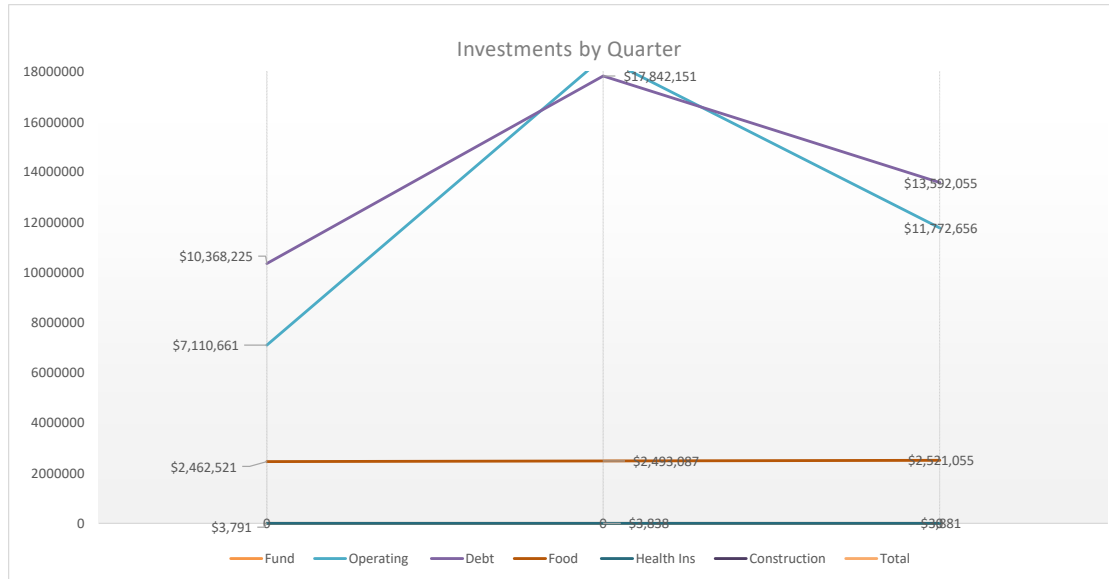
**Canutillo Independent School District  
Quarterly Summary of Investments  
March 31, 2025**

Investment	1st Qt	2nd Qt	3rd Qt	4th Qt
Logic	5.41%	4.69%	4.69%	
Lone Star	5.33%	4.77%	4.49%	
Texas Class	5.29%	4.75%	4.44%	
TexPool	5.32%	4.56%	4.56%	
TexSTAR	5.31%	4.56%	4.34%	
UMB	3.73%	3.84%	3.61%	
<b>Average</b>	<b>5.07%</b>	<b>4.53%</b>	<b>4.36%</b>	



**Canutillo Independent School District  
Quarterly Summary of Investments  
March 31, 2025**

Fund	1st Qt	2nd Qt	3rd Qt	4th Qt
Operating	\$ 7,110,661	\$ 18,582,498	\$ 11,772,656	\$ -
Debt	\$ 10,368,225	\$ 17,842,151	\$ 13,592,055	\$ -
Food	\$ 2,462,521	\$ 2,493,087	\$ 2,521,055	\$ -
Health Ins	\$ 3,791	\$ 3,838	\$ 3,881	\$ -
Construction	\$ 95,477,556	\$ 88,932,765	\$ 89,164,272	\$ -
<b>Total</b>	<b>\$ 115,422,754</b>	<b>\$ 127,854,338</b>	<b>\$ 117,053,919</b>	<b>\$ -</b>



# CANUTILLO A Premier District

To: Board of Trustees  
Dr. Pedro Galaviz, Superintendent

From: Cristina Pulley, Executive Director of Financial Service

Date: February 5, 2025

Subject: Quarterly Investment Report for December 31, 2024


This investment report for the Canutillo Independent School District, for the quarter ending December 31, 2024, is in full compliance with the Investment Policy and strategy as established for the District per the Public Funds Investment Act (Chapter 2256). The Public Funds Investment Act requires quarterly reporting of investment activity, balances (both book and market values) and presentation to the Board of Trustees.

The investment objectives of safety, liquidity, and maturity levels that are sufficient to meet anticipated cash requirements is what drives the investment activity. For fiscal year 2024-2025, the District will maintain its investments in governmental investment pools and fixed term maturities with Logic, Lone Star, Texas Class, TexPool, and TexSTAR. The portfolio within these investment pools includes Money Markets, Commercial Paper, U.S. Treasury Securities, Government Obligations, and Repurchase Agreements.

During the second quarter, the District's total investment of \$127,311,632 was invested at an average interest yield of 4.55% which resulted in interest income of \$719,175. Operating Fund investments of \$18.582 million generated interest revenue of \$99,083. Most of the investments were in the Operating Fund due to the daily withdrawals needed to cover cash disbursements. The Debt Service Fund increased from \$10.368 million to \$17.482 million due to collection of property taxes beginning in November and December. Similarly, the Health Insurance Fund maintained the same balance of \$3,838 for the second quarter. The Construction Fund decreased from \$95,477,502 to \$88,390,004 due to the purchase of a land parcel and bond operating expenses.

At the end of the quarter, the investment rates in the equity markets and the investment ratings for all five investment pools were rated "AAA." As the district's investment officers, we will continue to seek investment opportunities after investment safety, liquidity, and maturity are considered. The investment portfolio meets both the Public Funds Investment Act and the Board's investment policy requirements.

  
Cristina Pulley, Executive Director of Financial Services

  
Elvira Monzon-Uscanga, Accountant

  
Macario Ruiz, Accountant

7965 Artcraft | El Paso, TX 79932  
915.877.7400 | [www.canutillo-isd.org](http://www.canutillo-isd.org)  
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**Canutillo Independent School District  
Quarterly Summary of Investments  
December 31, 2024**

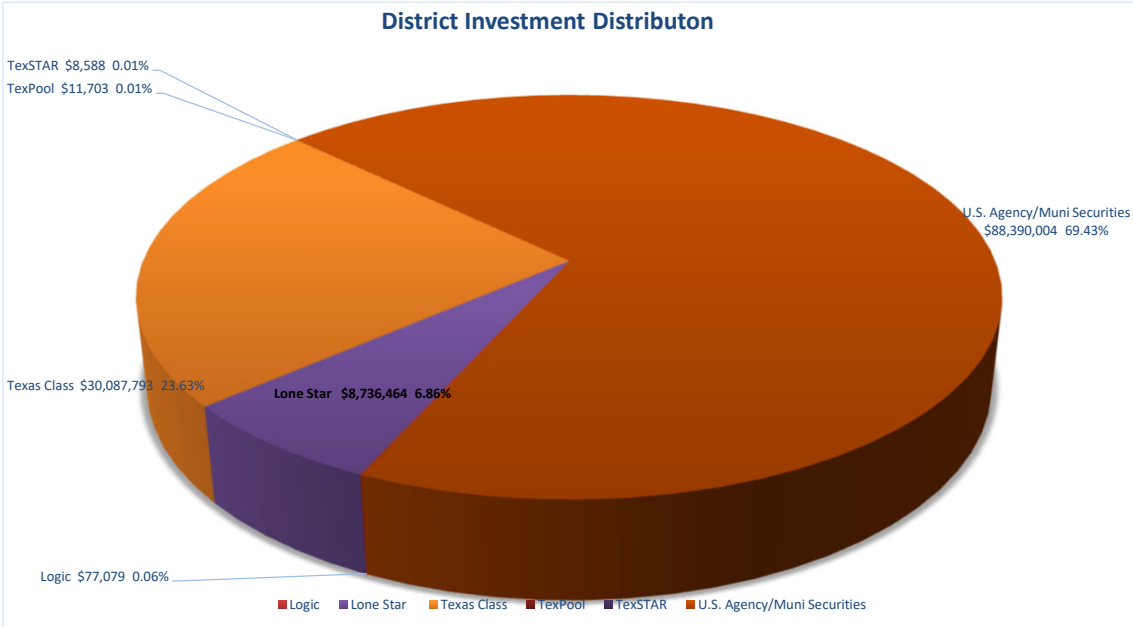
Description	Maturity Date	Current Month Interest Rate	12/31/2024 Book Value	12/31/2024 Market Value	9/30/2024 Book Value	9/30/2024 Market Value	Quarterly Accrued Interest	Book Value Increase/Decrease
<b>Operating Fund</b>								
Logic	On Demand	4.6928%	\$ 77,079	\$ 77,068	\$ 76,147	\$ 76,136	\$ 932	\$ 932
Lone Star Corporate	On Demand	4.7700%	4,735,971	4,735,971	6,956,683	6,956,683	76,151	(2,220,712)
Texas Class	On Demand	4.7464%	13,749,343	13,749,343	57,965	57,965	21,762	13,691,379
TexPool	On Demand	4.5610%	11,703	11,703	11,565	11,565	139	139
TexSTAR	On Demand	4.5642%	8,401	8,399	8,302	8,300	99	99
<b>Subtotal</b>		<b>4.6669%</b>	<b>\$ 18,582,498</b>	<b>\$ 18,582,485</b>	<b>\$ 7,110,661</b>	<b>\$ 7,110,648</b>	<b>\$ 99,083</b>	<b>\$ 11,471,837</b>
<b>Debt Service Fund</b>								
Lone Star Corporate	On Demand	4.7700%	\$ 1,503,514	\$ 1,503,514	\$ 1,485,080	\$ 1,485,080	\$ 18,434	18,434
Texas Class	On Demand	5.2917%	16,338,450	16,338,450	8,882,960	8,882,960	120,384	7,455,489
TexSTAR	On Demand	4.5642%	187	187	185	185	2	2
<b>Subtotal</b>		<b>4.8753%</b>	<b>\$ 17,842,151</b>	<b>\$ 17,842,151</b>	<b>\$ 10,368,225</b>	<b>\$ 10,368,225</b>	<b>\$ 138,819</b>	<b>\$ 7,473,925</b>
<b>Food Service Fund</b>								
Lone Star Corporate	On Demand	4.7700%	\$ 2,493,087	\$ 2,493,087	\$ 2,462,521	\$ 2,462,521	\$ 31,141	\$ 30,567
<b>Health Insurance Fund</b>								
Lone Star Corporate	On Demand	4.7700%	\$ 3,838	\$ 3,838	\$ 3,791	\$ 3,791	\$ 47	47
<b>Construction Fund</b>								
Lone Star 2011	On Demand	4.7700%	13	13	13	13	0	0
Lonestar 2013	On Demand	4.7700%	42	42	41	41	1	1
U.S. Agency/Muni Securities	On Demand	3.8400%	88,390,004	89,197,124	95,477,502	95,477,502	450,085	(7,087,498)
<b>Subtotal</b>		<b>4.4600%</b>	<b>\$ 88,390,058</b>	<b>\$ 89,197,178</b>	<b>\$ 95,477,556</b>	<b>\$ 95,477,556</b>	<b>\$ 450,086</b>	<b>\$ (7,087,498)</b>
<b>Total Investments</b>		<b>4.5485%</b>	<b>\$ 127,311,632</b>	<b>\$ 128,118,739</b>	<b>\$ 115,422,754</b>	<b>\$ 115,422,741</b>	<b>\$ 719,175</b>	<b>\$ 11,888,878</b>

Asset	Book Value	Portfolio Weighted Average Maturity		Maturity Date of Each Asset	S&P Credit Ratings as of: 12/31/2023
		Days to Maturity	Weighted Average Maturity (WAM)		
Logic	77,079	1	0.001	01/01/2025 Liquid pool, due on demand	AAAm
Lone Star	8,736,464	1	0.069	01/01/2025 Liquid pool, due on demand	AAAf/S1+
Texas Class	30,087,793	1	0.236	01/01/2025 Liquid pool, due on demand	AAAm
TexPool	11,703	1	0.000	01/01/2025 Liquid pool, due on demand	AAAm
TexSTAR	8,588	1	0.000	01/01/2025 Liquid pool, due on demand	AAAm
U.S. Agency/Muni Securities	88,390,004	1	0.694	01/01/2025 Liquid pool, due on demand	
	<b>\$ 127,311,632</b>		<b>1.000</b>		

**Canutillo Independent School District  
 Quarterly Summary of Investments  
 December 31, 2024**

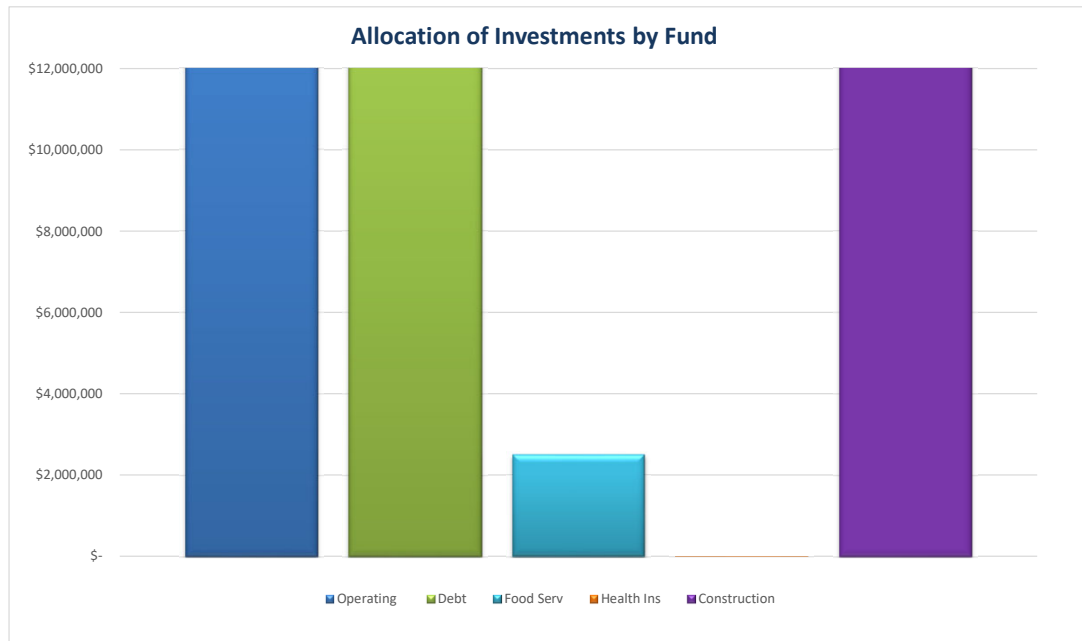
AAA is the highest Issuer Credit Rating assigned by Standar & Poor's  
 (m is for Money Market, f is for Fund, and S1+designates low volatility)

Investment	Amount	Percentage
Logic	\$ 77,079	0.06%
Lone Star	\$ 8,736,464	6.86%
Texas Class	\$ 30,087,793	23.63%
TexPool	\$ 11,703	0.01%
TexSTAR	\$ 8,588	0.01%
U.S. Agency/Muni Set	\$ 88,390,004	69.43%
<b>Total</b>	<b>\$ 127,311,632</b>	<b>100.00%</b>



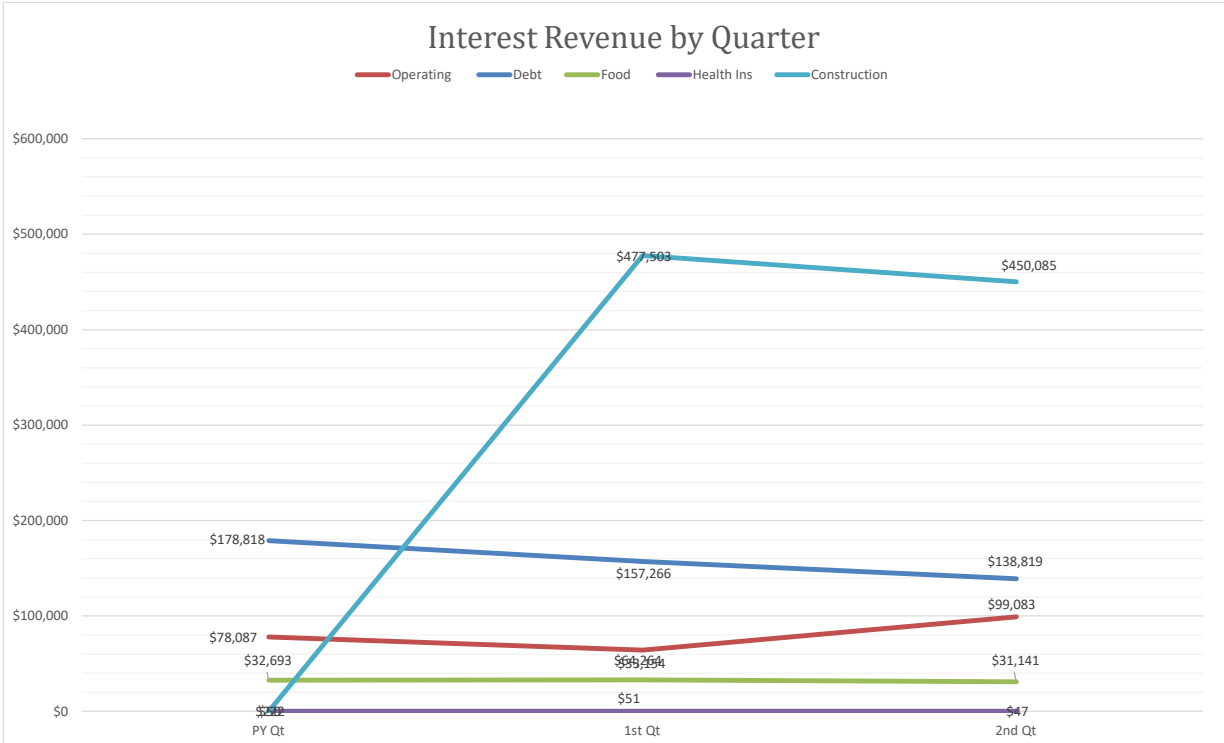
**Canutillo Independent School District  
Quarterly Summary of Investments  
December 31, 2024**

Fund	Amount	Percentage
Operating	\$ 18,582,498	14.60%
Debt	\$ 17,842,151	14.01%
Food Serv	\$ 2,493,087	1.96%
Health Ins	\$ 3,838	0.00%
Construction	\$ 88,390,058	69.43%
<b>Total</b>	<b>\$ 127,311,632</b>	<b>100.00%</b>



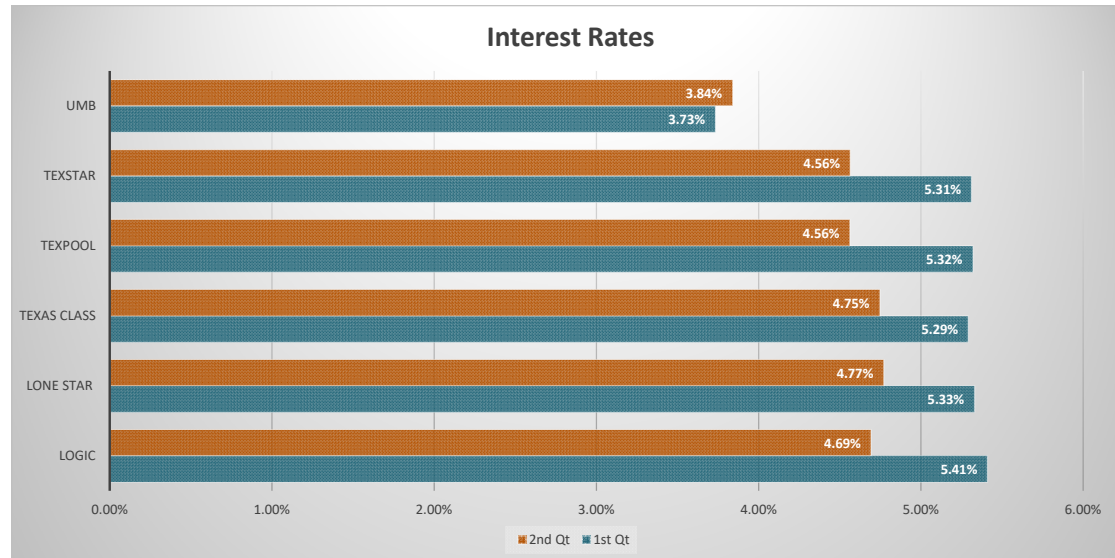
**Canutillo Independent School District  
Quarterly Summary of Investments  
December 31, 2024**

Interest	PY Qt	1st Qt	2nd Qt	3rd Qt	4th Qt
Operating	\$ 78,087	\$ 64,264	\$ 99,083	\$ -	\$ -
Debt	\$ 178,818	\$ 157,266	\$ 138,819	\$ -	\$ -
Food	\$ 32,693	\$ 33,154	\$ 31,141	\$ -	\$ -
Health Ins	\$ 50	\$ 51	\$ 47	\$ -	\$ -
Construction	\$ 222	\$ 477,503	\$ 450,085	\$ -	\$ -
<b>Total</b>	<b>\$ 289,870</b>	<b>\$ 732,238</b>	<b>\$ 719,175</b>	<b>\$ -</b>	<b>\$ -</b>



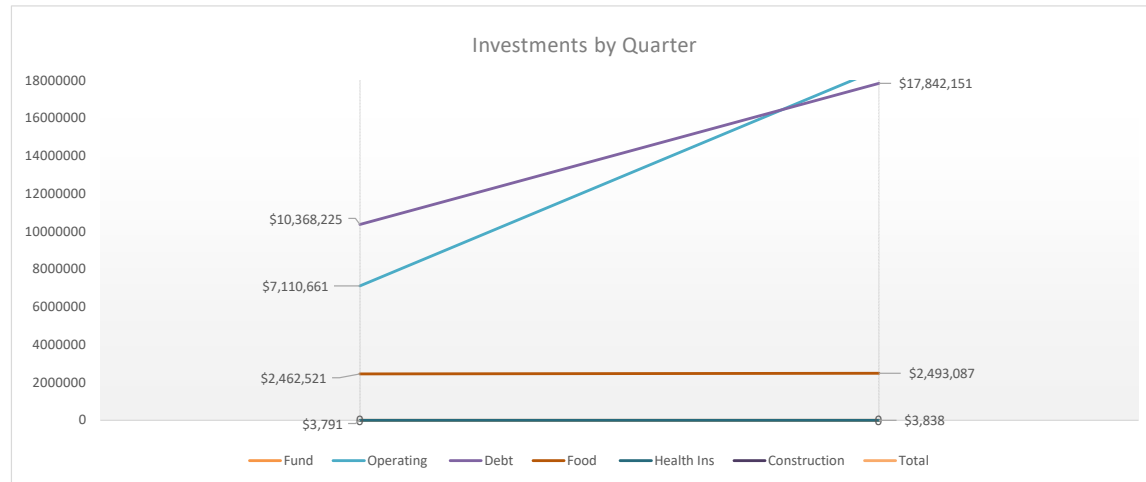
**Canutillo Independent School District  
Quarterly Summary of Investments  
December 31, 2024**

Investment	1st Qt	2nd Qt	3rd Qt	4th Qt
Logic	5.41%	4.69%		
Lone Star	5.33%	4.77%		
Texas Class	5.29%	4.75%		
TexPool	5.32%	4.56%		
TexSTAR	5.31%	4.56%		
UMB	3.73%	3.84%		
<b>Average</b>	<b>5.07%</b>	<b>4.53%</b>		



**Canutillo Independent School District  
Quarterly Summary of Investments  
December 31, 2024**

Fund	1st Qt	2nd Qt	3rd Qt	4th Qt
Operating	\$ 7,110,661	\$ 18,582,498	\$ -	\$ -
Debt	\$ 10,368,225	\$ 17,842,151	\$ -	\$ -
Food	\$ 2,462,521	\$ 2,493,087	\$ -	\$ -
Health Ins	\$ 3,791	\$ 3,838	\$ -	\$ -
Construction	\$ 95,477,556	\$ 88,390,058	\$ -	\$ -
<b>Total</b>	<b>\$ 115,422,754</b>	<b>\$ 127,311,632</b>	<b>\$ -</b>	<b>\$ -</b>



# CANUTILLO A Premier District

To: Board of Trustees  
Dr. Pedro Galaviz, Superintendent

From: Cristina Pulley, Executive Director of Financial Service

Date: October 31, 2024

Subject: Quarterly Investment Report for September 30, 2024


This investment report for the Canutillo Independent School District, for the quarter ending September 30, 2024, is in full compliance with the Investment Policy and strategy as established for the District per the Public Funds Investment Act (Chapter 2256). The Public Funds Investment Act requires quarterly reporting on investment activity, balances (both book and market values) and presentation to the Board of Trustees.

The investment objectives of safety, liquidity, and maturity levels that are sufficient to meet anticipated cash requirements is what drives the investment activity. For fiscal year 2024-2025, the District will maintain its investments in governmental investment pools and fixed term maturities with Logic, Lone Star, Texas Class, TexPool, and TexSTAR as well as U.S. Agency Securities. The portfolio within these investments includes Money Markets, Commercial Paper, U.S. Treasury Securities, Government Obligations, and Repurchase Agreements.

During the first quarter, the District's total investment of \$115,422,754, was invested at an average interest yield of 5.13% which resulted in interest income of \$732,238. Operating Fund investments of \$7.110 million generated interest revenue of \$64,264. Most of the investments were in the Operating Fund due to the daily withdrawals needed to cover cash disbursements. The Debt Service Fund decreased from \$13.338 million to \$10.368 million due to debt payments made in August. Similarly, the Health Insurance Fund maintained the same balance of \$3,791 for the first quarter. The sale of \$100M in constructions bonds increased the Fund to \$95.477M and earned interest of \$477,503 in the first quarter.

At the end of the quarter, the investment rates in the equity markets and the investment ratings for all five investment pools were rated "AAA." As the district's investment officers, we will continue to seek investment opportunities after investment the Board's investment policy requirements.

  
Cristina Pulley, Executive Director of Financial Services

  
Elvira Monzon-Uscanga, Accountant

7965 Artcraft | El Paso, TX 79932  
915.877.7400 | [www.canutillo-isd.org](http://www.canutillo-isd.org)  
Follow us on:   



**Canutillo Independent School District  
Quarterly Summary of Investments  
September 30, 2024**

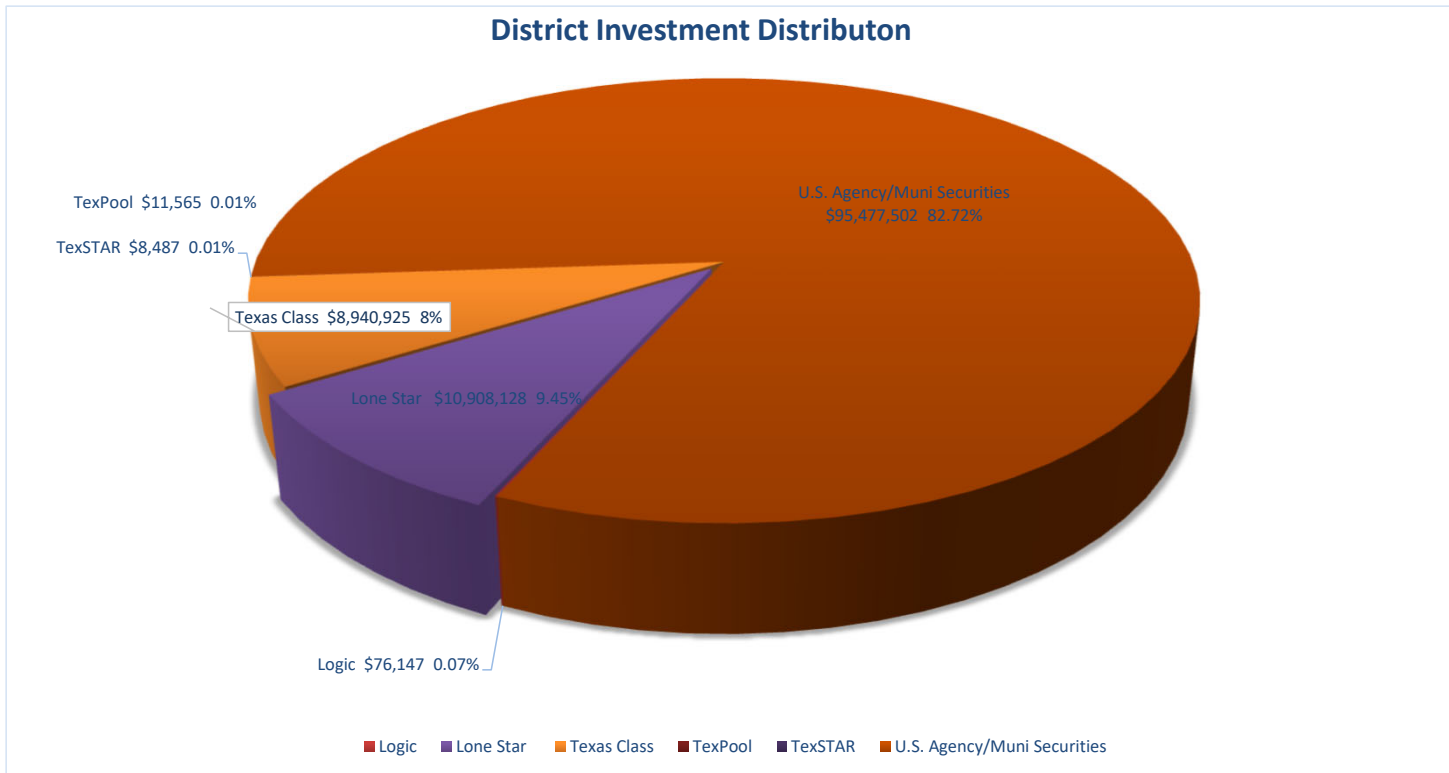
Description	Maturity Date	Current Month Interest Rate	9/30/2024 Book Value	9/30/2024 Market Value	6/30/2024 Book Value	6/30/2024 Market Value	Quarterly Accrued Interest	Book Value Increase/Decrease
<b>Operating Fund</b>								
Logic	On Demand	5.4105%	\$ 76,147	\$ 76,136	\$ 75,131	\$ 75,131	\$ 1,016	\$ 1,005
Lone Star Corporate	On Demand	5.3300%	6,956,683	6,956,683	2,528,859	2,528,859	62,208	4,427,824
Texas Class	On Demand	5.2917%	57,965	57,965	57,185	3,815,930	780	(3,757,965)
TexPool	On Demand	5.3200%	11,565	11,565	11,413	11,413	152	152
TexSTAR	On Demand	5.1324%	8,302	8,300	8,193	8,193	109	107
<b>Subtotal</b>		<b>5.2969%</b>	<b>\$ 7,110,661</b>	<b>\$ 7,110,648</b>	<b>\$ 2,680,781</b>	<b>\$ 6,439,526</b>	<b>\$ 64,264</b>	<b>\$ 671,122</b>
<b>Debt Service Fund</b>								
Lone Star Corporate	On Demand	5.3300%	\$ 1,485,080	\$ 1,485,080	\$ 1,465,086	\$ 1,465,086	\$ 19,994	19,994
Texas Class	On Demand	5.2917%	8,882,960	8,882,960	11,873,360	11,873,360	137,269	(2,990,400)
TexSTAR	On Demand	5.1324%	185	185	182	182	3	3
<b>Subtotal</b>		<b>4.8718%</b>	<b>\$ 10,368,225</b>	<b>\$ 10,368,225</b>	<b>\$ 13,338,628</b>	<b>\$ 13,338,628</b>	<b>\$ 157,266</b>	<b>\$ (2,970,402)</b>
<b>Food Service Fund</b>								
Lone Star Corporate	On Demand	5.3300%	\$ 2,462,521	\$ 2,462,521	\$ 2,429,367	\$ 2,429,367	\$ 33,154	\$ 33,154
<b>Health Insurance Fund</b>								
Lone Star Corporate	On Demand	5.3300%	\$ 3,791	\$ 3,791	\$ 3,740	\$ 3,740	\$ 51	51
<b>Construction (Bond) Fund</b>								
Lone Star 2011	On Demand	5.3300%	13	13	12	12	0	0
Lone Star 2013	On Demand	5.3300%	41	41	41	41	1	1
U.S. Agency/Muni Securities	On Demand	3.7332%	95,477,502	95,477,502	-	-	477,502	95,477,502
<b>Subtotal</b>		<b>4.7977%</b>	<b>\$ 95,477,556</b>	<b>\$ 95,477,556</b>	<b>\$ 53</b>	<b>\$ 53</b>	<b>\$ 477,503</b>	<b>\$ 95,477,503</b>
<b>Total Investments</b>		<b>5.1253%</b>	<b>\$ 115,422,754</b>	<b>\$ 115,422,741</b>	<b>\$ 18,452,568</b>	<b>\$ 22,211,314</b>	<b>\$ 732,238</b>	<b>\$ 93,211,427</b>

Portfolio Weighted Average Maturity					S&P Credit	
Asset	Book Value	Days to Maturity	Weighted Average Maturity (WAM)	Maturity Date of Each Asset	Ratings as of: 9/30/2024	
Logic	76,147	1	0.001	10/1/2024	Liquid pool, due on demand AAAm	
Lone Star	10,908,128	1	0.095	10/1/2024	Liquid pool, due on demand AAAf/S1+	
Texas Class	8,940,925	1	0.077	10/1/2024	Liquid pool, due on demand AAAm	
TexPool	11,565	1	0.000	10/1/2024	Liquid pool, due on demand AAAm	
TexSTAR	8,487	1	0.000	10/1/2024	Liquid pool, due on demand AAAm	
U.S. Agency/Muni Securities	95,477,502	1	0.827	10/1/2024	SLGS, due on demand NR	
	<b>\$ 115,422,754</b>		<b>1.000</b>			

AAA is the highest Issuer Credit Rating assigned by Standar & Poor's  
(m is for Money Market, f is for Fund, and S1+designates low volatility)

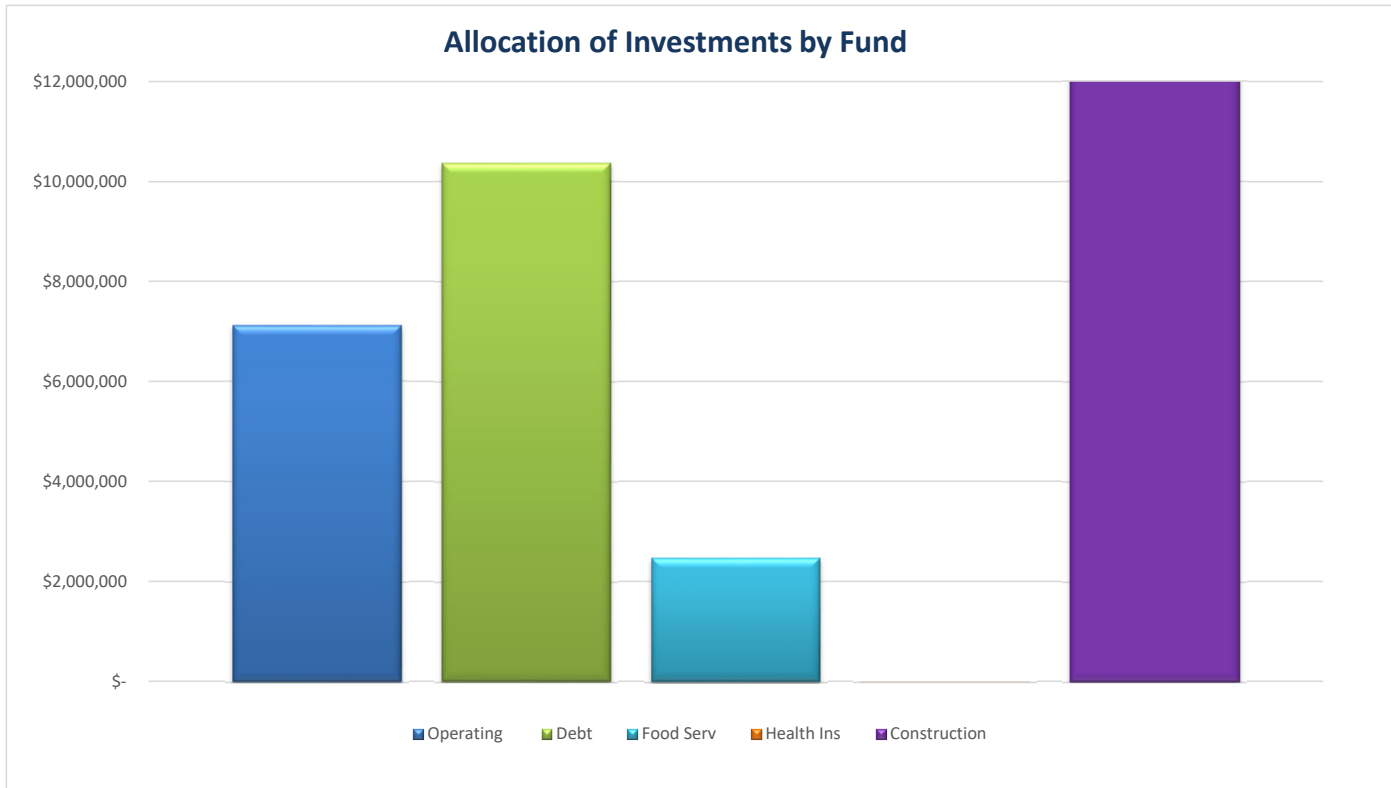
**Canutillo Independent School District  
Quarterly Summary of Investments  
September 30, 2024**

Investment	Amount	Percentage
Logic	\$ 76,147	0.07%
Lone Star	\$ 10,908,128	9.45%
Texas Class	\$ 8,940,925	7.75%
TexPool	\$ 11,565	0.01%
TexSTAR	\$ 8,487	0.01%
U.S. Agency/Muni Sec	\$ 95,477,502	82.72%
<b>Total</b>	<b>\$ 115,422,754</b>	<b>100.00%</b>



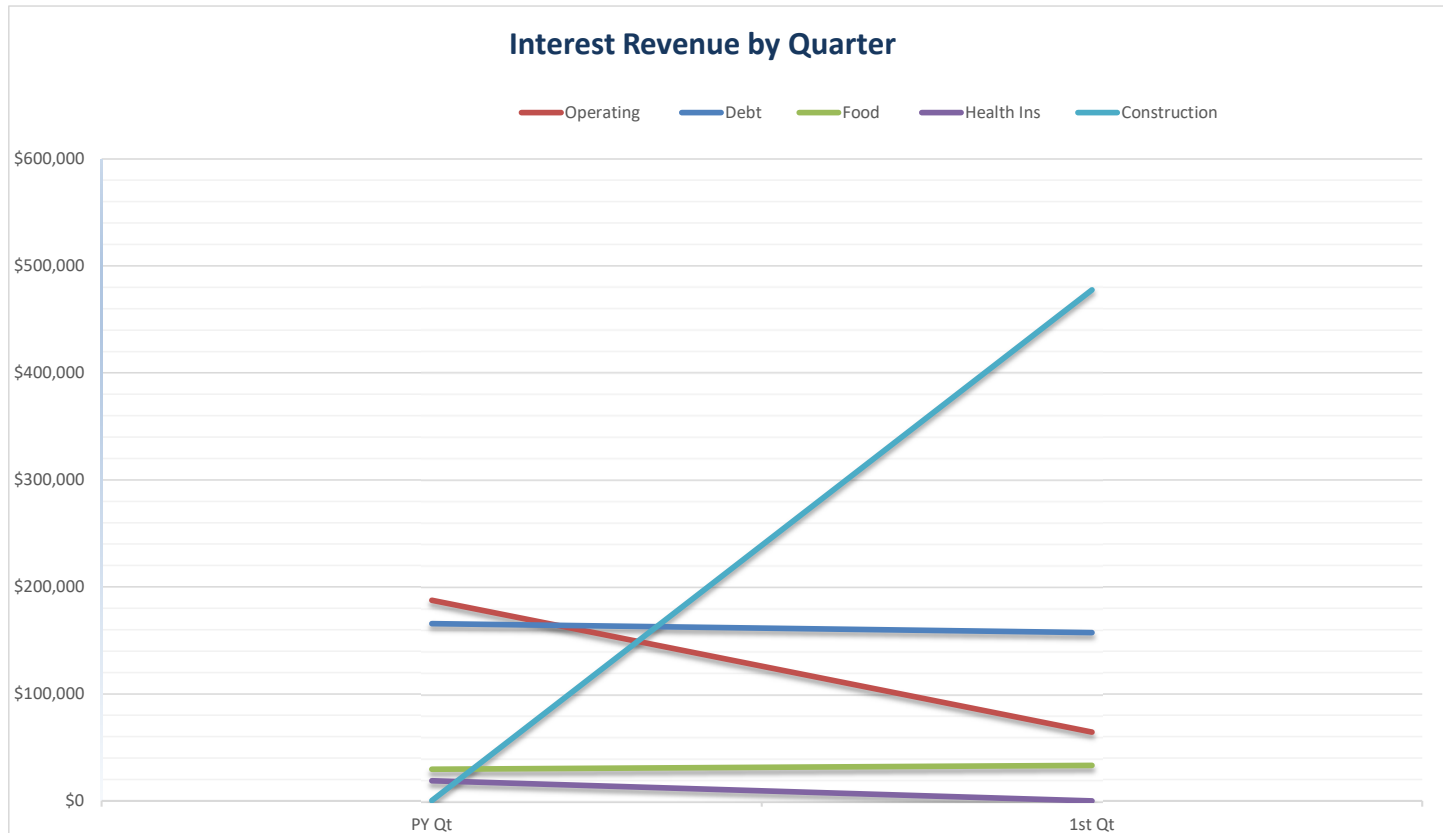
**Canutillo Independent School District  
Quarterly Summary of Investments  
September 30, 2024**

Fund	Amount	Percentage
Operating	\$ 7,110,661	6.16%
Debt	\$ 10,368,225	8.98%
Food Serv	\$ 2,462,521	2.13%
Health Ins	\$ 3,791	0.00%
Construction	\$ 95,477,556	82.72%
<b>Total</b>	<b>\$ 115,422,754</b>	<b>100.00%</b>



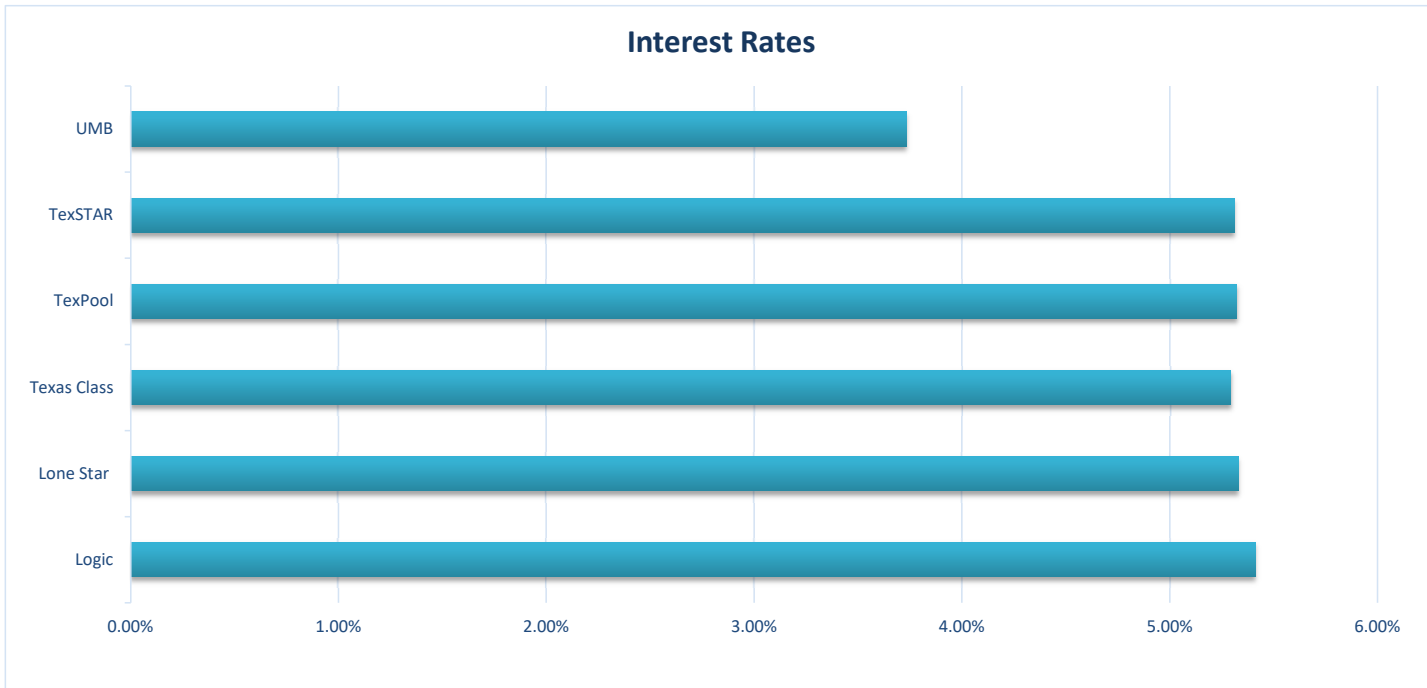
**Canutillo Independent School District  
Quarterly Summary of Investments  
September 30, 2024**

Interest	PY Qt	1st Qt	2nd Qt	3rd Qt	4th Qt
Operating	\$ 187,372	\$ 64,264	\$ -	\$ -	\$ -
Debt	\$ 165,634	\$ 157,266	\$ -	\$ -	\$ -
Food	\$ 29,472	\$ 33,154	\$ -	\$ -	\$ -
Health Ins	\$ 18,872	\$ 51	\$ -	\$ -	\$ -
Construction	\$ 228	\$ 477,503	\$ -	\$ -	\$ -
<b>Total</b>	<b>\$ 401,578</b>	<b>\$ 732,238</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>



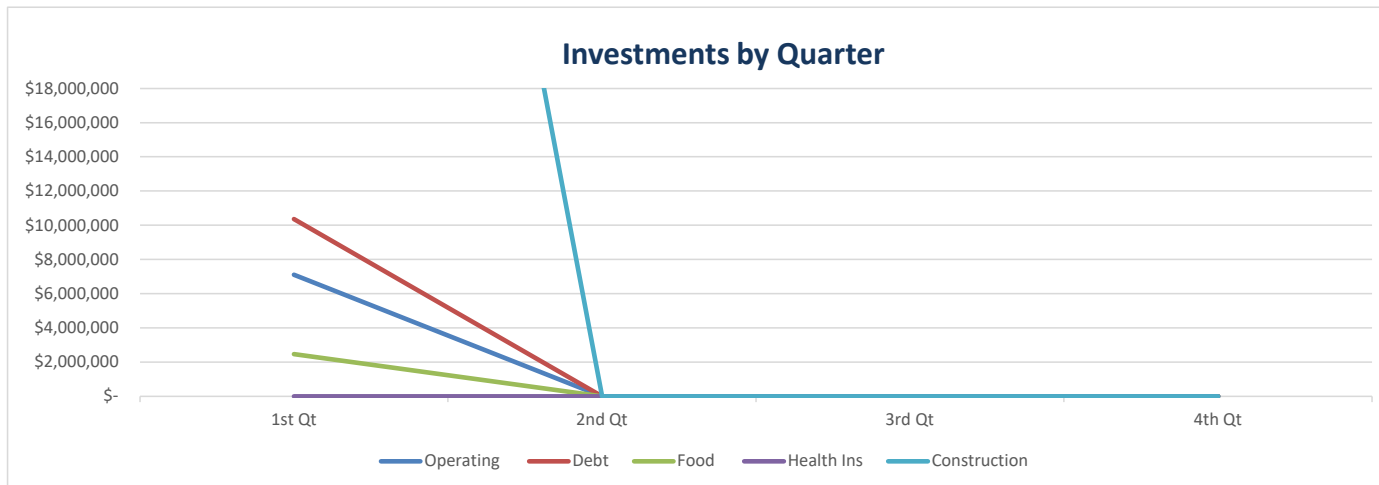
**Canutillo Independent School District  
Quarterly Summary of Investments  
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Investment	1st Qt	2nd Qt	3rd Qt	4th Qt
Logic	5.41%			
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Texas Class	5.29%			
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TexSTAR	5.31%			
UMB	3.73%			
<b>Average</b>	<b>5.07%</b>			



**Canutillo Independent School District  
Quarterly Summary of Investments  
September 30, 2024**

Fund	1st Qt	2nd Qt	3rd Qt	4th Qt
Operating	\$ 7,110,661	\$ -	\$ -	\$ -
Debt	\$ 10,368,225	\$ -	\$ -	\$ -
Food	\$ 2,462,521	\$ -	\$ -	\$ -
Health Ins	\$ 3,791	\$ -	\$ -	\$ -
Construction	\$ 95,477,556	\$ -	\$ -	\$ -
<b>Total</b>	<b>\$ 115,422,754</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>



# Board of Trustees

Meeting Date: \_\_\_\_\_

## Executive Summary of Board Agenda Item

Subject/Title for Agenda Posting:

Justification Statement:

Purpose of Agenda Item:

Information  Discussion  Action

Item Type:

Curriculum & Instruction  HumanResources  Business Services

Staff Responsible:

\_\_\_\_\_  
*Signature of Requester(s)*

*CPulley*

\_\_\_\_\_  
*Signature of Presenter(s)*

*CPulley*

*Business Services Approval (Initials)*

*Date*

Agenda Summary:

RECOMMENDATION:

PRIOR BOARD ACTION:

AWARDED:

AWARDED AMOUNT:

AMOUNT(S):

ACCOUNT NO(S):

PROCUREMENT METHOD TYPE: (3 Quotes, Cooperative Contract Quotes, Sole Source, Formal Bid)

REQUESTING DEPARTMENT:

CONSEQUENCES OF NON-APPROVAL:

IMPLEMENTATION TIMELINE:

ATTACHMENT(S):





## FINANCIAL SERVICES

### CANUTILLO A Premier District

To: Board of Trustees

From: Cristina Pulley, Executive Director of Financial Services

Date: June 19, 2025

Subject: Approval of Investment Resolution and Investment Policy

The Board of Trustees is required to review and approve the resolution related to District investments annually:

#### **Resolution Approving Independent Sources for Investment Training and Designation of Investment Officers**

Texas Government Code 2256.008(a), as amended, requires the investment officer of the District to attend an investment training session not less than once in a two-year period and receive no less than eight hours of instruction relating from an independent source approved by the Board of Trustees. District Policy CDA (LOCAL) also requires the Superintendent or other person(s) designated by Board Resolution to serve as the investment officer of the District.

The resolution names the Executive Director of Financial Services, Assistant Director of Financial Services and Accountant(s) as the District's Investment Officers. The resolution also includes approval of the following independent sources for investment officer training.

- Texas Association of School Boards
- Texas Association of School Business Officials
- Texas Association of School Administrators
- Texas Municipal League
- Texas Class
- Texas Investment Training
- Region 19
- Center for Public Management

In addition, the governing body of the entity shall, at least annually, review, revise and adopt a list of investment sources or qualified brokers that are authorized to engage in investment transactions with the district. All investment sources are licensed to sell in Texas and meet all legal requirements and policies to sell to the district. The listed investment sources below are recommended.

- LOGIC
- First Public – Lonestar
- Texas CLASS-MBIA
- Texpool
- TexSTAR
- Texas Term & Daily

---

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

---

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

---

P: (915) 877-7516  
F: (915) 877-7524  
canutillo-isd.org

Canutillo Independent School District does not discriminate on the basis of race, color, religion, gender, sex, national origin, age, disability, military status, genetic information, or any other basis prohibited by law in its employment practices or in providing education services, activities, and programs, including career and technical education (vocational programs).

- UMB
- BBVA Compass Bank
- Wells Fargo Security

Lastly, the Board of Trustees is required to review and approve the CISD Investment Policy CDA annually. Attached you will find a copy of CDA Policy-Investments (Local & Legal) and the resolution listed above.

If you have any additional questions or concerns, feel free to contact me at your discretion, at 877-7425 or at [cpulley@canutillo-isd.org](mailto:cpulley@canutillo-isd.org).

Attachments

**RESOLUTION APPROVING INDEPENDENT SOURCES FOR INVESTMENT TRAINING AND DESIGNATION OF  
INVESTMENT OFFICERS  
FOR THE CANUTILLO INDEPENDENT SCHOOL DISTRICT**

**WHEREAS**, Canutillo Independent School District (“District”) has been legally created and operates pursuant to the general laws of the State of Texas applicable to independent school districts; and

**WHEREAS**, the Investment Policy CDA (LOCAL) states the superintendent or other person as designated by Board resolution shall serve as the investment officer of the District; and

**WHEREAS**, the Texas Association of School Boards (“TASB”), the Texas Association of School Administrators (“TASA”), and the Texas Association of School Business Officials (“TASBO”), Texas Class, Texas Municipal League (TML), Texas Investment Training, Region 19 and Center for Public Management are independent sources that provide investment training sessions relating to investment responsibilities; and

**WHEREAS**, the Board of Trustees of the Canutillo Independent School District wishes to approve these independent sources of instruction to provide investment training sessions required by Texas Government Code Section 2256.008(a):

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

That the Texas Association of School Boards, the Texas Association of School Business Officials, and Texas Association of School Administrators, Texas Class, Texas Municipal League, Texas Investment Training, Region 19 and Center for Public Management are hereby approved as independent sources of instruction relating to investment responsibilities for the investment officers of this District, as required by Section 2256.008(a), Texas Government Code, as amended.

And that the Executive Director of Finance, Assistant Director of Finance and Accountant(s) shall serve as the District’s Investment Officers.

Passed and approved this 24th day of June, 2025.

**CANUTILLO INDEPENDENT SCHOOL DISTRICT**

By \_\_\_\_\_  
Armando Rodriguez, Board President

Attest:

\_\_\_\_\_  
Cindy Zuniga, Board Secretary

**RESOLUTION OF THE BOARD REGARDING REVIEW OF THE INVESTMENT PROGRAM**

**WHEREAS**, Section 2256.005(e) of the Public Funds Investment Act (Texas Government Code Chapter 2256) (the “Act”) requires the Board of Trustees of Canutillo Independent School District (District) to (a) review the District’s investment policy and investment strategies set forth in CDA(LOCAL) not less than annually and (b) adopt this resolution reflecting the Board’s review and recording any changes made to the investment policy or strategies;

**WHEREAS**, the District’s investment policy for fiscal year 2025-2026 has been presented to the Board for its consideration and approval, as required by the Act; and

**WHEREAS**, the District’s investment policy for fiscal year 2025-2026 includes modifications adopted January 2025 from the District’s investment policy for fiscal year 2024-2025.

**WHEREAS** Government Code 2256.025 requires the Board or a designated investment committee to, at least annually, review, revise, and adopt a list of qualified brokers that are authorized to engage in investment transactions with the District.

**NOW THEREFORE BE IT RESOLVED** that the Board of Trustees of Canutillo Independent School District has reviewed the District’s investment policy, and hereby adopts the policy for fiscal year 2025-2026 in compliance with the Act.

**BE IT FURTHER RESOLVED** that, after review of the District’s qualified brokers, the Board of Trustees of Canutillo Independent School District adopts the following list of qualified brokers for fiscal year 2025-2026:

- LOGIC
- First Public – Lonestar
- Texas CLASS-MBIA
- Texpool
- TexSTAR
- Texas Term & Daily
- UMB
- BBVA Compass Bank
- Wells Fargo Security

Adopted this 24th day of June, 2025 by the Board of Trustees.

**CANUTILLO INDEPENDENT SCHOOL DISTRICT**

By \_\_\_\_\_  
Armando Rodriguez, Board President

Attest:

\_\_\_\_\_  
Cindy Zuniga, Board Secretary

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OTHER REVENUES  
INVESTMENTS

CDA  
(LEGAL)

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All investments made by a district shall comply with the Public Funds Investment Act (Texas Government Code Chapter 2256, Subchapter A) and all federal, state, and local statutes, rules, or regulations. *Gov't Code 2256.026*

**Definitions**

Bond Proceeds	“Bond proceeds” means the proceeds from the sale of bonds, notes, and other obligations issued by a district, and reserves and funds maintained by a district for debt service purposes.
Investment Pool	“Investment pool” means an entity created under the Texas Government Code to invest public funds jointly on behalf of the entities that participate in the pool and whose investment objectives in order of priority are preservation and safety of principal, liquidity, and yield.
Pooled Fund Group	“Pooled fund group” means an internally created fund of a district in which one or more institutional accounts of a district are invested.
Separately Invested Asset	“Separately invested asset” means an account or fund of a district that is not invested in a pooled fund group.  <i>Gov't Code 2256.002(1), (6), (9), (12)</i>
Pledged Revenue	“Pledged revenue” means money pledged to the payment of or as security for:  <ol style="list-style-type: none"><li>1. Bonds or other indebtedness issued by a district;</li><li>2. Obligations under a lease, installment sale, or other agreement of a district; or</li><li>3. Certificates of participation in a debt or obligation described by item 1 or 2.</li></ol> <i>Gov't Code 2256.0208(a)</i>
Joint Account	“Joint account” means an account maintained by a custodian bank and established on behalf of two or more parties to engage in aggregate repurchase agreement transactions.
Repurchase Agreement	“Repurchase agreement” means a simultaneous agreement to buy, hold for a specified time, and sell back at a future date obligations, described by Government Code 2256.009(a)(1) (obligations of governmental entities) or 2256.013 (commercial paper) or if applicable, 2256.0204 (corporate bonds), at a market value at the time the funds are disbursed of not less than the principal amount of the funds disbursed. The term includes a direct security repurchase agreement and a reverse security repurchase agreement.  <i>Gov't Code 2256.011(b)</i>

Hedging

“Hedging” means acting to protect against economic loss due to price fluctuation of a commodity or related investment by entering into an offsetting position or using a financial agreement or producer price agreement in a correlated security, index, or other commodity.

*Eligible Entity*

“Eligible entity” means a political subdivision that has:

1. A principal amount of at least \$250 million in outstanding long-term indebtedness, long-term indebtedness proposed to be issued, or a combination of outstanding long-term indebtedness and long-term indebtedness proposed to be issued; and
2. Outstanding long-term indebtedness that is rated in one of the four highest rating categories for long-term debt instruments by a nationally recognized rating agency for municipal securities, without regard to the effect of any credit agreement or other form of credit enhancement entered into in connection with the obligation.

*Eligible Project*

“Eligible project” has the meaning assigned by Government Code 1371.001 (issuance of obligations for certain public improvements).

*Gov’t Code 2256.0207(a)*

Corporate Bond

“Corporate bond” means a senior secured debt obligation issued by a domestic business entity and rated not lower than “AA-” or the equivalent by a nationally recognized investment rating firm. The term does not include a debt obligation that, on conversion, would result in the holder becoming a stockholder or shareholder in the entity, or any affiliate or subsidiary of the entity, that issued the debt obligation, or is an unsecured debt obligation. *Gov’t Code 2256.0204(a)*

**Written Policies**

The board shall adopt by rule, order, ordinance, or resolution, as appropriate, a written investment policy regarding the investment of its funds and funds under its control. The investment policies must primarily emphasize safety of principal and liquidity and must address investment diversification, yield, and maturity and the quality and capability of investment management. The policies must include:

1. A list of the types of authorized investments in which the district’s funds may be invested;
2. The maximum allowable stated maturity of any individual investment owned by the district;

OTHER REVENUES  
INVESTMENTS

CDA  
(LEGAL)

3. For pooled fund groups, the maximum dollar-weighted average maturity allowed based on the stated maturity date of the portfolio;
4. Methods to monitor the market price of investments acquired with public funds;
5. A requirement for settlement of all transactions, except investment pool funds and mutual funds, on a delivery versus payment basis; and
6. Procedures to monitor rating changes in investments acquired with public funds and the liquidation of such investments consistent with the provisions of Government Code 2256.021 [see Loss of Required Rating, below].

*Gov't Code 2256.005(a), (b)*

Annual Review

The board shall review its investment policy and investment strategies not less than annually. The board shall adopt a written instrument by rule, order, ordinance, or resolution stating that it has reviewed the investment policy and investment strategies and that the written instrument so adopted shall record any changes made to either the investment policy or investment strategies. *Gov't Code 2256.005(e)*

Annual Audit

A district shall perform a compliance audit of management controls on investments and adherence to the district's established investment policies. The compliance audit shall be performed in conjunction with the annual financial audit. *Gov't Code 2256.005(m)*

Investment  
Strategies

As an integral part of the investment policy, the board shall adopt a separate written investment strategy for each of the funds or group of funds under the board's control. Each investment strategy must describe the investment objectives for the particular fund using the following priorities in order of importance:

1. Understanding of the suitability of the investment to the financial requirements of the district;
2. Preservation and safety of principal;
3. Liquidity;
4. Marketability of the investment if the need arises to liquidate the investment before maturity;
5. Diversification of the investment portfolio; and
6. Yield.

*Gov't Code 2256.005(d)*

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Investment Officer	<p>A district shall designate by rule, order, ordinance, or resolution, as appropriate, one or more officers or employees as investment officer(s) to be responsible for the investment of its funds consistent with the investment policy adopted by the board. If the board has contracted with another investing entity to invest its funds, the investment officer of the other investing entity is considered to be the investment officer of the contracting board's district. In the administration of the duties of an investment officer, the person designated as investment officer shall exercise the judgment and care, under prevailing circumstances, that a prudent person would exercise in the management of the person's own affairs, but the board retains the ultimate responsibility as fiduciaries of the assets of the district. Unless authorized by law, a person may not deposit, withdraw, transfer, or manage in any other manner the funds of the district. Authority granted to a person to invest the district's funds is effective until rescinded by the district or until termination of the person's employment by a district, or for an investment management firm, until the expiration of the contract with the district. <i>Gov't Code 2256.005(f)</i></p> <p>A district or investment officer may use the district's employees or the services of a contractor of the district to aid the investment officer in the execution of the officer's duties under Government Code Chapter 2256. <i>Gov't Code 2256.003(c)</i></p>
Investment Training	<p>Investment training must include education in investment controls, security risks, strategy risks, market risks, diversification of investment portfolio, and compliance with the Public Funds Investment Act. <i>Gov't Code 2256.008(c)</i></p>
<i>Initial</i>	<p>Within 12 months after taking office or assuming duties, the treasurer, the chief financial officer if the treasurer is not the chief financial officer, and the investment officer of a district shall attend at least one training session from an independent source approved by the board or a designated investment committee advising the investment officer. This initial training must contain at least 10 hours of instruction relating to their respective responsibilities under the Public Funds Investment Act. <i>Gov't Code 2256.008(a)</i></p>
<i>Ongoing</i>	<p>The treasurer, or the chief financial officer if the treasurer is not the chief financial officer, and the investment officer of a district shall attend an investment training session not less than once in a two-year period that begins on the first day of the district's fiscal year and consists of the two consecutive fiscal years after that date, and receive not less than eight hours of instruction relating to investment responsibilities under the Public Funds Investment Act from an independent source approved by the board or by a designated</p>

investment committee advising the investment officer. *Gov't Code 2256.008(a-1)*

Exception

The ongoing training requirement does not apply to the treasurer, chief financial officer, or investment officer of a district if:

1. The district does not invest district funds or only deposits those funds in interest-bearing deposit accounts or certificates of deposit as authorized by Government Code 2256.010; and
2. The treasurer, chief financial officer, or investment officer annually submits to the agency a sworn affidavit identifying the applicable criteria under item 1 that apply to the district.

*Gov't Code 2256.008(g)*

Standard of Care

Investments shall be made with judgment and care, under prevailing circumstances, that a person of prudence, discretion, and intelligence would exercise in the management of the person's own affairs, not for speculation, but for investment, considering the probable safety of capital and the probable income to be derived. Investment of funds shall be governed by the following objectives, in order of priority:

1. Preservation and safety of principal;
2. Liquidity; and
3. Yield.

In determining whether an investment officer has exercised prudence with respect to an investment decision, the following shall be taken into consideration:

1. The investment of all funds, or funds under the district's control, over which the officer had responsibility rather than the prudence of a single investment; and
2. Whether the investment decision was consistent with the district's written investment policy.

*Gov't Code 2256.006*

*Personal Interest*

A district investment officer who has a personal business relationship with a business organization offering to engage in an investment transaction with the district shall file a statement disclosing that personal business interest. An investment officer who is related within the second degree by affinity or consanguinity, as determined by Government Code Chapter 573 (nepotism prohibition), to an individual seeking to sell an investment to the investment officer's district shall file a statement disclosing that relationship. A required statement must be filed with the board and with the Texas

Ethics Commission. For purposes of this policy, an investment officer has a personal business relationship with a business organization if:

1. The investment officer owns 10 percent or more of the voting stock or shares of the business organization or owns \$5,000 or more of the fair market value of the business organization;
2. Funds received by the investment officer from the business organization exceed 10 percent of the investment officer's gross income for the previous year; or
3. The investment officer has acquired from the business organization during the previous year investments with a book value of \$2,500 or more for the personal account of the investment officer.

*Gov't Code 2256.005(i)*

*Quarterly Reports*

Not less than quarterly, the investment officer shall prepare and submit to the board a written report of investment transactions for all funds covered by the Public Funds Investment Act for the preceding reporting period. This report shall be presented not less than quarterly to the board and the superintendent within a reasonable time after the end of the period. The report must:

1. Describe in detail the investment position of the district on the date of the report;
2. Be prepared jointly and signed by all district investment officers;
3. Contain a summary statement of each pooled fund group that states the:
  - a. Beginning market value for the reporting period;
  - b. Ending market value for the period; and
  - c. Fully accrued interest for the reporting period;
4. State the book value and market value of each separately invested asset at the end of the reporting period by the type of asset and fund type invested;
5. State the maturity date of each separately invested asset that has a maturity date;
6. State the account or fund or pooled group fund in the district for which each individual investment was acquired; and

7. State the compliance of the investment portfolio of the district as it relates to the investment strategy expressed in the district's investment policy and relevant provisions of the Public Funds Investment Act.

If a district invests in other than money market mutual funds, investment pools or accounts offered by its depository bank in the form of certificates of deposit, or money market accounts or similar accounts, the reports prepared by the investment officers shall be formally reviewed at least annually by an independent auditor, and the result of the review shall be reported to the board by that auditor.

*Gov't Code 2256.023*

**Selection of Broker**

The board or the designated investment committee shall, at least annually, review, revise, and adopt a list of qualified brokers that are authorized to engage in investment transactions with a district.  
*Gov't Code 2256.025*

**Bond Proceeds**

The investment officer of a district may invest bond proceeds or pledged revenue only to the extent permitted by the Public Funds Investment Act, in accordance with:

1. Statutory provisions governing the debt issuance or the agreement, as applicable; and
2. The district's investment policy regarding the debt issuance or the agreement, as applicable.

*Gov't Code 2256.0208(b)*

**Authorized Investments**

A board may purchase, sell, and invest its funds and funds under its control in investments described below, in compliance with its adopted investment policies and according to the standard of care set out in this policy. *Gov't Code 2256.003(a)*

The board may specify in its investment policy that any authorized investment is not suitable. *Gov't Code 2256.005(j)*

**Investment Management Firm**

In the exercise of these powers, the board may contract with an investment management firm registered under the Investment Advisers Act of 1940 (15 U.S.C. Section 80b-1 et seq.) or with the State Securities Board to provide for the investment and management of its public funds or other funds under its control. A contract made under this authority may not be for a term longer than two years. A renewal or extension of the contract must be made by the board by order, ordinance, or resolution.

A district that contracts with an investment management firm may authorize the firm to invest the district's public funds or other funds

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under the district's control in repurchase agreements as provided by Government Code 2256.011 using a joint account.

An investment management firm responsible for managing a repurchase agreement transaction using a joint account on behalf of a district must ensure that:

1. Accounting and control procedures are implemented to document the district's aggregate daily investment and pro rata share in the joint account;
2. Each party participating in the joint account retains the sole rights of ownership to the party's pro rata share of assets invested in the joint account, including investment earnings on those assets; and
3. Policies and procedures are implemented to prevent a party participating in the joint account from using any part of a balance of the joint account that is credited to another party.

*Gov't Code 2256.003(b), .011(f), (g)*

Obligations of  
Governmental  
Entities

The following are authorized investments:

1. Obligations, including letters of credit, of the United States or its agencies and instrumentalities, including the Federal Home Loan Banks;
2. Direct obligations of this state or its agencies and instrumentalities;
3. Collateralized mortgage obligations directly issued by a federal agency or instrumentality of the United States, the underlying security for which is guaranteed by an agency or instrumentality of the United States;
4. Other obligations, the principal and interest of which are unconditionally guaranteed or insured by, or backed by the full faith and credit of, this state, the United States, or their respective agencies and instrumentalities, including obligations that are fully guaranteed or insured by the Federal Deposit Insurance Corporation (FDIC) or by the explicit full faith and credit of the United States;
5. Obligations of states, agencies, counties, cities, and other political subdivisions of any state rated as to investment quality by a nationally recognized investment rating firm not less than A or its equivalent;
6. Bonds issued, assumed, or guaranteed by the state of Israel;

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7. Interest-bearing banking deposits that are guaranteed or insured by the FDIC or its successor, or the National Credit Union Share Insurance Fund or its successor; and
8. Interest-bearing banking deposits other than those described at item 7 above if:
  - a. The funds are invested through a broker with a main office or a branch office in this state that the district selects from a list the board or designated investment committee of the district adopts as required at Selection of Broker above or a depository institution with a main office or a branch office in this state and that the district selects;
  - b. The broker or depository institution selected as described above arranges for the deposit of the funds in the banking deposits in one or more federally insured depository institutions, regardless of where located, for the district's account;
  - c. The full amount of the principal and accrued interest of the banking deposits is insured by the United States or an instrumentality of the United States; and
  - d. The district appoints as the district's custodian of the banking deposits issued for the district's account the depository institution selected as described above, an entity described by Government Code 2257.041(d) (custodian with which to deposit securities), or a clearing broker-dealer registered with the Securities and Exchange Commission and operating under Rule 15c3-3 (17 C.F.R. Section 240.15c3-3).

*Gov't Code 2256.009(a)*

*Unauthorized  
Obligations*

The following investments are not authorized:

1. Obligations whose payment represents the coupon payments on the outstanding principal balance of the underlying mortgage-backed security collateral and pays no principal;
2. Obligations whose payment represents the principal stream of cash flow from the underlying mortgage-backed security collateral and bears no interest;
3. Collateralized mortgage obligations that have a stated final maturity date of greater than 10 years; and

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4. Collateralized mortgage obligations the interest rate of which is determined by an index that adjusts opposite to the changes in a market index.

*Gov't Code 2256.009(b)*

Certificates of  
Deposit and Share  
Certificates

A certificate of deposit or share certificate is an authorized investment if the certificate is issued by a depository institution that has its main office or a branch office in Texas and is:

1. Guaranteed or insured by the FDIC or its successor or the National Credit Union Share Insurance Fund or its successor;
2. Secured by obligations described at Obligations of Governmental Entities, above, including mortgage backed securities directly issued by a federal agency or instrumentality that have a market value of not less than the principal amount of the certificates, but excluding those mortgage backed securities described at Unauthorized Obligations, above; or
3. Secured in accordance with Government Code Chapter 2257 (Public Funds Collateral Act) or in any other manner and amount provided by law for the deposits of the district.

*Gov't Code 2256.010(a)*

In addition to the authority to invest funds in certificates of deposit under the previous section, an investment in certificates of deposit made in accordance with the following conditions is an authorized investment:

1. The funds are invested by the district through a broker that has its main office or a branch office in this state and is selected from a list adopted by the district as required at Selection of Broker, above or a depository institution that has its main office or a branch office in this state and that is selected by the district;
2. The broker or depository institution selected by the district arranges for the deposit of the funds in certificates of deposit in one or more federally insured depository institutions, wherever located, for the account of the district;
3. The full amount of the principal and accrued interest of each of the certificates of deposit is insured by the United States or an instrumentality of the United States; and
4. The district appoints the depository institution selected by the district, an entity described by Government Code 2257.041(d) (custodian with which to deposit securities), or a clearing broker-dealer registered with the Securities and Exchange Com-

mission and operating pursuant to Securities and Exchange Commission Rule 15c3-3 (17 C.F.R. Section 240.15c3-3) as custodian for the district with respect to the certificates of deposit issued for the account of the district.

*Gov't Code 2256.010(b)*

The district's investment policies may provide that bids for certificates of deposit be solicited orally, in writing, electronically, or in any combination of those methods. *Gov't Code 2256.005(c)*

Repurchase  
Agreements

A fully collateralized repurchase agreement is an authorized investment if it:

1. Has a defined termination date;
2. Is secured by a combination of cash and obligations described by Government Code 2256.009(a)(1) (obligations of governmental entities) or 2256.013 (commercial paper) or if applicable, 2256.0204 (corporate bonds);
3. Requires the securities being purchased by the district or cash held by the district to be pledged to the district either directly or through a joint account approved by the district, held in the district's name either directly or through a joint account approved by the district, and deposited at the time the investment is made with the district or a third party selected and approved by the district; and
4. Is placed through a primary government securities dealer, as defined by the Federal Reserve or a financial institution doing business in Texas.

The term of any reverse security repurchase agreement may not exceed 90 days after the date the reverse security repurchase agreement is delivered. Money received by a district under the terms of a reverse security repurchase agreement shall be used to acquire additional authorized investments, but the term of the authorized investments acquired must mature not later than the expiration date stated in the reverse security repurchase agreement.

Government Code 1371.059(c) (validity and incontestability of obligations for certain public improvements) applies to the execution of a repurchase agreement by a district.

*Gov't Code 2256.011(a), (c), (d), (e)*

Securities Lending  
Program

A securities lending program is an authorized investment if:

1. The value of securities loaned is not less than 100 percent collateralized, including accrued income;

2. A loan allows for termination at any time;
3. A loan is secured by:
  - a. Pledged securities described at Obligations of Governmental Entities, above;
  - b. Pledged irrevocable letters of credit issued by a bank that is organized and existing under the laws of the United States or any other state, and continuously rated by at least one nationally recognized investment rating firm at not less than A or its equivalent; or
  - c. Cash invested in accordance with Government Code 2256.009 (obligations of governmental entities), 2256.013 (commercial paper), 2256.014 (mutual funds), or 2256.016 (investment pools);
4. The terms of a loan require that the securities being held as collateral be pledged to the district, held in the district's name, and deposited at the time the investment is made with the district or with a third party selected by or approved by the district; and
5. A loan is placed through a primary government securities dealer, as defined by 5 C.F.R. Section 6801.102(f), as that regulation existed on September 1, 2003, or a financial institution doing business in this state.

An agreement to lend securities under a securities lending program must have a term of one year or less.

*Gov't Code 2256.0115*

Banker's  
Acceptances

A banker's acceptance is an authorized investment if it:

1. Has a stated maturity of 270 days or fewer from the date of issuance;
2. Will be, in accordance with its terms, liquidated in full at maturity;
3. Is eligible for collateral for borrowing from a Federal Reserve Bank; and
4. Is accepted by a bank organized and existing under the laws of the United States or any state, if the short-term obligations of the bank, or of a bank holding company of which the bank is the largest subsidiary, are rated not less than A-1 or P-1 or

an equivalent rating by at least on nationally recognized credit rating agency.

*Gov't Code 2256.012*

Commercial Paper

Commercial paper is an authorized investment if it has a stated maturity of 365 days or fewer from the date of issuance; and is rated not less than A-1 or P-1 or an equivalent rating by at least:

1. Two nationally recognized credit rating agencies; or
2. One nationally recognized credit rating agency and is fully secured by an irrevocable letter of credit issued by a bank organized and existing under the laws of the United States law or any state.

*Gov't Code 2256.013*

Mutual Funds

A no-load money market mutual fund is an authorized investment if the mutual fund:

1. Is registered with and regulated by the Securities and Exchange Commission;
2. Provides the district with a prospectus and other information required by the Securities and Exchange Act of 1934 (15 U.S.C. 78a et seq.) or the Investment Company Act of 1940 (15 U.S.C. 80a-1 et seq.); and
3. Complies with federal Securities and Exchange Commission Rule 2a-7 (17 C.F.R. Section 270.2a-7), promulgated under the Investment Company Act of 1940 (15 U.S.C. Section 80a-1 et seq.).

*Gov't Code 2256.014(a)*

In addition to the no-load money market mutual fund authorized above, a no-load mutual fund is an authorized investment if it:

1. Is registered with the Securities and Exchange Commission;
2. Has an average weighted maturity of less than two years; and
3. Either has a duration of:
  - a. One year or more and is invested exclusively in obligations approved by the Public Funds Investment Act, or
  - b. Less than one year and the investment portfolio is limited to investment grade securities, excluding asset-backed securities.

*Gov't Code 2256.014(b)*

*Limitations*

A district is not authorized to:

1. Invest in the aggregate more than 15 percent of its monthly average fund balance, excluding bond proceeds and reserves and other funds held for debt service, in mutual funds described in Government Code 2256.014(b);
2. Invest any portion of bond proceeds, reserves and funds held for debt service, in mutual funds described in Government Code 2256.014(b); or
3. Invest its funds or funds under its control, including bond proceeds and reserves and other funds held for debt service, in any one mutual fund described in Government Code 2256.014(a) or (b) in an amount that exceeds 10 percent of the total assets of the mutual fund.

*Gov't Code 2256.014(c)*

Guaranteed  
Investment  
Contracts

A guaranteed investment contract is an authorized investment for bond proceeds if the guaranteed investment contract:

1. Has a defined termination date;
2. Is secured by obligations described at Obligations of Governmental Entities, above, excluding those obligations described at Unauthorized Obligations, in an amount at least equal to the amount of bond proceeds invested under the contract; and
3. Is pledged to the district and deposited with the district or with a third party selected and approved by the district.

Bond proceeds, other than bond proceeds representing reserves and funds maintained for debt service purposes, may not be invested in a guaranteed investment contract with a term longer than five years from the date of issuance of the bonds.

To be eligible as an authorized investment:

1. The board must specifically authorize guaranteed investment contracts as eligible investments in the order, ordinance, or resolution authorizing the issuance of bonds;
2. The district must receive bids from at least three separate providers with no material financial interest in the bonds from which proceeds were received;
3. The district must purchase the highest yielding guaranteed investment contract for which a qualifying bid is received;

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4. The price of the guaranteed investment contract must take into account the reasonably expected drawdown schedule for the bond proceeds to be invested; and
5. The provider must certify the administrative costs reasonably expected to be paid to third parties in connection with the guaranteed investment contract.

Government Code 1371.059(c) (validity and incontestability of obligations for certain public improvements) applies to the execution of a guaranteed investment contract by a district.

*Gov't Code 2256.015*

Investment Pools

A district may invest its funds or funds under its control through an eligible investment pool if the board by rule, order, ordinance, or resolution, as appropriate, authorizes the investment in the particular pool. *Gov't Code 2256.016, .019*

To be eligible to receive funds from and invest funds on behalf of a district, an investment pool must furnish to the investment officer or other authorized representative of the district an offering circular or other similar disclosure instrument that contains the information specified in Government Code 2256.016(b). To maintain eligibility, an investment pool must furnish to the investment officer or other authorized representative investment transaction confirmations and a monthly report that contains the information specified in Government Code 2256.016(c). A district by contract may delegate to an investment pool the authority to hold legal title as custodian of investments purchased with its local funds. *Gov't Code 2256.016(b)-(d)*

Corporate Bonds

A district that qualifies as an issuer as defined by Government Code 1371.001 [see CCF], may purchase, sell, and invest its funds and funds under its control in corporate bonds (as defined above) that, at the time of purchase, are rated by a nationally recognized investment rating firm "AA-" or the equivalent and have a stated final maturity that is not later than the third anniversary of the date the corporate bonds were purchased.

A district is not authorized to:

1. Invest in the aggregate more than 15 percent of its monthly average fund balance, excluding bond proceeds, reserves, and other funds held for the payment of debt service, in corporate bonds; or
2. Invest more than 25 percent of the funds invested in corporate bonds in any one domestic business entity, including subsidiaries and affiliates of the entity.

A district subject to these provisions may purchase, sell, and invest its funds and funds under its control in corporate bonds if the board:

1. Amends its investment policy to authorize corporate bonds as an eligible investment;
2. Adopts procedures to provide for monitoring rating changes in corporate bonds acquired with public funds and liquidating the investment in corporate bonds; and
3. Identifies the funds eligible to be invested in corporate bonds.

The district investment officer, acting on behalf of the district, shall sell corporate bonds in which the district has invested its funds not later than the seventh day after the date a nationally recognized investment rating firm:

1. Issues a release that places the corporate bonds or the domestic business entity that issued the corporate bonds on negative credit watch or the equivalent, if the corporate bonds are rated "AA-" or the equivalent at the time the release is issued; or
2. Changes the rating on the corporate bonds to a rating lower than "AA-" or the equivalent.

*Gov't Code 2256.0204*

Hedging  
Transactions

The board of an eligible entity (as defined above) shall establish the entity's policy regarding hedging transactions. An eligible entity may enter into hedging transactions, including hedging contracts, and related security, credit, and insurance agreements in connection with commodities used by an eligible entity in the entity's general operations, with the acquisition or construction of a capital project, or with an eligible project. A hedging transaction must comply with the regulations of the federal Commodity Futures Trading Commission and the federal Securities and Exchange Commission.

Government Code 1371.059(c) (validity and incontestability of obligations for certain public improvements) applies to the execution by an eligible entity of a hedging contract and any related security, credit, or insurance agreement.

An eligible entity may:

1. Pledge as security for and to the payment of a hedging contract or a security, credit, or insurance agreement any general or special revenues or funds the entity is authorized by law to pledge to the payment of any other obligation.

2. Credit any amount the entity receives under a hedging contract against expenses associated with a commodity purchase.

An eligible entity's cost of or payment under a hedging contract or agreement may be considered an operation and maintenance expense, an acquisition expense, or construction expense of the eligible entity; or a project cost of an eligible project.

*Gov't Code 2256.0206*

Prohibited  
Investments

Except as provided by Government Code 2270 (prohibited investments), a district is not required to liquidate investments that were authorized investments at the time of purchase. *Gov't Code 2256.017*

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**Note:** As an "investing entity" under Government Code 2270.0001(7)(A), a district must comply with Chapter 2270, including reporting requirements, regarding prohibited investments in scrutinized companies listed by the comptroller in accordance with Government Code 2270.0201.

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Loss of Required  
Rating

An investment that requires a minimum rating does not qualify as an authorized investment during the period the investment does not have the minimum rating. A district shall take all prudent measures that are consistent with its investment policy to liquidate an investment that does not have the minimum rating. *Gov't Code 2256.021*

**Sellers of  
Investments**

A written copy of the investment policy shall be presented to any business organization (as defined below) offering to engage in an investment transaction with a district. The qualified representative of the business organization offering to engage in an investment transaction with a district shall execute a written instrument in a form acceptable to the district and the business organization substantially to the effect that the business organization has:

1. Received and reviewed the district investment policy; and
2. Acknowledged that the business organization has implemented reasonable procedures and controls in an effort to preclude investment transactions conducted between the district and the organization that are not authorized by the district's investment policy, except to the extent that this authorization:
  - a. Is dependent on an analysis of the makeup of the district's entire portfolio;

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- b. Requires an interpretation of subjective investment standards; or
- c. Relates to investment transactions of the entity that are not made through accounts or other contractual arrangements over which the business organization has accepted discretionary investment authority.

The investment officer of a district may not acquire or otherwise obtain any authorized investment described in the district's investment policy from a business organization that has not delivered to the district the instrument required above.

*Gov't Code 2256.005(k)-(l)*

Nothing in this section relieves the district of the responsibility for monitoring investments made by the district to determine that they are in compliance with the investment policy.

Business  
Organization

For purposes of the provisions at Sellers of Investments above, "business organization" means an investment pool or investment management firm under contract with a district to invest or manage the district's investment portfolio that has accepted authority granted by the district under the contract to exercise investment discretion in regard to the district's funds.

*Gov't Code 2256.005(k)*

**Donations**

A gift, devise, or bequest made to a district to provide college scholarships for district graduates may be invested by the board as provided in Property Code 117.004 (Uniform Prudent Investor Act), unless otherwise specifically provided by the terms of the gift, devise, or bequest. *Education Code 45.107*

Investments donated to a district for a particular purpose or under terms of use specified by the donor are not subject to the requirements of the Public Funds Investment Act. *Gov't Code 2256.004(b)*

**Electronic Funds  
Transfer**

A district may use electronic means to transfer or invest all funds collected or controlled by the district. *Gov't Code 2256.051*

**Investment Authority**

The Superintendent or other person designated by Board resolution shall serve as the investment officer of the District and shall invest District funds as directed by the Board and in accordance with the District's written investment policy and generally accepted accounting procedures. The investment officer shall be bonded or shall be covered under a fidelity insurance policy. All investment transactions except investment pool funds and mutual funds shall be settled on a delivery versus payment basis.

**Approved  
Investment  
Instruments**

From those investments authorized by law and described further in CDA(LEGAL) under Authorized Investments, the Board shall permit investment of District funds, including bond proceeds and pledged revenue to the extent allowed by law, in only the following investment types, consistent with the strategies and maturities defined in this policy:

1. Obligations of, or guaranteed by, governmental entities as permitted by Government Code 2256.009.
2. Certificates of deposit and share certificates as permitted by Government Code 2256.010.
3. Fully collateralized repurchase agreements permitted by Government Code 2256.011.
4. A securities lending program as permitted by Government Code 2256.0115.
5. Banker's acceptances as permitted by Government Code 2256.012.
6. Commercial paper as permitted by Government Code 2256.013.
7. No-load mutual funds, except for bond proceeds, and no-load money market mutual funds, as permitted by Government Code 2256.014.
8. A guaranteed investment contract as an investment vehicle for bond proceeds, provided it meets the criteria and eligibility requirements established by Government Code 2256.015.
9. Public funds investment pools as permitted by Government Code 2256.016.

**Safety**

The primary goal of the investment program is to ensure safety of principal, to maintain liquidity, and to maximize financial returns within current market conditions in accordance with this policy. Investments shall be made in a manner that ensures the preservation of capital in the overall portfolio, and offsets during a 12-month period any market price losses resulting from interest-rate fluctua-

tions by income received from the balance of the portfolio. No individual investment transaction shall be undertaken that jeopardizes the total capital position of the overall portfolio.

**Investment  
Management**

In accordance with Government Code 2256.005(b)(3), the quality and capability of investment management for District funds shall be in accordance with the standard of care, investment training, and other requirements set forth in Government Code Chapter 2256.

**Liquidity and  
Maturity**

Any internally created pool fund group of the District shall have a maximum dollar weighted maturity of 180 days. The maximum allowable stated maturity of any other individual investment owned by the District shall not exceed one year from the time of purchase. The Board may specifically authorize a longer maturity for a given investment, within legal limits.

The District's investment portfolio shall have sufficient liquidity to meet anticipated cash flow requirements.

**Diversity**

The investment portfolio shall be diversified in terms of investment instruments, maturity scheduling, and financial institutions to reduce risk of loss resulting from overconcentration of assets in a specific class of investments, specific maturity, or specific issuer.

**Monitoring Market  
Prices**

The investment officer shall monitor the investment portfolio and shall keep the Board informed of significant changes in the market value of the District's investment portfolio. Information sources may include financial/investment publications and electronic media, available software for tracking investments, depository banks, commercial or investment banks, financial advisers, and representatives/advisers of investment pools or money market funds. Monitoring shall be done at least quarterly, as required by law, and more often as economic conditions warrant by using appropriate reports, indices, or benchmarks for the type of investment.

**Monitoring Rating  
Changes**

In accordance with Government Code 2256.005(b), the investment officer shall develop a procedure to monitor changes in investment ratings and to liquidate investments that do not maintain satisfactory ratings.

**Funds/Strategies**

Investments of the following fund categories shall be consistent with this policy and in accordance with the applicable strategy defined below. All strategies described below for the investment of a particular fund should be based on an understanding of the suitability of an investment to the financial requirements of the District and consider preservation and safety of principal, liquidity, marketability of an investment if the need arises to liquidate before maturity, diversification of the investment portfolio, and yield.

OTHER REVENUES  
INVESTMENTS

CDA  
(LOCAL)

Operating Funds	Investment strategies for operating funds (including any commingled pools containing operating funds) shall have as their primary objectives preservation and safety of principal, investment liquidity, and maturity sufficient to meet anticipated cash flow requirements.
Custodial Funds	Investment strategies for custodial funds shall have as their primary objectives preservation and safety of principal, investment liquidity, and maturity sufficient to meet anticipated cash flow requirements.
Debt Service Funds	Investment strategies for debt service funds shall have as their primary objective sufficient investment liquidity to timely meet debt service payment obligations in accordance with provisions in the bond documents. Maturities longer than one year are authorized provided legal limits are not exceeded.
Capital Project Funds	Investment strategies for capital project funds shall have as their primary objective sufficient investment liquidity to timely meet capital project obligations. Maturities longer than one year are authorized provided legal limits are not exceeded.
<b>Safekeeping and Custody</b>	The District shall retain clearly marked receipts providing proof of the District's ownership. The District may delegate, however, to an investment pool the authority to hold legal title as custodian of investments purchased with District funds by the investment pool.
<b>Sellers of Investments</b>	<p>Prior to handling investments on behalf of the District, a broker/dealer or a qualified representative of a business organization must submit required written documents in accordance with law. [See Sellers of Investments, CDA(LEGAL)]</p> <p>Representatives of brokers/dealers and representatives with distributors of investment pools shall be registered with the Texas State Securities Board and must have membership in the Securities Investor Protection Corporation (SIPC) and be in good standing with the Financial Industry Regulatory Authority (FINRA). Distributors of investment pools shall also be a registrant in good standing with the Municipal Securities Rulemaking Board (MSRB).</p>
<b>Soliciting Bids for CDs</b>	In order to get the best return on its investments, the District may solicit bids for certificates of deposit in writing, by telephone, or electronically, or by a combination of these methods.
<b>Interest Rate Risk</b>	<p>To reduce exposure to changes in interest rates that could adversely affect the value of investments, the District shall use final and weighted-average-maturity limits and diversification.</p> <p>The District shall monitor interest rate risk using weighted average maturity and specific identification.</p>

**Internal Controls**

A system of internal controls shall be established and documented in writing and must include specific procedures designating who has authority to withdraw funds. Also, they shall be designed to protect against losses of public funds arising from fraud, employee error, misrepresentation by third parties, unanticipated changes in financial markets, or imprudent actions by employees and officers of the District. Controls deemed most important shall include:

1. Separation of transaction authority from accounting and recordkeeping and electronic transfer of funds.
2. Avoidance of collusion.
3. Custodial safekeeping.
4. Clear delegation of authority.
5. Written confirmation of telephone transactions.
6. Documentation of dealer questionnaires, quotations and bids, evaluations, transactions, and rationale.
7. Avoidance of bearer-form securities.

These controls shall be reviewed by the District's independent auditing firm.

**Annual Review**

The Board shall review this investment policy and investment strategies not less than annually and shall document its review in writing, which shall include whether any changes were made to either the investment policy or investment strategies.

**Annual Audit**

In conjunction with the annual financial audit, the District shall perform a compliance audit of management controls on investments and adherence to the District's established investment policies.

## Executive Summary of Board Agenda Item

Subject/Title for Agenda Posting: Approval of Interlocal Agreement between the University of Texas at Austin and Canutillo ISD for the 2025-2026 OnRamps dual-enrollment program

Justification Statement: Participation in the Onramps program allows Northwest Early College High School and Canutillo High School to offer additional college courses to students. The is taught by both UT Austin Professors and a NWECHS teacher. Students receive college credit from UT Austin and high school credit from NWECHS and CHS.

Purpose of Agenda Item:  Information  Discussion  Action  
Item Type:  Curriculum & Instruction  HumanResources  Business Services

Staff Responsible: Richard Moore Jessica Arellano

*Signature of Requester(s)*  
Richard Moore

*Signature of Presenter(s)*

Elizabeth B. Sida

6/16/2025

*Business Services Approval (Initials)*

*Date*

### Agenda Summary:

Providing OnRamps courses to Northwest ECHS and Canutillo HS students allows them to earn additional college credit. OnRamps is part of the University of Texas at Austin Program. The credit earned is accepted by many universities across the state. Currently NWECHS and CHS uses OnRamps to offer Chemistry to its students. OnRamps courses also count towards our state CCMR measures.

RECOMMENDATION: C&I recommends that the Board approve this agreement with OnRamps. Without it NWECHS and CHS students will miss on opportunities to earn Austin Credit.

PRIOR BOARD ACTION: YES AWARDED: 9/23/2024 AWARDED AMOUNT:

AMOUNT(S): CISD is paying a subsidized rate. 2025-2026 school year, the fee of \$175.56 per three-hour course per student is subsidized \$149

ACCOUNT NO(S): local - pic 38, campus

PROCUREMENT METHOD TYPE: (3 Quotes, Cooperative Contract Quotes, Sole Source, Formal Bid)

Interlocal Agreement

REQUESTING DEPARTMENT:

Curriculum and Instruction

CONSEQUENCES OF NON-APPROVAL:

Without the OnRamps program, NWECHS and CHS cannot offer the advanced science and English courses that many students will benefit from.

IMPLEMENTATION TIMELINE:

Upon Approval, contingent upon fully executed interlocal agreement by all parties

ATTACHMENT(S): 1 Austin OnRamps Interlocal Agreement



**Interlocal Agreement  
Between  
The University of Texas at Austin  
and  
Canutillo ISD**

**FOR THE 2025-2026 ONRAMPS PROGRAM**

This Interlocal Agreement (Agreement) with an Effective Date of June 1, 2025, is entered on the Effective Date by and between Contracting Parties on pursuant to the authority granted in and in compliance with Chapter 791 of the Texas Government Code.

**Contracting Parties:**

Receiving Party: Canutillo ISD (“CISD”)  
6701 S Desert Blvd  
El Paso, TX 79932

Performing Party: The University of Texas at Austin (“UT Austin”)  
OnRamps  
2616 Wichita St, Ste 101  
Austin, TX 78712

**WHEREAS**, UT Austin and CISD are collaborating to offer high school students the opportunity to enroll in college courses while attending high school and simultaneously receive academic credits from UT Austin and their CISD high school(s).

**WHEREAS**, students will be able to participate in dual enrollment, distance education courses called OnRamps.

**NOW THEREFORE**, in consideration of the mutual promises herein contained, the Parties agree as follows:

**1. Interlocal**

The Texas Interlocal Cooperation Act, Government Code, §791.001, *et seq.* allows local governments and institutions of higher learning to contract with each other for governmental functions and services, including all or part of a function in which the Parties are mutually interested. This Agreement constitutes an “interlocal contract” within the meaning of and as authorized by the Texas Interlocal Cooperation Act. The purpose of the Agreement is to provide “governmental functions or services,” as therein defined. Each party represents it has authority to enter into the Agreement and does so by action of its governing body. To the extent any party pays for the performance of governmental functions or services, the party will make those payments from current revenues available to that party.

**2. Nature of OnRamps**

UT Austin and CISD enter into this Agreement to implement OnRamps by offering distance college courses through a dual-enrollment model, as well as high school teacher training and professional learning. OnRamps offers high school students the opportunity to earn high school credits from CISD and college credits from UT Austin through a distance education college course.

CISD and UT Austin will share the responsibility to implement OnRamps. By entering into this Agreement for the delivery of distance college courses, CISD becomes an active participant in ensuring the effectiveness and quality of the implementation of OnRamps at CISD.

### **3. Fees and Payments**

#### **Enrollment Fees:**

The cost of the OnRamps course materials, technical support and course implementation support outlined in this Agreement for CISD will be defined on a per-student, per-course basis. The maximum 2025-2026 fee is \$58.52 per credit hour, or \$175.56 for each three-hour course, per student.

CISD is paying a subsidized rate. Subject to available funding, during the 2025-2026 school year, the fee of \$175.56 per three-hour course per student is subsidized to \$149. Enrollment cost subsidies are paid for by OnRamps and applicable state appropriations. Private, parochial, and out-of-state schools are not eligible for the subsidized rate.

UT Austin may opt into the Financial Aid for Swift Transfer program annually which allows eligible students to enroll in OnRamps courses at no cost. UT Austin will determine opt in status annually in accordance with rules stated by Texas Higher Education Coordinating Board.

The OnRamps enrollment fee is assessed for each student registered in each OnRamps course on the enrollment census date which will be determined and communicated on or before June 1, 2025, including FAST opt-in status. The enrollment fee includes access to course materials, technology tools, and credit eligibility evaluation. Refunds will not be given at the end of a course for any reason, including if a student does not earn or accept college credit in the course.

#### **Professional Learning and Development (PLD) Fee:**

The cost of OnRamps professional learning and development will be assessed on a per-teacher basis according to the fee schedule in Exhibit C. This fee includes professional learning and development services, course materials, technology tools, and technical assistance required for implementation during the entire term of this agreement, including Summer Professional Learning Institute (PLI), academic year PLIs, virtual conferences, virtual learning modules, virtual communities of practice, professional development assignments, and access to individual virtual coaching. If CISD or the CISD high school teacher joins after the conclusion of Summer PLI, the total fee is still required based upon the status of the teacher at student census.

The Professional Learning and Development fee does not include lodging, transportation, or teacher substitute cost. If a PLI is held in person, a lodging fee may be charged in addition to the PLD fee.

CISD is responsible for paying within 30 days of receipt of any undisputed invoice.

All checks should be made payable to The University of Texas at Austin. Payments should be mailed and/or delivered to:

The University of Texas at Austin  
OnRamps  
2616 Wichita St, Ste 101  
Mail Code: A7300  
Austin, TX 78712

#### **4. Scope of Work and Responsibilities**

Responsibilities to implement OnRamps dual enrollment courses will be shared by CISD and OnRamps. CISD is an active participant in ensuring the effectiveness and quality of OnRamps implementation at its facilities. The Parties agree to provide the following, collectively referred to as the “Services.”

##### **4.1 Responsibilities of OnRamps**

###### **Enrollment and Records**

- A. Provide an online registration process for high school students to enroll in OnRamps courses (as listed in Exhibit A fully incorporated by this reference) through the OnRamps student information system (OnRamps Portal).
- B. Maintain, as part of routine educational effectiveness evaluation at UT Austin, OnRamps student educational records, including registration, enrollment, orientation, and course evaluation data for purposes of administration, implementation, and improvement, including official reporting to UT Austin and CISD. OnRamps engages in additional data sharing with UT Austin departments as defined in the data sharing agreement between Parties, attached and incorporated herein.
- C. Record grades on UT Austin transcripts for students who earn and accept college credit for the distance college course.
- D. Support documentation of distance college course credit, including enrollment and non-enrollment confirmation letters and assistance in securing official transcripts.

###### **Curriculum and Instruction**

- E. Provide UT Austin faculty and academic staff to develop and define college-level course materials and curriculum and assume oversight of distance college courses.
- F. Deliver instructional materials via distance education. All college course-related materials will be available to the student through unique login in Canvas Learning Management System (Canvas LMS).

- G. Administer OnRamps distance college courses via a dual enrollment model. UT Austin faculty and academic course staff ensure comparability of distance college courses to campus-based courses and are approved by UT Austin Department Chairs and supported by Deans. All OnRamps students register for semester- or year-long courses.
  - a. Semester-long and year-long course college enrollment information
    - i. Students must complete a series of required assignments and summative assessments as published in the college syllabus that are designed, designated, and evaluated by UT Austin faculty and college Instructors of Record to earn college credit.
    - ii. Students must earn a passing grade (D- or above) on the designated portion of the course determined by the UT Austin Instructor of Record to earn college credit in the OnRamps distance college course.
    - iii. Students who earn a passing grade (D- or above) in the college course may accept or decline their college credit.
    - iv. College credits earned and accepted by students are reported to the University Registrar for official transcription.
    - v. Students who accept college credit will have an official UT Austin academic record and eligibility to order a transcript showing the letter grade earned in the course.
- H. Provide technology and support services necessary for teaching and learning in OnRamps:
  - a. Maintain servers operated by or hosted on OnRamps's web-based Canvas LMS.
  - b. Provide access and training on the Canvas LMS for every OnRamps student to access course content and instructional experiences.
  - c. Provide online and phone-based technical support to OnRamps teachers, students, and UT Austin faculty using the curriculum when that support is not provided through Canvas LMS.
  - d. Provide access to teleconference functions in Canvas LMS or other commensurate distance technology with consultants available to students for writing consultation related to distance college course writing assignments in Rhetoric courses.
  - e. Provide a student orientation module in Canvas LMS for all OnRamps courses that details OnRamps enrollment, student academic integrity, and FERPA rights.
  - f. Provide information in the OnRamps Portal or through email notifications related to distance college course enrollment activities, including registration, credit status, and official transcript requests.
  - g. Provide information on procedures for submitting and resolving complaints, grade appeals, information requests, and other inquiries related to participation in OnRamps.
  - h. Provide students appropriate access to academic advising and counseling resources and supports.

**Professional Development and Support**

- I. Deliver professional learning to CISD teachers who implement the OnRamps course. Teachers implementing an OnRamps course are required to participate in

and complete all OnRamps professional learning and development program components.

- a. 2025 Summer PLI will be delivered by OnRamps using distance education and virtual learning technologies. Summer PLI is required for all OnRamps high school teachers.
  - b. Academic year PLIs will consist of two one-day PLIs for new and returning participating teachers delivered virtually during the fall and spring semesters. CISD teachers are required to participate in and fully complete the one-day workshop during each semester in which the teacher delivers an OnRamps course, regardless of whether the course will be offered in the subsequent year.
  - c. Virtual conferences for implementing CISD new and returning teachers held up to eight times per year.
  - d. CISD teacher participants will be credited with continuing professional education hours for the hours of documented attendance.
- J. Deliver professional learning and development opportunities specific to administrative and counselor roles and functions to CISD and its administration and high school counselors.
- K. Deliver in-person or virtual presentations and/or workshops to CISD staff and community members regarding the OnRamps program overview, implementation, and strategies for success based on advance scheduling and availability of OnRamps staff.
- L. OnRamps will hire and assign a qualified course coordinator for each course offered. The coordinator will serve as the content expert and point of contact and support for the high school teacher.
- M. Provide ongoing, one-on-one feedback and guidance to the high school teacher.
- N. Provide virtual coaching access to each OnRamps high school teacher to support course implementation and enhance their professional practice.

### **Institutional Effectiveness**

- O. Provide feedback regarding course implementation to UT Austin faculty and academic staff, as well as CISD high school teachers and administrators. OnRamps will provide updates through regularly identified reporting schedules to the identified CISD Main Contact and, as needed, regarding the status of OnRamps course and professional learning and development implementation, based on regular review of data, including communication with the OnRamps CISD high school teacher(s) and student performance and engagement data.
- a. OnRamps staff will inform CISD administration of any serious concerns regarding CISD or campus implementation of the OnRamps course pertaining to quality and fidelity. If CISD implementation of the OnRamps course is deemed unsatisfactory, OnRamps reserves the right to deny the opportunity to offer the OnRamps course in the future or to require a replacement high school teacher.
  - b. A CISD high school teacher deemed by OnRamps to be unsatisfactorily implementing the course will be given the opportunity to bring course implementation into alignment with OnRamps expectations and be provided individual coaching and support as available through the course staff, OnRamps

PLIs, a virtual community of practice, and ongoing communication. Should the high school teacher's implementation of OnRamps continue to be unsatisfactory or without improvement in OnRamps' sole discretion, OnRamps will notify CISD, who will use its best efforts to identify an alternate high school teacher, and CISD will work with OnRamps to continue implementation of the course with the alternate high school teacher. OnRamps reserves the right to deny any unsatisfactorily performing teacher the opportunity to offer the course in the future.

- c. Should OnRamps deem an OnRamps CISD high school teacher as not compatible with or not in the best interest of the OnRamps in OnRamps' sole discretion, OnRamps will notify CISD who will work with OnRamps to continue the course through an alternate teacher.
- d. Any person performing Services under this Agreement on behalf of OnRamps must be actively employed or eligible for employment by UT Austin and may not be on administrative or medical leave. UT Austin must comply with applicable criminal background check requirements for their respective faculty, staff, and employees performing Services under this Agreement. If UT Austin becomes aware that one of its faculty, staff, or employees performing Services does not meet these requirements, a representative of OnRamps must inform the CISD district contact.

**Extended Student Absences [subject to CISD policies]**

- P. In a case where a student is removed from their home campus and assigned to an alternative campus the CISD point of contact, campus principal and/or the high school teacher of the campus must notify the OnRamps Associate Director for Partnerships, or the OnRamps help desk known as "OnRamps Support". Information needs to include the length of the placement to determine if the student will continue in the enrolled OnRamps course. If the alternative placement is longer than seven (7) school days, then the following is required:
- a. The administrator, OnRamps CISD high school teacher, and OnRamps course staff will work together to determine if the student has the opportunity to continue the course at the alternative campus. If determined the student will not have the appropriate instruction and access to the course, the student will be dropped from the OnRamps course.
    - i. If this occurs prior to the identified course census date, then the CISD will not be invoiced for this student.
    - ii. If the student is enrolled in a year-long OnRamps course, the student will be dropped from the OnRamps course, the Canvas LMS system, and a schedule change will be made for the student's high school schedule. If the student is enrolled in Economics, Government, History, or Rhetoric, the student will be dropped from the course for the semester in which the student is taking the course (fall or spring). If the student is taking Economics, Government, History, or Rhetoric in the fall semester, the student will have the opportunity to enroll in Economics, Government, History or Rhetoric in the spring semester, if the student returns to the home campus in time for

registration at the beginning of spring instruction and the course is offered on the home campus.

- Q. In a case where a student is hospitalized or removed from instruction or the school setting for longer periods due to illness, accident, or other circumstance, the CISD point of contact, campus principal and/or the high school instructor must notify the OnRamps Associate Director of Partnerships or OnRamps Support immediately to determine if eligibility for enrollment may continue, which decision will be made by OnRamps in its sole discretion.

#### **4.2 Responsibilities of CISD [subject to CISD policies and applicable law]**

- A. Implement one or more OnRamps courses.
- a. Assign a(n) CISD contact responsible for overseeing implementation of OnRamps high school course(s) and participating in meetings designated for CISD administration with OnRamps staff.
    - i. This CISD contact will provide up-to-date contact information for CISD and its campus administration. In the event there is a change in administration at CISD or at its campuses, the CISD contact will update the OnRamps Portal.
    - ii. This CISD contact will communicate registration timelines for campus administration and ensure required professional learning for a campus counselor focused on advising students and monitoring aspects of the implementation of OnRamps respective to their role.
  - b. OnRamps syllabi and course content may not be used to satisfy the requirements for third party evaluation, including AP curriculum.
  - c. In the case of Introduction to Rhetoric: Reading, Writing and Research and Reading and Writing the Rhetoric of American Identities, the UT Austin Department of Rhetoric and Writing:
    - i. Prohibits the OnRamps courses from being offered as an AP English course.
    - ii. Requires a cap of 25 students per section with a limit of two (2) sections per teacher for a maximum of 50 students. Alternatively, a teacher may have 60 students distributed in three (3) or more sections. With approval, the cap of 60 students may be exceeded in exceptional circumstances at OnRamps' sole discretion.
- B. Recruit high school teacher(s) with appropriate qualifications to teach the OnRamps course(s), consistent with CISD policies.
- a. Minimum requirements for all OnRamps CISD high school teachers include:
    - i. One (1) or more years of teaching experience in the relevant course or a higher-level course (e.g. calculus for pre-calculus).
    - ii. Completed annual OnRamps teacher application.
    - iii. Obtain a UT EID in order to access Canvas LMS, the OnRamps Portal, and other systems required for implementation of OnRamps. OnRamps will provide the designated OnRamps teacher privileged access to student information and other systems through the UT EID. OnRamps may suspend, terminate, or revoke OnRamps teacher access to its systems through the EID affiliation at OnRamps' sole discretion. The EID affiliation with OnRamps will be revoked if this agreement is terminated or if an OnRamps CISD high school teacher can no longer complete the course.

- iv. Successful completion of required tasks before the start of Summer PLI, including, but not limited to, completion of FERPA training module provided by OnRamps. Tasks will be determined and shared by the OnRamps professional learning and development staff in advance of Summer PLI. CISD high school teachers approved on a conditional basis may be required to complete additional tasks. Any high school teacher who does not complete the required self-directed or Summer PLI tasks may not be eligible to implement an OnRamps course. The decision to admit or deny such teacher and any accompanying conditions will be determined by the Director of Instructional Innovation and Implementation and Executive Director at their discretion.
  - v. Attendance and successful completion of Summer PLI, all required academic year PLIs, monthly virtual conferences or virtual learning modules, and professional development assignments.
    - 1. OnRamps CISD high school teachers must participate in the entire Summer PLI and complete all assigned work including pre-, during, and post-PLI.
    - 2. CISD teachers are required to participate in and fully complete both academic year PLIs in which the teacher delivers an OnRamps course, regardless of whether the course will be offered in the subsequent year. Each Fall and Spring PLI will provide six hours of continuing professional education hours, not to exceed eight hours.
    - 3. Completion of the minimum requirements and number of virtual coaching uploads over the course of the academic year as described in the Instructor Handbook is required.
    - 4. Instructors teaching spring only courses will have a one-hour virtual learning event held in December to reinforce learning from the summer.
  - vi. Review communication from OnRamps course staff in weekly newsletters and respond accordingly to routine requests.
  - vii. Adhere to guidelines regarding OnRamps course content intellectual property. CISD is responsible for informing teachers that they do not have a license to use any OnRamps provided materials outside of the scope of this agreement.
  - viii. Deliver OnRamps instructional materials through the OnRamps instance of Canvas LMS or designated platforms as specified in the OnRamps Technology Manual.
- b. Additional requirements for OnRamps returning CISD teachers include:
- i. Successful implementation of OnRamps course during the previous academic year according to requirements under section D below.
- C. Ensure OnRamps CISD high school teachers and students have the necessary resources to implement OnRamps with fidelity, including, but not limited to:
- a. Access to the OnRamps Portal and Canvas LMS. Participating CISD campuses will work with the OnRamps support team to ensure their campus and students can fully access the OnRamps Portal and Canvas LMS.

- b. Access to computer, internet, and URLs in approved allow lists, as specified by OnRamps, and adhere to requirements outlined in the most recent OnRamps Technology Manual.
  - c. Scheduled access to technology that meets the specifications defined by OnRamps for each course. This includes regular in-class and out-of-class, one-to-one (1:1) access to computers and the internet to view materials and complete and submit assignments, quizzes, tests, and exams, and the following technology for specific course implementation (as applicable).
  - d. Graphing calculators or graphing calculator functions as specified in the most recent OnRamps Technology Manual.
  - e. Audio/visual projection and/or whiteboard.
  - f. Copy/scanning services to duplicate some course materials and distribute to students in the OnRamps course and upload assignments.
  - g. Required lab materials for BIO 106M, CH 104M, CH 104N, GEO 302E, and PHY 102M.
  - h. The Biology and Chemistry course(s) must be offered in a lab setting that meets the Texas Education Agency standard with minimal viable components including an eyewash station, vent hood, and equipment required for student implementation of the lab course including use and disposal of the required chemical list.
- D. Ensure OnRamps CISD high school teachers implement OnRamps with fidelity, including the following requirements:
- a. Adhere to Texas Administrative and Education Code, including the Educators' Code of Ethics (19 TAC Chapter 247).
  - b. Ensure students complete the OnRamps registration process and student orientation, including creating a UT EID, and creating a profile and registering in the OnRamps Portal, within the first three weeks of school.
  - c. Administer and facilitate OnRamps-required assignments and assessments without alteration through the OnRamps instance of Canvas LMS.
  - d. Use Canvas LMS to assign and grade high school work as specified by OnRamps course staff.
  - e. Participate in professional learning and development activities, including Summer PLI, academic year PLIs, video conferences, virtual learning modules, virtual communities of practices and uploads of classroom video, and ongoing opportunities during each semester in which they teach the OnRamps course. To facilitate teacher participation in the academic year PLIs, CISD agrees to pay the cost of substitute teachers for the days the teacher will attend the academic year PLIs.
  - f. Maintain regular communication via email, phone, video web conferencing, etc. with OnRamps course coordinator and other staff regarding the success and challenges of implementation, responding in a timely manner to requests for information, including turning in any requested documentation to evaluate student progress or success by specified deadlines.
  - g. Notify OnRamps of CISD high school teacher absences of five or more consecutive class days or of teacher resignations using the provided form in the case when the teacher cannot self-report.

- E. Ensure students register for OnRamps courses to meet OnRamps requirements, including:
  - a. Recruit and approve students to participate in OnRamps courses.
  - b. Ensure students enrolled in OnRamps meet the minimum academic requirements for each course as shown in Exhibit A.
  - c. Ensure students complete the OnRamps registration process and student orientation, which includes creating a UT EID, and creating a profile and registering in the OnRamps Portal, within the first three weeks of school.
  - d. The student and, if the student is under 18 years of age at the time of registration, the student's parent or guardian shall acknowledge and consent the student is enrolling in a college course with the opportunity to earn college credit.
- F. Ensure accuracy of OnRamps student information, including:
  - a. Ensure student rosters accurately reflect students enrolled in OnRamps courses on the OnRamps census dates in fall and spring.
  - b. Submit student state IDs in accordance with communicated timeline.
  - c. Submit high school grades in accordance with the data sharing agreement schedule.
- G. Any person performing Services under this Agreement on behalf of CISD must be actively employed or eligible for employment by CISD and may not be on administrative leave. CISD must comply with applicable criminal background check requirements for their respective faculty, staff, and employees performing Services under this Agreement. If CISD becomes aware that one of its faculty, staff, or employees performing Services does not meet these requirements, the district contact, who oversees the OnRamps program, must inform OnRamps within 24 business hours.

## 5. Summer PLI Teacher Registration and Attendance

- A. CISD high school teachers are required to register for Summer PLI **two weeks prior** to the start of the selected synchronous Summer PLI session. Late registration will be accommodated at the discretion of the Associate Director of Instructional Innovation and Implementation or Executive Director.
- B. New OnRamps CISD high school teachers must complete all components of Summer PLI including prerequisite self-directed modules, synchronous sessions, and compliance modules. New OnRamps high school teachers are defined as those who are implementing an OnRamps course for the first time or for the first time after more than one year of absence.
  - a. The CISD teacher assigned to the course **must** successfully complete the New Instructor Summer PLI experience at least once, in its entirety, before implementing an OnRamps course for the first time. If the teacher continues to offer the course in subsequent years, they are required to attend the Returning Instructor Summer PLI for each subsequent year they implement that course. If a teacher is assigned to implement a new OnRamps course in addition to their current OnRamps course, the instructor must complete the New Instructor Summer PLI for the new course.
- C. Cancellation policy:

- a. If a high school teacher registers for Summer PLI and is unable to attend, the teacher must communicate this change to the OnRamps Professional Learning and Development team via OnRamps Support in writing at least one week prior to the start of Summer PLI. The district contact may coordinate with OnRamps to identify an appropriate replacement. Fees will be assessed based on teachers who complete Summer PLI.
- b. Teachers who miss more than 20% of Summer PLI may still be eligible to teach the OnRamps course upon completion of an alternate plan developed by OnRamps staff.
- D. If a high school teacher attends Summer PLI, and the course for which the teacher is trained is not offered for the school year, CISD will be:
  - a. Charged the full fee based on whether they are new or returning for Summer PLI.
  - b. All materials provided to CISD for the course must be returned to OnRamps within 30 days.

## **6. Educational Records and Data Sharing**

- A. CISD and OnRamps create, maintain, and manage their own educational records for students and teachers. OnRamps maintains all educational records created as a result of OnRamps consistent with FERPA, as well as applicable UT Austin policy defined in Chapter 9 of the General Catalog of UT Austin, subchapter 9-100 through 9-400, and any applicable law. In order to provide OnRamps and related services to CISD and for CISD's accountability reporting purposes, OnRamps requires specific student information from CISD. All such records are provided the same security as those outlined in this section 6.C, section 7, and the Data Sharing Agreement, and will not be sold or shared with external sources except as allowed by law. See Exhibit B Data Sharing Agreement which sets terms and conditions for the exchange by the Parties of data needed to support OnRamps.
- B. Following UT Austin's Institutional Review Board standards and policy, as applicable, OnRamps may obtain and maintain data and/or feedback about student and teacher experiences with OnRamps for the purpose of understanding outcomes and OnRamps improvements.
- C. For legitimate educational interests, OnRamps will facilitate the exchange of information among institutions, OnRamps high school teachers, OnRamps faculty and staff, and CISD contacts 1) pertaining to students' progress toward the opportunity to earn college credit; 2) to verify student accommodations under IDEA and/or Section 504; 3) to facilitate early intervention and support student success; 4) pertaining to whether college credit is earned, accepted, and/or declined; 5) to facilitate accurate recordkeeping; and 6) to address academic integrity issues. If either party obtains access to CISD and/or UT Austin records or record systems protected under FERPA, each party agrees to adhere to the provisions of FERPA. While in possession of FERPA records and data, only persons authorized to access the student data related to OnRamps will be granted access consistent with FERPA.

## **7. Governmental Function, Immunity, Record Protection, and Criminal History**

The Parties agree that the performance of this Agreement is for the purpose of performing governmental functions and that, in all things related to this Agreement, Parties are performing governmental functions as defined by the Texas Interlocal Cooperation Act.

Nothing herein or in the performance of this Agreement shall be construed as a waiver of sovereign/governmental immunity or similar rights. Parties agree that neither party waives any immunity or defense that would otherwise be available to it pursuant to the Texas Tort Claims Act or other applicable statutes, laws, rules or regulations against claims arising from the exercise of its powers or functions. No provision of this Agreement that imposes an obligation or restriction on CISD or UT Austin not otherwise permitted by applicable law shall be enforceable. Records relating to this Agreement may be subject to disclosure pursuant to the Texas Public Information Act, Section 552.001 et. seq. of the Texas Government Code.

Each party agrees that if it received information or records concerning any student, it shall not disclose the same except as permitted by the Family Educational Rights and Privacy Act a/k/a FERPA (20 U.S.C. 1232(g)). FERPA is specifically referenced in the Texas Public Information Act as an exception to records that are subject to disclosure to the public (Texas Government Code 552.001 et seq.).

#### **8. Indemnity**

The Parties expressly agree that, except as provided herein, no party shall have the right to seek indemnification or contribution from the other party for any losses, costs, expenses, or damages directly or indirectly arising, in whole or part, from this Agreement.

#### **9. Term and Termination**

This Agreement is effective on June 1, 2025, no matter the date fully executed by both Parties and covers a period beginning June 1, 2025 and ending August 31, 2026. This Agreement cannot be renewed or extended.

Either party may, without penalty, terminate this Agreement at the end of any budget period of such party during the term if funds required to fulfill this Agreement have not been appropriated, and with written notice to the other party. Such notice shall be effective thirty (30) calendar days from the date of receipt.

Either party may terminate this Agreement without cause upon thirty (30) days' advance written notice of termination to the other party. CISD agrees any amounts owed for Services rendered through the termination date and properly invoiced will be promptly paid upon notice of termination and in accordance with the provisions of Chapter 2251, Texas Government Code.

#### **10. Ownership of Intellectual Property**

UT Austin and OnRamps shall solely own all intellectual property rights in or relating to OnRamps, including all written materials, study guides, course materials, syllabi, and assessments prepared under OnRamps ("Materials"). Intellectual property rights means any rights or titles to inventions, discoveries, concepts, methods, processes, data, trade secrets, branding, trademarks, copyrights, computer programs and related documentation, or works of authorship fixed in a medium of expression of any kind whether or not patentable, copyrightable, or eligible for registration as a trademark, as well as applications for any such rights. There are no implied licenses; CISD agrees and understands that it may not copy,

modify, share, distribute, or display any Materials without the prior written permission of UT Austin and OnRamps.

### **11. Contractual Relationship**

Nothing contained herein shall be construed as creating an employer/employee relationship, a partnership, a joint venture or joint obligations between the Parties. Each party retains the right to conduct its business as it sees fit. The Parties shall, at all times, be deemed independent contractors/entities.

### **12. Notice to Parties**

Except as otherwise provided by this Section, notices, consents, approvals, demands, requests or other communications provided or permitted under this Agreement, will be in writing and will be sent via certified mail, hand delivery, overnight courier, facsimile transmission (to the extent a facsimile number is set forth below), or email (to the extent an email address is set forth below) as provided below, and notice will be deemed given 1) if delivered by certified mail, when deposited, postage prepaid, in the United States mail, or 2) if delivered by hand, overnight courier, facsimile (to the extent a facsimile number is set forth below) or email (to the extent an email address is set forth below), when received:

CISD at:

Canutillo ISD  
6701 S Desert Blvd  
El Paso, TX 79932

UT Austin at:

The University of Texas at Austin  
Business Contracts Office  
1616 Guadalupe St, Ste 3.304  
Mail Code D9900  
Austin, TX 78701  
Attn: Business Contracts Administrator

With a copy to:

OnRamps  
2616 Wichita St, Ste 101  
Mail Code: A7300  
Austin, TX 78712  
Email: [sp.contracts@austin.utexas.edu](mailto:sp.contracts@austin.utexas.edu)

or such other address as later provided by a party through written notice to the other party.

### **13. Venue; Governing Law**

This Agreement, all of its terms and conditions, all rights and obligations of the Parties, and all claims arising out of or relating to this Agreement, will be construed, interpreted and applied in accordance with, governed by and enforced under, the laws of the State of Texas.

#### **14. Mutual Negotiation**

This Agreement has been prepared at the joint request, direction, and construction of the Parties, at arms' length, and shall be construed without favor to any party.

#### **15. Amendment and Assignment**

Any changes to this Agreement may only be made by mutual written agreement of the Parties. This Agreement may not be assigned by either party without the express written consent of the other party. Any attempt to assign without such consent shall be void, and shall be deemed a material breach of this Agreement.

#### **16. Entire Agreement; Modifications**

This Agreement supersedes all prior agreements, written or oral, between Performing Party and Receiving Party and will constitute the entire agreement and understanding between the parties with respect to its subject matter. This Agreement and each of its provisions will be binding on the parties, and may not be waived, modified, amended or altered, except by a writing signed by Receiving Party and Performing Party.

#### **17. State Auditor's Office**

Contracting Parties understand acceptance of funds under this Agreement constitutes acceptance of authority of the Texas State Auditor's Office or any successor agency (Auditor), to conduct an audit or investigation in connection with those funds (ref. Sections 51.9335(c), 73.115(c) and 74.008(c), Education Code). Contracting Parties agree to cooperate with Auditor in the conduct of the audit or investigation, including providing all records requested. Contracting Parties will include this provision in all contracts with permitted subcontractors.

#### **18. Severability**

If any one or more of the provisions of this Agreement will for any reason be held to be invalid, illegal, or unenforceable in any respect, that invalidity, illegality or unenforceability will not affect any other provision, and this Agreement will be construed as if the invalid, illegal, or unenforceable provisions had never been included.

#### **19. Survival**

A party shall remain obligated to the other party under all clauses of this Agreement that expressly or by their nature extend beyond the expiration or termination of this Agreement.

#### **20. Cybersecurity Training Program**

During the term and any renewal of this Agreement, each party shall comply with Texas Government Code Chapter 2054 concerning cybersecurity for state agencies and local government, and to the extent applicable verify compliance to the other party.

#### **21. Access by Individuals with Disabilities**

Performing Party represents and warrants (**EIR Accessibility Warranty**) the electronic and information resources and all associated information, documentation, and support Performing Party provides to Receiving Party under this Agreement (**EIRs**) comply with applicable requirements set forth in [1 TAC Chapter 213](#) and [1 TAC Section 206.70](#) (ref. [Subchapter M](#),

[Chapter 2054, Texas Government Code](#)). To the extent Performing Party becomes aware the EIRs, or any portion thereof, do not comply with the EIR Accessibility Warranty, then Performing Party represents and warrants it will, at no cost to Receiving Party, either 1) perform all necessary remediation to make EIRs satisfy the EIR Accessibility Warranty or 2) replace the EIRs with new EIRs that satisfy the EIR Accessibility Warranty. If Performing Party is unable to do so, Receiving Party may terminate this Agreement and, within thirty (30) days after termination, Performing Party will refund to Receiving Party all amounts Receiving Party paid under this Agreement.

Performing Party will provide all assistance and cooperation necessary for the performance of accessibility testing conducted by Receiving Party or Receiving Party's third party testing resources as required by [1 TAC Section 213.38\(g\)](#).

**22. Payment of Debt or Delinquency to the State**

Pursuant to [Sections 2107.008](#) and [2252.903](#), *Government Code*, any payments owing to Performing Party under this Agreement may be applied directly toward any debt or delinquency Performing Party owes the State of Texas or any agency of the State of Texas, regardless of when it arises, until paid in full.

**23. Signatory Representations**

Receiving Party represents and warrants that it has all necessary power and has received all necessary approvals to execute and deliver this Agreement, and the individual executing this Agreement on behalf of Receiving Party has been duly authorized to act for and bind Receiving Party.

IN WITNESS WHEREOF, the Parties have caused this Agreement to be executed by their duly authorized representatives as shown below.

Receiving Party  
Canutillo ISD

Performing Party  
The University of Texas at Austin

Signature: \_\_\_\_\_

Signature: \_\_\_\_\_

Name: Dr. Pedro Galaviz

Name: \_\_\_\_\_

Title: Superintendent

Title: \_\_\_\_\_

Date: \_\_\_\_\_

Date: \_\_\_\_\_

Exhibit A  
OnRamps Courses

OnRamps Course	UT Austin Course Code(s)	Credit Hours	Texas Core Curriculum Code	TCCNS Equivalency	High School Prerequisite	Crosswalked Courses (H.S. Course Code)
Foundations of Arts and Entertainment Technologies	AET 304	3	050	N/A	Graphic Design recommended	Audio/Video Production II (13008600)
Introductory Biology I + Lab for Introduction to Biology I	BIO 311C BIO 106M	3 lecture 1 lab	030	BIOL 1306 BIOL 1106	Biology + Chemistry	Scientific Research and Design I, II or III (13037200, 13037210, or 13037220)
Principles of Chemistry I (Lecture) + Introduction to Chemical Practices I (Lab)	CH 301 CH 104M	3 lecture 1 lab	030	CHEM 1311 CHEM 1111	Algebra I	Chemistry (03040000)
Principles of Chemistry II (Lecture)+ Introduction to Chemical Practices II (Lab)	CH 302 CH 104N	3 lecture 1 lab	030	CHEM 1312 CHEM 1112	OnRamps Chemistry I + Lab, AP Chemistry or equivalent	Scientific Research and Design I, II or III (13037200, 13037210 or 13037220)
College Algebra	M 301	3	N/A	MATH 1314	Algebra I required, Geometry recommended	Algebra II (03100600)
Computer Science: Thriving in Our Digital World	C S 303E	3	093	N/A	Algebra I	Computer Science I (03580200)
Introduction to Economics	ECO 304K	3	080	ECON 2302	Algebra II recommended (or concurrent enrollment)	Economics with Emphasis on the Free Enterprise System and Its Benefits (03310300)
Earth, Wind, and Fire: An Introduction to Geoscience	GEO 302E	3	030	N/A	Biology or IPC required, Chemistry recommended (or concurrent enrollment)	Earth Systems Science (03060150)
Mechanics, Heat, and Sound + Lab for Mechanics, Heat, and Sound	PHY 302K PHY 102M	3 lecture 1 lab	030	PHYS 1301 PHYS 1101	Algebra I and Geometry required, Algebra II or Precalculus recommended	Physics (03050000)

OnRamps Course	UT Austin Course Code(s)	Credit Hours	Texas Core Curriculum Code	TCCNS Equivalency	High School Prerequisite	Crosswalked Courses (H.S. Course Code)
Electromagnetism, Optics, and Nuclear Physics	PHY 302L	3	030	PHYS 1302	TEKS-based Physics, Algebra II and Geometry required; Physics I (OnRamps or Honors/AP/DC) or Precalculus recommended	Scientific Research and Design I, II or III (13037200, 3037210 or 13037220)
Discovery Precalculus: Preparation for Calculus	M 305G	3	020	MATH 2312	Algebra II and Geometry	Precalculus (03101100)
Introduction to Quantum Technologies	PHY 309L	3	030	PHYS 1307	Algebra I and Geometry required; Algebra II or Precalculus recommended	Independent Study in Evolving/Emerging Technologies (03581500)
Introduction to Rhetoric: Reading, Writing, and Research	RHE 306	3	010	ENGL 1301	English I and II	English III (03220300) English IV (03220400)
Reading and Writing the Rhetoric of American Identities	RHE 309J	3	010	ENGL 1302	English I and II	English III (03220300) English IV (03220400)
Elementary Statistical Methods	SDS 301	3	020	MATH 1342	Algebra I required, Algebra II recommended	Statistics (03102530)
Issues and Policies in American Government	GOV 312L	3	070	GOVT 2302	U.S. History (or concurrent enrollment)	U.S. Government (03330100)
United States, 1492-1865	HIS 315K	3	060	HIST 1301	English I and English II (or concurrent enrollment)	U.S. History (03340100)
United States Since 1865	HIS 315L	3	060	HIST 1302	English I and English II (or concurrent enrollment)	U.S. History (03340100)

Exhibit B  
Data Sharing Agreement

DATA SHARING AGREEMENT  
BY AND BETWEEN  
Canutillo ISD  
AND  
ONRAMPS  
AT THE UNIVERSITY OF TEXAS AT AUSTIN

Pursuant to this Data Sharing Agreement and underlying Interlocal, Canutillo ISD agrees to provide individual student-level data to OnRamps at The University of Texas at Austin (UT Austin) for the purpose of implementing, billing, and evaluating the OnRamps dual enrollment program and informing OnRamps students of academic opportunities at UT Austin. CISD hereby appoints OnRamps as a legitimate educational official of CISD in accordance with the Family Educational Rights and Privacy Act (FERPA). Likewise, OnRamps hereby appoints CISD as a legitimate educational official of OnRamps in accordance with FERPA. OnRamps agrees to provide individual student-level data to CISD for the purpose of evaluation, accountability, and student record-keeping. The terms of this Data Sharing Agreement are in effect until August 31, 2026 unless terminated in writing by one or both Parties.

**1. Data type and exchange timeline**

CISD Designee for Student Data and OnRamps will coordinate data exchange for all OnRamps participants for the 2025-2026 academic year, as follows:

Responsible Party	Time Period	Type of Data
OnRamps	August 2025 – July 2026	<p>Throughout the academic year OnRamps will provide information about student enrollments and performance through OnRamps Portal. Access to the OnRamps Portal will be limited to pre-identified campus and CISD personnel who must obtain a UT Electronic Identification and password in order to access the portal.</p> <p>The following enrollment and performance data is provided throughout the academic year, as information becomes available.</p> <ul style="list-style-type: none"> <li>• Course enrollments</li> <li>• Interim Course Performance</li> <li>• Final letter grade</li> <li>• Credit decision (credit accepted or declined)</li> <li>• University transcript grade</li> <li>• Student qualifying status for Financial Aid for Swift Transfer (FAST)</li> </ul>

		<ul style="list-style-type: none"> <li>• Student qualifying status for accommodations under IDEA or Section 504</li> <li>• Student orientation completion status</li> </ul>
CISD	September 2025 – May 2026	<p>CISD will provide Student State IDs for all enrolled students. This 10-digit numeric data element TX-UNIQUE-STUDENT-ID in the <a href="#">Texas Education Data Standards (TEDS)</a> is used for data reporting and invoicing purposes, including identifying students as FAST eligible and CCMR accountability.</p> <p>Using the Student State IDs, the Texas Higher Education Coordinating Board (THECB) and Texas Education Agency (TEA) identifies students who are eligible the FAST program.</p> <ul style="list-style-type: none"> <li>• TEA-assigned TX-UNIQUE-STUDENT-ID (StudentUnique ID)</li> </ul>
CISD	May 2026 – July 2026	<p>In order for OnRamps to engage in ongoing learning about student experiences, high school grades are exchanged.</p> <ul style="list-style-type: none"> <li>• High school grade in OnRamps course, semester 1</li> <li>• High school grade in OnRamps course, semester 2</li> <li>• High school grade in OnRamps course, cumulative</li> </ul>

**2. Data protection**

All data will be exchanged using secure systems and in an encrypted, password protected electronic format by CISD and OnRamps.

OnRamps endeavors that in all reports, electronic or otherwise, derived from information made available under this Data Sharing Agreement, all data shall be aggregated in such a way that no individual will be identified directly or by deduction. OnRamps further endeavors that the data elements will not be released to a third party without written parental or student (as applicable) consent.

While in possession of this data, both Parties shall permit access only to employees and contractors authorized to assist in the implementation or evaluation of OnRamps or other UT Austin program to have access to the data. Both Parties agree to store the data in an encrypted format, in a secure area and to prevent unauthorized access.

UT Austin will return to CISD and/or destroy all personally identifiable data when the study is complete.

**3. Information shared with TEA**

- Rosters of individual students, including student state ID, for students who complete an OnRamps course for the purpose of calculating state accountability and other required state performance reporting and metrics.

**4. Information shared with THECB**

- Rosters of individual students, including student state ID, for all students enrolled in an OnRamps course at fall or spring census to determine student eligibility for Financial Aid for Swift Transfer (FAST).

Exhibit C  
OnRamps Teacher Professional Learning and Development Fee Schedule

Pursuant to Section 3, the following per-teacher fee will be assessed at the conclusion of Summer PLI. A professional learning and development fee will be assessed for teachers who are implementing one or more OnRamps courses at the time of student census but did not attend Summer PLI and for whom no prior fee was assessed. Individual situations not described below will be evaluated on a case-by-case basis

OnRamps teachers may only implement a maximum of two unique 3-hour courses in the same semester.

OnRamps teacher professional learning and development fees will be evaluated on an annual basis.

Instructor Status	Year Instructor First Implemented OnRamps Course(s)	Number of Courses Implemented in AY 2025-2026	PLI Fee Assessed for Instructor
New Instructor	2025-2026	One	\$550
Returning Instructor	2024-2025 or prior with no gap years	One	\$250
New Instructor for one course; Returning Instructor for one course	One course in 2025-2026; One course in 2024-2025 or prior with no gap years	Two	\$550
Returning Instructor for two courses	Two courses in 2024-2025 or prior with no gap years	Two	\$250

CS 303E Instructors who complete New Instructor PLI in Summer 2025**	All Years	One	\$0
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\*\*Available for Summer 2025 Professional Learning Only

# Board of Trustees


Meeting Date: 6/24/2025

## Executive Summary of Board Agenda Item

Subject/Title for Agenda Posting: Approval of the Memorandum of Understanding between Centro de Salud Familiar La Fe, Inc. and Canutillo ISD

Justification Statement: Centro de Salud Familiar La Fe, Inc. will provide routine medical services to students, families, staff, and community members through the La Fe Mobile Unit stationed at CISD campuses and other district facilities.

Purpose of Agenda Item:  Information  Discussion  Action  
Item Type:  Curriculum & Instruction  Human Resources  Business Services

Staff Responsible: Dr. Monica Reyes, Executive Director Student Support Services  
*Signature of Presenter(s)*  5/27/2025  
*Signature of Presenter(s)* \_\_\_\_\_  
Elizabeth B. Sida 6/1/2025  
*Business Services Approval (Initials)* \_\_\_\_\_ *Date*

### Agenda Summary:

Canutillo ISD and Centro de Salud Familiar La Fe, Inc. are establishing a collaborative relationship to bring both the school and general community access to medical services through the use of the La Fe Mobile Unit. This agreement outlines the collaboration between parties to create and implement a comprehensive school health system by leveraging the expertise of school and community professionals. Specifically, La Fe commits to actively participating in school health initiatives such as immunizations, sport physicals, health fairs, and referral processes. It will also collect and report data on clinician productivity, program impact, and student/family engagement, while providing access to the La Fe Mobile Unit at designated school and district locations. La Fe is responsible for maintaining strict confidentiality of student and family information, adhering to HIPAA and other relevant regulations, and ensuring all sensitive data is securely handled.

RECOMMENDATION: Administration recommends that the Board of Trustees approves the memorandum of understanding with Centro de Salud Familiar La Fe, Inc. and Canutillo ISD.

PRIOR BOARD ACTION: No AWARDED: N/A AWARDED AMOUNT: N/A

AMOUNT(S): N/A

ACCOUNT NO(S): N/A

PROCUREMENT METHOD TYPE: (3 Quotes, Cooperative Contract Quotes, Sole Source, Formal Bid)  
MOU

REQUESTING DEPARTMENT:  
Student Support Services

### CONSEQUENCES OF NON-APPROVAL:

Without the approval of the memorandum of understanding, students, families, staff, and community members will not have access to a community health system that provides medical services based on insurance support and income.

### IMPLEMENTATION TIMELINE:

July 2025 - until MOU is terminated

ATTACHMENT(S):  Memorandum of Understanding, Photo of La Fe Mobile Unit



**Memorandum of Understanding between  
Canutillo Independent School District and  
Centro de Salud Familiar La Fe, Inc.**

The Parties of this Memorandum of Understanding (MOU) are **Canutillo Independent School District (CISD (“School District”))** and **Centro de Salud Familiar La Fe, Inc. (La Fe (“Company”))**, a corporation having a business address at 1314 E. Yandell Dr., El Paso, Texas 79902 seeks to establish a collaborative relationship for the purpose of providing medical services. This Memorandum of Understanding (“the MOU”) sets forth the basic principles and guidelines under which the parties will work together to accomplish these goals.

**I. PURPOSE**

The purpose of this agreement is to establish roles and responsibilities of the Parties to develop and implement a comprehensive school health system that utilizes the strengths and expertise of school and community-partnered professionals.

**II. ROLES AND RESPONSIBILITIES**

The Parties agree to the following roles and responsibilities.

a. Responsibilities of **La Fe**

- i. Actively participate in school health initiatives that promotes:
  - *Immunizations,*
  - *Sport Physicals,*
  - *School district health fairs,*
  - *Effective referral processes.*
- ii. Collect and report data that documents:
  - Clinician productivity
  - Program and intervention impact on student/school and academic functioning
  - Student/family satisfaction and engagement
- iii. Ensure the La Fe Mobile Unit is available to serve students, families, staff, and community members. The unit will be routinely stationed at CISD campuses and other district facilities according to a scheduled visitation plan.
- iv. Ensure the complete confidentiality of any and all identifying student and family information gathered in the performance of this agreement. The information gathered, used and developed shall not be provided to any other party without the express written approval of individual(s) authorized to give consent for release of information.

- v. Meet federal, state and local regulations required of community health providers, including those stipulated by the Health Insurance Portability and Accountability Act (HIPAA).

All parties will hold information considered to be sensitive and agree to take reasonable actions to always maintain this information securely, in order to protect the privacy of the beneficiaries engaged in services. Sensitive information includes individuals' medical history, financial status, legal status, key population identity and any other information that can be used to harm or unfairly treat the individual or their acquaintances. Any information provided by one party to the other(s) will be treated as confidential unless stated otherwise and only used for the party's role and responsibilities outlined in this MOU. Pre-authorization is required before any party shares sensitive information in oral, written, or any other format with a party not included in this agreement.

All parties accept the obligations to securely maintain sensitive data and protect confidentiality. This agreement shall remain in force and effect notwithstanding the expiry or termination of this agreement. If any party exits the agreement or the MOU is terminated for any reason, all parties agree to promptly return to the respective owner any written material and other forms of material reproductions, which contain or constitute confidential information.

- vi. La Fe will bill patients for medical/dental services based on current billing discounts as applicable.

b. Responsibilities of **CISD** Public School System:

- i. Identify school(s) for service that demonstrate readiness and a commitment to hosting community health providers to support the Company's community-based health initiative.
- ii. Identify district and school point of contact to facilitate successful integration of community health providers through the La Fe Mobile Unit and to address any concerns.
- iii. Facilitate inclusion and active participation of community partners in school health teams that utilize best practices in teaming:
  - *Well-defined roles and responsibilities of teams and team members, with structures in place to avoid duplication of efforts.*

- iv. Create data-based decision models and referral processes that promote early identification of student needs.
- v. Develop a visitation schedule for the La Fe Mobile Unit to serve CISD campuses and additional district facilities.

### **III. IMPLEMENTATION OF AGREEMENT**

(a) In order to facilitate and enable collaboration, both the School District and Company will identify individuals who will be the focal point of contact to implement and coordinate activities performed under this MOU.

(b) Implementation and performance of any specific project arising out of this MOU will require a separate written agreement. Such future agreement will establish project goals, schedules, cost and funding arrangements, tasks and statements of work, deliverables, and any security or other requirements of the parties related to the specific project.

(c) The School District and Company shall seek to resolve any dispute concerning the MOU through good-faith negotiations and discussions.

(d) Nothing in this MOU is intended nor shall it be construed to create an employee/employer relationship between contracting parties. The sole interest and responsibility of the parties is to ensure that the services covered by this MOU shall be performed and rendered in a competent, efficient, and satisfactory manner.

(e) This Agreement does not create a partnership or joint venture between the parties. Neither party may bind the other or otherwise act in any way as the representative of the other, unless specifically authorized, in advance and in writing, to do so, and then only for the limited purpose stated in such authorization. Employees of either party are not employees of the other and neither party's personnel are entitled or eligible, by reason of this contractual relationship, to participate in any benefits or privileges given or extended by the other party to its employees.

(f) Neither party shall have the right to assign or transfer their rights to any third parties under this MOU without prior written consent of the other parties.

(g) This MOU does not confer any rights or expectations upon any person not a party to this MOU. Nor does this MOU guarantee or promise employment or continued employment to any person.

(h) Neither party shall have the authority to bind the other. The parties shall remain independent of each other at all times and no party shall act as the agent for the other party.

#### **IV. FEES AND REVENUES**

All fees and the revenues generated as a result of the health provider's services pursuant to this agreement, whether provided by the Practitioner at the Company or at a non-entity facility, shall belong to the Company.

#### **V. EFFECTIVE DATE**

The MOU is effective upon signature of the parties, will remain in effect unless, and until terminated as provided under Article VI.

#### **VI. AMENDMENTS**

The MOU may be modified or amended by written agreement among the parties hereto. Additionally, any terms or conditions involving the School District and Company not stated in the MOU but expressly agreed to in a future MOU signed by the authorized representatives of both parties is considered integrated into this MOU, unless expressly specified and agreed to otherwise.

#### **VII. TERMINATION**

The MOU will expire five (5) years from the date of execution unless renewed by mutual agreement of the parties. This MOU may be terminated by either party by giving ninety (90) days prior written notice to the other party. Expiration or termination would affect only pursuits of new projects under the MOU. Projects contemplated will be governed by the specific individual agreements anticipated above.

#### **VIII. WHOLE AGREEMENT**

This MOU contains the entire agreement between the parties with respect to the subject matter set forth herein but may be modified with the written consent of both parties. This Agreement is not intended to waive, alter or reallocate any defense or immunity available to either party by law. Each party paying for the performance of governmental functions or services hereunder shall make such payments from current revenues available to the paying party, and all obligations entered into by the Parties in the future will be subject to appropriation.

IN WITNESS WHEREOF, the parties have caused this Agreement to be executed by their authorized representatives.

By:

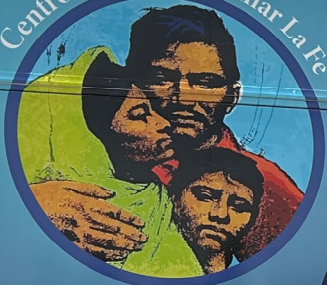
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Dr. Pedro Galaviz  
Superintendent  
Canutillo Independent School District

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Salvador Balcorta  
Chief Executive Director  
Centro de Salud Familiar La Fe, Inc.

Centro De Salud Familiar La Fe



Be Part of Our Family!



[www.lafe-ep.org](http://www.lafe-ep.org)

(915) 534-7979



¡Sea Parte de Nuestra Familia!

# Board of Trustees

Meeting Date: June 2025

## Executive Summary of Board Agenda Item

Subject/Title for Agenda Posting:

Discussion and recommendation to approve TASB Localized Policy Update 125

Justification Statement:

To update local policies Online through TASB Update 125

Purpose of Agenda Item:

Information  Discussion  Action

Item Type:

Curriculum & Instruction  HumanResources Business Services

Staff Responsible:

Martha Carrasco, Chief Human Resources Officer

Signature of Requester(s)

Martha Carrasco, Chief Human Resources Officer

Signature of Presenter(s)

Business Services Approval (Initials)

Date June 2025

Agenda Summary: [Policy Update 125](#)

Local Policies affected: [BDAA](#), [BDB](#), [BDF](#), [EI](#), [FDE](#), [FEC](#), [FFAC](#)

RECOMMENDATION: [That TASB Policy Update 125 be approved](#)

PRIOR BOARD ACTION:

AWARDED:

AWARDED AMOUNT:

AMOUNT(S):

ACCOUNT [N/A](#)

NO(S): [N/A](#)

PROCUREMENT METHOD TYPE: (3 Quotes, Cooperative Contract Quotes, Sole Source, Formal Bid): [N/A](#)

REQUESTING DEPARTMENT:

[Human Resources](#)

CONSEQUENCES OF NON-APPROVAL:

[Online Policy will not be current](#)

IMPLEMENTATION TIMELINE:

[On Approval Date](#)

ATTACHMENT(S): [Instruction Sheet](#), [Policy Comparison Packet](#), [Explanatory Notes](#).



# Explanatory Notes

## TASB Localized Policy Manual Update 125

### Canutillo ISD

#### **BDAA(LOCAL)                      OFFICERS AND OFFICIALS: DUTIES AND REQUIREMENTS OF BOARD OFFICERS**

Revisions are recommended to this local policy on board officer duties and requirements. At Board Officers, the sentence indicating that the board may assign a district employee to provide clerical assistance is recommended for deletion since the superintendent, rather than the board, manages staff assignments, including providing support to the board.

#### **BDB(LOCAL)                      BOARD INTERNAL ORGANIZATION: BOARD COMMITTEES**

This policy has been revised in coordination with BDF(LOCAL) to clarify the difference between board committees and advisory committees. Accordingly, the subtopic of this code has been changed from Internal Committees to Board Committees, and new provisions are recommended to establish how board committees are formed and appointed and outline their purpose. We have retained, lightly edited, your locally developed provisions regarding the consensus nature of committees and the requirements to maintain minutes of committee meetings. The details on membership are recommended for deletion since that would be addressed when the board acts on establishing a committee.

Text addressing Dissolution of board committees is also recommended for inclusion. The language previously at Special Committees has been moved to BDF(LOCAL).

#### **BDF(LOCAL)                      BOARD INTERNAL ORGANIZATION: ADVISORY COMMITTEES**

This new local policy is recommended for inclusion to coordinate with the changes at BDB. The subtopic of this code has been changed from Citizen Advisory Committees to Advisory Committees. Language has been moved here from BDB(LOCAL) and updated to clarify how advisory committees are formed and the parameters of their responsibilities. A section on Dissolution of the committees is also recommended for inclusion.

#### **EI(LOCAL)                      ACADEMIC ACHIEVEMENT**

At Partial Credit, recommended revisions replace the phrase "combined grade for" with "average of" to more accurately reflect the determination of awarding credit when a student earns a passing grade in only half of a course.

#### **FDE(LOCAL)                      ADMISSIONS: SCHOOL SAFETY TRANSFERS**

At Safe Schools Data, "bullying" is recommended for inclusion as an offense for which the district must collect and maintain data. The revision aligns with the Unsafe School Choice Option Guidance Handbook.

#### **FEC(LOCAL)                      ATTENDANCE: ATTENDANCE FOR CREDIT**

Revisions throughout this policy are recommended for clarity.

The information in the first sentence of the policy has been incorporated at Absences Considered for improved readability. Rather than directing the board to establish attendance committees, the policy now authorizes the establishment of those committees by the administration. At Methods for Regaining Credit or Awarding a Final Grade, specifics regarding petitions for credit are recommended for deletion in favor of a reference to administrative regulations.

Revisions at Imposing Conditions for Awarding Credit or a Final Grade are recommended to clarify requirements regarding "seat time." For more information, see the TASB.org article [TEKS Mastery, Not Seat Time, Required for Attendance for Credit](#).

# Explanatory Notes

## TASB Localized Policy Manual Update 125

### Canutillo ISD

The [Legal Tips for Policy Development](#), available in the Policy Online® Governance and Management Library (TASB login required), describe common legal concerns and best practices specific to this policy's topic.

### FFAC(LOCAL)

### WELLNESS AND HEALTH SERVICES: MEDICAL TREATMENT

Revisions to 25 Administrative Code 40.44, including a requirement for written notification to parents after administration of unassigned respiratory distress medication, prompted recommended revisions to this code.

The [Legal Tips for Policy Development](#), available in the Policy Online® Governance and Management Library (TASB login required), describe common legal concerns and best practices specific to this policy's topic.

Instruction Sheet  
TASB Localized Policy Manual Update 125

**Canutillo ISD**

<b>Code</b>	<b>Type</b>	<b>Action To Be Taken</b>	<b>Note</b>
BDAA	(LOCAL)	Replace policy	Revised policy
BDB	(LOCAL)	Replace policy	Revised policy
BDF	(LOCAL)	ADD policy	See explanatory note
EI	(LOCAL)	Replace policy	Revised policy
FDE	(LOCAL)	Replace policy	Revised policy
FEC	(LOCAL)	Replace policy	Revised policy
FFAC	(LOCAL)	Replace policy	Revised policy



## (LOCAL) Policy Comparisons

These documents are generated by an automated process that compares the updated policy to the current policy as found in TASB records.

In this packet, you will find:

- Policies being recommended for revision (annotated)
- New policies (not annotated)
- Policies recommended for deletion (annotated in PDF; not shown in Word)

Annotations are shown as follows:

- Deletions are in a red strike-through font: ~~deleted text~~.
- Additions are in a blue font: **new text**.
- Blocks of text that were moved without changes are shown in green, with double underline and double strike-through formatting to distinguish the text's new placement from its original location: ~~moved text~~ becomes **moved text**.
- Revision bars appear in the right margin to show sections with changes.

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**Note:** While the annotation software competently identifies simple changes, large or complicated changes — as in an extensive rewrite — may be more difficult to follow. In addition, TASB's recent changes to the policy templates to facilitate accessibility sometimes make formatting changes appear tracked, even though the text remains the same.

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For further assistance in understanding policy changes, please refer to the explanatory notes in your Localized Policy Manual update packet or contact your policy consultant.

### Contact us:

School Districts and Education Service Centers, call 800-580-7529 or email [policy.service@tasb.org](mailto:policy.service@tasb.org).

Community Colleges, call 800-580-1488 or email [colleges@tasb.org](mailto:colleges@tasb.org).

OFFICERS AND OFFICIALS  
DUTIES AND REQUIREMENTS OF BOARD OFFICERS

BDAA  
(LOCAL)

<b>Board Officers</b>	The Board shall elect a President, a Vice President, and a Secretary who shall be members of the Board. <del>The Board may assign a District employee to provide clerical assistance to the Board.</del> Officers shall be elected by majority vote of the members present and voting.
Vacancy	A vacancy among officers of the Board shall be filled by majority action of the Board.
<b>Term and Duties</b>	Board officers shall serve for a term of <del>one year</del> <b>one year</b> or until a successor is elected. Officers may succeed themselves in office. Each officer shall perform any legal duties of the office and other duties as required by action of the Board.
President	In addition to the duties required by law, the President of the Board shall: <ol style="list-style-type: none"><li>1. Preside at all Board meetings unless unable to attend.</li><li>2. Have the right to discuss, make motions <del>and</del>, <b>propose</b> resolutions, and vote on all matters coming before the Board.</li><li>3. Send, or cause to be sent, notices of Board meetings.</li><li>4. Call special meetings of the Board. [See BE]</li><li>5. Sign all legal documents, warrants, vouchers, and reports, as required by statute, state or federal regulations, or Board policy.</li><li>6. Decide all questions of order in accordance with <i>Robert's Rules of Order, Newly Revised</i>, as modified by Board policy.</li><li>7. Serve as the Board's spokesperson.</li></ol>
Vice President	The Vice President of the Board shall: <ol style="list-style-type: none"><li>1. Act in the capacity and perform the duties of the President of the Board in the event of the absence or incapacity of the President.</li><li>2. Become President only upon being elected to the position.</li><li>3. Serve as spokesperson for the Board when the President is unavailable.</li></ol>
Secretary	The Secretary of the Board shall: <ol style="list-style-type: none"><li>1. Ensure that an accurate record is kept of the proceedings of each Board meeting.</li><li>2. Ensure that notices of Board meetings are posted and sent as required by law.</li><li>3. In the absence of the President and Vice President, call the meeting to order and act as presiding officer.</li></ol>

OFFICERS AND OFFICIALS  
DUTIES AND REQUIREMENTS OF BOARD OFFICERS

BDAA  
(LOCAL)

4. Sign or countersign documents as directed by action of the Board.

### Special Committees

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~~The Board President shall appoint members to special~~ **Note:**  
For advisory committees created by the Board to fulfill specific assignments, unless otherwise provided by that include staff, parents, community members, or students, see BDF.

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### Board Committees

For purposes of this policy, a Board committee is a committee composed only of current Board members.

Formation of a Board committee shall be by Board action. ~~The nature and membership of these committees shall be stated in a regular or special meeting of~~ When establishing a Board committee, the Board action shall, at a minimum, specify the:

- Number of Board, ~~and~~ members on the ~~charge~~ committee;
- Process to appoint Board members to the committee;
- Term of committee membership; and
- Responsibilities of the committee.

A Board committee shall be ~~delivered in writing and made a part of the public record. These committees may include District personnel and citizens. The function of committees shall be~~ fact-finding, deliberative, and advisory, ~~but not administrative. Special~~ and shall make recommendations in the areas of their responsibility. Board committees shall report their findings and recommendations to the Board and shall ~~be dissolved upon completion of the assigned task~~ not assume administrative duties or ~~vote of~~ responsibilities.

### Transacting Business

Unless specified by the Board, a Board committee shall not have final decision-making authority. Board committee recommendations must be reported to the Board at a regular or special meeting. The Board shall not accept a Board committee's recommendation without due consideration of the matter.

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

### Meetings

Board committee meetings of a special committee shall be held only when a quorum consisting of two of the committee members are present.

Board committee meetings shall be considered special meetings and shall require legal posting of the agenda and the time and place of the meeting. In the event a quorum of the Board's membership shall be in attendance at any posted committee meeting or

Board workshop, official minutes shall be kept or a legal recording of the discussion shall be made, as required by state law. [See BE]

~~The Board President and the Superintendent shall be ex-officio members of all Board committees, unless otherwise provided by Board action.~~

**Membership**

~~Special committees shall be composed of a chairperson and at least two other members to be named by the Board President. At least one administrator designated by the Superintendent shall be assigned to each committee; the Superintendent or committee chair may call on other persons to participate when additional input is needed.~~

**Authority**

~~The role of the special committees shall be limited to the finding of fact and the formulation of recommendations for action by the Board.~~

~~**Meetings**~~

~~Meetings of a special committee shall be held only when a quorum consisting of two of the committee members are present.~~

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

**Minutes**

Minutes from committee meetings shall be kept and distributed to all Board members and administrators within one week following the meeting or at the next regularly scheduled Board meeting.

**Dissolution**

A Board committee shall be dissolved upon Board action.

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**Note:** For committees composed only of current Board members, see BDB.

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**Advisory  
Committees**

For purposes of this policy, an advisory committee is a committee composed primarily of District staff, parents, other community members, and/or students. An advisory committee may also include Board members in numbers less than a quorum of the Board.

Formation of an advisory committee shall be by Board action. When establishing an advisory committee, the Board action shall, at a minimum, specify the:

- Number of members on the committee;
- Process to appoint members to the committee;
- Term of committee membership; and
- Responsibilities of the committee.

An advisory committee shall be fact-finding, deliberative, and advisory and shall not assume administrative duties or responsibilities. Advisory committees shall report their findings and recommendations to the Board.

Transacting  
Business

An advisory committee may transact business only within the specific authority granted by the Board. To be binding, all such committee recommendations must be reported to the Board at a regular or special meeting for approval and entry into the minutes as a public record.

Dissolution

An advisory committee shall be dissolved upon completion of the assigned task or Board action.

ACADEMIC ACHIEVEMENT

EI  
(LOCAL)

**Certificate of  
Coursework  
Completion**

The District shall not issue a certificate of coursework completion to a student who fails to meet all state and local requirements for graduation. [See EIF, FMH]

**Partial Credit**

When a student earns a passing grade in only half of a course and the ~~combined grade for~~ average of both halves is lower than 70, the District shall award the student credit for the half with the passing grade.

**Safe Schools Data**

The Superintendent shall ensure that the District complies with Texas Education Agency (TEA) guidelines for the collection and maintenance of data regarding:

1. Mandatory expellable offenses committed at school or at a school-related or school-sponsored activity, on or off school property [see FOD]; and
2. Any student who becomes a victim of one of the following violent criminal offenses, ~~as defined by the Penal Code~~, while on the premises of the school the student attends or while attending a school-sponsored or school-related activity, on or off school property:
  - a. Attempted murder;
  - b. Indecency with a child;
  - c. Aggravated kidnapping;
  - d. Aggravated assault on someone other than a District employee or volunteer;
  - e. Sexual assault or aggravated sexual assault against someone other than a District employee or volunteer;
  - f. Aggravated robbery; ~~or~~
  - g. Continuous sexual abuse of a young child or disabled individual; ~~or~~
  - ~~g~~-h. Bullying.

**School Safety Transfers**

The parent of a student who becomes a victim of a violent criminal offense as described in the state guidance for unsafe school choice options or who is assigned to a campus identified by TEA as persistently dangerous shall be offered a transfer to a safe public or charter school within the District.

For each transfer requested, the District shall explore transfer options, as appropriate. Options may include a transfer agreement with another school district.

**From a Persistently Dangerous School**

The parent of a student attending a school identified as persistently dangerous shall be provided notification of his or her right to request a transfer. Notification shall occur at least 14 days prior to the start of the school year or, for a student enrolling subsequently, upon the student's enrollment.

The parent must submit to the Superintendent an application for transfer. The Superintendent shall complete the transfer prior to the

beginning of the school year, if applicable, or within 14 calendar days of the request for a subsequently enrolling student.

Any transfer arranged for a student from a campus identified by TEA as persistently dangerous shall be renewed so long as the campus from which the student transferred retains that designation.

The District shall maintain, in accordance with the District's record retention schedule, documentation of notification to parents of the transfer option, transfer applications submitted, and action taken.

For a Victim of a  
Violent Criminal  
Offense

Within 14 calendar days after a violent criminal offense described above occurs in or on the premises of the school the student attends or while attending a school-sponsored or school-related activity, on or off school property, the District shall notify the parent of a student who is a victim of the offense of the parent's right to request a transfer. The parent must submit to the Superintendent an application for transfer. The Superintendent shall approve or disapprove the request within 14 calendar days of its submission.

Any transfer arranged for a student who was a victim of a violent crime as described above shall be renewed so long as the threat to the student exists at the campus to which the student would typically be assigned.

For each offense, the District shall maintain for at least five years documentation of the nature and date of the offense, notification to the parent of the transfer option, transfer applications submitted, action taken, and other relevant information regarding the offense.

**Additional Transfer  
Options**

In circumstances described by Education Code 25.0341, a parent of a student who has been the victim of a sexual assault, regardless of whether the offense occurred on or off school property, may request a transfer of the parent's child or the student assailant from the same campus.

[For other transfer provisions, see also FDA and FDB.]

~~This policy shall apply to a student who has not been in attendance for 90 percent of the days the class is offered.~~

**Absences  
Considered**

Except as otherwise provided by law, all absences incurred while enrolled in the District shall be considered in determining whether a student has ~~attended been in attendance for 90 percent of the re-~~ **attended been in attendance for 90 percent of the re-** ~~quired percentage of days under this policy~~ **quired percentage of days** the class is offered.

**Attendance  
Committees**

The Board ~~shall establish~~ **authorizes the establishment of** an attendance committee or as many **attendance** committees as necessary for efficient implementation of ~~Education Code 25.092~~ **state** law.

The Superintendent ~~shall~~ **is authorized to** make the specific appointments in accordance with legal requirements.

**Parental Notice of  
Excessive Absences**

A student and the student's parent or guardian shall be given written notice prior to and at such time when a student's attendance in any class drops below 90 percent of the days the class is offered.

**Methods for  
Regaining Credit or  
Awarding a Final  
Grade**

When a student's attendance drops below 90 percent but remains at least at 75 percent of the days the class is offered, the student may earn credit for the class or a final grade by completing a plan approved by the principal. This plan must provide for the student to meet the instructional requirements of the class as determined by the principal.

If the student fails to successfully complete the plan, or when a student's attendance drops below 75 percent of the days the class is offered, the student, parent, or representative may request award of credit or a final grade by submitting a written petition to the appropriate attendance committee.

~~Petitions~~ **A petition** for credit or a final grade may be filed ~~at any time the student receives notice but, in any event, no later than 30 days after the last day of classes.~~

**in accordance with administrative regulations.** The attendance committee shall review the student's entire attendance record and the reasons for absences and shall determine whether to award credit or a final grade. ~~The~~ **[See Imposing Conditions for Awarding Credit or a Final Grade, below]**

**Regardless of whether a petition is filed, the** attendance committee may also, ~~whether a petition is filed or not,~~ review the records of all students whose attendance drops below 90 percent of the days the class is offered.

A student who has lost credit or has not received a final grade because of excessive absences may regain credit or be awarded a final grade by fulfilling the requirements established by the attendance committee.

**Personal Illness**

The principal or attendance committee may require verification from a health-care provider in accordance with administrative regulations as a condition of classifying an absence for personal illness as one for which there are extenuating circumstances.

**Best Interest Standard**

In reaching consensus regarding a student's absences and how the student can be awarded credit or a final grade, the attendance committee shall attempt to ensure that its decision is in the best interest of the student. The Superintendent shall develop administrative regulations to document the attendance committee's decision.

**Guidelines on Extenuating Circumstances**

The attendance committee shall consider whether a student has mastered the essential knowledge and skills and maintained passing grades in the course or subject.

When makeup work is completed satisfactorily, the attendance committee shall consider extracurricular absences and other excused absences as days of attendance for award of credit or a final grade. [See FEA]

The attendance committee shall consider whether the reasons for the absences were out of the parent's or student's control and whether documentation for the absence is acceptable.

The student or parent shall be given an opportunity to present any information to the committee about the absences and to discuss ways to earn or regain credit or be awarded a final grade.

**Imposing Conditions for Awarding Credit or a Final Grade**

The attendance committee or principal, as applicable, is not required to assign a student to attend a specified program for an amount of time equivalent to the student's absences (i.e., "seat time").

The attendance committee or principal, as applicable, shall consider the student's unique circumstances and, if necessary, shall impose other conditions for awarding credit or a final grade that permit the student to meet the instructional requirements of the class ~~rather than assigning a student to attend a specified program for an amount of time equivalent to the student's absences.~~ Conditions may include:

1. Maintaining attendance standards for the rest of the semester.
2. Completing additional assignments, as specified by the committee or teacher.

3. Attending tutorial sessions as scheduled.
4. Completing other instructional programs, as specified by the committee.
5. Taking an examination to earn credit. [See EHDB]

In all cases, the student must earn a passing grade in order to receive credit.

**Appeal Process**

A parent or student may appeal the decision of the attendance committee in accordance with FNG(LOCAL).

No employee shall give any student prescription medication, non-prescription medication, herbal substances, anabolic steroids, or dietary supplements of any type, except as authorized by this or other District policy.

**Medication Provided  
by Parent**

The Superintendent shall designate the employees who are authorized to administer medication that has been provided by a student's parent. An authorized employee is permitted to administer the following medication in accordance with administrative regulations:

1. Prescription medication in accordance with legal requirements.
2. Nonprescription medication, upon a parent's written request, when properly labeled and in the original container.
3. Herbal substances or dietary supplements provided by the parent and only if required by the individualized education program or Section 504 plan for a student with disabilities.

**Medication Provided  
by District**

Except as required by law and provided by this policy, the District shall not purchase medication to administer to a student.

Opioid Antagonist

This provision shall be applicable to every campus.

*On Campus*

The District authorizes school personnel who have been adequately trained to administer an opioid antagonist in accordance with law and this policy. Administration of an opioid antagonist shall only be permitted when an authorized and trained individual reasonably believes a person is experiencing an opioid-related overdose.

Each applicable campus shall have at least one individual who is authorized and trained to administer an opioid antagonist present during regular school hours.

*Maintenance,  
Availability,  
Training, and  
Reporting*

Each applicable campus shall have at least two unused, unexpired opioid antagonist doses available.

All opioid antagonists shall be stored in a secure location and shall be easily accessible by individuals who are authorized and trained to administer an opioid antagonist.

The Superintendent shall develop administrative regulations addressing acquisition, maintenance, expiration, and disposal of opioid antagonists in the District, as well as reporting, employee training, and emergency notification requirements.

Medication for  
Respiratory Distress

The District authorizes school personnel who have been adequately trained to administer **unassigned** medication for respiratory

distress in accordance with law and this policy. Administration of this type of medication shall only be permitted when an authorized and trained individual reasonably believes a person is experiencing respiratory distress.

*On-Campus*

Authorized and trained individuals may administer **unassigned** medication for respiratory distress at any time a person is experiencing this type of distress on a school campus.

The District shall ensure that at each campus a sufficient number of authorized individuals are trained to administer this medication so that at least one trained individual is present on campus during regular school hours **as defined in state rules**.

*Maintenance, Availability, and Training*

The Superintendent shall develop administrative regulations ~~designating~~:

1. **Designating** a coordinator to manage policy implementation ~~and addressing~~;
2. **Addressing** annual training of authorized individuals in accordance with law;
3. **Listing the trained individuals authorized to administer unassigned medication for respiratory distress**;
4. **Addressing** procedures for use; and
5. **Addressing** acquisition or purchase, maintenance, expiration, disposal, and availability of **unassigned** medication for respiratory distress at each campus.

*Notice to Parents*

In accordance with law, the District shall provide notice of the policy to parents regarding the administration of **unassigned** medication to a person experiencing respiratory distress, including notice of any change to or discontinuation of these provisions.

*After Administration of Medication*

**After the administration of unassigned medication to a student experiencing respiratory distress, the coordinator shall provide written notice to the student's parent, the health-care provider authorizing the unassigned medication for respiratory distress, and the student's primary health-care provider.**

**Psychotropics**

Except as permitted by law, an employee shall not:

1. Recommend to a student or a parent that the student use a psychotropic drug;
2. Suggest a particular diagnosis; or

3. Exclude the student from a class or a school-related activity because of the parent's refusal to consent to psychiatric evaluation or examination or treatment of the student.

**Medical Treatment**

A student's parent, legal guardian, or other person having lawful control shall annually complete and sign a form that provides emergency information and addresses authorization regarding medical treatment. A student who has reached age 18 shall be permitted to complete this form.

The District shall seek appropriate emergency care for a student as required or deemed necessary.

# Board of Trustees

## Executive Summary of Board Agenda Item

Meeting Date: June 2025

Subject/Title for Agenda Posting:

Justification Statement:

Discussion and possible action regarding revision to 2025-2026 Canutillo ISD Temporary Employment, Non-Contractual Stipend and Supplemental Pay Schedule

Purpose of Agenda Item:

Information  Discussion  Action

Item Type:

Curriculum & Instruction  HumanResources  Business Services

Staff Responsible:

Martha Carrasco, Chief Human Resources Officer

*Signature of Requester(s)*

Martha Carrasco, Chief Human Resources Officer

*Signature of Presenter(s)*

June 2025

*Business Services Approval (Initials)*

*Date*

Agenda Summary:

Discussion and possible action regarding revision to 2025-2026 Canutillo ISD Temporary Employment, Non-Contractual Stipend and Supplemental Pay Schedule.

RECOMMENDATION: That stipends are approved by the Board of Trustees as recommended by administration.

PRIOR BOARD ACTION:

AWARDED:

AWARDED AMOUNT:

AMOUNT(S):

ACCOUNT NO(S):

PROCUREMENT METHOD TYPE: (3 Quotes, Cooperative Contract Quotes, Sole Source, Formal Bid)

REQUESTING DEPARTMENT: Human Resources Division

CONSEQUENCES OF NON-APPROVAL: The district may lose its competitive advantage.

IMPLEMENTATION TIMELINE: 2025-2026 fiscal year

ATTACHMENT(S): Recommended Stipend Listing changes for year 2025-2026





# HUMAN RESOURCES

## CANUTILLO A Premier District

**20254-20265**

### Canutillo ISD Temporary Employment, Non-contractual Stipend and Supplemental Pay Schedule

A stipend is an additional amount paid to an employee to compensate for a higher degree, specialized certification, or as an incentive to fill a position in an area of critical need. Position stipends are attached to a position, not to the employee and do not transfer if the employee is reassigned. An employee is subject to reassignment at any time by the superintendent or designee. Stipend assignments may be discontinued at any time. Based on requirements of the Fair Labor Standards Act (FLSA), hourly employees do not qualify for stipend assignments. This stipend schedule applies to the **20254-20265** academic school year only. Future salaries cannot be predicted from this schedule.

Career & Technical Education (CTE)	#	Amount
<b>Agriculture Science</b>	1	\$5,800
<b>BPA – High School</b> (Business Professionals of America)	1	\$1,700 (*)
<del><b>BPA – Middle School</b></del> ( <del>Business Professionals of America</del> )	<del>1</del>	<del>\$850 (*)</del>
<b>DECA</b> (Student Marketing Organization)	<del>1</del> 2	\$1,700 (*)
<del><b>FBLA – Middle School</b></del> ( <del>Future Business Leaders of America</del> )	<del>1</del>	<del>\$850 (*)</del>
<b>FCCLA</b> (Family, Career & Community Leaders)	1	\$1,700 (*)
<b>FFA</b> (Ag. Science)	2	\$1,700 (*)
<b>Health Science</b>	2	\$2,000 (*)
<b>HOSA – High School</b> (Health Occupations Students of America)	<del>2</del> 3	\$1,700 (*)
<b>HOSA – Middle School</b> (Health Occupations Students of America)	1	\$850 (*)
<b>Computer Science Honor Society</b>	1	\$1,700 (*)
<del><b>NTHS</b></del> ( <del>National Tech. Honor Society</del> ) <b>Texas Skills USA Middle School</b>	1	<del>\$850</del> 1,200 (*)
<b>Texas Association Of Future Educators</b>	1	\$1,700 (*)
<b>Texas Skills USA - VICS</b> (Trades & Industry Ed.)	3	\$1,700 (*)
<b>TSA – High School</b> (Technology Students of America)	2	\$1,700 (*)
<b>TSA – Middle School</b> (Technology Students of America)	1	\$850 (*)

(\*) CTE Stipends will be paid in (1) payment: 2<sup>nd</sup> semester  
 CTE-One Sponsor per club per campus

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

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

P: (915) 877-7423  
 F: (915) 877-7525  
[canutillo-isd.org](http://canutillo-isd.org)

Canutillo Independent School District does not discriminate on the basis of race, color, religion, gender, sex, national origin, age, disability, military status, genetic information, or any other basis prohibited by law in its employment practices or in providing education services, activities, and programs, including career and technical education (vocational programs).

For additional information regarding Canutillo Independent School District's policy of nondiscrimination contact the Human Resources Division: (915) 877-7423 | 7965 Artcraft Dr. | El Paso TX 79932.

Teaching / Other Professional Supplement	Amount	
<b>Auxiliary Employee of the Year finalist (11)</b>	\$500	
<b>Bilingual</b> Fully certified in a bilingual teaching assignment at the elementary level	\$2,500	
<b>Campus Teacher of the year (10)11</b>	\$500	
<b>Canutillo ISD Region XIX Elementary or Secondary Teacher of the Year(1) or (2)</b>	\$1,000	
<b>District Auxiliary Employee of the Year (1)</b>	\$1,000	(*)
<b>District Elementary and Secondary Teacher of the Year(2)</b>	\$1,000	(*)
<b>Doctorate – Elementary</b> (Content specific)	\$3,000	
<b>Doctorate – Secondary</b> (Core-content specific)	\$6,000	
<b>Dual Credit Teacher 5+ Periods</b> Fully credentialed. (\$1000 per semester, maximum \$2,000 per school year)	\$2,000	
<b>Dual Credit Teacher 4 Periods</b> Fully credentialed.(\$800 per semester)	\$1,600	
<b>Dual Credit Teacher 3 Periods</b> Fully credentialed.(\$600 per semester)	\$1,200	
<b>Dual Credit Teacher 2 Periods</b> Fully credentialed. (\$400 per semester)	\$800	
<b>Dual Credit Teacher 1 Periods</b> Fully credentialed. (\$200 per semester)	\$400	
<b>ESL Elementary</b> Fully certified elementary ESL teacher assigned full time to a Dual Language Monolingual classroom	\$1,500	
<b>ESL Secondary</b> Fully certified secondary ESL teacher assigned to ESL classes only [in order to receive the ESL stipend, the class must consist of at least 51% ELL students	\$400 per class (Maximum: \$2,000)	
<b>Strong Foundations Grant Project Manager- Literacy Instructional Framework</b>	<del>\$5,000</del> 2,000	(**)
<b>Strong Foundations Grant Project Manager- Math Instructional Framework</b>	\$2,000	(**)
<b>Strong Foundations Literacy Framework Committee Members</b>	<del>\$500</del>	(**)
<b>Strong Foundations Literacy Framework Leadership Team Members</b>	<del>\$875</del>	(**)
<b>Master's Degree – Elementary</b> (Content specific)	\$1,500	
<b>Master's Degree – Secondary</b> (Core-content teaching area)	\$3,000	
<b>Math</b> Fully certified secondary math teacher assigned to math classroom	\$4,000	
<b>Mentor Liaison for New &amp; Student Teachers (1 per campus)</b>	\$1000	(*)
<b>Mentor Teacher for UTEP Student Residents</b>	\$1000	(*)
<b>Migrant Mentor (1 Per Campus / CHS 1 per Grade Level)</b>	\$500 Per Year	(*)
<b>National Board Certified Teacher with Bachelor's Degree</b>	\$3,000	
<b>National Board Certified Teacher with Master's Degree</b>	\$4,000	
<b>National Board Certified Teacher with Doctorate Degree</b> In addition, the District will pay test fee for teachers challenging the certifying exam for the first time, provided the teacher has successfully passed the preparation course offered at UTEP	\$5,000	
<b>National Board Certified Coordinator Elementary (1)</b>	<del>\$3,500</del> 2,500	
<b>National Board Certified Coordinator Secondary (1)</b>	<del>\$5,000</del> 3,500	
<b>National Board Certified Teacher Mentor (4)</b>	<del>\$2,500</del> 1,250	(*)
<b>Nurse / SNAP – 1 District-wide</b>	\$750	(*)
<b>P-Tech High School Counselor</b>	\$2,000	(**)
<b>Science</b> Fully certified secondary science composite teacher assigned to science classroom	\$4,000	

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<b>Special Education Multilingual Stipend- Speech Language Pathologist (6)</b>	\$1,000	(*)
<b>Special Olympics Coordinator (4)</b>	\$500	
<b>State Teacher of the Year (End of Year)</b>	\$2,000	
<b>TIA Data Coordinator (1)</b>	<del>\$10,000</del> 10,500	(*)
<b>TIA Financial Support Specialist (1)</b>	<del>\$2,000</del> 500	(*)
<b>TIA Data Support Specialist (3)</b>	<del>\$1,000</del> 500	(*)



# OFFICE OF THE SUPERINTENDENT

## CANUTILLO A Premier District

### MEMORANDUM

**TO:** Canutillo ISD – Board of Trustees  
**FROM:** Superintendent, Pedro Galaviz  
**RE:** Proposed Policy Updates per Board of Trustees Direction  
**DATE:** 06-24-2025

The following local policy updates are proposed based on direction from the Board of Trustees:

- **BE (Local):** Proposal to allow an individual board member to add items to the board meeting agenda.
- **BBC (Local):** Proposal to add a new policy regarding the process for filling board vacancies.

Sincerely,

Dr. Pedro Galaviz  
Superintendent of Schools  
Canutillo Independent School District

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

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

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**P:** (915) 877-7444  
**F:** (915) 877-7521  
[canutillo-isd.org](http://canutillo-isd.org)

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**PROPOSED REVISIONS**

**Meeting Place and Time**

The notice for a Board meeting shall reflect the date, time, and location of the meeting.

**Regular Meetings**

Regular meetings of the Board shall normally be held on the fourth Tuesday of each month at 6:00 p.m. When determined necessary and for the convenience of Trustees, the Board President may change the date, time, or location of a regular meeting with proper notice.

**Special or Emergency Meetings**

The Board President shall call special meetings at the Board President's discretion or on request by two Trustees.

The Board President shall call an emergency meeting when it is determined by the Board President and two Trustees that an emergency or urgent public necessity, as defined by law, warrants the meeting.

**Agenda**

Deadline

The deadline for submitting items for inclusion on the agenda is noon on the seventh calendar day before regular meetings and noon on the third calendar day before special meetings.

Preparation

In consultation with the Board President, the Superintendent shall prepare the agenda for all Board meetings. Any Trustee may request that a subject be included on the agenda for a meeting, and the Superintendent shall include on the preliminary agenda of the meeting all topics that have been timely submitted by a Trustee.

Before the official agenda is finalized for any meeting, the Superintendent shall consult the Board President to ensure that the agenda and the topics included meet with the Board President's approval. In reviewing the preliminary agenda, the Board President shall ensure that any topics the Board or ~~at least three Trustees~~ individual Trustees have requested to be addressed are either on that agenda or scheduled for deliberation at an appropriate time in the near future. The Board President shall not have authority to remove from the agenda a subject requested by ~~at least three Trustees~~ a individual Trustee without that Trustee's specific authorization ~~from those Trustees~~.

**Notice to Members**

Trustees shall be given notice of regular and special meetings at least 72 hours prior to the scheduled time of the meeting and at least one hour prior to the time of an emergency meeting.

**Student Advisory Council**

In accordance with administrative regulations, the District shall create a student advisory council to enhance community involvement and student participation in the Board's work in the local government process.

BOARD MEETINGS

BE  
(LOCAL)

<b>Closed Meeting</b>	<p>Notice of all meetings shall provide for the possibility of a closed meeting during an open meeting, in accordance with law.</p> <p>The Board may conduct a closed meeting when the agenda subject is one that may properly be discussed in closed meeting. [See BEC]</p>
<b>Order of Business</b>	<p>The order of business for regular Board meetings shall be as set out in the agenda accompanying the notice of the meeting. At the meeting, the order in which posted agenda items are taken may be changed by consensus of Trustees. The Pledge of Allegiances to the United States and Texas flags shall be recited at regular Board meetings.</p>
<b>Rules of Order</b>	<p>The Board shall observe the parliamentary procedures as found in <i>Robert's Rules of Order, Newly Revised</i>, except as otherwise provided in Board procedural rules or by law. Procedural rules may be suspended at any Board meeting by majority vote of the Trustees present.</p>
Voting	<p>Voting shall be by voice vote or show of hands, as directed by the Board President. Any Trustee may abstain from voting, and a Trustee's vote or failure to vote shall be recorded upon that Trustee's request. [See BDAA(LOCAL) for the Board President's voting rights]</p>
Consent Agenda	<p>When the agenda is prepared, the Board President shall determine items, if any, that qualify to be placed on the consent agenda. A consent agenda shall include items of a routine and/or recurring nature grouped together under one action item. For each item listed as part of a consent agenda, the Board shall be furnished with background material. All such items shall be acted upon by one vote without separate discussion, unless a Trustee requests that an item be withdrawn for individual consideration. The remaining items shall be adopted under a single motion and vote.</p>
<b>Minutes</b>	<p>Board action shall be carefully recorded by the Board Secretary or clerk; when approved, these minutes shall serve as the legal record of official Board actions. The written minutes of all meetings shall be approved by vote of the Board.</p> <p>The official minutes of the Board shall be retained on file in the office of the Superintendent and shall be available for examination during regular office hours.</p>
<b>Discussions and Limitation</b>	<p>Discussions shall be addressed to the Board President and then the entire membership. Discussion shall be directed solely to the business currently under deliberation, and the Board President shall halt discussion that does not apply to the business before the Board.</p>

The Board President shall also halt discussion if the Board has agreed to a time limitation for discussion of an item, and that time limit has expired. Aside from these limitations, the Board President shall not interfere with debate so long as Trustees wish to address themselves to an item under consideration.

**ADD POLICY**

**Filling a Vacancy**

If a vacancy occurs on the Board, the remaining Board members shall consider the next eligible candidate from the most recent election to fill the vacant seat until the next scheduled election.

If there are no eligible candidates remaining, the Board shall determine the method to be used to fill the vacancy.



# OFFICE OF THE SUPERINTENDENT

## CANUTILLO A Premier District

### MEMORANDUM

**TO:** Canutillo ISD – Board of Trustees  
**FROM:** Superintendent, Pedro Galaviz  
**RE:** Approval of the Removal of Board Self-Constraint #2 to align with changes to District Policy BE (Local)  
**DATE:** 06-24-2025

Based on direction from the Board of Trustees Policy BE(Local) will change as follows:

**BE (Local):** Proposal to allow an individual board member to add items to the board meeting agenda.

#### CURRENT:

##### Board Constraints

- BC 1: Board members may not remove items from the consent agenda if they have not discussed the item with the superintendent or his/her designee during the previous 7 days.**
- ~~**BC 2: Board members may not add items to the board agenda without approval of the board chair or 3 trustees.**~~
- BC 3: The board may not invest less than 50% of its board authorized public meeting minutes per month monitoring progress toward student outcome goals.**

#### Board Constraints After Board Approval

##### Board Constraints

- BC 1: Board members may not remove items from the consent agenda if they have not discussed the item with the superintendent or his/her designee during the previous 7 days.**
- BC 2: The board may not invest less than 50% of its board authorized public meeting minutes per month monitoring progress toward student outcome goals.**

Sincerely,

Dr. Pedro Galaviz  
Superintendent of Schools  
Canutillo Independent School District

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