

Agenda of Regular Meeting

The Board of Trustees Canutillo ISD

A Regular meeting of the Board of Trustees of Canutillo ISD will be held January 20, 2026, 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 4

2. **BOARD HONORS**

- A. Recognition of Dr. Jesica Arellano for her service as Interim Superintendent of the Canutillo Independent School District.
Presenter: Gustavo Reveles
- B. Honoring of the Canutillo ISD Board of Trustees in Recognition of Texas School Board Appreciation Month
Presenter: Gustavo Reveles

3. **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.

4. **SPECIAL PRESENTATION-OTHER**

- A. Review of Academic Performance of Students with Disabilities Receiving Special Education Services (House Bill 2 Compliance Requirement) 5
Presenter: Melissa Mena

5. **BOARD OF TRUSTEE BUSINESS**

A.	2024 Bond Program Quarterly Update	39
	Presenter: Ernesto Ortiz / PROCEDEO	
B.	Discussion on Districtwide Surplus in Accordance With CI (Local) School Properties Disposal.	67
	Presenter: Board President Sergio Martinez	
6.	CONSENT AGENDA-VOTING	
A.	<i>BUSINESS SERVICES</i>	
1.	Approval of the Meeting Minutes	
a.	Approval of the September 3, 2025 SBM Minutes	69
b.	Approval of the November 12, 2025 SBM Minutes	73
2.	Approval of the Monthly Donations	
	Presenter: C. Pulley	
a.	January 2026 Donations	75
	Presenter: Veronica Campbell	
3.	Approval of the Budget Amendments	93
	Presenter: C. Pulley	
4.	Approval of Vinton Spanish Congregation Facility Request Form	95
	Presenter: D. Kerney	
5.	Approval of Texas Gas Service, a Division of ONE Gas, Inc., Underground Easement at 6100 Upper Valley Rd., Future Home of Canutillo Middle School	97
	Presenter: Ernesto Ortiz / PROCEDEO	
6.	Recommendation to approve award for Request for Proposal (RFP) # 2026-14B for Furniture, Fixture and Equipment for the Canutillo ISD 2024 Bond Referendum Projects.	110
	Presenter: Veronica Campbell -CISD and Ernesto Ortiz-Procedeo	
7.	Recommendation to approve Memorandum of Understanding between Meadows Center for Preventing Education Risk at the University of Texas at Austin and Congressman Silvestre and Carolina Reyes Elementary School	113
	Presenter: Dr. Jessica Melendez-Carrillo/Veronica Campbell	
B.	<i>CURRICULUM AND INSTRUCTION</i>	
1.	Transfer Update	118
	Presenter: D. Kerney	
7.	EXECUTIVE SESSION	
	To Consult with Attorney Under Sections 551.071, 551.074 and 551.076 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 and update from legal counsel regarding D. Gonzalez v. CISD, Cause No. 2024-dv-2256, County Court at Law No.6. |
| | Presenter: M Carrasco / S. Blanco |
| B. | Receive and Discuss Intruder Detection Audit Report Findings for District Campus. |

- Presenter:** Chief Fernando Martinez
- C. Discussion Regarding Threat of Potential Litigation From J. and C. Stewart.
Presenter: Steve Blanco
8. **NEW BUSINESS (continued); OTHER**
- A. Discussion and Possible Action Regarding Resolution and or Settlement of D. Gonzalez v. CISD, Cause No. 2024-dv-2256, County Court at Law No.6.
Presenter: M Carrasco / S. Blanco
- B. District Report: An Intruder Detection Audit was Conducted in the District by Region 19 ESC / Texas Education Agency (TEA). Findings Will Be Shared With the District School Safety and Security Committee, and the Board of Trustees. A Plan of Action is in Place and Will Be Shared With the Board of Trustees.
Presenter: Chief Fernando Martinez
- C. Discussion and Possible Action Regarding Threat of Potential Litigation From J. and C. Stewart.
Presenter: Steve Blanco
- D. Discussion and Final Action Regarding the Recommendation of Administration to Terminate the Probationary Contract of Omar Gonzalez, Teacher at Canutillo High School for Job Abandonment Without Good Cause.
Presenter: M Carrasco / S. Blanco
9. **ADJOURNMENT**

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

(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

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:

mmene

Signature of Requester(s)

mmene

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):



Special Education Performance Results

Melissa Mena
Special Education Director

89th Texas Legislature: House Bill 2

“At least once per year, a board of trustees in a school district or governing board of an open-enrollment charter school must specifically discuss the performance of students with disabilities receiving special education services. The Texas Education Agency (TEA) must adopt by rule performance indicators for measuring and evaluating the students’ quality of learning to be used for these discussions, which will be adopted later this school year. (HB 2)”

Results Driven Accountability (RDA)

Domain 1: Academic Achievement

These indicators measure the performance and participation of students with disabilities on state assessments

Domain II: Post-Secondary Readiness

Focuses on student progress toward graduation and successful transition after high school.

Domain III: Disproportionate Analysis

Identifies disparities in the identification and placement of students.

RDA Performance Levels

Under each domain there are specific indicators reviewed that receive a Performance Level (PL) which are the following:

PL 0 meeting or exceeding the state standard.

PL 1 slightly below state target. These are typically addressed with the local continuous improvement process.

PL 2 moderate gap between local performance and state target. Focused data analysis is reviewed to identify root causes of lower performance.

PL 3 significant gap from the state target. District is placed in higher intervention categories.

PL 4 furthest distance from the state target and lowest performance level. The most critical need for immediate intervention.

RDA Determination Levels

A performance level designation is determined by numerical ranges (rates) known as cut points.

The average of the PLs leads to the district's overall Determination Level (DL) for the year.

DL 1 Meets Requirements: High compliance and positive student outcomes.

DL 2 Needs Assistance: The district establishes leadership teams to engage in targeted improvement.

DL 3 Needs Intervention: The district must submit a Strategic Support Plan (SSP) to TEA.

DL 4 Needs Substantial Intervention: Highest level of state intervention

Domain I: Academic Achievement Results

Sped STAAR 3-8 Passing Rate						
		PL 0 Cut rates	Rate	Passed	Tested	Performance Level
Math	2025	70.0 - 100.0	37.6	123	327	3
	2024	70.0 - 100.0	40.1	127	317	2
	2023	70.0 - 100.0	49	146	298	2
Reading Language Arts	2025	70.0 - 100.0	33.5	110	328	3
	2024	70.0 - 100.0	34.7	110	317	3
	2023	70.0 - 100.0	41.1	122	297	2
Science	2025	65.0 - 100	32.3	31	96	3
	2024	65.0 - 100	34.8	40	115	3
	2023	65.0 - 100	49.4	42	85	2
Social studies	2025	65.0 - 100	22.9	11	48	3
	2024	65.0 - 100	27.1	13	48	3
	2023	65.0 - 100	28.9	11	38	3

Domain I: Academic Achievement Results-Continued

SPED STAAR EOC Passing Rate						
		PL 0 Cut rates	Rate	Passed	Tested	Performance Level
Algebra I	2025	65.0 -100	47.6	30	63	2
	2024	65.0 -100	43.1	25	58	2
	2023	65.0 -100	40.4	21	52	2
Biology	2025	75.0 - 100	61	36	59	2
	2024	75.0 - 100	64.5	40	62	2
	2023	75.0 - 100	56.8	42	74	2
U.S. History	2025	70.0 - 100	60	18	30	1
	2024	70.0 - 100	77.1	27	35	0
	2023	70.0 - 100	80	28	35	0
English I and II	2025	60.0 - 100	19.1	22	115	3
	2024	60.0 - 100	29.3	34	116	3
	2023	60.0 - 100	29.6	37	125	3

Domain II: Post-Secondary Readiness

SPED Graduation Rate						
		PL 0 Cut Points	Rate	Graduates	Class	Performance Level
	2025	80.0 - 100	84.4	27	32	0
	2024	80.0 - 100	77.1	27	35	0 RI
	2023	80.0 - 100	71	22	31	1
SPED Annual Dropout Rate (Grades 7-12)						
		PL 0 Cut Points	Rate	Dropouts	Attend	Performance Level
	2025	0 - 1.8	*	*	*	0
	2024	0 - 1.8	0.7	*	*	0
	2023	0 - 1.8	1.6	*	*	0

Domain III: Disproportionate Analysis

SPED Regular Early Childhood Program Rate (preschool-aged)						
		PL 0 Cut Points	Rate	Settings RECP	SPED Students	Performance Level
	2025	30.0 - 100	14.3	*	*	2
	2024	30.0 - 100	17.6	*	*	NA SE
	2023	30.0 - 100	9.4	*	*	NA SE
SPED Regular Class >= 80% Rate (school-aged)						
		PL 0 Cut Points	Rate	Settings >= 80%	Class	Performance Level
	2025	70.0 - 100	55.0	*	*	2
	2024	70.0 - 100	60.0	*	*	1
	2023	70.0 - 100	61.2	*	*	1
SPED Regular Class <40% Rate (school-aged)						
		PL 0 Cut Points	Rate	Settings < 40%	Class	Performance Level
	2025	0 - 10.0	21.7	*	*	3
	2024	0 - 10.0	19.6	*	*	2
	2023	0 - 10.0	19.0	*	*	2

Domain III: Disproportionate Analysis-Continued

SPED Representation (Ages 3-21)						
			SPED Students	All Students	Percentage	
	2025		688	5,741	12.0	
	2024		701	5901	11.9	
	2023		645	6,074	10.6	
SPED Total Disciplinary Removals Rate (Ages 3-21)						
		PL 0 Cut Points	Rate	SPED Removals	SPED Students	Performance Level
	2025	0 - 19.0	31.2	*	*	2
	2024	0 - 19.0	28.2	*	*	1
	2023	0 - 19.0	24.4	*	*	1

Determination Level (DL) for Special Education

	DL	Classification
2025	3	Needs Intervention
2024	2	Needs Assistance
2023	2	Needs Assistance

TEA Strategic Support Plan (SSP)

The Strategic Support Plan (SSP) is designed to assist the district's area(s) of growth to improve outcomes identified within the RDA performance indicators. The SSP assists in identifying district goals to support root causes of low performance related to RDA determination levels.

The Strategic Support Plan was submitted to TEA on December 17th, 2025. The follow up meeting with TEA is scheduled for January 21, 2026.

TEA Strategic Support Plan-Continued

The process of developing the Strategic Support Plan has eight (8) steps:

1. Review Sources of Data
2. Identify Priority Areas
3. Develop Problem Statement(s)
4. Conduct Root Cause Analysis
5. Define Annual Goal(s)
6. Develop Strategies for Implementation
7. Define Implementation Activities
8. Monitor and Report Progress

Sources of Data

1. RDA (2023, 2024, 2025)
2. Self-assessments (2023, 2024, 2025)
3. District Improvement Plan (DIP) (2025)
4. Campus Improvement Plans (CIP) (2025)
5. High Quality Instructional Materials (HQIM) (2025)

Key Factor: The district's Strategic Support Plan goals are intentionally aligned to the District Improvement Plan to ensure coherence between special education improvement efforts and districtwide priorities for student success, staff effectiveness, community engagement, and operational systems.

Annual Goal for Priority Area #1 (Academic Achievement)

STAAR 3-8 Reading and Math

By the end of the 2025–2026 school year, the percentage of students with disabilities in Canutillo ISD meeting the STAAR passing standard in grades 3–8 Reading will increase from **33.5% to 38.5%** and Mathematics will increase from **37.6% to 42.6%** compared to the 2024–2025 RDA baseline data.

English I/II EOC

By the end of the 2025–2026 school year the percentage of students with disabilities in Canutillo ISD, grades 9-10 who meet the EOC English I and II passing standard will increase from **19.1% to 24.1%**, compared to the 2024-2025 RDA baseline data.

Strategies and Implementation

Strategy 1.1 — Policies, Procedures, and Practices

Implement a districtwide instructional framework that aligns grade-level curriculum, specially designed instruction (SDI), and progress monitoring for students with disabilities.

Activity Description:

Develop and implement districtwide guidance outlining expectations for aligned grade-level instruction, SDI, and progress monitoring for students with disabilities.

Strategy 1.2 — Training and Professional Development

Provide ongoing professional development for general education and special education staff focused on:

- Delivering grade-level instruction with appropriate accommodations
- Aligning SDI to IEP goals
- Using data to inform instructional adjustments for students with disabilities

Activity Description:

Provide professional development to general and special education staff on delivering aligned instruction, implementing SDI, and using data to inform instruction for students with disabilities.

Strategies and Implementation-Continued

Strategy 1.3 — Technical Assistance

Provide targeted technical assistance to campuses to support implementation of aligned instructional practices and progress monitoring systems for students with disabilities.

Activity Description:

Provide ongoing technical assistance and coaching to campuses to support instructional alignment and progress monitoring for students with disabilities.

Strategy 1.4 — Other (Continuous Improvement Alignment)

The district will intentionally embed Special Education academic achievement priorities into existing district continuous improvement structures, including MTSS processes, curriculum implementation cycles, and campus improvement planning.

Special Education leadership will collaborate with Curriculum and Instruction and campus leadership to ensure that instructional expectations, progress monitoring, and data review for students with disabilities are aligned with districtwide practices rather than implemented as a separate initiative.

Special Education academic progress will be reviewed during existing data meetings and planning cycles to monitor implementation fidelity and inform instructional adjustments.

Annual Goal for Priority Area #2 (Least Restrictive Environment)

By the end of the 2025–2026 school year, Canutillo ISD percentage of students with disabilities served in instructional settings less than 40% of the day will decrease from 21.7% to 16.7%, as measured by RDA data.

Strategies and Implementation

Strategy 2.1 — Policies, Procedures, and Practices

Establish and implement districtwide expectations for inclusive instructional practices that support students with disabilities in accessing instruction in the general education setting.

Activity Description:

Establish districtwide expectations and guidance for inclusive instructional practices and service delivery models to support students with disabilities in general education settings.

Strategy 2.2 — Training and Professional Development

Provide professional development to campus staff on inclusive service delivery models, including co-teaching, Universal Design for Learning (UDL), and effective use of accommodations.

Activity Description:

Provide professional development to campus staff on inclusive practices, co-teaching, and effective use of accommodations.

Strategies and Implementation-Continued

Strategy 2.3 — Technical Assistance

Provide campus-based coaching and support to strengthen inclusive practices and ensure appropriate placement decisions aligned to student needs.

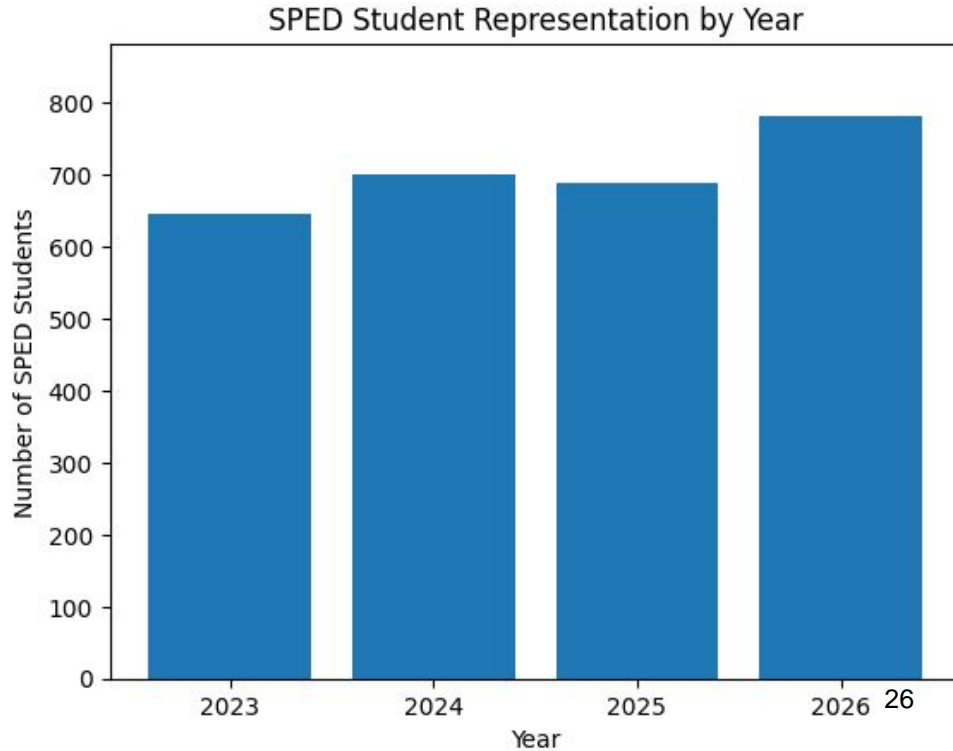
Activity Description:

Provide targeted coaching and support to campuses to strengthen inclusive instructional practices and ensure appropriate placement decisions.

Strategy 2.4 — Other (Continuous Improvement Alignment)

Integrate LRE improvement efforts within the district's MTSS and instructional monitoring systems.

Special Education Numbers



- The data shows a general upward trend in special education enrollment over time, with one minor dip in 2025 followed by a notable rise in 2026. This suggests growth in identified need, enrollment, and services, rather than inconsistent practices.

Special Education Numbers by Primary Disability

DD 11

TBI 1

AU 144

SI 161

SLD 261

ED 11

ID 57

DB 1

VI 5

DHH 5

OHI 116

OI 3

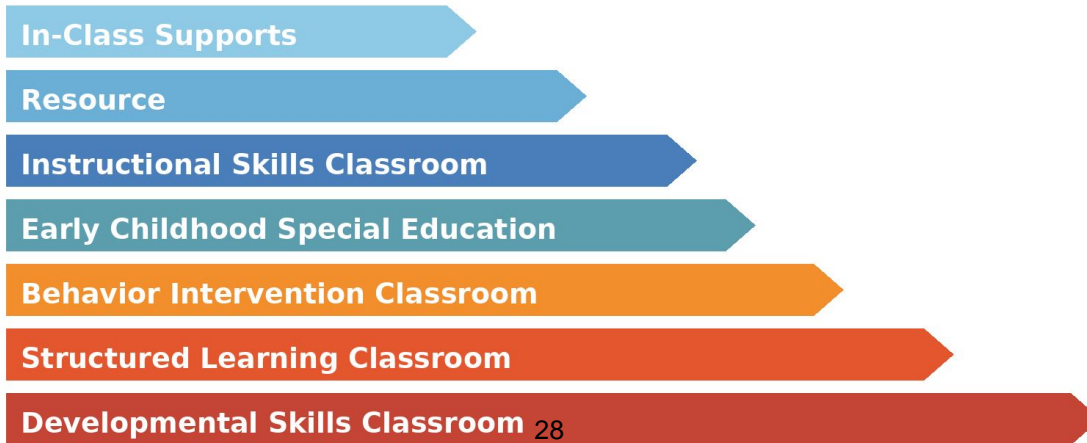
Continuum of Services

Placement decisions are guided by a requirement to provide education in the least restrictive environment (LRE). The goal of LRE is to have students included in classrooms and settings with students without disabilities as much as appropriate based on each student's unique needs.

Special Education Settings

Least Restrictive

Most Restrictive



In-Class Supports

The student remains in the general education classroom with their peers and learns the same grade-level material, but with extra assistance, such as accommodations and/or inclusion (meaningful access) support. The grade-level material is not altered.

Location of In-Class Supports:

Every Campus

Resource

A special education setting designed for students who are served in the general education classroom but require targeted and grade level material that is altered in specific subject areas. Instruction is provided by special education staff and prioritizes the essential TEKS and individualized IEP goals.

Location of Resource classes:

Every Campus

Instructional Skills Classroom (ISC)

A special education setting designed for students who require core grade level material that is moderately altered to a level of foundational understanding and basic skills. Instruction is provided by special education staff and aligns the essential TEKS with student's foundational understanding and basic skills as indicated in the IEP.

Location of the ISC Classroom:

Garcia Elementary

Canutillo Middle School

Canutillo High School

Early Childhood Special Education (ECSE)

A self-contained special education classroom designed for eligible students ages 3-5 who require specialized support and personal care services due to developmental delays or disabilities. This classroom provides a highly structured, language-rich environment with a low staff-to-student ratio and a modified/alternative curriculum to support individualized learning in the areas of communication, social-emotional development, motor skills, self-help skills, cognitive development, and early academics. Students may be provided with opportunities to participate in the general education setting to the maximum extent appropriate based on their individual strengths and needs.

Location of the ECSE Classroom:

Damian Elementary

Behavior Intervention Class (BIC)

A self-contained special education classroom designed for students with disabilities whose behavior interferes with their learning or the learning of others to such an extent that a specialized program of instruction in a more structured setting is necessary. This program addresses the student's academic needs while providing the student with explicit behavioral supports such as coping skills, self-regulation and/or replacement behaviors, in order to make progress toward returning to a less restrictive environment. The overarching goal of the program is to return the student to the general education setting to the maximum extent appropriate.

Location of the BIC Classroom:

Davenport Elementary

Canutillo Middle School

Canutillo High School

Structured Learning Classroom (SLC)

A highly structured self-contained special education setting designed for students with significant needs related to development, behavior, social skills, and communication. This classroom emphasizes a highly structured environment, behavior regulation, social-emotional development, daily living skills, and functional academics. Students receive direct instruction from special education staff using evidence-based strategies including structured routines, visual supports, communication systems, and positive behavioral interventions.

Location of the SLC Classroom:

Bill Childress Elementary

Alderete Middle School

Canutillo High School

Developmental Skills Classroom (DSC)

A self-contained special education classroom designed for students whose disability severely impacts their daily living skills and functional academic acquisition. Students in this classroom typically have goals that are aligned to prerequisite skills significantly below enrolled grade level TEKS in ALL content areas. They have significant needs that impact their access and progress in ALL academic areas, which affect the student's ability to function independently. Students typically display a need for personal care services in order to safely and effectively access school/community environments.

Location of the DSC Classroom:

Canutillo Elementary

Alderete Middle School

Canutillo High School

TEA Cyclical Monitoring

The TEA reviews data collected as part of any monitoring review activity to ensure compliance with federal and state regulatory requirements. The TEA conducts cyclical reviews of all local education agencies (LEAs) statewide over six years. Cyclical monitoring activities determine compliance related to federal requirements, including the Individuals with Disabilities Education Act (IDEA), and state laws to assist LEAs in resolving specific issues or concerns that impact services and outcomes for students with disabilities. The cyclical monitoring reports provide the results of the LEA's compliance review related to state general supervision requirements.

This is our year for a Cyclical Review.

Timeline: January-March 2026.

Overview of Cyclical Review

Initial Planning Meeting with TEA: Held on 1/9/26.

Policy Review: Special Education Policies and Procedures.

Comprehensive Desk Review: Properly Constituted ARD, Evaluation, IEP Content, Development, and Implementation, State Assessment, Transition.

Clarifications: Pre-finding Corrections

Stakeholder Surveys: anonymous survey of stakeholders to gather additional information regarding the implementation of programs and services.

Report of Findings: Noncompliance, Corrections, Overview of Corrective Action

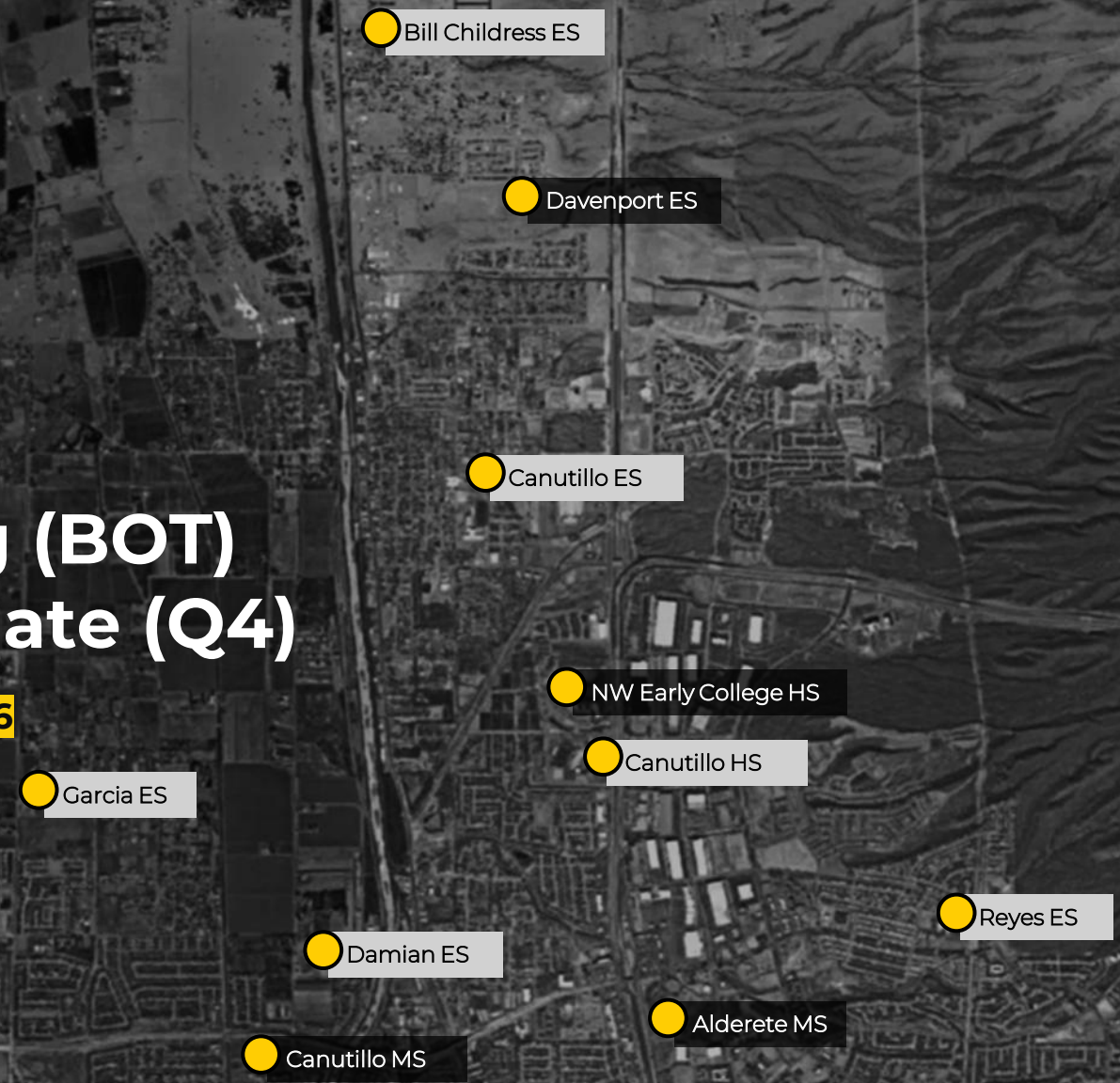
Service Quality Survey based on TEA's support with the Cyclical Review

Thank you CISD

“Meaningful outcomes for students with disabilities happen when educators, families, and leadership work together as one accountable team”- Council for Exceptional Children

Board of Trustees Meeting (BOT) PROCEDEO Quarterly Update (Q4)

CANUTILLO ISD BOARD MEETING | JANUARY 20, 2026



39 PROCEDEO

2024 Bond Program Status- Program Status Update



Since our last Quarterly Update...



Board Meetings
09/29 DDE GMP, NWECHS GMP #1
10/28 AMS GMP #1, CMS GMP #2
11/18 AMS GMP#2, CMS GMP #3
12/16 NWECHS GMP#2, BCE Change Order #1



Coordination
Webex System District Upgrades
Security Camera Installations
FF&E Coordination Across Projects
Wi-Fi Upgrades



Construction
RTU deliveries for CES, BCE, JDE, GES
Roof repairs
PA/FA upgrades
New flooring at BCE & CES
Interior and exterior paint



Community Engagement
Northwest ECHS, Davenport ES, Alderete MS, Canutillo MS
Groundbreaking Ceremonies
10/06 CBAC Meeting
11/05 Community Meeting
11/18 Pies w/ Procedeo



September 24, 2025

January 20, 2026

Quarter 4- Community Engagement

Groundbreaking Ceremonies



PROCEDEO



2024 Bond Program Status – Overall Budget



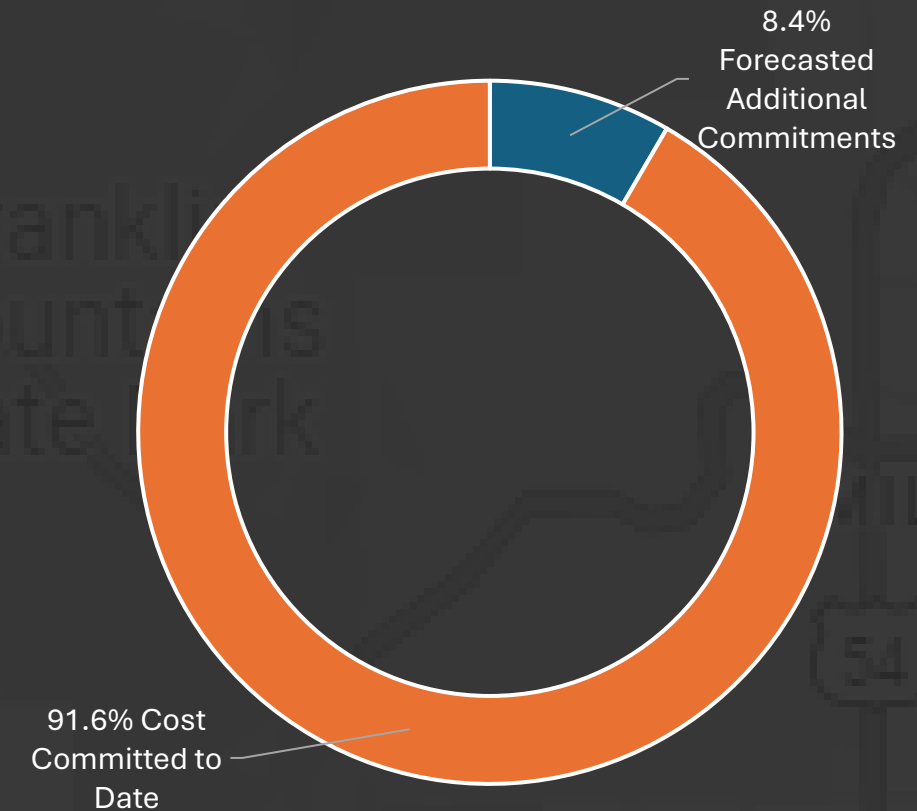
PROCEDEO

4yr
2024-2028

10
PROJECTS

\$379M
PROPOSITION A

CATEGORY	Budget Managed by PROCEDEO	Total
New Facilities/Renovations for 10 Projects	\$ 379,284,980	\$ 379,284,980
Interest Earned to Date		\$ 2,465,394
Canutillo ISD 2024 Bond Program Total	\$ 379,284,980	\$ 381,750,374
Encumbered to Date		\$ 303,460,305
Amount Paid to Date		\$ 46,083,998
Forecasted Additional Commitments		\$ 29,092,399
Interest Earned to Date		\$ 2,465,394
Program Contingency		\$ 648,277
Total		\$ 381,750,374

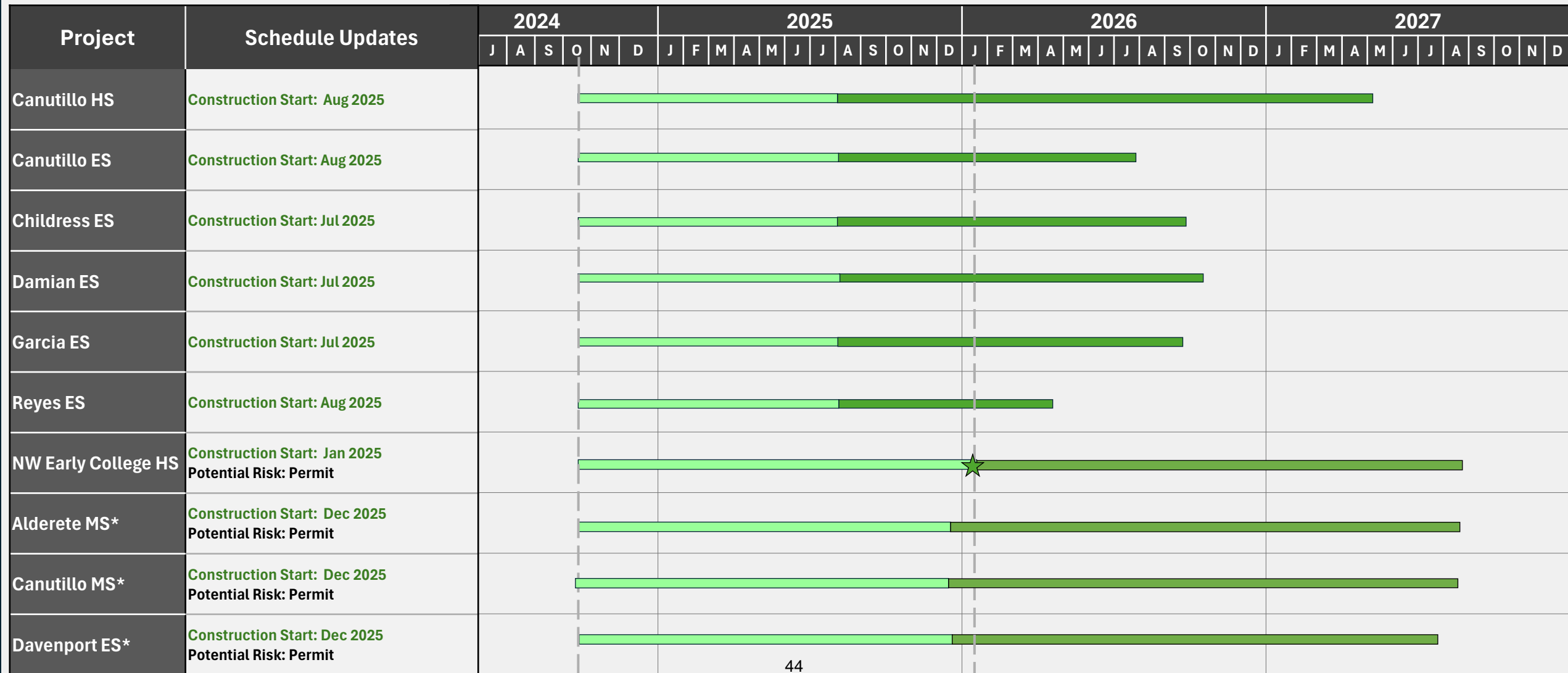


2024 Bond Program Status – Budget per Project



RENOVATIONS/UPGRADES					
Project #	Project	Budget	Paid to Date	Encumbered	Unencumbered
001-001	Canutillo HS	\$ 16,296,708	\$ 3,176,062	\$11,847,311	\$ 1,273,334
101-001	Canutillo ES	\$ 9,475,988	\$ 2,038,873	\$ 6,492,333	\$ 944,782
104-001	Childress ES	\$7,200,419	\$ 2,498,130	\$ 4,057,750	\$ 644,539
103-001	Damian ES	\$ 7,247,550	\$ 2,545,904	\$4,111,769	\$ 589,878
105-001	Garcia ES	\$ 6,301,606	\$ 1,381,410	\$ 4,374,239	\$ 545,957
106-001	Reyes ES	\$ 1,985,849	\$ 1,104,984	\$ 835,405	\$ 45,460
999-001	District Security Upgrades	\$ 2,052,922	\$ 1,815,814	\$236,765	\$ 343
NEW CONSTRUCTION					
003-001	NW Early College HS	\$ 40,466,122	\$ 1,847,364	\$ 31,816,485	\$ 6,802,272
041-001	Canutillo MS	\$ 106,862,540	\$ 11,992,470	\$ 88,606,393	\$ 6,263,678
042-001	Alderete MS	\$ 106,824,603	\$ 12,711,319	\$ 88,740,771	\$ 5,372,513
102-001	Davenport ES	\$ 73,922,395	\$ 4,971,667	\$ 62,341,085	\$ 6,609,643
PROGRAM CONTINGENCY					
	Program Contingency	\$ 648,277	\$ 0	\$ 0	\$ 648,277
Totals		\$ 379,284,980	\$ 46,083,998	\$ 303,460,305	\$ 29,740,676

2024 Bond Program Status – Budget per Project



44

- Design Phase
- Construction Phase
- ★ Tentative Construction Start Phase

10/22/24
Design
NTP

TODAY



999-001 District Security Upgrades

Project Type **Renovation**
Contractor UDT / CMAR
Total Project Size District Wide
Tentative Completion Date August 2026

General Scope

Safety & Security Upgrades Include:

- 1-to-1 Camera Replacements
- New Cameras at Campus Blind Spots
- Webex District Security System for District Emergency Response Accessible via New Phones, App, & Wi-fi Calling
- Secure Entry Vestibule Upgrade
- District Security Assessment

General Scope

Technology Upgrades Include:

- Interactive White Boards at all Classrooms and throughout Campuses – Fixed and/or Movable

▶ Security Upgrades*

Total Budget	\$ 2,052,922
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***Security upgrades for Webex, Access Control, and licensing district-wide**



CISD Design Guidelines - Typical Secure Vestibule Upgrade

▶ Project Updates

	Update	Wi-Fi	Cameras	Webex-Phase 1	Webex-Phase 2	IWB	Vestibule
1	Reyes ES	Complete	Complete	Complete	Complete	Complete	Existing
2	Damian ES	Complete	Complete	Complete	Complete	Complete	New Constr.
3	Garcia ES	Complete	Complete	Complete	Complete	Complete	New Constr.
4	Childress ES	Complete	Complete	Complete	Complete	Complete	New Constr.
5	Canutillo ES	Complete	Complete	Complete	Complete	Complete	New Constr.
6	Canutillo HS		Complete	Complete	Complete	Complete	Upgrades
7	Exst. Alderete MS*	--	--	Complete		--	--
8	Exst. Canutillo MS*	--	--	Complete		--	--
9	Exst. Davenport ES*	--	45	Complete		--	--
10	Exst. NWECHS*	--	--	Complete		--	--

*Existing projects added to comply with TEA safety/security requirements

001-001 Canutillo HS (1 of 2)

Project Type	Renovation
Architect	GA Architecture
Contractor (CMAR)	AO GC
Total Project Size	80,000 SF
Tentative Construction Start	August 2025
Tentative Substantial Completion	May 2027
Total Budget	\$16,296,708
CMAR GMP	\$11,776,699

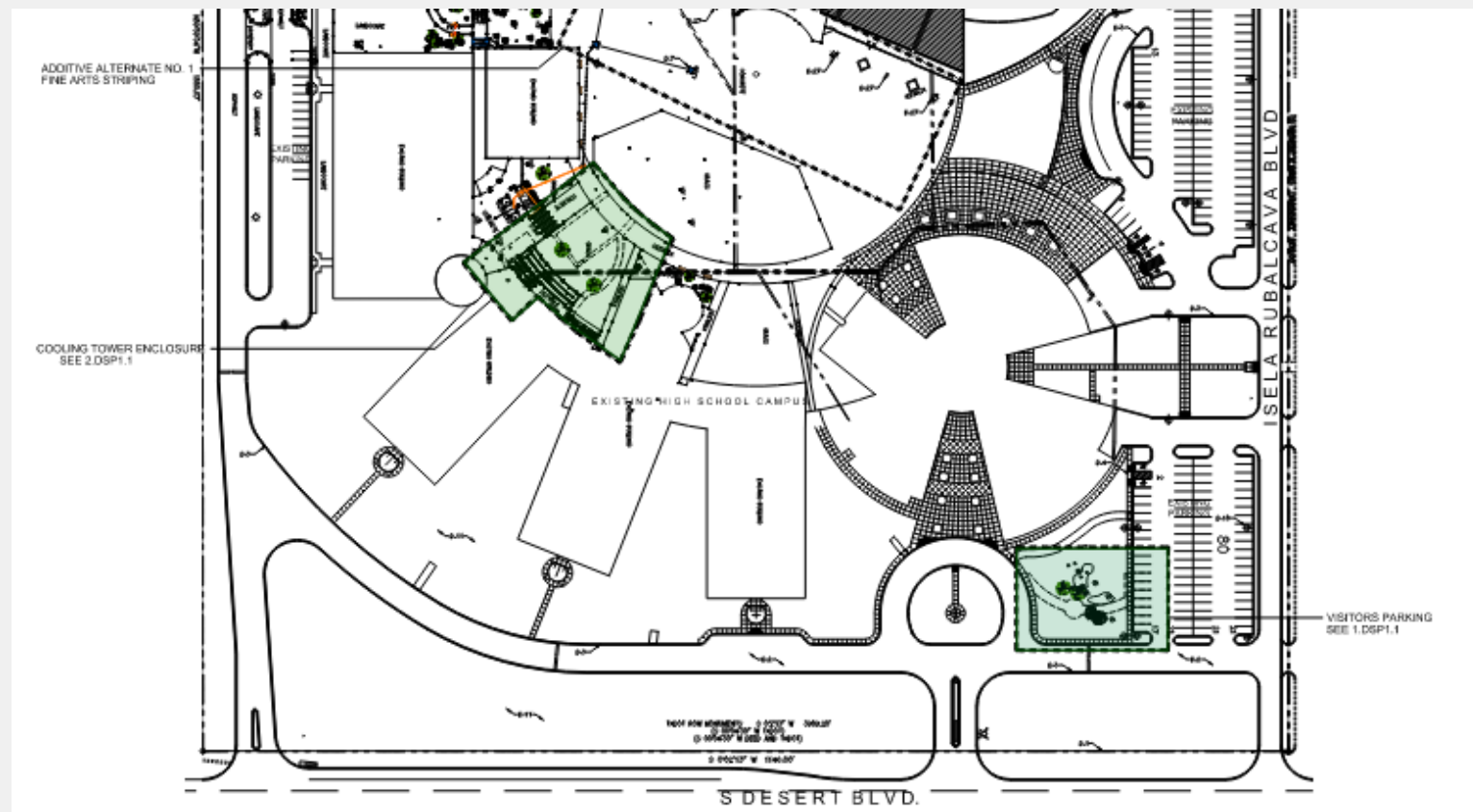
General Scope

- Safety & Security – Vestibule, PA/Fire Alarm/Security Cameras/Access Control System Upgrades
- Roofing Repairs, Metal Roof & Canopies
- New Cooling Towers, Boilers, Heat Pumps, Replace Evaporative Cooling System
- CTE Upgrades
- New Wireless Access Points
- New Softball/Baseball Playfields Lighting

Alternate Items

- Fine Arts Striping
- Plaza Exterior Lighting
- Replace Storefront Gaskets

4th Quarter Focus Areas



Project Updates

	Update
1	Concrete swale for roof drain poured
2	Continuation of CMU work for cooling tower enclosure
3	Pedestrian sidewalk from parking lot; ADA ramp subgrades earthwork
4	*GAS LINE – existing TX gas line to meter will not provide sufficient pressure for new boilers. Pending easement from TGS

001-001 Canutillo HS (2 of 2)

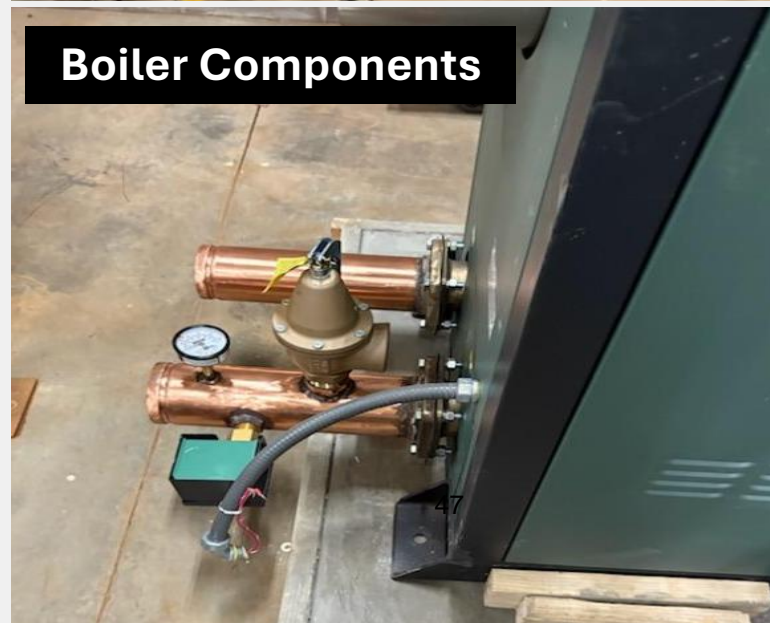
Boiler Prep



New Boilers



Boiler Components



New Pedestrian Walkway



Canutillo "C"



Tower Enclosure



101-001 Canutillo ES (1 of 2)

Project Type	Renovation
Architect	GA Architecture
Contractor (CMAR)	Banes General Contractors
Total Project Size	80,000 SF
Tentative Construction Start	August 2025
Tentative Substantial Completion	July 2026
Total Budget	\$ 9,475,988
CMAR GMP	\$ 6,503,467

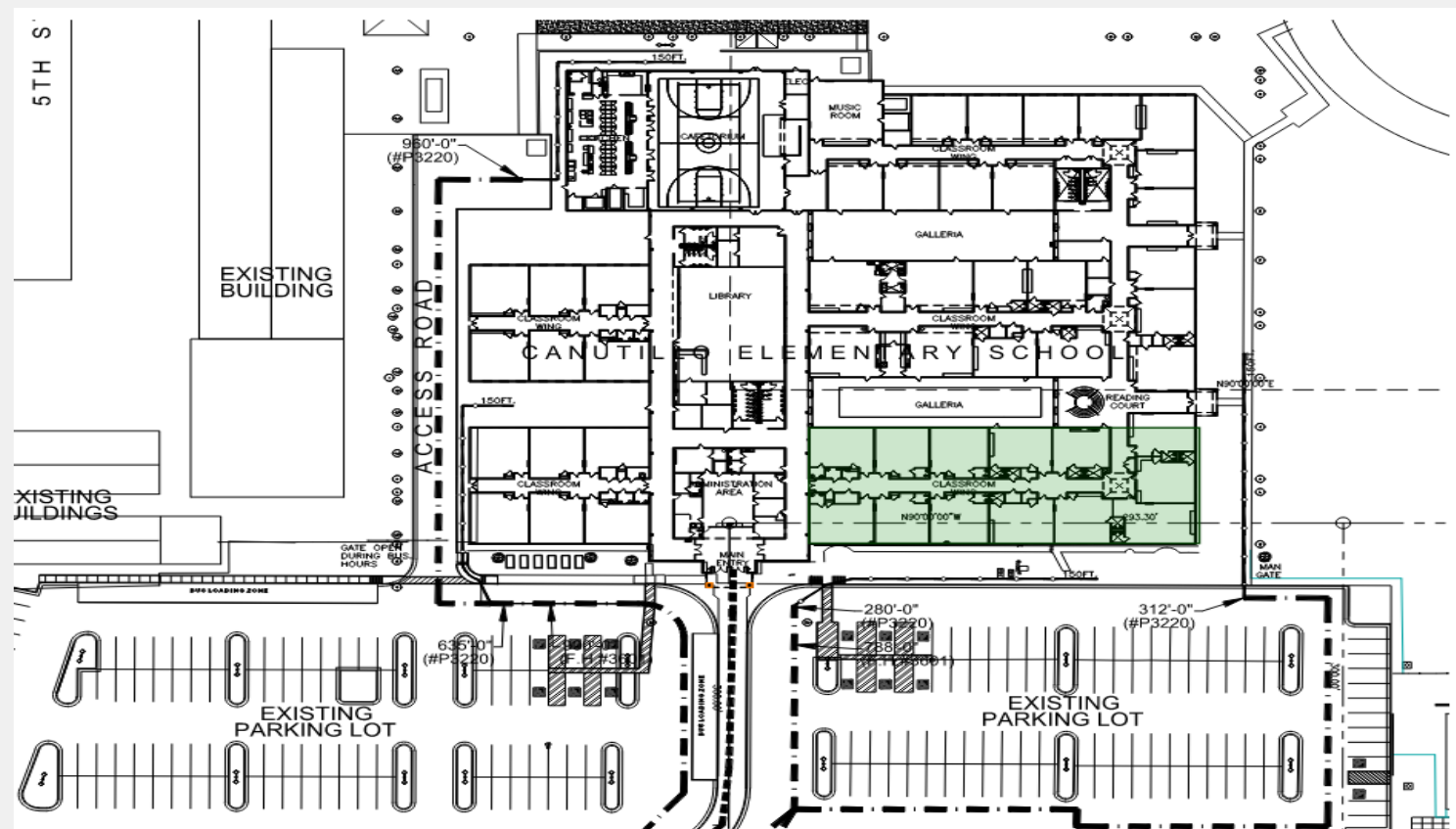
General Scope

- Safety & Security Upgrades – Vestibule, Fire Alarm/PA/Emergency Notification Systems, Security Cameras & Access Control
- Network Infrastructure & Wireless Access Points
- Replace HVAC Units
- New Roofing & Repairs to Parapets

Alternate Items

- Replace Carpet with LVT
- Exterior Paint
- New Basketball Court

4th Quarter Focus Areas



Project Updates

	Update
1	Alternate Item – Exterior paint colors selected by CISD. Painting began
2	Prepared for fire alarm inspection for phase 1 area
3	Roof demolition began in phase 1
4	Flooring and interior paint complete in phase 1 classrooms

101-001 Canutillo ES (2 of 2)**New Roof****Exterior Paint****Updated FA Components****RTU Install****New Flooring****Interior Paint**

104-001 Childress ES (1 of 2)

Project Type	Renovation
Architect	Mijares-Mora Architects
Contractor (CMAR)	Jordan Foster Construction
Total Project Size	80,000 SF
Tentative Construction Start	July 2025
Tentative Substantial Completion	September 2026
Total Budget	\$ 7,200,419
CMAR GMP	\$ 5,438,859

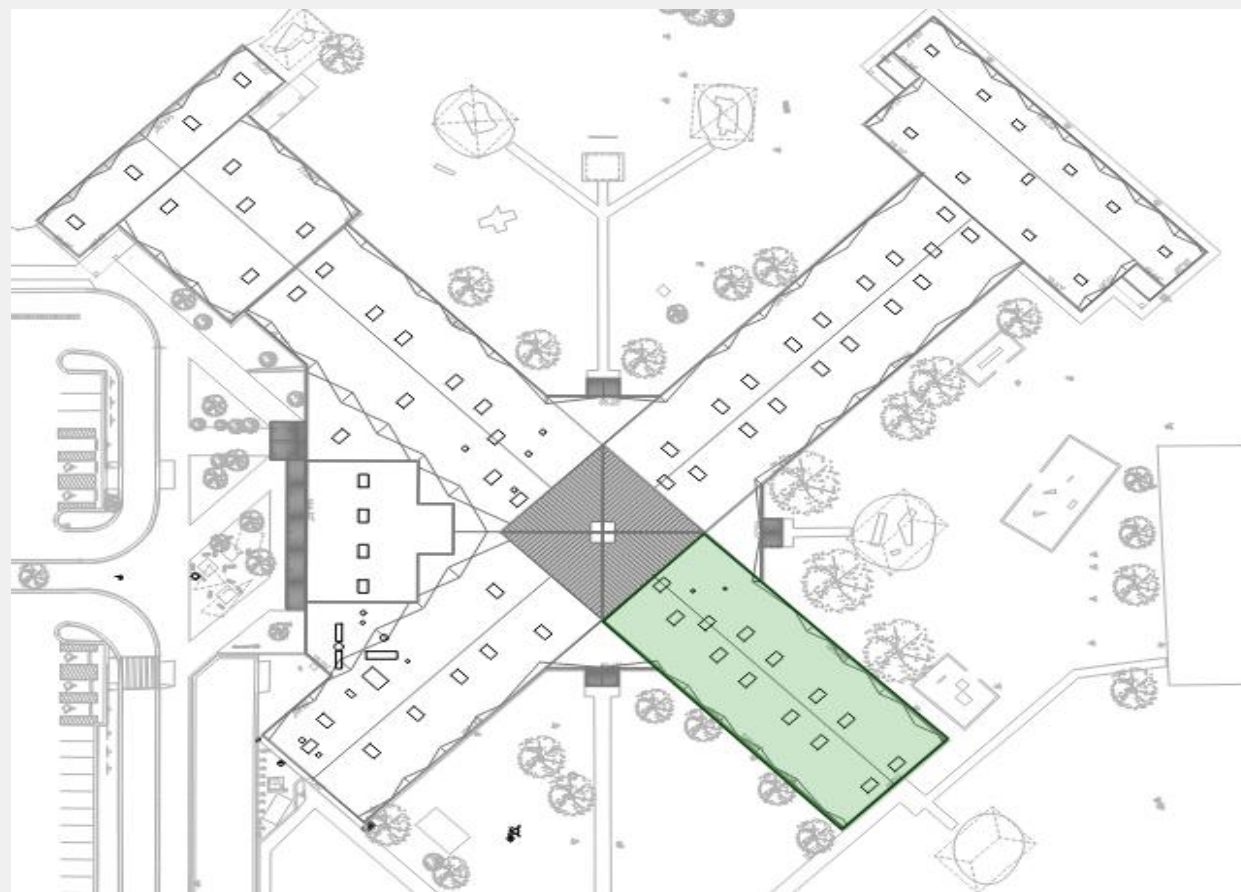
General Scope

- Safety & Security Upgrades – Vestibule, Fire Alarm/PA/Emergency Notification Systems, Security Cameras & Access Control
- Roof Maintenance – Sealants & Walk Pad
- New HVAC Units
- Infrastructure Upgrades – Network Switches & Cabling, Wi-Fi

Alternates

- Replace Carpet Flooring with LVT
- New Basketball Court

4th Quarter Focus Areas



Project Updates

	Update
1	Phase 1 RTUs have been received and installed
2	Phase 1 roof repairs complete
3	Project Contingency Modification – the use of project contingency funds was approved to select flooring which was not included in Scope of Work
4	Phase 1 interior paint approaching completion
5	Change Order 01 (new basketball court) approved; Jordan Foster to begin fencing and demo

104-001 Childress ES (2 of 2)

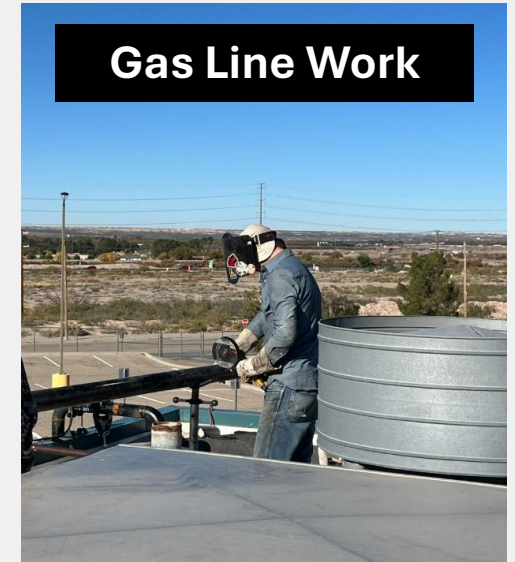
New RTUs



RTU Install



Gas Line Work



Updated FA Components



Roof Repairs



103-001 Damian ES (1 of 2)

Project Type	Renovation
Architect	Mijares-Mora Architects
Contractor (CMAR)	Jordan Foster Construction
Total Project Size	80,000 SF
Tentative Construction Start	July 2025
Tentative Substantial Completion	September 2026
Total Budget	\$ 7,247,550
CMAR GMP	\$ 5,309,800

General Scope

- Safety & Security Upgrades – Vestibule, Fire Alarm/PA/Emergency Notification Systems, Security Cameras & Access Control
- Roof Maintenance – Sealants & Walk Pad
- New HVAC Units
- Infrastructure Upgrades – Network Switches & Cabling, Wi-Fi

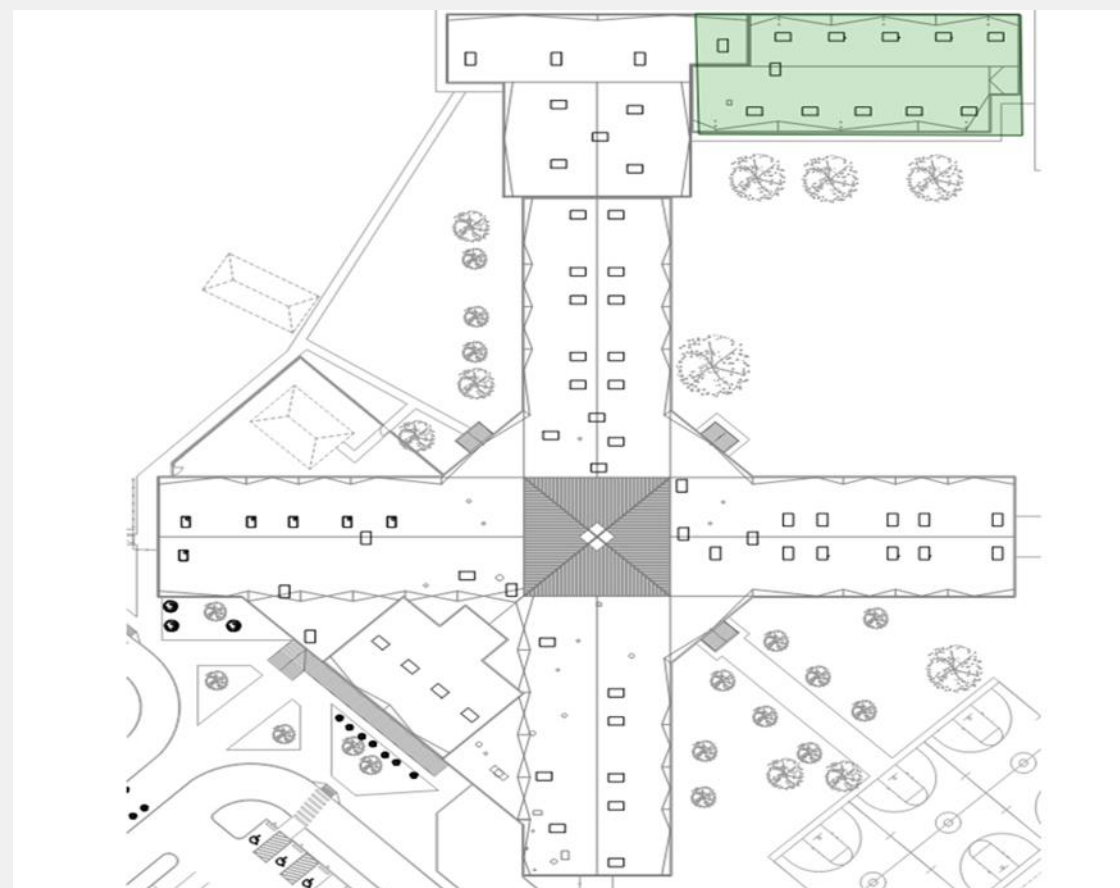
Alternates

- Additional Student Restrooms
- Repair Existing Gypsum
- New Multipurpose
- Remove Existing Sealant at Control Joints
- CO Detectors (AHJ Directive)

Project Updates

	Update
1	New restroom plumbing and electrical rough in complete, ceiling grids and dry wall installed
2	PA and FA systems remain ongoing
3	Rough in for thermostats ongoing
4	Roof repairs and envelope sealing ongoing
5	Phase 1 RTUs have been received and installed

4th Quarter Focus Areas

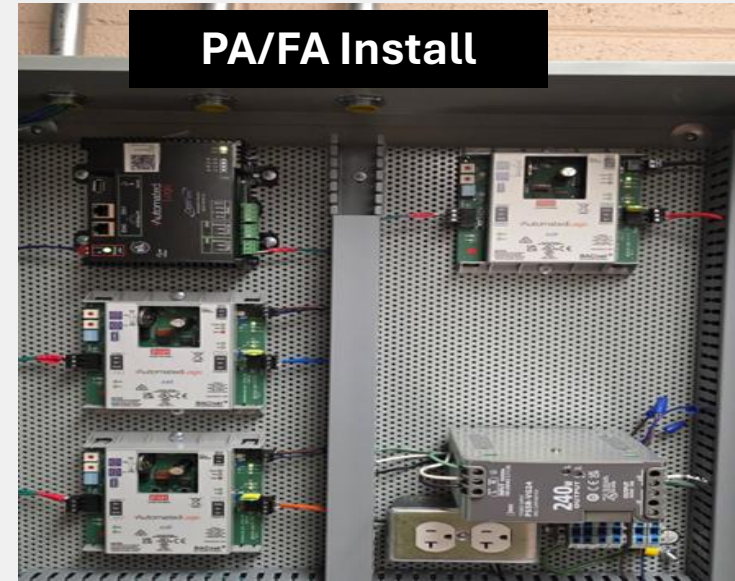


103-001 Damian ES (2 of 2)

New Restroom



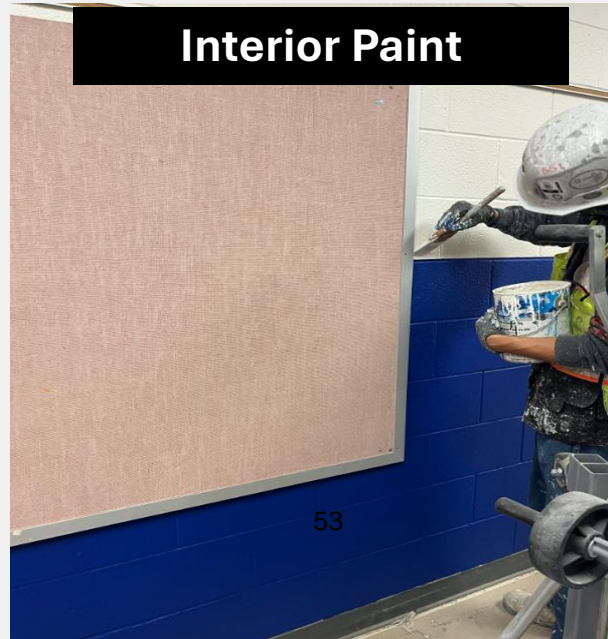
PA/FA Install



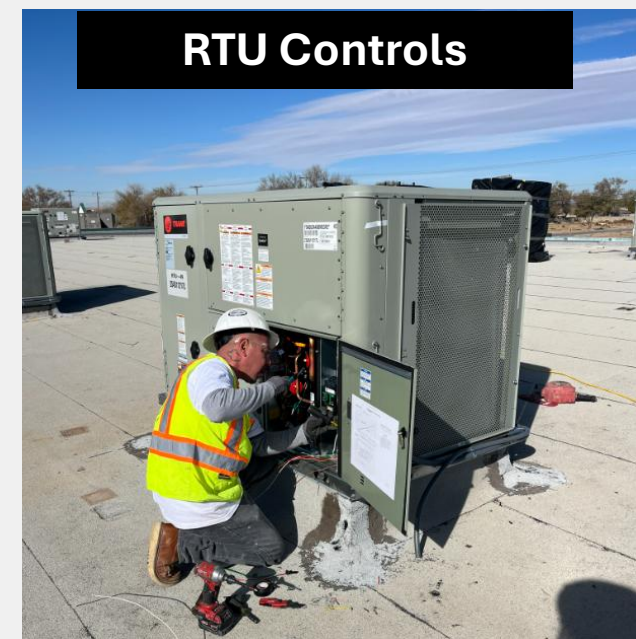
RTU Install



Interior Paint



RTU Controls



105-001 Garcia ES (1 of 2)

Project Type	Renovation
Architect	Mijares-Mora Architects
Contractor (CMAR)	Jordan Foster Construction
Total Project Size	80,000 SF
Tentative Construction Start	July 2025
Tentative Substantial Completion	September 2026
Total Budget	\$ 6,301,606
CMAR GMP	\$ 4,359,485

General Scope

- Safety & Security Upgrades – Vestibule, Fire Alarm/PA/Emergency Notification Systems, Security Cameras & Access Control
- Roof Maintenance – Sealants & Walk Pad
- New HVAC Units
- Infrastructure Upgrades – Network Switches & Cabling, Wi-Fi

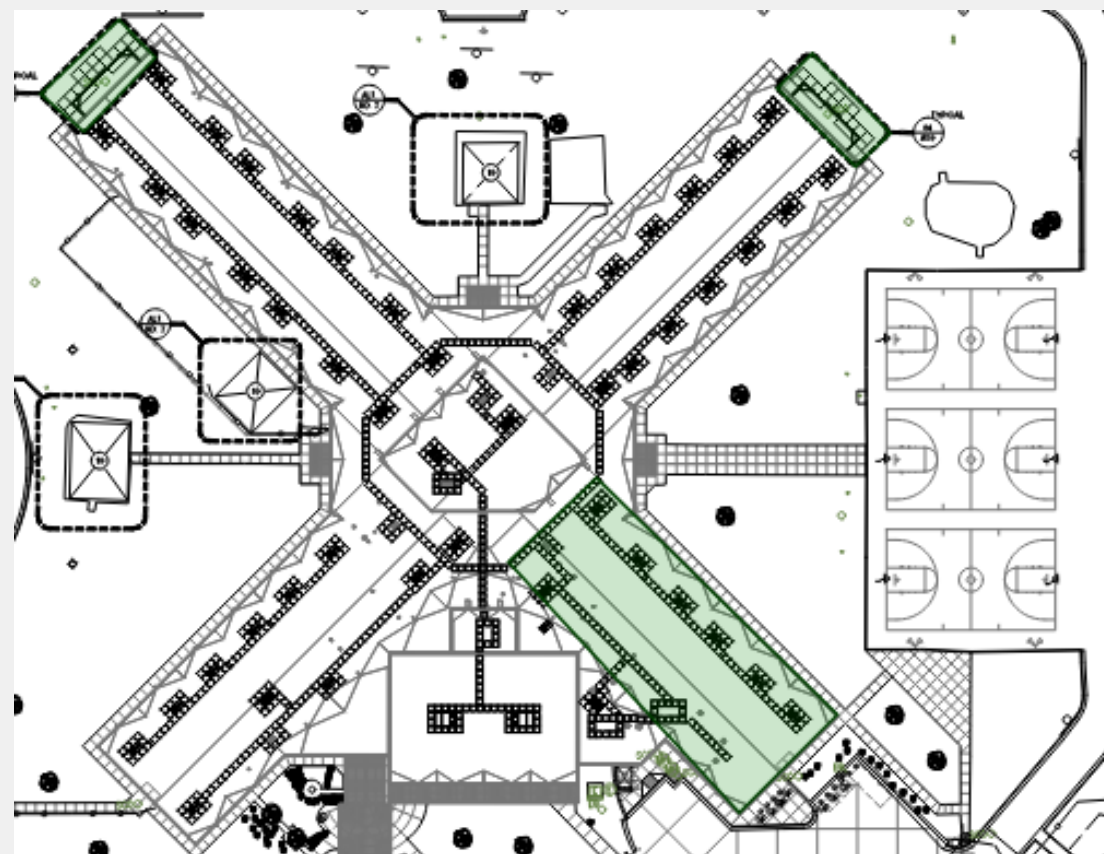
Alternates

- New Instructional Technology Classroom
- Replace All Water Heaters
- Additional Staff Restrooms
- New Speaker System at Gym
- New Pedestrian Gate at Westside Dr.
- Repaint Select Interior Spaces
- Replace Playground Canopies
- CO Detectors (AHJ Directive)

Project Updates

	Update
1	Phase 1 RTUs have been received and installed
2	Restrooms in 200/300 wings 50% complete
3	Joist reinforcement for new RTUs in library complete
4	Roof repairs ongoing
5	Rough in for PA/FA ongoing

4th Quarter Focus Areas

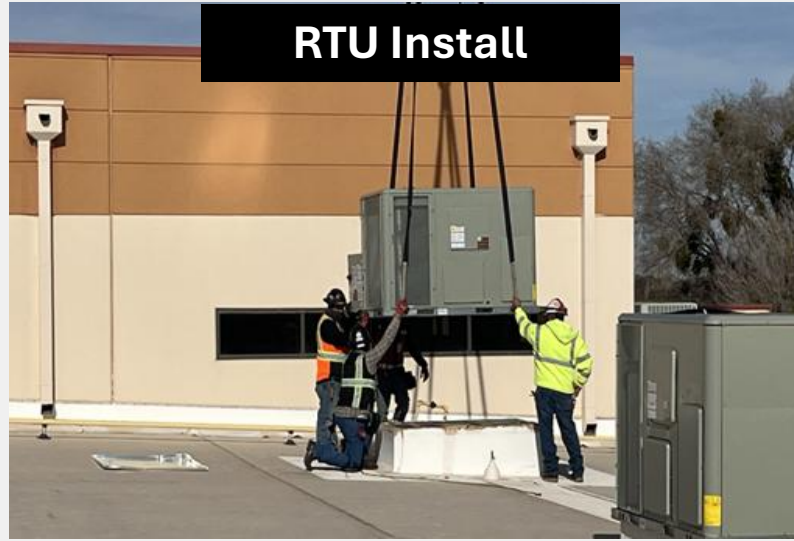


105-001 Garcia ES (2 of 2)

New Staff Restroom



RTU Install



Duct Install



RTU Support



Restroom Framing



RTU Curb Prep



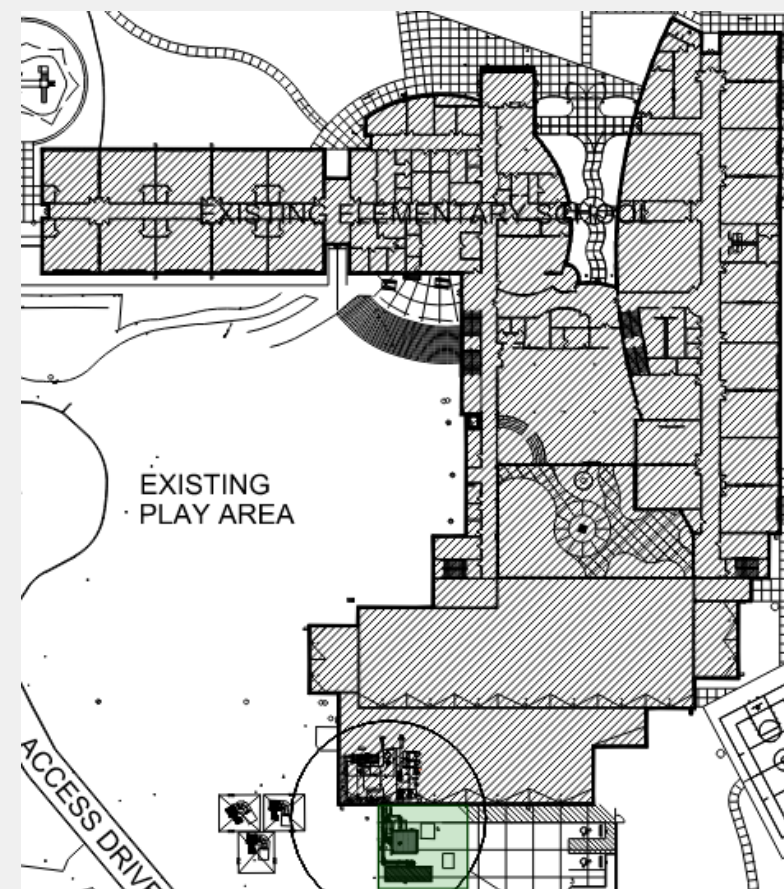
106-001 Reyes ES (1 of 2)

Project Type	Renovation
Architect	GA Architecture
Contractor (CMAR)	Banes General Contractors
Total Project Size	80,000 SF
Tentative Construction Start	July 2025
Tentative Substantial Completion	April 2026
Total Budget	\$ 1,985,849
CMAR GMP	\$ 1,069,486

General Scope

- Safety & Security Upgrades
- MEP Backup Chiller & Cooling Tower
- Upgrade Network Switches & Cabling, Security Cameras
- New Instructional Technology
- Wireless Upgrades

4th Quarter Focus Areas

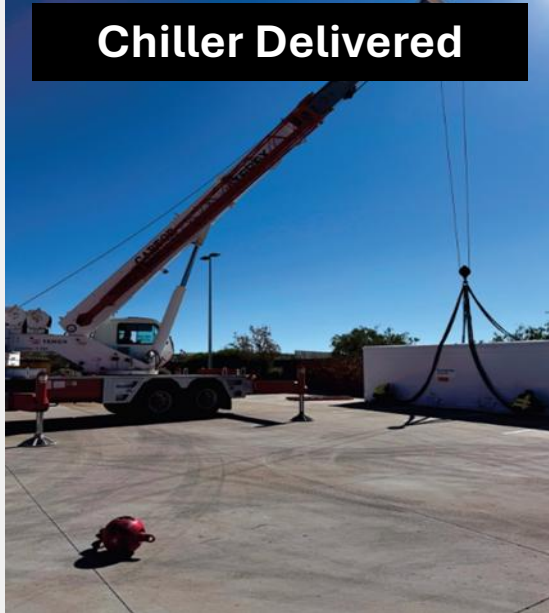


Project Updates

	Update
1	Concrete pad for new unit poured and inspected
2	Backup chiller to be installed in January 2026

106-001 Reyes ES (2 of 2)

Chiller Delivered



Breaker for Chiller



Concrete for Chiller Pad

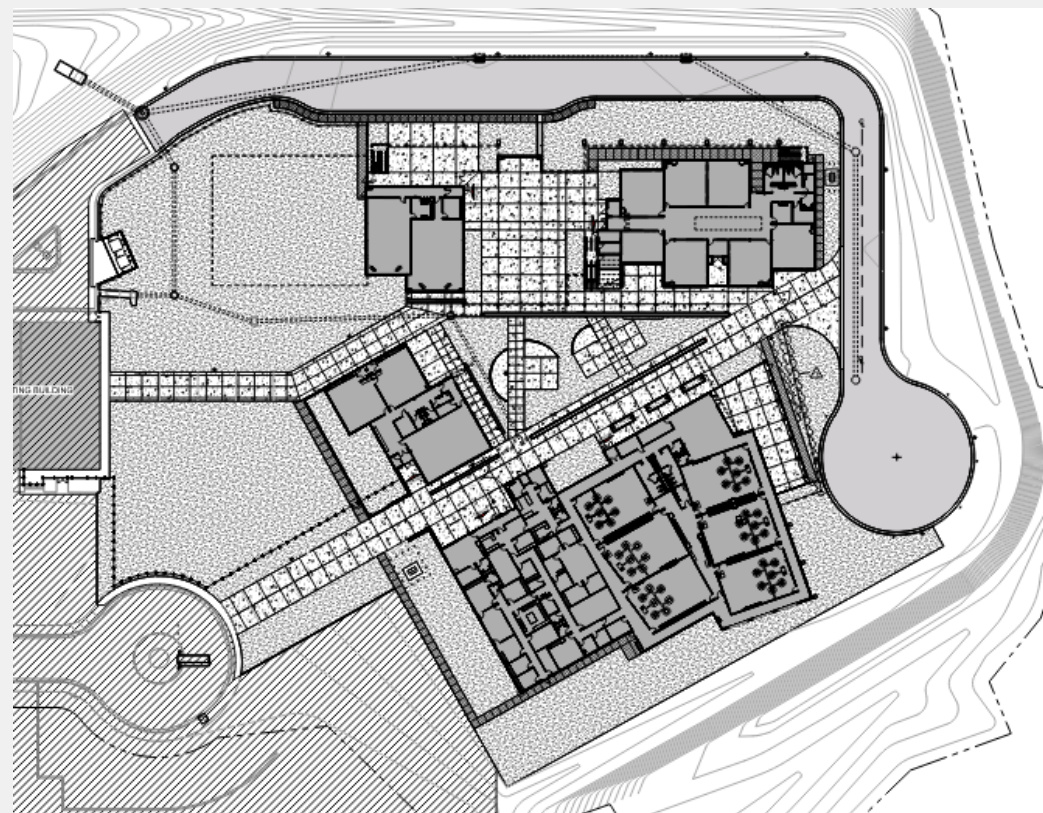


003-001 NW Early College HS(1 of 2)

Project Type	Renovation
Architect	MNK Architects
Contractor (CMAR)	Jordan Foster Construction
Total Project Size	45,000 SF
Tentative Construction Start	September 2025
Tentative Substantial Completion	August 2027
Total Budget	\$ 40,466,122
CMAR GMP	\$ 34,623,863

General Scope

- The proposed design includes the construction of 31,140 SF of Academic / Classrooms building, 4,732 SF of Fine Arts / Multipurpose building, 8,583 SF of Administration building, 3,704 SF of Athletics building, and 14,748 SF Science Building



Project Updates

	Update
1	CRITICAL – Construction Permit is still being reviewed by the City of El Paso
2	Portables are prepared for demolition once permits are received
3	Asbestos survey complete; no asbestos found

003-001 NW Early College HS(2 of 2)

Portable contents move



Demolition Prep

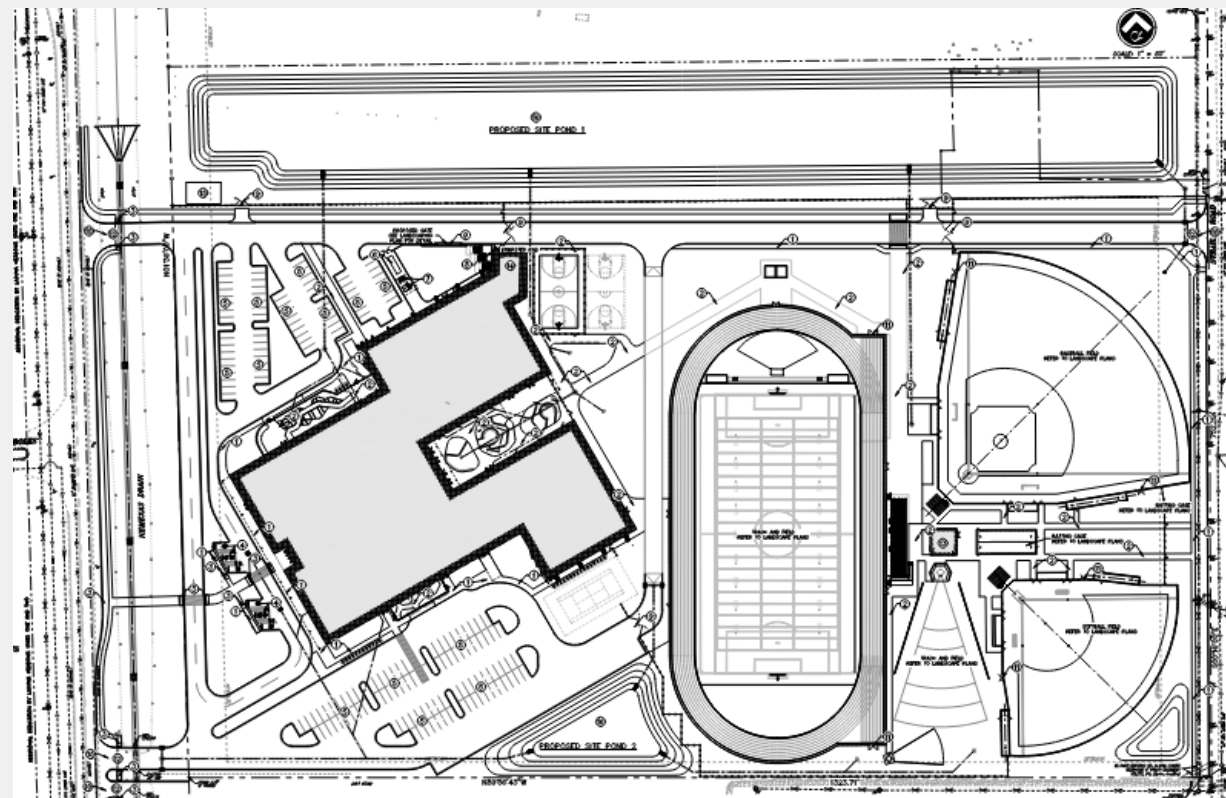


041-001 Canutillo MS(1 of 2)

Project Type	New Construction
Architect	DLR Group
Contractor (CMAR)	Banes General Contractors
Total Project Size	165,000 SF
Tentative Construction Start	November 2025
Tentative Substantial Completion	Late 2027/Early 2028
Total Budget	\$ 106,862,540
CMAR GMP	\$ 84,724,951

General Scope

- New state-of-the-art 21st Century Learning Facility: Cafeteria, Library, Gymnasium, Admin, Collaboration Spaces, Special Education, New Playfields, New Parking, Bus Loop



▶ Project Updates

	Update
1	Early GMP enabled Banes GC to procure MEP equipment. 75% of MEP equipment has been received and stored
2	Base course rock delivered for civil work to begin when permit is approved
3	CRITICAL – Pending permitting

041-001 Canutillo MS(1 of 2)

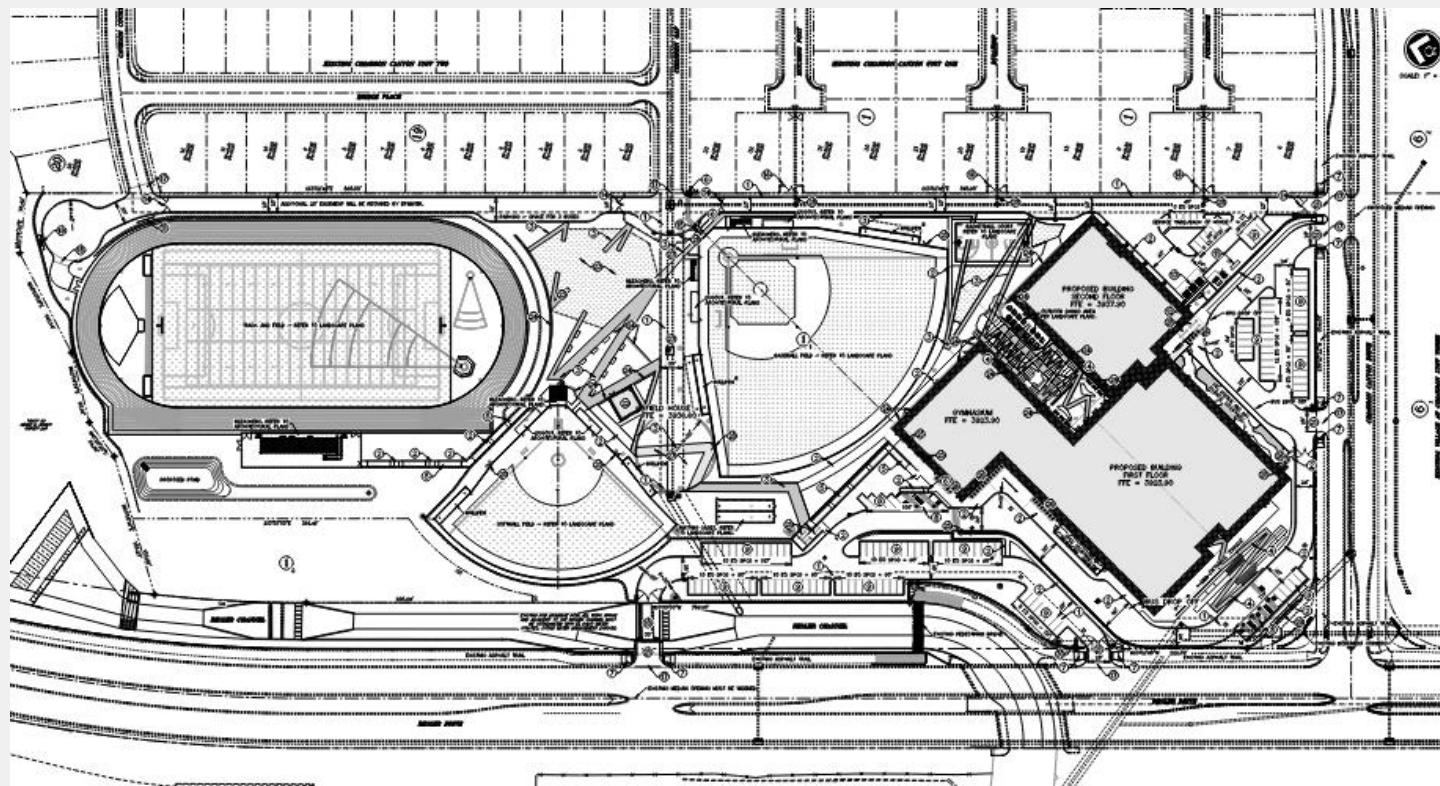


042-001 Alderete MS(1 of 2)

Project Type	New Construction
Architect	DLR Group
Contractor (CMAR)	Banes General Contractors
Total Project Size	165,000 SF
Tentative Construction Start	November 2025
Tentative Substantial Completion	Late 2027/Early 2028
Total Budget	\$ 106,824,603
CMAR GMP	\$ 84,434,160

General Scope

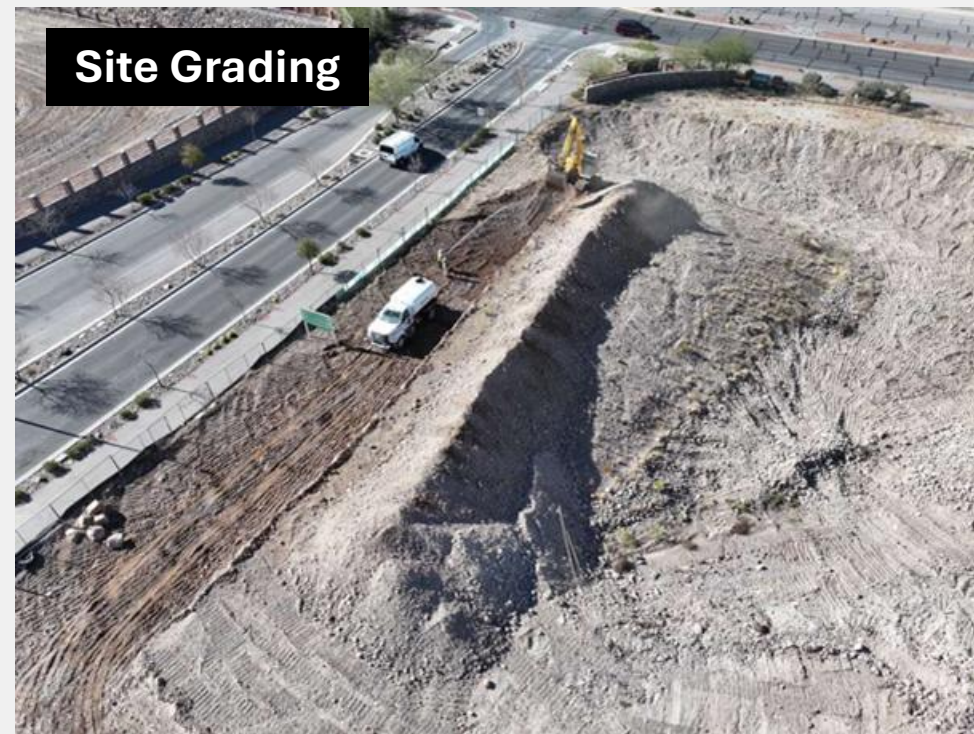
- New state-of-the-art 21st Century Learning Facility: Cafeteria, Library, Gymnasium, Admin, Collaboration Spaces, Special Education, New Playfields, New Parking, Bus Loop



Project Updates

		Update
1	Construction Permit received.	
2	Early GMP enabled Banes GC to procure MEP equipment. 75% of MEP equipment has been received and is stored	

042-001 Alderete MS(2 of 2)



102-001 Davenport ES(1 of 2)

Project Type	New Construction
Architect	Pfluger Architects
Contractor (CMAR)	LDCM Solutions
Total Project Size	119,000 SF
Tentative Construction Start	December 2025
Tentative Substantial Completion	July 2027
Total Budget	\$ 73,922,395
CMAR GMP	\$ 52,421,113

General Scope

- New state-of-the-art 21st Century Learning Facility to include 36 TEA (Texas Education Agency) Flexibility Level 3-4 classrooms, collaborative learning spaces, and grade-level neighborhoods, all with a strong emphasis on outdoor connections.



Project Updates

	Update
1	Earthwork began; objective is to be prepared for MEP underground inspection in January 2026
2	CRITICAL - Pending building permit

Site Grading



An aerial grayscale photograph of a city, showing a grid of streets and various urban structures. A bright yellow circle is superimposed on the map, highlighting a specific area in the center-left. The word "PROCEDEO" is overlaid on the image in a large, bold, sans-serif font. The letter 'O' in "PRO" is colored yellow, matching the circle on the map, while the other letters are white.

PRO**O****CEDEO**

SCHOOL PROPERTIES DISPOSAL

CI
(LOCAL)

The Superintendent is authorized to declare District materials, equipment, personal property such as vehicles, and supplies to be unnecessary and shall dispose of unnecessary materials, equipment, personal property such as vehicles, and supplies for fair market value. If the unnecessary property has no value, the Superintendent may dispose of such property according to administrative discretion.

Instructional materials shall be disposed of in accordance with law.
[See CMD(LEGAL)]

Property obtained with federal funds or as federal surplus shall be managed in accordance with federal law.

Note: For legal requirements applicable to property acquired with federal funds, see CBB.

For information on disposal of instructional materials and technological equipment, see CMD.

All rights and title to district property, whether real or personal, shall be vested in the board and its successors in office. The trustees may, in any appropriate manner, dispose of property that is no longer necessary for the operation of the district. *Education Code 11.151(c)* [See also CDB(LEGAL)]

Surplus or Salvage Property from a State Agency

A district may not lease, lend, bail, deconstruct, encumber, sell, trade, or otherwise dispose of property acquired under Government Code 2175.184 or 2175.241 before the second anniversary of the date the property was acquired. A district that violates this provision shall remit to the Texas Facilities Commission the amount the district received from the lease, loan, bailment, deconstruction, encumbrance, sale, trade, or other disposition of the property unless the commission authorizes the district's action. *Gov't Code 2175.184(b)*

Law Enforcement Vehicles

A district may not sell or transfer a marked patrol car or other law enforcement motor vehicle to:

1. The public unless the district first removes any equipment or insignia that could mislead a reasonable person to believe that the vehicle is a law enforcement motor vehicle, including any police light, siren, amber warning light, spotlight, grill light, antenna, emblem, outline of an emblem, or emergency vehicle equipment; or
2. A security services contractor who is regulated by the Department of Public Safety and licensed under Occupations Code 1702 unless each emblem or insignia that identifies the vehicle as a law enforcement motor vehicle is removed before the sale or transfer.

A district that sells or transfers a marked patrol car or other law enforcement motor vehicle to the public in violation of these provisions is liable for damages proximately caused by the use of the vehicle during the commission of a crime, and to the state for a civil penalty of \$1,000. Governmental immunity to suit and from liability is waived and abolished to the extent of this liability.

Local Gov't Code 272.006

1. GENERAL FUNCTIONS-OTHER

1.A. Call to Order

Meeting was called to order at **6:00 PM**

1.B. Roll Call

Trustees Present: Barnes, Borrego, Maldonado, Martinez, Ortega, Rodriguez, Zuniga

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.

No Community members signed up to be heard.

3. BOARD OF TRUSTEE BUSINESS

3.A. Consideration and Appropriate Action on an Order Authorizing the Defeasance and Calling for Redemption of Certain Currently Outstanding Debt Obligations of the District; Directing that Authorized District Officials Effectuate The Redemption of Such Obligations; Authorizing the Execution of an Escrow Agreement; and Resolving Other Matters in Connection Therewith.

Mr. Arnold Cantu addressed the board regarding how the defeasance works as well as how it would benefit the district.

Trustee Ortega asked what happens to savings from defeasance.

Trustee Barnes would like a report on savings over the years.

Trustee Borrego asked for administration to have reports and information readily available before the board meetings in anticipation of questions that board members might have.

Trustee Martinez mentioned having trouble disseminating the information given on board packets and he thinks it would help them to have information given to the board with ample time for them to go over and prepare questions.

Trustee Ortega clarified that for the record that she will be abstaining as she doesn't feel like she received enough information to make a good enough decision for the district. She mentioned that defeasance information should had been received ahead of time in packet given to the board.

Trustee Borrego motioned to approve, and it was seconded by trustee Zuniga Barnes-Yes, Borrego-Yes, Maldonado-Yes, Martinez-Yes, Ortega-Abstained, Rodriguez-Yes, Zuniga-Yes
Motion Passes.

3.B. Consideration and Appropriate Action on an Order Authorizing the Issuance of “Canutillo Independent School District Unlimited Tax Refunding Bonds, Series 2025”; Levying a Direct Annual Ad Valorem Tax for the Payment of the Bonds; Delegating the Authority to Certain Members of the Board of Trustees and District Staff to Execute Certain Documents Relating to the Sale of the Bonds; and Resolving Other Matters Incident and Related to the Issuance, Sale, and Delivery of the Bonds.

Trustee Ortega corelated the refinancing to a mortgage and mentioned that when re-financing it not always equate to savings.

Mr. Catu explained to Mrs. Ortega the parameters that would allow for debt to be refinanced. He clarified that in case of market changes if there is not a savings of at least 3% they would not be able to complete the refinance.

Mr. Cantu also explained the difference between the refunding bonds and the defeasance.

Trustee Borrego motioned to approve with a second by trustee Martinez. Barnes-Yes, Borrego-Yes, Maldonado-Yes, Martinez-Yes, Ortega-Yes, Rodriguez-Yes, Zuniga-Yes
Motion Passes.

3.C. PUBLIC HEARING

A Public Hearing Will be Held Regarding the 2025-2026 Property Tax Rate. The Public is Invited to Attend and Provide Public Comment.

Trustee Borrego asked what would happen to the tax payers if this added additional taxes.

Mrs. Pulley mentioned that this is not an increase in our current tax rate. And that an increase would require the district goes to the voters. She also mentioned that if taxpayers see an increase on the amount of their property taxes it would be due to an increase on their property evaluation.

Trustee Ortega expressed her comment on the community being burdened with over taxation. She believes that to her, the district is overtaxing the community. She thinks that being able to make an extra payment is an indicator of the district taking more than it should.

Mrs. Pulley mentioned that the district has been authorized to have an increase however it has not been needed at this time.

3.C.1.

3.D. Consider approval of Tax Rate for the FY 2026 School Year.

3.D.1. Consider approval of the 2025-2026 Maintenance and Operations Tax Rate.

Trustee Borrego motioned to approve with a second by trustee Barnes.
Barnes-Yes, Borrego-Yes, Maldonado-Yes, Martinez-Yes, Ortega-Yes,
Rodriguez-Yes, Zuniga-Yes
Motion Passes.

3.D.2. Consider approval of the 2025-2026 Interest and Sinking fund Tax Rate.

Trustee Maldonado motioned to approve with a second by trustee Barnes.
Barnes-Yes, Borrego-Yes, Maldonado-Yes, Martinez-Yes, Ortega-No, Rodriguez-
Yes, Zuniga-Yes
Motion Passes.

3.D.3. Approval of Resolution Which Officially Levies the Tax Rate for the FY2026 School Year.

Trustee Barnes motioned to approve with a second by trustee Martinez.
Barnes-Yes, Borrego-Yes, Maldonado-Yes, Martinez-Yes, Ortega-Yes,
Rodriguez-Yes, Zuniga-Yes
Motion Passes.

3.E. The Board of Trustees Will Conduct Interviews and Take Action Regarding Firm Being Considered for RFP 26-013 Consulting Firms for Superintendent Search and Other Matters Related and Incident Thereto.

Trustee Borrego stepped out at **6:49 PM** due to a possible conflict of interest.

The following 5 firms presented to the board:

HYA, JG Consulting, Powell Law Group, Ray and Associates, TASB
Each firm was allotted the same amount of time to present and answer board questions.

Mrs. Veronica Campbell reminded the board members about the code of silence.
Trustee Martinez asked if ESC 19 had applied to the superintendent search and Mrs. Campbell explained that they did not apply.

Board took a 3 minute break at **8:03 PM**

Board had a deliberation session followed by board score sheet tabulations.

The top candidates were as follows:

- #1 TASB with 133 points
- #2 Powell Law Group with 129
- #3 JG Consulting with 112

Board gave direction to go with #1 and proceed to have background check as well as negotiations. If there are any discrepancies or it doesn't work with #1 then they would go to the second option.

4. **ADJOURNMENT**

The meeting was adjourned at **9:21 PM** under unanimous consent.

Presented to the Board of Trustees for approval on **November 18, 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.

1. GENERAL FUNCTIONS-OTHER

1.A. Call to Order

The meeting was called to order at **5:32 PM**

1.B. Roll Call

Trustees Present: Barnes, Borrego, Maldonado, Ortega, Rodriguez, Zuniga
Trustee Late: Martinez **5:33 PM**

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.

No Community members signed up to be heard.

3. EXECUTIVE SESSION

Closed at 5:33

PM

To Consult with Attorney Under Sections 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)

3.A. Discuss Applications for the Superintendent Position.

4. NEW BUSINESS (continued); OTHER

Open at 7:34

PM

4.A. Approve the Number of Applicants to be Interviewed.

Trustee Maldonado made a motion to approve 7 applicants to be interviewed for the superintendent position. Trustee Barnes seconded the motion.

Barnes-Yes, Borrego-Yes, Maldonado-Yes, Martinez-Yes, Ortega-Yes, Rodriguez-Yes, Zuniga-Yes

All in favor, motion passes.

4.B. Discussion With TASB Consultant Regarding Superintendent Search Process.
Dr. Kazanas thanked the board and all district staff for their commitment as well as the transparency process.

5. **ADJOURNMENT**

The meeting was adjourned at **7:38 PM** under unanimous consent.

Presented to the Board of Trustees for approval on **1-20-26**. 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: January 20, 2026

Subject/Title for Agenda Posting: Board Acceptance of the January 2026 Donations Report

Justification Statement: Presentation for Board Review and acceptance of the January 2026 Donations Report

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

Staff Responsible: Cristina Pulley
Signature of Requester(s)
Cristina Pulley Veronica Campbell
Signature of Presenter(s)
Cristina Pulley 01/19/25
Business Services Approval (Initials) *Date*

Agenda Summary:

The Financial Services Department presents the following donations reported to Finance for the month of January 2026. Fiscal Year 2025-2026.

RECOMMENDATION:

PRIOR BOARD ACTION: AWARDED: AWARDED AMOUNT:

AMOUNT(S): \$5,539.00

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): ✓ Report attached





Canutillo Independent School District Donation Approval Form

Date of request: 12/2/2025 School/Department: JDE

On behalf of the CISD, I am asking that you approve the acceptance of the following items:

Donation Description	Quantity	Value
Fall Festival Sales Donation	1	\$ 1,693.00

Purpose of donation: - all classes for student supplies and any EOV activities.

Donor or Donor Organization Name: PTO
Address, City, State & Zip Code: _____

- Check one:
- Non-monetary donation
 - This donation will be recorded in the school's activity account
 - This donation is for the benefit of the following club or team and will be recorded in their account if the donation is monetary in

Club Name: _____ Account Number: _____
Sponsor's Signature: [Signature] Date: 12/2/25

Donation has been received and is pending approval Yes
If yes, list Miscellaneous Receipt # _____ No

REQUESTER'S SIGNATURE: [Signature] 12-2-25
Principal/Department Head Date

ACCEPTANCE APPROVAL: _____
Business Services Executive Director Date

IF ADDITIONAL APPROVALS ARE REQUIRED, PLEASE FORWARD TO:

Technology Approval:
(If required - All computer related items) Technology Coordinator Date

Facilities Approval:
(If required - Building and grounds modifications/improvements) Executive Director of Facilities Date

AFTER ALL APPROVALS SEND:
*Copy to Business Services
Original to Campus*

77

Property donated (and accepted) to the district becomes sole property of the district and cannot be returned to the donor. Donations made to the district or a campus general fund are tax-deductible. Donors should check with their tax-advisor for the donation's tax status when donating to a club or team.

Canutillo Independent School District

Office Receipt

NO. 69836

School JAE
Received From Mrs. Todd - P TO
(CHECK ONE) CASH CHECK(S) _____ BOTH _____

Date 12/2 2025
\$ 1631.00

FUNDRAISER # _____ TAX FREE DAY _____ TAX INCLUDED _____
MISC RECEIPT# _____ TICKET# _____

ACCT.	DESCRIPTION	AMOUNT	
	<u>Winter/Fall Festival Sales - Donation</u>	<u>\$1631.00</u>	
<u>461.00.5755.20.103.00 =</u>	<u>\$41.50</u>	<u>461.00.5755.08.103.00 =</u>	<u>\$133.50</u>
<u>461.00.5755.05.103.00 =</u>	<u>\$104.50</u>	<u>461.00.5755.13.103.00 =</u>	<u>\$80.50</u>
<u>461.00.5755.01.103.00 =</u>	<u>\$84.50</u>	<u>461.00.5755.16.103.00 =</u>	<u>\$191.00</u>
<u>461.00.5755.06.103.00 =</u>	<u>\$181.50</u>	<u>461.00.5755.04.103.00 =</u>	<u>\$233.00</u>
<u>461.00.5755.03.103.00 =</u>	<u>\$331.00</u>		
<u>461.00.5755.09.103.00 =</u>	<u>\$260.00</u>		

NO RECEIPT NO REFUND

(Please specify type when reporting a fund raising activity; i.e. candy, t-shirts, fund raiser # and whether tax-free)

NOTE: An original receipt must be presented for refund
If payment is made by check, a refund can only be issued after 10 working days after the check was deposited

Distribution: white copy to payer
Yellow copy to finance w/master receipt
Pink copy remains in the book for audit purposes

Received By Mary Isaac

Canutillo Independent School District

Office Receipt

NO. 69839

School JAE
Received From Mrs. Todd - P TO
(CHECK ONE) CASH CHECK(S) _____ BOTH _____

Date 12/2 2025
\$ 65.00

FUNDRAISER # _____ TAX FREE DAY _____ TAX INCLUDED _____
MISC RECEIPT# _____ TICKET# _____

ACCT.	DESCRIPTION	AMOUNT
	<u>Fall Festival Sales Donation</u>	<u>\$65.00</u>
<u>461.00.5755.16.103.00</u>		

NO RECEIPT NO REFUND

(Please specify type when reporting a fund raising activity; i.e. candy, t-shirts, fund raiser # and whether tax-free)

NOTE: An original receipt must be presented for refund
If payment is made by check, a refund can only be issued after 10 working days after the check was deposited

Distribution: white copy to payer
Yellow copy to finance w/master receipt
Pink copy remains in the book for audit purposes

Received By Mary Isaac



Canutillo Independent School District
Donation Approval Form

EXHIBIT R

Date of request: 12/4/25

School/ Department: CHS / Athletics

On behalf of the CISD, I am asking that you approve the acceptance of the following items

Table with 3 columns: Donation Description, Quantity, Value. Row 1: Smile 4 Legs Orthodontics, 1, \$200.00. Row 2: Check # 1153.

Purpose of donation: Baseball expenses

Donor or Donor Organization Name: Smile 4 Legs Orthodontics, PA
Address, City, State & Zip Code: 7480 Remcon Circle, El Paso TX 79912

Check one:
[] Non-monetary donation
[X] This donation will be recorded in the campus/department activity account
[] This donation is for the benefit of the following club or team and will be recorded in their account if the donation is monetary in nature

Club Name: Baseball
Account Number: 4601.00 5755.93 001.00

Sponsor's Signature: Armando Almanza
Date: 12/4/25

Donation has been received and is pending approval: Yes [X] No []
If yes, list Miscellaneous Receipt #: 70824

REQUESTER'S SIGNATURE: [Signature]
Principal/Department Head: [Signature]
Date: 12/11/25

ACCEPTANCE APPROVAL: Financial Services Director, Date

IF ADDITIONAL APPROVALS ARE REQUIRED, PLEASE FORWARD TO:

Technology Approval: Director of School Resources, Date

Facilities Approval: Executive Director of Facilities, Date

AFTER ALL APPROVALS SEND: Copy to Campus, Copy to Accountant - Asset Management, Original to Board of Trustees for Approval

Property donated (and accepted) to the district becomes sole property of the district and cannot be returned to the donor. Donations made to the district or a campus activity account are tax-deductible. Donors should check with their tax-advisor for the donor's tax status when donating to a club or team.



Canutillo Independent School District
Donation Approval Form

EXHIBIT R

Date of request: 12/4/25

School/ Department: CHS/Athletics

On behalf of the CISD, I am asking that you approve the acceptance of the following items.

Table with 3 columns: Donation Description, Quantity, Value. Row 1: Smile 4 Less Orthodontics, 1, \$200.-. Row 2: check 1119.

Purpose of donation: Boys Basketball Expenses

Donor or Donor Organization Name: Smile 4 Less Orthodontics, PA
Address, City, State & Zip Code: 7480 Remcon Circle, El Paso, TX 79912

- Check one
[] Non-monetary donation
[X] This donation will be recorded in the campus/department activity account
[] This donation is for the benefit of the following club or team and will be recorded in their account if the donation is monetary in nature

Club Name: Boys Basketball

Account Number: 461.00.5755.76.001.00

Sponsor's Signature: Larry Morales

Date: 12/4/25

Donation has been received and is pending approval
If yes, list Miscellaneous Receipt #: 70825

[X] Yes
[] No

REQUESTER'S SIGNATURE

Principal/Department Head signature and date 12/4/25

ACCEPTANCE APPROVAL:

Financial Services Director Date

IF ADDITIONAL APPROVALS ARE REQUIRED, PLEASE FORWARD TO:

Technology Approval:

(If required - All technology related items)

Director of School Resources Date

Facilities Approval:

(If required - Building and grounds modification/s/ improvements)

Executive Director of Facilities Date

AFTER ALL APPROVALS SEND:

Copy to Campus
Copy to Accountant - Asset Management
Original to Board of Trustees for Approval

Property donated (and accepted) to the district becomes sole property of the district and cannot be returned to the donor. Donations made to the district or a campus activity account are tax-deductible. Donors should check with their tax-advisor for the donor's tax status when donating to a club or team.



Canutillo Independent School District
Donation Approval Form

EXHIBIT R

Date of request: 12/8/25

School/ Department: CHS/Athletics

On behalf of the CISD, I am asking that you approve the acceptance of the following items.

Table with 3 columns: Donation Description, Quantity, Value. Row 1: check # 41311, 300, \$ 300

Purpose of donation: Boys Basketball Expenses

Donor or Donor Organization Name: Central High School
Address, City, State & Zip Code: 655 Caddo St. San Angelo, Texas 76901

- Check one
0 Non-monetary donation
[X] This donation will be recorded in the campus/department activity account
D This donation is for the benefit of the following club or team and will be recorded in their account if the donation is monetary in nature

Boys Basketball
Club Name

461.00.5155.76.001.00
Account Number

Larry Morales
Sponsor's Signature

12/8/25
Date

Donation has been received and is pending approval. If yes, list Miscellaneous Receipt# 70835

[X] Yes
D No

REQUESTER'S SIGNATURE

[Signature]
Principal/Department Head

12/11/25
Date

ACCEPTANCE APPROVAL:

Financial Services Director Date

IF ADDITIONAL APPROVALS ARE REQUIRED, PLEASE FORWARD TO:

Technology Approval:

(If required - All technology related items)

Director of School Resources Date

Facilities Approval:

(If required - Building and grounds modification/s/ improvements)

Executive Director of Facilities Date

AFTER ALL APPROVALS SEND:

Copy to Campus
Copy to Accountant - Asset Management
Original to Board of Trustees for Approval

Property donated (and accepted) to the district becomes sole property of the district and cannot be returned to the donor. Donations made to the district or a campus activity account are tax-deductible. Donors should check with their tax-advisor for the donor's tax status when donating to a club or team.



Donation Approval Form

Date of request: 1/5/2026

School/ Department: DDE

On behalf of the CISD, I am asking that you approve the acceptance of the following items:

Donation Description	Quantity	Value
check	1	395.00

Purpose of donation: Funds will be used for DDE activities pertaining to students, teachers and staff

Donor or Donor Organization Name: Hot Shots
Address, City, State & Zip Code: 3470 Lee Blvd
El Paso, TX 79934

- Check one:
- Non-monetary donation
 - This donation will be recorded in the campus/department activity account
 - This donation is for the benefit of the following club or team and will be recorded in their account if the donation is monetary in nature

DDE Activity Fund
Club Name

461.00.5755.04.102.00
Account Number

[Signature]
Sponsor's Signature

1/5/2026
Date

Donation has been received and is pending approval Yes
If yes, list Miscellaneous Receipt # _____ No

REQUESTER'S SIGNATURE: [Signature] _____
Principal/Department Head Date

ACCEPTANCE APPROVAL: _____
Financial Services Director Date

IF ADDITIONAL APPROVALS ARE REQUIRED, PLEASE FORWARD TO:

Technology Approval: _____
Director of School Resources Date

Facilities Approval: _____
Executive Director of Facilities Date

AFTER ALL APPROVALS SEND: Copy to Campus
Copy to Accountant • Asset Management
Original to Board of Trustees for Approval

Canutillo Independent School District Deposit Tally Sheet

Hot Shots Donation

Activity Description

461.00.5755.06.102.00

Activity Fund Account No.

Campus Activity Number

Miscellaneous Receipts or Ticket/Bracelet Sequence

LOOSE BILLS						TOTAL
\$100.00	X	<input style="width: 50px;" type="text"/>	=	<input style="width: 50px;" type="text"/>		<input style="width: 50px;" type="text"/>
\$50.00	X	<input style="width: 50px;" type="text"/>	=	<input style="width: 50px;" type="text"/>		<input style="width: 50px;" type="text"/>
\$20.00	X	<input style="width: 50px;" type="text"/>	=	<input style="width: 50px;" type="text"/>		<input style="width: 50px;" type="text"/>
\$10.00	X	<input style="width: 50px;" type="text"/>	=	<input style="width: 50px;" type="text"/>		<input style="width: 50px;" type="text"/>
\$5.00	X	<input style="width: 50px;" type="text"/>	=	<input style="width: 50px;" type="text"/>		<input style="width: 50px;" type="text"/>
\$2.00	X	<input style="width: 50px;" type="text"/>	=	<input style="width: 50px;" type="text"/>		<input style="width: 50px;" type="text"/>
\$1.00	X	<input style="width: 50px;" type="text"/>	=	<input style="width: 50px;" type="text"/>		<input style="width: 50px;" type="text"/>
Loose Bills Subtotal:						<input style="width: 50px;" type="text"/>

LOOSE COINS						TOTAL
\$1.00	X	<input style="width: 50px;" type="text"/>	=	<input style="width: 50px;" type="text"/>		<input style="width: 50px;" type="text"/>
\$0.50	X	<input style="width: 50px;" type="text"/>	=	<input style="width: 50px;" type="text"/>		<input style="width: 50px;" type="text"/>
\$0.25	X	<input style="width: 50px;" type="text"/>	=	<input style="width: 50px;" type="text"/>		<input style="width: 50px;" type="text"/>
\$0.10	X	<input style="width: 50px;" type="text"/>	=	<input style="width: 50px;" type="text"/>		<input style="width: 50px;" type="text"/>
\$0.05	X	<input style="width: 50px;" type="text"/>	=	<input style="width: 50px;" type="text"/>		<input style="width: 50px;" type="text"/>
\$0.01	X	<input style="width: 50px;" type="text"/>	=	<input style="width: 50px;" type="text"/>		<input style="width: 50px;" type="text"/>
Loose Coins Subtotal:						<input style="width: 50px;" type="text"/>

Check No.	Amount - 1
7377	\$ 395.00
Checks Subtotal - 1	\$ 395.00

Check No.	Amount - 2
Checks Subtotal - 2	

Loose Bills Subtotal:	<input style="width: 50px;" type="text"/>
Loose Coins Subtotal:	<input style="width: 50px;" type="text"/>
Check Subtotal - 1:	\$ 395.00
Check Subtotal - 2:	<input style="width: 50px;" type="text"/>
Checks - Additional:	<input style="width: 50px;" type="text"/>
Total Deposit:	\$ 395.00

1/5/2026
 PREPARED BY DATE

1/5/2026
 REVIEWED BY DATE



HOT SHOTS BY LOMELI PHOTO, LLC
3470 LEE BLVD
EL PASO, TX 79936-1411


DATE Dec 11-25 32-61/1110

PAY TO THE ORDER OF

Deanna Davenport Elem

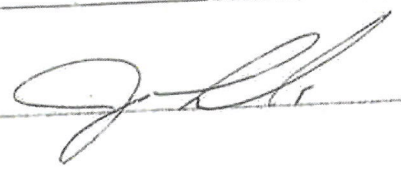

\$ 395⁰⁰

Three hundred ninety five dollars ⁰⁰/₁₀₀

DOLLARS  Security Features. Includes. Colors on Bank.



FOR Santa Pic Com

⑈007377⑈ ⑆111000614⑆ 705277379⑈

Canutillo Independent School District

MASTER RECEIPT

DEPOSIT # _____

MASTER # 17342

SCHOOL DDE

DATE 1/5/2020

AMOUNT \$ 395

68914

[Signature]

OFFICE RECEIPT REFERENCE

DEPOSIT BY

POSTED _____
INITIAL & DATE

Canutillo Independent School District

Office Receipt

NO. 68914

School DDE

Date 1/5, 2020

Received From Hot Snots

\$ 395

(CHECK ONE) CASH _____ CHECK(S) _____ BOTH _____

FUNDRAISER # _____ TAX FREE DAY _____ TAX INCLUDED _____

MISC RECEIPT# _____ TICKET# _____

ACCT.	DESCRIPTION	AMOUNT
	<u>461.00.5755.00.102.00</u>	<u>\$395</u>
	<u>Hot Snots Donation</u>	<u>/</u>

NO RECEIPT NO REFUND

(Please specify type when reporting a fund raising activity; i.e. candy, t-shirts, fund raiser # and whether tax-free)

NOTE: An original receipt must be presented for refund

If payment is made by check, a refund can only be issued after 10 working days after the check was deposited

Distribution: white copy to payer
Yellow copy to finance w/Master receipt
Pink copy remains in the book for audit purposes

Received By [Signature]

2/19/25 purchasing



Canutillo Independent School District
Donation Approval Form

EXHIBIT R

Date of request: 12/11/25

School/ Department: CHS/Athletics

On behalf of the CISD, I am asking that you approve the acceptance of the following items.

Donation Description	Quantity	Value
check 5001348297	1	\$ 300

Purpose of donation: Boys Basketball Expenses

Donor or Donor Organization Name: Cane's Chicken Fingers
Address, City, State & Zip Code: 6800 Bishop Road
Plano, TX 75024

- Check one:
- Non-monetary donation
 - This donation will be recorded in the campus/department activity account
 - This donation is for the benefit of the following club or team and will be recorded in their account if the donation is monetary in nature

Boys Basketball Club Name 461.00.5755. \$76.001.00 Account Number
Larry Morales Sponsor's Signature 12/11/25 Date

Donation has been received and is pending approval 70845 Yes
If yes, list Miscellaneous Receipt# 70845 No
REQUESTER'S SIGNATURE: [Signature] 12/11/25
Principal/Department Head Date

ACCEPTANCE APPROVAL: _____
Financial Services Director Date

IF ADDITIONAL APPROVALS ARE REQUIRED, PLEASE FORWARD TO:

Technology Approval:
(If required - All technology related issues)

Director of School Resources Date

Facilities Approval:
(If required - Building and grounds modification s/improvements)

Executive Director of Facilities Date

AFTER ALL APPROVALS SEND:
Copy to Campus
Copy to Accountant - Asset Management
Original to Board of Trustees for Approval

Property donated (and accepted) to the district becomes sole property of the district and cannot be returned to the donor. Donations made to the district or a campus activity account are tax-deductible. Donors should check with their tax-advisor for the donor's tax status when donating to a club or team.



Canutillo Independent School District
Donation Approval Form

EXHIBIT R

Date of request: 10/24/05

School/ Department: RES

On behalf of the CISD I am asking that you approve the acceptance of the following items:

Table with 3 columns: Donation Description, Quantity, Value. Row 1: PTO-Donation-Fall Festival, 1, \$ 948.00

Purpose of donation: Teacher Appreciation / Incentives

Donor or Donor Organization Name: Reyes Red Hawks PTO
Address, City, State & Zip Code:

- Check one:
[] Non-monetary donation
[] This donation will be recorded in the campus/department activity account
[] This donation is for the benefit of the following club or team and will be recorded in their account if the donation is monetary in nature

Club Name: Res Red Hawk PTO

Account Number: 4161.00.5755.18.106.00

Sponsor's Signature: [Handwritten Signature]

Date: 10/24/05

Donation has been received and is pending approval [] Yes
If yes list Miscellaneous Receipt # _____ [] No

REQUESTER'S SIGNATURE
Principal/Department Head _____ Date _____

ACCEPTANCE APPROVAL:
Financial Services Director _____ Date _____

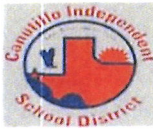
IF ADDITIONAL APPROVALS ARE REQUIRED PLEASE FORWARD TO:

Technology Approval:
Director of School Resources _____ Date _____

Facilities Approval:
Executive Director of Facilities _____ Date _____

AFTER ALL APPROVALS SEND
Copy to Campus
Copy to Accountant - Asset Management
Original to Board of Trustees for Approval

Property donated (and accepted) to the district becomes sole property of the district and cannot be returned to the donor. Donations made to the district on a non-business activity account are tax-deductible. Donors should check with their tax-advisor for the donor's tax status when donating to a club or team.



Canutillo Independent School District
Donation Approval Form

EXHIBIT R

Date of request: 10/30/25

School/ Department: RES

On behalf of the CISD, I am asking that you approve the acceptance of the following items:

Table with 3 columns: Donation Description, Quantity, Value. Row 1: PTO - Donation Fall Festival, (please see attached per grade level breakdown), \$1501.00

Purpose of donation: Student appreciation; incentives

Donor or Donor Organization Name: Res Red Hawks PTO
Address, City, State & Zip Code:

- Checkone:
[] Non-monetary donation
[] This donation will be recorded in the campus/department activity account
[] This donation is for the benefit of the following club or team and will be recorded in their account if the donation is monetary in nature

Res Red Hawk PTO
Club Name

All grade levels (see breakdown)
Account Number

[Signature]
Sponsor's Signature

10/30/25
Date

Donation has been received and is pending approval
If yes, list Miscellaneous Receipt #

- [] Yes
[] No

REQUESTER'S SIGNATURE:

[Signature] 10/30/25
Principal/Department Head Date

ACCEPTANCE APPROVAL:

Financial Services Director Date

IF ADDITIONAL APPROVALS ARE REQUIRED PLEASE FORWARD TO:

Technology Approval:

(If required - Building and grounds modification/improvements)

Director of School Resources Date

Facilities Approval:

(If required - Building and grounds modification/improvements)

Executive Director of Facilities Date

AFTER ALL APPROVALS SEND

Copy to Campus
Copy to Accountant • Asset Management
Original to Board of Trustees for Approval



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Martha Coronel <mcoronelruiz@canutillo-isd.org>

Fwd: Final balance fall festival

1 message

Jessica Melendez-Carrillo <jmcarrillo@canutillo-isd.org>
 To: Martha Coronel Ruiz <mcoronelruiz@canutillo-isd.org>

Tue, Nov 4, 2025 at 3:14 PM

Here it is

Dr. Jessica Melendez-Carrillo | Principal
 Congressman Silvestre and Carolina Reyes Elementary School
 Canutillo ISD | O: 915-877-1303

----- Forwarded message -----
 From: **Red Hawks PTO** <resredhawksppto@gmail.com>
 Date: Tue, Nov 4, 2025 at 3:13 PM
 Subject: Final balance fall festival
 To: Jessica Melendez-Carrillo <jmcarrillo@canutillo-isd.org>

FALL FESTIVAL 2025

TEACHERS

Grade	Activity	PTO change	Total sales	Percentage	Money to T	Money to PTO
PK	Spin and win	50 \$	241.00	50.00%	120.50 \$	120.50
KINDER	Poke a pumpkin and Spider tos	50 \$	314.00	50.00%	157.00 \$	157.00
1st	Eye Pong and spider toss games	50 \$	244.00	50.00%	122.00 \$	122.00
2nd	Cake walk	50 \$	421.00	50.00%	210.50 \$	210.50
3rd	Ring Toss/ Fishbowl Toss	50 \$	322.00	50.00%	161.00 \$	161.00
4rd	Face painting	50 \$	148.00	50.00%	74.00 \$	74.00
5th	Pumpkin plunk	50 \$	69.00	50.00%	34.50 \$	34.50
SPED/RTI	Jackpot/slot machine	50 \$	187.00	50.00%	93.50 \$	93.50
PE	Dunk tank	50 \$	1,256.00	42.04%	528.00 \$	778.00
PTO	Jumping balloon	50 \$	186.00	100.00%	\$	186.00
PTO	Jumping balloon	50 \$		100.00%	\$	\$
PTO	Jumping balloon	50 \$	413.00	100.00%	\$	413.00
PTO	Snack	50 \$	1,363.00	100.00%	\$	1,363.00
Total			\$ 5,164.00		\$ 1,501.00	\$ 3,713.00

RES Activity accounts

461.00, 5755.02, 106.00
 461.00, 5755.03, 106.00
 461.00, 5755.04, 106.00
 461.00, 5755.05, 106.00
 461.00, 5755.06, 106.00
 461.00, 5755.07, 106.00
 461.00, 5755.08, 106.00
 461.00, 5755.19, 106.00
 461.00, 5755.19, 106.00

PTO DONATION TO REYES ELEMENTARY STAFF \$ **1,501.00**

Thank you for your support!!

Board of Trustees

Executive Summary of Board Agenda Item

Meeting Date: _____

Subject/Title for Agenda Posting: Presentation of Budget Amendments for December 2025

Justification Statement: Presentation for your review and acceptance of Budget Amendments for the month of December 2025

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

Staff Responsible: Cristina Pulley, Executive Director of Financial Services

Signature of Requester(s)

Signature of Presenter(s)

Business Services Approval (Initials)

Date

Agenda Summary:

Presentation of Budget Amendments for December 2025

RECOMMENDATION: Administration recommends approval of Budget Amendments for the month of December 2025

PRIOR BOARD ACTION: AWARDED: AWARDED AMOUNT:

AMOUNT(S): N/A

ACCOUNT NO(S): N/A

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

REQUESTING DEPARTMENT:
Financial Services Department

CONSEQUENCES OF NON-APPROVAL:
N/A

IMPLEMENTATION TIMELINE:
N/A

ATTACHMENT(S): Budget Amendments Memo





FINANCIAL SERVICES
CANUTILLO A Premier District

TO: Board of Trustees
 Dr. Jessica Arellano, Interim Superintendent

FROM: Cristina Pulley, Executive Director for Financial Services

DATE: January 12, 2026

SUBJECT: Budget Amendments for December 2025

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

Administrative Cost Ratio Formula:

21 Instructional Leadership + 41 General Administration

All Expenses

BC #347699 -This amendment will allocate funds from function (81) Facilities Acquisition and Construction to (11) Instruction for student and teacher supply needs. This budget amendment will have a positive impact on the administrative cost ratio.

Budget Account Number		Current Budget	Change	Amended Budget
199.81.6629.00.917.22	Bldg Purchase/Construct/Improvements	\$ 5,000	\$ (5,000)	\$ -
199.11.6399.00.917.22	General Supplies	\$ 31,147	\$ 5,000	\$ 36,147

BC #347741 -This amendment will allocate funds from Assigned Fund Balance reserved for the 1 to 1 instructional device replacement plan and the required 1 to 1 performance and audit review. This is in accordance with the technology refresh plan. Funds are reserved annually for this purpose. This budget amendment will have a positive impact on the administrative cost ratio.

Budget Account Number		Current Budget	Change	Amended Budget
199.00.3590.00.000.00	Assigned Fund Balance	\$ 400,000	\$ (400,000)	\$ -
199.11.6398.97.999.11	Controlled Assets-Technology	\$ 5,974	\$ 364,900	\$ 370,874
199.53.6299.00.728.99	Miscellaneous Contracted Services	\$ 30,877	\$ 35,100	\$ 65,977

Street Address:
 7965 Aircraft 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



OFFICE OF THE ASSOCIATE SUPERINTENDENT

#BestSmallDistrictinTexas

MEMORANDUM

TO: BOARD OF TRUSTEES AND CISD SUPERINTENDENT
FROM: DR. DEBRA Y. KERNEY, ASSOCIATE SUPERINTENDENT
SUBJECT: FACILITY REQUEST FORM: VINTON SPANISH CONGREGATION
DATE: JANUARY 12, 2026

Canutillo ISD has received a facilities request form from the Vinton Spanish Congregation requesting use of the auditorium at Canutillo High School for a religious gathering/community activity on Thursday, April 2, 2026. As stated in GKD (Regulation) *Requests for use by individuals, groups, or organizations to use facilities or equipment for financial profit, partisan political reasons, religious purposes, or serving the individual or group's self-interest shall be approved by the Board.*

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

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



Texas Education Agency A-Rated Three Years in a Row.

P: (915) 877-7481
F: (915) 877-7522
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.



CANUTILLO INDEPENDENT SCHOOL DISTRICT
FACILITIES REQUEST FORM
REQUIRING BOARD APPROVAL

Name: Julio Ruiz
Address: P.O. Box 929 Mesquite, NM 88048 Email: julio@ruiz@gmail.com
Telephone #: 575-571-7065 Date of Application: 12-8-2025
Organization: Vinton Spanish Congregation
Address: 1725 Washington St Anthony, NM 88021
Position of Applicant: Elder

Indicate length of time you are planning to use facilities:

Date(s): April 2, 2026 Time: From 6:30 pm To 9:00 pm
Type of facility requested: Auditorium Location/campus: Canutillo High School
Purpose for use of facilities: Religious gathering/ community activity
Number of Participants: 600 Food be sold during the event: (circle one) Yes (No)

If selling food during the event, a City of El Paso Public Food Establishment Permit must be provided to the associate superintendent's office five (5) business days prior to the event.

I have read the Rules and Regulations for use of Canutillo ISD building facilities and I will abide by these rules and regulations. I further assure responsibility for the proper care of these facilities.

Applicant signature: [Signature] Title: Elder Date: 12-8-25

Approved by Principal or Designee: [Signature] Title: Principal Date: 12/8/25

Custodial Services Required:

Facilities & Transportation Division - Lead Custodian Signature: [Signature] Date:

Associate Superintendent's Approval: [Signature] Date: 12/15/25

Board Approved: Yes No Date

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
7965 Artcraft
mailing address
El Paso Texas 79932
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 and 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:

Parcel 1: All of Tract 7, and a portion of Tract 6, Block 11, Upper Valley Surveys, in the City of El Paso, El Paso County, Texas; AND Parcel 2: A portion of Tract 6, Block 11, Upper Valley Surveys, in the City of El Paso, El Paso County, Texas, being tracts described in a Special Warranty Deed recorded in Document No. 20240083070, 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 in, over and across the Easement and where the same intersects any public road or public right-of-way or other easement to which Grantee has the right to access and along any roads or routes designated by Grantor, as necessary to accomplish the purposes described below. In case of emergency, Grantee shall have the further rights of ingress and egress over and across the surface of the remaining Property and Grantor's adjacent lands, provided that Grantee shall provide verbal notification of such entry to Grantor as soon as reasonably practicable.

2. Easement Description. The Easement shall be ten feet (10') in width. 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. Upon prior written approval of Grantor, 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. Grantee shall be responsible for any damages caused by Grantee on such workspace in accordance with the terms of this Agreement, if and when the use of such workspace is consented to by Grantor.

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 four inches (4") (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, 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, trees, 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. Except for the Permitted Encroachments (defined below), 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, which shall not be unreasonably withheld. Consistent with the foregoing, Grantor may, with the express written consent of Grantee, lay, construct and maintain, or grant or convey the right to any other person or legal entity to lay, construct and maintain, a pipeline or pipelines, driveways, streets, fences or any desired utility over and/or through and across the Easement; provided, however, any such crossing (i) does not materially impair or interfere with Grantee's right to use said Easement or impact the safety of the Facilities and (ii) satisfies Grantee's required and applicable spacing, including depth and separation limits, and other protective requirements. Notwithstanding anything contained herein to the contrary, Grantor and Grantee acknowledge that Grantor may encroach over and/or through and across the Easement as more particularly described in the plans attached hereto as Exhibit B and made a part of this Agreement (collectively, the "Permitted Encroachments") and Grantee's consent to the Permitted Encroachments shall be deemed given under this Agreement. 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 violation at the sole expense of Grantor.

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. The majority of the pipeline will be installed at a depth between 4 and 5 feet of cover or as needed to clear crossings or conflicts with other utilities and agreed upon proposed plans in Exhibit B. 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. Any trees or shrubbery planted by Grantor on the southern side of the Easement shall be located at least 7 feet from the southern boundary of the Easement.

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 Easement 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 Facilities.

14. Gates and Fences. Grantee shall have the right to use at any time and to repair 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 _____, 2026, 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: _____

GRANTEE: Texas Gas Service, a Division of One Gas, Inc., an Oklahoma Corporation

By: *Alejandro Limon*

Printed Name: Alejandro Limon

Title: Vice President - Operations

ACKNOWLEDGMENT

STATE OF TEXAS §

COUNTY OF EIPASO §

BEFORE ME, the undersigned authority, on this 8 day of JANUARY, 2026, personally appeared Alejandro Limon, 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 Vice President - Operations of Texas Gas Service, a Division of One Gas, Inc., an Oklahoma Corporation for the purposes and consideration therein expressed.

(seal)



Signature: *Maria Guadalupe Arreola*
Typed Name: MARIA G. ARREOLA
Notary Public in and for the State of TEXAS
My commission expires: FEBRUARY 14, 2028

After recording, return to:
Texas Gas Service
Attn: Billi Cottier
9228 Tuscanv Way
Austin, Texas 78754

EXHIBIT A
SURVEY PLAT

Barragan & Associates Inc.

10950 Pellicano Dr., Building "F", El Paso, Texas 79935 Ph. (915) 591-5709 Fax (915) 591-5706

**DESCRIPTION
(TGS EASEMENT)**

Description of an easement within Tracts 6 and 7, Block 11, Upper Valley Surveys, City of El Paso, El Paso County, Texas, filed for record in Instrument No. 20240083070, Plat Records of El Paso County, Texas, and being more particularly described as follows:

COMMENCING, at a found iron on the intersection of Borderland Road and Upper Valley Road; **WHENCE**, a found iron bolt on the center intersection of Borderland Road and Doniphan Drive bears S 86°55'45"E, a distance of 4335.75 feet; **THENCE**, S 01°39'15" W (S 01°36'00" E), along the centerline of Upper Valley Road, a distance of 4039.23 feet; **THENCE**, S 88°20'45" E, a distance of 140.00 feet to a found 5/8 iron with cap stamped "Landmark" for the southwesterly corner of Tract 7, Block 11, Upper Valley Surveys as described in Instrument No. 20240083070; **THENCE**, S 86° 41' 28" E (N 89°56'43" W), a distance of 10.00 feet to the easterly right-of-way line of Nemexas Drain, 80 feet east from existing centerline canal as per Deed in Volume 316, Page 588, Real Property Records of El Paso County Texas, to a point being the **POINT OF BEGINNING** of this easement;

THENCE, N 01° 39' 15" E (N 01°29'15" W), along the easterly right-of-way line of Nemexas Drain, a distance of 10.00 feet to a point for corner;

THENCE, S 86° 41' 28" E, a distance of 1313.94 feet to a point on the westerly right-of-way line of Strahan Road (40 feet R.O.W.);

THENCE, S 02° 59' 15" W (S 00°16'00" E), along said westerly right-of-way line of Strahan Road, a distance of 10.00 feet to a point on the southerly corner of Tract 6 (Instrument No. 20240083070);

THENCE, N 86° 41' 28" W (N 89°56'43" W), leaving the said westerly right-of-way line of Strahan Road and along the southerly line of said property in Instrument No. 20240083070, a distance of 1313.71 feet to the **POINT OF BEGINNING** of this easement and containing in all 0.30 acres more or less.

NOTES:

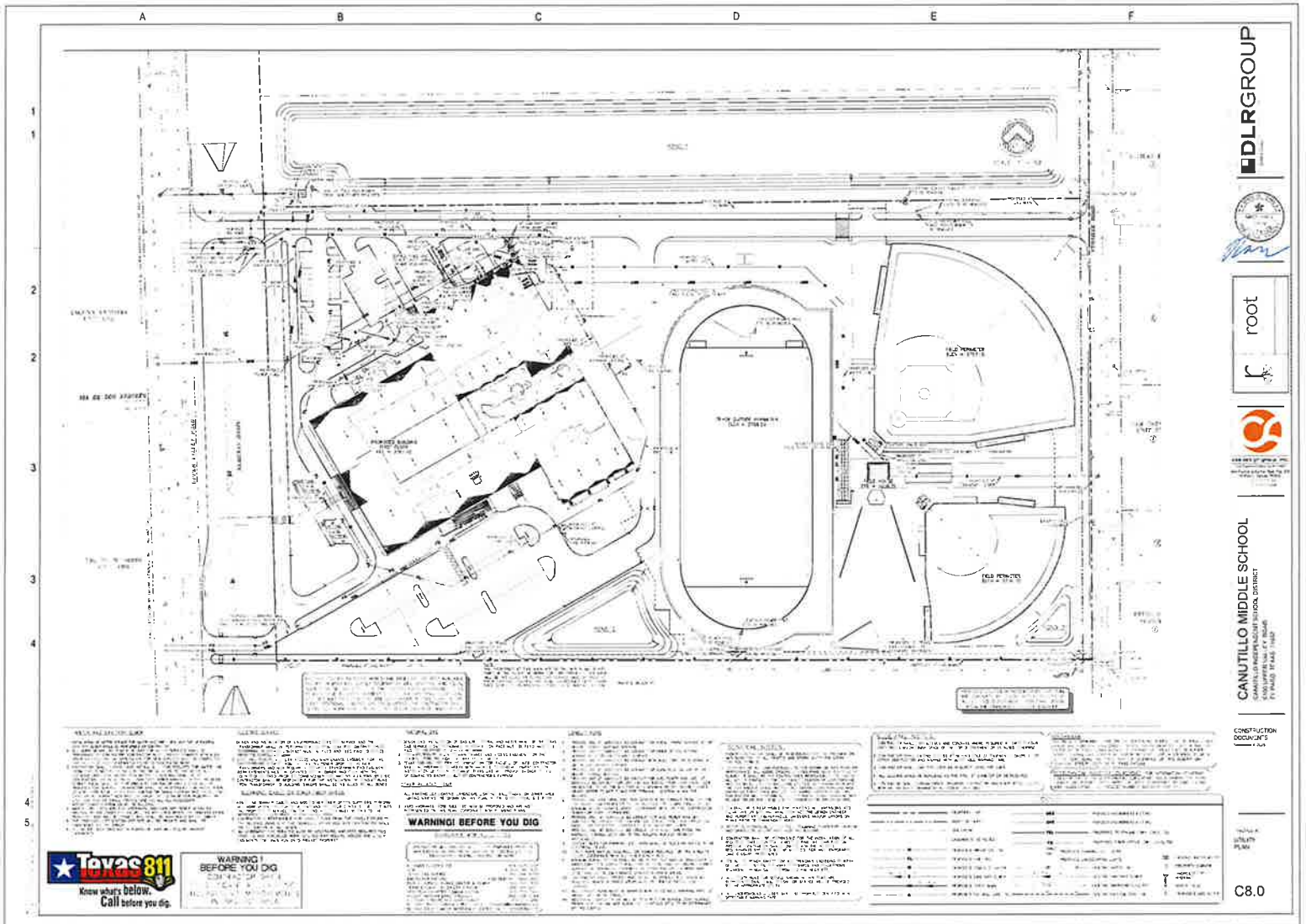
1. This property may be subject to easements whether of record or not. No Additional Research was performed by B&A Inc. for any reservations, restrictions, building lines, and or easements which may or may not affect this parcel.
2. Bearings shown are grid bearings derived from RTK Observations to the Texas CO-OP Network. Referred to the Texas Coordinate System (NAD 83) Central Zone. Distances are ground and may be converted to grid dividing by 1.000231.
3. This description is not intended to be a subdivision process which may be required by the local or state code, and it is the client's/owner's responsibility to comply with this code if required.
4. This description was done without the benefit of a title report.
5. Nemexas Drain documented under Instrument No. 20240083070 and El Paso County Plat for Block 11, Upper Valley Surveys called for a width of 120 feet, however, a document in a Deed from El Canutillo Townsite and Land Company to El Paso County Water Improvement District #1, calls for a width of 130 feet, 50 feet west and 80 feet east from existing centerline.
6. A sketch of even date accompanies this description.



Benito Barragan L.S. 5615,
Barragan and Associates Inc.
Texas Surveying Firm # 10151200
December 08, 2025
Job No. 251126-05-05

EXHIBIT B

PERMITTED ENCROACHMENTS



EDLR GROUP



CANUTILLO MIDDLE SCHOOL
 10000 CANUTILLO DRIVE
 CANUTILLO, TEXAS 79825

CONSTRUCTION DOCUMENTS

C8.0

NOTES:

1. ALL UTILITIES SHOWN ARE BASED ON RECORD DRAWINGS AND FIELD SURVEY. VERIFY ALL UTILITIES PRIOR TO CONSTRUCTION.
2. ALL UTILITIES SHALL BE DEPTHPROTECTED AND MARKED WITH PULVERIZED RED OXIDE OF IRON.
3. ALL UTILITIES SHALL BE DEPTHPROTECTED AND MARKED WITH PULVERIZED RED OXIDE OF IRON.
4. ALL UTILITIES SHALL BE DEPTHPROTECTED AND MARKED WITH PULVERIZED RED OXIDE OF IRON.
5. ALL UTILITIES SHALL BE DEPTHPROTECTED AND MARKED WITH PULVERIZED RED OXIDE OF IRON.

WARNING! BEFORE YOU DIG
 Call 811 before you dig.

Executive Summary of Board Agenda Item

Recommendation to approve the award of Request for Proposal (RFP) #2026-14B for Furniture, Fixture and Equipment for the Canutillo ISD 2024 Bond Referendum Projects

Justification Statement: The District will purchase and install furniture essential for 2024 Bond Referendum Project deliverables and to support installation of furniture, fixture and equipment areas district wide.

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

Staff Responsible: Veronica M. Campbell
Signature of Requester(s)
Veronica M. Campbell [Signature]
Signature of Presenter(s)
[Signature] 1/16/26
Business Services Approval (Initials) *Date*

Agenda Summary:

The Request for Proposal (RFP) is a method allowed as defined in the Professional Services Procurement Act, (PSPA), Section 2254.002 and Section 2254.004, as applicable and of the Texas Government Code Section 44.031. On October 20 2025, the District issued a Request for Proposal, RFP# 2026-14B, for Furniture, Fixtures and Equipment for the Canutillo ISD 2024 Referendum Projects with requirement set forth in The RFP closed on November 13, 2025, and received seven (7) proposals. On November 19, 2025, an evaluation committee met to review all proposals received. The evaluation committee consisted of Dr. Jesica Arellano, Interim Superintendent; Dr. Oscar Rico, Executive Director of Information Technology Services; Marco Macias, Director of Child Nutrition; Nidia Avila, Principal; Frank Clark, Principal; Guadalupe Montanez, Principal. On November 20, 2025, the evaluation committee met for a second-round evaluation on short list the top 3 (three) ranked vendors, they evaluated the firm's proposals according to the selection criteria as stated in the RFP packet. Mrs. Veronica Campbell, Purchasing Agent; Mr. Ernesto Ortiz, Program Director and Mrs. Corina Heredia, Purchasing Manager, acted as facilitators and moderators during the evaluation process on behalf of the Program Manager. The committee's recommendation for award is based on the most responsible, responsive bidder whose offer represents the best value to the District adherence with Texas Government Code. The Committee recommends the top two (2) proposers as K-12 Designs, LLC and PPG Furnishings.

RECOMMENDATION: Administration Recommends that the Board award RFP 2026-14B Furniture, Fixtures and Equipment to K-12 Designs, LLC., and PPG, Furnishings to support installation of classroom and administration furniture for 2024 Bond Projects as presented.

PRIOR BOARD ACTION: No AWARDED: N/A AWARDED AMOUNT: N/A

AMOUNT(S): FFE Budgeted Amount Not to Exceed \$12,500,964.78

ACCOUNT NO(S): 6947.81.6639.19.xxx.99

PROCUREMENT METHOD TYPE: (3 Quotes, Cooperative Contract Quotes, Sole Source, Formal Bid)
Request for Proposal, RFP 2026-14B

REQUESTING DEPARTMENT:
Operations

CONSEQUENCES OF NON-APPROVAL:
Cannot enter into contract negotiations which will risk finalization for contract execution, purchase and deliverables of Canutillo ISD 2024 Projects

IMPLEMENTATION TIMELINE:
Upon Board Approval

ATTACHMENT(S): Exhibit A: 2026-14B Executive Summary -Board Item Summarization
Exhibit B: RFP 2026-14B Bid Evaluation Tabulation





BOARD ITEM SUMMARIZATION INFORMATION

**Furniture, Fixtures and Equipment (FFE) for the Canutillo ISD 2024 Bond Referendum Projects
RFP 2026-14B**

DESCRIPTION OF ITEMS / SERVICES:	The Canutillo Independent School District (“District”) is requesting proposals from qualified sources relative to the provision of the Request for Proposal (“RFP”). This Procurement will be managed under the Canutillo ISD 2024 Bond Referendum, but the services provided may be used by the District, if required, for non-bond-related services, at discretion of the district and approval by the board of trustees.
FIRST ADVERTISEMENT DATE:	October 20, 2025
SECOND ADVERTISEMENT DATE:	October 26, 2025
EMAIL NOTIFICATIONS SENT:	118
IONWAVE POSTING DATE:	October 20, 2025
PRE-BID CONFERENCE:	NONE
BID DUE DATE:	November 13, 2025
DAYS THAT BID WAS AVAILABLE:	24
VENDOR WEBSITE VIEWS:	10
NUMBER OF BIDS RECEIVED:	7
NUMBER OF LATE BIDS REJECTED:	0
EVALUATION SUMMARY	The Committee ranked K-12 Designs, LLC and PPG Furnishings as the proposers who had a score of over 70 and offered the best value to Canutillo Independent School District. This award is made to the most responsible, responsive bidder whose offer represents the best value, considering price and other factors as defined in the RFP. Additionally, the District reserves the right to accept or reject in part or whole any proposal and to waive any technicalities or informalities for the best interest of the District.
CONTRACT TERM:	The initial term of this proposal shall be for the duration of the 2024 Bond Referendum.
TOTAL AWARD AMOUNT:	Budget Amount Not to Exceed \$12,500,964.78

Exhibit B: RFP 20256-14B Bid Tabulation

RFP 2026-14B Furniture, Fixtures and Equipment (FF&E) for the Canutillo ISD 2024 Bond Referendum Projects

Supplier	Rank	Score	Purchase Price	The reputation of the vendor and the vendor's goods and services	The Quality of the vendor's goods and services	The extent to which the vendor's goods and services meet the district's needs	The total long-term cost to the district to acquire the vendor's goods and services	Any other relevant factors specifically listed in the request for bids or proposals
			20	20	15	10	15	20
K12 Designs LLC	1	95.17	20.00	18.67	13.83	9.67	14.50	18.50
PPG Furnishings	2	79.02	9.85	18.33	12.17	8.33	13.00	17.33
ELB US Inc.	3	63.00	0.00	17.67	12.17	7.50	8.83	16.83
Shelby Distributions Inc	4	50.53	4.53	12.17	10.00	6.17	4.17	13.50
Virco Inc	5	49.63	4.30	17.33	9.83	6.00	3.83	8.33
School Specialty, Inc.	6	20.17	0.00	8.50	5.33	2.17	0.83	3.33
Learning Environments LLC	7	17.80	5.58	8.72	0.83	0.83	1.83	0.00

Board of Trustees

Executive Summary of Board Agenda Item

Meeting Date: 01/20/2026

Subject/Title for Agenda Posting: Recommendation to approve Memorandum of Understanding between Meadows Center for Preventing Education Risk at University of Texas at Austin and Congressman Silvestre and Carolina Reyes Elementary School +

Justification Statement: The CAFE team will collaborate with an Local Education Agency (LEA) and the Meadows Center for Preventing School Risk at UT-Austin, with a high percentage of military-connected youth-to improve results for learners with disabilities.

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

Staff Responsible: Dr. Jessica Melendez-Carillo

Signature of Requester(s)

Dr. Jessica Melendez Carillo +

Veronica Campbell

Signature of Presenter(s)

Cristina Pulley

01/12/26

Business Services Approval (Initials)

Date

Agenda Summary:

The CAFE team seeks to collaborate with an LEA with a high percentage of military-connected youth, which is one of the priorities in a grant sponsored by the US Department of Education, Office of Special Education Programs (OSEP). The CAFE team will support a campus team in learning more about special education and how to increase parent engagement. The ultimate goal of increasing family engagement is to improve results for learners with disabilities. Up to six school campus/district level personnel are sought to participate during the 2025-26 academic year. CAFE offers, professional learning opportunities for educators and staff focused on effective communication, IDEA laws and procedures, and best practices for engaging families and managing conflicts. Opportunities for collaboration with Family CAFE coaches to ensure that district/campus services offered/provided are responsive to families' needs. Family-friendly resources to build understanding of IDEA rights and supports available for students with disabilities. This is a model demonstration project. A model demonstration project is a real-world, practical application of a new method, strategy, or program designed to be evaluated and then shared or scaled up if successful. In support of this project, MCPER, Congressman Silvestre and Carolina Reyes Elementary School and Canutillo ISO make the following agreements and will provide a stipend to campus participants (\$1000 per person up to 6 people. Additionally, it will hire, train, and supervise all family coaches (up to 2 coaches will be hired as consultants to be paid up to \$2,000). +

RECOMMENDATION: Approve to enter into Memorandum of Understanding between Meadows Center for Preventing Education Risk at the University of Texas at Austin and Canutillo ISD-Congressman Silvestre and Carolina Reyes Elementary School..

PRIOR BOARD ACTION: NO AWARDED: NA AWARDED AMOUNT: NA

AMOUNT(S): NA

ACCOUNT NO(S):
NA

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

REQUESTING DEPARTMENT:
Silvestre and Carolina Reyes Elementary School

CONSEQUENCES OF NON-APPROVAL:
Will not engage in Memorandum of Understanding which benefits Canutillo ISD

IMPLEMENTATION TIMELINE:
Upon Board Approval

ATTACHMENT(S): Memorandum of Understanding



Memorandum of Understanding
Between the Meadows Center for Preventing Educational Risk (MCPER)
and Congressman Silvestre and Carolina Reyes Elementary School, Canutillo ISD (CISD)
Regarding The Center to Advance Family Engagement for Marginalized Learners (CAFÉ)

A team with the Meadows Center for Preventing Educational Risk (MCPER) at The University of Texas at Austin acting in partnership as a subaward of the University of Cincinnati is investigating a technical assistance and professional development model. The CAFÉ team will team with an Local Education Agency (LEA) with a high percentage of military-connected youth—to improve results for learners with disabilities. CAFÉ will develop, pilot, and refine an LEA model that ultimately empowers family members to advocate for their children’s needs and take an active role as decision-makers in their children’s education.

The CAFÉ team seeks to collaborate with an LEA with a high percentage of military-connected youth, which is one of the priorities in a grant sponsored by the US Department of Education, Office of Special Education Programs (OSEP). The CAFÉ team will support a campus team in learning more about special education and how to increase parent engagement. The ultimate goal of increasing family engagement is to improve results for learners with disabilities. Up to six school campus/district level personnel are sought to participate during the 2025–26 academic year.

CAFÉ offers:

- Professional learning opportunities for educators and staff focused on effective communication, IDEA laws and procedures, and best practices for engaging families and managing conflicts.
- Opportunities for collaboration with Family CAFÉ coaches to ensure that district/campus services offered/provided are responsive to families’ needs.
- Family-friendly resources to build understanding of IDEA rights and supports available for students with disabilities.

This is a model demonstration project. A model demonstration project is a real-world, practical application of a new method, strategy, or program designed to be evaluated and then shared or scaled up if successful. A model demonstration project is meant to be flexible to allow for the LEA partner to provide feedback so that the project activities can be adjusted to best suit the participants and their community. These projects are used to test a concept in a "typical setting" to see if it works, generate evidence of its benefits, and show how to replicate it elsewhere. There are no human subjects as in a research project. Instead, the collaborating school campus agrees to partner to test and evaluate the proposed model which includes

three-two hour¹ virtual and/or face-to-face professional development sessions that address the following topics:

- Project overview
- Communicating with families
- Empowering families

Additionally, there are three optional one-hour sessions proposed that will be offered to individuals from the campus team.

Furthermore, the CAFÉ team, in consultation with the campus team will identify, train, supervise and pay up to two family coaches who will serve as an additional liaison available to family members of students with disabilities with or without military-connectedness who may seek support in working with their school campus/district on how to advocate for their children's needs and take an active role as decision-makers in their children's education.

Treatment of intellectual property rights will be determined between the Parties through mutual consultation and agreement on a case-by-case basis, consistent with principles of existent laws of the United States.

Campus/district participants will receive the following for their participation:

- \$1,000 stipend per person to be paid out at the conclusion of the project sessions offered (anticipated to be prior to August 2026).
- Access to the CAFÉ website (<https://thefamilycafe.org/>) and all resources.
- Access to and support from the CAFÉ team.
- Access to and collaborative opportunities with CAFÉ family coaches.

The participating campus, *Congressman Silvestre and Carolina Reyes Elementary School* will receive:

- Reimbursement for cost of substitutes to cover instructional staff during professional development participation.

In support of this project, MCPER, Congressman Silvestre and Carolina Reyes Elementary School and Canutillo ISD make the following agreements:

That MCPER will:

- Provide a stipend to campus participants (\$1000 per person up to 6 people).
- Observe all district and campus rules and policies.
- Maintain ongoing communication with campus/district liaisons.

¹ The Texas CAFÉ and campus team will collaboratively adjust the proposed length and number of sessions to meet the partnering site's campus team's availability and needs based on lessons learned from the Ohio team that is currently piloting the model, along with the Texas campus' input on what is feasible.

- Hire, train, and supervise all family coaches (up to 2 coaches will be hired as consultants to be paid up to \$2,000).
- Provide all professional development and project materials at no cost.
- Fully credit Congressman Silvestre and Carolina Reyes Elementary School and Canutillo ISD as a partner in published materials (with prior permission).

Both Parties agree that all financial agreements necessary to implement this MOU must be negotiated and will depend upon the availability of funds. Neither party shall have any financial obligation to the other party based on this Agreement.

The following personnel at the Congressman Silvestre and Carolina Reyes Elementary School will be receivers of the forementioned stipend:


- Nancy Campero, Teacher
- Daniela Armendariz, Teacher
- Stephani Romo, Teacher
- Deborah Valenzuela, Teacher
- Valerie Tolentino, Teacher
- Jessica Meléndez-Carrillo, Administrator

Congressman Silvestre and Carolina Reyes Elementary School in Canutillo ISD will:

- Identify up to six potential campus/district level participants to make up the campus team.
- Allow campus participants time to attend professional development sessions during scheduled times.
- Promote the project to campus families with students with disabilities with and without military-connections.
- Provide feedback about the model and project materials.

This Memorandum of Understanding will be effective as of the last date of signature below and will remain active for one year thereafter.

Agreed by:

Signed by:

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2026-01-06 | 13:19:19 PST

Robyn Bertholon
 Assistant Director of Contracts
 Office of Sponsored Projects
 The University of Texas at Austin
 osp@austin.utexas.edu

Dr. Jessica Meléndez-Carrillo
Principal
Congressman Silvestre and Carolina Reyes Elementary School
Canutillo ISD
915-877-1303
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OFFICE OF THE ASSOCIATE SUPERINTENDENT

#BestSmallDistrictinTexas

To: Board of Trustees and CISD Superintendent
From: Dr. Debra Kerney, Associate Superintendent
Date: January 12, 2026
Re: Transfer Update

Canutillo ISD has monitored the in-state inter-District transfers for the 2025-2026 school year. Students of these families reside in El Paso County, Texas; therefore, we will receive state funding for their attendance in Canutillo ISD.

Please see the attached table for the total number of **intra** (within the district) and **inter** (outside the district) transfers that were approved. Also, note that the number of New Mexico “grandfathered” students remains at **3** FDA (REGULATION) attached. We have **1** out of state student of an active military family as per Texas Education Code-Section 25.001(c-1) which allows active duty military families to be enrolled in Texas Schools:

(c-1) A person whose parent or guardian is an active-duty member of the armed forces of the United States, including the state military forces or a reserve component of the armed forces, may establish residency for purposes of Subsection (b) by providing to the school district a copy of a military order requiring the parent’s or guardian’s transfer to a military installation in or adjacent to the district’s attendance zone.

The Associate Superintendent’s Office continues to monitor district transfers during the 2025-2026 school year. In summary a total of 672 attend elementary campuses and 367 attend secondary campuses for a total of **1,039 Intra/Inter District transfers**.

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

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

P: (915) 877-7481
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canutillo-isd.org



Texas Education Agency A-Rated Three Years in a Row.

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.

TRANSFERS FOR ELEMENTARY SCHOOLS

	CES	DDE	JDE	BCE	GES	RES	TOTAL
Out of district (Inter)	39	6	33	41	15	66	200
Within district (Intra)	65	15	73	73	75	170	471
Out of state (New Mexico)	0	0	0	0	0	1	1
Total	104	21	106	114	90	237	672

TRANSFERS FOR MIDDLE SCHOOLS

Campus	AMS	CMS	TOTAL
Out of district (Inter)	39	28	67
Within district (Intra)	74	58	132
Out of state (New Mexico)	0	0	0
Total	113	86	199

TRANSFERS FOR HIGH SCHOOL

Campus	CHS	NWECHS	TOTAL
Out of district (Inter)	108	57	165
Within district (Intra)			
Out of state (New Mexico)	2	1	3
Total	110	58	168

CUMULATIVE INTER/INTRA DISTRICT TRANSFERS

Transfer Type	Total
Out of District (Inter)	432
Within District (Intra)	603
Out of State (New Mexico)	4
Grand Total	1,039

ADMISSIONS:
INTERDISTRICT TRANSFERS

FDA
(REGULATION)

BASIS FOR
TRANSFER

The associate superintendent shall serve as the superintendent's designee and shall consider all transfer requests on an individual basis.

A nonresident student wishing to transfer into the District shall apply for admission annually by May 1 of the current school year. This shall apply to all new and renewing transfer requests.

A resident student who becomes a nonresident during the course of a semester shall be permitted to continue in attendance for the remainder of the school year.

TUITION
PAYMENT
IN-STATE

In-State tuition is charged by the District based on an administrative formula. Tuition is paid on the basis of nine equal payments. Tuition payment is due at the beginning of each monthly period (September through May) and becomes delinquent if not paid by the 5th day of that period. Monthly tuition payments shall be made to the Division of Financial Services. Unless tuition is paid by the 5th day of the month, or satisfactory arrangements are made with the Superintendent, the student shall be dropped.

OUT-OF-STATE

If the student is an out-of-state transfer, the tuition rate shall be fixed at a sum that is approximately equal to the sum that was spent by the District on each student in average daily attendance the preceding school year less the amount received by the District under the Foundation School Program.

Out-of-State transfers enrolled on or before the 2016-2017 school year may continue to attend district schools on a tuition-free basis provided that:

A) The student has no record within the preceding two school years of any disciplinary offenses punishable by out-of-school suspension, disciplinary alternative education program, expulsion, or placement in the Juvenile Justice Alternative Education Program and has not engaged in conduct punishable as a felony.

B) The responsible parent or guardian commit to providing transportation for the student to and from school.

TUITION
PAYMENT
AGREEMENT

Tuition payments for educational services rendered to students shall be recorded and submitted to the Financial Services Division. (see Exhibit A)

ADMISSIONS:
INTERDISTRICT TRANSFERS
TUITION EXEMPTION
DISTRICT

FDA
(REGULATION)

EMPLOYEES

Children of District employees, meaning employees on whose behalf Teacher Retirement System (TRS) contributions are made, may continue to attend district schools on a tuition-free basis provided that:

- A. They were enrolled as a transfer student in the District on or before the 2016-17 school year **and**
- B. They meet the conditions outlined in items Nos.3 and 5 below:
 1. The student is eligible for a free public education in the District, with the exception of residency[see FD (LEGAL)];
 2. The student resides within the State of Texas;
 3. The student has no record within the preceding two school years of any disciplinary offenses punishable by out-of-school suspension, disciplinary alternative education program, expulsion, or placement in the Juvenile Justice Alternative Education Program and has not engaged in conduct punishable as a felony;
 4. Adequate arrangements have been made so that the District shall receive the available state funding attributable to the attendance of the student;
 5. The responsible parent or guardian commit to providing transportation for the student to and from school.

FACTORS

The administration reserves the right to assign and/or reassign a nonresident transfer student to any appropriate District school. A student shall be assigned to a campus upon entry into the District. Transfers are approved to a school where space is available based on campus and program capacity. Inter-district transfer students may be reassigned to a different campus in order to reestablish enrollment balance if an unexpected increase in enrollment on the campus occurs.

TRANSPORTATION

Transportation for the transferring student shall be the responsibility of the parent or guardian.

ADMISSIONS:
INTERDISTRICT TRANSFERS

FDA
(REGULATION)

AFTER SCHOOL
CARE

District employees shall make arrangements for after school care of his/her child while the employee is still engaged in performance of job-related duties, In addition, a district employee shall not bring his/her child to any type of staff development that is provided through employment. Exceptions can be made by principal approval on an occasional not regular basis.

OUT-OF-COUNTRY

The District will use the following methods to verify the content of courses for which a transfer student has earned credit. 19 TAC 74.26(a)(2).

EVALUATING
STUDENT
TRANSCRIPTS

Upon admission to a Canutillo ISD high school, a student may be assigned a temporary grade placement of 9th grade pending receipt and review of appropriate documents as stated in FD (LEGAL). The student will be placed in appropriate courses based on the preliminary language assessment given by the English Language Facilitator, and counselor evaluation utilizing student interview and review of documentation to grant credits based on CISD credit matrix.

1. Transcripts will be provided upon student enrollment. If transcripts are not official, credits will not be granted until official transcripts are received.
2. Once official transcripts are received, CISD will act within 20 regular instructional days to grant all approved credits as determined on CISD matrix and make an appropriate class placement. If transcripts are not received within the 30th day after the date a child is enrolled, the counselor will contact the parents/legal guardian and document the request for official transcripts.
3. Student must follow CISD requirements for enrollment as stated in FD (LEGAL) for example:
 - a. Residency
 - b. Immunizations
 - c. Identification

ADMISSIONS:
INTERDISTRICT TRANSFERS

FDA
(REGULATION)

The transcript is evaluated and final credits are assigned by the counselor as approved by the campus administrator. The transcript will be evaluated and documented on the Foreign Transcript Audit Form (Exhibit B). Credits are awarded according to the CISD Matrix (Exhibit C) and if needed, a third party assessment agency will evaluate classes not listed on the CISD Matrix. If a third party evaluation agency grants credit for such course(s), the task force committee will meet to make a final decision to grant such credit.

Credits will be awarded in a consistent, standardized manner utilizing the contents of this official Procedure. All students will be treated in a similar manner regarding the award of credits.

STUDENT
SCHEDULE

After final official transcript evaluation and grade placement, assigned classes will be adjusted by the counselor based on credits earned. CISD staff charged with the evaluation and necessary adjustments are the counselor and a campus administrator. The designated campus administrator must sign for final approval.

ADMISSIONS:
INTERDISTRICT TRANSFERS

FDA
(REGULATION)

GRADE
CONVERSION

Grades from a foreign transcript will be evaluated individually and in accordance with the foreign country's passing scale.

Grades from Mexico transcripts will be converted to U. S. grades by using the Grade Conversion Chart for Mexican to U. S. Grades. (See Exhibit A)

All transcript evaluations from foreign countries will require the approval signature from the campus Registrar, EL Facilitator, Parent/Guardian/Student, Counselor, Campus Administrator, Data Entry Clerk and the district's Second Language Services Director.

AWARDING CREDIT

Credits are awarded on successful completion of an academic year and are to be reduced accordingly for partial year enrollment. Credit shall be based on documentation provided (transcripts/ report cards).

- a. 0.5 credit may be awarded for single semester attendance
- b. Award one Foreign Language level credit in the student's language of instruction for each year completed in secondary grades 7-9 (as reflected on the student's transcript). Example: Mexico/ Secundaria first year - award Spanish I; Secundaria second year – award Spanish II; Secundaria third year – award Spanish III. If report card(s) from Mexico only reflect: Secundaria second year, credit for Spanish I may be granted with a "P" (Pass), if Spanish from the second year was successfully completed. For Preparatoria first and subsequent years, credit for appropriate Spanish courses may be granted with a "P", (Pass).
- c. Award credit for those failed courses for which a student successfully completed a credit recovery course in his/her home country. Award the grade earned on the credit recovery course. Example: If a student failed a course in Mexico, they take "exámenes extraordinarios". Credit is awarded based on the grade earned on the "examen extraordinario".
- d. Students may be awarded credit for grades 7-9 by obtaining a certificate of completion from their home country's alternative education completion system or credit by exam. Credit is awarded based on the grade earned by exam. Example: A student coming in from Mexico may be awarded credit for Secundaria by obtaining a certificate of completion from "Secundaria en el sistema abierto para adultos de INEA". The exams taken for credit are referred to as "Diversificado para diagnostico". Credit is awarded based on the grade earned on the exams.

ADMISSIONS:
INTERDISTRICT TRANSFERS

FDA
(REGULATION)

LPAC	The 20 day timeframe to complete Language Proficiency Assessment Committee (LPAC) decision-making procedures for students whose Home Language Survey (HLS) indicates language other than English will begin immediately upon registration. LPAC will review placement and coursework, and will recommend specific academic interventions and linguistic accommodations for the student as appropriate. Committee members follow LPAC procedures as stated in EHBE Legal Special Programs Bilingual Education/ESL or TAC 89.
PARENT NOTIFICATION AND AGREEMENT	Upon completion of LPAC decision-making, the LPAC Chair will notify the parents/legal guardian regarding outcomes of the process. LPAC Chair must be prepared to provide copy of TEAMS CISD Transcript to parents/legal guardian when given such notification. Parents/legal guardian will receive the student's schedule. Parent signature indicates agreement or disagreement with the LPAC decision. Refer to the Out of Country Student Flowchart for further procedures (Exhibit D and E) and Parent Notification Letter (Exhibit F and G).
PARENTS RIGHTS	Parents are encouraged to be part of the enrollment process. Parents have rights designated to them in FNG (LEGAL).
MONITORING	The Principal will monitor and report to the Academic Language Services (ALS) Director when foreign transfer credits are not awarded, and/or appropriate grade reclassifications do not occur within 20 days of the receipt of official foreign transcripts.
REVIEW	Annual review of the regulation and exhibits will be conducted at the end of the school year. Such review will be initiated by CISD Associate Superintendent who is also Chair of the TASK-FORCE committee consisting of High School Principal, Assistant Principal, All Counselors, ALS Director, Internal Auditor, and Executive Director of Curriculum and Instruction.