

Minutes of Meeting of Board of Trustees  
El Paso Independent School District  
January 18, 2005  
6:00 p.m.  
Education Center-Boeing

Present: Mr. Sal Mena, Jr., President<sup>1</sup>  
Dr. Lorraine O'Donnell, Vice President  
Mr. Carlos Cordova, Secretary  
Ms. Lisa Colquitt-Muñoz  
Mr. David Dodge  
Miss Leonor Garcia  
Mr. Charles L. Tafoya, Superintendent

Absent: Dr. Charles Roark

The meeting was called to order at 6:08 p.m. by Mr. Dodge who also led the Pledge of Allegiance.

1. Budget Workshop and Overview of EPISD Financial Situation

Mr. Kenneth Parker, Chief Business Officer, provided an overview of the District's financial status.

- A. Current status of EPISD finances
  - 1. PEIMS (Public Education Information Management System) data and special education reporting
  - 2. General fund revenue and expenditures for 1999-2000 fiscal year and projections for 2004-05
  - 3. Funding for FTEs (full-time employees) and lack of funding for positions
  - 4. Ending undesignated fund balance and days of operational expenditures from 1999-2000 to present
- B. Current cost saving measures
  - a. Personnel Committee to review all hiring
  - b. A 5 percent decrease in all central office budgets
  - c. Consolidation of two alternative campuses
  - d. Elimination of all "floating" positions
  - e. Hiring freeze for all new central office hires – all others reviewed
  - f. Stronger purchasing procedures
  - g. All teacher openings after February 1, 2005, will be filled with long-term substitutes except for crucial academic areas at secondary campuses
- C. Future status of EPISD finances
  - a. 2005-06 EPISD budget
  - b. Central appraisal
  - c. Projected revenues
- D. What is planned
  - a. Balancing the budget
  - b. Impact on campuses
    - (1) Student per capita allocation of funding in general will remain the same based on enrollment.
    - (2) Allocation of copier funding will be \$12 per student,
      - (a) Must use District print shop or campus copiers
      - (b) No outside printing
      - (c) New copier RFP will be out prior to May 1, 2005

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<sup>1</sup> Mr. Mena departed at 8:35 p.m.

- c. Recommendations from consultant hired to review Print Shop and copier programs.
  - d. Impact on campuses
    - (1) External funding based on qualified students
    - (2) Teacher FTEs based on EPISD guidelines
    - (3) Custodial assignments based on minimum 16,000 sq. ft. per custodian
    - (4) Except for home school routes, transportation costs allocated back to campuses
  - e. Transportation recommendations
    - (1) Lower cost per mile
      - (a) Efficient routing program
      - (b) Increase riders per bus
    - (2) Staggered start times
    - (3) Begin replacement schedule of buses
    - (4) Bill extracurricular transportation services to campuses
  - f. Reviewed analysis of program costs in general fund
- E. Mr. Greg Gibson, Gibson Consulting Group, provided recommendations and a fiscal impact summary on a staffing study conducted on the EPISD. An action plan is to be developed and submitted to Board in two weeks.

#### Departure of Board Member

Mr. Mena departed the meeting at 8:35 p.m.

Speaker to this item:

- 1. Ms. Frances Wever, President, El Paso Federation of Teachers and Support Personnel, spoke about custodial duties and the need to look at the number of students and not just the square footage and what the building includes.
- F. Mr. Parker reviewed an analysis of custodial labor and recommendations for custodial services.
- G. Other areas of possible savings
- a. Finance
  - b. Purchasing
  - c. Maintenance
  - d. Fixed Asset Management
  - e. Curriculum
  - f. Risk Management
  - g. Technology
  - h. Warehouse
  - i. Print Shop
  - j. Food Services

#### Meeting Adjourned

The meeting was adjourned 9:16 p.m.

Date Approved: February 22, 2005