Budget Amendment - Campuses & Departments - 10.17.2023

TO/FROM	FUND	FUNCTION/CLASS OBJECT		AMOUNT	
FROM	NATIONAL SCHOOL BREAKFAST/LUNCH FUND 240				
		00 - FOOD SERVICES	$	4,305,894.00	
					$ 4,305,894.00
	GENERAL OPERATING - FUND 199				
		11 - INSTRUCTION	$	6,569	
		23 - SCHOOL LEADERSHIP	$	14,265	
					$ 20,834.00
TO	NATIONAL SCHOOL BREAKFAST/LUNCH FUND 240				
		35 - FOOD SERVICES	$	4,305,894.00	
					$ 4,305,894.00
	GENERAL OPERATING FUND - 199				
		11 - INSTRUCTION	$	14,265	
		23 - SCHOOL LEADERSHIP	$	4,500	
		33 - HEALTH SERVICES	$	2,069	
					$ 20,834.00
		FUND 240 - NATIONAL SCHOOL BREAKFAST/LUNCH	**$**	**4,305,894.00**	
		FUND 199 - GENERAL OPERATING FUND	**$**	**20,834.00**	
					$ 4,326,728.00

BUDGET AMENDMENT BY LOCATION

961 - Food and Nutrition Services Department - Fund 240	$	4,305,894
134 - Park Elementary School - Fund 199	$	14,265
009 - Jefferson High School - 199	$	4,500
174 - Herrera Elementary - 199	$	2,069
TOTAL	**$**	**4,326,728.00**

EL PASO INDEPENDENT SCHOOL DISTRICT

FOR DEPARTMENT USE

BUDGET AMENDMENT REQUEST

TO: Executive Director of Budget & External Financial Management

FROM: Dept Head Laura Duran
Printed Name

SUBJECT: Budget Amendment Request

DATE: 09/08/23 12:08 PM

Dept Name/Number: Food and Nutrition Services 961 Fund: 240

Pursuant to Board Policy CE (LOCAL) – Annual Operating Budget, the Board of Trustees shall amend the budget when a change is made, increasing any one of the functional spending categories or increasing revenue object accounts and other resources.

I am requesting a transfer of funds between functions. I understand that this request will require approval by the Board of Trustees based on Board Policy CE (LOCAL).

Amount	From Account	To Account
$ 133,000	240.00.3450.000.00.000.000	240.35.6121.961.99.240.961
1,970	240.00.3450.000.00.000.000	240.35.6141.961.99.240.961
11,638	240.00.3450.000.00.000.000	240.35.6146.961.99.240.961
998	240.00.3450.000.00.000.000	240.35.6148.961.99.240.961
2,394	240.00.3450.000.00.000.000	240.35.6149.961.99.240.961
150,000	240.00.3450.000.00.000.000	240.35.6311.961.99.100.961
1,960,396	240.00.3450.000.00.000.000	240.35.6341.961.99.100.961
549,000	240.00.3450.000.00.000.000	240.35.6395.961.99.100.961
80,498	240.00.3450.000.00.000.000	240.35.6399.961.99.100.961
60,000	240.00.3450.000.00.000.000	240.35.6499.961.99.100.961
375,000	240.00.3450.000.00.000.000	240.35.6631.961.99.100.961
981,000	240.00.3450.000.00.000.000	240.35.6639.961.99.100.961

Summary or Program:
Excessive Fund Balance Spend Down Plan for the Food Service fund has been approved by the Texas Department of Agriculture (TDA). Items include: upgrade to PO's systems at all campuses, servers for the network, security camera licenses, time clock replacements, vehicles, capital equipment (mobile freezers and serving lines), small kitchen equipment, insulated bags, and utility carts. Also, uniforms for employees, menu expansion for the students and cost associate with transporting meals.

Justification (Reason for Request, Consequences of Non-Approval, Etc.):
Federal regulations (7 CFR 210.19(a)(1)) require state agencies to monitor the level of net cash resources in a district's food service fund. These regulations specifically require that the level of net cash resources not exceed three months' average expenditures, as reported in the food service fund.

District Improvement Plan Objective/Goal:
IV CULTURE OF ACCOUNTABILITY - El Paso ISD cultivates a culture of transparency, care, and service.

FOR BUDGET & EXTERNAL FINANCIAL MANAGEMENT USE ONLY:
Received Date: 9/13/23
Reviewed/Approved By/Date:
Name: Rosario Reyes

Approved By: Martha Aguirre
Executive Director/Chief/
Deputy Superintendent
Signature

Date 09.08.2023

REVISED Aug-20

EL PASO INDEPENDENT SCHOOL DISTRICT

FOR CAMPUS USE

BUDGET AMENDMENT REQUEST

TO: Executive Director of Budget & External Financial Management

FROM: Maria Kennedy

SUBJECT: Budget Amendment Request

DATE: 08/28/23 11:27 AM

Campus Name/Number: Herrera Elementary School 174 Fund: 199

Pursuant to Board Policy CE (LOCAL) – Annual Operating Budget, the Board of Trustees, shall amend the budget when a change is made, increasing any one of the functional spending categories or increasing revenue object accounts and other resources.

I am requesting a transfer of funds between functions. I understand that this request will require approval by the Board of Trustees based on Board Policy CE (LOCAL).

Amount	From Account	To Account
$800.00	199.11.6399.174.11.100.174	199.33.6399.174.99.100.174
$1,250.00	199.11.6399.174.11.100.174	199.33.6112.174.99.362.174
$19.00	199.11.6399.174.11.100.174	199.33.6141.174.99.362.174

Summary or Program:
Funds were not budgeted for function (33). All money was budgeted under instructional materials,. Need to purchase supplies for function (33) and substitute account is going into a deficit until this request gets approved.

Justification (Reason for Request, Consequences of Non-Approval, Etc.):
Funds were not budgeted for function (33). All money was budgeted under instructional materials,. Need to purchase supplies for function (33) and substitute account is going into a deficit until this request gets approved.

District Improvement Plan Objective/Goal:
I WHOLE CHILD DEVELOPMENT - El Paso ISD schools foster learning environments for the whole child to thrive.

CIP Objective/Goal:
Goal 2, Perf Obj. 1, Strategy 1

CIT Acknowledgement/Approval:
08/31/23

FOR BUDGET & EXTERNAL FINANCIAL MANAGEMENT USE ONLY:
Received Date:

Reviewed/Approved By/Date: 9-13-23

Name: [illegible]

Approved By:

Michelle Romero 08/28/23

Appropriate Associate/Assistant Superintendent Date

EL PASO INDEPENDENT SCHOOL DISTRICT

FOR CAMPUS USE

BUDGET AMENDMENT REQUEST

TO: Executive Director of Budget & External Financial Management

FROM: Edgar Rincon

SUBJECT: Budget Amendment Request

DATE: 09/11/23 3:50 PM

Campus Name/Number: Jefferson High School 9 Fund: 199

Pursuant to Board Policy CE (LOCAL) – Annual Operating Budget, the Board of Trustees, shall amend the budget when a change is made, increasing any one of the functional spending categories or increasing revenue object accounts and other resources.

I am requesting a transfer of funds between functions. I understand that this request will require approval by the Board of Trustees based on Board Policy CE (LOCAL).

Amount	From Account	To Account
✓$2,500.00	199.11.6499.009.11.100.009	199.23.6399.009.99.100.009

Summary or Program:
Need to allocate funds to a appropriate account to purchase administrative supplies to include business cards, postage, and other expenses as needed.

Justification (Reason for Request, Consequences of Non-Approval, Etc.):
Due to an oversight, funds were not allocated to this account.

District Improvement Plan Objective/Goal:
IV CULTURE OF ACCOUNTABILITY - El Paso ISD cultivates a culture of transparency, care, and service.

CIP Objective/Goal:
None

CIT Acknowledgement/Approval:
09/11/23

FOR BUDGET & EXTERNAL FINANCIAL MANAGEMENT USE ONLY:
Received Date: 9/12/23
Reviewed/Approved By/Date: AP 9/12/23

Approved By:

Mark Paz, Assistant Superir — 09/11/23

Appropriate Associate/Assistant Superintendent — Date

EL PASO INDEPENDENT SCHOOL DISTRICT

FOR CAMPUS USE

BUDGET AMENDMENT REQUEST

TO: Executive Director of Budget & External Financial Management

FROM: Edgar Rincon

SUBJECT: Budget Amendment Request

DATE: 09/08/23 2:22 PM

Campus Name/Number: Jefferson High School 9 Fund: 199

Pursuant to Board Policy CE (LOCAL) – Annual Operating Budget, the Board of Trustees, shall amend the budget when a change is made, increasing any one of the functional spending categories or increasing revenue object accounts and other resources.

I am requesting a transfer of funds between functions. I understand that this request will require approval by the Board of Trustees based on Board Policy CE (LOCAL).

Amount	From Account	To Account
✓ $2,000.00	199.11.6399.009.11.100.009	199.23.6395.009.99.100.009

Summary or Program:
Technology will be utilized by Administrators to effectively support all programs and directives on campus.

Justification (Reason for Request, Consequences of Non-Approval, Etc.):
Campus Administrators are working on student designated devices to do campus work.

District Improvement Plan Objective/Goal:
III DESTINATION DISTRICT - El Paso ISD solidifies its position as El Paso's destination district.

CIP Objective/Goal:
n/a

CIT Acknowledgement/Approval:
09/08/23

FOR BUDGET & EXTERNAL FINANCIAL MANAGEMENT USE ONLY:
Received Date: 9|12|23
Reviewed/Approved By/Date: AP 9|12|23
Nayeli Placencia

Approved By:

Mark Paz, Asst Supt, Secon — 09/09/23

Appropriate Associate/Assistant Superintendent — Date

EL PASO INDEPENDENT SCHOOL DISTRICT

FOR CAMPUS USE

BUDGET AMENDMENT REQUEST

TO: Executive Director of Budget & External Financial Management

FROM: Carmen Dwyer

SUBJECT: Budget Amendment Request

DATE: 09/01/23 12:07 PM

Campus Name/Number: Park Elementary School 134 Fund: 199

Pursuant to Board Policy CE (LOCAL) – Annual Operating Budget, the Board of Trustees, shall amend the budget when a change is made, increasing any one of the functional spending categories or increasing revenue object accounts and other resources.

I am requesting a transfer of funds between functions. I understand that this request will require approval by the Board of Trustees based on Board Policy CE (LOCAL).

Amount	From Account	To Account
$14,265.00	199.23.6126.134.99.362.134	199.11.6399.134.11.100.134

Summary or Program:
Academic excellence El Paso ISD empowers all learners to excel in current and future pursuits

Justification (Reason for Request, Consequences of Non-Approval, Etc.):
In order to assist community of learners, such as teachers, students, staff: have materials and supplies so we can create and run a classroom of learning and have materials ready for student learning.

District Improvement Plan Objective/Goal:
I WHOLE CHILD DEVELOPMENT - El Paso ISD schools foster learning environments for the whole child to thrive.

CIP Objective/Goal:
CIP Ref. 2.1.2

CIT Acknowledgement/Approval:
08/31/23

FOR BUDGET & EXTERNAL FINANCIAL MANAGEMENT USE ONLY:
Received Date:
Reviewed/Approved By/Date: 9-13-23
Name: Rosavid Reyes

Approved By:

Lilia Aguilera 09/01/23

Appropriate Associate/Assistant Superintendent Date