TORNILLO INDEPENDENT SCHOOL DISTRICT
Human Resources Department

MEMORANDUM

To: Board of Trustees
From: Myrna Lopez, Director of Administrative Services
Subject: Consideration and Possible Action to Approve Annual Stipend for Designated School Guardians
Date: November 13, 2026

HISTORY:

The Board of Trustees approved the implementation of the School Guardian Program on September 29, 2025. Following program approval, Tornillo ISD administration initiated the process to identify and vet district personnel who meet all statutory and district qualifying criteria. As of November 1, 2026, four (4) district staff members have successfully met all qualifying requirements to serve in this capacity.

BUDGET IMPACT:

- **Stipend Amount:** $2,500 annually per designated School Guardian
- **Qualifying Personnel:** 4
- **Total Budget Impact:** $10,000
- **Funding Source:** General Operating Funds

ADMINISTRATIVE RECOMMENDATION:

The administration recommends that the Board of Trustees approve an annual stipend of $2,500 for each of the four (4) staff members designated as "School Guardians," for a total budget impact of $10,000 from General Funds.