

Manor Independent School District

Board of Trustees Meeting Agenda Item

April 20, 2026

CONSENT ITEM

RE: Consideration and Approval of 2025-2026 Budget Amendment #3 (Santiago-Consent)

Supporting Documents:

1. 2025-2026 General Operating, Food Nutrition and Debt Service Budget Amendment #3

District Goals:

Goal 2: COMMUNICATION- By 2026, 100% of Manor ISD communication to all scholars, family, staff, & community members will be interactive, accurate, timely, & accessible to ensure the Manor ISD community is routinely informed.

Goal 4: EQUITY & INNOVATION- By 2026, 100% of Manor ISD scholars, staff, campuses, and school communities will have equitable access to innovative academic, human, financial, capital, technological, and all other necessary resources and supports.

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Background Information:

In accordance with the TEA budget and accounting procedures and guidelines, the District's official budget includes the General Fund, Food Service Fund, and the Debt Service Fund. The Board of Trustees should approve the adoption of the budgets associated with these funds, and subsequent amendments, at the Fund Function level. Other Special Revenue Funds for grants and capital projects should be approved on a Project Basis; and consequently, are not required to be approved with the same level of detail.

The administration routinely allows transfers of existing budgeted funds within the same fund function in order to accommodate the necessary operations of the requesting department or campus. These transfers usually become necessary due to account coding requirements. Requests for transfers of existing funds between functions are reviewed by the administration to ensure that the related expenditures will not exceed the overall approved budget at the function level. These requests allowed at the administrative level are subject to final approval by the Board of Trustees.

In addition to the transfers of existing budget funds outlined above, the Board of Trustees must approve requests for new appropriations prior to expenditure. These requests include appropriations from fund balance, and reappropriation of designated fund balances.

Fiscal Implications:

The Administration has reviewed the following transfers/re-appropriations and determined the following:

REVENUES

- General Fund = \$576,091.00
- Child Nutrition Program = \$0.00
- Debt Service Fund = \$0.00

Net Change in the Revenue Budget is \$576,091.00

EXPENSES

- General Fund = \$534,589.00
- Child Nutrition Program = \$0.00
- Debt Service Fund = \$0.00

Net Change in the Expense Budget is \$41,502.00

Administrative Recommendation:

The Administration recommends the listed budget amendments and transfers be approved.

Motion Language:

I move that the Board of Trustees for the Manor Independent School District adopt the 2025-26 Budget Amendment #3, as presented.

Moises Santiago

Contact Person

Dr. Robert Sormani

Approved by Superintendent