

Alamogordo Public Schools  
Business & Finance Department

Date: September 20<sup>th</sup>, 2023

To: Pamela Renteria, Acting Superintendent

From: Bryan Runyan

RE: Budget Adjustment Requests

---

Please submit the attached Budget Adjustment Request for approval by the Board of Education on September 20<sup>th</sup>, 2023. Below is a summary description:

- 1) BAR 046-000-2324-0006-I – Increase – 27107 Library GO Bond
- 2) BAR 046-000-2324-0007-I – Increase – 31400 Special Capital Outlay
- 3) BAR 046-000-2324-0009-IB – Initial Budget – 27407 Family Income Index
- 4) BAR 046-000-2324-0010-M – Maintenance – 24194 CLSD

Notes:

- Decrease BAR: Revenue has been decreased via a notice from the Public Education Department (PED), or carry over cash balance from the prior year might have been less than budgeted for
- Increase BAR: Revenue has been increased via a notice from the Public Education Department (PED), or carry over cash balance from the prior year might have been more than budgeted for
- Initial Budget: Award letter may have been received after the July 1 budget had been set
- Maintenance BAR: Funds are being moved within the same function (example: from a 1000 function to a 1000 function)
- Transfer BAR: Funds are being moved from one function to another function (example: from a 1000 function to a 2100 function)

Must submit backup for all BARs, except transfers of funds for SEG or direct grants

**STATE OF NEW MEXICO**  
**PUBLIC EDUCATION DEPARTMENT**  
 300 Don Gaspar Santa Fe, NM 87501-2786  
**Budget Adjustment Request**

Doc. ID: 046-000-2324-0006-1

Fund Type: Capital Outlay

Adjustment Type: Increase

Fiscal Year: 2023-2024

Entity Name: Alamogordo Public Schools

Adjustment Changes Intent/Scope of Program Yes or No?: No

Contact: Lee Blankenship

Total Approved Budget (Flowthrough):

Phone: 520-370-2511

Email: lee@k12accounting.com

|                                   |                           |                |
|-----------------------------------|---------------------------|----------------|
| <b>FLOWTHROUGH ONLY</b>           | Budget Period: 2023-07-01 | To: 2024-06-30 |
| A. Approved Carryover:            |                           |                |
| B. Total Current Year Allocation: |                           |                |
| D. Total Funding Available:       |                           |                |

Revenue 27107.0000.43204 \$7,996

| Fund                             | Function                                 | Object                            | Program            | Location                                    | Job Class            | Present Budget | Adj Amt Exp | Adj Budget | ADD'L FTE |
|----------------------------------|--|-----------------------------------|--------------------|---|----------------------|----------------|-------------|------------|-----------|
| 27107<br>27107<br>GOB<br>Library | 2200 Support<br>Services-<br>Instruction | 56114 Library And<br>Audio-Visual | 0000 No<br>Program | 046000<br>ALAMOGORD<br>O DISTRICT<br>OFFICE | 0000 No Job<br>Class | \$598          | \$7,996     | \$8,594    |           |
| Sub Total                        |  |                                   |                    |   |                      |                | \$7,996     |            |           |
| Indirect Cost                    |  |                                   |                    |   |                      |                |             |            |           |
| <b>DOC. TOTAL</b>                |  |                                   |                    |   |                      |                | \$7,996     |            |           |

**Justification:**

PED Processed Carryover amount

Compliance with Sections 10-15-1 and 22-8-12, NMSA, 1978 Compilation:

A. The requested budget/changes were authorized at a scheduled Board of Education or Governance Council meeting open to the public on:

B. Justification for the transfer: Explanation such as "underbudgeted", "insufficient budget", or "needed to close out Project" ARE NOT ACCEPTABLE. Attach additional sheets if necessary.

ALL TRANSFER BARS MUST NET OUT TO ZERO ON THE DOC. TOTAL LINE.

Must submit backup for all BARs, except transfers of funds for SEG or direct grants

**STATE OF NEW MEXICO**  
**PUBLIC EDUCATION DEPARTMENT**  
 300 Don Gaspar Santa Fe, NM 87501-2786  
**Budget Adjustment Request**

Doc. ID: 046-000-2324-0007-1

Fund Type: Capital Outlay

Adjustment Type: Increase

Fiscal Year: 2023-2024

Entity Name: Alamogordo Public Schools

Adjustment Changes Intent/Scope of Program Yes or No?: No

Contact: Lee Blankenship

Total Approved Budget (Flowthrough):

Phone: 520-370-2511

Email: lee@k12accounting.com

|                                   |                           |                |
|-----------------------------------|---------------------------|----------------|
| <b>FLOWTHROUGH ONLY</b>           | Budget Period: 2023-07-01 | To: 2024-06-30 |
| A. Approved Carryover:            |                           |                |
| B. Total Current Year Allocation: |                           |                |
| D. Total Funding Available:       |                           |                |

Revenue 31400.0000.43204 \$14,442

| Fund  | Function               | Object                            | Program            | Location                                    | Job Class            | Present Budget | Adj Amt Exp | Adj Budget | ADD'L FTE |
|---|------------------------|-----------------------------------|--------------------|---|----------------------|----------------|-------------|------------|-----------|
| 31400<br>Special<br>Capital<br>Outlay-<br>State | 4000 Capital<br>Outlay | 54500<br>Construction<br>Services | 0000 No<br>Program | 046000<br>ALAMOGORD<br>O DISTRICT<br>OFFICE | 0000 No Job<br>Class |                | \$14,442    | \$14,442   |           |
| Sub Total                                       |                        |                                   |                    |   |                      |                | \$14,442    |            |           |
| Indirect Cost                                   |                        |                                   |                    |   |                      |                |             |            |           |
| <b>DOC. TOTAL</b>                               |                        |                                   |                    |   |                      |                | \$14,442    |            |           |

**Justification:**

The Capital Outlay Bureau has created BAR for Alamogordo Public Schools for Fund 31400 to Align the Budget of Object 43204 to carryover from projects allocated in prior years.

Compliance with Sections 10-15-1 and 22-8-12, NMSA, 1978 Compilation:

A. The requested budget/changes were authorized at a scheduled Board of Education or Governance Council meeting open to the public on:

B. Justification for the transfer: Explanation such as "underbudgeted", "insufficient budget", or "needed to close out Project" ARE NOT ACCEPTABLE. Attach additional sheets if necessary.

ALL TRANSFER BARS MUST NET OUT TO ZERO ON THE DOC. TOTAL LINE.

Must submit backup for all BARs,  
except transfers of funds for SEG or  
direct grants

**STATE OF NEW MEXICO**  
**PUBLIC EDUCATION DEPARTMENT**  
300 Don Gaspar Santa Fe, NM 87501-2786  
**Budget Adjustment Request**

Doc. ID: 046-000-2324-0009-IB

Fund Type: Flowthrough

Adjustment Type: Initial Budget

Fiscal Year: 2023-2024

Entity Name: Alamogordo Public Schools

Adjustment Changes Intent/Scope of Program Yes or No?: No

Contact: Lee Blankenship

Total Approved Budget (Flowthrough):

Phone: 520-370-2511

Email: lee@k12accounting.com

|  |                                  |                       |
|--|----------------------------------|-----------------------|
| <b>FLOWTHROUGH ONLY</b>                  | <b>Budget Period:</b> 07/01/2023 | <b>To:</b> 06/30/2024 |
| <b>A. Approved Carryover:</b>            |                                  |                       |
| <b>B. Total Current Year Allocation:</b> |                                  |                       |
| <b>D. Total Funding Available:</b>       |                                  |                       |

Revenue 27407.0000.43202 \$110,487

| Fund                      | Function                       | Object                                 | Program                               | Location                   | Job Class                 | Present Budget | Adj Amt Exp | Adj Budget | ADD'L FTE |
|---------------------------|--------------------------------|--|---------------------------------------|----------------------------|---------------------------|----------------|-------------|------------|-----------|
| 27407 Family Income Index | 1000 Instruction               | 51300 Additional Compensation          | 4020 Alternative and At-Risk Programs | 046114 NORTH ELEMENTARY    | 1411 Teachers-Grades 1-12 |                | \$12,719    | \$12,719   |           |
| 27407 Family Income Index | 1000 Instruction               | 52111 Educational Retirement           | 4020 Alternative and At-Risk Programs | 046114 NORTH ELEMENTARY    | 1411 Teachers-Grades 1-12 |                | \$2,181     | \$2,181    |           |
| 27407 Family Income Index | 1000 Instruction               | 52112 ERA - Retiree Health             | 4020 Alternative and At-Risk Programs | 046100 COMMUNITY CHRISTIAN | 1411 Teachers-Grades 1-12 |                | \$127       | \$127      |           |
| 27407 Family Income Index | 1000 Instruction               | 52210 FICA Payments                    | 4020 Alternative and At-Risk Programs | 046114 NORTH ELEMENTARY    | 1411 Teachers-Grades 1-12 |                | \$789       | \$789      |           |
| 27407 Family Income Index | 1000 Instruction               | 52220 Medicare Payments                | 4020 Alternative and At-Risk Programs | 046114 NORTH ELEMENTARY    | 1411 Teachers-Grades 1-12 |                | \$184       | \$184      |           |
| 27407 Family Income Index | 1000 Instruction               | 53330 Professional Development         | 4020 Alternative and At-Risk Programs | 046114 NORTH ELEMENTARY    | 0000 No Job Class         |                | \$16,000    | \$16,000   |           |
| 27407 Family Income Index | 1000 Instruction               | 56118 General Supplies and Materials   | 4020 Alternative and At-Risk Programs | 046114 NORTH ELEMENTARY    | 0000 No Job Class         |                | \$22,300    | \$22,300   |           |
| 27407 Family Income Index | 1000 Instruction               | 56119 Supply Assets (\$5,000 or less). | 4020 Alternative and At-Risk Programs | 046114 NORTH ELEMENTARY    | 0000 No Job Class         |                | \$22,300    | \$22,300   |           |
| 27407 Family Income Index | 1000 Instruction               | 57340 Technology-Related Hardware.     | 4020 Alternative and At-Risk Programs | 046114 NORTH ELEMENTARY    | 0000 No Job Class         |                | \$18,887    | \$18,887   |           |
| 27407 Family Income Index | 2100 Support Services-Students | 56118 General Supplies and Materials   | 4025 At-Risk Special Programs         | 046114 NORTH ELEMENTARY    | 0000 No Job Class         |                | \$15,000    | \$15,000   |           |
| Sub Total                 |                                |  |                                       |                            |                           |                | \$110,487   |            |           |
| Indirect Cost             |                                |  |                                       |                            |                           |                |             |            |           |
| <b>DOC. TOTAL</b>         |                                |  |                                       |                            |                           |                | \$110,487   |            |           |

**Justification:**

To enter initial award

Compliance with Sections 10-15-1 and 22-8-12, NMSA, 1978 Compilation:

A. The requested budget/changes were authorized at a scheduled Board of Education or Governance Council meeting open to the public on:

B. Justification for the transfer: Explanation such as "underbudgeted", "insufficient budget", or "needed to close out Project" ARE NOT ACCEPTABLE. Attach additional sheets if necessary.

ALL TRANSFER BARS MUST NET OUT TO ZERO ON THE DOC. TOTAL LINE.

Must submit backup for all BARs,  
except transfers of funds for SEG or  
direct grants

**STATE OF NEW MEXICO**  
**PUBLIC EDUCATION DEPARTMENT**  
300 Don Gaspar Santa Fe, NM 87501-2786  
**Budget Adjustment Request**

Doc. ID: 046-000-2324-0010-M  
Fund Type: Flowthrough  
Adjustment Type: Maintenance

Fiscal Year: 2023-2024

Entity Name: Alamogordo Public Schools

Adjustment Changes Intent/Scope of Program Yes or No?: No

Contact: Lee Blankenship

Total Approved Budget (Flowthrough):

Phone: 520-370-2511

Email: lee@k12accounting.com

|                                   |                           |                |
|-----------------------------------|---------------------------|----------------|
| <b>FLOWTHROUGH ONLY</b>           | Budget Period: 07/01/2023 | To: 06/30/2024 |
| A. Approved Carryover:            |                           |                |
| B. Total Current Year Allocation: |                           |                |
| D. Total Funding Available:       |                           |                |

| Fund  | Function                          | Object                            | Program         | Location                          | Job Class                                  | Present Budget | Adj Amt Exp | Adj Budget | ADD'L FTE |
|---|-----------------------------------|-----------------------------------|-----------------|-----------------------------------|--|----------------|-------------|------------|-----------|
| 24194<br>Comprehensive Literacy State Development (CLSD) Grants | 2200 Support Services-Instruction | 51100 Salaries Expense            | 0000 No Program | 046000 ALAMOGORDO DISTRICT OFFICE | 1211 Coordinator/Subject Matter Specialist | \$75,000       | (\$75,000)  |            |           |
| 24194<br>Comprehensive Literacy State Development (CLSD) Grants | 2200 Support Services-Instruction | 52111 Educational Retirement      | 0000 No Program | 046000 ALAMOGORDO DISTRICT OFFICE | 1211 Coordinator/Subject Matter Specialist | \$13,000       | (\$13,000)  |            |           |
| 24194<br>Comprehensive Literacy State Development (CLSD) Grants | 2200 Support Services-Instruction | 52112 ERA - Retiree Health        | 0000 No Program | 046000 ALAMOGORDO DISTRICT OFFICE | 1211 Coordinator/Subject Matter Specialist | \$3,000        | (\$3,000)   |            |           |
| 24194<br>Comprehensive Literacy State Development (CLSD) Grants | 2200 Support Services-Instruction | 52210 FICA Payments               | 0000 No Program | 046000 ALAMOGORDO DISTRICT OFFICE | 1211 Coordinator/Subject Matter Specialist | \$7,000        | (\$7,000)   |            |           |
| 24194<br>Comprehensive Literacy State Development (CLSD) Grants | 2200 Support Services-Instruction | 52220 Medicare Payments           | 0000 No Program | 046000 ALAMOGORDO DISTRICT OFFICE | 1211 Coordinator/Subject Matter Specialist | \$1,000        | (\$1,000)   |            |           |
| 24194<br>Comprehensive Literacy State Development (CLSD) Grants | 2200 Support Services-Instruction | 52311 Health and Medical Premiums | 0000 No Program | 046000 ALAMOGORDO DISTRICT OFFICE | 1211 Coordinator/Subject Matter Specialist | \$1,000        | (\$1,000)   |            |           |

|   |   |                                   |                 |                                   |  |  |          |          |  |
|---|---|-----------------------------------|-----------------|-----------------------------------|--|--|----------|----------|--|
| 24194<br>Comprehensive Literacy State Development (CLSD) Grants | 2400 Support Services-School Administration | 51100 Salaries Expense            | 0000 No Program | 046000 ALAMOGORDO DISTRICT OFFICE | 1211 Coordinator/Subject Matter Specialist |  | \$79,500 | \$79,500 |  |
| 24194<br>Comprehensive Literacy State Development (CLSD) Grants | 2400 Support Services-School Administration | 52111 Educational Retirement      | 0000 No Program | 046000 ALAMOGORDO DISTRICT OFFICE | 1211 Coordinator/Subject Matter Specialist |  | \$18,332 | \$18,332 |  |
| 24194<br>Comprehensive Literacy State Development (CLSD) Grants | 2400 Support Services-School Administration | 52112 ERA - Retiree Health        | 0000 No Program | 046000 ALAMOGORDO DISTRICT OFFICE | 1211 Coordinator/Subject Matter Specialist |  | \$148    | \$148    |  |
| 24194<br>Comprehensive Literacy State Development (CLSD) Grants | 2400 Support Services-School Administration | 52210 FICA Payments               | 0000 No Program | 046000 ALAMOGORDO DISTRICT OFFICE | 1211 Coordinator/Subject Matter Specialist |  | \$456    | \$456    |  |
| 24194<br>Comprehensive Literacy State Development (CLSD) Grants | 2400 Support Services-School Administration | 52220 Medicare Payments           | 0000 No Program | 046000 ALAMOGORDO DISTRICT OFFICE | 1211 Coordinator/Subject Matter Specialist |  | \$107    | \$107    |  |
| 24194<br>Comprehensive Literacy State Development (CLSD) Grants | 2400 Support Services-School Administration | 52311 Health and Medical Premiums | 0000 No Program | 046000 ALAMOGORDO DISTRICT OFFICE | 1211 Coordinator/Subject Matter Specialist |  | \$1,442  | \$1,442  |  |
| 24194<br>Comprehensive Literacy State Development (CLSD) Grants | 2400 Support Services-School Administration | 52312 Life                        | 0000 No Program | 046000 ALAMOGORDO DISTRICT OFFICE | 1211 Coordinator/Subject Matter Specialist |  | \$4      | \$4      |  |
| 24194<br>Comprehensive Literacy State Development (CLSD) Grants | 2400 Support Services-School Administration | 52314 Vision                      | 0000 No Program | 046000 ALAMOGORDO DISTRICT OFFICE | 1211 Coordinator/Subject Matter Specialist |  | \$11     | \$11     |  |
| Sub Total   |   |                                   |                 |                                   |  |  | \$0      |          |  |
| Indirect Cost   |   |                                   |                 |                                   |  |  |          |          |  |
| <b>DOC. TOTAL</b>   |   |                                   |                 |                                   |  |  | \$0      |          |  |

**Justification:**

Correction for function 2200 jc 1211 - should have been function 2400

Compliance with Sections 10-15-1 and 22-8-12, NMSA, 1978 Compilation:

A. The requested budget/changes were authorized at a scheduled Board of Education or Governance Council meeting open to the public on:

B. Justification for the transfer: Explanation such as "underbudgeted", "insufficient budget", or "needed to close out Project" ARE NOT ACCEPTABLE. Attach additional sheets if necessary.

ALL TRANSFER BARS MUST NET OUT TO ZERO ON THE DOC. TOTAL LINE.