

Alamogordo Public Schools  
Business & Finance Department

Date: October 18, 2023

To: Pamela Renteria, Acting Superintendent

From: Bryan Runyan

RE: Budget Adjustment Requests

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Please submit the attached Budget Adjustment Request for approval by the Board of Education on October 18<sup>th</sup>, 2023. Below is a summary description:

- 1) BAR 046-000-2324-0016-IB – Initial Budget – 27118 – SPECIAL CAPITAL OUTLAY
- 2) BAR 046-000-2324-0017-M – Maintenance – 24194 CLSD COMPREHENSIVE LITERACY STATE DEVELOPMENT
- 3) BAR 046-000-2324-0018-IB – Initial Budget – 27516 – NM OUTDOIOR LEARNING GRANT
- 4) BAR 046-000-2324-0019-I – Increase– 24109 – PRESCHOOL IDEA-B
- 5) BAR 046-000-2324-0020-IB – Initial Budget – 24355 – ARP/HCY
- 6) BAR 046-000-2324-0021-IB – Initial Budget – 24350 – ARP/HCY II

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: 046-000-2324-0016-IB  
 Fund Type: Capital Outlay  
 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>	Budget Period: 2023-07-01	To: 2024-06-30
A. Approved Carryover:		
B. Total Current Year Allocation:		
D. Total Funding Available:		

Revenue 27118.0000.43202 \$100,000

Fund	Function	Object	Program	Location	Job Class	Present Budget	Adj Amt Exp	Adj Budget	ADD'L FTE
27118 Special Capital Outlay	4000 Capital Outlay	54500 Construction Services	0000 No Program	046000 ALAMOGORD O DISTRICT OFFICE	0000 No Job Class		\$100,000	\$100,000	
Sub Total							\$100,000		
Indirect Cost									
<b>DOC. TOTAL</b>							\$100,000		

**Justification:**

To enter the initial budget amounts

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: 046-000-2324-0017-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 Comprehensive Literacy State Development (CLSD) Grants	1000 Instruction	51300 Additional Compensation	1010 Regular Education (PreK-12) Programs	046000 ALAMOGORDO DISTRICT OFFICE	1411 Teachers-Grades 1-12	\$50,000	(\$2,000)	\$48,000	
24194 Comprehensive Literacy State Development (CLSD) Grants	1000 Instruction	53330 Professional Development	1010 Regular Education (PreK-12) Programs	046000 ALAMOGORDO DISTRICT OFFICE	0000 No Job Class	\$5,000	\$2,000	\$7,000	
Sub Total							\$0		
Indirect Cost									
<b>DOC. TOTAL</b>							<b>\$0</b>		

**Justification:**

To move unused salary amounts to professional development use.

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: 046-000-2324-0019-I  
Fund Type: Flowthrough  
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: 07/01/2023	To: 06/30/2024
A. Approved Carryover:	
B. Total Current Year Allocation:	
D. Total Funding Available:	

Revenue 24109.0000.44500 \$34,353

Fund	Function	Object	Program	Location	Job Class	Present Budget	Adj Amt Exp	Adj Budget	ADD'L FTE
24109 Preschool IDEA-B	1000 Instruction	56118 General Supplies and Materials	2000 Special Programs	046000 ALAMOGORD O DISTRICT OFFICE	0000 No Job Class		\$17,176	\$17,176	
24109 Preschool IDEA-B	1000 Instruction	56119 Supply Assets (\$5,000 or less).	2000 Special Programs	046000 ALAMOGORD O DISTRICT OFFICE	0000 No Job Class		\$17,177	\$17,177	
Sub Total							\$34,353		
Indirect Cost									
<b>DOC. TOTAL</b>							\$34,353		

**Justification:**

To enter carryover memo amounts

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: 046-000-2324-0021-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>
Budget Period: 07/01/2023 To: 06/30/2024
A. Approved Carryover:
B. Total Current Year Allocation:
D. Total Funding Available:

Revenue 24350.0000.44500 \$1,518

Fund	Function	Object	Program	Location	Job Class	Present Budget	Adj Amt Exp	Adj Budget	ADD'L FTE
24350 ARPA-Homeless Children and Youth (ARP-HCY)	2100 Support Services-Students	56118 General Supplies and Materials	0000 No Program	046000 ALAMOGORDO DISTRICT OFFICE	0000 No Job Class		\$1,518	\$1,518	
						Sub Total	\$1,518		
						Indirect Cost			
						<b>DOC. TOTAL</b>	\$1,518		

**Justification:**

To allocate rollover amounts from PED

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.