

Alamogordo Public Schools  
Business & Finance Department

Date: December 13<sup>th</sup>, 2023

To: Pamela Renteria, 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 December 13<sup>th</sup>, 2023. Below is a summary description:

- 1) BAR 046-000-2324-0026-M – Maintenance – 27502 – Next Gen CTE
- 2) BAR 046-000-2324-0027- IB – Initial Budget – 21100 – Universal Free Meals
- 3) BAR 046-000-2324-0028-I – Increase – 28208 – ECED Direct
- 4) BAR 046-000-2324-0029-I – Increase – 24118 – Fresh Fruit & Vegetables

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: 046-000-2324-0026-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
27502 Career Technical Education Program (Pilot)	1000 Instruction	55819 Employee Travel - Teachers	1010 Regular Education (PreK-12) Programs	046015 ALAMOGORD O HIGH	0000 No Job Class	\$28,000	(\$800)	\$27,200	
27502 Career Technical Education Program (Pilot)	1000 Instruction	56118 General Supplies and Materials	1010 Regular Education (PreK-12) Programs	046015 ALAMOGORD O HIGH	0000 No Job Class	\$92,086	(\$3,500)	\$88,586	
27502 Career Technical Education Program (Pilot)	1000 Instruction	51300 Additional Compensation	1010 Regular Education (PreK-12) Programs	046015 ALAMOGORD O HIGH	1411 Teachers-Grades 1-12		\$650	\$650	
27502 Career Technical Education Program (Pilot)	1000 Instruction	52210 FICA Payments	1010 Regular Education (PreK-12) Programs	046015 ALAMOGORD O HIGH	1411 Teachers-Grades 1-12		\$125	\$125	
27502 Career Technical Education Program (Pilot)	1000 Instruction	52220 Medicare Payments	1010 Regular Education (PreK-12) Programs	046015 ALAMOGORD O HIGH	1411 Teachers-Grades 1-12		\$25	\$25	
27502 Career Technical Education Program (Pilot)	1000 Instruction	55915 Other Contract Services	1010 Regular Education (PreK-12) Programs	046015 ALAMOGORD O HIGH	0000 No Job Class		\$3,500	\$3,500	
Sub Total							\$0		
Indirect Cost									
<b>DOC. TOTAL</b>							<b>\$0</b>		

**Justification:**

To enter BUF for 12/4/2023

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:** 046-000-2324-0027-IB  
**Fund Type:** General Fund / Capital Outlay / Debt Service  
**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> 2023-07-01	<b>To:</b> 2024-06-30
<b>A. Approved Carryover:</b>		
<b>B. Total Current Year Allocation:</b>		
<b>D. Total Funding Available:</b>		

Revenue 21100.0000.43203 \$473,801

Fund	Function	Object	Program	Location	Job Class	Present Budget	Adj Amt Exp	Adj Budget	ADD'L FTE
21100 Universal Free Lunch (State funded)	3100 Food Services Operations	56116 Food	0000 No Program	046000 ALAMOGORD O DISTRICT OFFICE	0000 No Job Class		\$473,801	\$473,801	
						Sub Total	\$473,801		
						<b>Indirect Cost</b>			
						<b>DOC. TOTAL</b>	\$473,801		

**Justification:**

To enter amount from 2023-24 Allocation listing

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: 046-000-2324-0028-1

Fund Type: Direct Grant

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 28208.0000.43203 \$42,750

Fund	Function	Object	Program	Location	Job Class	Present Budget	Adj Amt Exp	Adj Budget	ADD'L FTE
28208 ECECD Direct	3100 Food Services Operations	56116 Food	0000 No Program	046000 ALAMOGORD O DISTRICT OFFICE	0000 No Job Class	\$12,840	\$42,750	\$55,590	
Sub Total							\$42,750		
Indirect Cost									
<b>DOC. TOTAL</b>							\$42,750		

**Justification:**

To enter additional grant award 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: 046-000-2324-0029-1

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 24118.0000.44500 \$12,164

Fund	Function	Object	Program	Location	Job Class	Present Budget	Adj Amt Exp	Adj Budget	ADD'L FTE
24118	3100 Food Services Operations	56116 Food	0000 No Program	046000 ALAMOGORDO DISTRICT OFFICE	0000 No Job Class	\$95,928	\$12,164	\$108,092	
						Sub Total	\$12,164		
						<b>Indirect Cost</b>			
						<b>DOC. TOTAL</b>	\$12,164		

**Justification:**

To enter final amount allocation

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.