

Alamogordo Public Schools  
Business & Finance Department

Date: January 17<sup>th</sup>, 2024

To: Micheal Crabtree, 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 January 17<sup>th</sup>, 2024. Below is a summary description:

- 1) BAR 046-000-2324-0030-M – Maintenance – 24115 – IDEA Private School Share
- 2) BAR 046-000-2324-0031- IB – Initial Budget – 24196 – Stronger Connections Grant
- 3) BAR 046-000-2324-0032-I – Increase – 24194 – Comprehensive Literacy State Development
- 4) BAR 046-000-2324-0033-T – Increase – 25179– ALAMO DOD
- 5) BAR 046-000-2324-0034-I – Increase – 24154 – Teacher Principal Training & Recruiting
- 6) BAR 046-000-2324-0034-IB – Initial Budget – 24333 – ESSER III Near Peer Tutoring

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: 046-000-2324-0030-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
24115 IDEA - Private Schools Share	1000 Instruction	56118 General Supplies and Materials	2000 Special Programs	046000 ALAMOGORDO DISTRICT OFFICE	0000 No Job Class	\$12,868	(\$6,434)	\$6,434	
24115 IDEA - Private Schools Share	1000 Instruction	55915 Other Contract Services	2000 Special Programs	046066 FATHER JAMES B HAY CATHOLIC SCHOOL	0000 No Job Class		\$6,434	\$6,434	
Sub Total							\$0		
Indirect Cost									
<b>DOC. TOTAL</b>							<b>\$0</b>		

**Justification:**

To move allocation to Other Contracted Svcs

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: 046-000-2324-0031-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 24196.0000.44500 \$497,611

Fund	Function	Object	Program	Location	Job Class	Present Budget	Adj Amt Exp	Adj Budget	ADD'L FTE
24196 Stronger Connections Grant (SCG) Program - CFDA 84.424F	2500 Central Services	53330 Professional Development	0000 No Program	046000 ALAMOGORDO DISTRICT OFFICE	0000 No Job Class		\$2,524	\$2,524	
24196 Stronger Connections Grant (SCG) Program - CFDA 84.424F	2500 Central Services	56119 Supply Assets (\$5,000 or less).	0000 No Program	046000 ALAMOGORDO DISTRICT OFFICE	0000 No Job Class		\$153,005	\$153,005	
24196 Stronger Connections Grant (SCG) Program - CFDA 84.424F	2500 Central Services	57331 Fixed Assets (more than \$5,000)	0000 No Program	046000 ALAMOGORDO DISTRICT OFFICE	0000 No Job Class		\$342,082	\$342,082	
Sub Total							\$497,611		
Indirect Cost									
<b>DOC. TOTAL</b>							<b>\$497,611</b>		

**Justification:**

To enter initial budget for 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: 046-000-2324-0032-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 24194.0000.44500 \$87,631

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	\$48,000	\$21,000	\$69,000	
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	\$7,000	\$9,000	\$16,000	
24194 Comprehensive Literacy State Development (CLSD) Grants	1000 Instruction	56118 General Supplies and Materials	1010 Regular Education (PreK-12) Programs	046000 ALAMOGORDO DISTRICT OFFICE	0000 No Job Class	\$22,600	\$57,631	\$80,231	
Sub Total							\$87,631		
Indirect Cost									
<b>DOC. TOTAL</b>							<b>\$87,631</b>		

**Justification:**

To budget Carryover & Final 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: 046-000-2324-0033-T

Fund Type: Direct Grant

Adjustment Type: Transfer

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>		

Fund	Function	Object	Program	Location	Job Class	Present Budget	Adj Amt Exp	Adj Budget	ADD'L FTE
25179 ALAMO DOD	4000 Capital Outlay	54500 Construction Services	0000 No Program	046037 HOLLOMAN MIDDLE	0000 No Job Class	\$59,977,328	(\$17,000)	\$59,960,328	
25179 ALAMO DOD	2300 Support Services-General Administration	55813 Employee Travel - Non- Teachers	0000 No Program	046000 ALAMOGORD O DISTRICT OFFICE	0000 No Job Class		\$17,000	\$17,000	
Sub Total							\$0		
Indirect Cost									
<b>DOC. TOTAL</b>							<b>\$0</b>		

**Justification:**

To move unused allocation from construction to related employee travel in Fn 2300

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,  
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direct grants

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

Doc. ID: 046-000-2324-0034-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 24154.0000.44500 \$374,837

Fund	Function	Object	Program	Location	Job Class	Present Budget	Adj Amt Exp	Adj Budget	ADD'L FTE
24154 Teacher/ Principal Training & Recruiting	1000 Instruction	51300 Additional Compensation	1010 Regular Education (PreK-12) Programs	046000 ALAMOGORD O DISTRICT OFFICE	1411 Teachers-Grades 1-12	\$23,848	\$245,185	\$269,033	
24154 Teacher/ Principal Training & Recruiting	1000 Instruction	52111 Educational Retirement	1010 Regular Education (PreK-12) Programs	046000 ALAMOGORD O DISTRICT OFFICE	1411 Teachers-Grades 1-12	\$4,090	\$25,000	\$29,090	
24154 Teacher/ Principal Training & Recruiting	1000 Instruction	52112 ERA - Retiree Health	1010 Regular Education (PreK-12) Programs	046000 ALAMOGORD O DISTRICT OFFICE	1411 Teachers-Grades 1-12	\$237	\$6,000	\$6,237	
24154 Teacher/ Principal Training & Recruiting	1000 Instruction	52210 FICA Payments	1010 Regular Education (PreK-12) Programs	046000 ALAMOGORD O DISTRICT OFFICE	1411 Teachers-Grades 1-12	\$1,479	\$12,000	\$13,479	
24154 Teacher/ Principal Training & Recruiting	1000 Instruction	52220 Medicare Payments	1010 Regular Education (PreK-12) Programs	046000 ALAMOGORD O DISTRICT OFFICE	1411 Teachers-Grades 1-12	\$346	\$2,500	\$2,846	
24154 Teacher/ Principal Training & Recruiting	1000 Instruction	52311 Health and Medical Premiums	1010 Regular Education (PreK-12) Programs	046000 ALAMOGORD O DISTRICT OFFICE	1411 Teachers-Grades 1-12		\$400	\$400	
24154 Teacher/ Principal Training & Recruiting	1000 Instruction	52312 Life	1010 Regular Education (PreK-12) Programs	046000 ALAMOGORD O DISTRICT OFFICE	1411 Teachers-Grades 1-12		\$150	\$150	
24154 Teacher/ Principal Training & Recruiting	1000 Instruction	52313 Dental	1010 Regular Education (PreK-12) Programs	046000 ALAMOGORD O DISTRICT OFFICE	1411 Teachers-Grades 1-12		\$150	\$150	
24154 Teacher/ Principal Training & Recruiting	1000 Instruction	52720 Workers Compensation Employer's Fee	1010 Regular Education (PreK-12) Programs	046000 ALAMOGORD O DISTRICT OFFICE	1411 Teachers-Grades 1-12		\$10	\$10	
24154 Teacher/ Principal Training & Recruiting	1000 Instruction	56118 General Supplies and Materials	1010 Regular Education (PreK-12) Programs	046000 ALAMOGORD O DISTRICT OFFICE	0000 No Job Class	\$900	\$15,000	\$15,900	
24154 Teacher/ Principal Training & Recruiting	2200 Support Services-Instruction	51100 Salaries Expense	0000 No Program	046000 ALAMOGORD O DISTRICT OFFICE	1211 Coordinator/Subject Matter Specialist	\$42,306	\$3,000	\$45,306	

24154 Teacher/ Principal Training & Recruiting	2200 Support Services- Instruction	51300 Additional Compensation	0000 No Program	046000 ALAMOGORD O DISTRICT OFFICE	1211 Coordinator/Su bject Matter Specialist		\$50,000	\$50,000	
24154 Teacher/ Principal Training & Recruiting	2200 Support Services- Instruction	52111 Educational Retirement	0000 No Program	046000 ALAMOGORD O DISTRICT OFFICE	1211 Coordinator/Su bject Matter Specialist	\$5,910	\$2,000	\$7,910	
24154 Teacher/ Principal Training & Recruiting	2200 Support Services- Instruction	52112 ERA - Retiree Health	0000 No Program	046000 ALAMOGORD O DISTRICT OFFICE	1211 Coordinator/Su bject Matter Specialist	\$963	\$1,000	\$1,963	
24154 Teacher/ Principal Training & Recruiting	2200 Support Services- Instruction	52210 FICA Payments	0000 No Program	046000 ALAMOGORD O DISTRICT OFFICE	1211 Coordinator/Su bject Matter Specialist	\$2,121	\$1,000	\$3,121	
24154 Teacher/ Principal Training & Recruiting	2200 Support Services- Instruction	52220 Medicare Payments	0000 No Program	046000 ALAMOGORD O DISTRICT OFFICE	1211 Coordinator/Su bject Matter Specialist	\$279	\$300	\$579	
24154 Teacher/ Principal Training & Recruiting	2200 Support Services- Instruction	52311 Health and Medical Premiums	0000 No Program	046000 ALAMOGORD O DISTRICT OFFICE	1211 Coordinator/Su bject Matter Specialist	\$706	\$1,000	\$1,706	
24154 Teacher/ Principal Training & Recruiting	2200 Support Services- Instruction	52500 Unemployment Compensation	0000 No Program	046000 ALAMOGORD O DISTRICT OFFICE	1211 Coordinator/Su bject Matter Specialist		\$200	\$200	
24154 Teacher/ Principal Training & Recruiting	2200 Support Services- Instruction	53330 Professional Development	0000 No Program	046000 ALAMOGORD O DISTRICT OFFICE	0000 No Job Class	\$6,000	\$3,000	\$9,000	
24154 Teacher/ Principal Training & Recruiting	2300 Support Services-General Administration	53330 Professional Development	0000 No Program	046000 ALAMOGORD O DISTRICT OFFICE	0000 No Job Class		\$3,000	\$3,000	
24154 Teacher/ Principal Training & Recruiting	2400 Support Services-School Administration	53330 Professional Development	0000 No Program	046000 ALAMOGORD O DISTRICT OFFICE	0000 No Job Class		\$2,000	\$2,000	
24154 Teacher/ Principal Training & Recruiting	2500 Central Services	53330 Professional Development	0000 No Program	046000 ALAMOGORD O DISTRICT OFFICE	0000 No Job Class		\$1,942	\$1,942	
Sub Total							\$374,837		
Indirect Cost									
<b>DOC. TOTAL</b>							\$374,837		

**Justification:**

To enter remainder of projected carryover allocations for GY22 & GY23

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: 046-000-2324-0035-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 24333.0000.44500 \$170,397

Fund	Function	Object	Program	Location	Job Class	Present Budget	Adj Amt Exp	Adj Budget	ADD'L FTE
24333 ESSER 3/Near Peer Tutoring	2100 Support Services-Students	51300 Additional Compensation	0000 No Program	046015 ALAMOGORD O HIGH	1211 Coordinator/Su bject Matter Specialist		\$21,504	\$21,504	
24333 ESSER 3/Near Peer Tutoring	2100 Support Services-Students	51300 Additional Compensation	0000 No Program	046015 ALAMOGORD O HIGH	1218 School/Student Support		\$107,438	\$107,438	
24333 ESSER 3/Near Peer Tutoring	2100 Support Services-Students	52111 Educational Retirement	0000 No Program	046015 ALAMOGORD O HIGH	1211 Coordinator/Su bject Matter Specialist		\$3,688	\$3,688	
24333 ESSER 3/Near Peer Tutoring	2100 Support Services-Students	52111 Educational Retirement	0000 No Program	046015 ALAMOGORD O HIGH	1218 School/Student Support		\$18,426	\$18,426	
24333 ESSER 3/Near Peer Tutoring	2100 Support Services-Students	52112 ERA - Retiree Health	0000 No Program	046015 ALAMOGORD O HIGH	1211 Coordinator/Su bject Matter Specialist		\$215	\$215	
24333 ESSER 3/Near Peer Tutoring	2100 Support Services-Students	52112 ERA - Retiree Health	0000 No Program	046015 ALAMOGORD O HIGH	1218 School/Student Support		\$1,074	\$1,074	
24333 ESSER 3/Near Peer Tutoring	2100 Support Services-Students	52210 FICA Payments	0000 No Program	046015 ALAMOGORD O HIGH	1211 Coordinator/Su bject Matter Specialist		\$1,333	\$1,333	
24333 ESSER 3/Near Peer Tutoring	2100 Support Services-Students	52210 FICA Payments	0000 No Program	046015 ALAMOGORD O HIGH	1218 School/Student Support		\$6,661	\$6,661	
24333 ESSER 3/Near Peer Tutoring	2100 Support Services-Students	52220 Medicare Payments	0000 No Program	046015 ALAMOGORD O HIGH	1218 School/Student Support		\$1,558	\$1,558	
24333 ESSER 3/Near Peer Tutoring	2100 Support Services-Students	56118 General Supplies and Materials	0000 No Program	046015 ALAMOGORD O HIGH	0000 No Job Class		\$8,500	\$8,500	
Sub Total							\$170,397		
Indirect Cost									
<b>DOC. TOTAL</b>							\$170,397		



**Justification:**

To enter the Final 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.