



Board of Education Agenda Request

Name: **Á**

Phone #:

Address or Site/Department:

E-Mail Address:

	Regular Meeting	Special Meeting	Work Session
Requested Meeting Date:			
Agenda Topic:			
Agenda Category:	Action Item		Presentations/Recognitions
	Consent Agenda (Action)		Departmental Reports
	Information to the Board		APS Board Policy Manual
Name and Title of Person(s) Presenting Agenda Item:			

Please e-mail this form to boardbook@aps4kids.org and attach all supporting documents to the e-mail.

Alamogordo Public Schools
Business & Finance Department

Date: August 14, 2019

To: Jerrett Perry, Superintendent

From: Rebekah Runyan

RE: Budget Adjustment Requests

Please submit the attached Budget Adjustment Request for approval by the Board of Education on August 21, 2019. Below is a summary description:

- 1) 046-000-1920-0009-IB – Initial Budget – 27155 Breakfast After the Bell
- 2) 046-000-1920-0010-IB – Initial Budget – 27109 Instructional Materials
- 3) 046-000-1920-0012-IB – Initial Budget – 27130 Feminine Hygiene Products
- 4) 046-000-1920-0013-I – Increase – 28190 GRADS

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: 046-000-1920-0009-IB

Fund Type: Flowthrough

Adjustment Type: Initial Budget

Fiscal Year: 2019-2020

Entity Name: Alamogordo

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

Contact: Rebekah Runyan, Business Manager

Total Approved Budget (Flowthrough):

Phone: 505-452-7481

Email: rebekah@k12accounting.com

FLOWTHROUGH ONLY	
Budget Period: 07/01/2019	To: 06/30/2020
A. Approved Carryover:	
B. Total Current Year Allocation: 39,635	
D. Total Funding Available: 39,635	

Revenue 27155.0000.43202 \$39,635

Fund	Function	Object	Program	Job Class	Present Budget	Adj Amt Exp	Adj Budget	ADD'L FTE
27155	3100 Food Services Operations	56116 Food	0000 No Program	0000 No Job Class		\$39,635	\$39,635	
Sub Total						\$39,635		
Indirect Cost								
DOC. TOTAL						\$39,635		

Justification:

To budget 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.

Approvals by Digital Signature		
<u>Name</u>	<u>Role</u>	<u>Date</u>
Rebekah Runyan	Business Manager	8/14/2019 11:12:35 AM

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: 046-000-1920-0010-IB
Fund Type: Flowthrough
Adjustment Type: Initial Budget

Fiscal Year: 2019-2020

Entity Name: Alamogordo

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

Contact: Rebekah Runyan, Business Manager

Total Approved Budget (Flowthrough):

Phone: 505-452-7481

Email: rebekah@k12accounting.com

FLOWTHROUGH ONLY	
Budget Period: 07/01/2019	To: 06/30/2020
A. Approved Carryover:	
B. Total Current Year Allocation: 369,875	
D. Total Funding Available: 369,875	

Revenue 27109.0000.43202 \$369,875

Fund	Function	Object	Program	Job Class	Present Budget	Adj Amt Exp	Adj Budget	ADD'L FTE
27109	1000 Instruction	56107 Instructional Materials Credit - 50% Textbooks	1010 Regular Education (K-12) Programs	0000 No Job Class		\$369,875	\$369,875	
Sub Total						\$369,875		
Indirect Cost								
DOC. TOTAL						\$369,875		

Justification:

To budget initial 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.

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Approvals by Digital Signature		
<u>Name</u>	<u>Role</u>	<u>Date</u>
Rebekah Runyan	Business Manager	8/14/2019 11:14:53 AM

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: 046-000-1920-0012-IB
Fund Type: Flowthrough
Adjustment Type: Initial Budget

Fiscal Year: 2019-2020

Entity Name: Alamogordo

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

Contact: Rebekah Runyan, Business Manager

Total Approved Budget (Flowthrough):

Phone: 505-452-7481

Email: rebekah@k12accounting.com

FLOWTHROUGH ONLY	
Budget Period: 07/01/2019	To: 06/30/2020
A. Approved Carryover:	
B. Total Current Year Allocation: 5,785	
D. Total Funding Available: 5,785	

Revenue 27130.0000.43202 \$5,785

Fund	Function	Object	Program	Job Class	Present Budget	Adj Amt Exp	Adj Budget	ADD'L FTE
27130	Feminine Hygiene Products	2100 Support Services-Students	56118 General Supplies and Materials	0000 No Program	0000 No Job Class		\$5,785	\$5,785
Sub Total						\$5,785		
Indirect Cost								
DOC. TOTAL						\$5,785		

Justification:

To budget 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: 046-000-1920-0013-I

Fund Type: Direct Grant

Adjustment Type: Increase

Fiscal Year: 2019-2020

Entity Name: Alamogordo

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

Contact: Rebekah Runyan, Business Manager

Total Approved Budget (Flowthrough):

Phone: 505-452-7481

Email: rebekah@k12accounting.com

FLOWTHROUGH ONLY	Budget Period: Jul 1 2019 12:00AM	To: Jun 30 2020 12:00AM
A. Approved Carryover:		
B. Total Current Year Allocation:		
D. Total Funding Available:		

Revenue 28190.0000.43203 \$2,500

Fund	Function	Object	Program	Job Class	Present Budget	Adj Amt Exp	Adj Budget	ADD'L FTE
28190 GRADS - Instruction	1000 Instruction	51100 Salaries Expense	4020 Alternative and At-Risk Programs	1411 Teachers- Grades 1-12		\$2,500	\$2,500	
					Sub Total	\$2,500		
					Indirect Cost			
					DOC. TOTAL	\$2,500		

Justification:

To budget initial allocation.

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

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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.

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