



CAPITAN MUNICIPAL SCHOOLS

Home of the Tigers

Memo

To: Board of Education

From: Jamie Shepperd

Date: 12/10/2025

Re: 24154 BAR

Message

Attached is a Maintenance BAR for fund 24154, Teacher/Principal Training & Recruiting.

CAPITAN MUNICIPAL SCHOOLS *To Lead, Educate, and Prepare All Students*

Located in 150 Forest, Capitan, NM 88316 • **Mailing Address** PO Box 278, Capitan, NM 88316 • **Phone** (575) 354.8500 • **Fax** (575) 354.8505

A wide, horizontal bar with a gradient from light orange to dark orange is located at the bottom of the page.

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: 040-000-2526-0011-M

Fund Type: Flowthrough

Adjustment Type: Maintenance

Fiscal Year: 2025-2026

Entity Name: Capitan Municipal Schools

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

Contact: Jamie Shepperd, Chief Financial Officer

Total Approved Budget (Flowthrough):

Phone: 575-354-8514

Email: jamie.shepperd@capitantigers.org

FLOWTHROUGH ONLY

Budget Period: 07/01/2025

To: 06/30/2026

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
24154 Teacher/Principal Training & Recruiting	2200 Support Services-Instruction	53330 Professional Development	1010 Regular Education (PreK-12) Programs	040000 Capitan District Office	0000 No Job Class	\$23,177.24	(\$1,000.00)	\$22,177.24	
24154 Teacher/Principal Training & Recruiting	2200 Support Services-Instruction	53330 Professional Development	0000 No Program	040000 Capitan District Office	0000 No Job Class		\$1,000.00	\$1,000.00	
Sub Total							\$0.00		
Indirect Cost									
DOC. TOTAL							\$0.00		

Justification:

10-31-2025 Maintenance for PD.

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

Name

Role

Date

Jamie Shepperd

Business Manager

11/20/2025 3:29:58 PM

Capitan Municipal Schools

ALL FUNDS

Fiscal Year: 2025-2026

From Date: 7/1/2025 To Date: 6/30/2026

☐ Include pre encumbrance
☐ Exclude inactive accounts with zero balance
☐ Print accounts with zero balance
☒ Filter Encumbrance Detail by Date Range

Account Number	Description	Budget	Adjustments	GL Budget	Current	YTD	Balance	Encumbrance	Budget Bal % Rem
24154.1000.52210.1010.040034.1411	FICA PAYMENTS	\$0.00	\$0.00	\$0.00	\$1.98	\$1.98	(\$1.98)	\$0.00	0.00%
24154.1000.52220.1010.040033.1411	MEDICARE PAYMENTS	\$0.00	\$0.00	\$0.00	\$5.04	\$5.04	(\$5.04)	\$10.80	0.00%
24154.1000.52220.1010.040034.1411	MEDICARE PAYMENTS	\$0.00	\$0.00	\$0.00	\$0.47	\$0.47	(\$0.47)	\$0.00	0.00%
24154.1000.52720.1010.040033.1411	WORKER'S COMPENSATION EMPLOYER'S FEE	\$0.00	\$0.00	\$0.00	\$0.15	\$0.15	(\$0.15)	\$0.00	0.00%
24154.1000.55915.1010.040000.0000	OTHER CONTRACT SERVICES	\$400.00	(\$400.00)	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
24154.1000.56118.1010.040000.0000	GENERAL SUPPLIES AND MAT	\$400.00	(\$400.00)	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
	FUNCTION: INSTRUCTION - 1000	\$800.00	\$0.00	\$800.00	\$419.37	\$419.37	\$380.63	\$1,137.79	-94.65%
24154.2200.53330.0000.040000.0000	PROFESSIONAL DEVELOPMENT	\$0.00	\$0.00	\$0.00	\$285.65	\$285.65	(\$285.65)	\$0.00	0.00%
24154.2200.53330.1010.040000.0000	PROFESSIONAL DEVELOPMENT	\$23,177.24	\$0.00	\$23,177.24	\$16,849.46	\$16,849.46	\$6,327.78	\$2,658.78	15.83%
	FUNCTION: SUPPORT SERVICES-INSTRUCTION - 2200	\$23,177.24	\$0.00	\$23,177.24	\$17,135.11	\$17,135.11	\$6,042.13	\$2,658.78	14.60%
	FUND: TEACHER/PRINCIPAL TRAINING & RECRUITING - 24154	\$23,977.24	\$0.00	\$23,977.24	\$17,554.48	\$17,554.48	\$6,422.76	\$3,796.57	10.95%
24172.1000.55819.3000.040000.0000	EMPLOYEE TRAVEL - TEACHER	\$8,068.00	\$0.00	\$8,068.00	\$0.00	\$0.00	\$8,068.00	\$0.00	100.00%
	FUNCTION: INSTRUCTION - 1000	\$8,068.00	\$0.00	\$8,068.00	\$0.00	\$0.00	\$8,068.00	\$0.00	100.00%
	FUND: CARL D PERKINS - RESERVE - 24172	\$8,068.00	\$0.00	\$8,068.00	\$0.00	\$0.00	\$8,068.00	\$0.00	100.00%
24174.1000.51300.3000.040034.1415	ADDITIONAL COMPENSATION	\$2,000.00	\$0.00	\$2,000.00	\$500.04	\$500.04	\$1,499.96	\$1,499.96	0.00%
24174.1000.51300.3000.040036.1415	ADDITIONAL COMPENSATION	\$1,000.00	\$0.00	\$1,000.00	\$250.02	\$250.02	\$749.98	\$749.98	0.00%
24174.1000.52111.3000.040034.1415	EDUCATIONAL RETIREMENT	\$0.00	\$0.00	\$0.00	\$90.72	\$90.72	(\$90.72)	\$272.14	0.00%
24174.1000.52111.3000.040036.1415	EDUCATIONAL RETIREMENT	\$0.00	\$0.00	\$0.00	\$45.36	\$45.36	(\$45.36)	\$136.07	0.00%
24174.1000.52112.3000.040034.1415	ERA - RETIREE HEALTH	\$0.00	\$0.00	\$0.00	\$9.96	\$9.96	(\$9.96)	\$29.88	0.00%
24174.1000.52112.3000.040036.1415	ERA - RETIREE HEALTH	\$0.00	\$0.00	\$0.00	\$4.98	\$4.98	(\$4.98)	\$14.94	0.00%
24174.1000.52210.3000.040034.1415	FICA PAYMENTS	\$0.00	\$0.00	\$0.00	\$30.96	\$30.96	(\$30.96)	\$92.88	0.00%
24174.1000.52210.3000.040036.1415	FICA PAYMENTS	\$0.00	\$0.00	\$0.00	\$13.69	\$13.69	(\$13.69)	\$41.04	0.00%
24174.1000.52220.3000.040034.1415	MEDICARE PAYMENTS	\$0.00	\$0.00	\$0.00	\$7.20	\$7.20	(\$7.20)	\$21.60	0.00%
24174.1000.52220.3000.040036.1415	MEDICARE PAYMENTS	\$0.00	\$0.00	\$0.00	\$3.18	\$3.18	(\$3.18)	\$9.54	0.00%
24174.1000.52720.3000.040034.1415	WORKER'S COMPENSATION EMPLOYER'S FEE	\$0.00	\$0.00	\$0.00	\$0.15	\$0.15	(\$0.15)	\$0.00	0.00%
24174.1000.52720.3000.040036.1415	WORKER'S COMPENSATION EMPLOYER'S FEE	\$0.00	\$0.00	\$0.00	\$0.06	\$0.06	(\$0.06)	\$0.00	0.00%
24174.1000.53711.3000.040000.0000	OTHER CHARGES	\$1,200.00	\$0.00	\$1,200.00	\$35.00	\$35.00	\$1,165.00	\$0.00	97.08%
24174.1000.55819.3000.040000.0000	EMPLOYEE TRAVEL - TEACHER	\$2,732.00	\$0.00	\$2,732.00	\$0.00	\$0.00	\$2,732.00	\$0.00	100.00%
24174.1000.56118.3000.040000.0000	GENERAL SUPPLIES AND MATERIALS	\$0.00	\$0.00	\$0.00	\$40.00	\$40.00	(\$40.00)	\$0.00	0.00%
	FUNCTION: INSTRUCTION - 1000	\$6,932.00	\$0.00	\$6,932.00	\$1,031.32	\$1,031.32	\$5,900.68	\$2,868.03	43.75%
	FUND: CARL D PERKINS SECONDARY-CURRENT - 24174	\$6,932.00	\$0.00	\$6,932.00	\$1,031.32	\$1,031.32	\$5,900.68	\$2,868.03	43.75%
24176.1000.56112.3000.040034.0000	OTHER TEXTBOOKS	\$3,794.00	\$0.00	\$3,794.00	\$3,793.50	\$3,793.50	\$0.50	\$0.00	0.01%