



CAPITAN MUNICIPAL SCHOOLS

Home of the Tigers

Memo

To: Board of Education

From: Jamie Shepperd

Date: 8/13/2026

Re: 21000 BAR

Message

Attached is a Maintenance BAR for fund 21000, Food Services.

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



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: 040-000-2526-0063-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
21000 Food Services	3100 Food Services Operations	56118 General Supplies and Materials	0000 No Program	040000 Capitan District Office	0000 No Job Class	\$277.00	(\$36.00)	\$241.00	
21000 Food Services	3100 Food Services Operations	56117 Non-Food	0000 No Program	040000 Capitan District Office	0000 No Job Class	\$745.40	\$36.00	\$781.40	
						Sub Total	\$0.00		
						Indirect Cost			
						DOC. TOTAL	\$0.00		

Justification:

EOY Maintenance

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>
Jamie Shepperd	Business Manager	7/29/2026 12:58:11 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
FUNCTION: INSTRUCTION - 1000										
		\$4,672.00	\$0.00	\$4,672.00	\$0.00	\$0.00	\$4,672.00	\$0.00	\$4,672.00	100.00%
FUND: TOTAL INSTRUCTIONAL MATERIALS SUBFUND - 14000										
		\$4,672.00	\$0.00	\$4,672.00	\$0.00	\$0.00	\$4,672.00	\$0.00	\$4,672.00	100.00%
15200 1000 56118 1010 0400000 0000	GENERAL SUPPLIES AND MATERIALS	\$55,314.91	\$0.00	\$55,314.91	\$0.00	\$0.00	\$55,314.91	\$0.00	\$55,314.91	100.00%
15200 1000 56119 1010 0400000 0000	SUPPLY ASSETS (\$5,000 OR LESS)	\$55,314.91	\$0.00	\$55,314.91	\$0.00	\$0.00	\$55,314.91	\$0.00	\$55,314.91	100.00%
15200 1000 57331 1010 0400000 0000	FIXED ASSETS (MORE THAN \$5,000)	\$55,314.91	\$0.00	\$55,314.91	\$0.00	\$0.00	\$55,314.91	\$0.00	\$55,314.91	100.00%
FUNCTION: INSTRUCTION - 1000										
		\$165,944.73	\$0.00	\$165,944.73	\$0.00	\$0.00	\$165,944.73	\$0.00	\$165,944.73	100.00%
15200 2300 53712 0000 0400000 0000	COUNTY TAX COLLECTION COSTS	\$1,553.46	\$0.00	\$1,553.46	\$1,485.42	\$1,485.42	\$68.04	\$0.00	\$68.04	4.38%
FUNCTION: SUPPORT SERVICES-GENERAL ADMINISTRATION - 2300										
		\$1,553.46	\$0.00	\$1,553.46	\$1,485.42	\$1,485.42	\$68.04	\$0.00	\$68.04	4.38%
15200 4000 57200 0000 0400000 0000	BUILDINGS	\$100,000.00	\$47,222.94	\$147,222.94	\$100,000.00	\$100,000.00	\$47,222.94	\$0.00	\$47,222.94	32.08%
FUNCTION: FACILITIES ACQUISITION AND CONSTRUCTION - 4000										
		\$100,000.00	\$47,222.94	\$147,222.94	\$100,000.00	\$100,000.00	\$47,222.94	\$0.00	\$47,222.94	32.08%
FUND: LOCAL REVENUE OPERATIONAL - 15200										
		\$267,498.19	\$47,222.94	\$314,721.13	\$101,485.42	\$101,485.42	\$213,235.71	\$0.00	\$213,235.71	67.75%
21000 3100 53711 0000 0400000 0000	OTHER CHARGES	\$1,184.00	\$0.00	\$1,184.00	\$550.00	\$550.00	\$634.00	\$0.00	\$634.00	53.55%
21000 3100 55915 0000 0400000 0000	OTHER CONTRACT SERVICES	\$369,927.31	(\$537.94)	\$369,389.37	\$247,401.84	\$247,401.84	\$121,987.53	\$60,923.42	\$61,064.11	16.53%
21000 3100 56113 0000 0400000 0000	SOFTWARE	\$358.00	\$17.00	\$375.00	\$375.00	\$375.00	\$0.00	\$0.00	\$0.00	0.00%
21000 3100 56116 0000 0400000 0000	FOOD	\$250.00	\$31.54	\$281.54	\$47.60	\$47.60	\$233.94	\$233.94	\$0.00	0.00%
21000 3100 56117 0000 0400000 0000	NON-FOOD	\$256.00	\$489.40	\$745.40	\$781.40	\$781.40	(\$36.00)	\$0.00	(\$36.00)	-4.83%
21000 3100 56118 0000 0400000 0000	GENERAL SUPPLIES & MATERIALS	\$277.00	\$0.00	\$277.00	\$0.00	\$0.00	\$277.00	\$0.00	\$277.00	100.00%
FUNCTION: FOOD SERVICES OPERATIONS - 3100										
		\$372,252.31	\$0.00	\$372,252.31	\$249,155.84	\$249,155.84	\$123,096.47	\$61,157.36	\$61,939.11	16.64%
FUND: FOOD SERVICES - 21000										
		\$372,252.31	\$0.00	\$372,252.31	\$249,155.84	\$249,155.84	\$123,096.47	\$61,157.36	\$61,939.11	16.64%
21100 3100 55915 0000 0400000 0000	OTHER CONTRACT SERVICES	\$158,511.00	\$0.00	\$158,511.00	\$130,586.78	\$130,586.78	\$27,924.22	\$23,787.22	\$4,137.00	2.61%
FUNCTION: FOOD SERVICES OPERATIONS - 3100										
		\$158,511.00	\$0.00	\$158,511.00	\$130,586.78	\$130,586.78	\$27,924.22	\$23,787.22	\$4,137.00	2.61%
FUND: UNIVERSAL FREE LUNCH STATE FUNDED - 21100										
		\$158,511.00	\$0.00	\$158,511.00	\$130,586.78	\$130,586.78	\$27,924.22	\$23,787.22	\$4,137.00	2.61%
22000 1000 51300 9000 0400034 1618	ADDITIONAL COMPENSATION	\$150.00	\$0.00	\$150.00	\$180.00	\$180.00	(\$30.00)	\$0.00	(\$30.00)	-20.00%
22000 1000 52111 9000 0400034 1618	EDUCATIONAL RETIREMENT	\$27.00	\$0.00	\$27.00	\$32.67	\$32.67	(\$5.67)	\$0.00	(\$5.67)	-21.00%
22000 1000 52112 9000 0400034 1618	ERA - RETIREE HEALTH	\$0.00	\$0.00	\$0.00	\$3.59	\$3.59	(\$3.59)	\$0.00	(\$3.59)	0.00%
22000 1000 52210 9000 0400034 1618	FICA PAYMENTS	\$9.00	\$0.00	\$9.00	\$9.84	\$9.84	(\$0.84)	\$0.00	(\$0.84)	-9.33%
22000 1000 52220 9000 0400034 1618	MEDICARE PAYMENTS	\$2.00	\$0.00	\$2.00	\$2.30	\$2.30	(\$0.30)	\$0.00	(\$0.30)	-15.00%
22000 1000 53330 9000 0400034 0000	PROFESSIONAL DEVELOPMENT	\$0.00	\$0.00	\$0.00	\$2,161.59	\$2,161.59	(\$2,161.59)	\$0.00	(\$2,161.59)	0.00%
22000 1000 53711 9000 0400000 0000	OTHER CHARGES	\$1,500.00	\$0.00	\$1,500.00	\$1,500.00	\$1,500.00	\$0.00	\$0.00	\$0.00	0.00%
22000 1000 53711 9000 0400034 0000	OTHER CHARGES-HS	\$6,344.00	\$0.00	\$6,344.00	\$255.00	\$255.00	\$6,089.00	\$0.00	\$6,089.00	95.98%
22000 1000 53711 9000 0400036 0000	OTHER CHARGES-MS	\$500.00	\$0.00	\$500.00	\$500.00	\$500.00	\$0.00	\$0.00	\$0.00	0.00%