



CAPITAN MUNICIPAL SCHOOLS

Home of the Tigers

Memo

To: Board of Education

From: Jamie Shepperd

Date: 12/12/2024


Re: 24101 BAR

Message

Attached is a Transfer BAR for fund 24101, Title I Part A - ESEA.

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: 040-000-2425-0010-T

Fund Type: Flowthrough

Adjustment Type: Transfer

Fiscal Year: 2024-2025

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: 07/01/2024	To: 06/30/2025
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
24101 Title I Part A - ESEA	1000 Instruction	52311 Health and Medical Premiums	1010 Regular Education (PreK-12) Programs	040034 Capitan High	1411 Teachers-Grades 1-12	\$958.00	(\$120.00)	\$838.00	
24101 Title I Part A - ESEA	2200 Support Services-Instruction	53330 Professional Development	0000 No Program	040000 CAPITAN DISTRICT OFF	0000 No Job Class		\$120.00	\$120.00	
Sub Total							\$0.00		
Indirect Cost									
DOC. TOTAL							\$0.00		

Justification:

Transfer for Professional Development

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	11/28/2024 11:48:51 AM

New Mexico Public Education Department

Title I Budget Adjustment Request (BAR) Program Justification Sheet

This form to be submitted with each BAR for Title I Funds.

District:	Capitan
Program:	Title I – Part A - ESEA
Fund Code:	24101
BAR #:	040-000-2425-0010-T

Justification Narrative (attach additional pages as necessary)

Please use the list below to indicate how the funds will be used with a dollar amount and brief description for each relevant item. LEAs are not required to budget funds for each item listed. For districts that serve private schools under equitable services, please indicate if any of the categories below are applicable.

1. Funds needed for District Level Admin Staff, Superintendents, Principals, or Business Staff.
2. Providing Funds for Private Schools
3. Providing Funds for Community Schools
4. Funds Needed for Parent Costs, Title I Parent Meetings
5. Summer School Set Asides
6. Funds Needed to Support After School Programs
7. Staff Development Set Asides Learning Materials needed for staff development \$120
8. Funds needed to support School Culture and Climate
9. Other Set Aside Costs
10. Funding Needed to Support Neglected and Delinquent Programs
11. Funding Needed to Support Preschool Services

12. Funds Needed to Support Homeless and Foster Care Students

13. Site Allocations. To include funding for:

- a. Hire Teachers/Specialists to Provide Reading/Math Instruction During the School Day.
- b. Hire Instructional Assistants to Support Classroom Teachers
- c. Hire Instructional Coaches
- d. Additional Teachers to Provide Smaller Class Sizes
- e. Hire Counselors/Other Support Staff to Assist At-Risk Students
- f. Hire Social Workers
- g. Funds used to Support English Learners
- h. Funds Used to Provide Additional Reading/Math Support before, after, or during Summer School
- i. Funds used for Intervention Programs
- j. Purchasing Technology to Support Intervention Programs
- k. Purchasing Supplemental Instructional Materials for Students

14. Indirect Costs