



CAPITAN MUNICIPAL SCHOOLS

Home of the Tigers

Memo

To: Board of Education

From: Jamie Shepperd

Date: 7/17/2025


Re: 27149 BAR

Message

Attached is an Transfer BAR for fund 27149, PreK Initiative.

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 horizontal bar with a pink-to-white gradient, 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: 040-000-2425-0063-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
27149 PreK Initiative	1000 Instruction	52313 Dental	1010 Regular Education (PreK-12) Programs	040992 Misc Preschool Program	1414 Teachers- Preschool (exclude Special Ed)	\$9,500.00	(\$9,272.96)	\$227.04	
27149 PreK Initiative	1000 Instruction	52313 Dental	1010 Regular Education (PreK-12) Programs	040992 Misc Preschool Program	1714 Instructional Assistants - Preschool	\$9,463.00	(\$2,652.36)	\$6,810.64	
27149 PreK Initiative	1000 Instruction	52314 Vision	1010 Regular Education (PreK-12) Programs	040992 Misc Preschool Program	1714 Instructional Assistants - Preschool	\$9,856.00	(\$9,793.84)	\$62.16	
27149 PreK Initiative	1000 Instruction	52314 Vision	1010 Regular Education (PreK-12) Programs	040992 Misc Preschool Program	1414 Teachers- Preschool (exclude Special Ed)	\$9,865.00	(\$9,818.44)	\$46.56	
27149 PreK Initiative	3100 Food Services Operations	55915 Other Contract Services	0000 No Program	040992 Misc Preschool Program	0000 No Job Class		\$31,537.60	\$31,537.60	
Sub Total							\$0.00		
Indirect Cost									
DOC. TOTAL							\$0.00		

Justification:

Pre-k Meals

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: 6/25/2025

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	6/25/2025 4:19:04 PM
Vance Lee	Superintendent	6/25/2025 4:29:36 PM

3Y-4Y PreK Meals 2024-2025 Not Reimbursed thru NSLP

3,680 Breakfast X 2.84 = \$10,451.20

3,680 Lunch X \$4.52 = \$16,633.60

3,680 Snack X \$1.21 = \$ 4,452.80

Total \$31,537.60