



## Board of Education

Bret E. Wier, President; Ronald L. Anderson Vice-President  
Annie Lindsey, Secretary; Matthew E. Gonzales, Member; Nancy Hooker, Member  
Adán Estrada, Superintendent

**Board of Education  
Regular Meeting**

**Wednesday  
June 19, 2019  
6:30 pm**

**Eagle Nest Elementary/Middle School  
225 Lake Avenue  
Eagle Nest, NM 87718**

### **Vision**

*To inspire our students to realize their  
individual potential in an ever-changing world*

### **Mission**

*Cimarron Municipal Schools will work hand-in-hand with our families  
and community to provide our students the experience of a safe and  
challenging educational environment through staff who know and nurture every child*

**Cimarron School District is a PREMIER school**



**with familia at its core**

# CIMARRON MUNICIPAL SCHOOLS

125 N. COLLISON AVE., CIMARRON NM, 87714  
(575) 376-2445 (575) 376-2442-FAX

## CIMARRON MUNICIPAL SCHOOLS BOARD OF EDUCATION REGULAR MEETING

Eagle Nest Elementary/Middle School  
Wednesday, June 19, 2019  
6:30 pm

- I. Call to Order
- II. Pledge of Allegiance
- III. Roll Call
- IV. Consider Approval of Agenda (Action)
- V. Consider Approval of Minutes (Action)
  - A. May 15, 2019 - Regular Board Meeting
- VI. Public Forum
- VII. NMSBA Policy Service Advisories 166 & 183 – 2<sup>nd</sup> Reading (Discussion)
- VIII. Consider Approval of a review of board policies governing special education, receive report from the Superintendent regarding administrative review of procedures, and adopt Assurance Statement that the District has in effect policies and procedures consistent with State policies and procedures established under IDEA-B regulations. (Discussion/Action)
- IX. Consider Approval of the 2019-2020 IDEA B Application. (Discussion/Action)
- X. Consider Approval for design of CHS Locker Rooms by Living Designs Group (Discussion/Action)
- XI. Consider Approval for contract for IT Services for 2019-2020 School Year (Discussion/Action)
- XII. Consider Approval for purchase of Promethean Boards (Discussion/Action)
- XIII. Consider Approval of Consent Agenda Items (Discussion/Action)
  - A. Approval of the List of Warrants, Expenditure and Revenue Report, Budget Adjustments, Cash Transfers and Reconciliation, SB9, TECH Tax Report, Cash Report, Investment Report.

XIV. School Board Report

- A. NMSBA 2019 School Law Conference, June 14-15, 2019 - Hotel Albuquerque
- B. NMSBA 2019 Leadership Retreat, July 12-13, 2019 – MC Elegante Hotel, Ruidoso, NM
- C. Retreat Dates & Places
  - June 27, 2019 – Place TBD - 9 am - 12 pm – 1 pm - 4 pm
  - August 13, 2019 – Eagle Nest Elementary/Middle School – 9 am – 12 pm – 1 pm – 4 pm

XV. Superintendent’s Report

- A. Election Information
- B. Personnel Report

XVI. Executive Session

- A. Superintendent Contract

XVII. Consider Approval of Superintendent’s Contract (Action)

XVIII. Next Regular School Board Meeting Agenda Items

XIX. Adjournment

The next Regular School Board Meeting is scheduled for Wednesday, July 17 at Cimarron Administration Board Room; Meeting Time – 6:30 pm

Persons from the same group and having similar viewpoints are asked to select a spokesperson to speak on their behalf. Multiple and repetitious presentations of the same view will be discouraged. Public Comments and Observations regarding non-agenda items that fall within the purview of the Cimarron Board of Education are heard at this time. Comments regarding matters under litigation will not be allowed and no action will be taken on items presented but may be referred to staff or others. The School Board Members and Superintendent may travel together, however, no school business will be discussed or action taken.

This is an open meeting and the citizens of the Cimarron Municipal School District are invited to attend. Notice: Individuals with disabilities who need any form of auxiliary aid to attend or participate at this meeting are to contact the Superintendent at 575-376-2445 as soon as possible.

# CIMARRON MUNICIPAL SCHOOLS

125 N. COLLISON AVE., CIMARRON NM, 87714  
(575) 376-2445 (575) 376-2442-FAX

## CIMARRON MUNICIPAL SCHOOLS BOARD OF EDUCATION REGULAR MEETING

Cimarron High School  
Media Center  
Wednesday, May 15, 2019  
6:30 pm

### I. Call to Order

- Mr. Wier called the meeting to order at 6:33 pm.

### II. Pledge of Allegiance

### III. Roll Call

- Mr. Wier, President; Mr. Anderson, Vice-President; Mrs. Lindsey, Secretary; Mr. Gonzales, Member; Mrs. Hooker, Member were all present. There is a quorum.

### IV. Consider Approval of Agenda (Action)

- Mr. Gonzales makes a motion to approve the Agenda. Mrs. Hooker seconds the motion. The Board was polled: Mr. Wier, I; Mr. Anderson, I; Mrs. Lindsey, I; Mr. Gonzales, I; Mrs. Hooker, I. The motion carries.

### V. Consider Approval of Minutes (Action)

#### A. April 17, 2019 - Regular Board Meeting

- Mr. Gonzales makes a motion to approve the April 17, 2019 Minutes. Mrs. Hooker seconds the motion. The Board was polled: Mr. Wier, I; Mr. Anderson, I; Mrs. Lindsey, I; Mr. Gonzales, I; Mrs. Hooker, I. The motion carries.

#### B. April 24, 2019 – Special Meeting

- Mrs. Hooker makes a motion to amend the roll call to include Mr. Gonzales as present for the April 24, 2019 Special meeting. Mr. Gonzales seconds the motion. The Board was polled: Mr. Wier, I; Mr. Anderson, I; Mrs. Lindsey, I; Mr. Gonzales, I; Mrs. Hooker, I. The motion carries.
- Mrs. Hooker makes a motion to approve the April 24, 2019 Special Meeting Minutes as amended. Mrs. Lindsey seconds the motion. The Board was polled: Mr. Wier, I; Mr. Anderson, I; Mrs. Lindsey, I; Mr. Gonzales, I; Mrs. Hooker, I. The motion carries.

### VI. Student and Staff Recognitions

#### A. Music Apprenticeship

#### B. 2019 New Mexico School Board Association Student Achievement Award

VII. Presentations

- A. Request for Property Donation - Village of Cimarron - James Gallegos
- B. General Bond Question - George K. Baum – Thomas Tafoya & Modrall Sperling – Arthur Melendres

VIII. Consider Approval of Resolution Calling for a General Obligation Bond Question at the regular local election to be held Tuesday, November 5, 2019 (Discussion/Action)

- Mr. Gonzales makes a motion to approve a Six Million Dollar GO Bond. Mrs. Hooker seconds the motion. There was a Roll Call Vote: Mr. Wier, I; Mr. Anderson, I; Mrs. Lindsey, I; Mr. Gonzales, I; Mrs. Hooker, I. The Resolution passes with a unanimous vote.

IX. Public Forum

X. Audit/Finance Committee Report

XI. NMSBA Policy Service Advisories 166 - 183 – 1<sup>ST</sup> Reading (Discussion)

- Tabled for further clarification

XII. Consider Approval of the School Year 2019-2020 Budget and Salary Schedules (Pending NMPED Approval) (Discussion/Action)

- Mrs. Hooker makes a motion to approve the 2019-2020 Budget and Salary Schedules. Mrs. Lindsey seconds the motion. The Board was polled: Mr. Wier, I; Mr. Anderson, I; Mrs. Lindsey, I; Mr. Gonzales, I; Mrs. Hooker, I. The motion carries.

XIII. Consider Approval of Consent Agenda Items (Discussion/Action)

- A. Approval of the List of Warrants, Expenditure and Revenue Report, Budget Adjustments, Cash Transfers and Reconciliation, SB9, TECH Tax Report, Cash Report, Investment Report.
- Mr. Gonzales makes a motion to approve the Consent Agenda Items. Mrs. Lindsey seconds the motion. The Board was polled: Mr. Wier, I; Mr. Anderson, I; Mrs. Lindsey, I; Mr. Gonzales, I; Mrs. Hooker, I. The motion carries.

XIV. School Board Report

- A. NMSBA 2019 School Law Conference, June 14-15, 2019 - Hotel Albuquerque
- B. NMSBA 2019 Leadership Retreat, July 12-13, 2019 – MC Elegante Hotel, Ruidoso, NM  
Mr. Anderson, Nancy Hooker
- C. Retreat Discussion – July 2019
- D. Consideration of student representation at School Board Meetings

XV. Superintendent's Report

- A. District Membership

XVI. Executive Session

- Mr. Gonzales makes a motion to begin Executive Session. Mrs. Hooker seconds the motion. The Board was polled: Mr. Wier, I; Mr. Anderson, I; Mrs. Lindsey, I; Mr. Gonzales, I; Mrs. Hooker, I. The motion carries.
- Executive Session begins at 8:32 pm.

- A. Superintendent Goals Report
- B. Superintendent Evaluation
- C. Transfer of Real Property

- Mr. Gonzales makes a motion to end Executive Session. Mr. Anderson seconds the motion. The Board was polled: Mr. Wier, I; Mr. Anderson, I; Mrs. Lindsey, I; Mr. Gonzales, I; Mrs. Hooker, I. The motion carries.
- Executive Session ends at 9:54 pm.

XVII. Consider Approval of Transfer of Real Property (Action)

- No Action Taken

XVIII. Consider Approval of Superintendent’s Contract (Action)

- Mr. Gonzales makes a motion to approve the Superintendent’s Contract with a 6% raise. The total contracted amount is \$98,262.00. Mr. Anderson seconds the motion. The Board was polled: Mr. Wier, I; Mr. Anderson, I; Mrs. Lindsey, I; Mr. Gonzales, I; Mrs. Hooker, I. The motion carries.

XIX. Next Regular School Board Meeting Agenda Items

- Student Representative at School Board Meetings

XX. Adjournment

- Mrs. Lindsey makes a motion to adjourn meeting. Mr. Gonzales seconds the motion. The Board was polled: Mr. Wier, I; Mr. Anderson, I; Mrs. Lindsey, I; Mr. Gonzales, I; Mrs. Hooker, I. The motion carries.
- Meeting was adjourned at 9:59 pm.

The next Regular School Board Meeting is scheduled for Wednesday, June 19 at Eagle Nest Elementary/Middle School; Meeting Time – 6:30 pm

Approval of Minutes:

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Bret E. Wier  
School Board President

Date

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Annie J. Lindsey  
School Board Secretary

Date

Persons from the same group and having similar viewpoints are asked to select a spokesperson to speak on their behalf. Multiple and repetitious presentations of the same view will be discouraged. Public Comments and Observations regarding non-agenda items that fall within the purview of the Cimarron Board of Education are heard at this time. Comments regarding matters under litigation will not be allowed and no action will be taken on items presented but may be referred to staff or others. The School Board Members and Superintendent may travel together, however, no school business will be discussed or action taken.

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# **POLICY SERVICES**

## **ADVISORY**

Volume 16, Number 1  
2019

May

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**Policy Advisory Discussion**

The following advisories are recommended for adoption by Policy Services to provide direction on the implementation of recently adopted and revised New Mexico Statutes Annotated (NMSA). The effective date for the NMSA changes indicated will be 90 days after the adjournment of the legislature enacting them, unless a later date is specified. Adjournment was March 16, 2019, and the effective date of most legislation will be Friday June 14. Policy Services has reviewed the bills that have been signed by the Governor and submits the following as the first group of advisories for your consideration. Several of the bills still require the Public Education Department (PED) to prepare regulatory documents. Those requiring PED action before Policy Services can prepare policy advisories are SB 48 on diabetes management, HB 129 on arming school security officers, SB 288 on bullying prevention, and SB 398 on screening for Dyslexia.

HB 236 on the new Attendance for Success Act, will require time for Policy Services to analyze the changes to multiple policies and procedures currently in place. SB 204 on allowing medical cannabis in schools, will also require further review before providing advice on implementation.

**Policy Advisory No. 166 EBC - Emergencies.** Senate Bill 147 related to safety establishes new requirements for school evacuation and active shooter drills. Policy EBC is modified to identify the active shooter response among the named threats. The list is not all inclusive. Types of emergency drills to be held, when held and how often, is modified by this bill. Those changes are incorporated in the regulation EBC-RB as direction to the staff.



**Policy Advisory No. 167 GBEB - Staff Conduct.** Among the several changes which are required by House Bill 431 clarifying terms and provisions of the personnel act are changes 22-10A-5 to require investigation and reporting of ethical misconduct by any employee and reporting of sexual assault or sexual abuse by employees, volunteers, contractors or contractor's employees to law enforcement.. To establish this as policy, the pertinent phraseology is added to policy GBEB on Staff Conduct along with the citation of the NMSA 22-10A-5.

**Policy Advisory No. 168 GCB - Professional Staff Positions.** Among the other changes which are required by House Bill 431 clarifying terms and provisions of the personnel act are the changes to 22-10A-21 defining employment contracts and their duration. The first change to section B indicates that the contract is between the Superintendent and the licensed school employee. The second change relates to three year contracts. Policy Services finds these changes to be confusing in light of the previous statutory statements that the contracts were between the school board and certificated employees and that they are now between the Superintendent and the licensed school employee. House Bill 431 goes on to state that a three year contract for licensed school employees is allowed at the discretion of the governing authority. Hopefully the Superintendent's role in the contractual issue will be interpreted by the courts to be as an agency role rather than as the contractor. Because it is Policy Services understanding that the governing authority of a school is the school board, as found in several education statutes and court interpretations of statute. These changes could result in some contentious contract disputes. Please note the change made to Policy GCB to establish the statutory modification..

**Policy Advisory No. 169 GCCF - Sabbatical Leave.** Another change in House Bill 431 affects the definition of sabbatical leave by removing local school board in 22-10A-2 (I), leaving governing authority as the approving body. The change to the policy GCCF is simply the addition of the statutory citation so that reference is made to the requirement that sabbatical leave study or travel approval must relate to the staff member's duties and be of direct benefit to the instructional program. This is a higher standard than some districts would apply. Please note that since this policy is not often implemented because of cost, it is maintained as a reference so that districts may review the law related to sabbatical leaves if this is needed.

**Policy Advisory No. 170 GCF - Professional Staff Hiring.** As a housekeeping matter, Policy Services noted that this general hiring policy did not reference the fingerprint requirement for criminal history background checks sometimes necessary for new employees. Therefore a bullet has been added that requires them as necessary. House Bill 431 makes a change to 22-10A- 23 that is very subtle, but unless noted by the school district could create problems with the notice, acceptance and rejection of employment contracts by licensed school employees. A section titled "Reemployment Contract" as a side heading bold type was added to clarify the change. The change in statute is that the reemployment or termination notice must be served on the employee fifteen (15) days before the end of the school year, rather than as formerly required by the end of the school year. The execution of the written contract is between the

Superintendent and the licensed school employees. The statute also gives notice that a binding employment contract between the Superintendent and the licensed school employee is created upon delivery of written acceptance of notice of reemployment from the employee. Refer to advisory 168 GCB for comments on this issue.

**Policy Advisory No. 171 GDF - Support Staff Hiring.** As with hiring of professional staff, Policy Services added a sentence requiring support staff to provide fingerprints in this policy to complete the general requirements for hiring.

**Policy Advisory No. 172 GCFC - Professional Staff Certification and Credentialing Requirements.** House Bill 431 modified 22-10A-5 to require the public school pay the cost of obtaining the criminal history records of all applicants, if offered employment, and makes a minor correction to where the requirement for others to be fingerprinted applies. This is noted in the minor changes to the first paragraph of policy GCFC.

**Policy Advisory No. 173 GDFA - Support Staff Certification and Credentialing Requirements.** House Bill 431 also modified 22-10A-5 to require that the public school pay for the criminal history report from fingerprinting an applicant offered employment as a support staff member. It further changes the requirement that a volunteer, contractor or contractor's employee is required to pay for a criminal history report by changing the "shall" to a "may". This means that the district may choose to absorb the cost for one or more of those categories of persons. If the district does decide to pay for the fingerprint report for one of these categories, please specify that all of that particular category will be covered by the directive.

**Policy Advisory No. 174 GCMF - Professional Staff Duties and Responsibilities.** The addition to this policy is a further housekeeping action to add the duties of a licensed employee to policy as found in House Bill 431 which amended 22-10A-3.

**Policy Advisory No. 175 GCO-R - Evaluation of Professional Staff Members.** House Bill 227 amended 22-10A-19 requiring the local Superintendent to adopt guidelines and procedures for the performance evaluation process. This must include the effect of the use of personal and sick leave in accord with district policy. This has been added in the procedural steps in the process of evaluation for licensed teachers in the Superintendent's regulation GCO-R.

**Policy Advisory No. 176 GCQ - Professional Staff Termination of Employment.** GCQ has been changed to reflect the amendment of 22-10a-22 by House Bill 431 with regard to the notice of termination of professional employees fifteen (15) working days prior to the last day of the school year rather than the previous "on or before the last day of the school year". To differentiate this policy from the discipline policy GCQF, Policy Services has subtitled it Notice.

**Policy Advisory No. 177 GCQC - Resignation of Professional Staff Members.** This policy is modified to indicate the amendment to 22-10A-23 by House Bill 431. The notice of termination

of professional employees is to be made fifteen (15) working days prior to the last day of the school year. This changes the previous wording "on or before the last day of the school year".

**Policy Advisory No. 178 GCA - Professional Staff Positions.** For purposes of separating policy nomenclature and applying titles to policy, it is necessary to identify the differences between Professional and Support staff. 22-1-2 defines "licensed school employee," for purpose of the school code as meaning teachers, school administrators and instructional support providers. 22-10A-2, as amended by House Bill 231, indicates in E; "instructional support provider" means a person who is employed to support the instructional program of a public school, including educational assistant, school counselor, social worker, school nurse, speech-language pathologist, psychologist, physical therapist, occupational therapist, recreational therapist, marriage and family therapist, interpreter for the deaf and diagnostician. Since the policies are divided between Professional and Support Staff it would appear that the best way to differentiate between these terms is to give the Professional determination to "licensed school employees" and the Support designation to non-licensed school employees. Policy Services has therefore concluded that the definition of a professional staff member needs to be included in Policy GCA both for the purpose of this policy and also for the purpose of establishing which employee is covered by the titled policies.

**Policy Advisory No. 179 GCQF - Discipline, Suspension, Termination and Discharge of Professional Staff Members.** Both House Bill 47 and 431 require changes to Policy GCQF. HB 431 revises sections 22-10A-2, 3, 5, 21, 22, 23, 26, 27, 28, and 29 of the act clarifying terms both in new and old definitions and processes in the School Personnel Act. The changes clarify the time when a licensed employee is to be considered to be employed for three consecutive years will be upon accepting in writing a notice of reemployment for a third consecutive year. The modified termination procedures for both licensed and non-licensed employees, changes some notice requirement dates and some periods. HB 47 revised section 22-10A-24 NMSA of the School Personnel Act and reduced the probationary period for nonlicensed school employees and licensed educational assistants to one year. These changes and some of the definition changes caused a number of minor modifications to Policy GCQF and GDQD.

**Policy Advisory No. 180 GDB - Support Staff Contracts and Compensation.** Policy Services made a minor modification to the definition of a support staff member as discussed in Advisory 178 on policy GCA. For explanation of the modification see Policy Advisory No. 178 GCA above.

**Policy Advisory No. 181 GDQD - Discipline, Suspension, and Termination of Support Staff Members.** The statutory changes of House Bill 47 and 431 apply equally in Policy GDQD as they do in GCQF to the termination of non-licensed staff. Additionally, Policy Service chose to omit the term 'Discharge' from the policy title GDQD since that term is defined as applicable only to licensed school employees (professional staff). See discussion of advisory 179 policy GCQF for additional information.

**Policy Advisory No. 182 IJOC - School Volunteers.** House Bill 431 amended 22-10A-5 of the School Personnel Act. This changes the requirement that the volunteer pay the cost of obtaining a background check. This allows the district to make the choice as to whether the fingerprint criminal record background check will be paid by the volunteer or the district. As noted in advisory 173 policy GDFA, districts should be consistent in application of the choice, that is critical to not being arbitrary and capricious at law.

**Policy Advisory No. 183 IKF - Graduation Requirements.** House Bill 664 amending 22-13-1.1 (J-1, 2, 3) allows public education department-approved work-based training or career and technical education courses that meets state academic content and performance standards in English, mathematics, or science to qualify as one of the requirements needed for graduation in each of these areas. It was added to the policy by noting its application to the particular units by use of three (3) asterisks (\*\*\*) referencing an annotation below the listed requirements.

**Materials of a legal nature in support of these advisories may be found below.** If you have any questions or requests please call Policy Services at (505) 469-0193 or E-mail Dr. Donn Williams, Policy Services Director at [nmsbapolicy@cox.net].

**This Material is written for information only and is not intended as legal advice. Please consult your attorney if legal explanations are needed.**

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#### RELEVANT STATUTES, RULES AND CITATIONS

The Bills that are referenced in the advisories above make up an additional 50 pages in PDF format. Policy Services has chosen to provide a reference to the New Mexico Legislature site where these bills can be found rather than include them in the text which the district will download. Please use the reference below in an internet browser to get to the site and then select the 2019 legislative session to be able to review any and all of the Bills sited in the advisories.

[https://nmlegis.gov/Legislation/BillFinder/Governor\\_Actions](https://nmlegis.gov/Legislation/BillFinder/Governor_Actions)

# Advisory 166

## EMERGENCIES

Disaster can strike at any time and cause wide-spread damage and injury.

Such disasters can be created by humans or the result of natural causes and can occur with little, if any, warning. Thus, it is the intent of the Board to create a systematic means to minimize the negative impact of any disaster on students, employees, visitors and others while on District property or at school-sponsored events. To this end, the Superintendent, with staff and community input, shall develop a tactical emergency response plan which will include, but not be limited to the threat of:

- Chemical, biological and nuclear incidents.
- Bomb threats.
- Building collapse.
- Hostage situations.
- Conditions of nature.
- Arson.
- Civil disturbances.
- Explosions.
- Vehicular accidents.
- Active Shooter.

A tactical emergency response plan is a safe school plan that details risk assessments and establishes the plans or procedures to manage an emergency event after it has occurred and includes, but is not limited to, emergency routes and staff assignments as they relate to immediate actions, delayed actions, mitigation actions, facility evacuations and facility reentry. The plan shall clearly outline the requirements and discretion afforded each school with regard to the administration of the plan. The plans will also designate specific emergency drills to be conducted. The plan shall be presented to the Board for approval but shall not be released to the public due to the student wellness and safety issues related to the information.

*Adopted:* date of manual adoption

LEGAL REF.: 22-13-14 NMSA  
59A-52-1 NMSA  
6.12.6.7 NMAC  
6.12.6.8 NMAC  
6.29.1.9 NMAC

CROSS REF.: JL - Student Wellness

## REGULATION

## REGULATION

## EMERGENCIES

## (Emergency Drills)

Emergency drills will be scheduled and conducted at least once each week during the first four (4) weeks of the school year ~~and at least once each month during the school year by the school administrator.~~ During the first four weeks of the school year, each school shall conduct one shelter in place drill that includes preparation to respond to an active shooter, one evacuation drill and two fire drills During the rest of the school year, each school shall conduct at least four more emergency drills, at least two of which shall be fire drills. The purpose of a drill is to train students, under staff direction, to move safely, quickly, and quietly from any location within the building to a designated position or location. ~~Two (2) drills shall be shelter in place drills, one (1) shall be an evacuation drill and the remainder shall be fire drills.~~

The following rules and procedures will be complied with in all schools:

- Evacuation routes will be posted in each room. These routes will indicate the primary and alternate exits and the evacuation area to which the student should proceed upon leaving the building. During the first week of the school year, rules for emergency evacuation will be discussed with each class using the room.
- A distinct alarm signal will be used for emergency drills only; another signal will be established by the principal for return to class.
- No student or staff member is to remain in the building during emergency drills.
- All persons should exit according to their posted evacuation routes and proceed to assigned locations a safe distance away from the building.
- It is each student's responsibility to move quickly, quietly, and in an orderly manner through the assigned exit to the assigned evacuation area.
- The teacher will be responsible for:
  - Maintaining order during the evacuation.
  - Taking the grade book and checking roll when the class is in the assigned evacuation area. The name of any student not accounted for will be reported immediately to the principal, who shall promptly notify the Superintendent.
- A report stating the date and time that the drill was conducted, and the time required to complete the evacuation will be made.



The fire department (if one [1] is maintained within the District boundaries) shall be requested to attend for instruction and constructive criticism.

# **Advisory 167**

**STAFF CONDUCT****(Standards of Professional Conduct)****Preamble**

We, licensed New Mexico educators acknowledge that ethical values in our schools cannot exist without ethical leadership. It is our ultimate goal to educate children so that they may become productive citizens; we understand that our guidance and ability to provide choices has a profound effect on reaching this goal. In affording students and each other choices, we agree to consider the consequence of each choice, the moral value best exemplified by the recommended choice, and our position on the choice if it were applied to us. These principles apply equally to all licensed educators in all schools except where they are uniquely applicable to public schools or where they conflict with principles of religious freedom.

Moral values are to ethical leadership what years of experience are to a successful educator. The former sets the stage for success of the latter. Abstract principles that espouse excellence do not easily equate into simple behavioral maxims. We are certain that some foundational concepts can be embraced because they truly celebrate desirable moral values. These concepts are: respect for one's self and others, honesty and openness, the delicate balance between absolute freedom and safety, the equally delicate balance between confidentiality and the right to know, equality of opportunity, fairness to all, and personal integrity.

In the final analysis it is our consistent ethical leadership that wins the most allies and produces the best results. Not only does this code highlight our professional responsibilities, but also it stimulates us to discuss the professional implications of our ethical choices and ethical recommendations, causes us to assess and reassess our application of moral values, and sets forth concrete behaviors appropriate for education professionals. We are committed to this code and understand that it provides minimally accepted standards of professional conduct in education.

***Standard I – Duty to the student.*** We endeavor to stimulate students to think and to learn while at the same time we seek to protect them from any harm. Ethical leadership requires licensed educators to teach not only by use of pedagogical tools, but also by consistent and justifiable personal example. To satisfy this obligation, we:

- shall, in compliance with the Family Educational Rights and Privacy Act of 1974 (20 U.S.C. Section 1232g, 34C.F.R. Part 99), the Individuals with Disabilities Education Act (20 U.S.C. Section 1401 *et seq.*, 34 C.F.R. Part 80), the Mental Health and Developmental Disabilities Code (Section 43-1-19, NMSA 1978), the Inspection of Public Records Act (Section 14-2-1

*et seq.*, NMSA 1978), the Public School Code (Section 22-1-8, NMSA 1978), and the Children's Code (Sections 32A-2-32, 32A-4-3, NMSA 1978), withhold confidential student records or information about a student or his/her personal and family life unless release of information is allowed, permitted by the student's parent(s)/legal guardian, or required by law;

- shall not discriminate or permit students within our control, supervision or responsibility to discriminate against any other student on the basis of race, color, national origin, ethnicity, sex, sexual orientation, disability, religion, or serious medical condition;
- shall avoid using our positions as licensed school employees to exploit or unduly influence a student into engaging in an illegal act, immoral act, or any other behavior that would subject a licensed school employee or student to discipline for misconduct whether or not the student actually engages in the behavior;
- shall tutor students only in accordance with local board policies, if any, only after written permission from the student's parent(s)/legal guardian, and only at a place or time approved by the local school and/or the student's parent(s)/legal guardian;
- shall not give a gift to any one (1) student unless all students situated similarly receive or are offered gifts of equal value for the same reason;
- shall not lend a student money except in clear and occasional circumstances, such as where a student may go without food or beverage or be unable to participate in a school activity without financial assistance;
- shall not have inappropriate contact with any student, whether or not on school property, which includes but is not limited to:
  - all forms of sexual touching, sexual relations or romantic relations;
  - inappropriate touching which is any physical touching, embracing, petting, hand-holding, or kissing that is unwelcome by the student or is otherwise inappropriate given the age, sex and maturity of the student;
  - any open displays of affection toward mostly-boys or mostly-girls; and
  - offering or giving a ride to a student unless absolutely unavoidable as where a student has missed his/her usual transportation and is unable to make reasonable substitute arrangements;
- shall not interfere with a student's right to a public education by sexually harassing a student or permitting students within our control, supervision or responsibility to sexually harass any other student, which prohibited behavior includes:
  - making any sexual advances, requests for sexual favors, repeated sexual references, any name calling by means of sexual references or references directed at gender-specific students, any other verbal or physical conduct of a physical

nature with a student even where the licensed educator believes the student consents or the student actually initiates the activity, and any display/distribution of sexually oriented materials where students can see them; and

- creating an intimidating, hostile or offensive work/school environment by at a minimum engaging in any of the prohibited behaviors set forth at Paragraph (7) or Subparagraph (a) of Paragraph (8), Subsection B of 6.60.9.9 NMAC, above.

***Standard II – Duty to the profession.*** The education profession has been vested by the public with an awesome trust and responsibility. To live up to that lofty expectation, we must continually engender public confidence in the integrity of our profession, and must strive consistently in educating the children of New Mexico, all of whom will one-day shape the future. To satisfy this obligation, we:

- shall not make a false or misleading statement or fail to disclose a material fact in any application for educational employment or licensure;
- shall not orally or in writing misrepresent our professional qualifications;
- shall not assist persons into educational employment whom we know to be unqualified in respect to their character, education, or employment history;
- shall not make a false or misleading statement concerning the qualifications of anyone in or desiring employment in education;
- shall not permit or assist unqualified or unauthorized persons to engage in teaching or other employment within a school;
- shall not disclose personal, medical, or other confidential information about other educational colleagues to anyone unless disclosure is required or authorized by law;
- shall not knowingly make false or derogatory personal comments about an educational colleague, although first amendment protected comments on or off campus are not prohibited;
- shall not accept any gratuity, gift, meal, discount, entertainment, hospitality, loan, forbearance, favor, or other item having monetary value whose market value exceeds one hundred dollars (\$100), excluding approved educational awards, honoraria, plaques, trophies, and prizes;
- shall avoid conduct connected with official duties that is unfair, improper, illegal or gives the appearance of being improper or illegal;
- shall not sexually harass any school employee, any school visitor or anyone else we might encounter in the course of our official duties, which includes:

- making any sexual advances, requests for sexual favors, repeated sexual references, and name calling by means of sexual references or references directed at any gender-specific individuals named above;
  - making any other verbal gesture or physical conduct with any of the above-named individuals even where the licensed educator believes they consent or they actually initiate the activity;
  - displaying or distributing any sexually oriented materials where the above-named individuals can see them; and
  - creating an intimidating, hostile, or offensive work/school environment by engaging in any of the prohibited behaviors set forth at Subparagraphs (a), (b) or (c), Paragraph (10), Subsection C of 6.60.9.9 NMAC, above;
- shall educate oneself at least annually about avoiding sexual harassment by either attending periodic training, reviewing sexual harassment literature or the Equal Employment Opportunity Commission (EEOC) guidelines found at Title 29 Code of Federal Regulations Part 1604 (29 C.F.R. Section 1604.1 *et seq.*) or contacting appropriate school human resources personnel;
  - shall not engage in inappropriate displays of affection, even with consenting adults, while on school property or during school events off campus;
  - shall not without permission of a supervisor use public school property to conduct personal business or our personal affairs;
  - shall use educational facilities and property only for educational purposes or purposes for which they are intended consistent with applicable policy, law and regulation;
  - shall not discriminate against any school employee, or any other person with whom we have any dealings or contact in the course of our official duties, on the basis of race, color, national origin, ethnicity, sex, sexual orientation, disability, religion, or serious medical condition;
  - shall not engage in any outside employment:
    - the performance of which conflicts with our public school duties, such as where a licensed educator takes a private job that would require performance in the very school district where he/she is employed;
    - where we use confidential/privileged information obtained from our public school employment as part or all of our private employment duties; and
    - that impairs our physical ability to perform our school duties;
  - shall not, with the intent to conceal/confuse a fact, change or alter any writing or encourage anyone else to change or alter any document:

- in connection with our official school duties;
- in connection with another licensed person's official school duties;
- in connection with any standardized or non-standardized testing;
- in connection with any school application or disclosure process; and
- in connection with any writing submitted to the public education department related to our initial or continued licensure, including endorsements;
- shall not in connection with any State Board-approved teacher test knowingly make any misrepresentations about one's identity, or engage in any false or deceptive acts of test-taking or test-registering;
- shall not engage in any conduct or make any statement:
  - that would breach the security of any standardized or non-standardized tests;
  - that would ignore administering portions or the entirety of any standardized or non-standardized testing instructions;
  - that would give students an unfair advantage in taking a standardized or non-standardized test;
  - that would give a particular school or a particular classroom an unfair advantage in taking a standardized or non-standardized test; and
  - that would assist students in obtaining services or benefits for which they do not qualify or are not entitled;
- shall not, when on school property or off campus while representing the school or attending a school function, engage in violent, abusive, indecent, profane, boisterous, unreasonably loud or otherwise disorderly conduct which tends to disturb the peace.
- shall not hold, or continue to hold, employment for which educator licensure or certification is required when the individual knew, should have known or is informed by the State Public Education Department (PED), that the individual does not hold the required credentials; and
- shall not use school information technology equipment, hardware, software or internet access to view, download, display, store or print pornographic images or advertisements, nude images, or sexually explicit depictions or language;
- shall not engage in unprofessional conduct, which conduct shall include but not be limited to the following:
  - striking, assaulting or restraining a student for no valid reason;

- using any written or spoken words in public schools or at school events that are inflammatory, derogatory or otherwise demonstrate a bias against a person or group, on the basis of their race, religion, culture, ethnicity, sexual preference, sexuality or physical disability;
  - bringing firearms onto school property or possessing them on school property, except with proper authorization;
  - possessing or consuming alcohol beverages at school;
  - possessing or using illegal drugs;
  - being under the influence of alcohol or illegal drugs at school;
  - actively obstructing an investigation into the possible unethical or illegal conduct of a school employee; and
  - engaging in favoritism or preferential treatment toward any school employee or applicant in regards to that individual's hiring, discipline, terms of employment, working conditions or work performance due to that individual's familial relationship with the licensee;
- shall report any knowledge of inappropriate contact, as provided by Paragraph (7) of Subsection B of 6.60.9.9 NMAC with a student or other school employee to the local school authority within thirty (30) days of obtaining such knowledge.

## **Sanctions**

The standards of professional conduct establish minimal standards of accepted professional conduct with which all educators and administrators are required to comply. Therefore, the Secretary of Education through the professional licensure unit ("licensure unit") of the public education department (PED), may revoke or suspend the licensure of any person, or may deny applications for licensure or relicensure to any person, who is within the scope of this regulation and who after hearing is found to have failed to comply with one (1) or more of the enumerated provisions of the standards of professional conduct set forth in Section 6.60.9.9 NMAC, exclusive of the preamble.

## **In General**

All employees of the District are expected to conduct themselves in a manner consistent with effective and orderly education and to protect students and District property. No employee shall, by action or inaction, interfere with or disrupt any District activity or encourage any such disruption. No employee, other than one who has obtained authorization from the appropriate school administrator, shall carry or possess a weapon on school grounds. All employees shall at all times attempt to maintain order, abide by the policies, rules, and regulations of the District, and carry out all applicable orders issued by the Superintendent.



## Investigation and reporting of Alleged Ethical Misconduct

The superintendent shall investigate all allegations of ethical misconduct about any school employee who resigns, is being discharged or terminated or otherwise leaves employment after an allegation has been made. If the investigation results in a finding of ethical misconduct by a licensed school employee, the superintendent shall report the identity of the licensed school employee and attendant circumstances of the ethical misconduct on a standardized form to the department and the licensed school employee within thirty days following the separation from employment or immediately if knowledge of the ethical misconduct is sexual harassment or sexual abuse of an adult or child. Copies of that form shall not be maintained in the school employee's personnel file.

The superintendent shall also report allegations of sexual assault or sexual abuse involving any school employee, volunteer, contractor or a contractor's employee to the appropriate law enforcement agency.

No agreement between a departing school employee and the governing authority or superintendent shall diminish or eliminate the responsibility of investigating and reporting the alleged ethical misconduct to the department or, if legally mandated, to law enforcement, and any such agreement to the contrary is void.

A persons good faith reporting of conduct indicated above will not result in liability for civil damages. The person accused shall have the right to sue for any damages as a result of negligent or intentional reporting of inaccurate information or the disclosure of any information to unauthorized persons.

*Adopted:* date of manual adoption

LEGAL REF.: 22-5-4.4 NMSA (1978)  
22-10A-5 NMSA (1978)  
6.60.9.9 NMAC  
6.68.2.1 NMAC *et seq.*  
6.68.3.1 NMAC *et seq.*

CROSS REF.: GCF - Professional Staff Hiring  
JIC - Student Conduct  
JK - Student Discipline  
KFA - Public Conduct on School Property

# Advisory 168

**PROFESSIONAL STAFF  
CONTRACTS AND COMPENSATION**

All employment contracts between ~~local school boards and certificated school personnel and between governing authorities of state agencies and certificated school instructors~~ superintendents and licensed school employees shall be in writing on forms approved by the department. These forms shall contain and specify the term of service, the salary to be paid, the method of payment, the causes for termination of the contract and other provisions required by the regulations of the Secretary of Public Education.

All employment contracts between ~~local school boards and certificated school personnel and between governing authorities of state agencies and certificated school instructors~~ superintendents and licensed school employees shall be for a period of one (1) school year except:

- contracts for less than one (1) school year are permitted to fill personnel vacancies which occur during the school year;
- contracts for the remainder of a school year are permitted to staff programs when the availability of funds for the programs is not known until after the beginning of the school year;
- contracts for less than one (1) school year are permitted to staff summer school programs and to staff federally funded programs in which the federally approved programs are specified to be conducted for less than one (1) school year;
- contracts not to exceed three (3) years are ~~permitted for administrators in public schools who are engaged in administrative functions for more than one half (1/2) of their employment time~~ allowed at the discretion of the governing authority for superintendents; and
- contracts not to exceed three (3) years are ~~permitted~~ allowed at the discretion of the ~~Local School Board for Certificated School Instructors in Public Schools~~ governing authority for licensed school employees in public schools who have been employed in the School District for three (3) consecutive school years.

Except as provided in Section 22-10A-22 NMSA 1978, a person employed by contract pursuant to this section has no legitimate objective expectancy of reemployment, and no contract

entered into pursuant to this section shall be construed as an implied promise of continued employment pursuant to a subsequent contract.

Salaries in the District will be differentiated in relationship to duties and responsibilities.

The Superintendent will provide recommendations on salaries and fringe benefits to the Board each year.

After receipt of the Superintendent's recommendations, the Board will annually establish the salaries and benefits for all employees within the budgetary constraints of the District.

*Adopted:* date of manual adoption

LEGAL REF.: 22-10A-10 NMSA (1978)  
22-10A-21 NMSA (1978)  
22-10A-22 NMSA (1978)  
6.66.2.8 NMAC  
6.66.3.8 NMAC

# Advisory 169

**SABBATICAL LEAVE**

Upon approval as a part of a compensation plan the Board may grant sabbatical leave to licensed teaching and administrative personnel for a maximum of one (1) year in accordance with 22-10A-2 (I), 22-10A-35 through 22-10A-38 NMSA 1978, and 6.66.4.8 NMAC

*Adopted:* date of manual adoption

LEGAL REF.: 22-10A-2 NMSA  
22-10A-35 through 22-10A-38 NMSA (1978)  
6.66.4.8 NMAC

# Advisory 170

## PROFESSIONAL STAFF HIRING

It shall be the policy of the District to employ and retain the best qualified personnel.

The Board adopts the following general criteria, which shall be utilized in the selection process for initial employment:

- There will be no discrimination in the hiring process due to race, color, religion, sex, sexual orientation, age, national origin, or disability of an otherwise qualified individual.
- A candidate for secondary school teaching should have a major, minor, or equivalent in the candidate's teaching field. An elementary school candidate should have a major or equivalent in elementary education or in the special area of assignment.
- Candidates for all teaching positions shall be able to deliver quality instruction.
- Each candidate shall provide evidence of meeting state requirements for certification. • Each candidate shall provide evidence of meeting state requirements for certification.
- Each candidate shall be required to provide fingerprint cards or electronic fingerprints upon being offered employment for purposes of obtaining a criminal history background record before finalization of employment.
- A "background investigation" - consisting of communication with the applicant's (or employee's) former employer that concerns education, training, experience, qualifications, and job performance for the purpose of evaluation for employment - shall be conducted on each individual to be considered for a recommendation of employment. Forms developed for this purpose are to be used.

Any employee's misstatement of fact that is material to qualifications for employment or the determination of salary shall be considered by the governing authority to constitute grounds for dismissal.

All offers of employment are contingent upon the satisfactory completion of background investigations.

### Reemployment Contract



Each licensed teaching employee shall deliver an acceptance or rejection of reemployment to the Board within fifteen (15) days from the following:

- The date written notice of reemployment is served upon the person; or
- The last day of the school year when no written notice of reemployment or termination is served upon the licensed school employee on or before fifteen (15) working days prior to the last day of the school year.

Delivery of the written acceptance of reemployment by a licensed school employee creates a binding employment contract between the licensed school employee and the superintendent until the parties enter into a formal written employment contract. Written employment contracts between the superintendent and licensed school employees shall be executed by the parties not later than ten days before the first day of a school year.

A person not directly involved in the employment decision affecting the specific applicant shall not be permitted unauthorized access to criminal history record information or background information.

*Adopted:* date of manual adoption

LEGAL REF.: 22-10A-5 NMSA (1978)  
28-1-2 NMSA *et seq.*

# Advisory 171

### SUPPORT STAFF HIRING

It shall be the policy of the District to employ and retain the best qualified personnel. This will be accomplished by giving careful consideration to qualifications and by providing competitive salaries within the financial capabilities of the District, adequate facilities, and good working conditions. Volunteers are to have background checks in accord with this policy.

Recruitment of support staff personnel is the responsibility of the Superintendent. Other members of the administration and supervisory staff will assist as responsibilities are delegated by the Superintendent.

The Board adopts the following general criteria and procedures, which shall be utilized in the selection process for initial employment:

- There will be no discrimination in the hiring process due to race, color, religion, sex, sexual orientation, age, national origin, or disability of an otherwise qualified individual.
- Candidates for all positions shall be able to perform the duties of their position job descriptions.
- Each applicant shall be required to provide fingerprint cards or electronic fingerprints upon being offered employment for purposes of obtaining a criminal history background record before finalization of employment.
- Each candidate shall be requested to complete a consent-and-release form regarding conduct of a background investigation.
- A "background investigation" - consisting of communication with the applicant's (or employee's) former employer that concerns education, training, experience, qualifications, and job performance for the purpose of evaluation for employment - shall be conducted on each individual to be considered for a recommendation of employment. Forms developed for this purpose are to be used.

In addition to the requirements in this policy and those of the fingerprint policy which follows, the District shall follow 6.41.4.9 NMAC M through S for the purposes indicated below. That part of the New Mexico Administrative Code shall be incorporated in this policy by reference.

- Commercial Driver's License (CDL) pre-employment screening.

- Returning CDL pre-employment screening.
- School owned activity driver pre-employment screening.
- School bus assistant and substitute school bus assistant pre-employment screening.
- Continuing standards for drivers.
- Pre-employment documentation maintenance (records maintenance).

Any employee's misstatement of fact that is material to qualifications for employment or the determination of salary shall be considered to constitute grounds for termination.

All offers of employment are contingent upon the satisfactory completion of background investigations.

*Adopted:* date of manual adoption

LEGAL REF.: 22-10A-5 NMSA (1978)  
28-2-1 *et seq.* NMSA  
6.41.4.9 NMAC

CROSS REF.: GBK - Staff Grievances  
GDG - Part-Time and Substitute Support Staff Employment  
IJOC - School Volunteers

# Advisory 172

**PROFESSIONAL STAFF CERTIFICATION  
AND CREDENTIALING REQUIREMENTS**

**(Fingerprinting Requirements)**

**New Hires**

All licensed personnel ~~to be hired~~ offered employment by the District, who have not been initially licensed within twenty-four (24) months of applying for employment, shall be required to provide fingerprint cards or electronic fingerprints for licensure in accord with state law, ~~and~~ The public school shall pay the cost of obtaining fingerprint or criminal history records for the licensed personnel. ~~An applicant offered employment,~~ A contractor or contractor's employee, or a volunteer who will have unsupervised access to students on school premises shall also be required to provide fingerprint cards or electronic fingerprints and may be required to pay the cost of obtaining fingerprint or criminal history records.

The candidate's fingerprints shall be submitted, along with the form presented as an exhibit to this policy, immediately upon being selected as a finalist for possible employment. The form shall be considered a part of the application for employment. Convictions of felonies or misdemeanors involving moral turpitude if directly related to employment which are contained in the criminal history investigation record shall be used to deny, suspend or revoke employment in accordance with the Criminal Offender Employment Act. However, if the conviction does not directly relate to employment, completion of probation or parole supervision or expiration of a period of three years after final discharge or release from imprisonment without subsequent conviction shall create a presumption of sufficient rehabilitation. Other information contained in the investigation record, if supported by independent evidence, may also form the basis for the employment decisions for good and just cause. A candidate's conviction of trafficking in controlled substances, criminal sexual penetration or related sexual offenses or child abuse regardless of rehabilitation shall warrant denial, suspension or revocation of employment. Records of arrest not followed by conviction or misdemeanors NOT involving moral turpitude may not be used, distributed or disseminated regarding public employment.

A person who makes a false statement, representation, or certification in any application for employment with the School District may be denied employment or terminated.

Reasons for a decision not to employ an individual based upon conviction of any indicated crime or misdemeanor involving moral turpitude shall be provided to the candidate. An

appeal of denial, suspension or revocation of employment based upon the Criminal Offender Employment Act may be requested in accord with the grievance procedure provided in policy.

A person not directly involved in the employment decision affecting the specific applicant shall not be permitted unauthorized access to criminal history record information or background information. All fingerprint or criminal history records are to be confidential records and are to be maintained as personnel records in accord with the "Rights to inspect public records, exceptions".

The Superintendent shall report to the Public Education Department any known conviction of a felony or misdemeanor involving moral turpitude of a licensed school employee that results in any type of action against the employee.

*Adopted:* date of manual adoption

LEGAL REF.: 14-2-1 NMSA  
22-10A-5 NMSA (1978)  
28-2-1 *et seq.* NMSA  
6.60.8.7 NMAC  
6.60.8.8 NMAC  
6.60.8.9 NMAC

CROSS REF.: GBK - Staff Grievances  
GCF - Professional Staff Hiring  
GCG - Part-Time and Substitute Professional Staff  
Employment  
IJOC - School Volunteers

# Advisory 173



**SUPPORT STAFF CERTIFICATION AND  
CREDENTIALING REQUIREMENTS**

**(Fingerprinting Requirements)**

An applicant offered employment and a contractor or contractor's employee, or a volunteer who will have unsupervised access to students on school premises shall be required to provide fingerprint cards or electronic fingerprints to obtain a federal bureau of investigation criminal history record. The public school shall pay the cost of applicants offered employment. A school volunteer, contractor or contractor's employee ~~and shall~~ may be required to pay the cost of obtaining criminal history records.

The candidate's fingerprints shall be submitted, along with the form required immediately upon being selected as a finalist for possible employment. The form shall be considered a part of the application for employment. Convictions of felonies or misdemeanor involving moral turpitude if directly related to employment which are contained in the criminal history investigation record shall be used to deny, suspend or revoke employment in accordance with the Criminal Offender Employment Act. However, if the conviction does not directly relate to employment, completion of probation or parole supervision or expiration of a period of three (3) years after final discharge or release from imprisonment without subsequent conviction shall create a presumption of sufficient rehabilitation. Other information contained in the investigation record, if supported by independent evidence, may also form the basis for the employment decisions for good and just cause. A candidate's conviction of trafficking in controlled substances, criminal sexual penetration or related sexual offenses or child abuse regardless of rehabilitation shall warrant denial, suspension or revocation of employment. Records of arrest not followed by conviction or misdemeanors NOT involving moral turpitude may not be used, distributed or disseminated regarding public employment.

A person who makes a false statement, representation, or certification in any application for employment with the School District may be denied employment or terminated.

Reasons for a decision not to employ an individual based upon conviction of any indicated crime or misdemeanor involving moral turpitude shall be provided to the candidate. An appeal of denial, suspension or revocation of employment based upon the Criminal Offender Employment Act may be requested in accord with the grievance procedure provided in policy.

The administration may also conduct a background investigation of current employees if it becomes aware of facts, circumstances, or conduct that indicate(s) an individualized reasonable

suspicion that undisclosed aspects of the employee's background might disqualify him or her to continue in employment with the District.

A person not directly involved in the employment decision affecting the specific applicant shall not be permitted unauthorized access to criminal history record information or background information. All fingerprint or criminal history records are to be confidential records and are to be maintained as personnel records in accord with the "Rights to inspect public records, exceptions".

*Adopted:* date of manual adoption

LEGAL REF.: 14-2-1 NMSA  
22-10A-5 NMSA (1978)  
28-2-1 NMSA *et seq.*  
6.60.8.7 NMAC  
6.60.8.8 NMAC  
6.60.8.9 NMAC

CROSS REF.: GBK - Staff Grievances  
GDF - Support Staff Hiring  
GDG - Part-Time and Substitute Support Staff Employment  
IJOC - School Volunteers

# Advisory 174

**PROFESSIONAL STAFF DUTIES  
AND RESPONSIBILITIES**

Each licensed school employee shall:

- enforce all laws and rules applicable to the employee's public school; if teaching, teach the prescribed courses of instruction;
- if teaching, teach the prescribed courses of instruction;
- exercise supervision over students on public school premises and while the students are under the control of the public school; and
- furnish reports as required.

A teacher shall not use sectarian or denominational books or teach any sectarian doctrines or conduct religious exercises.

Any person violating this prohibition by teaching sectarian doctrine in a public school shall be immediately discharged from further employment with a school district.

*Adopted:* date of manual adoption

LEGAL REF.: 22-10A-3 NMSA  
22-10A-27 through 22-10A-31 NMSA (1978)  
22-13-15 NMSA (1978)

# Advisory 175

**REGULATION** **REGULATION**

**EVALUATION OF PROFESSIONAL  
STAFF MEMBERS**

**Purpose**

The purpose of evaluation shall be the improvement of performance. Such a process, to achieve the greater measure of success, shall be predicated on the assumption that the evaluation will be a cooperative procedure, with the evaluator and the evaluatee having full knowledge of the criteria, process, and results.

The following statements give more specific purposes for evaluation:

- Evaluations determine how well the objectives held by the school are being carried out. The success of the educational program is dependent upon the quality of classroom instruction, supervision, and administration.
- Evaluations provide the basis for motivation and for self-improvement, permitting personnel to be aware of their strengths and weaknesses in order to improve.
- Evaluations provide a basis for planning in-service training and supervisory activities. Such activities can be most effective when they are based upon clear evidence of need as shown by evaluation studies.
- Evaluations provide the basis for administrative decisions. Such decisions may include the employment of personnel, their assignment, promotion, demotion, or termination.
- Evaluations aid in determining satisfactory or unsatisfactory performance.

**Evaluators**

The Superintendent shall designate the evaluators. The evaluator shall be responsible for the final written and official statement of evaluation, which shall be in writing, and a copy shall be transmitted to the certificated teacher within five (5) days after completion of the evaluation.

The District is responsible for an in-service training program for evaluators. This program shall incorporate classroom observation techniques, conference skills, and growth planning. Evaluators shall attend a training program to improve their evaluation, administrative and instructional leadership skills at least every two (2) years.

**Licensed Teacher Evaluation**

**Classroom visitations by evaluator.** Formal observations shall be spaced and of sufficient duration (minimum of *thirty [30]* uninterrupted minutes) so as to ensure that the evaluators have an opportunity to grasp an overall concept of a person's performance over a full schedule.

Formal observations are prearranged through initiation by either the observer or the teacher. Formal observations shall be defined as those that are written and provide an opportunity for a pre-observation conference and follow-up conference.

Informal observations may be made at the discretion of the administrator.

***Procedural steps in the process of evaluation:***

- At the beginning of the school year, the principal shall assign a mentor for all Level one teachers whose responsibilities shall be defined in a program established by the District in accord with statute and submitted to the Public Education Department as required.
- At the beginning of the school year, the principal shall meet with the school's faculty for the purpose of orienting the teachers to the total evaluation plan. A teachers use of personal leave and up to ten days sick leave shall not affect that teachers performance evaluation if used in accord with district policy. A low attendance score may be reflected in the evaluation if the teacher is determined to have used sick leave inconsistently with district policy.
- A professional development plan shall be devised by each teacher and provided to the evaluator on a schedule as determined by the evaluator.
- Observations in the classroom shall be completed.
- An opportunity for a conference shall precede and follow each formal observation-visitiation.
- A written record shall be made of each formal observation, with a copy to the observed.
- The official evaluation, consisting of a minimum of two (2) formal observations, shall be reduced to writing and signed by both the teacher and the evaluator. The teacher's signature shall not mean concurrence. The teacher shall be allowed ten (10) days to write and submit any comments, which shall be attached to the evaluation.
- A copy of the written evaluation shall be transmitted to the teacher within five (5) days after completion of the evaluation, and a copy shall be retained for the principal's file. A third copy shall be placed in the teacher's personnel file and made available to authorized District officers and employees.
- All evaluations shall remain confidential.

***Frequency of written evaluations.*** Evaluations shall be made at least two (2) times per year for Level one (1) teachers, and at least once per year for Level two (2) and three (3) teachers.

***Evaluation schedule:***

- *Level one (1) licensing:*
  - During the week of orientation, evaluation procedures shall be reviewed at each school. Any teacher who is hired after orientation week shall be individually oriented by the evaluator.
  - Prior to January 10, the first evaluation, including observations, written evaluation, and conference shall be completed. If unsatisfactory work performance is indicated pursuant to the evaluation a conference will be conducted and a plan prepared to allow correction of the work performance. Such information will be recorded in writing, signed by all parties present and provided to the person evaluated. (see 6.69.2.8 (B)(2) for refusal to sign)
  - Prior to April 15, a second evaluation shall be completed. If unsatisfactory work performance is indicated pursuant to the evaluation a conference will be conducted and a plan prepared specifying the areas for correction of the work performance, while noting any areas of improvement if improvement is required. An employee whose performance continues to be unsatisfactory shall be given a notice of unsatisfactory performance. The notice shall specify the nature of the inadequacy with such particularity as to furnish the teacher an opportunity to correct the inadequacies and overcome the grounds for the charge of inadequacy of work performance.
  - Prior to the last day of the school year, the Board shall authorize, as necessary, and send notice to employees who will be terminated. A copy of any evaluation(s) pertinent to the charges not to reemploy will be included in the written notice of intention not to reemploy.
  - This written notice of termination shall be delivered personally or sent by registered or certified mail with delivery by a time certain at least fourteen (14) days prior to the last day of the school year, to the teacher's place of residence, as recorded in the District's records. Within ten (10) days of a request from the employee, the Superintendent shall provide the reason(s) for the decision to terminate.
- *Level two (2) and three (3) licensing:*
  - Level two (2) and three (3) licensed employees shall be evaluated at least once each year. During the week of orientation, evaluation procedures shall be reviewed at each school. Any teacher who is hired after orientation week shall be individually oriented by the evaluator.



- Prior to March 15, the evaluation shall be completed. If less than satisfactory work performance and competency is indicated pursuant to the evaluation a conference will be conducted and a plan prepared specifying the areas for correction of the work performance, while noting any areas of improvement if improvement is required. An employee whose performance continues to be unsatisfactory shall be given a notice of unsatisfactory performance. A second conference shall be held at the time the notice is given. The notice shall specify the nature of the inadequacy with such particularity as to furnish the teacher an opportunity to correct the inadequacies and overcome the grounds for the charge of inadequacy of work performance.
  
- The principal shall establish a mentoring and peer intervention program as is seen necessary. Persons used for mentoring or intervention may be trained as evaluators. If the employee is unable to demonstrate satisfactory performance and competency by the end of a period of sixty (60) calendar days, the peer interveners may make a recommendation to the supervising administrator which may be termination. If the teacher does not demonstrate essential competency in a given school year, the School District shall provide the teacher with additional professional development and peer intervention during the following school year. If by the end of that school year the teacher fails to demonstrate essential competency, the District may choose not to contract with the teacher to teach in the classroom (terminate).
  
- At least fourteen (14) days prior to the last day of the school year, the governing authority shall authorize, as necessary, and send notice to employees who will be terminated. A copy of any evaluation(s) pertinent to the charges not to reemploy will be included in the written notice of termination.
  
- This written notice of termination shall be delivered personally or sent by registered or certified mail with delivery by a time certain prior to the last day of the school year, to the teacher's place of residence, as recorded in the District's records.
  
- Subject to the provisions of NMSA the Superintendent shall offer to each Level two (2) and Level three (3) teacher under contract of employment with the District for the current year a contract renewal for the next ensuing school year unless the ~~Local School Board~~ governing authority gives notice to the teacher of the intent not to offer a contract and to terminate the teacher as provided in NMSA.
  
- All provisions of the New Mexico Revised Statutes shall be complied with in the dismissal of continuing teachers.

**Evaluation program.** The specific format for the teacher evaluation system will be developed in compliance with Policy GCO, this regulation, NMSA, and NMAC under the leadership of the Superintendent.

Compliance with Public Education Department (PED) Regulation 6.69.4, Performance Evaluation System Requirements for Teachers, will be completed as specified in the teacher performance evaluation for three (3)-tiered licensure.

### **Evaluation of Licensed Administrators and Other Licensed Non-Teaching Employees**

Continuous evaluation of all aspects of the total educational program, including student progress, personnel, curriculum, and facilities, will include a formal process of evaluating all administrators and licensed non-teaching employees. The purpose of this evaluation shall be the improvement of the quality of the educational program in the District and improvement of the performance of each employee. The evaluation will be a cooperative procedure, with the evaluator and the evaluatee having full knowledge of the criteria, process, and results.

The following statements give more specific purposes for evaluation:

- Evaluations determine how well the objectives held by the school and District are being carried out. The success of the educational program is dependent upon many factors, which include the quality supervision, and administration.
- Evaluations provide the basis for motivation and for self-improvement, permitting administrative personnel to be aware of strengths and weaknesses in order to improve the operation of the District's programs.

### ***Procedural steps in the process of evaluation:***

The specific format for the evaluation system for licensed administrators and licensed non-teaching employees will be developed under the leadership of the Superintendent and shall involve all principals and supervisors of principals in the development of evaluation criteria and data collection procedures. One (1) component of the evaluation tool for school administrators shall be evaluation by other school employees.

- At the beginning of the school year, the licensed administrators and licensed non-teaching employees will be oriented to the total evaluation plan.
- A professional development plan shall be devised by each employee and provided to the evaluator on a schedule as determined by the evaluator.
- Observations and data gathering shall be completed.
- The official evaluation shall be reduced to writing and signed by both the employee and the evaluator. The employee's signature shall not mean concurrence. The employee

shall be allowed ten (10) days to write and submit any comments, which shall be attached to the evaluation.

- A copy of the written evaluation shall be transmitted to the administrator within five (5) days after completion of the evaluation, and a copy shall be retained for the employee's file. A third copy shall be placed in the employee's personnel file and made available to authorized District officers and employees.
- All evaluations shall remain confidential.

# Advisory 176

**PROFESSIONAL STAFF  
TERMINATION OF EMPLOYMENT**

**(Notice)**

A notice of termination shall be a notice of intention not to reemploy for the ensuing school year.

~~Prior to the end of the contract year the District shall provide notice of termination~~ On or before fifteen (15) working days prior to the last day of the school year, the superintendent shall serve written notice of termination if such notice is determined to be in the best interest of the District.

*Adopted:* date of manual adoption

LEGAL REF.: 22-10A-22 NMSA (1978)  
6.67.3.8 NMAC

CROSS REF.: DKA - Payroll Procedures/Schedules  
GCQF - Discipline, Suspension, and Termination of Professional Staff  
Members

# **Advisory 177**

**RESIGNATION OF PROFESSIONAL  
STAFF MEMBERS**

Professional employees shall give thirty (30) calendar days written notice of intention to resign or request a release from contract. A release from an uncompleted contract may be granted contingent upon the availability of a well-qualified, licensed teacher as a replacement.

Each licensed teaching employee shall deliver an acceptance or rejection of reemployment to the ~~Board~~ governing authority within fifteen (15) days from the following:

- The date written notice of reemployment is served upon the person; or
- The last day of the school year when no written notice of reemployment or termination is served upon the ~~person~~ licensed school employee on or before fifteen (15) working days prior to the last day of the school year.

A teacher who resigns contrary to this policy shall be deemed to have committed an unprofessional act and shall be subject to the penalty as provided under New Mexico statutes and Secretary of Public Education regulations.

*Adopted:* date of manual adoption

LEGAL REF.: 22-10A-22 NMSA (1978)  
 22-10A-23 NMSA (1978)  
 6.60.9.9 NMAC  
 6.66.2.8 NMAC  
 6.66.3.8 NMAC

CROSS REF GCF- Professional Staff Hiring  
 GCQ - Professional Staff Termination of Employment

# Advisory 178



### PROFESSIONAL STAFF POSITIONS

An employee must be a licensed school employee to be considered a professional staff member. Licensed school employee means teachers, school administrators and instructional support providers - a person who is employed to support the instructional program of a public school, including educational assistant, school counselor, social worker, school nurse, speech-language pathologist, psychologist, physical therapist, occupational therapist, recreational therapist, marriage and family therapist, interpreter for the deaf and diagnostician. This definition does not apply to a person performing the functions of a practice teacher or teaching intern.

The District will attempt to activate a sufficient number of positions to accomplish the District's goals and objectives.

Before establishment of any new position, the Superintendent will present a job description for the position that specifies the qualifications and the performance responsibilities.

The Superintendent will maintain a comprehensive and up-to-date set of job descriptions of all positions in the school system.

*Adopted:* date of manual adoption

LEGAL REF.: 22-1-2 NMSA  
22-5-14 NMSA  
22-10A-2 NMSA  
22-10A-3 NMSA  
6.20.2.12 NMAC  
6.60.9.8 NMAC

CROSS REF.: CCB - Line and Staff Relations  
GCQF - Discipline, Suspension, and Termination and Discharge of Professional Staff Members

# Advisory 179

**DISCIPLINE, SUSPENSION, TERMINATION  
AND DISCHARGE OF  
PROFESSIONAL STAFF MEMBERS**

Unless limited by the provisions of a collective bargaining agreement or by other statutory provision, a public employer may:

- direct the work of, hire, promote, assign, transfer, demote, suspend, discharge or terminate public employees;
- determine qualifications for employment and the nature and content of personnel examinations;
- take actions as may be necessary to carry out the mission of the public employer in emergencies; and
- retain all rights not specifically limited by a collective bargaining agreement or by the Public Employee Bargaining Act.

For purposes of this policy:

- "Discharge" means the act of severing the employment relationship with a ~~certificated~~ licensed school employee prior to the expiration of the current employment contract.
- "Terminate" means, in the case of a ~~certificated~~ licensed school employee, the act of not reemploying an employee for the ensuing school year.
- "Working day" means every school calendar day, excluding Saturday, Sunday or legal holiday.
- "Just cause" means a reason that is rationally related to an employee's competence or turpitude or the proper performance of assigned duties and that is not in violation of the employee's civil or constitutional rights.
- "Administrative leave" means the assignment of an employee to the employee's home to await further instructions pending the outcome of an investigation or inquiry into the actions of the employee in order to avoid interference in the inquiry. The use of "administrative leave" is not a disciplinary action.

**Categories of Misconduct**

Licensed staff members may be disciplined for infractions that include, but are not limited to, the following categories:

- Engaging in unprofessional conduct.
- Committing fraud in securing appointment.
- Exhibiting incompetency in their work.
- Exhibiting inefficiency in their work.
- Exhibiting improper attitudes.
- Neglecting their duties.
- Engaging in acts of insubordination.
- Engaging in acts of child abuse or child molestation.
- Engaging in acts of dishonesty.
- Being under the influence of alcohol while on duty.
- Engaging in the use, possession, or distribution of narcotics or habit-forming drugs.
- Being absent without leave.
- Engaging in discourteous treatment of the public.
- Engaging in improper political activity.
- Engaging in willful disobedience.
- Being involved in misuse or unauthorized use of school property.
- Being involved in excessive absenteeism.
- Possessing alcohol on school-owned property.
- Carrying or possessing a weapon on school grounds unless they have obtained specific authorization from the appropriate school administrator.
- Engaging in ethical misconduct by inappropriate touching, sexual harassment, discrimination or intended behavior to induce a child into engaging in illegal, immoral or other prohibited behavior.

### **General Provisions for Discipline**

General provisions for discipline are as follows:

- *Informal consultation.* Nothing contained herein will limit a supervising administrator's prerogative to engage in informal consultation with a licensed employee to discuss matters of concern related to the employee's performance, conduct, et cetera.
- *Persons authorized to impose discipline.* Any supervising licensed administrator who is the immediate or primary supervisor of a staff member is authorized to impose a penalty or penalties, short of termination.
- *Administrative discretion.* In adopting these policies/procedures, it is the intention of the District that they be interpreted and applied in a reasonable fashion. The policies are not intended to restrict or eliminate the discretion traditionally afforded to supervising administrators to determine whether discipline is appropriate. Administrators are therefore directed to continue to use reasonable discretion in determining whether a particular alleged violation merits discipline.
- *Right not to impose discipline.* The District reserves the right not to discipline a staff member for conduct that violates this policy.
- *Additional reasons for discipline.* A staff member may be disciplined for conduct that has occurred but that, at or near the time of misconduct, was not the subject of or identified as a reason for a specific proceeding under this policy.
- *Amendments.* The District reserves the right to amend this policy in any way at any time. Any amendment shall have prospective application only.
- *Severability.* If any provision of this policy is held to be invalid for any reason, such action shall not invalidate the remainder of this policy. If any provision of this policy conflicts with any provisions in any other policies adopted by the District, the provisions of this policy shall prevail.

### **Minor Discipline**

Minor disciplinary action includes, without limitation thereto, removal from grounds, written warning, written reprimand, or suspension. Minor disciplinary action shall be imposed by the staff member's administrative supervisor upon informing the employee of any violations of state or federal statutes, policies, rules or the New Mexico code of ethics and offering a minimum due process hearing and opportunity to express the employee's side of the issue before implementing the disciplinary action. The disciplinary action shall be confirmed in writing to the employee. The discipline may only be appealed to the next level of administration. The hearing procedure shall be as follows.

### ***Step 1 - Notice:***

- Upon the supervising administrator's determination of the existence of cause to impose discipline, the supervising administrator shall notify the staff member of intent to impose discipline. The notice shall be in writing and shall be delivered in person or by first-class mail. The notice shall include the following:
  - The conduct or omission on the part of the staff member that constitutes the reason for discipline.
  - A scheduled meeting time between the supervising administrator and the staff member. Such meeting shall be scheduled not more than ten (10) working days after the date the licensed staff member receives the notice.
  - A statement of the disciplinary action the supervising administrator intends to impose.
  - Copies of any available relevant documentation, at the discretion of the supervising administrator.

### ***Step 2 - Hearing:***

- At the hearing, the supervising administrator shall discuss with the staff member the conduct that warrants disciplinary action and shall provide the staff member with any appropriate evidence and a copy of relevant documentation if not previously provided.
- The supervising administrator shall conduct the hearing in an informal manner, without adherence to the rules of evidence and procedure required in judicial proceedings.
- A record of the hearing shall be made by electronic recordation.

### ***Step 3 - Decision (in writing):***

- At the hearing, or within seven (7) working days following the hearing, the supervising administrator shall, in writing, inform the licensed staff member of the decision. If the decision is to impose discipline, written notice of the discipline shall be enclosed.

### **Appeal of Minor Discipline**

A staff member who wishes to object to a minor disciplinary action shall submit a written complaint to the supervisor's superior within five (5) work days of receiving notice of the disciplinary action. Failure to request the hearing in the time frame indicated will be considered acceptance of the discipline imposed. The appeal shall specifically describe the part of the determination with which the staff member disagrees, such as:

- Determination was founded upon error of construction or application of any pertinent regulations or policies.
- Determination was unsupported by any evidence as disclosed by the entire record.
- Determination was materially affected by unlawful procedure.
- Determination was based on violation of any statutory or constitutional right.
- Determination was arbitrary and capricious.
- The penalty was excessive.

The appeal shall be based on the record of the hearing. The supervising administrator, the Superintendent, or, when appropriate, the ~~Board~~ governing authority may, at the conclusion of the appeal, uphold the discipline, modify the decision, or refer the matter back to the level from which it was appealed for rehearing and additional information. Such decision, along with specific direction as to the effective date of any discipline, shall be communicated to the staff member within a reasonable amount of time following the appeal, not to exceed seven (7) working days. The decision upon appeal is final for all minor disciplinary actions.

#### **Termination Pursuant to 22-10A-24 NMSA (1978)**

The following procedures will be used to impose any termination permitted under 22-10A-24 NMSA (1978) except that it does not apply to:

- A ~~certificated instructor~~ licensed school employee employed to fill the position of a ~~certificated licensed school instructor~~ employee entering military service;
- A ~~person~~ licensed school administrator who is employed as a ~~certificated licensed school administrator~~; ~~or~~
- An ~~non-certificated unlicensed~~ school employee employed to perform primarily District-wide management ~~functions~~; or
- A person who does not hold a valid license or has not submitted a complete application for licensure within the first three months from beginning employment duties.

#### **Step 1 - Notice:**

- Upon the Superintendent's determination of the existence of cause to terminate, and ~~not later than fourteen (14) days~~ on or before fifteen (15) working days prior to the last day of the school year, the Superintendent shall notify the staff member of intent to terminate. The notice shall be in writing and shall be delivered in person or by

first-class mail to the last address provided for personnel records. The notice shall include the following:

- The statement that the employee has the right to request written reasons for the decision to terminate and such reasons shall be provided within ~~ten (10)~~ five (5) working days of such request.
- The reasons shall not be publicly disclosed by the administration or ~~Board~~ governing authority. ~~For a~~ licensed employee who has not been offered and accepted a third-year contract for services and licensed educational assistants with less than one year of employment ~~of less than three (3) consecutive years of service~~ the decision to terminate is not contestable under the School Personnel Act.
  - For licensed employees who have been offered and accepted a third-year contract for ~~with three (3) or more years of service~~ and licensed educational assistants employed for more than one year the following appeal procedure shall apply. ~~(consult your attorney to determine what constitutes three (3) or more years of service under New Mexico law.)~~

**Step 2-4 - Appeal Requirements and Content:**

- Termination may be appealed to the ~~Board~~ governing authority by a professional staff employee who has been employed for more than two consecutive years ~~with three (3) or more consecutive years of service~~ and licensed educational assistants employed for more than one year by making a request to the Superintendent within five (5) working days of the date of receipt of the notice of termination requesting a meeting with the ~~Board~~ governing authority.
  - The appeal shall be granted if the employee responds to the Superintendent in writing within ten (10) working days of receiving the reasons for termination with the following information:
    - ▲ A statement of contention that the employee believes the decision is without just cause.
    - ▲ A brief statement of the reason(s) why the staff member believes the decision is without just cause.
    - ▲ A statement of the facts that the employee believes support this contention.

**Step 5 - Appeal Procedure:**



- The ~~Board~~ governing authority shall meet to hear the employee's statement in no less than five (5) or more than fifteen (15) working days after receipt of the statement.
- The hearing shall be conducted informally in accordance with the provisions of the Open Meeting Act.
  - Hearing Procedure:
    - ▲ The employee and the Superintendent may each be accompanied by a person of their choice.
    - ▲ The Superintendent shall present the factual basis for determination that just cause exists for the termination, limited to the reasons provided to the employee.
    - ▲ The employee shall present contentions, limited to the reason(s) why the licensed staff member believes the decision is without just cause.
    - ▲ Rebuttal to the employee's presentation may be presented as deemed relevant by the ~~Board~~ governing authority.
    - ▲ Witnesses called may be questioned by the ~~Board~~ governing authority, the Superintendent or an appointed representative, and the employee or an appointed representative.
    - ▲ The ~~Board~~ governing authority may consider only such evidence as is presented at the hearing and need consider only such evidence as it considers reliable.
    - ▲ No record shall be made of the hearing.
  - The ~~Board~~ governing authority shall take such action as is necessary in accordance with the Open Meeting Act to uphold or deny the recommendation to terminate. The ~~Board~~ governing authority shall notify the employee and the Superintendent of its decision in writing within five (5) working days from the conclusion of the meeting.

**Termination - Arbitration Appeal Pursuant to 22-10A-25 NMSA (1978)**

An employee still aggrieved by a decision of the ~~Board~~ governing authority may appeal the decision to an arbitrator by doing the following:

- Submitting a written appeal to the Superintendent within five (5) working days from receipt of the ~~Board~~ governing authority's written decision or refusal to grant a hearing on the issue of termination.
- Accompanying the written appeal shall be a statement of particulars specifying the grounds on which it is contended that the decision was impermissible pursuant to subsection E of Section 22-10A-24 NMSA (1978).
- Including in the contentions a statement of facts supporting the contentions.

Failure of the employee to submit a timely appeal or a statement of particulars with the appeal shall disqualify the employee for any appeal and render the ~~Board~~ governing authority's decision on termination final.

If the arbitration appeal is timely and complete, the ~~Board~~ governing authority and the employee shall meet within ten (10) working days from the receipt of the request for an appeal and select an independent arbitrator, qualified in accord with the applicable statute, to conduct the appeal. If the parties fail to agree on an arbitrator, they shall request the presiding judge in the judicial district in which the employee's public school is located to select an independent arbitrator within five (5) working days of the date of the request.

A de novo (new) hearing shall be conducted within thirty (30) working days of selection of the independent arbitrator. The arbitrator shall give written notice of the date, time and place of the hearing, sending such notice to the employee and ~~Board~~ governing authority.

The parties shall be provided a copy of the relevant portion of this policy which shall include:

- Discovery shall be limited to depositions and requests for production of documents on a time schedule to be established by the arbitrator.
- The arbitrator may issue subpoenas for the attendance of witnesses and to produce books, records, documents and other evidence at the request of either party and has the power to administer oaths. Subpoenas issued shall be served and enforced in the manner provided by law for the service and enforcement of subpoenas in a civil action or in the manner provided by the American Arbitration Association's voluntary labor arbitration rules if that entity is used by the parties.
- The ~~Board~~ governing authority shall be required to prove by a preponderance of the evidence that just cause to discharge the employee existed at the time of the notice of intent to discharge the employee by the administration.
- Hearing Procedure:
  - The employee and the ~~Board~~ governing authority may each be accompanied by counsel.

- The ~~Board~~ governing authority shall present the basis for determination that just cause exists for the discharge.
  - The employee shall present reason(s) why the recommendation is without just cause.
  - Either party shall be permitted to call witnesses and to introduce documentary evidence.
  - Witnesses called may be questioned by the ~~Board~~ governing authority or a representative, and the employee or a representative.
  - Technical rules of evidence shall not apply, but, in ruling on the admissibility of evidence, the independent arbitrator may require reasonable substantiation of the statements or records tendered, the accuracy of truth of which is in reasonable doubt.
  - A record shall be made of the hearing and each party may order the record at the expense of the party.
- The arbitrator shall notify the employee and the ~~Board~~ governing authority of the decision in writing within ten (10) working days from the conclusion of the arbitration hearing. The decision shall contain findings of fact and conclusions of law affirming or reversing the action of the ~~Board~~ governing authority.

The parties shall be guided by the statute and arbitrator as to the conduct of the hearing, each party bearing its own costs. The arbiter's fees and other expenses in the conduct of the arbitration shall be assigned at the discretion of the independent arbitrator.

No official record shall be made of the proceeding but the party desiring a record may arrange for a record, paying the expense.

**Discharge per 22-10A-27 NMSA (1978)**

A ~~certificated~~ licensed school employee may be discharged only for just cause following procedures as indicated below:

**Notice:**

- Upon the Superintendent's determination of the existence of cause to discharge, the Superintendent shall notify the licensed staff member of intent to recommend discharge. The notice shall state the cause for the recommendation and shall advise the employee of a right to a discharge hearing before the ~~Board~~ governing authority.

- The notice shall be in writing and shall be provided in accordance with the law for service of process in civil actions.
- If the licensed school employee does not exercise that right to hearing, the superintendent shall discharge the licensed school employee.

***Employee's Request for Hearing:***

- An employee who receives notice of intent to recommend discharge may exercise the right to a hearing before the ~~Board~~ governing authority by giving the Superintendent written notice of that election within ~~five (5)~~ ten (10) working days of receipt of the notice of intent to recommendation discharge.
- The ~~Board~~ governing authority shall hold a discharge hearing no less than twenty (20) and no more than forty (40) working days after the receipt of the staff member's election of a hearing.

***Preliminary Information***

- At least ten (10) days written notice of the date, time and place of the discharge hearing shall be provided to the employee with such notice in the same form as used in civil proceedings. The notice shall indicate the following:
  - Both the Superintendent and the ~~certificated~~ licensed school employee may be accompanied by a person of their choice.
  - Each party is to complete and respond to discovery by deposition and production of documents prior to the hearing date established.
  - The ~~Board~~ governing authority may issue subpoenas for the attendance of witnesses and to produce books, records, documents and other evidence at the request of either party and has the power to administer oaths.
  - The ~~administration~~ Superintendent shall be required to prove by preponderance of the evidence that just cause to discharge the ~~certificated~~ licensed school employee existed at the time of the notice of intent to discharge.
  - Procedure for the conduct of the hearing shall be as follows:
    - ▲ The Superintendent shall present the factual basis for determination that just cause exists for the termination based upon information available at the time the employee was given notice of the intent to discharge.

- ▲ The employee shall present reason(s) why the recommendation is without just cause.
  - ▲ Either party shall be permitted to call witnesses and to introduce documentary evidence.
  - ▲ Witnesses called may be questioned by the Superintendent or an appointed representative, and the employee or an appointed representative.
  - ▲ The ~~Board~~ governing authority may consider only such evidence as is presented at the hearing and need consider only such evidence as it considers reliable.
  - ▲ A record shall be made of the hearing and each party may have one (1) copy of the record at the expense of the ~~Board~~ governing authority.
- The ~~Board~~ governing authority shall notify the employee and the Superintendent of its decision in writing within twenty (20) days from the conclusion of the hearing. The ~~Board~~ governing authority shall take such action as is necessary in accordance with the Open Meeting Act.

**Discharge -Arbitration Appeal Pursuant  
to 22-10A-287 NMSA (1978)**

An employee aggrieved by a decision of the ~~Board~~ governing authority to discharge may appeal the decision to an arbitrator by doing the following: Submitting a written appeal to the ~~Superintendent~~ governing authority within ~~five (5)~~ ten (10) calendar working days from receipt of the ~~notice of discharge~~ written decision by the Board to the employee of the governing authority.

The ~~Board~~ governing authority may delegate responsibility for the arbitration to the superintendent.

If the arbitration appeal is timely the ~~Board~~ governing authority (or superintendent as delegee) and the employee shall meet within ten (10) working days from the receipt of the request for an appeal and select an independent arbitrator, qualified in accord with the applicable statute, to conduct the appeal. If the parties fail to agree on an arbitrator, they shall request the presiding judge in the judicial district in which the ~~employee's~~ public school is located to select an independent arbitrator within five (5) working days ~~of~~ from the date of the request.

The hearing shall be conducted within thirty (30) working days of selection of the independent arbitrator. The arbitrator shall give written notice of the date, time and place of the hearing, sending such notice to the employee and ~~Board~~ governing authority.

The parties shall be provided a copy of the relevant portion of this policy which shall include:

- Discovery shall be limited to depositions and requests for production of documents on a time schedule to be established by the arbitrator.
- The arbitrator may issue subpoenas for the attendance of witnesses and to produce books, records, documents and other evidence at the request of either party and has the power to administer oaths. Subpoenas issued shall be served and enforced in the manner provided by law for the service and enforcement of subpoenas in a civil action or in the manner provided by the American Arbitration Association's voluntary labor arbitration rules if that entity is used by the parties.
- The ~~Board~~ governing authority shall be required to prove by preponderance of the evidence that just cause to discharge the certificated employee existed at the time of the notice of intent to discharge the employee by the administration.
- Hearing Procedure:
  - The employee and the ~~Board~~ governing authority may each be accompanied by counsel.
  - The ~~Board~~ governing authority shall present the basis for determination that just cause exists for the discharge.
  - The employee shall present reason(s) why the recommendation is without just cause.
  - Either party shall be permitted to call witnesses and to introduce documentary evidence.
  - Witnesses called may be questioned by the ~~Board~~ governing authority or a representative, and the employee or a representative.
  - Technical rules of evidence shall not apply, but, in ruling on the admissibility of evidence, the independent arbitrator may require reasonable substantiation of the statements or records tendered, the accuracy of truth of which is in reasonable doubt.
  - A record shall be made of the hearing and each party may order the record at the expense of the party.
- The arbitrator shall notify the employee and the ~~Board~~ governing authority of the decision in writing within thirty (30) working days from the conclusion of the arbitration hearing. The decision shall contain findings of fact and conclusions of law affirming or reversing the action of the ~~Board~~ governing authority.

Each party shall bear its own costs and expenses.

### **Additional Provisions and Conditions**

During the pendency of any hearing, neither the licensed staff member nor the supervising administrator shall contact the Superintendent or a ~~Board~~ governing authority member to discuss the merits of the supervising administrator's recommendation except as provided by this policy.

This policy addresses only discipline, termination or discharge and has no application to any of the following:

- Letters or memorandums directed to a licensed staff member containing directives or instructions for future conduct.
- Counseling of a licensed staff member concerning expectations of future conduct.
- Placing an employee on administrative leave with pay and assignment of the employee to home during work hours in order to conclude a review of the employee's actions or activities pending an administrative recommendation.

The ~~Board~~ governing authority shall file annually a record with the Secretary of Education of all terminations and discharges and all actions arising from terminations and discharges.

*Adopted:* date of manual adoption

LEGAL REF.: 10-7E-1 to 10-7E-26 NMSA (1978) Public Employee  
Bargaining Act  
10-15-1 NMSA (1978) Open Meeting Act  
22-10A-5 NMSA (1978)  
22-10A-24 NMSA (1978)  
22-10A-25 NMSA (1978)  
22-10A-26 NMSA (1978)  
22-10A-27 NMSA (1978) Discharge hearing; procedures  
22-10A-28 NMSA (1978) Appeals; independent arbitrator;  
qualifications; procedure; binding decision  
22-10A-29 NMSA (1978) Compensation payments to  
discharged personnel  
22-10A-30 NMSA (1978) Supervision and correction  
procedures  
22-10A-31 NMSA (1978) Denial, suspension and revocation  
of licenses  
22-10A-32 NMSA (1978) Licensed school employees; required  
training program

6.60.9.9 NMAC Standards of Professional Conduct  
6.60.9.12 NMAC Reporting Requirements  
6.67.2.8 NMAC Notice of reemployment or termination of  
licensed personnel

CROSS REF.: DKA - Payroll Procedures/Schedules  
GBEB - Staff Conduct  
GCA - Professional Staff Positions



# Advisory 180

**SUPPORT STAFF CONTRACTS  
AND COMPENSATION**

Support staff members are all employees of the District who are not required by state law or by a District policy, regulation, or job description to possess ~~teaching~~ a license or certificates from the New Mexico Public Education Department for the purpose of performing their jobs, unless they are expressly designated as professional staff members in notices of employment or contracts executed by the Board.

**Compensation**

The Superintendent will provide to the Board recommendations on the salaries and benefits of support staff employees in conjunction with the development of the District's annual budget. The Board will determine salaries and benefits of support staff employees annually, differentiated on the basis of duties and responsibilities.

*Adopted:* date of manual adoption

LEGAL REF.: 22-10A-39 NMSA (1978).

CROSS REF.: GDQB - Resignation of Support Staff Members

# Advisory 181

**DISCIPLINE, SUSPENSION, AND TERMINATION  
OF SUPPORT STAFF MEMBERS**

Unless limited by the provisions of a collective bargaining agreement or by other statutory provision, a public employer may:

- direct the work of, hire, promote, assign, transfer, demote, suspend, discharge or terminate public employees;
- determine qualifications for employment and the nature and content of personnel examinations;
- take actions as may be necessary to carry out the mission of the public employer in emergencies; and
- retain all rights not specifically limited by a collective bargaining agreement or by the Public Employee Bargaining Act.

For purposes of this policy:

- "Terminate" means, in the case of a noncertificated school employee, the act of severing the employment relationship with the employee.
- "Working day" means every calendar day, excluding Saturday, Sunday or legal holiday.
- "Administrative leave" means the assignment of an employee to the employee's home to await further instructions pending the outcome of an investigation or inquiry into the actions of the employee in order to avoid interference in the inquiry. The use of "administrative leave" is not a disciplinary action.

**Categories of Misconduct**

Staff members may be disciplined for infractions that include, but are not limited to, the following categories:

- |   |  |
|---|--|
| • Absence without leave                   | • Insubordination  |
| • Abuse of leave                          | • Neglect of duty  |
| • Alcohol or drug impairment              | • Unauthorized possession of a<br>weapon on school grounds |
| • Child abuse or molestation              | • Unauthorized use of school<br>property                   |
| • Discourteous treatment of the<br>public | • Unlawful conduct   |
| • Dishonesty                              |  |

- Excessive absenteeism
- Fraud in securing employment
- Improper attitude
- Incompetence or inefficiency
- Use of illegal drugs
- Violation of a directive of a supervisor
- Violation of a District policy or regulation

**General Provisions for Discipline are as follows:**

- *Informal consultation.* Nothing contained herein will limit a supervising administrator's prerogative to engage in informal consultation with an employee to discuss matters of concern related to the employee's performance, conduct, etc.
- *Persons authorized to impose discipline.* Any supervising licensed administrator who is the immediate or primary supervisor of a staff member is authorized to impose a penalty or penalties, short of termination.
- *Administrative discretion.* In adopting these policies/procedures, it is the intention of the District that they be interpreted and applied in a reasonable fashion. The policies are not intended to restrict or eliminate the discretion traditionally afforded to supervising administrators to determine whether discipline is appropriate. Administrators are therefore directed to continue to use reasonable discretion in determining whether a particular alleged violation merits discipline.
- *Right not to impose discipline.* The District reserves the right not to discipline a staff member for conduct that violates this policy.
- *Additional reasons for discipline.* A staff member may be disciplined for conduct that has occurred but that, at or near the time of misconduct, was not the subject of or identified as a reason for a specific proceeding under this policy.
- *Amendments.* The District reserves the right to amend this policy in any way at any time. Any amendment shall have prospective application only.
- *Severability.* If any provision of this policy is held to be invalid for any reason, such action shall not invalidate the remainder of this policy. If any provision of this policy conflicts with any provisions in any other policies adopted by the District, the provisions of this policy shall prevail.

**Minor Discipline**

Minor disciplinary action includes, without limitation thereto, removal from the grounds, written warning, written reprimand, or suspension. Minor disciplinary action shall be imposed by the staff member's administrative supervisor upon informing the employee of any violations of state or federal statutes, policies, rules or the New Mexico code of ethics and offering a hearing and opportunity to express the employee's side of the issue before implementing the disciplinary action. The disciplinary action shall be confirmed in writing to the employee. The discipline may only be appealed to the next level of administration. The hearing procedure shall be as follows.

**Step 1 - Notice and Hearing:**

- Upon the supervising administrator's determination of the existence of cause to impose discipline, the supervising administrator shall notify the staff member of intent to impose discipline, the conduct or omission on the part of the staff member that constitutes the reason for discipline, and provide the employee an opportunity to explain the employee's side of the issue. A reasonable effort to determine the circumstances of the incident will be made. The discipline may be imposed immediately or following any further investigation.

**Step 2- Decision (in writing):**

- At the hearing, or within seven (7) working days following the hearing, the supervising administrator shall inform the employee in writing of the disciplinary action, if imposed and summarize the discussion at the hearing.

**Appeal of Minor Discipline**

A staff member who wishes to object to a minor disciplinary action shall submit a written appeal request to the supervisor's superior within five (5) work days of receiving notice of the disciplinary action. Failure to request the appeal in the time frame indicated will be considered acceptance of the discipline imposed. The discipline shall be suspended if the appeal is timely made. The appeal shall specifically describe the part of the determination with which the staff member disagrees, such as:

- Determination was founded upon error of construction or application of any pertinent regulations or policies.
- Determination was unsupported by any evidence as disclosed by the entire record.
- Determination was materially affected by unlawful procedure.
- Determination was based on violation of any statutory or constitutional right.
- Determination was arbitrary and capricious.
- The penalty was excessive.

The appeal shall be based on the staff member's submission as listed above and the summary of the hearing made by the supervisor. The supervising administrator, the Superintendent, or, when appropriate, the Board may, at the conclusion of the appeal, uphold the discipline, modify the decision, or refer the matter back to the level from which it was appealed for rehearing and additional information. Such decision, along with specific direction as to the effective date of any discipline, shall be communicated to the staff member within a reasonable

amount of time following the appeal, not to exceed seven (7) working days. The decision upon appeal is final for all minor disciplinary actions.

### **Termination Pursuant to 22-10A-24 NMSA (1978)**

The following procedures will be used to impose any termination permitted under 22-10A-24 NMSA (1978) except that it does not apply to:

- A noncertificated school employee employed to perform primarily District-wide management. (22-10A-26 NMSA)

#### ***Step 1 - Notice:***

- Upon the Superintendent's determination of the existence of cause to terminate, the Superintendent shall notify the staff member of intent to terminate. The notice shall be in writing and shall be delivered in person or by first-class mail. The notice shall include the following:
  - The statement that the employee has the right to request written reasons for the decision to terminate and such reasons shall be provided within ~~ten (10)~~ five (5) working days of such request.
  - The reasons shall not be publicly disclosed by the administration or Board. ~~For an A local Board may terminate a nonlicensed school employee of with less than one (1) three (3) consecutive years of service-employment the decision to terminate is not contestable under the School Personnel Act upon for any reason it deemeds sufficient by the Board.~~
    - For a nonlicensed school employee who has been employed for more than one year ~~employees with three (3) or more years of service~~ the following appeal procedure shall apply. ~~(consult your attorney to determine what constitutes three (3) or more years of service under New Mexico law.)~~

#### ***Step 2-3 Appeal Requirements and Content:***

- Termination may be appealed to the Board by ~~an employee with three (3) consecutive years of service~~ a nonlicensed school employee who has been employed for more than one year by making a request to the Superintendent within five (5) working days of the date of receipt of the notice of termination requesting reasons for the termination decision and a meeting with the Board.
  - The appeal shall be granted if the employee responds to the Superintendent in writing within ten (10) working days of receiving the reasons for termination with the following information:

- ▲ A statement of contention that the employee believes the decision is without just cause.
- ▲ A brief statement of the reason(s) why the staff member believes the decision is without just cause.
- ▲ A statement of the facts that the employee believes support this contention.

***Step 4 - Appeal Procedure:***

- The ~~Board~~ governing authority shall meet to hear the employee's statement in no less than five (5) or more than fifteen (15) working days after receipt of the statement.
- The hearing shall be conducted informally in accordance with the provisions of the Open Meeting Act.
  - Hearing Procedure:
    - ▲ The employee and the Superintendent may each be accompanied by a person of their choice.
    - ▲ The Superintendent shall present the factual basis for determination that just cause exists for the termination, limited to the reasons provided to the employee.
    - ▲ The employee shall present contentions, limited to the reason(s) why the staff member believes the decision is without just cause.
    - ▲ Rebuttal to the employee's presentation may be presented as deemed relevant by the Board.
    - ▲ Witnesses called may be questioned by the ~~Board~~ governing authority, the Superintendent or an appointed representative, and the employee or an appointed representative.
    - ▲ The ~~Board~~ governing authority may consider only such evidence as is presented at the hearing and need consider only such evidence as it considers reliable.
    - ▲ No record shall be made of the hearing.
  - The governing authority shall take such action as is necessary in accordance with the Open Meeting Act to uphold or deny the recommendation to terminate. The



~~Board governing authority~~ shall notify the employee and the Superintendent of its decision in writing within five (5) working days from the conclusion of the meeting.

~~The Board shall take such action as is necessary in accordance with the Open Meeting Act to uphold or deny the recommendation to terminate. Such decision, shall be communicated to the staff member within a reasonable amount of time following the appeal, not to exceed five (5) working days.~~

### **Termination - Arbitration Appeal Pursuant to 22-10A-25 NMSA (1978)**

An employee still aggrieved by a decision of the ~~Board governing authority~~ may appeal the decision to an arbitrator by doing the following:

- Submitting a written appeal to the Superintendent within five (5) working days from receipt of the ~~Board governing authority's~~ written decision or refusal to grant a hearing on the issue of termination.
- Accompanying the written appeal shall be a statement of particulars specifying the grounds on which it is contended that the decision was impermissible pursuant to subsection E of Section 22-10A-24 NMSA (1978).
- Including in the contentions a statement of facts supporting the contentions.

Failure of the employee to submit a timely appeal or a statement of particulars with the appeal shall disqualify the employee for any appeal and render the ~~Board governing authority's~~ decision on termination final.

If the arbitration appeal request is timely and complete, the ~~Board governing authority~~ and the employee shall meet within ten (10) working days from the receipt of the request for an appeal and select an independent arbitrator, qualified in accord with the applicable statute, to conduct the appeal. If the parties fail to agree on an arbitrator, they shall request the presiding judge in the judicial district in which the employee's public school is located to select an independent arbitrator within five (5) working days of the date of the request.

A de novo (new) hearing shall be conducted within thirty (30) working days of selection of the independent arbitrator. The arbitrator shall give written notice of the date, time and place of the hearing, sending such notice to the employee and ~~Board governing authority~~.

The parties shall be provided a copy of the relevant portion of this policy which shall include:

- Discovery shall be limited to depositions and requests for production of documents on a time schedule to be established by the arbitrator.

- The arbitrator may issue subpoenas for the attendance of witnesses and to produce books, records, documents and other evidence at the request of either party and has the power to administer oaths. Subpoenas issued shall be served and enforced in the manner provided by law for the service and enforcement of subpoenas in a civil action or in the manner provided by the American Arbitration Association's voluntary labor arbitration rules if that entity is used by the parties.
- The ~~Board~~ governing authority shall be required to prove by a preponderance of the evidence that just cause to discharge the employee existed at the time of the notice of intent to discharge the employee by the administration.
- Hearing Procedure:
  - The employee and the Board may each be accompanied by counsel.
  - The ~~Board~~ governing authority shall present the basis for determination that just cause exists for the discharge.
  - The employee shall present reason(s) why the recommendation is without just cause.
  - Either party shall be permitted to call witnesses and to introduce documentary evidence.
  - Witnesses called may be questioned by, the ~~Board~~ governing authority or a representative, and the employee or a representative.
  - Technical rules of evidence shall not apply, but, in ruling on the admissibility of evidence, the independent arbitrator may require reasonable substantiation of the statements or records tendered, the accuracy of truth of which is in reasonable doubt.
  - A record shall be made of the hearing and each party may order the record at the expense of the party.
- The arbitrator shall notify the employee and the ~~Board~~ governing authority of the decision in writing within ten (10) working days from the conclusion of the arbitration hearing. The decision shall contain findings of fact and conclusions of law affirming or reversing the action of the ~~Board~~ governing authority.

The parties shall be guided by the statute and arbitrator as to the conduct of the hearing, each bearing their own costs. The arbiter's fees and other expenses in the conduct of the arbitration shall be assigned at the discretion of the independent arbitrator.

*Adopted:* date of manual adoption

LEGAL REF.: 22-10A-24 NMSA (1978)  
22-10A-25 NMSA (1978)  
22-10A-26 NMSA (1978)

CROSS REF.: DKA - Payroll Procedures/Schedules

# Advisory 182

**SCHOOL VOLUNTEERS**

Volunteers can make many valuable contributions to the students and educational programs of the District. A volunteer program is approved subject to suitable rules, safeguards, and regulations as developed by the Superintendent.

In order to protect the safety and security of children and school staff, any volunteer given access to students without the presence (line of site view) of a licensed staff member shall have a background and criminal history check, with the results received prior to allowing the volunteer such access. The volunteer may be required to pay the cost of obtaining criminal history records. Volunteer applicants must submit to a background investigation by completing an application form and background consent form in accord with current District policy. If a background check conducted from these criteria fails to return all necessary information, a background check using fingerprints may be conducted.

Volunteers are to be made aware of and comply with all District policies and procedures relevant to the performance of volunteer duties including but not limited to conduct, privacy, discipline, supervision and ethics. Each volunteer will be provided with a job description of duties, time requirements and qualifications, and be provided training, supervision and evaluation.

This policy shall not apply to:

- adults who visit a school but have no ongoing individualized interaction with a student or students, including, but not limited to, adults who have been invited to speak to a class or assembly, to judge academic competitions, to give a musical performance, or to participate in a sponsored program;
- a parent or legal guardian who is accompanying his or her child's class on a one (1)-day field trip or on another type of occasional extra-curricular activity that does not involve an overnight stay.

*Adopted:* date of manual adoption

LEGAL REF.: 22-10A-5 NMSA (1978)  
6.50.18 NMAC

CROSS REF.: GBEB - Staff Conduct  
GCF - Professional Staff Hiring

GDF - Support Staff Hiring

GCFC - Professional Staff Certification and Credentialing  
Requirements (fingerprinting requirements)

GDFA - Support Staff Qualifications and Requirements  
(fingerprinting requirements)

# Advisory 183

## GRADUATION REQUIREMENTS

### Regular Education

*Ninth grade class of 2009-2010 and after.* A minimum of twenty four (24) units of credit aligned to the state academic content and performance standards as listed below are required for graduation for those beginning with the ninth (9th) grade class of 2009-2010. A student may receive a high school diploma of excellence after having demonstrated accomplishment of the standards or a portfolio of standards based indicators in mathematics, reading and language arts, writing, social studies, and science adopted by the Secretary of Public Education. A student may also receive the Seal of Bilingual-Biliteracy on the diploma of excellence and have it noted on the school transcript by studying and attaining proficiency in a language other than English. If a student exits from the school system at the end of grade twelve (12) without having satisfied the above requirements, the student shall receive an appropriate state certificate indicating the number of credits earned and the grade completed. If within five (5) years after a student exits from the school system, the student satisfies the requirements listed, the student may receive a high school diploma of excellence. Graduation requirements shall not be changed for a student entering the ninth grade from the requirements specified in law at the time the student enrolled in the ninth (9th) grade.

Graduation requirements may be met as follows:

- By successful completion of subject area course requirements.
- By mastery of the standards or a portfolio of standards based indicators adopted by the Secretary of Public Education in accordance with 6.19.7 NMAC and other competency requirements for the subject as determined by the Board.
- By earning credits through correspondence courses that meet graduation requirements and/or by passing appropriate courses at the college or university level if the courses are determined to meet standards and criteria established by the Board.

Graduation requirements are:

For students entering as ninth graders in 2009-2010 at least one (1) unit of the following twenty four (24) units must be earned in an advanced placement or honors program, a dual-credit course or distance learning course.



***English (grammar, nonfiction writing and literature emphasis).....	4.0 units
* ***Math (one [1] equal to algebra II or higher unless parents sign off and a financial literacy course may meet one of the required units).....	4.0 units
* ***Science ( two [2] with a laboratory component ) .....	3.0 units
United States History and Geography, World History and Geography, and Government and Economics and one-half (1/2) unit of New Mexico History .....	3.5 units
Physical Education or marching band or Jr. ROTC or NMAA sanctioned interscholastic sports .....	1.0 unit
Career cluster course, workplace readiness or language .....	1.0 unit
**Electives including student service learning.....	<u>7.5 units</u>
<b>Total</b> .....	<u>24.0 units</u>

\*For students entering the ninth (9th) grade in the 2017-2018 school year and after, a course in computer science may satisfy either a unit of mathematics or science, but not both, if taken after competency is determined in the subject for which the unit is applied.

\*\*For students entering the eighth (8th) grade in the 2012-2013 school year and after, a course in health education is required prior to graduation.

\*\*\*A department-approved work-based training or career and technical education course that meets state academic content and performance standards in English, mathematics, or science shall qualify as one of the requirements needed for graduation in each of these areas.

A student shall develop and file an updated final next-step plan during the senior year and prior to graduation that conforms with the requirements for a student curriculum plan pursuant to 22-13-1.1 NMSA 1978. The plan shall explain any differences from previous interim next-step plans; shall be filed with the principal of the student's high school and shall be signed by the student, the student's parent or guardian and the student's guidance counselor or other school official charged with coursework planning for the student. An individualized education program (IEP) filed with the principal that meets the applicable transition and procedural requirements of the federal Individuals with Disabilities in Education Act for qualified students shall satisfy the next-step requirements for that student.

Final examinations shall be administered to all students in all classes offered for credit.

Parents are to be notified in writing not later than the conclusion of the third (3rd) nine (9)-weeks grading period of their students senior year if the student is at risk of not meeting all

graduation requirements. Progress reports are to be provided to parents and students at each grading period.

A high school student required to transfer to an out-of-state school by the transfer of the student's parents, who are members of the New Mexico National Guard or the armed forces of the United States, may request that a diploma be issued by the New Mexico high school of transfer. The student must meet the guidelines and comply with the requirements of the New Mexico Statutes Annotated regarding military dependent transfers and their courses and grades must meet or exceed New Mexico's requirements for graduation as determined by the School District.

### **Special Education**

Listed above, under "Regular Education," are the requirements that must be completed before a student may receive a high school diploma or diploma of excellence. Completion of graduation requirements for special education students who do not meet the required units of credit shall be determined on a case-by-case basis in accordance with the special education course of study and the individualized education program of the student.

*Adopted:* date of manual adoption

LEGAL REF.: 22-13-1.1 NMSA (1978)  
22-13-1.4 NMSA (1978)  
6.19.7 NMAC  
6.29.1.9 NMAC

CROSS REF.: IGD - Curriculum Adoption  
IGE - Curriculum Guides and Course Outlines  
IHA - Basic Instructional Program  
IIE - Student Schedules and Course Loads  
IKA - Grading/Assessment Systems  
JFABC - Admission of Transfer Students  
JG - Assignment of Students to Classes

## **RELEVANT STATUES, RULES AND CITATIONS**

The Bills that are referenced in the advisories above make up an additional 50 pages in PDF format. Policy Services has chosen to provide a reference to the New Mexico Legislature site where these bills can be found rather than include them in the text which the district will download. Please use the reference below in an internet browser to get to the site and then select the 2019 legislative session to be able to review any and all of the Bills sited in the advisories.

[https://nmlegis.gov/Legislation/BillFinder/Governor\\_Actions](https://nmlegis.gov/Legislation/BillFinder/Governor_Actions)



IDEA B Application B (Preliminary Allocation plus Projected Carryover)  
2019-2020

Select LEA Name below:

Cimarron Municipal Schools

**Application Checklist**



Required Section - Please complete

All applicable sections of the application must be completed, utilize this checklist to ensure all areas are complete. Under the "Select" column, in the grey shaded area, please select the applicable response for each item

LEA Completion			PED Use Only	
Tab	Description	Select	Date Received and/or Verified	Notes
Assurances and Required Signatures	LEA provided assurance that the eligibility requirements of the IDEA B Act and regulations are met?	Yes		
	LEA has uploaded Policies and Procedures to WebEPSS?	Yes		
	Board Minutes evidencing the adoption of revised Policies and Procedures have been uploaded to WebEPSS?	Yes		
	MOE figure provided for item 3?	Yes		
	7a or 7b selected?	Yes		
	If 8b selected, attachment (plan) uploaded to WebEPSS?	Yes		
	YES selected for all other Federal assurances 1-2, 4-19?	Yes		
	Tribes listed for assurance 18? (If applicable)	N/A		
	MOUs attached for assurance 18? (If applicable)	N/A		
	Certifications 1-2 provided?	Yes		
	Board of Education President signature/date?	Yes		
	Superintendent/Head Administrator signature/date?	Yes		
	Special Education Director signature/date?	Yes		
	Business Manager signature/date?	Yes		
Parent Representative signature/date?	Yes			
LEA Analysis and Plans	Number of Comprehensive and Support Schools in LEA provided?	N/A		
	Number of Targeted Support and Improvement Schools in LEA provided?	N/A		
	Areas of non-compliance and plans for improvement provided?	N/A		
	Plans for improving graduation rates provided?	N/A		



IDEA B Application B (Preliminary Allocation plus Projected Carryover)

	Private school consultation form completed and uploaded with original signatures?	N/A		
		N/A		

**LEA Completion**

Tab	Description	Select
Parent Involvement	Required parent information provided?	Yes
	State Student Identification (ID) numbers for students whose parents participated in the development of the IDEA B application provided?	Yes

Objective 8 Excess Cost	Elementary and secondary costs calculated independently? (Are not the same)	Yes
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Budget Summary	Is the page error free?	Yes
	Do the amounts match the OBMS budgets?	Yes

Approvals	Board Meeting Agenda uploaded to WebEPSS?	Yes
	Signed Board Meeting Minutes uploaded to WebEPSS?	Yes

**PED Use Only**

Date Received and/or Verified	Notes

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**Plan of Assurances**

**Required Section - Please complete**

All the assurance sections **must be completed** in the Plan of Assurances. If an LEA is found ineligible based on the responses provided, the LEA will be notified and afforded the opportunity for a hearing in accordance with 34 CFR §300.221.  
LEAs must provide a response in the grey shaded area as instructions for section indicate.

<b>A. Federal Program General Assurances</b>	
Select <b>Yes</b> from the drop-down menu next to the applicable statement below: <b>Only item 1 OR 2 must be selected.</b>	
<input type="checkbox"/> Yes	<b>1.</b> The LEA provides assurances that it meets all eligibility requirements of Part B of the Individuals with Disabilities Education Act (IDEA-B) and the IDEA-B regulations. (20 USC 1413(a); 34 CFR §§ 300.201 through 300.213) These assurances are found in Section III of this Application. The LEA or State agency completed and has already submitted to the New Mexico Public Education Department's (PED) Special Education Bureau (SEB) a formal record of the LEA's School District Board's or Governing Body's adoption of special education policies and procedures that are consistent with State policies and procedures established under 34 CFR §§ 300.101 through 300.163 and §§ 300.165 through 300.174.
<b>OR</b>	
<input type="checkbox"/>	<b>2.</b> The LEA <b>cannot</b> provide assurances for all eligibility requirements of IDEA-B. The LEA has determined that it is unable to make the assurance that it has, in effect, policies and procedures that are consistent with State policies and procedures established under 34 CFR §§ 300.101 through 300.163 and §§ 300.165 through 300.174. However, the LEA assures that throughout the period of this sub-grant award the LEA will operate programs consistent with the requirements of IDEA-B and the IDEA-B regulations. The LEA will make such changes to policies and procedures as necessary to bring itself into compliance with the requirements of IDEA, as amended, as soon as possible, and not later than June 30, 2018.

The LEA must make the following assurances, 1 - 20, that it meets each of the conditions required by Part B of the Individuals with Disabilities Education Act, Part B (IDEA-B), (34 CFR §§ 300.201 through 300.213).

<b>B. Other Federal Assurances</b>	
<i>The signed approved minutes by the Local Board of Education or Governing Council showing approval of the amended policies and procedures are required and must be uploaded in WebEPSS. Submit minutes only if the policies and procedures were amended.</i>	
Select <b>Yes</b> from the drop-down menu for 1a or enter a date for 1b. <b>Only complete 1 section, 1a OR 1b.</b>	
<input type="checkbox"/> Yes	<b>1a.</b> The LEA, in providing for the education of children with disabilities within its jurisdiction, has in effect policies, procedures, and programs that are consistent with the State policies and procedures established under the IDEA Part B regulations at 34 CFR §§300.101 through 300.163, and §§300.165 through 300.174. (20 U.S.C. 1413(a)(1); 34 CFR § 300.201)
<b>OR</b>	
Enter Date ↑	<b>1b.</b> If assurance cannot be given for item 1a, please provide date on which applicant will provide proof of amended policies and procedures to the SEB, in order to provide assurance. Date provided may be no later than June 30, 2017. For new state-chartered charter schools no later than December 15, 2017.

Select <b>Yes</b> for items 2 and 4-6 from each of the drop-down menus, <b>enter an amount in item 3</b> below:	
<input type="checkbox"/> Yes	<b>2.</b> Amounts provided to the LEA under IDEA-B; (1) will be expended in accordance with the applicable provisions of IDEA-B; (2) will be used only to pay the excess costs of providing special education and related services to children with disabilities, consistent with 34 CFR § 300.202(b) and the calculations specified in the excess cost tab of this funding application; and (3) will be used to supplement State, local, and other Federal funds and not to supplant those funds. (20 U.S.C. 1413(a)(2)(A); 34 CFR § 300.202)
\$477,727 Enter Amount ↑	<b>3.</b> Please enter Maintenance of Effort (MOE) Amount (for the year which auditable numbers are available per 34 CFR § 300.203 (b)) - Except as provided in 34 CFR §§ 300.204 and 300.205, funds provided to the LEA under IDEA- B will not be used to reduce the level of expenditures for the education of children with disabilities made by the LEA from local funds below the level of those expenditures for the preceding fiscal year. (20 U.S.C. 1413(a)(2)(A); 34 CFR § 300.203)
<input type="checkbox"/> Yes	<b>4.</b> To the extent the LEA uses IDEA-B funds to carry out a school-wide program under section 1114 of the Elementary and Secondary Education Act, the LEA will use those funds consistent with 34 CFR § 300.206, and the LEA will meet all other requirements of IDEA-B, including ensuring that children with disabilities in school-wide program schools; (1) receive services in accordance with a properly developed IEP; and (2) are afforded all of the rights and services guaranteed to children with disabilities under IDEA-B. (20 U.S.C. 1413(a)(2)(D); 34 CFR § 300.206)
<input type="checkbox"/> Yes	<b>5.</b> The LEA will ensure that all personnel necessary to carry out Part B of the Act are appropriately and adequately prepared, subject to the requirements of 34 CFR §300.156 (related to personnel qualifications) and section 2122 of the ESEA. (20 U.S.C. 1413(a)(3); 34 CFR § 300.207)
<input type="checkbox"/> Yes	<b>6.</b> To the extent the LEA uses IDEA-B funds to carry out any of the permissive uses described in 34 CFR § 300.208, such funds will be used consistent with 34 CFR § 300.208. (20 U.S.C. § 1413(a)(4); 34 CFR § 300.208)



Cimarron Municipal Schools

Select **Yes** for 7a and 7b, as applicable. If LEA has no Local Charters or is not a State Charter, select N/A for not applicable for 7a and 7b.

**7a.** In carrying out IDEA-B and the IDEA-B regulations with respect to charter schools that are public schools of the LEA, the LEA will:

- (i) Serve children with disabilities attending those charter schools in the same manner as the LEA serves children with disabilities in its other schools, including providing supplementary and related services on site at the charter school to the same extent to which the LEA has a policy or practice of providing such services on the site to its other public schools; and
- (ii) Provide funds under IDEA-B to those charter schools
  - (A) On the same basis as the LEA provides funds to the LEA's other public schools, including proportional distribution based on relative enrollment of children with disabilities; and
  - (B) At the same time as the LEA distributes other Federal funds to the LEA's other public schools, consistent with the State's charter school law.

The LEA will be responsible for ensuring that IDEA-B requirements are met in each public charter school that is a school of the LEA, unless State law assigns that responsibility to another entity.  
(20 U.S.C. 1413(a)(5); 34 CFR § 300.209)

**OR**

**7b.** If a public charter school, chartered by the Public Education Commission (PEC), is an LEA applying for IDEA-B funding under 34 CFR § 300.705, the LEA that is a public charter school will be responsible for ensuring that the IDEA-B requirements are met, unless State law has assigned that responsibility to some other entity.  
(20 U.S.C. 1413(a)(5); 34 CFR § 300.209)

Select **Yes** for either 8a OR 8b. If 8b is selected a memo describing the applicant's plan of action to accomplish this assurance must be uploaded to WebEPSS along with the application.

**8a.** The LEA has chosen to coordinate with the National Instructional Materials Access Center (NIMAC), when purchasing print instructional materials, and will acquire those instructional materials in the same manner, and subject to the same conditions as the SEA under 34 CFR §300.172 and 6.75.4.9 NMAC.  
(20 U.S.C. 1413(a)(6); 34 CFR § 300.210)

**OR**

**8b.** Nothing in 34 CFR § 300.210 shall be construed to require an LEA to coordinate with the NIMAC. The LEA has chosen not to coordinate with the NIMAC but assures that it will provide instructional materials to blind persons or other persons with print disabilities in a timely manner. ***This option requires for a plan of action to be uploaded to WebEPSS.***

Select **Yes** for Items 9-12, from each of the drop-down menus below: Yes is required for all items.

**9.** The LEA will ensure that children with disabilities who need instructional materials in accessible formats but are not included under the definition of blind or other persons with print disabilities in 34 CFR §300.172(e)(1)(i) or who need materials that cannot be produced from NIMAC files, receive those instructional materials in a timely manner.  
(20 U.S.C. 1413(a)(6); 34 CFR § 300.210)

**10.** The LEA will provide the PED with information needed to enable the PED to carry out its duties under IDEA-B, including, with respect to 34 CFR § 300.157 and § 300.160, information relating to the performance of children with disabilities participating in programs carried out under IDEA-B.

**11.** The LEA will make available to parents of children with disabilities and to the general public all documents relating to the eligibility of the agency under IDEA-B.  
(20 U.S.C. 1413(a)(8); 34 CFR § 300.212)

**12.** The LEA will cooperate in the Secretary of the U.S. Department of Education's efforts under section 1308 of the ESEA to ensure the linkage of records pertaining to migratory children with disabilities for the purpose of electronically exchanging, among the States, health and educational information regarding those children.  
(20 U.S.C. 1413(a)(9); 34 CFR § 300.213)

**C. Other Assurances**

Select **Yes** for Items 13-20, from each of the drop-down menus below: Yes is required for all items.

**13.** The LEA assures that any P.L. 81-874 (impact aid) add-on funds which it may receive for the benefit of students with disabilities will be spent in accordance with the federal regulations governing that program.

**14.** Federal Program General Assurances: The LEA has Federal Program General Assurances on file with the PED. The applicant acknowledges that the Federal Program General Assurances are incorporated herein by reference as though fully set forth herein. These assurances include:

- Assurances - NON-CONSTRUCTION PROGRAMS (if applicable)
- General Education Provisions Act Assurances

If the applicant does not have the assurances mentioned above on file with the PED, the applicant must submit such signed assurances with this application. Civil rights assurances must be filed with the U.S. Department of Education's Office for Civil Rights (ED's OCR), if the applicant has not filed these assurances with ED's OCR, the applicant will file such assurances.

**15.** The LEA will provide accurate, valid and timely data to the PED deemed necessary by the PED to carry out its duty to determine if significant discrepancies that may exist between the rates of long-term suspensions and expulsions of children with and without disabilities or any other information that may be required by the PED or the U.S. Department of Education.  
(20 U.S.C. 1412(a)(22), 1418(a); 34 CFR §§ 300.211; 300.640 through 300.646)

**16.** The LEA shall use fiscal control and fund accounting procedures that ensure proper disbursement of and accounting for Federal funds.  
(34 CFR § 76.702)

**17.** As per 6.31.2.11(A)(3) NMAC, each public agency shall develop and implement appropriate policies and procedures to ensure a smooth and effective transition from Part C to Part B programs for preschool children with disabilities within the agency's educational jurisdiction, in compliance with 34 CFR Sec. 300.124. The Part C lead agency must share the directory information of potentially eligible students with their LEA(s). Each LEA and other public agencies as appropriate shall make reasonable efforts to establish productive working relations with local Part C programs and when given reasonable notice shall participate in the transition planning conferences arranged by local Part C providers. The process of sharing this data must be completed in a Memorandum of Understanding (MOU) or Interagency Agreement between both the LEA and Part C lead agency. (Not applicable to State Supported Schools without preschool.)

Yes	<p>18. LEAs may provide Part B funds, through MOUs, with the tribes to assist them in coordinating child find and providing direct services to preschool children with disabilities aged three through five living on reservations. However, the LEA remains responsible for conducting child find and making a free appropriate public education available to those preschool children. LEAs and public agencies serving preschool children with disabilities on reservations must negotiate equitable arrangements through joint powers agreements or memorandums of understanding or interstate agreements for sharing funding and other resources available for the educational services of the preschool children with disabilities. In order to provide seamless services to the preschool children living on reservations, such agreements shall include provisions with regard to resolving disputes between all parties to the agreement. (A copy of the signed agreement must be submitted with your local IDEA-B sub-grant application. Any revisions made to the agreement must be submitted to the SEB.) <b>Please upload MOUs with tribes to WebEPSS.</b></p> <table border="1" style="width: 100%;"> <thead> <tr> <th style="width: 70%;">List all tribes in the LEAs jurisdiction: (if applicable)</th> <th style="width: 30%;">Date of MOU with listed tribe:</th> </tr> </thead> <tbody> <tr> <td> </td> <td> </td> </tr> <tr> <td> </td> <td> </td> </tr> </tbody> </table>	List all tribes in the LEAs jurisdiction: (if applicable)	Date of MOU with listed tribe:				
List all tribes in the LEAs jurisdiction: (if applicable)	Date of MOU with listed tribe:						
Yes	<p>19. The LEA provides equitable access and participation in all IDEA program benefits and activities, regardless of gender, race, national origin, color, disability, and age. (20 USC 1228a)</p>						
Yes	<p>20. The LEA provides assurance that there is a process and procedure in place to obtain one time only consent to access Medicaid and private insurance and that there is a yearly review so that notice is given annually to parents that have given the one time consent. (20 USC 1412(a)(12); 34 CFR § 300.154(d)(2)(iv) and (v); 6.31.2.9(B)(7)(b) NMAC</p>						

**D. Certifications**

The applicant must provide certification for Items 1 AND 2 below. Select **Yes** from each of the drop-down menus below:

Yes	<p>1. The applicant certifies that no Federal appropriated funds have been or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any Federal contract, the making of any Federal grant, the making of any Federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any Federal contract, grant, loan, or cooperative agreement. The applicant shall complete and submit Standard Form-LLL, "Disclosure Form to Report Lobbying," when required (34 CFR Part 82, Appendix B).</p>
Yes	<p>2. As required by Executive Order 12549, Department and Suspension, and implemented at 34 CFR Part 85, for prospective participants in all lower tier transactions meeting the threshold and tier requirements stated at 34 CFR Part 85, Section 85.110-</p> <p>A. The applicant certifies that it and its principals:</p> <ul style="list-style-type: none"> <li>(a) Are not presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from covered transactions by any Federal department or agency;</li> <li>(b) have not within a three-year period preceding this application been convicted of or had a civil judgment rendered against them for commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a public (Federal, State, or local) transaction or contract under a public transaction; violation of Federal or State antitrust statutes or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, or receiving stolen property;</li> <li>(c) are not presently indicted for or otherwise criminally or civilly charged by a governmental entity (Federal, State, or local) with commission of any of the offenses enumerated in paragraph (2)(b) of this certification;</li> <li>(d) have not within a three-year period preceding this application had one or more public transaction (Federal, State, or local) terminated for cause or default; and</li> </ul> <p>B. Where the applicant is unable to certify to any of the statements in this certification, he or she shall attach an explanation to this application.</p>

**E. Conditional Approval for Current Grant Year**

**Conditional Approval Related to Assurances**

Complete this section only if the LEA received conditional approval for the current grant year (2019-2020), select the appropriate statement(s) from each drop-down menu in the grey shaded area below. Otherwise, leave blank:

Conditional Approval Related to Assurances

--

Conditional Approval Related to Other Issues

Due to time constraints, the LEA is not yet able to upload Board Meeting Agenda and Minutes in WebEPSS but will do so no later than August 3, 2018.
---



Print this page, obtain required signatures then upload the page to WebEPSS.

**F. Local IDEA-B Funding Application Approval**

**Authorized Representative Certification of Assurances**

In conjunction with this submission, I certify that all assurances, listed in Section I - Public Information and marked as "yes" in the Plan of Assurances have been met, or that the LEA has completed, or will complete and submit proof of adoption to the Special Education Bureau (SEB), policies and procedures that are consistent with State policies and procedures established under IDEA B regulations, by no later than June 30, 2019. I further certify that the LEA can make the assurances marked as "yes" in Section III and IV of this application. These provisions meet the requirements of IDEA B as found in Public Law No. 108-446. The LEA or State agency will operate its Part B program in accordance with all of the required assurances. If any assurances have been checked "no", I certify that the LEA or State agency will operate throughout the period of this grant award consistent with the requirements of IDEA, as found in Public Law No. 108-446 and any applicable regulations, and will make such changes to existing policies and procedures as are necessary to bring those policies and procedures into compliance with the requirements of IDEA, as amended, as soon as possible, and not later than June 30, 2019. (34 CFR § 76.104).

Printed/Typed Name and Title of Authorized Representative of the LEA or State Agency:

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Authorized Representative's Signature (REQUIRED):

Date:

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**G. Board of Education or Governing Authority and LEA Approval of Local IDEA B Funding Application**

This application for IDEA B Entitlement funding was submitted to the local educational agency's (LEA's) local school board or governing authority for approval and the LEA has elected to submit this application for the purpose of maximizing resources in meeting fully all obligations to children with disabilities of the district under the Individuals with Disabilities Education Act Part B.

The 2019-2020 application for IDEA B Entitlement funding was approved on: *Enter date.*

The Board of Education or Governing Authority for the \_\_\_\_\_ School District, State Chartered Charter School or State Supported Educational Programs provides assurance to the New Mexico Public Education Department (PED), SEB that the applicable Federal, State and local laws and regulations will be met as described in the Local Application for IDEA B Funding. We the undersigned, further certify that all assurances in this application as provided to the PED have been approved by the local Board of Education and/or Charter School Governing Authority.

<b>Board of Education/Governing Board President Signature (REQUIRED):</b>	<b>Date:</b>
<b>Superintendent Signature/ Head Administrator Signature (REQUIRED):</b>	<b>Date:</b>
<b>Special Education Director Signature (REQUIRED):</b>	<b>Date:</b>
<b>Business Manager (REQUIRED)*:</b>	
* <input type="checkbox"/> Check box if Business Manager acknowledges receipt of the Budget Summary page, of the 2019-2020 application, for the purposes of setting up a correct budget in OBMS per fund/function.	
<b>Business Manager Signature (REQUIRED):</b>	<b>Date:</b>
<b>Parent Involvement (REQUIRED):</b>	
I represent parents of the LEA. My signature below assures the Department that parents participated in the development of the IDEA B Entitlement budget for the 2019-2020 School Year.	
<b>Parent Representative Signature (REQUIRED):</b>	<b>Date:</b>



**Needs Analysis and Local Education Agency (LEA) Plans**



Required Section - Please complete

Complete the grey shaded areas below. If an area is not applicable to the LEA, indicate N/A for Not Applicable.

**Every Student Succeeds Act (ESSA) School Categories**

Enter the number of schools for each of the categories below:

Number of Comprehensive Support and Intervention (CSI) Schools

Number of Targeted Support and Improvement (TSI) Schools

Describe how IDEA B funds will be utilized to support students with disabilities with IEPs in the schools with CSI and TSI designations.

--

**Area(s) of noncompliance**

If a Corrective Action Plan was issued based on the 2017-2018 annual determination, please describe how IDEA B funds will be utilized to improve services to students with disabilities with IEPs

Area(s) of noncompliance	Describe brief synopsis of LEA plan

**Improving graduation rates for students with disabilities**

Describe how funds will be utilized to improve graduation rates for students with disabilities.

Students have a case manager who works with our transition counselor, the student, parents, and any ancillary services to agree on the student's IEP with a direction for graduation. Students are monitored consistently for their progress towards graduation.
--

**Improving dropout rates for students with disabilities**

Describe how IDEA B funds will be utilized to improve dropout rates for students with disabilities.

Students are worked with during school and after school to help pass their classes and stay on track for graduation. Individual plans are made for each student as to what they want to be in the future and classes are designed around their needs that have been agreed upon by the IEP team.
--

Attach additional sheets as necessary.



**Basic (24106) and Preschool (24109) Budgets**

Required Section - Please complete

**A. Application Type, Option and Allocation**

Select the appropriate Application Type and Option from the drop-down menu below:

Application Type:

Application Option:

Select the LEA name from the drop-down menu below and the funding allocations will be populated:

Allocation		
	Basic - 24106	Preschool - 24109
Cimarron Municipal Schools	\$ 133,403.78	\$ 11,294.00

**B. Special Education and Related Services Budget**

Direct Instruction and Extended School Year (Objective 1 - Function 1000)

Please complete each section in which the LEA chooses to budget funds. Areas where funds will not be budgeted can remain blank.

1. a. Supplemental licensed special education teachers and licensed special education instructional assistants working with students with disabilities with IEPs.

Position Title(s)	Position Location	Function Duties	% FTE IDEA B	24106 Amount	24109 Amount
Licensed Teacher	ENEMS		2.5	\$ 98,830.27	\$ 11,294.00

1. b.\* All costs listed in 1.a. meet the following requirements for IDEA B eligibility.

Please select Yes or No for each below.

Excess cost	Reasonable	Necessary	Allocable	Costs are specifically for the purpose of providing special education and related services?

2. a. Stipends for licensed general education, special education teachers and special education instructional assistants involved in special education related activities.

Position Title(s)	Position Location	Function Duties for Stipend	% FTE IDEA B	24106 Amount	24109 Amount

IDEA B Application B (Preliminary Allocation plus Projected Carryover)

2. b.\* All costs listed in 2.a. meet the following requirements for IDEA B eligibility.

Please select Yes or No for each below.

Excess cost	Reasonable	Necessary	Allocable	Costs are specifically for the purpose of providing spec education and related services?

3. a. Purchased services directly associated with teaching students with disabilities with IEPs.

Position Title(s)	Position Location	Function Duties for Stipend	% FTE IDEA B	24106 Amount	24109 Amount

3. b.\* All costs listed in 3.a. meet the following requirements for IDEA B eligibility.

Please select Yes or No for each below.

Excess cost	Reasonable	Necessary	Allocable	Costs are specifically for the purpose of providing spec education and related services?

4. a. Educational supplies, materials, curriculum and software directly involved with direct instruction and implementing IEPs for students with disabilities.

Please note: Items \$5,00 and above require prior approval. LEAs must complete and submit a Equipment Over \$5,000 Approval Form to the SEB for approval.

Provide Detailed Description	24106 Amount	24109 Amount
Miscellaneous Supplies as Needed	\$ 3,031.80	

4. b.\* All costs listed in 4.a. meet the following requirements for IDEA B eligibility.

Please select Yes or No for each below.

Excess cost	Reasonable	Necessary	Allocable	Costs are specifically for the purpose of providing spec education and related services?

5. a. Equipment directly involved with direct instruction and implementing IEPs for students with disabilities.

Provide Detailed Description	24106 Amount	24109 Amount

5. b.\* All costs listed in 5.a. meet the following requirements for IDEA B eligibility.

Please select Yes or No for each below.

Excess cost	Reasonable	Necessary	Allocable	Costs are specifically for the purpose of providing spec education and related services?

6. a. Professional development costs for general and special education teachers and special education instructional assistants to improve instruction students with disabilities with IEPs.

Describe Professional Development	24106 Amount	24109 Amount
Work shops for SPED Director and Teachers	\$ 1,500.00	

6. b.\* All costs listed in 6.a. meet the following requirements for IDEA B eligibility.

Please select Yes or No for each below.

IDEA B Application B (Preliminary Allocation plus Projected Carryover)

Excess cost	Reasonable	Necessary	Allocable	Costs are specifically for the purpose of providing spec education and related services?

7. a. Extended school year services costs for students with disabilities with IEPs.

Detailed Description	Number of Students	24106 Amount	24109 Amount

7. b.\* All costs listed in 7.a. meet the following requirements for IDEA B eligibility.

Please select Yes or No for each below.

Excess cost	Reasonable	Necessary	Allocable	Costs are specifically for the purpose of providing spec education and related services?

8. a. Contract with Regional Educational Cooperatives (REC) to provide direct instruction or extended school year services to students with disabilities.

Describe Services	List REC(s)	24106 Amount	24109 Amount

8. b.\* All costs listed in 8.a. meet the following requirements for IDEA B eligibility.

Please select Yes or No for each below.

Excess cost	Reasonable	Necessary	Allocable	Costs are specifically for the purpose of providing spec education and related services?

\*See instructions tab for definitions of the above items. A "No" answer to any of the above disqualifies the cost(s) from being included in the IDEA B application.

"Yes" to each question above does not assure SEB approval. All items will be subject to SEB audit.

Direct Instruction and Extended School Year (Objective 1 - Function 1000)		
	Basic - 24106	Preschool - 24109
Allocation	\$ 103,362.07	\$ 11,294.00
Percent of Budget Allocated	77.48%	100.00%

IDEA B Application B (Preliminary Allocation plus Projected Carryover)

Please complete each section in which the LEA chooses to budget funds. Areas where funds will not be budgeted can remain blank.

1.a. Evaluation and Child Find activities to include private schools.

Detailed Description	24106 Amount	24109 Amount

1. b.\* All costs listed in 1.a. meet the following requirements for IDEA B eligibility.

Please select Yes or No for each below.

Excess cost	Reasonable	Necessary	Allocable	Costs are specifically for the purpose of providing special education and related services?

2.a. Licensed related services providers serving students with disabilities with IEPs. (Employee Type is a drop-down menu)

Position Title	Position Location	Function Duties for Stipend	Employee Type	% FTE IDEA B	24106 Amount	24109 Amount

2. b.\* All costs listed in 2.a. meet the following requirements for IDEA B eligibility.

Please select Yes or No for each below.

Excess cost	Reasonable	Necessary	Allocable	Costs are specifically for the purpose of providing special education and related services?

3.a. Support staff directly providing instructional support to students with disabilities with IEPs.

Position Title	Position Location	Function Duties	% FTE IDEA B	24106 Amount	24109 Amount
SPED Secretary			0.64	\$ 20,946.00	

3. b.\* All costs listed in 3.a. meet the following requirements for IDEA B eligibility.

Please select Yes or No for each below.

Excess cost	Reasonable	Necessary	Allocable	Costs are specifically for the purpose of providing special education and related services?

4.a. Stipends for licensed general education, special education teachers and special education instructional assistants involved in special education related activities.

Position Title	Position Location	Function Duties for Stipend	% FTE IDEA B	24106 Amount	24109 Amount

4. b.\* All costs listed in 4.a. meet the following requirements for IDEA B eligibility.

Please select Yes or No for each below.



IDEA B Application B (Preliminary Allocation plus Projected Carryover)

Excess cost	Reasonable	Necessary	Allocable	Costs are specifically for the purpose of providing special education and related services?

5. a. Educational supplies, materials, curriculum and software directly involved with direct instruction and implementing IEPs for students with disabilities.

Please note: Items \$5,00 and above require prior approval. LEAs must complete and submit a Equipment Over \$5,000 Approval Form to the SEB for approval.

Provide Detailed Description	24106 Amount	24109 Amount

5. b.\* All costs listed in 5.a. meet the following requirements for IDEA B eligibility.

Please select Yes or No for each below.

Excess cost	Reasonable	Necessary	Allocable	Costs are specifically for the purpose of providing special education and related services?

6.a. Professional development costs for related service staff and support staff to improve instructional support services for students with disabilities with IEPs.

Describe Professional Development	24106 Amount	24109 Amount

6. b.\* All costs listed in 6.a. meet the following requirements for IDEA B eligibility.

Please select Yes or No for each below.

Excess cost	Reasonable	Necessary	Allocable	Costs are specifically for the purpose of providing special education and related services?

7.a. Technical assistance costs for improving instruction for students with disabilities with IEPs.

Describe Technical Assistance	24106 Amount	24109 Amount

7. b.\* All costs listed in 7.a. meet the following requirements for IDEA B eligibility.

Please select Yes or No for each below.

Excess cost	Reasonable	Necessary	Allocable	Costs are specifically for the purpose of providing special education and related services?

8.a. Stipends for students with disabilities with IEPs participating in job readiness and/or career technical education classes.

Number of Students	Function duties for stipend	24106 Amount	24109 Amount

8. b.\* All costs listed in 8.a. meet the following requirements for IDEA B eligibility.

Please select Yes or No for each below.

IDEA B Application B (Preliminary Allocation plus Projected Carryover)

Excess cost	Reasonable	Necessary	Allocable	Costs are specifically for the purpose of providing spec education and related services?

9.a Employment for students with disabilities with IEPs participating in work-based learning environments.

Number of Students	Describe Work-Based Employment	24106 Amount	24109 Amount

9. b.\* All costs listed in 9.a. meet the following requirements for IDEA B eligibility.

Please select Yes or No for each below.

Excess cost	Reasonable	Necessary	Allocable	Costs are specifically for the purpose of providing spec education and related services?

10.a. Travel costs for parents of students with disabilities with IEPs providing transportation to receive related services as indicated in the IEP.

Number of Students	Related Service Type	24106 Amount	24109 Amount

10. b.\* All costs listed in 10.a. meet the following requirements for IDEA B eligibility.

Please select Yes or No for each below.

Excess cost	Reasonable	Necessary	Allocable	Costs are specifically for the purpose of providing spec education and related services?

11.a. Contract with Regional Educational Cooperatives (REC) to provide instructional support to students with disabilities with IEPs.

Describe Services	List REC	24106 Amount	24109 Amount

11. b.\* All costs listed in 11.a. meet the following requirements for IDEA B eligibility.

Please select Yes or No for each below.

Excess cost	Reasonable	Necessary	Allocable	Costs are specifically for the purpose of providing spec education and related services?

\*See instructions tab for definitions of the above items. A "No" answer to any of the above disqualifies the cost(s) from being included in the IDEA B application.

"Yes" to each question above does not assure SEB approval. All items will be subject to SEB audit.

IDEA B Application B (Preliminary Allocation plus Projected Carryover)

Direct Instruction and Extended School Year (Objective 2 - Function 2100)		
	Basic - 24106	Preschool - 24109
Allocation	\$ 20,946.00	\$ -
Percent of Budget Allocated	15.7%	0.0%

Activities for the Provision of Special Education and Related Services (Objective 3)

Please complete each section in which the LEA chooses to budget funds. Areas where funds will not be budgeted can remain blank.

1. Support Services - General Administration (Function 2200)

1.a. Instruction Related Technology (Function 2230)

Describe Cost	24106 Amount	24109 Amount

1. b.\* All costs listed in 1.a. meet the following requirements for IDEA B eligibility.

Please select Yes or No for each below.

Excess cost	Reasonable	Necessary	Allocable	Costs are specifically for the purpose of providing special education and related services?

1.c. Other Support Services (Function 2290) as indicated in students IEPs

Describe Cost	Student Identification numbers	24106 Amount	24109 Amount

1. d.\* All costs listed in 1.c. meet the following requirements for IDEA B eligibility.

Please select Yes or No for each below.

Excess cost	Reasonable	Necessary	Allocable	Costs are specifically for the purpose of providing special education and related services?

2. Indirect/Audit Costs (Function 2300)

24106 Amount	24109 Amount

3. Support Services - School Administration (Function 2400)

3.a. Other Support Services - School Administration (Function 2490)

Position Title(s)	Position Location	Function Duties	% FTE IDEA B	24106 Amount	24109 Amount

3. b.\* All costs listed in 2.a. meet the following requirements for IDEA B eligibility.

Please select Yes or No for each below.

IDEA B Application B (Preliminary Allocation plus Projected Carryover)

Excess cost	Reasonable	Necessary	Allocable	Costs are specifically for the purpose of providing special education and related services?

4. Support Services - Central Services (Function 2500)

4.a. Printing, Publishing and Duplicating Services (Function 2530)

Describe Cost	24106 Amount	24109 Amount

4. b.\* All costs listed in 3.a. meet the following requirements for IDEA B eligibility.

Please select Yes or No for each below.

Excess cost	Reasonable	Necessary	Allocable	Costs are specifically for the purpose of providing special education and related services?

4.c. Public Information Services (Function 2560)

Describe Cost	24106 Amount	24109 Amount

4. d.\* All costs listed in 3.c. meet the following requirements for IDEA B eligibility.

Please select Yes or No for each below.

Excess cost	Reasonable	Necessary	Allocable	Costs are specifically for the purpose of providing special education and related services?

4.e. Administrative Technology Services (Function 2580)

Describe Cost	24106 Amount	24109 Amount

4. f.\* All costs listed in 3.e. meet the following requirements for IDEA B eligibility.

Please select Yes or No for each below.

Excess cost	Reasonable	Necessary	Allocable	Costs are specifically for the purpose of providing special education and related services?

4.g. Other Support Services (2590)

Describe Cost	24106 Amount	24109 Amount

4. h.\* All costs listed in 3.g. meet the following requirements for IDEA B eligibility.

Please select Yes or No for each below.

IDEA B Application B (Preliminary Allocation plus Projected Carryover)

Excess cost	Reasonable	Necessary	Allocable	Costs are specifically for the purpose of providing special education and related services?

5. Operation and Maintenance of Plant (Function 2600)

5.a. Care and Upkeep of Special Education Equipment (Function 2640)

Describe Cost	24106 Amount	24109 Amount

5. b.\* All costs listed in 4.a. meet the following requirements for IDEA B eligibility.

Please select Yes or No for each below.

Excess cost	Reasonable	Necessary	Allocable	Costs are specifically for the purpose of providing special education and related services?

5.c. Vehicle Operation and Maintenance for providing Special Education Services to students with disabilities with IEPs. (Function 2650)

Describe Cost	Student Identification numbers	24106 Amount	24109 Amount

5. d.\* All costs listed in 4.c. meet the following requirements for IDEA B eligibility.

Please select Yes or No for each below.

Excess cost	Reasonable	Necessary	Allocable	Costs are specifically for the purpose of providing special education and related services?

5.e. Safety Costs for providing Special Education Services to students with disabilities with IEPs. (Function 2670)

Describe Cost	Student Identification numbers	24106 Amount	24109 Amount

5. f.\* All costs listed in 4.e. meet the following requirements for IDEA B eligibility.

Please select Yes or No for each below.

Excess cost	Reasonable	Necessary	Allocable	Costs are specifically for the purpose of providing special education and related services?

5.g. Other Operation and Maintenance of Plant Costs for providing special education and related services to students with disabilities. (Function 2680)

Describe Cost	24106 Amount	24109 Amount

5. h.\* All costs listed in 4.g. meet the following requirements for IDEA B eligibility.

Please select Yes or No for each below.

Excess cost	Reasonable	Necessary	Allocable	Costs are specifically for the purpose of providing special education and related services?

IDEA B Application B (Preliminary Allocation plus Projected Carryover)

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6. Student Transportation (Function 2700)

6.a. Vehicle Operation for students with disabilities and/or as indicated in the students IEP (Function 2710)

Describe Cost	Student Identification numbers	24106 Amount	24109 Amount

6. b.\* All costs listed in 5.a. meet the following requirements for IDEA B eligibility. Please select Yes or No for each below.

Excess cost	Reasonable	Necessary	Allocable	Costs are specifically for the purpose of providing spec

6.c. Bus Aides as indicated in IEP (Function 2720)

Describe Cost	Student Identification numbers	24106 Amount	24109 Amount

6. d.\* All costs listed in 5.c. meet the following requirements for IDEA B eligibility. Please select Yes or No for each below.

Excess cost	Reasonable	Necessary	Allocable	Costs are specifically for the purpose of providing spec

6.e. Other Student Transportation Services (Function 2790)

Describe Cost	Student Identification numbers	24106 Amount	24109 Amount

6. f.\* All costs listed in 5.e. meet the following requirements for IDEA B eligibility. Please select Yes or No for each below.

Excess cost	Reasonable	Necessary	Allocable	Costs are specifically for the purpose of providing spec

\*See instructions tab for definitions of the above items. A "No" answer to any of the above disqualifies the cost(s) from being included in the IDEA B application.

"Yes" to each question above does not assure SEB approval. All items will be subject to SEB audit.

Activities for the provision of Special Education Services (Objective 3)		
	Basic - 24106	Preschool - 24109
<b>Allocation</b>	\$ -	\$ -
<b>Percent of Budget Allocated</b>	0.0%	0.0%

**C. Business Manager Copy**

A copy of the 2019-2020 Basic (24106) and Preschool (24109) budgets have been submitted to the LEA's Business Manager?

Select

*The amounts in Objectives 1, 2 and 3 of this LEA application must be the same as as the line item amounts and objective amounts entered into OBMS.*

IDEA B Application B (Preliminary Allocation plus Projected Carryover)



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**24112 - COORDINATED EARLY INTERVENING SERVICES (CEIS) Comprehensive (Mandatory) and Voluntary**



**Consider the following before completing**

Select **Yes or No** from the drop-down menu for the following questions.

1. Is the LEA required to set aside funds for Comprehensive CEIS?	<input type="text" value="No"/>	<i>(LEA's with significant disproportionality based on race or ethnicity must set aside funds.)</i>
If the LEA selects <b>Yes</b> to question 1, please proceed to the table below. If <b>No</b> , proceed to Question 2.		
2. Will the LEA set aside funds for Voluntary CEIS?	<input type="text" value="No"/>	
If the LEA selects <b>Yes</b> to question 2, please proceed to the table below. If <b>No</b> , please skip to the next section (tab).		

**Comprehensive (Mandatory) CEIS:**

LEAs identified as having significant disproportionality based on race or ethnicity must reserve 15 percent of IDEA Part B Section 611 (24106) and Section 619 (24109) funds to implement Comprehensive (Mandatory) CEIS. The Special Education Bureau will identify disproportionality with respect to identification, placement, and/or disciplinary removals and notify LEAs found to have significant disproportionality. Comprehensive (Mandatory) CEIS is defined by regulations at 34 CFR §300.646(d).

**Voluntary CEIS:**

Under the 2004 amendments to the IDEA, (34 CFR § 300.226), an LEA may select to use up to 15 percent of the current year IDEA-B allocation for students in kindergarten through grade 12 (with a particular emphasis on students in kindergarten through grade 3) who have not been identified as needing special education or related services but who need additional academic and behavioral support to succeed in the general education environment.

Funds designated for this purpose are to be budgeted under Fund Code 24112. If the LEA chooses to budget Fund 24112 a CEIS Plan must be submitted to SEB for approval. SEB written approval of the CEIS Plan is required prior to implementation. Funds set aside for CEIS may not be expended until the CEIS plan has been approved by SEB. [34 CFR 300.205 applies in conjunction with 34 CFR 300.226]. Please refer to guidance memo from Denise Koscielniak, Federal Programs Director, regarding "Technical Assistance: Coordinated Early Intervening Services", dated August 20, 2009. The memo may be accessed on the SEB website. [34 CFR 300.226(d); 20 U.S.C 1413(f)(4); 6.31.2.9(D)(4) NMAC]

LEA's who wish to submit a CEIS plan must contact the SEB Education Administrator assigned to the LEA to request the CEIS plan form, instructions and approval.

If the LEA selects **Yes to question 1. or 2. above**, then the following table must be completed. In **No**, please skip this section.

<b>CEIS Information</b>	
Select CEIS Type from drop-down:	<input type="text" value="Select"/>
Maximum amount to be set-aside:	\$ <input type="text" value="21,704.67"/> (Number will prepopulate)
<b>CEIS Proposed Budget Amounts</b>	
Enter proposed amounts below: <i>Amounts below cannot exceed the maximum amount above.</i>	
24106 - Basic proposed budget amount to 24112	<input type="text"/> (Amount to transfer from Fund 24106 to Fund 24112)

IDEA B Application B (Preliminary Allocation plus Projected Carryover)

24109 - Preschool proposed budget amount to 24112  (Amount to transfer from Fund 24109 to Fund 24112)

Students to be Served

LEA must identify the estimated number of students to be served with CEIS funds during the 2019-2020 School Year.

Number of students to be served with CEIS funds

If the budgeted amount is greater than the Maximum amount, please adjust the proposed budget amount to less than or equal to the maximum amount allowed.



**Local (Dependent) Charter Schools**

 Consider the following before completing

UCOA Function Code 2500, Object Code 55912 and Applicable Location Code - LOCAL CHARTER SCHOOL

Select Yes or No from the drop-down menu for the following question.

Does the LEA have Local (Dependent) Charter Schools within its jurisdiction that are public schools of the LEA?	Yes
If the LEA selects <b>Yes</b> to the above question, please proceed to the tables below. If <b>No</b> , please <b>skip</b> to the next section (tab).	

An LEA must comply with certain requirements if it has charter schools within its jurisdiction that are public schools of the LEA. The LEA must serve children with disabilities attending those charter schools in the same manner as the LEA serves children with disabilities in its other schools, including providing supplementary and related services on site at the charter school to the same extent to which the LEA has a policy or practice of providing such services on the site to its other public schools. The LEA also must provide IDEA-B funds to those charter schools:

- 1) On the same basis as the LEA provides funds to the LEA's other public schools, including proportional distribution based on relative enrollment of children with disabilities; and
- 2) at the same time as the LEA distributes other Federal funds to the LEA's other public schools, consistent with the State's charter school law.

The provision of funds to the LEA's local charter schools(s) must be determined on the same basis and at the same time as all the other public schools within the LEA's jurisdiction [34 C.F.R. § 300.209]

In order to verify that LEAs are reserving an adequate amount of their IDEA-B funds for services to students with disabilities who have an IEP (excluding gifted only) in charter schools, necessary to comply with IDEA requirements, the application must include a separate objective that is distinguishable within OBMS for each charter school. Enrollment numbers are to be exclusive of those students who are gifted only, however, a student who is gifted and has a disability would be included in the enrollment figures. Please include a separate calculation for each charter. For LEAs with charter schools that do not open until Fall 2019, an appropriate amount must be based on an estimate of students with IEPs, that are not gifted, who will be served at the charter school. This estimated allocation should be adjusted by the end of December 2019 and based on actual data collected during the actual school year to reflect actual counts of students with disabilities who have an IEP on the 40 Day reporting period. Funds allocated under this section are to be reported to the PED in OBMS by budgeting each charter school allocation under Function Code 2500 (Central Services), Object Code 55912 (Flow-through Grants to Charters) and the applicable Location Code for each local charter school.

IDEA B Application B (Preliminary Allocation plus Projected Carryover)

If the LEA selects **Yes to the above question**, then the following tables must be completed. In **No**, please skip this section.

**Section 1 - Assurances**

LEAs with local (dependent) charter schools in their educational jurisdiction must complete the sections below:

Please select **Yes** next to assurances 1 and 2 below. If you cannot select Yes to both 1 and 2 you must select Yes next to assurance 3 and provide a description of how IDEA-B funds will be distributed to the charter school(s).

Select	1	District chartered charter schools' initial allocations are included in this application so that funds may be distributed at the same time as the LEA distributes other Federal funds to the LEA's other public schools.
Select	2	Funds will be allocated to district chartered charter schools by a proportional distribution based on relative enrollment of children with disabilities.
Select	3	If funds are not to be disbursed by a proportional distribution based on relative enrollment of children with disabilities please describe how funds are to be distributed in the space below. SEB may require further clarification under this objective before the application may be approved. <b>Please type clarification on distribution of funds below:</b>

**Section 2 - Determining Proportionate Share for Dependent/Local Charter Schools, Basic Allocation (24106)**

Please enter amounts requested for a. and b. **only** below using 2018-2019 40 day STARS student counts. **Do not enter information in c. - e and Total Allocation box.**

a	b	c	d	e	
Enter total number of children with disabilities in public schools in the LEA	Enter total ALL Local Charter School students with IEPs	Proportionate share to Local Charters	IDEA B Allocation (24106 - Basic)	Average Allocation per child (d / a = e)	Total Allocation to be distributed to dependent/local charter(s)
<b>44</b>	<b>3</b>	0.068	\$ 133,403.78	\$ 3,031.90	\$ 9,095.71

All numbers above should exclude students who are gifted only.

**Section 3 - Budgeting Funds per Dependent/Local Charter Schools, Basic Allocation (24106)**

Please select the local charter school name from the drop-down menu.

Local Charters

IDEA B Application B (Preliminary Allocation plus Projected Carryover)

<b>1</b>	Local Charter School Name	
The above local charter's total enrollment of students with disabilities (SWD) for the 2018-2019 40 day reporting period must be provided. Enter 2018-2019 40 day Total Local Charter SWD Enrollment <input type="text"/>		
Local charter's 24106-Basic Total Allocation <input type="text" value="\$ -"/>		
For this Local Charter please enter the amount to be budgeted for each line 1. - 4. Items identified below are to budgeted accordingly in OBMS.		
\$		1. Personnel costs for providing special education service to students with disabilities who have an IEP; excluding gifted only students.
\$		2. Training costs for staff involved with providing special education services for students with disabilities who have an IEP; excluding gifted only students.
\$		3. Supplies and material costs related to providing special education services for students with disabilities who have an IEP; excluding gifted only students.
\$		4. Educational equipment directly involved with direct instruction and implementing IEPs for students with disabilities; excluding gifted only students.
\$		Please note: Items \$5,000 and above require prior approval and submission of an Equipment Over \$5,000 Approval Form to the SEB.
\$	-	<b>Total Budget (Total Budget must equal Local Charter's 24106-Basic Total Allocation above.)</b>

Please select the local charter school name from the drop-down menu.

<b>2</b>	Local Charter School Name	Moreno Valley High School
The above local charter's total enrollment of students with disabilities (SWD) for the 2018-2019 40 day reporting period must be provided. Enter 2018-2019 40 day Total Local Charter SWD Enrollment <input type="text" value="3"/>		
Local charter's 24106-Basic Total Allocation <input type="text" value="\$ 9,095.71"/>		
For this Local Charter please enter the amount to be budgeted for each line 1. - 4. Items identified below are to budgeted accordingly in OBMS.		
\$		1. Personnel costs for providing special education service to students with disabilities who have an IEP; excluding gifted only students.
\$	9,095.71	2. Training costs for staff involved with providing special education services for students with disabilities who have an IEP; excluding gifted only students.
\$		3. Supplies and material costs related to providing special education services for students with disabilities who have an IEP; excluding gifted only students.
\$		4. Educational equipment directly involved with direct instruction and implementing IEPs for students with disabilities; excluding gifted only students.
\$		Please note: Items \$5,000 and above require prior approval and submission of an Equipment Over \$5,000 Approval Form to the SEB.
\$	9,095.71	<b>Total Budget (Total Budget must equal Local Charter's 24106-Basic Total Allocation above.)</b>

Please select the local charter school name from the drop-down menu.

IDEA B Application B (Preliminary Allocation plus Projected Carryover)

<b>3</b>	Local Charter School Name	Select Local Charter
<p>The above local charter's total enrollment of students with disabilities (SWD) for the 2018-2019 40 day reporting period must be provided.                  Enter 2018-2019 40 day Total Local Charter SWD Enrollment <input type="text"/></p> <p>Local charter's 24106-Basic Total Allocation \$ <input type="text" value="-"/></p>		
<p>For this Local Charter please enter the amount to be budgeted for each line 1. - 4. Items identified below are to budgeted accordingly in OBMS.</p>		
\$	1. Personnel costs for providing special education service to students with disabilities who have an IEP; excluding gifted only students.	
\$	2. Training costs for staff involved with providing special education services for students with disabilities who have an IEP; excluding gifted only students.	
\$	3. Supplies and material costs related to providing special education services for students with disabilities who have an IEP; excluding gifted only students.	
\$	4. Educational equipment directly involved with direct instruction and implementing IEPs for students with disabilities; excluding gifted only students.	
\$	Please note: Items \$5,000 and above require prior approval and submission of an Equipment Over \$5,000 Approval Form to the SEB.	
\$	-	<b>Total Budget (Total Budget must equal Local Charter's 24106-Basic Total Allocation above.)</b>

Please select the local charter school name from the drop-down menu.

<b>4</b>	Local Charter School Name	Select Local Charter
<p>The above local charter's total enrollment of students with disabilities (SWD) for the 2018-2019 40 day reporting period must be provided.                  Enter 2018-2019 40 day Total Local Charter SWD Enrollment <input type="text"/></p> <p>Local charter's 24106-Basic Total Allocation \$ <input type="text" value="-"/></p>		
<p>For this Local Charter please enter the amount to be budgeted for each line 1. - 4. Items identified below are to budgeted accordingly in OBMS.</p>		
\$	1. Personnel costs for providing special education service to students with disabilities who have an IEP; excluding gifted only students.	
\$	2. Training costs for staff involved with providing special education services for students with disabilities who have an IEP; excluding gifted only students.	
\$	3. Supplies and material costs related to providing special education services for students with disabilities who have an IEP; excluding gifted only students.	
\$	4. Educational equipment directly involved with direct instruction and implementing IEPs for students with disabilities; excluding gifted only students.	
\$	Please note: Items \$5,000 and above require prior approval and submission of an Equipment Over \$5,000 Approval Form to the SEB.	
\$	-	<b>Total Budget (Total Budget must equal Local Charter's 24106-Basic Total Allocation above.)</b>

Please select the local charter school name from the drop-down menu.

IDEA B Application B (Preliminary Allocation plus Projected Carryover)

<b>5</b>	Local Charter School Name	Select Local Charter
The above local charter's total enrollment of students with disabilities (SWD) for the 2018-2019 40 day reporting period must be provided. Enter 2018-2019 40 day Total Local Charter SWD Enrollment <input style="width: 200px;" type="text"/>		
Local charter's 24106-Basic Total Allocation \$ <input style="width: 150px;" type="text" value="-"/>		
For this Local Charter please enter the amount to be budgeted for each line 1. - 4. Items identified below are to budgeted accordingly in OBMS.		
\$		1. Personnel costs for providing special education service to students with disabilities who have an IEP; excluding gifted only students.
\$		2. Training costs for staff involved with providing special education services for students with disabilities who have an IEP; excluding gifted only students.
\$		3. Supplies and material costs related to providing special education services for students with disabilities who have an IEP; excluding gifted only students.
\$		4. Educational equipment directly involved with direct instruction and implementing IEPs for students with disabilities; excluding gifted only students.
\$		Please note: Items \$5,000 and above require prior approval and submission of an Equipment Over \$5,000 Approval Form to the SEB.
\$	-	<b>Total Budget (Total Budget must equal Local Charter's 24106-Basic Total Allocation above.)</b>

Please select the local charter school name from the drop-down menu.

<b>6</b>	Local Charter School Name	Local Charter School Name
The above local charter's total enrollment of students with disabilities (SWD) for the 2018-2019 40 day reporting period must be provided. Enter 2018-2019 40 day Total Local Charter SWD Enrollment <input style="width: 200px;" type="text"/>		
Local charter's 24106-Basic Total Allocation \$ <input style="width: 150px;" type="text" value="-"/>		
For this Local Charter please enter the amount to be budgeted for each line 1. - 4. Items identified below are to budgeted accordingly in OBMS.		
\$		1. Personnel costs for providing special education service to students with disabilities who have an IEP; excluding gifted only students.
\$		2. Training costs for staff involved with providing special education services for students with disabilities who have an IEP; excluding gifted only students.
\$		3. Supplies and material costs related to providing special education services for students with disabilities who have an IEP; excluding gifted only students.
\$		4. Educational equipment directly involved with direct instruction and implementing IEPs for students with disabilities; excluding gifted only students.
\$		Please note: Items \$5,000 and above require prior approval and submission of an Equipment Over \$5,000 Approval Form to the SEB.
\$	-	<b>Total Budget (Total Budget must equal Local Charter's 24106-Basic Total Allocation above.)</b>

IDEA B Application B (Preliminary Allocation plus Projected Carryover)

Please select the local charter school name from the drop-down menu.

<b>7</b>	Local Charter School Name	Select Local Charter
The above local charter's total enrollment of students with disabilities (SWD) for the 2018-2019 40 day reporting period must be provided. Enter 2018-2019 40 day Total Local Charter SWD Enrollment <input type="text"/>		
Local charter's 24106-Basic Total Allocation \$ <input type="text" value="-"/>		
For this Local Charter please enter the amount to be budgeted for each line 1. - 4. Items identified below are to budgeted accordingly in OBMS.		
\$	1. Personnel costs for providing special education service to students with disabilities who have an IEP; excluding gifted only students.	
\$	2. Training costs for staff involved with providing special education services for students with disabilities who have an IEP; excluding gifted only students.	
\$	3. Supplies and material costs related to providing special education services for students with disabilities who have an IEP; excluding gifted only students.	
\$	4. Educational equipment directly involved with direct instruction and implementing IEPs for students with disabilities; excluding gifted only students.	
\$	Please note: Items \$5,000 and above require prior approval and submission of an Equipment Over \$5,000 Approval Form to the SEB.	
\$	-	<b>Total Budget (Total Budget must equal Local Charter's 24106-Basic Total Allocation above.)</b>

Please select the local charter school name from the drop-down menu.

<b>8</b>	Local Charter School Name	Select Local Charter
The above local charter's total enrollment of students with disabilities (SWD) for the 2018-2019 40 day reporting period must be provided. Enter 2018-2019 40 day Total Local Charter SWD Enrollment <input type="text"/>		
Local charter's 24106-Basic Total Allocation \$ <input type="text" value="-"/>		
For this Local Charter please enter the amount to be budgeted for each line 1. - 4. Items identified below are to budgeted accordingly in OBMS.		
\$	1. Personnel costs for providing special education service to students with disabilities who have an IEP; excluding gifted only students.	
\$	2. Training costs for staff involved with providing special education services for students with disabilities who have an IEP; excluding gifted only students.	
\$	3. Supplies and material costs related to providing special education services for students with disabilities who have an IEP; excluding gifted only students.	
\$	4. Educational equipment directly involved with direct instruction and implementing IEPs for students with disabilities; excluding gifted only students.	
\$	Please note: Items \$5,000 and above require prior approval and submission of an Equipment Over \$5,000 Approval Form to the SEB.	
\$	-	<b>Total Budget (Total Budget must equal Local Charter's 24106-Basic Total Allocation above.)</b>

Please select the local charter school name from the drop-down menu.



IDEA B Application B (Preliminary Allocation plus Projected Carryover)

<b>9</b>	Local Charter School Name	Select Local Charter
The above local charter's total enrollment of students with disabilities (SWD) for the 2018-2019 40 day reporting period must be provided. Enter 2018-2019 40 day Total Local Charter SWD Enrollment <input style="width: 200px;" type="text"/>		
Local charter's 24106-Basic Total Allocation \$ <input style="width: 200px;" type="text" value="-"/>		
For this Local Charter please enter the amount to be budgeted for each line 1. - 4. Items identified below are to budgeted accordingly in OBMS.		
\$		1. Personnel costs for providing special education service to students with disabilities who have an IEP; excluding gifted only students.
\$		2. Training costs for staff involved with providing special education services for students with disabilities who have an IEP; excluding gifted only students.
\$		3. Supplies and material costs related to providing special education services for students with disabilities who have an IEP; excluding gifted only students.
\$		4. Educational equipment directly involved with direct instruction and implementing IEPs for students with disabilities; excluding gifted only students.
\$		Please note: Items \$5,000 and above require prior approval and submission of an Equipment Over \$5,000 Approval Form to the SEB.
\$	-	<b>Total Budget (Total Budget must equal Local Charter's 24106-Basic Total Allocation above.)</b>

Please select the local charter school name from the drop-down menu.

<b>10</b>	Local Charter School Name	Select Local Charter
The above local charter's total enrollment of students with disabilities (SWD) for the 2018-2019 40 day reporting period must be provided. Enter 2018-2019 40 day Total Local Charter SWD Enrollment <input style="width: 200px;" type="text"/>		
Local charter's 24106-Basic Total Allocation \$ <input style="width: 200px;" type="text" value="-"/>		
For this Local Charter please enter the amount to be budgeted for each line 1. - 4. Items identified below are to budgeted accordingly in OBMS.		
\$		1. Personnel costs for providing special education service to students with disabilities who have an IEP; excluding gifted only students.
\$		2. Training costs for staff involved with providing special education services for students with disabilities who have an IEP; excluding gifted only students.
\$		3. Supplies and material costs related to providing special education services for students with disabilities who have an IEP; excluding gifted only students.
\$		4. Educational equipment directly involved with direct instruction and implementing IEPs for students with disabilities; excluding gifted only students.
\$		Please note: Items \$5,000 and above require prior approval and submission of an Equipment Over \$5,000 Approval Form to the SEB.
\$	-	<b>Total Budget (Total Budget must equal Local Charter's 24106-Basic Total Allocation above.)</b>

Please select the local charter school name from the drop-down menu.

IDEA B Application B (Preliminary Allocation plus Projected Carryover)

<b>11</b>	Local Charter School Name	Select Local Charter
The above local charter's total enrollment of students with disabilities (SWD) for the 2018-2019 40 day reporting period must be provided. Enter 2018-2019 40 day Total Local Charter SWD Enrollment <input type="text"/>		
Local charter's 24106-Basic Total Allocation \$ <input type="text" value="-"/>		
For this Local Charter please enter the amount to be budgeted for each line 1. - 4. Items identified below are to budgeted accordingly in OBMS.		
\$	1. Personnel costs for providing special education service to students with disabilities who have an IEP; excluding gifted only students.	
\$	2. Training costs for staff involved with providing special education services for students with disabilities who have an IEP; excluding gifted only students.	
\$	3. Supplies and material costs related to providing special education services for students with disabilities who have an IEP; excluding gifted only students.	
\$	4. Educational equipment directly involved with direct instruction and implementing IEPs for students with disabilities; excluding gifted only students.	
\$	Please note: Items \$5,000 and above require prior approval and submission of an Equipment Over \$5,000 Approval Form to the SEB.	
\$	-	<b>Total Budget (Total Budget must equal Local Charter's 24106-Basic Total Allocation above.)</b>

Please select the local charter school name from the drop-down menu.

<b>12</b>	Local Charter School Name	Select Local Charter
The above local charter's total enrollment of students with disabilities (SWD) for the 2018-2019 40 day reporting period must be provided. Enter 2018-2019 40 day Total Local Charter SWD Enrollment <input type="text"/>		
Local charter's 24106-Basic Total Allocation \$ <input type="text" value="-"/>		
For this Local Charter please enter the amount to be budgeted for each line 1. - 4. Items identified below are to budgeted accordingly in OBMS.		
\$	1. Personnel costs for providing special education service to students with disabilities who have an IEP; excluding gifted only students.	
\$	2. Training costs for staff involved with providing special education services for students with disabilities who have an IEP; excluding gifted only students.	
\$	3. Supplies and material costs related to providing special education services for students with disabilities who have an IEP; excluding gifted only students.	
\$	4. Educational equipment directly involved with direct instruction and implementing IEPs for students with disabilities; excluding gifted only students.	
\$	Please note: Items \$5,000 and above require prior approval and submission of an Equipment Over \$5,000 Approval Form to the SEB.	
\$	-	<b>Total Budget (Total Budget must equal Local Charter's 24106-Basic Total Allocation above.)</b>

Please select the local charter school name from the drop-down menu.

<b>13</b>	Local Charter School Name	Select Local Charter
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IDEA B Application B (Preliminary Allocation plus Projected Carryover)

The above local charter's total enrollment of students with disabilities (SWD) for the 2018-2019 40 day reporting period must be provided.

Enter 2018-2019 40 day Total Local Charter SWD Enrollment

Local charter's 24106-Basic Total Allocation \$

For this Local Charter please enter the amount to be budgeted for each line 1. - 4. Items identified below are to budgeted accordingly in OBMS.

\$	1. Personnel costs for providing special education service to students with disabilities who have an IEP; excluding gifted only students.
\$	2. Training costs for staff involved with providing special education services for students with disabilities who have an IEP; excluding gifted only students.
\$	3. Supplies and material costs related to providing special education services for students with disabilities who have an IEP; excluding gifted only students.
\$	4. Educational equipment directly involved with direct instruction and implementing IEPs for students with disabilities; excluding gifted only students. Please note: Items \$5,000 and above require prior approval and submission of an Equipment Over \$5,000 Approval Form to the SEB.
\$ -	<b>Total Budget (Total Budget must equal Local Charter's 24106-Basic Total Allocation above.)</b>

Please select the local charter school name from the drop-down menu.

<b>14</b> Local Charter School Name	Select Local Charter
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The above local charter's total enrollment of students with disabilities (SWD) for the 2018-2019 40 day reporting period must be provided.

Enter 2018-2019 40 day Total Local Charter SWD Enrollment

Local charter's 24106-Basic Total Allocation \$

For this Local Charter please enter the amount to be budgeted for each line 1. - 4. Items identified below are to budgeted accordingly in OBMS.

\$	1. Personnel costs for providing special education service to students with disabilities who have an IEP; excluding gifted only students.
\$	2. Training costs for staff involved with providing special education services for students with disabilities who have an IEP; excluding gifted only students.
\$	3. Supplies and material costs related to providing special education services for students with disabilities who have an IEP; excluding gifted only students.
\$	4. Educational equipment directly involved with direct instruction and implementing IEPs for students with disabilities; excluding gifted only students. Please note: Items \$5,000 and above require prior approval and submission of an Equipment Over \$5,000 Approval Form to the SEB.
\$ -	<b>Total Budget (Total Budget must equal Local Charter's 24106-Basic Total Allocation above.)</b>

Please select the local charter school name from the drop-down menu.

<b>15</b> Local Charter School Name	Select Local Charter
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The above local charter's total enrollment of students with disabilities (SWD) for the 2018-2019 40 day reporting period must be provided.

IDEA B Application B (Preliminary Allocation plus Projected Carryover)

Enter 2018-2019 40 day Total Local Charter SWD Enrollment

Local charter's 24106-Basic Total Allocation \$

For this Local Charter please enter the amount to be budgeted for each line 1. - 4. Items identified below are to budgeted accordingly in OBMS.

\$	1. Personnel costs for providing special education service to students with disabilities who have an IEP; excluding gifted only students.
\$	2. Training costs for staff involved with providing special education services for students with disabilities who have an IEP; excluding gifted only students.
\$	3. Supplies and material costs related to providing special education services for students with disabilities who have an IEP; excluding gifted only students.
\$	4. Educational equipment directly involved with direct instruction and implementing IEPs for students with disabilities; excluding gifted only students. Please note: Items \$5,000 and above require prior approval and submission of an Equipment Over \$5,000 Approval Form to the SEB.
\$ -	<b>Total Budget (Total Budget must equal Local Charter's 24106-Basic Total Allocation above.)</b>

Please select the local charter school name from the drop-down menu.

<b>16</b> Local Charter School Name	Select Local Charter
The above local charter's total enrollment of students with disabilities (SWD) for the 2018-2019 40 day reporting period must be provided.	
Enter 2018-2019 40 day Total Local Charter SWD Enrollment	<input type="text"/>
Local charter's 24106-Basic Total Allocation	\$ <input type="text" value="-"/>

For this Local Charter please enter the amount to be budgeted for each line 1. - 4. Items identified below are to budgeted accordingly in OBMS.

\$	1. Personnel costs for providing special education service to students with disabilities who have an IEP; excluding gifted only students.
\$	2. Training costs for staff involved with providing special education services for students with disabilities who have an IEP; excluding gifted only students.
\$	3. Supplies and material costs related to providing special education services for students with disabilities who have an IEP; excluding gifted only students.
\$	4. Educational equipment directly involved with direct instruction and implementing IEPs for students with disabilities; excluding gifted only students. Please note: Items \$5,000 and above require prior approval and submission of an Equipment Over \$5,000 Approval Form to the SEB.
\$ -	<b>Total Budget (Total Budget must equal Local Charter's 24106-Basic Total Allocation above.)</b>

Please select the local charter school name from the drop-down menu.

<b>17</b> Local Charter School Name	Select Local Charter
The above local charter's total enrollment of students with disabilities (SWD) for the 2018-2019 40 day reporting period must be provided.	
Enter 2018-2019 40 day Total Local Charter SWD Enrollment	<input type="text"/>

IDEA B Application B (Preliminary Allocation plus Projected Carryover)

Local charter's 24106-Basic Total Allocation \$ -

For this Local Charter please enter the amount to be budgeted for each line 1. - 4. Items identified below are to budgeted accordingly in OBMS.

\$	1. Personnel costs for providing special education service to students with disabilities who have an IEP; excluding gifted only students.
\$	2. Training costs for staff involved with providing special education services for students with disabilities who have an IEP; excluding gifted only students.
\$	3. Supplies and material costs related to providing special education services for students with disabilities who have an IEP; excluding gifted only students.
\$	4. Educational equipment directly involved with direct instruction and implementing IEPs for students with disabilities; excluding gifted only students. Please note: Items \$5,000 and above require prior approval and submission of an Equipment Over \$5,000 Approval Form to the SEB.
\$ -	<b>Total Budget (Total Budget must equal Local Charter's 24106-Basic Total Allocation above.)</b>

Please select the local charter school name from the drop-down menu.

<b>18</b> Local Charter School Name	Select Local Charter
The above local charter's total enrollment of students with disabilities (SWD) for the 2018-2019 40 day reporting period must be provided. Enter 2018-2019 40 day Total Local Charter SWD Enrollment	
Local charter's 24106-Basic Total Allocation \$ -	

For this Local Charter please enter the amount to be budgeted for each line 1. - 4. Items identified below are to budgeted accordingly in OBMS.

\$	1. Personnel costs for providing special education service to students with disabilities who have an IEP; excluding gifted only students.
\$	2. Training costs for staff involved with providing special education services for students with disabilities who have an IEP; excluding gifted only students.
\$	3. Supplies and material costs related to providing special education services for students with disabilities who have an IEP; excluding gifted only students.
\$	4. Educational equipment directly involved with direct instruction and implementing IEPs for students with disabilities; excluding gifted only students. Please note: Items \$5,000 and above require prior approval and submission of an Equipment Over \$5,000 Approval Form to the SEB.
\$ -	<b>Total Budget (Total Budget must equal Local Charter's 24106-Basic Total Allocation above.)</b>

Please select the local charter school name from the drop-down menu.

<b>19</b> Local Charter School Name	Select Local Charter
The above local charter's total enrollment of students with disabilities (SWD) for the 2018-2019 40 day reporting period must be provided. Enter 2018-2019 40 day Total Local Charter SWD Enrollment	

IDEA B Application B (Preliminary Allocation plus Projected Carryover)

Local charter's 24106-Basic Total Allocation

For this Local Charter please enter the amount to be budgeted for each line 1. - 4. Items identified below are to budgeted accordingly in OBMS.

\$	1. Personnel costs for providing special education service to students with disabilities who have an IEP; excluding gifted only students.
\$	2. Training costs for staff involved with providing special education services for students with disabilities who have an IEP; excluding gifted only students.
\$	3. Supplies and material costs related to providing special education services for students with disabilities who have an IEP; excluding gifted only students.
\$	4. Educational equipment directly involved with direct instruction and implementing IEPs for students with disabilities; excluding gifted only students.
\$	Please note: Items \$5,000 and above require prior approval and submission of an Equipment Over \$5,000 Approval Form to the SEB.
\$ -	<b>Total Budget (Total Budget must equal Local Charter's 24106-Basic Total Allocation above.)</b>

Please select the local charter school name from the drop-down menu.

<b>20</b> Local Charter School Name	Select Local Charter
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The above local charter's total enrollment of students with disabilities (SWD) for the 2018-2019 40 day reporting period must be provided.

Enter 2018-2019 40 day Total Local Charter SWD Enrollment

Local charter's 24106-Basic Total Allocation

For this Local Charter please enter the amount to be budgeted for each line 1. - 4. Items identified below are to budgeted accordingly in OBMS.

\$	1. Personnel costs for providing special education service to students with disabilities who have an IEP; excluding gifted only students.
\$	2. Training costs for staff involved with providing special education services for students with disabilities who have an IEP; excluding gifted only students.
\$	3. Supplies and material costs related to providing special education services for students with disabilities who have an IEP; excluding gifted only students.
\$	4. Educational equipment directly involved with direct instruction and implementing IEPs for students with disabilities; excluding gifted only students.
\$	Please note: Items \$5,000 and above require prior approval and submission of an Equipment Over \$5,000 Approval Form to the SEB.
\$ -	<b>Total Budget (Total Budget must equal Local Charter's 24106-Basic Total Allocation above.)</b>

Please select the local charter school name from the drop-down menu.

<b>21</b> Local Charter School Name	Select Local Charter
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The above local charter's total enrollment of students with disabilities (SWD) for the 2018-2019 40 day reporting period must be provided.

Enter 2018-2019 40 day Total Local Charter SWD Enrollment

IDEA B Application B (Preliminary Allocation plus Projected Carryover)

Local charter's 24106-Basic Total Allocation \$ -

For this Local Charter please enter the amount to be budgeted for each line 1. - 4. Items identified below are to budgeted accordingly in OBMS.

\$	1. Personnel costs for providing special education service to students with disabilities who have an IEP; excluding gifted only students.
\$	2. Training costs for staff involved with providing special education services for students with disabilities who have an IEP; excluding gifted only students.
\$	3. Supplies and material costs related to providing special education services for students with disabilities who have an IEP; excluding gifted only students.
\$	4. Educational equipment directly involved with direct instruction and implementing IEPs for students with disabilities; excluding gifted only students.
\$	Please note: Items \$5,000 and above require prior approval and submission of an Equipment Over \$5,000 Approval Form to the SEB.
\$ -	<b>Total Budget (Total Budget must equal Local Charter's 24106-Basic Total Allocation above.)</b>

Please select the local charter school name from the drop-down menu.

<b>22</b> Local Charter School Name	Select Local Charter
The above local charter's total enrollment of students with disabilities (SWD) for the 2018-2019 40 day reporting period must be provided. Enter 2018-2019 40 day Total Local Charter SWD Enrollment	
Local charter's 24106-Basic Total Allocation \$ -	

For this Local Charter please enter the amount to be budgeted for each line 1. - 4. Items identified below are to budgeted accordingly in OBMS.

\$	1. Personnel costs for providing special education service to students with disabilities who have an IEP; excluding gifted only students.
\$	2. Training costs for staff involved with providing special education services for students with disabilities who have an IEP; excluding gifted only students.
\$	3. Supplies and material costs related to providing special education services for students with disabilities who have an IEP; excluding gifted only students.
\$	4. Educational equipment directly involved with direct instruction and implementing IEPs for students with disabilities; excluding gifted only students.
\$	Please note: Items \$5,000 and above require prior approval and submission of an Equipment Over \$5,000 Approval Form to the SEB.
\$ -	<b>Total Budget (Total Budget must equal Local Charter's 24106-Basic Total Allocation above.)</b>

Please select the local charter school name from the drop-down menu.

<b>23</b> Local Charter School Name	Select Local Charter
The above local charter's total enrollment of students with disabilities (SWD) for the 2018-2019 40 day reporting period must be provided. Enter 2018-2019 40 day Total Local Charter SWD Enrollment	
Local charter's 24106-Basic Total Allocation \$ -	

IDEA B Application B (Preliminary Allocation plus Projected Carryover)

For this Local Charter please enter the amount to be budgeted for each line 1. - 4. Items identified below are to budgeted accordingly in OBMS.

\$	1. Personnel costs for providing special education service to students with disabilities who have an IEP; excluding gifted only students.
\$	2. Training costs for staff involved with providing special education services for students with disabilities who have an IEP; excluding gifted only students.
\$	3. Supplies and material costs related to providing special education services for students with disabilities who have an IEP; excluding gifted only students.
\$	4. Educational equipment directly involved with direct instruction and implementing IEPs for students with disabilities; excluding gifted only students.
\$	Please note: Items \$5,000 and above require prior approval and submission of an Equipment Over \$5,000 Approval Form to the SEB.
\$ -	<b>Total Budget (Total Budget must equal Local Charter's 24106-Basic Total Allocation above.)</b>

Please select the local charter school name from the drop-down menu.

<b>24</b> Local Charter School Name	Select Local Charter
The above local charter's total enrollment of students with disabilities (SWD) for the 2018-2019 40 day reporting period must be provided. Enter 2018-2019 40 day Total Local Charter SWD Enrollment <input type="text"/>	
Local charter's 24106-Basic Total Allocation \$ <input type="text" value="-"/>	

For this Local Charter please enter the amount to be budgeted for each line 1. - 4. Items identified below are to budgeted accordingly in OBMS.

\$	1. Personnel costs for providing special education service to students with disabilities who have an IEP; excluding gifted only students.
\$	2. Training costs for staff involved with providing special education services for students with disabilities who have an IEP; excluding gifted only students.
\$	3. Supplies and material costs related to providing special education services for students with disabilities who have an IEP; excluding gifted only students.
\$	4. Educational equipment directly involved with direct instruction and implementing IEPs for students with disabilities; excluding gifted only students.
\$	Please note: Items \$5,000 and above require prior approval and submission of an Equipment Over \$5,000 Approval Form to the SEB.
\$ -	<b>Total Budget (Total Budget must equal Local Charter's 24106-Basic Total Allocation above.)</b>

Please select the local charter school name from the drop-down menu.

<b>25</b> Local Charter School Name	Select Local Charter
The above local charter's total enrollment of students with disabilities (SWD) for the 2018-2019 40 day reporting period must be provided. Enter 2018-2019 40 day Total Local Charter SWD Enrollment <input type="text"/>	
Local charter's 24106-Basic Total Allocation \$ <input type="text" value="-"/>	



IDEA B Application B (Preliminary Allocation plus Projected Carryover)

For this Local Charter please enter the amount to be budgeted for each line 1. - 4. Items identified below are to budgeted accordingly in OBMS.

\$	1. Personnel costs for providing special education service to students with disabilities who have an IEP; excluding gifted only students.
\$	2. Training costs for staff involved with providing special education services for students with disabilities who have an IEP; excluding gifted only students.
\$	3. Supplies and material costs related to providing special education services for students with disabilities who have an IEP; excluding gifted only students.
\$	4. Educational equipment directly involved with direct instruction and implementing IEPs for students with disabilities; excluding gifted only students.
\$	Please note: Items \$5,000 and above require prior approval and submission of an Equipment Over \$5,000 Approval Form to the SEB.
\$ -	<b>Total Budget (Total Budget must equal Local Charter's 24106-Basic Total Allocation above.)</b>

Please select the local charter school name from the drop-down menu.

<b>26</b> Local Charter School Name	Select Local Charter
The above local charter's total enrollment of students with disabilities (SWD) for the 2018-2019 40 day reporting period must be provided. Enter 2018-2019 40 day Total Local Charter SWD Enrollment <input type="text"/>	
Local charter's 24106-Basic Total Allocation \$ <input type="text" value="-"/>	

For this Local Charter please enter the amount to be budgeted for each line 1. - 4. Items identified below are to budgeted accordingly in OBMS.

\$	1. Personnel costs for providing special education service to students with disabilities who have an IEP; excluding gifted only students.
\$	2. Training costs for staff involved with providing special education services for students with disabilities who have an IEP; excluding gifted only students.
\$	3. Supplies and material costs related to providing special education services for students with disabilities who have an IEP; excluding gifted only students.
\$	4. Educational equipment directly involved with direct instruction and implementing IEPs for students with disabilities; excluding gifted only students.
\$	Please note: Items \$5,000 and above require prior approval and submission of an Equipment Over \$5,000 Approval Form to the SEB.
\$ -	<b>Total Budget (Total Budget must equal Local Charter's 24106-Basic Total Allocation above.)</b>

Please select the local charter school name from the drop-down menu.

<b>27</b> Local Charter School Name	Select Local Charter
The above local charter's total enrollment of students with disabilities (SWD) for the 2018-2019 40 day reporting period must be provided. Enter 2018-2019 40 day Total Local Charter SWD Enrollment <input type="text"/>	
Local charter's 24106-Basic Total Allocation \$ <input type="text" value="-"/>	

IDEA B Application B (Preliminary Allocation plus Projected Carryover)

For this Local Charter please enter the amount to be budgeted for each line 1. - 4. Items identified below are to budgeted accordingly in OBMS.

\$	1. Personnel costs for providing special education service to students with disabilities who have an IEP; excluding gifted only students.
\$	2. Training costs for staff involved with providing special education services for students with disabilities who have an IEP; excluding gifted only students.
\$	3. Supplies and material costs related to providing special education services for students with disabilities who have an IEP; excluding gifted only students.
\$	4. Educational equipment directly involved with direct instruction and implementing IEPs for students with disabilities; excluding gifted only students.
\$	Please note: Items \$5,000 and above require prior approval and submission of an Equipment Over \$5,000 Approval Form to the SEB.
\$ -	<b>Total Budget (Total Budget must equal Local Charter's 24106-Basic Total Allocation above.)</b>

Please select the local charter school name from the drop-down menu.

<b>28</b> Local Charter School Name	Select Local Charter
The above local charter's total enrollment of students with disabilities (SWD) for the 2018-2019 40 day reporting period must be provided. Enter 2018-2019 40 day Total Local Charter SWD Enrollment <input type="text"/>	
Local charter's 24106-Basic Total Allocation \$ <input type="text" value="-"/>	

For this Local Charter please enter the amount to be budgeted for each line 1. - 4. Items identified below are to budgeted accordingly in OBMS.

\$	1. Personnel costs for providing special education service to students with disabilities who have an IEP; excluding gifted only students.
\$	2. Training costs for staff involved with providing special education services for students with disabilities who have an IEP; excluding gifted only students.
\$	3. Supplies and material costs related to providing special education services for students with disabilities who have an IEP; excluding gifted only students.
\$	4. Educational equipment directly involved with direct instruction and implementing IEPs for students with disabilities; excluding gifted only students.
\$	Please note: Items \$5,000 and above require prior approval and submission of an Equipment Over \$5,000 Approval Form to the SEB.
\$ -	<b>Total Budget (Total Budget must equal Local Charter's 24106-Basic Total Allocation above.)</b>

Please select the local charter school name from the drop-down menu.

<b>29</b> Local Charter School Name	Select Local Charter
The above local charter's total enrollment of students with disabilities (SWD) for the 2018-2019 40 day reporting period must be provided. Enter 2018-2019 40 day Total Local Charter SWD Enrollment <input type="text"/>	
Local charter's 24106-Basic Total Allocation \$ <input type="text" value="-"/>	

IDEA B Application B (Preliminary Allocation plus Projected Carryover)

For this Local Charter please enter the amount to be budgeted for each line 1. - 4. Items identified below are to budgeted accordingly in OBMS.	
\$	1. Personnel costs for providing special education service to students with disabilities who have an IEP; excluding gifted only students.
\$	2. Training costs for staff involved with providing special education services for students with disabilities who have an IEP; excluding gifted only students.
\$	3. Supplies and material costs related to providing special education services for students with disabilities who have an IEP; excluding gifted only students.
\$	4. Educational equipment directly involved with direct instruction and implementing IEPs for students with disabilities; excluding gifted only students.
\$	Please note: Items \$5,000 and above require prior approval and submission of an Equipment Over \$5,000 Approval Form to the SEB.
\$ -	<b>Total Budget (Total Budget must equal Local Charter's 24106-Basic Total Allocation above.)</b>

Please select the local charter school name from the drop-down menu.

<b>30</b> Local Charter School Name	Select Local Charter
The above local charter's total enrollment of students with disabilities (SWD) for the 2018-2019 40 day reporting period must be provided. Enter 2018-2019 40 day Total Local Charter SWD Enrollment <input type="text"/>	
Local charter's 24106-Basic Total Allocation \$ <input type="text" value="-"/>	

For this Local Charter please enter the amount to be budgeted for each line 1. - 4. Items identified below are to budgeted accordingly in OBMS.	
\$	1. Personnel costs for providing special education service to students with disabilities who have an IEP; excluding gifted only students.
\$	2. Training costs for staff involved with providing special education services for students with disabilities who have an IEP; excluding gifted only students.
\$	3. Supplies and material costs related to providing special education services for students with disabilities who have an IEP; excluding gifted only students.
\$	4. Educational equipment directly involved with direct instruction and implementing IEPs for students with disabilities; excluding gifted only students.
\$	Please note: Items \$5,000 and above require prior approval and submission of an Equipment Over \$5,000 Approval Form to the SEB.
\$ -	<b>Total Budget (Total Budget must equal Local Charter's 24106-Basic Total Allocation above.)</b>

Please select the local charter school name from the drop-down menu.

<b>31</b> Local Charter School Name	Select Local Charter
The above local charter's total enrollment of students with disabilities (SWD) for the 2018-2019 40 day reporting period must be provided. Enter 2018-2019 40 day Total Local Charter SWD Enrollment <input type="text"/>	
Local charter's 24106-Basic Total Allocation \$ <input type="text" value="-"/>	

For this Local Charter please enter the amount to be budgeted for each line 1. - 4. Items identified below are to budgeted accordingly in OBMS.

IDEA B Application B (Preliminary Allocation plus Projected Carryover)

\$	1. Personnel costs for providing special education service to students with disabilities who have an IEP; excluding gifted only students.
\$	2. Training costs for staff involved with providing special education services for students with disabilities who have an IEP; excluding gifted
\$	3. Supplies and material costs related to providing special education services for students with disabilities who have an IEP; excluding gifted
\$	4. Educational equipment directly involved with direct instruction and implementing IEPs for students with disabilities; excluding gifted Please note: Items \$5,000 and above require prior approval and submission of an Equipment Over \$5,000 Approval Form to the SEB.
\$	- <b>Total Budget (Total Budget must equal Local Charter's 24106-Basic Total Allocation above.)</b>
\$	9,095.71 <b>Total Budget (Total Budget must equal Local Charter's 24106-Basic Total Allocation above.)</b>



**Private Schools (24115)**

Consider the following before completing

Select <b>Yes</b> or <b>No</b> from the drop-down menu for the following question.	
Does the LEA have Private Schools within its educational jurisdiction?	Select
If the LEA selects <b>Yes</b> to the above question, please proceed to the tables below. If No, please skip to the next section (tab).	

If the LEA selects **Yes to the above question**, then the following tables must be completed. In **No**, please skip this section.

**Section 1 - 2018-2019 Parentally-Placed Private (PPP) School Student Information**

Please report the following information for parentally-placed private school students during the 2018-2019 school year:

Number of PPP School students who were evaluated during 2018-2019	Number of PPP School students who were found to be eligible for IDEA B in 2018-2019 *	Number of PPP School students who were served in 2018-2019 *

\* If there is a difference between the number of students found to be eligible for IDEA B and the number of students who were served a written justification must be submitted to the SEB.

**Section 2 - Determining Proportionate Share for Private Schools, Basic Allocation (24106)**

Please enter amounts requested for a. and b. below.

a	b	c	d	e	f
Enter total number of children with disabilities in public schools in the LEA	Enter Number of parentally-placed eligible children with disabilities in all private schools located in the LEA	Total number of eligible children (a + b = c)	IDEA B Allocation (24106 - Basic)	Average Allocation per child (d / a = e)	Total Allocation to be distributed to dependent/local charter(s)
		0	\$ 133,403.78	-	\$ -

All numbers above should exclude students who are gifted only.

**Section 3 - Determining Proportionate Share for Individual Private Schools and Budgets**

Enter the private school name and the number of parentally-placed private school students with disabilities enrolled at this Private School during the 2018-2019 school year and Reported on the 40 Day in STARS:

**1** Private School Name:

Please enter amounts requested for g. below.

g	h	i
Enter the number of parentally-placed eligible children with disabilities in this private school	Average Allocation per child (calculated above)	Total Amount to be Expended for Parentally-Placed Children with Disabilities at this school (g x h = i)
	\$ -	\$ -

For this private school please enter the amount to be budgeted for each line 1. - 2., based on the determination made after completing the required consultation with the Private School Administration. **Items identified below must be budgeted in OBMS under Fund Code 24115.**

\$	1. Employment/contracting of additional special education and related services personnel to deliver direct instruction or to deliver consultation to private school personnel (excluding evaluation services)
\$	2. Purchase of educational supplies directly related to the service plans of parentally-placed private school students eligible for special education services

**2** Private School Name:

Please enter amounts requested for g. below.

g	h	i
Enter the number of parentally-placed eligible children with disabilities in this private school	Average Allocation per child (calculated above)	Total Amount to be Expended for Parentally-Placed Children with Disabilities at this school (g x h = i)
	\$ -	\$ -

For this private school please enter the amount to be budgeted for each line 1. - 2., based on the determination made after completing the required consultation with the Private School Administration. **Items identified below must be budgeted in OBMS under Fund Code 24115.**

\$	1. Employment/contracting of additional special education and related services personnel to deliver direct instruction or to deliver consultation to private school personnel (excluding evaluation services)
\$	2. Purchase of educational supplies directly related to the service plans of parentally-placed private school students eligible for special education services

IDEA B Application B (Preliminary Allocation plus Projected Carryover)

<b>3</b> Private School Name: <input type="text"/>		
Please enter amounts requested for g. below.		
g	h	i
Enter the number of parentally-placed eligible children with disabilities in this private school	Average Allocation per child (calculated above)	Total Amount to be Expended for Parentally-Placed Children with Disabilities at this school (g x h = i)
	\$ -	\$ -
For this private school please enter the amount to be budgeted for each line 1. - 2., based on the determination made after completing the required consultation with the Private School Administration. <b>Items identified below must be budgeted in OBMS under Fund Code 24115.</b>		
\$	1. Employment/contracting of additional special education and related services personnel to deliver direct instruction or to deliver consultation to private school personnel (excluding evaluation services)	
\$	2. Purchase of educational supplies directly related to the service plans of parentally-placed private school students eligible for special education services	

<b>4</b> Private School Name: <input type="text"/>		
Please enter amounts requested for g. below.		
g	h	i
Enter the number of parentally-placed eligible children with disabilities in this private school	Average Allocation per child (calculated above)	Total Amount to be Expended for Parentally-Placed Children with Disabilities at this school (g x h = i)
	\$ -	\$ -
For this private school please enter the amount to be budgeted for each line 1. - 2., based on the determination made after completing the required consultation with the Private School Administration. <b>Items identified below must be budgeted in OBMS under Fund Code 24115.</b>		
\$	1. Employment/contracting of additional special education and related services personnel to deliver direct instruction or to deliver consultation to private school personnel (excluding evaluation services)	
\$	2. Purchase of educational supplies directly related to the service plans of parentally-placed private school students eligible for special education services	

<b>5</b> Private School Name: <input type="text"/>
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IDEA B Application B (Preliminary Allocation plus Projected Carryover)

Please enter amounts requested for g. below.

g	h	i
Enter the number of parentally-placed eligible children with disabilities in this private school	Average Allocation per child (calculated above)	Total Amount to be Expended for Parentally-Placed Children with Disabilities at this school (g x h = i)
	\$ -	\$ -

For this private school please enter the amount to be budgeted for each line 1. - 2., based on the determination made after completing the required consultation with the Private School Administration. **Items identified below must be budgeted in OBMS under Fund Code 24115.**

\$	1. Employment/contracting of additional special education and related services personnel to deliver direct instruction or to deliver consultation to private school personnel (excluding evaluation services)
\$	2. Purchase of educational supplies directly related to the service plans of parentally-placed private school students eligible for special education services

**6** Private School Name:

Please enter amounts requested for g. below.

g	h	i
Enter the number of parentally-placed eligible children with disabilities in this private school	Average Allocation per child (calculated above)	Total Amount to be Expended for Parentally-Placed Children with Disabilities at this school (g x h = i)
	\$ -	\$ -

For this private school please enter the amount to be budgeted for each line 1. - 2., based on the determination made after completing the required consultation with the Private School Administration. **Items identified below must be budgeted in OBMS under Fund Code 24115.**

\$	1. Employment/contracting of additional special education and related services personnel to deliver direct instruction or to deliver consultation to private school personnel (excluding evaluation services)
\$	2. Purchase of educational supplies directly related to the service plans of parentally-placed private school students eligible for special education services

**7** Private School Name:

Please enter amounts requested for g. below.



IDEA B Application B (Preliminary Allocation plus Projected Carryover)

g	h	i
Enter the number of parentally-placed eligible children with disabilities in this private school	Average Allocation per child (calculated above)	Total Amount to be Expended for Parentally-Placed Children with Disabilities at this school (g x h = i)
	\$ -	\$ -

For this private school please enter the amount to be budgeted for each line 1. - 2., based on the determination made after completing the required consultation with the Private School Administration. **Items identified below must be budgeted in OBMS under Fund Code 24115.**

\$	1. Employment/contracting of additional special education and related services personnel to deliver direct instruction or to deliver consultation to private school personnel (excluding evaluation services)
\$	2. Purchase of educational supplies directly related to the service plans of parentally-placed private school students eligible for special education services

**8** Private School Name:

Please enter amounts requested for g. below.

g	h	i
Enter the number of parentally-placed eligible children with disabilities in this private school	Average Allocation per child (calculated above)	Total Amount to be Expended for Parentally-Placed Children with Disabilities at this school (g x h = i)
	\$ -	\$ -

For this private school please enter the amount to be budgeted for each line 1. - 2., based on the determination made after completing the required consultation with the Private School Administration. **Items identified below must be budgeted in OBMS under Fund Code 24115.**

\$	1. Employment/contracting of additional special education and related services personnel to deliver direct instruction or to deliver consultation to private school personnel (excluding evaluation services)
\$	2. Purchase of educational supplies directly related to the service plans of parentally-placed private school students eligible for special education services

**9** Private School Name:

Please enter amounts requested for g. below.

g	h	i
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IDEA B Application B (Preliminary Allocation plus Projected Carryover)

Enter the number of parentally-placed eligible children with disabilities in this private school	Average Allocation per child (calculated above)	Total Amount to be Expended for Parentally-Placed Children with Disabilities at this school (g x h = i)
	\$ -	\$ -

For this private school please enter the amount to be budgeted for each line 1. - 2., based on the determination made after completing the required consultation with the Private School Administration. **Items identified below must be budgeted in OBMS under Fund Code 24115.**

\$	1. Employment/contracting of additional special education and related services personnel to deliver direct instruction or to deliver consultation to private school personnel (excluding evaluation services)
\$	2. Purchase of educational supplies directly related to the service plans of parentally-placed private school students eligible for special education services

**10** Private School Name:

Please enter amounts requested for g. below.

g	h	i
Enter the number of parentally-placed eligible children with disabilities in this private school	Average Allocation per child (calculated above)	Total Amount to be Expended for Parentally-Placed Children with Disabilities at this school (g x h = i)
	\$ -	\$ -

For this private school please enter the amount to be budgeted for each line 1. - 2., based on the determination made after completing the required consultation with the Private School Administration. **Items identified below must be budgeted in OBMS under Fund Code 24115.**

\$	1. Employment/contracting of additional special education and related services personnel to deliver direct instruction or to deliver consultation to private school personnel (excluding evaluation services)
\$	2. Purchase of educational supplies directly related to the service plans of parentally-placed private school students eligible for special education services

**11** Private School Name:

Please enter amounts requested for g. below.

g	h	i
Enter the number of parentally-placed eligible children with disabilities in this private school	Average Allocation per child (calculated above)	Total Amount to be Expended for Parentally-Placed Children with Disabilities at this school (g x h = i)
	\$ -	\$ -

IDEA B Application B (Preliminary Allocation plus Projected Carryover)

For this private school please enter the amount to be budgeted for each line 1. - 2., based on the determination made after completing the required consultation with the Private School Administration. **Items identified below must be budgeted in OBMS under Fund Code 24115.**

\$	1. Employment/contracting of additional special education and related services personnel to deliver direct instruction or to deliver consultation to private school personnel (excluding evaluation services)
\$	2. Purchase of educational supplies directly related to the service plans of parentally-placed private school students eligible for special education services

**12** Private School Name: \_\_\_\_\_

Please enter amounts requested for g. below.

g	h	i
Enter the number of parentally-placed eligible children with disabilities in this private school	Average Allocation per child (calculated above)	Total Amount to be Expended for Parentally-Placed Children with Disabilities at this school (g x h = i)
	\$ -	\$ -

For this private school please enter the amount to be budgeted for each line 1. - 2., based on the determination made after completing the required consultation with the Private School Administration. **Items identified below must be budgeted in OBMS under Fund Code 24115.**

\$	1. Employment/contracting of additional special education and related services personnel to deliver direct instruction or to deliver consultation to private school personnel (excluding evaluation services)
\$	2. Purchase of educational supplies directly related to the service plans of parentally-placed private school students eligible for special education services

**13** Private School Name: \_\_\_\_\_

Please enter amounts requested for g. below.

g	h	i
Enter the number of parentally-placed eligible children with disabilities in this private school	Average Allocation per child (calculated above)	Total Amount to be Expended for Parentally-Placed Children with Disabilities at this school (g x h = i)
	\$ -	\$ -

For this private school please enter the amount to be budgeted for each line 1. - 2., based on the determination made after completing the required consultation with the Private School Administration. **Items identified below must be budgeted in OBMS under Fund Code 24115.**

\$	1. Employment/contracting of additional special education and related services personnel to deliver direct instruction or to deliver consultation to private school personnel (excluding evaluation services)
\$	2. Purchase of educational supplies directly related to the service plans of parentally-placed private school students eligible for special education services

IDEA B Application B (Preliminary Allocation plus Projected Carryover)

<b>14</b> Private School Name: _____		
Please enter amounts requested for g. below.		
g	h	i
Enter the number of parentally-placed eligible children with disabilities in this private school	Average Allocation per child (calculated above)	Total Amount to be Expended for Parentally-Placed Children with Disabilities at this school (g x h = i)
	\$ -	\$ -
For this private school please enter the amount to be budgeted for each line 1. - 2., based on the determination made after completing the required consultation with the Private School Administration. <b>Items identified below must be budgeted in OBMS under Fund Code 24115.</b>		
\$	1. Employment/contracting of additional special education and related services personnel to deliver direct instruction or to deliver consultation to private school personnel (excluding evaluation services)	
\$	2. Purchase of educational supplies directly related to the service plans of parentally-placed private school students eligible for special education services	

<b>15</b> Private School Name: _____		
Please enter amounts requested for g. below.		
g	h	i
Enter the number of parentally-placed eligible children with disabilities in this private school	Average Allocation per child (calculated above)	Total Amount to be Expended for Parentally-Placed Children with Disabilities at this school (g x h = i)
	\$ -	\$ -
For this private school please enter the amount to be budgeted for each line 1. - 2., based on the determination made after completing the required consultation with the Private School Administration. <b>Items identified below must be budgeted in OBMS under Fund Code 24115.</b>		
\$	1. Employment/contracting of additional special education and related services personnel to deliver direct instruction or to deliver consultation to private school personnel (excluding evaluation services)	
\$	2. Purchase of educational supplies directly related to the service plans of parentally-placed private school students eligible for special education services	

<b>16</b> Private School Name: _____		
Please enter amounts requested for g. below.		
g	h	i

IDEA B Application B (Preliminary Allocation plus Projected Carryover)

Enter the number of parentally-placed eligible children with disabilities in this private school	Average Allocation per child (calculated above)	Total Amount to be Expended for Parentally-Placed Children with Disabilities at this school (g x h = i)
	\$ -	\$ -

For this private school please enter the amount to be budgeted for each line 1. - 2., based on the determination made after completing the required consultation with the Private School Administration. **Items identified below must be budgeted in OBMS under Fund Code 24115.**

\$	1. Employment/contracting of additional special education and related services personnel to deliver direct instruction or to deliver consultation to private school personnel (excluding evaluation services)
\$	2. Purchase of educational supplies directly related to the service plans of parentally-placed private school students eligible for special education services

**17** Private School Name:

Please enter amounts requested for g. below.

g	h	i
Enter the number of parentally-placed eligible children with disabilities in this private school	Average Allocation per child (calculated above)	Total Amount to be Expended for Parentally-Placed Children with Disabilities at this school (g x h = i)
	\$ -	\$ -

For this private school please enter the amount to be budgeted for each line 1. - 2., based on the determination made after completing the required consultation with the Private School Administration. **Items identified below must be budgeted in OBMS under Fund Code 24115.**

\$	1. Employment/contracting of additional special education and related services personnel to deliver direct instruction or to deliver consultation to private school personnel (excluding evaluation services)
\$	2. Purchase of educational supplies directly related to the service plans of parentally-placed private school students eligible for special education services

**18** Private School Name:

Please enter amounts requested for g. below.

g	h	i
Enter the number of parentally-placed eligible children with disabilities in this private school	Average Allocation per child (calculated above)	Total Amount to be Expended for Parentally-Placed Children with Disabilities at this school (g x h = i)
	\$ -	\$ -

IDEA B Application B (Preliminary Allocation plus Projected Carryover)

For this private school please enter the amount to be budgeted for each line 1. - 2., based on the determination made after completing the required consultation with the Private School Administration. **Items identified below must be budgeted in OBMS under Fund Code 24115.**

\$	1. Employment/contracting of additional special education and related services personnel to deliver direct instruction or to deliver consultation to private school personnel (excluding evaluation services)
\$	2. Purchase of educational supplies directly related to the service plans of parentally-placed private school students eligible for special education services

**19** Private School Name: \_\_\_\_\_

Please enter amounts requested for g. below.

g	h	i
Enter the number of parentally-placed eligible children with disabilities in this private school	Average Allocation per child (calculated above)	Total Amount to be Expended for Parentally-Placed Children with Disabilities at this school (g x h = i)
	\$ -	\$ -

For this private school please enter the amount to be budgeted for each line 1. - 2., based on the determination made after completing the required consultation with the Private School Administration. **Items identified below must be budgeted in OBMS under Fund Code 24115.**

\$	1. Employment/contracting of additional special education and related services personnel to deliver direct instruction or to deliver consultation to private school personnel (excluding evaluation services)
\$	2. Purchase of educational supplies directly related to the service plans of parentally-placed private school students eligible for special education services

**20** Private School Name: \_\_\_\_\_

Please enter amounts requested for g. below.

g	h	i
Enter the number of parentally-placed eligible children with disabilities in this private school	Average Allocation per child (calculated above)	Total Amount to be Expended for Parentally-Placed Children with Disabilities at this school (g x h = i)
	\$ -	\$ -

For this private school please enter the amount to be budgeted for each line 1. - 2., based on the determination made after completing the required consultation with the Private School Administration. **Items identified below must be budgeted in OBMS under Fund Code 24115.**

\$	1. Employment/contracting of additional special education and related services personnel to deliver direct instruction or to deliver consultation to private school personnel (excluding evaluation services)
\$	2. Purchase of educational supplies directly related to the service plans of parentally-placed private school students eligible for special education services

IDEA B Application B (Preliminary Allocation plus Projected Carryover)

<b>21</b> Private School Name: _____		
Please enter amounts requested for g. below.		
g	h	i
Enter the number of parentally-placed eligible children with disabilities in this private school	Average Allocation per child (calculated above)	Total Amount to be Expended for Parentally-Placed Children with Disabilities at this school (g x h = i)
	\$ -	\$ -
For this private school please enter the amount to be budgeted for each line 1. - 2., based on the determination made after completing the required consultation with the Private School Administration. <b>Items identified below must be budgeted in OBMS under Fund Code 24115.</b>		
\$	1. Employment/contracting of additional special education and related services personnel to deliver direct instruction or to deliver consultation to private school personnel (excluding evaluation services)	
\$	2. Purchase of educational supplies directly related to the service plans of parentally-placed private school students eligible for special education services	

<b>22</b> Private School Name: _____		
Please enter amounts requested for g. below.		
g	h	i
Enter the number of parentally-placed eligible children with disabilities in this private school	Average Allocation per child (calculated above)	Total Amount to be Expended for Parentally-Placed Children with Disabilities at this school (g x h = i)
	\$ -	\$ -
For this private school please enter the amount to be budgeted for each line 1. - 2., based on the determination made after completing the required consultation with the Private School Administration. <b>Items identified below must be budgeted in OBMS under Fund Code 24115.</b>		
\$	1. Employment/contracting of additional special education and related services personnel to deliver direct instruction or to deliver consultation to private school personnel (excluding evaluation services)	
\$	2. Purchase of educational supplies directly related to the service plans of parentally-placed private school students eligible for special education services	

<b>23</b> Private School Name: _____		
Please enter amounts requested for g. below.		
g	h	i

IDEA B Application B (Preliminary Allocation plus Projected Carryover)

Enter the number of parentally-placed eligible children with disabilities in this private school	Average Allocation per child (calculated above)	Total Amount to be Expended for Parentally-Placed Children with Disabilities at this school (g x h = i)
	\$ -	\$ -

For this private school please enter the amount to be budgeted for each line 1. - 2., based on the determination made after completing the required consultation with the Private School Administration. **Items identified below must be budgeted in OBMS under Fund Code 24115.**

\$	1. Employment/contracting of additional special education and related services personnel to deliver direct instruction or to deliver consultation to private school personnel (excluding evaluation services)
\$	2. Purchase of educational supplies directly related to the service plans of parentally-placed private school students eligible for special education services

**24** Private School Name:

Please enter amounts requested for g. below.

g	h	i
Enter the number of parentally-placed eligible children with disabilities in this private school	Average Allocation per child (calculated above)	Total Amount to be Expended for Parentally-Placed Children with Disabilities at this school (g x h = i)
	\$ -	\$ -

For this private school please enter the amount to be budgeted for each line 1. - 2., based on the determination made after completing the required consultation with the Private School Administration. **Items identified below must be budgeted in OBMS under Fund Code 24115.**

\$	1. Employment/contracting of additional special education and related services personnel to deliver direct instruction or to deliver consultation to private school personnel (excluding evaluation services)
\$	2. Purchase of educational supplies directly related to the service plans of parentally-placed private school students eligible for special education services

**25** Private School Name:

Please enter amounts requested for g. below.

g	h	i
Enter the number of parentally-placed eligible children with disabilities in this private school	Average Allocation per child (calculated above)	Total Amount to be Expended for Parentally-Placed Children with Disabilities at this school (g x h = i)
	\$ -	\$ -



IDEA B Application B (Preliminary Allocation plus Projected Carryover)

For this private school please enter the amount to be budgeted for each line 1. - 2., based on the determination made after completing the required consultation with the Private School Administration. **Items identified below must be budgeted in OBMS under Fund Code 24115.**

\$	1. Employment/contracting of additional special education and related services personnel to deliver direct instruction or to deliver consultation to private school personnel (excluding evaluation services)
\$	2. Purchase of educational supplies directly related to the service plans of parentally-placed private school students eligible for special education services

**26** Private School Name:

Please enter amounts requested for g. below.

g	h	i
Enter the number of parentally-placed eligible children with disabilities in this private school	Average Allocation per child (calculated above)	Total Amount to be Expended for Parentally-Placed Children with Disabilities at this school (g x h = i)
	\$ -	\$ -

For this private school please enter the amount to be budgeted for each line 1. - 2., based on the determination made after completing the required consultation with the Private School Administration. **Items identified below must be budgeted in OBMS under Fund Code 24115.**

\$	1. Employment/contracting of additional special education and related services personnel to deliver direct instruction or to deliver consultation to private school personnel (excluding evaluation services)
\$	2. Purchase of educational supplies directly related to the service plans of parentally-placed private school students eligible for special education services

**27** Private School Name:

Please enter amounts requested for g. below.

g	h	i
Enter the number of parentally-placed eligible children with disabilities in this private school	Average Allocation per child (calculated above)	Total Amount to be Expended for Parentally-Placed Children with Disabilities at this school (g x h = i)
	\$ -	\$ -

For this private school please enter the amount to be budgeted for each line 1. - 2., based on the determination made after completing the required consultation with the Private School Administration. **Items identified below must be budgeted in OBMS under Fund Code 24115.**

\$	1. Employment/contracting of additional special education and related services personnel to deliver direct instruction or to deliver consultation to private school personnel (excluding evaluation services)
\$	2. Purchase of educational supplies directly related to the service plans of parentally-placed private school students eligible for special education services

IDEA B Application B (Preliminary Allocation plus Projected Carryover)

<b>28</b> Private School Name: _____		
Please enter amounts requested for g. below.		
g	h	i
Enter the number of parentally-placed eligible children with disabilities in this private school	Average Allocation per child (calculated above)	Total Amount to be Expended for Parentally-Placed Children with Disabilities at this school (g x h = i)
	\$ -	\$ -
For this private school please enter the amount to be budgeted for each line 1. - 2., based on the determination made after completing the required consultation with the Private School Administration. <b>Items identified below must be budgeted in OBMS under Fund Code 24115.</b>		
\$	1. Employment/contracting of additional special education and related services personnel to deliver direct instruction or to deliver consultation to private school personnel (excluding evaluation services)	
\$	2. Purchase of educational supplies directly related to the service plans of parentally-placed private school students eligible for special education services	

<b>29</b> Private School Name: _____		
Please enter amounts requested for g. below.		
g	h	i
Enter the number of parentally-placed eligible children with disabilities in this private school	Average Allocation per child (calculated above)	Total Amount to be Expended for Parentally-Placed Children with Disabilities at this school (g x h = i)
	\$ -	\$ -
For this private school please enter the amount to be budgeted for each line 1. - 2., based on the determination made after completing the required consultation with the Private School Administration. <b>Items identified below must be budgeted in OBMS under Fund Code 24115.</b>		
\$	1. Employment/contracting of additional special education and related services personnel to deliver direct instruction or to deliver consultation to private school personnel (excluding evaluation services)	
\$	2. Purchase of educational supplies directly related to the service plans of parentally-placed private school students eligible for special education services	

<b>30</b> Private School Name: _____		
Please enter amounts requested for g. below.		
g	h	i

IDEA B Application B (Preliminary Allocation plus Projected Carryover)

Enter the number of parentally-placed eligible children with disabilities in this private school	Average Allocation per child (calculated above)	Total Amount to be Expended for Parentally-Placed Children with Disabilities at this school (g x h = i)
	\$ -	\$ -

For this private school please enter the amount to be budgeted for each line 1. - 2., based on the determination made after completing the required consultation with the Private School Administration. **Items identified below must be budgeted in OBMS under Fund Code 24115.**

\$	1. Employment/contracting of additional special education and related services personnel to deliver direct instruction or to deliver consultation to private school personnel (excluding evaluation services)
\$	2. Purchase of educational supplies directly related to the service plans of parentally-placed private school students eligible for special education services

**31** Private School Name:

Please enter amounts requested for g. below.

g	h	i
Enter the number of parentally-placed eligible children with disabilities in this private school	Average Allocation per child (calculated above)	Total Amount to be Expended for Parentally-Placed Children with Disabilities at this school (g x h = i)
	\$ -	\$ -

For this private school please enter the amount to be budgeted for each line 1. - 2., based on the determination made after completing the required consultation with the Private School Administration. **Items identified below must be budgeted in OBMS under Fund Code 24115.**

\$	1. Employment/contracting of additional special education and related services personnel to deliver direct instruction or to deliver consultation to private school personnel (excluding evaluation services)
\$	2. Purchase of educational supplies directly related to the service plans of parentally-placed private school students eligible for special education services

**32** Private School Name:

Please enter amounts requested for g. below.

g	h	i
Enter the number of parentally-placed eligible children with disabilities in this private school	Average Allocation per child (calculated above)	Total Amount to be Expended for Parentally-Placed Children with Disabilities at this school (g x h = i)
	\$ -	\$ -

IDEA B Application B (Preliminary Allocation plus Projected Carryover)

For this private school please enter the amount to be budgeted for each line 1. - 2., based on the determination made after completing the required consultation with the Private School Administration. **Items identified below must be budgeted in OBMS under Fund Code 24115.**

\$	1. Employment/contracting of additional special education and related services personnel to deliver direct instruction or to deliver consultation to private school personnel (excluding evaluation services)
\$	2. Purchase of educational supplies directly related to the service plans of parentally-placed private school students eligible for special education services

**33** Private School Name:

Please enter amounts requested for g. below.

g	h	i
Enter the number of parentally-placed eligible children with disabilities in this private school	Average Allocation per child (calculated above)	Total Amount to be Expended for Parentally-Placed Children with Disabilities at this school (g x h = i)
	\$ -	\$ -

For this private school please enter the amount to be budgeted for each line 1. - 2., based on the determination made after completing the required consultation with the Private School Administration. **Items identified below must be budgeted in OBMS under Fund Code 24115.**

\$	1. Employment/contracting of additional special education and related services personnel to deliver direct instruction or to deliver consultation to private school personnel (excluding evaluation services)
\$	2. Purchase of educational supplies directly related to the service plans of parentally-placed private school students eligible for special education services

**34** Private School Name:

Please enter amounts requested for g. below.

g	h	i
Enter the number of parentally-placed eligible children with disabilities in this private school	Average Allocation per child (calculated above)	Total Amount to be Expended for Parentally-Placed Children with Disabilities at this school (g x h = i)
	\$ -	\$ -

For this private school please enter the amount to be budgeted for each line 1. - 2., based on the determination made after completing the required consultation with the Private School Administration. **Items identified below must be budgeted in OBMS under Fund Code 24115.**

\$	1. Employment/contracting of additional special education and related services personnel to deliver direct instruction or to deliver consultation to private school personnel (excluding evaluation services)
\$	2. Purchase of educational supplies directly related to the service plans of parentally-placed private school students eligible for special education services

IDEA B Application B (Preliminary Allocation plus Projected Carryover)

<b>35</b> Private School Name: _____		
Please enter amounts requested for g. below.		
g	h	i
Enter the number of parentally-placed eligible children with disabilities in this private school	Average Allocation per child (calculated above)	Total Amount to be Expended for Parentally-Placed Children with Disabilities at this school (g x h = i)
	\$ -	\$ -
For this private school please enter the amount to be budgeted for each line 1. - 2., based on the determination made after completing the required consultation with the Private School Administration. <b>Items identified below must be budgeted in OBMS under Fund Code 24115.</b>		
\$	1. Employment/contracting of additional special education and related services personnel to deliver direct instruction or to deliver consultation to private school personnel (excluding evaluation services)	
\$	2. Purchase of educational supplies directly related to the service plans of parentally-placed private school students eligible for special education services	

<b>36</b> Private School Name: _____		
Please enter amounts requested for g. below.		
g	h	i
Enter the number of parentally-placed eligible children with disabilities in this private school	Average Allocation per child (calculated above)	Total Amount to be Expended for Parentally-Placed Children with Disabilities at this school (g x h = i)
	\$ -	\$ -
For this private school please enter the amount to be budgeted for each line 1. - 2., based on the determination made after completing the required consultation with the Private School Administration. <b>Items identified below must be budgeted in OBMS under Fund Code 24115.</b>		
\$	1. Employment/contracting of additional special education and related services personnel to deliver direct instruction or to deliver consultation to private school personnel (excluding evaluation services)	
\$	2. Purchase of educational supplies directly related to the service plans of parentally-placed private school students eligible for special education services	

<b>37</b> Private School Name: _____		
Please enter amounts requested for g. below.		
g	h	i

IDEA B Application B (Preliminary Allocation plus Projected Carryover)

Enter the number of parentally-placed eligible children with disabilities in this private school	Average Allocation per child (calculated above)	Total Amount to be Expended for Parentally-Placed Children with Disabilities at this school (g x h = i)
	\$ -	\$ -

For this private school please enter the amount to be budgeted for each line 1. - 2., based on the determination made after completing the required consultation with the Private School Administration. **Items identified below must be budgeted in OBMS under Fund Code 24115.**

\$	1. Employment/contracting of additional special education and related services personnel to deliver direct instruction or to deliver consultation to private school personnel (excluding evaluation services)
\$	2. Purchase of educational supplies directly related to the service plans of parentally-placed private school students eligible for special education services

**38** Private School Name: \_\_\_\_\_

Please enter amounts requested for g. below.

g	h	i
Enter the number of parentally-placed eligible children with disabilities in this private school	Average Allocation per child (calculated above)	Total Amount to be Expended for Parentally-Placed Children with Disabilities at this school (g x h = i)
	\$ -	\$ -

For this private school please enter the amount to be budgeted for each line 1. - 2., based on the determination made after completing the required consultation with the Private School Administration. **Items identified below must be budgeted in OBMS under Fund Code 24115.**

\$	1. Employment/contracting of additional special education and related services personnel to deliver direct instruction or to deliver consultation to private school personnel (excluding evaluation services)
\$	2. Purchase of educational supplies directly related to the service plans of parentally-placed private school students eligible for special education services

**39** Private School Name: \_\_\_\_\_

Please enter amounts requested for g. below.

g	h	i
Enter the number of parentally-placed eligible children with disabilities in this private school	Average Allocation per child (calculated above)	Total Amount to be Expended for Parentally-Placed Children with Disabilities at this school (g x h = i)
	\$ -	\$ -

For this private school please enter the amount to be budgeted for each line 1. - 2., based on the determination made after completing the required consultation with the Private School Administration. **Items identified below must be budgeted in OBMS under Fund Code 24115.**

IDEA B Application B (Preliminary Allocation plus Projected Carryover)

\$	1. Employment/contracting of additional special education and related services personnel to deliver direct instruction or to deliver consultation to private school personnel (excluding evaluation services)
\$	2. Purchase of educational supplies directly related to the service plans of parentally-placed private school students eligible for special education services

**40** Private School Name: \_\_\_\_\_

Please enter amounts requested for g. below.

g	h	i
Enter the number of parentally-placed eligible children with disabilities in this private school	Average Allocation per child (calculated above)	Total Amount to be Expended for Parentally-Placed Children with Disabilities at this school (g x h = i)
	\$ -	\$ -

For this private school please enter the amount to be budgeted for each line 1. - 2., based on the determination made after completing the required consultation with the Private School Administration. **Items identified below must be budgeted in OBMS under Fund Code 24115.**

\$	1. Employment/contracting of additional special education and related services personnel to deliver direct instruction or to deliver consultation to private school personnel (excluding evaluation services)
\$	2. Purchase of educational supplies directly related to the service plans of parentally-placed private school students eligible for special education services



2019-2020  
Cimarron Municipal Schools



**2019-2020 Private School Consultation Form**

**⚠ Required if 24115 Private School completed**

We, the undersigned representatives of private schools, affirm that we consulted with:

During the design and development of special education and related services for students with IEPs, with regard to the five items below, specifically described at 20 U.S.C. 1412(a)(10)(A)(iii) [ 34 CFR § 300.134]: (a) *Child find*; (b) *Proportionate share of funds*; (c) *Consultation Process*; (d) *Provision of special education and related services*; and (e) *Written explanation by LEA regarding services*.

Please note: This private school consultation documentation must be submitted with the **original signatures**.

LEA PRIVATE SCHOOL CONSULTATION DOCUMENTATION					
	Name of Private School	Number of students with disabilities enrolled	Name of Representative (Print)	Signature of Representative	Consultation Date
1					
2					
3					
4					
5					
6					
7					
8					
9					
10					
11					
12					
13					
14					
15					
16					
17					
18					
19					
20					





**Parent Involvement in IDEA B Application**

Required Section - Please complete

In accordance with **Subsection 22-8-11 NMSA 1978**, the department shall not approve and certify an operating budget of any school district, state supported educational institution, or state-chartered charter school that fails to demonstrate that parental involvement in the process was solicited.

Please list the names of parents of students that are currently enrolled with **disabilities who have a current Individualized Education Program (IEP)**, who are **not employees of the district or a representative of the Regional Educational Cooperative (REC)** of the LEA who participated in the development of this application. **THIS IS REQUIRED OF ALL LEAs, INCLUDING FOR STATE-SUPPORTED EDUCATIONAL PROGRAMS.** Excludes parents of students who are gifted-only.

Name	Phone	E-Mail	State Student Identification Number
Barbara Martinez	575-376-2470	<a href="mailto:leo87714@yahoo.com">leo87714@yahoo.com</a>	654493725



**Excess Cost - Elementary and Secondary School Calculations**



Required Section - Please complete

Excess Cost means costs that are in excess of the average annual per-student expenditure in an LEA during the preceding school year for an elementary and secondary school student. Determining the excess cost amounts is a statutory requirement that mandates how much the LEA must expend for children with disabilities from state funds.

Section 602(8) of the Act and IDEA B regulation section 300.16 requires the LEA to compute the Excess Cost Calculation separately for children with disabilities in its elementary schools and for children with disabilities in its secondary schools. LEAs may not compute the minimum average amount it must spend on the education of children with disabilities based on a combination of the enrollments in its elementary schools and secondary schools. Expenditures for capital outlay or debt service cannot be included in the excess cost calculations. [20 U.S.C. 1401(8); 34 CFR § 300.16]

**Elementary School Excess Cost Requirement**

Excess Cost must be completed based on the most current data available.

<b>Total Elementary School Expenditures</b>	
Enter the total actual expenditures from state Fiscal Year (FY) 2018 (2017-2018 School Year) for <b>all elementary school students</b> from all funds -- a. State and local funds, b. Federal funds (including Part B), and c. capital outlay and debt services:	
\$ 4076295.51	a. Total Expenditures from State and local tax funds
\$ 549812.39	b. Total Expenditures from Federal funds
\$ 3508994.35	c. Total Expenditures for capital outlay and debt service
\$ 1117113.55	<b>d. Total expenditures for elementary school students less capital outlay and debt service (a + b - c = d)</b>
<b>Other Deductions</b>	
Enter the total actual expenditures from FY 2018 (2017-2018 School Year) for <b>all elementary school students</b> from the Federal Funds identified below:	
\$ 111917.21	e. Total Expenditures from IDEA, Part B allocation
\$ 81810.02	f. Total Expenditures ESEA, Title I, Part A allocation
\$	g. Total Expenditures ESEA, Title III, Parts A and B allocation
Enter the total actual expenditures from FY 2018 (2017-2018 School Year) for <b>elementary school students with disabilities</b> from state or local funds below:	
\$ 218678.12	h. Total Expenditures from State and local funds for children with disabilities, excluding gifted only
\$ 0	i. Total Expenditures from State or local funds for programs under ESEA, Title I, Part A, and Title III, Parts A and B
\$ 412405.35	<b>j. Total of other deductions ( e + f + g + h + i = j)</b>
\$ 704708.2	k. Total Expenditures for <b>all elementary school students</b> less other deductions (d - j = k)

**Determining Excess Cost**

The average annual per student expenditure for the LEA's elementary schools is calculated below:	
193	l. Enter <b>AVERAGE</b> number of <b>all elementary students enrolled</b> (including students with disabilities)
3651.337824	m. Average annual per student expenditure for Elementary ( $k \div l = m$ )
20	n. Enter <b>TOTAL elementary students with disabilities</b> enrolled on the 2018-2019 40 Day, excluding gifted only
73026.76	o. Minimum amount of funds an LEA must spend for the education of children with disabilities enrolled in the LEA's elementary schools before using Part B funds to cover the Excess Cost ( $m \times n = o$ )

**Secondary School Excess Cost Requirement**

Excess Cost

IDEA B Application B (Preliminary Allocation plus Projected Carryover)

Excess Cost must be completed based on the most current data available.

<b>Total Secondary School Expenditures</b>	
Enter the total actual expenditures from state Fiscal Year (FY) 2018 (2017-2018 School Year) for <b>all secondary school students</b> from all funds -- a. State and local funds, b. Federal funds (including Part B), and c. capital outlay and debt services:	
\$ 1316152.3	a. Total Expenditures from State and local tax funds
\$ 115367.15	b. Total Expenditures from Federal funds
\$ 749004.44	c. Total Expenditures for capital outlay and debt service
\$ 682515.01	<b>d. Total expenditures for secondary school students less capital outlay and debt service (a + b - c = d)</b>

<b>Other Deductions</b>	
Enter the total actual expenditures from FY 2018 (2017-2018 School Year) for <b>all secondary school students</b> from the Federal Funds identified below:	
\$ 29082.83	e. Total Expenditures from IDEA, Part B allocation
\$ 1210.15	f. Total Expenditures ESEA, Title I, Part A allocation
\$	g. Total Expenditures ESEA, Title III, Parts A and B allocation

Enter the total actual expenditures from FY 2018 (2017-2018 School Year) for <b>secondary school students with disabilities</b> from state or local funds below:	
\$ 61236.2	h. Total Expenditures from State and local funds for children with disabilities, excluding gifted only
\$	i. Total Expenditures from State or local funds for programs under ESEA, Title I, Part A, and Title III,
\$ 91529.18	<b>j. Total of other deductions ( e + f + g + h + i = j)</b>
\$ 590985.83	k. Total Expenditures for <b>all secondary school students</b> less other deductions (d - j = k)

<b>Determining Excess Cost</b>	
The average annual per student expenditure for the LEA's secondary schools is calculated below:	
72	l. Enter <b>AVERAGE</b> number of <b>ALL secondary students enrolled</b> (including students with disabilities)
8208	m. Average annual per student expenditure for Secondary (k ÷ l = m)
8	n. Enter <b>TOTAL secondary students with disabilities</b> enrolled on the 2018-2019 40 Day, excluding gifted only
65665	o. Minimum amount of funds an LEA must spend for the education of children with disabilities enrolled in the LEA's elementary schools before using Part B funds to cover the Excess Cost (m x n = o)



**BUDGET SUMMARY**



If all amounts are entered correctly throughout the application, the Balanced (Unbalanced) section should be zero. If a zero is not indicated, please double check all figures for accuracy and correct as needed.

<b>A m o u n t s  B u d g e t e d</b>	<b>Objective 1</b>	
	Function 1000	
	24106	\$ 103,362.07
	24109	\$ 11,294.00
	<b>Objective 2</b>	
	Function 2100	
	24106	\$ 20,946.00
	24109	\$ -
	<b>Objective 3</b>	
	Function 2200	
24106	\$ -	
24109	\$ -	

2019-2020 INITIAL IDEA-B ALLOCATIONS			
BASIC ENTITLEMENT		PRESCHOOL ENTITLEMENT	
Fund 24106		Fund 24109	
<b>\$ 133,403.78</b>		<b>\$ 11,294.00</b>	
Fund 24106 Budget Check		Fund 24109 Budget Check	
Total Budgeted	<b>\$ 133,403.78</b>	Total Budgeted	<b>\$ 11,294.00</b>
Balanced (Unbalanced)	(0.00)	Balanced (Unbalanced)	0.00
(should be \$ 0)		(should be \$ 0)	

<b>Objective 4</b>			
<b>Voluntary CEIS</b>	From 24106	From 24109	<b>Total Voluntary CEIS</b>
<b>Fund 24112</b>	\$ -	\$ -	\$ -
<b>Objective 6</b>			
<b>Dependent/Local Charters</b>	From 24106	<b>Total Dependent Charters</b>	
	\$ 9,095.71	\$ 9,095.71	
<b>Objective 7</b>			
<b>Private Schools</b>	From 24106	<b>Total Private</b>	
<b>Fund 24115</b>	\$ -	\$ -	

<b>Objective 8 - Excess Cost Requirement</b>				
	Average Annual per Student Expenditure	<b>AVERAGE ALL Students</b> enrolled	<b>AVERAGE Students with Disabilities</b> enrolled, excluding gifted only	Minimum amount of funds an LEA must spend for the education of children with disabilities enrolled in the LEA before using IDEA B funds to cover the Excess Costs above that amount
<b>Elementary Excess Cost</b>	\$ 3,651.34	193	20	\$ 73,026.76
<b>Secondary Excess Cost</b>	\$ 8,208.14	72	8	\$ 65,665.09

## 2019-2020 IDEA B Application Checklist and Instructions

### Tab 1: Application Checklist

#### Required Section

1. **Select** the LEA name from the dropdown menu
2. **Answer** each question by selecting the appropriate choice from the drop-down menu in the “Select” column. This checklist should be used as a guide, to ensure all appropriate sections are completed and as each section of the application is completed.

### Tab 2: Plan of Assurances

#### Required Section

All LEAs are required to provide the needed assurances. All assurances and certifications highlighted in grey must be addressed. **LEAs that are unable to provide the requisite assurances will not be eligible for IDEA B funding.**

#### A. Federal Program General Assurances

1. Read both statements carefully.
2. Select **Yes** for the item applicable to the LEA, 1. **or** 2., do not select Yes for both statements.

#### B. Other Federal Assurances

Assurance 1a. – 1b.

1. Read both statements carefully.
2. Either select **Yes** for the item 1a. **or enter a date** for item 1b., do not provide a response for both statements.

Assurance 2. and 4.-6.

1. Read each statement carefully.
2. Select **Yes** for **Assurances 2 and 4 through 6**. Assurances 2 and 4 through 6 address IDEA B compliance requirements. (LEAs who are unable to select YES to each statement are not eligible for IDEA B funds.)

Assurance 3. – Maintenance of Effort (MOE)

1. Enter the Maintenance of Effort (MOE) **amount** for the LEA based on the year which auditable numbers are available.

Assurance 7a. – 7b. – Charter Schools

1. Read both statements carefully.
2. For LEAs **with** dependent (local) charter schools:
  - i. Select **Yes** for item 7a., do not provide a response for both statements. Select **N/A (not applicable)** for item 7a. if the LEA has no local charters.
3. For LEAs **that are** state charter schools:
  - i. Select **Yes** for item 7b., do not provide a response for both statements. Select **N/A (not applicable)** for item 7b. for LEAs that are not a state charter school.

Assurance 8a. – 8b. – Instructional Materials for blind person or other persons with print disabilities

1. Read both statements carefully.
2. Either select **Yes** for item 8a. **or** 8b., do not provide a response for both statements.
  - i. Selecting Yes to 8a means that the LEA agrees to coordinate with NIMAC if there is a need for instructional materials for the blind or other persons with print disabilities.
  - ii. Selecting Yes to 8b means that the LEA chose not to coordinate with NIMAC and must submit a plan of action outlining how they will provide instructional materials for the blind or other persons with print disabilities if necessary. **This option requires for a plan of action to be uploaded to WebEPSS indicating how instructional materials for blind person or other persons with print disabilities will be provided.**

Assurances 9. - 12.

1. Read each statement carefully.

2. Select **Yes** for **Assurances 9 - 12**. Assurances 9 through 12 address IDEA B compliance requirements. (LEAs who are unable to select YES to each statement are not eligible for IDEA B funds.)

### C. Other Assurances

Assurance 13. – Impact Aid

1. Read the statement carefully.

2. **All LEAs** must select **Yes** for **Assurances 13**.

i. For LEAs **receiving Impact Aid** for the benefit of students with disabilities – Selecting Yes to Assurance 13 assures that the LEA is and will continue to follow IDEA B regulations.

ii. For LEAs **not receiving Impact Aid** – Selecting Yes to Assurance 13 means that the LEA will follow IDEA B regulations if it were to receive Impact Aid funds for the benefit of students with disabilities.

Assurances 14. – 16.

1. Read the statement carefully.

2. **All LEAs** must select **Yes** for **Assurances 14 through 16**.

i. Assurances 14 through 16 address reporting and accountability requirements that the LEA must follow to be in compliance with IDEA B.

Assurance 17. – Part C to B transition

1. Read the statement carefully.

2. **All LEAs** must select **Yes** for **Assurance 17**.

i. For LEAs **servicing preschool children with disabilities**– Selecting Yes to Assurance 17 assures that the LEA agrees to have appropriate policies and procedures for transition from Part C to B programs for preschool children with disabilities within the LEAs jurisdiction.

ii. For LEAs **not servicing preschool children with disabilities** – Selecting Yes to Assurance 17 means that the LEA agrees to have appropriate policies and procedures for transition from Part C to B programs for preschool children with disabilities within the LEAs jurisdiction if it were to serve students with disabilities.

Assurance 18 - Memorandum of Understanding (MOU) with Tribes for Child Find and Preschool Services

1. Read the statement carefully.

2. **All LEAs** must select **Yes** for **Assurance 18**.

i. For LEAs **with tribes in educational jurisdiction** – Selecting **Yes** to **Assurance 18** means that the LEA agrees to coordinate child find and provide direct services to preschool children with disabilities living on reservations.

ii. For LEAs **without tribes in educational** – Selecting **Yes** to **Assurance 18** means that the LEA agrees to coordinate child find with tribes and provide direct services to preschool children with disabilities living on reservations.

3. The approved, signed Memorandum of Understanding (MOU) must be uploaded in Web EPSS.

Assurances 19. – 20.

1. Read the statements carefully.

2. **All LEAs** must select **Yes** for **Assurances 19 through 20**.

### D. Certifications

1. Read the statements carefully.

2. **All LEAs** must select **Yes** to **Certifications 1 and 2**.

### E. Conditional Approval Related to Assurances for Current Grant Year

1. Conditional Approval Related to Assurances

i. **Select the appropriate statement** from the Conditional Approval Related to Assurances drop-down menu.

ii. If the LEA did not receive a conditional approval letter from PED, select **N/A**.

2. Conditional Approval Related to Other Issues

i. **Select the appropriate statement** from the Conditional Approval Related to Assurances drop-down menu.

ii. If none of the statements in the drop-down menu are true for the LEA, select **N/A**.

iii. LEAs that will not have Board of Education/Governing Council Meeting minutes at the time the application is submitted, the LEA must request Conditional Approval and the following statement in the drop-down menu: Due to time constraints, the LEA is not yet able to upload Board Meeting Agenda and Minutes in WebEPSS but will do so no later than August 3, 2019.

#### F. Local IDEA-B Funding Application Approval


1. The LEA or State Agency's authorized representative must **enter** Printed/Typed Name and Title.
2. The LEA or State Agency's authorized representative must **sign** certifying that all assurance are being met.

#### G. Board of Education or Governing Authority and LEA Approval of Local IDEA B Funding Application

1. **Enter** the date that the 2018-2019 IDEA B Application was approved by the school board or governing authority in the box next to the following statement: "The 2019-2020 application for IDEA B Entitlement funding was approved on:".
2. Ensure School District, State Chartered Charter School or State Supported Education Program **name** which is pre-populated is correct.
3. **Signatures are required** for the following:
  - i. Board of Education/Governing Board President
  - ii. Superintendent/Head Administrator
  - iii. Special Education Director
  - iv. Business Manager
  - v. Parent
4. Print the **Signature-Approval Page (print page 4 of 4)**
5. The **Signature-Approval Page** including **all required signatures** must be scanned and uploaded in Web EPSS along with the 2018-2019 IDEA B Application.

#### Tab 3: Needs Analysis and LEA Plans

#### Required Section

1. Every Student Succeeds Act (ESSA) School Categories 
  - i. **Enter the total number of schools** within the LEA designated as Comprehensive Support and Intervention (CSI) and Targeted Support and Improvement (TSI) .
  - ii. **Enter a description** indicating how IDEA B funds will be utilized to support students with disabilities with IEPs in these designated schools.
2. Area(s) of noncompliance
  - i. **Enter the areas of noncompliance** as indicated in the 2017-2018 annual determination letter.
  - ii. **Enter a description** indicating how IDEA B fund will be utilized to improve services to students with disabilities with IEPs.
3. Improving graduation rates for students with disabilities
  - i. **Enter how funds will be utilized** to improve graduation rates for students with disabilities.
4. Improving dropout rates for students with disabilities
  - i. **Enter how funds will be utilized** to improve dropout rates for students with disabilities.

#### Tab 4: Basic (24106) and Preschool (24109) Budgets

#### Required Section

##### A. Application Type, Option and Allocation

1. **Select the application type** for the LEA from the dropdown menu. (**Single Applicant** is the most commonly selected).
2. Select the **application option** for the LEA from the dropdown menu. (**Option A** is the Preliminary Allocation only and **Option B** is the Preliminary plus projected carryover)
3. **Select the Local Educational Agency (LEA)** from the dropdown menu. Once the LEA is selected, the allocation and other data specific to the LEA selected will populate throughout the application. This will assist you in completing the application.

##### B. Special Education and Related Services Budget

1. Direct Instruction and Extended School Year (ESY) (Objective 1 - Function Code 1000)
  - i. **Enter** the information requested for each line item a., for example position title, position location, function duties, percent full time equivalency (FTE) which will be charged to the IDEA B budget, etc.

ii. Enter the **budget amount, under the appropriate fund, 24106 and/or 24109**, for each line items in which the LEA elects to budget funds.

iii. **Select Yes or No** from the dropdown menu for each area in line item b. See below for requirements on allowable, reasonable and allocable costs below. A "No" answer to any of the above disqualifies the cost(s) from being included in the IDEA B application. "Yes" to each question above does not assure SEB approval. All items will be subject to SEB audit.

iv. The amount budgeted for **Objective 1** must be budgeted under **Function Code 1000** in OBMS

#### **§200.403 Factors affecting allowability of costs.**

Except where otherwise authorized by statute, costs must meet the following general criteria in order to be allowable under Federal awards:

(a) Be necessary and reasonable for the performance of the Federal award and be allocable thereto under these principles.

(b) Conform to any limitations or exclusions set forth in these principles or in the Federal award as to types or amount of cost items.

(c) Be consistent with policies and procedures that apply uniformly to both federally-financed and other activities of the non-Federal entity.

(d) Be accorded consistent treatment. A cost may not be assigned to a Federal award as a direct cost if any other cost incurred for the same purpose in like circumstances has been allocated to the Federal award as an indirect cost.

(e) Be determined in accordance with generally accepted accounting principles (GAAP), except, for state and local governments and Indian tribes only, as otherwise provided for in this part.

(f) Not be included as a cost or used to meet cost sharing or matching requirements of any other federally-financed program in either the current or a prior period. See also §200.306 Cost sharing or matching paragraph (b).

(g) Be adequately documented. See also §§200.300 Statutory and national policy requirements through 200.309 Period of performance of this part.

#### **§200.404 Reasonable costs.**

A cost is reasonable if, in its nature and amount, it does not exceed that which would be incurred by a prudent person under the circumstances prevailing at the time the decision was made to incur the cost. The question of reasonableness is particularly important when the non-Federal entity is predominantly federally-funded. In determining reasonableness of a given cost, consideration must be given to:

(a) Whether the cost is of a type generally recognized as ordinary and necessary for the operation of the non-Federal entity or the proper and efficient performance of the Federal award.

(b) The restraints or requirements imposed by such factors as: sound business practices; arm's-length bargaining; Federal, state, local, tribal, and other laws and regulations; and terms and conditions of the Federal award.

(c) Market prices for comparable goods or services for the geographic area.

(d) Whether the individuals concerned acted with prudence in the circumstances considering their responsibilities to the non-Federal entity, its employees, where applicable its students or membership, the public at large, and the Federal Government.

(e) Whether the non-Federal entity significantly deviates from its established practices and policies regarding the incurrence of costs, which may unjustifiably increase the Federal award's cost.

#### **§200.405 Allocable costs.**

(a) A cost is allocable to a particular Federal award or other cost objective if the goods or services involved are chargeable or assignable to that Federal award or cost objective in accordance with relative benefits received.

This standard is met if the cost:

(1) Is incurred specifically for the Federal award;

(2) Benefits both the Federal award and other work of the non-Federal entity and can be distributed in proportions that may be approximated using reasonable methods; and

(3) Is necessary to the overall operation of the non-Federal entity and is assignable in part to the Federal award in accordance with the principles in this subpart.



(b) All activities which benefit from the non-Federal entity's indirect (F&A) cost, including unallowable activities and donated services by the non-Federal entity or third parties, will receive an appropriate allocation of indirect costs.

(c) Any cost allocable to a particular Federal award under the principles provided for in this part may not be charged to other Federal awards to overcome fund deficiencies, to avoid restrictions imposed by Federal statutes, regulations, or terms and conditions of the Federal awards, or for other reasons. However, this prohibition would not preclude the non-Federal entity from shifting costs that are allowable under two or more Federal awards in accordance with existing Federal statutes, regulations, or the terms and conditions of the Federal awards.

(d) Direct cost allocation principles. If a cost benefits two or more projects or activities in proportions that can be determined without undue effort or cost, the cost must be allocated to the projects based on the proportional benefit. If a cost benefits two or more projects or activities in proportions that cannot be determined because of the interrelationship of the work involved, then, notwithstanding paragraph (c) of this section, the costs may be allocated or transferred to benefitted projects on any reasonable documented basis. Where the purchase of equipment or other capital asset is specifically authorized under a Federal award, the costs are assignable to the Federal award regardless of the use that may be made of the equipment or other capital asset involved when no longer needed for the purpose for which it was originally required. See also §§200.310 Insurance coverage through 200.316 Property trust relationship and 200.439 Equipment and other capital expenditures.

(e) If the contract is subject to CAS, costs must be allocated to the contract pursuant to the Cost Accounting Standards. To the extent that CAS is applicable, the allocation of costs in accordance with CAS takes precedence over the allocation provisions in this part.

## 2. Instructional Support (Objective 2 – Function 2100)

i. **Enter** the information requested for each line item a., for example position title, position location, function duties, percent full time equivalency (FTE) which will be charged to the IDEA B budget, etc.

ii. **Enter the budget amount, under the appropriate fund, 24106 and/or 24109**, for each line items in which the LEA elects to budget funds.

iii. **Select Yes or No** from the dropdown menu for each area in line item b. See above for requirements on allowable, reasonable and allocable costs. A "No" answer to any of the above disqualifies the cost(s) from being included in the IDEA B application. "Yes" to each question above does not assure SEB approval. All items will be subject to SEB audit.

iv. The amount budgeted for **Objective 2** must be budgeted under **Function Code 2100** in OBMS

## 3. Activities for the Provision of Special education and Related Services (Objective 3)

i. **Enter** the information requested for each line item a., for example position title, position location, function duties, percent full time equivalency (FTE) which will be charged to the IDEA B budget, etc.

ii. **Enter the budget amount, under the appropriate fund, 24106 and/or 24109**, for each line items in which the LEA elects to budget funds.

iii. **Select Yes or No** from the dropdown menu for each area in line item b. See above for requirements on allowable, reasonable and allocable costs. A "No" answer to any of the above disqualifies the cost(s) from being included in the IDEA B application. "Yes" to each question above does not assure SEB approval. All items will be subject to SEB audit.

iv. The amount budgeted for **Objective 3** must be budgeted in OBMS per the applicable line as indicated in the New Mexico Public Education Department, Uniform Chart of Accounts.

### **Please note the following:**

Preschool (619) funds can only be used for three-to-five year old programs. This includes Kindergarten programs for students with disabilities.

Salaries of Superintendents and Charter School Directors to serve as Special Education Supervisors:

- IDEA funds may be used for the Superintendent or Charter School Directors serving as the supervisor of special education.
- For these positions listed serving as the supervisor of special education whose pay is supplemented by IDEA, they must be able to clearly document that IDEA duties are in addition to their regular responsibilities.
- Certified bi-weekly or monthly time documentation (i.e. Time and Effort Logs or a system of documentation)

must be maintained to document the bi-weekly or monthly duties.

- Time documentation must be submitted with Requests for Reimbursements (RfRs) via OBMS upon request from the NMPED without delay.
- Contracts must be provided to the SEB for any full-time equivalency (FTE) greater than 1.0 FTE including for additional compensation or stipends above a 1.0 FTE.
- If included in a single contract, salaries of Superintendents and Charter School Directors to serve as the Supervisor of Special Education must be budgeted and paid for from the Superintendent line item in OBMS. If these duties are covered under a separate contract, salaries of Superintendents and Charter School Directors to serve as the Supervisor of Special Education can be budgeted and paid for from the appropriate line item in OBMS (usually under Coordinator/Subject Matter Experts).

Considerations:

- LEAs must ensure paying the above listed individuals from IDEA B funds do not negatively impact the LEAs Maintenance of Effort (MOE) and only supplement and not supplant the pay these individuals would otherwise receive.
- Moving the salary from state to IDEA funds for any of the individuals listed above may be problematic if that position has always been paid with state funds then becomes fully or partially funded from IDEA as this may be an issue of supplanting. LEAs would have to show that the person took on special education supervisor responsibilities they did not have before.
- For questions, please contact the LEAs assigned Education Administrator.

**Tab 5: Coordinated Early Intervening Services (CEIS)      Consider the following before completing**

1. **Select Yes or No** to the questions 1. and 2. regarding the LEA setting aside funds for voluntary or comprehensive (mandatory) CEIS. If LEA answers **YES to questions 1 or 2**, then the CEIS Proposed Budget Amount section **must be completed**. If the LEA enters **No to questions 1 and 2**, **stop** and **go to the next tab**.
2. **Select** the CEIS type - voluntary or comprehensive (mandatory) from the drop down menu.
3. **Enter** a proposed budget amount from fund 24106.
  - i. The maximum amount allowed from fund 24106 for CEIS is identified. The proposed budget amount cannot exceed the maximum amount.
3. **Enter** a proposed budget amount from fund 24109.
  - i. The maximum amount allowed from fund 24109 for CEIS is identified. The proposed budget amount cannot exceed the maximum amount.
4. **Enter** the number of students to be served by CEIS in 2019-2020.
5. A CEIS plan must be **uploaded** in Web EPSS for SEB approval.

**Please note the following:**

Under the 2004 amendments to the IDEA, (34 CFR § 300.226), an LEA may use up to 15% of the current year IDEA-B allocation for students in kindergarten through grade 12 (with a particular emphasis on students in kindergarten through grade 3) who have not been identified as needing special education or related services but who need additional academic and behavioral support to succeed in the general education environment.

"Coordinated early intervening services (CEIS) are services to help children who need additional academic or behavioral support to be successful in school. They can include professional development and educational and behavioral evaluations, services, and supports (see 34 CFR §300.226(b); 34 CFR §300.646(d)(1)(i)). Under IDEA, the provision of CEIS can be voluntary or mandatory.

Voluntary CEIS is defined by regulations at 34 CFR §300.226. These regulations allow local educational agencies (LEAs) to use up to 15 percent of their IDEA Part B Section 611 and Section 619 funds to implement voluntary CEIS.

IDEA regulations guiding the mandatory provision of CEIS — referred to as comprehensive CEIS — were revised in 2016. These regulations require LEAs identified by their states as having significant disproportionality based on race or ethnicity to reserve 15 percent of IDEA Part B Section 611 and Section 619 funds to implement comprehensive CEIS. States must identify disproportionality with respect to identification, placement, and/or disciplinary removals. Comprehensive CEIS is defined by regulations at 34 CFR §300.646(d)." Taken from the Center for IDEA Fiscal Reporting, Quick Reference Guide on Coordinated Early Intervening Services.

Funds designated for this purpose are to be budgeted under Fund Code 24112. If the LEA chooses to budget Fund

24112 a CEIS Plan must be submitted to SEB for approval. SEB's written **approval** of the CEIS Plan is **required prior to implementation**. Funds set aside for CEIS may not be expended until the CEIS plan has been approved by SEB. [34 CFR 300.205 applies in conjunction with 34 CFR 300.226]. Please refer to guidance memo from Denise Koscielniak, Federal Programs Director, regarding "Technical Assistance: Coordinated Early Intervening Services", dated August 20, 2009. The memo may be accessed on the SEB website. [34 CFR 300.226(d); 20 U.S.C 1413(f)(4); 6.31.2.9(D)(4) NMAC]

The CEIS Plan must explain in detail how funds will be utilized in accordance with 34 CFR § 300.226(b). In addition, the plan must describe the group of students that will be served through CEIS. A proposed budget that sets out the source of funding for each activity identified within the plan is also required. The UCOA must be utilized when providing the budget detail.

Each LEA that develops and maintains a CEIS plan under 34 CFR § 300.226 must annually report to the SEB on: The number of children served under 34 CFR § 300.226 who received early intervening services; and The number of children served under 34 CFR § 300.226 who received early intervening services and subsequently receive special education and related services under Part B of IDEA during the preceding two year period.

The students served under the CEIS program must be reported for the current year and two subsequent years in the Student Teacher Accountability Reporting System (STARS) under the Programs Fact Template, Field 17.

Programs Fact Template, Field 17 may only be completed if the student is identified as "CEIS" only in Field 5 of the Programs Fact Template. A final progress report, including each student's progress, and whether or not a student has been referred for special education services, must be submitted to the SEB no later than June 15 of the current year. Failure to submit the progress report may delay the LEA's request for CEIS funds the following grant year. Funds designated for this purpose are to be budgeted under Fund Code 24112.

**Note:** Mandatory CEIS is not included in the standard 2018-2019 IDEA B Application. LEAs required to participate in mandatory CEIS will be notified and will complete a CEIS plan outside of the IDEA B Application process.

#### **Tab 6: Dependent (Local) Charters**

#### **Consider the following before completing**

1. **Select Yes or No** to the question regarding the LEA having dependent/local charter schools in its educational jurisdiction. If LEA answers **YES**, then sections 1,2 and 3 **must be completed**. If the LEA enters **No**, **stop and go to the next tab**.



2. Section 1 - Assurances

i. LEAs must **select Yes** from the dropdown menus for items 1 through 2 to provide assurance that the allocation and distribution of IDEA B Funds to the Local Charter Schools follows IDEA B regulations.

ii. If the LEA cannot answer **Yes** to items 1 and 2 then it must select **Yes** to item 3 and **provide detailed clarification** on the distribution of funds in cell D37 (this cell will automatically expand if necessary).

3. Section 2 - Determining Proportionate Share for Dependent/Local Charters

The below numbers should exclude students who are gifted only

i. **Enter** the (a) **total number of children with disabilities in public schools in the LEA** from the LEA's 2017-2018 40 Day STARS student counts.

ii. **Enter** the (b) **total ALL local charter school students with IEPs** from the 2018-2019 40 Day STARS student counts.

iii. Once the student counts in (a) and (b) are entered, (c) the proportionate share to local charters, (d) IDEA B allocation, (c) average allocation per child and the Total allocation to be distributed to dependent/local charter(s) automatically calculates in each cell.

4. Section 4 – Determining Proportionate Share per Dependent/Local Charter Schools

a. **Enter** the following information for each dependent/local charter school:

b. **Select** the Local Charter School Name from the drop-down menu.

c. **Enter** the total enrollment of students with disabilities at the Local Charter School from the 2018-2019 40 Day STARS student count.

i. The Local charter's 24106-Basic Total Allocation amount will populate once count in b. is entered.

d. **Enter** the amount to be budgeted per line item.

i. The total budget must equal to the Local charter's 24106-Basic Total Allocation amount.

e. Step 4. must be **repeated** for each Local Charter School, if multiple local charter schools are included in the application.

**Note:** The Total Amount Allocated to the Local Charter School(s) identified in the application must be budgeted in

OBMS under Fund 24106, Function Code 2500, Object Code 55912 and the applicable Location Code for the local charter school.

**Please note the following:**

An LEA must comply with certain requirements if it has charter schools within its jurisdiction that are public schools of the LEA. The LEA must serve children with disabilities attending those charter schools in the same manner as the LEA serves children with disabilities in its other schools, including providing supplementary and related services on site at the charter school to the same extent to which the LEA has a policy or practice of providing such services on the site to its other public schools. The LEA also must provide IDEA-B funds to those charter schools:

On the same basis as the LEA provides funds to the LEA's other public schools, including proportional distribution based on relative enrollment of children with disabilities; and

at the same time as the LEA distributes other Federal funds to the LEA's other public schools, consistent with the State's charter school law.


The provision of funds to the LEA's local charter school(s) must be determined on the same basis and at the same time as all the other public schools within the LEA's jurisdiction [34 C.F.R. § 300.209]

In order to verify that LEAs are reserving an adequate amount of their IDEA-B funds for services to students with disabilities who have an IEP (excluding gifted only) in charter schools, necessary to comply with IDEA requirements, the application must include a separate objective that is distinguishable within OBMS for each charter school. Enrollment numbers are to be exclusive of those students who are gifted only, however, a student who is gifted and has a disability would be included in the enrollment figures. Please include a separate calculation for each charter. For LEAs with charter schools that do not open until Fall 2019, an appropriate amount must be based on an estimate of students with IEPs, that are not gifted, who will be served at the charter school. This estimated allocation should be adjusted by the end of December 2019 and based on actual data collected during the actual school year to reflect actual counts of students with disabilities who have an IEP on the 40 Day reporting period. Funds allocated under this section are to be reported to the PED in OBMS by budgeting each charter school allocation under Function Code 2500 (Central Services), Object Code 55912 (Flow-through Grants to Charters) and the applicable Location Code for each local charter school.

**Tab 7: Private School(s)**

**Consider the following before completing**

1. **Select Yes or No** to the question regarding the LEA having private schools in its educational jurisdiction. If LEA answers **YES**, then sections 1, 2 and 3 **must be completed**. If the LEA enters **No**, **stop** and **go to the next tab**.

2. Section 1 – 2018-2019 Parentally-placed Private School Information 

The below numbers should exclude students who are gifted only.

- i. **Enter** the District's total number of **students evaluated** during **2018-2019**.
- ii. **Enter** the number of **students who were found to be eligible for IDEA B** in **2018-2019**.
- iii. **Enter** the number of **students served** in **2018-2019**.

**Note:** If there is a difference between the number of students found eligible and the number of students served, a written justification must be submitted along with the 2018-2019 IDEA B Application.

3. Section 2 – Determining Proportionate Share for Private Schools, Basic Allocation (24106)

i. **Enter** the (a) **total number of children with disabilities in public school** from the LEA's 2017-2018 40 Day STARS report.

ii. **Enter** the (b) **number of parentally-placed eligible children with disabilities in all private schools** located in the LEA from the 2018-2019 40 Day STARS.

iii. Once the student counts in (a) and (b) are entered, (c) total number of children, (d) IDEA B allocation, (e) average allocation per child and (f) the total allocation to be distributed to dependent/local charter(s) automatically calculates in each cell.

4. Section 3 - Determining Proportionate Share for Individual Private Schools and Budgets

i. **Select** the **private school name** from the drop-down menu.

ii. **Enter** the (g) **total number of parentally-placed eligible children with disabilities** in the private school.

iii. The average allocation per child (h) and total amount to be expended for parentally-placed children disabilities in the private school (i) will populate.

iv. Enter the amount to be budgeted per line item 1 and 2.

**IMPORTANT REMINDERS:**

Do not include activities for child find and reevaluation activities under this objective, those activities belongs under Objective 2. Funds allocated to this objective remain with the LEA and cannot flow to the private school. Reimbursements for costs associated with the private school will follow approved LEA fiscal practices.

5. Repeat step 5 for each private school in the LEA's educational jurisdiction.

6. The Total Amount Allocated to the Private School(s) identified in the application must be budgeted in OBMS under Fund 24115.

**Please note the following:**

A. Determining the Proportionate Share for Equitable Participation Services

Under 34 CFR §§ 300.132-300.133, an LEA must spend a proportionate amount of their IDEA Basic Entitlement and, if applicable, Preschool sub-grant funds for special education and related services ("equitable participation services") to students with disabilities who are parentally placed in private elementary and secondary schools ("equitable participation services") located in the school district served by the LEA. Students who are gifted only are not to be included in the calculation of private school proportionate share however a student who is gifted and is learning disabled and receiving special education services, would be included in the calculation. Children aged three through five are considered to be parentally-placed private school children with disabilities, only if they are enrolled in a private school that meets the definition of elementary school in 34 CFR § 300.13. New Mexico State law defines an elementary school as "a public school providing instruction for grades kindergarten through eight, unless there is a junior high school program approved by the state board [department], in which case it means a public school providing instruction for grades kindergarten through six." 22-1-3(A) NMSA 1978.

LEAs must budget their IDEA Basic Entitlement and, if applicable, Preschool Entitlement sub-grant funds accordingly within fund 24115 in order to ensure that they can meet the proportionate share spending requirement under 34 CFR §§ 300.132-300.133. The proportionate share amount is determined using:

(1) the LEA's IDEA Basic/Preschool Entitlement sub-grant amount;

(a) the count of parentally-placed private school children with disabilities, aged 3 through 21 (or 3 through 5 for the Preschool Grant), attending private elementary and secondary schools located in the LEA (This count must be conducted on the second Wednesday in October.) [34 CFR § 300.133(c)(1)]; and

(b) the total number of children with disabilities in the LEA's jurisdiction aged 3 through 21 (or 3 through 5 for the Preschool Grant) (The second Wednesday in October count is used, i.e. 40 Day).

Appendix B of the IDEA B regulations demonstrates how to determine the proportionate share amount.

**IMPORTANT:** LEAs must report students in private schools through STARS for the first reporting period, the second Wednesday in October (40 Day). Data regarding students in private schools must be collected through the LEA from STARS as part of the OSEP annual child count.

B. Determining Who Receives Equitable Participation Services

No parentally-placed private school child with a disability has an individual right to receive some or all of the special education and related services that the child would receive if enrolled in a public school. [34 CFR § 300.137(a)] The LEA's consultation process must cover a number of topics, including the LEA's child find activities, the consultation process, and decision-making on the provision of services. Consultation must address how special education and related services will be apportioned if the proportionate share of IDEA B funds are insufficient to serve all parentally-placed private school children. [34 CFR § 300.134] While an LEA cannot refuse to consider the needs of parentally-placed private school children with disabilities, the LEA ultimately decides which students will receive equitable participation services, and an LEA, after meaningful consultation, can decide not to serve some students. [OSEP Letter to Mendelson (Aug. 25, 2007), 49 IDELR 198.]

C. Determining Equitable Participation Services to Be Provided

The LEA's consultation process must address how, where, and by whom special education and related services will be provided for parentally-placed private school children with disabilities, including a discussion of:

(1) The types of services, including direct services and alternate service delivery mechanisms; and

(2) how and when those decisions will be made.

If an eligible parentally-placed private school student is designated to receive services, a services plan must be developed and implemented consistent with the requirements at 34 CFR §§ 300.137-300.139. Equitable participation services must be documented on a written services plan for each eligible student who has been designated by the LEA to receive services. [34 CFR § 300.132(b)] The LEA must:

(1) Initiate and conduct meetings to develop, review, and revise a services plan for the child, in accordance with §300.138(b); and

(2) ensure that a representative of the religious or other private school attends each meeting. If the representative cannot attend, the LEA shall use other methods to ensure participation by the religious or other private school, including individual or conference telephone calls. The LEA makes the final decision on services to be provided to eligible students. [34 CFR §300.137(b)] Parentally-placed private school children with disabilities may receive a different amount of services than children with disabilities in public schools. [34 CFR § 300.138]

The services plan must describe the specific special education and related services that the LEA will provide to the child in light of the services that the LEA has determined that it will make available. The services plan must, to the extent appropriate:

(1) Meet the IEP requirements of 34 CFR §300.320, or for a child ages three through five, meet the IEP requirements of 34 CFR §300.323(b) with respect to the services provided; and

(2) be developed, reviewed, and revised consistent with IEP procedures described at §§300.321 through 300.324.

The services provided must be provided by personnel meeting the same standards as personnel providing services in the public schools, except that private elementary school and secondary school teachers who are providing equitable services to parentally-placed private school children with disabilities do not have to meet the highly qualified special education teacher requirements

Equitable participation services may be provided on the premises of private, including religious schools, to the extent consistent with the law. The consultation process must include a discussion of where services will be provided. The services plan must include transportation costs, in certain situations if necessary for the child to benefit from or participate in the equitable participation services provided by the LEA under IDEA B. These transportation costs may cover transportation:

(1) From the child's school or the child's home to a site other than the private school; and

(2) from the service site to the private school, or to the child's home, depending on the timing of the services.

\* LEAs are not required to provide transportation from the child's home to the private school. The cost of the transportation included in a services plan may be included in calculating whether the LEA has met the proportionate share requirement of 34 CFR §300.133. [34 CFR § 300.139] Separate documentation is required for the purpose of tracking these funds and prior approval is required.

Equitable participation services must be provided:

By employees of a public agency; or

through contract by the public agency with an individual, association, agency, organization, or other entity.

Special education and related services provided to parentally-placed private school children with disabilities, including materials and equipment, must be secular, neutral, and non-ideological. [34 CFR § 300.138(c)(ii)(2)] An LEA may use IDEA B funds to pay for the services of an employee of a private school to provide equitable participation services if:

(1) The employee performs the services outside of his or her regular hours of duty; and

(2) the employee performs the services under public supervision and control.

[34 CFR 300.142(b)]

A public agency must control and administer the funds used to provide IDEA B equitable participation services, and hold title to and administer materials, equipment, and property purchased with those funds for the uses and purposes provided in IDEA B. The public agency may place equipment and supplies in a private school for the period of time needed for the IDEA B program. The public agency must ensure that the equipment and supplies

placed in a private school:

- (1) Are used only for Part B purposes; and
- (2) can be removed from the private school without remodeling the private school facility.

The public agency must remove equipment and supplies from a private school if:

- (1) The equipment and supplies are no longer needed for Part B purposes; or
- (2) removal is necessary to avoid unauthorized use of the equipment and supplies for other than Part B purposes.

No funds under Part B of the Act may be used for repairs, minor remodeling, or construction of private school facilities. [34 CFR § 300.144]

#### D. Private School Evaluations and Services from the 2018-2019 School Year

IDEA B requires that each LEA maintain in its records, and provide to the SEA, the following information related to parentally-placed private school children covered under §§300.130 through 300.144:

The number of children evaluated;

the number of children determined to be children with disabilities; and

the number of children served.

[20 U.S.C. 1412(a)(10)(A)(i); 34 CFR § 300.132(c)]

#### **Tab 8: 2019-2020 Private School Consultation Form**                      **Required if 24115 Private School Section completed**

1. If the LEA **has Private School(s)** in its educational jurisdiction, this **consultation form must be completed**. If the LEA **does not have Private School(s)** in its educational jurisdiction, **skip this tab and go on to the next tab**.

Documentation regarding the Private School Consultation is required. The form provided on this tab was created to meet this requirement.



2. **Hold** a consultation meeting with the private school representatives in the LEAs educational jurisdiction.

3. Private School representatives must **provide the Name of Private School, Name of Representative, Number of students with disabilities enrolled, the Signature of the representative and the date** on the 2019-2020 Private School Consultation Form.

4. The completed form must be uploaded in Web EPSS. The copy uploaded must contain private school representative's original signatures.

#### **Please note the following:**

Documentation of Private School Consultation


IDEA B requires that a LEA consult with representatives of private schools and parents of parentally-placed private school students during the design and development of special education and related services for students with IEPs, regarding:

- (1) The child find process, including how parentally-placed private school children with disabilities can participate equitably, and how parents, teachers, and private school officials will be informed of the process;
- (2) the determination of the proportionate amount of federal funds available to serve these students, including the determination of how the proportionate share of those funds was calculated;
- (3) the consultation process, including how the process will operate throughout the year to ensure that parentally placed private school students can meaningfully participate in special education and related services;
- (4) how, where, and by whom services will be provided to these students, including a discussion of:
  - (i) the types of services (including direct services and alternate service delivery mechanisms),
  - (ii) how special education and related services will be apportioned if funds are insufficient to serve all parentally-placed private school children; and
- (5) the process by which the LEA will notify, in writing, the reasons why the LEA may choose not to provide services as requested by representatives of private schools.

[20 U.S.C. 1412(a)(10)(A)(iii); 34 CFR § 300.134]

#### **Tab 9: Parent Involvement**    **Required Section**


1. **Enter names, phone numbers, and email addresses of parents** (if available) and their student's state identification number. Parents must have currently-enrolled students with disabilities participating in special education. These parents, who participated in the development of the application, must not be employees of the LEA.

- i. Parents must have a student(s) currently  enrolled with disabilities that have a current Individualized Education Program (IEP),
  - ii. Parents must not be employees of the district or a representative of the Regional Educational Cooperative (REC) of the LEA who participated in the development of this application.
2. The LEA will **make available to parents** of children with disabilities and to the general public all documents relating to the eligibility of the LEA under the Individuals with Disabilities Education Act (IDEA-B), in accordance with 34 CFR §300.212.
  3. In accordance with Subsection 22-8-11 NMSA 1978, the department shall not approve and certify an operating budget of any school district, state supported educational institution, or state-chartered charter school that fails to demonstrate that parental involvement in the process was solicited.

**Tab 10: Excess Cost**

**Required Section**

The Excess Cost tab **must be completed by ALL LEAs** except State-Chartered Charter Schools opening in the Fall of 2018.

**Note: LEAs are required** to compute the Excess Cost Calculation for their **elementary** and **secondary** students with disabilities **separately**. This is a federal requirement of the IDEA-B application and should be done by the business office. 

When calculating excess cost, LEAs must use the following definitions included in State law at 22-1-3 NMSA 1978. Definitions; public schools; classifications

As used in the Public School Code:

- a. "elementary school" means a public school providing instruction for grades kindergarten through eight unless there is a junior high school program approved by the state board [department], in which case it means a public school providing instruction for grades kindergarten through six;
- b. "secondary school" means a public school providing instruction for grades nine through twelve, unless there is a junior high school program approved by the state board [department], in which case it means a public school providing instruction for grades seven through twelve;
- c. "junior high school" means a public school providing a junior high school program approved by the state board [department] for grades seven through nine, or for grades seven and eight; and
- d. "high school" means a public school providing instruction for any of the grades nine through twelve, unless there is a junior high school program approved by the state board [department] for grades seven through nine, in which case it means a public school providing instruction for any of the grades ten through twelve.

1. In OBMS, print an expenditure report for your LEA using the 4th quarter or 12th month of the 2017-2018 school year.

- a. Reports>select report type...>Actuals Report>Actuals Expenditure rollup report
- b. Budget: Your LEA 2017-2018
- c. Actuals reporting period: Fourth Quarter (Apr-Jun) or Twelfth Month
- d. Click on "View Report"

2. Export to Excel

3. Delete or hide all columns with numbers except YTD

4. Add columns for Elementary, Secondary, Sum and Notes

5. Under "Elementary," indicate the grades included in the calculation for elementary. Under "Secondary," indicate the grades included in the calculation for secondary.

6. Here is an example of a spreadsheet:

- All expenditures on OBMS report should be reported on one of the lines on the Excess Cost worksheets.
  - [Lines a.+b.-c.+j. (Elementary)] + [Lines a.+b.-c.+j. (Secondary)] = Total YTD Expenditures per OBMS report
- For items L and N (student counts) you may use the following:
- L. "Average number of ALL Elementary or Secondary Students enrolled (including SWD)": use 40 day membership counts for 2017-2018, separated by elementary and secondary grades.
  - N. "Total Elementary or Secondary students with disabilities enrolled on the 2017-2018 40th day" = 40D SWD count, separated by elementary and secondary grades.
  - Upload your OBMS report clearly indicating the separation of expenses by Elementary and Secondary grades. Be sure to indicate on which line of the Excess Cost worksheet the expense was included. You can do this per subtotal line.



**Please note the following:**

Excess Cost is one of several fiscal compliance requirements governing the expenditures of federal funds on students with disabilities. The Excess Cost is a statutory requirement that mandates how much the LEA must expend for children with disabilities from state funds.

The Excess Cost section of the IDEA B application must be completed based on the most current data available. Except as otherwise provided, amounts provided to an LEA under Part B of IDEA may be used only to pay the excess costs of providing special education and related services to children with disabilities. Excess costs are those costs necessary for the education of an elementary school or secondary school student with a disability that is in excess of the average annual per student expenditure in an LEA during the preceding school year for an elementary school or secondary school student, as may be appropriate. Excess cost calculations may not include expenditures for capital outlay or debt service.

An LEA must spend at least the average annual per student expenditure on the education of an elementary school or secondary school child with a disability before funds under Part B of the Act are used to pay the excess costs of providing special education and related services.

LEAs are required to compute the Excess Cost Calculation for its elementary and secondary students with disabilities separately. Section 602(8) of the Act and IDEA B regulation section 300.16 requires the LEA to compute the Excess Cost Calculation separately for children with disabilities in its elementary schools and for children with disabilities in its secondary schools.

LEAs may not compute the minimum average amount it must spend on the education of children with disabilities based on a combination of the enrollments in its elementary schools and secondary schools.

[20 U.S.C. 1401(8); 34 CFR § 300.16]

**Tab 11: Budget Summary**

This tab provides the LEA with the 2019-2020 Initial Allocations and a Summary of the amounts budgeted throughout the 2019-2020 IDEA B Application. The LEA must be selected on the Basic and Preschool Budget Page to populate the IDEA B Allocation.

1. The amounts budgeted for Objectives 1 through 8 automatically populate this spreadsheet.
2. The total amounts budgeted for Fund 24106 and Fund 24109 are automatically calculated.
  - a. The Total Budgeted Amount from the 2018-2019 Application for IDEA B is highlighted in Yellow on this tab.
3. The LEA is not required to enter any information on the **Budget Summary Tab**.
4. The Budget Summary identifies the amounts that should be budgeted for each Function Code in OBMS based the completed 2019-2020 IDEA B Application.
  - a. IDEA B budgets will not be approved in OBMS if they do not match the amounts from the Budget Summary Tab.

The following documents must be uploaded into WebEPSS for the application to be considered complete and to be eligible for funding:	
	Completed 2018-2019 IDEA B Application
	Signed and dated Required Signature page (Tab 2 in the application)
	Signed and dated Board Minutes and Agenda (identifying the approval of the IDEA B Application)
	Special Education Policies and Procedures adopted by the board of education (if revised)
	Memorandum of Understanding (MOU) regarding child find for children living on reservations. (This MOU is not required of state-chartered charter schools.)
	Signed and dated Private School Consultation Form (if the LEA has a private school within its jurisdiction the Private School Consultation Form is required)

	Plan for Coordinated Early Intervention Services (CEIS) (required for any district or state-chartered charter school participating in voluntary CEIS)
--	---

# LIVING DESIGNS GROUP ARCHITECTS

Cimarron Municipal Schools. Proposal for Architectural Services.

Mr. Adan Estrada  
Superintendent  
Cimarron Municipal Schools  
May 21, 2019

Adan,

Living Designs Group Architects is pleased to present a proposal for Architectural Services to complete design, construction documents, bidding, permitting, and contract administration for the renovation of the High School Locker Rooms at Cimarron High School in Cimarron NM.

This Contract will be for services Via CES. This letter serves as an agreement of understanding, regarding the project description, scope of work and proposed fees.

**Project Description:**

The proposed renovations of the high school locker rooms include the demolition of the existing locker rooms, a reconfiguration of the space, and construction of new locker room facilities. New locker room facilities will include new bathrooms, changing rooms, and locker rooms. The schematic design for the 2 renovation options is attached as Exhibit A. Based on the owner provided requirements, LDG Architects will develop the architectural drawings and coordinate the work of the engineering consultants into a complete set of Construction Documents to bid, permit, and construct the proposed facility.

**Project Scope:**

- 1) Project Coordination
  - b. Assist Owner in developing and managing budget and timeline.
  - c. Assist Owner in coordination of owner supplied consultants.
- 2) Construction Documents
  - a. Develop Schematic Design in to Construction Documents..
  - b. Procure, contract and coordinate work of sub consulting engineers for structural, electrical, mechanical, and plumbing.
- 3) Bidding and Negotiation
  - b. Evaluate pricing, draft construction contract for review, and award project.
- 4) Contract Administration
  - a. Conduct Contract Administration through completion.
  - b. Close out of contract for construction.

**Proposed Compensation:** PO to CES for the following:

Design Professional Fee: \$27,000.00

NMGRT: \$2,295.00

**Total PO Amount: \$29,295.00**

NMGRT will be added to each invoice upon billing.

Sincerely,



Douglas J. Patterson, AIA  
Living Designs Group Architects

---

Owner's Representative

Date

# Addendum A

## 2019 SCHEDULE OF FEES

### AND GENERAL TERMS AND CONDITIONS

This schedule describes LDG, Inc. (Living Designs Group) compensation and terms for professional services. Cost estimates are valid for 30 days from the date of the proposal, unless an alternate period is specified herein. Acceptance of a proposal by the Client constitutes a valid and binding contract subject to the following terms and conditions.

#### 2.0 FEES (Time and Expenses)

##### 2.1 Hourly Rates

Charges for any services performed at or on Client's behalf will be based on the following hourly rates for the various classes of personnel which Living Designs Group may assign to the project.

PERSONNEL CLASSIFICATION	HOURLY RATE, \$
Principal Architect	175
Staff Architects	125
Staff	93

Increased hourly rates may be charged for litigation support services and expert testimony and shall be negotiated by the parties prior to rendering these services.

Living Design Group's hourly rates include overhead and profit. Out of pocket expenses such as travel, subsistence, long distance telephone, reproduction, computer time, equipment rental, and subcontractor charges are invoiced at Living Designs Group's cost plus a 15% service fee to cover insurance and accounting costs.

##### 2.2 Invoicing and Payment

Invoices are submitted monthly and contain a description of work performed, a list of personnel and time expended by each person, and a detailed list of reimbursable expenses, in accordance with generally accepted accounting principles. All services and design requirements are based on local and state criteria in effect on the date of this Agreement and do not include extra services not specifically listed. Special design, extra services, offsite work, Client and architectural revisions, and revisions due to changes in governmental policy will be billed at our current hourly rates. Execution of this agreement indicates acceptance of all terms and responsibility for payment.

##### 2.3 Payment Terms

Invoices are due upon receipt. Unpaid balances at time of subsequent billing are subject to a late charge of 1.5% per month until paid. Notwithstanding such provision for the payment of interest, in the event any invoice remains unpaid for a period of 60 days, Living Designs Group shall have the right to withhold its project deliverables, stop rendering services and treat the contract as having been breached by the Client. Invoices shall be considered correct and payable unless questions or issues as to invoice items or amounts are directed to Living Designs Group in writing upon receipt of invoice, and no later than 10 days after.

##### 2.4 Costs of Collection

In the event that Living Designs Group brings an action to recover any amounts due to Living Designs Group, Living Designs Group shall be entitled to recover any costs, including legal fees, incurred in such proceeding.

#### 2.5 GENERAL TERMS AND CONDITIONS

##### 2.6 Standard of Care

Living Designs Group's services will be performed in a manner consistent with the degree of care and skill ordinary exercised by members of the same profession currently practicing under similar circumstances. LIVING DESIGNS GROUP PROVIDES NO WARRANTY, EITHER EXPRESSED OR IMPLIED OR GUARANTEES REGARDING ITS SERVICES.

##### 2.7 Insurance

Living Designs Group shall maintain policies for Professional Liability, General Liability, Automobile Liability and Worker Compensation. Insurance certificates will be furnished upon request.

##### 2.8 Allocation of Liability

Client agrees that Living Designs Group's liability to client (including liability under law to indemnify Client) shall not exceed Living Designs Group's fees hereunder.

##### 2.9 Site Access and Security

Unless specifically agreed otherwise, Client is responsible for obtaining permission from any property owners for access or use of their property and Client shall obtain written authorizations allowing Living Designs Group to enter and use properly as necessary in providing Services. Living Designs Group will not enter property belonging to any third party unless Client has secured written permission from the Owner and Client has agreed in writing to be responsible for and hold Living Designs Group harmless from any claims arising from property damage caused by Living Designs Group's services, except where such damage can be shown to be caused by Living Designs Group's sole negligence.

## **2.10 Conditions of Service**

Living Designs Group relies on the approval by the reviewing agencies of drawings, reports, permits and other final submittals, etc. as evidence of compliance with all applicable ordinances, regulations and design standards. Living Designs Group shall be held harmless from any change in interpretation after receipt of any approvals and the revocation of approvals for any reason. Except as specifically provided in the scope of services hereunder, Living Designs Group is not responsible for determining any law, regulation or ordinance with which Client must comply for approval or completion of Client's project. Moreover, any assistance provided in this regard shall not be construed in any way as advice of counsel.

## **2.11 Obligations of Client**

Client shall be responsible for coordination with all consultants or work forces hired directly by Client and all governmental agencies as warranted. Client shall furnish all legal, accounting and insurance consulting services as may be necessary at any time for the Project, including auditing services. Client shall furnish information specified in the Scope of Services and shall render approvals and decisions as expeditiously as necessary for the orderly progress of Living Designs Group's services. Client agrees to pay any taxes, including personal property taxes, imposed on or resulting from the professional services provided by Living Designs Group (excludes income taxes imposed on Living Designs Group's net income).

## **2.12 Termination**

This Agreement may be terminated by either party at any time upon thirty (30) days prior written notice to the other parties. Upon termination, Client shall pay all monies owed under the Agreement for all work performed up to the effective date of termination, plus any applicable termination costs.

## **2.13 Use of Living Designs Group's Information**

Client agrees not to use or reuse information developed by Living Designs Group for any purpose outside of its specific project related intent without Living Designs Group's prior written consent. Further, any such use or reuse of Living Designs Group's information for any purpose not related to the Project shall be at Client's risk and Client agrees to deter and indemnify Living Designs Group from all expenses and damages arising out of Client's use or reuse of Living Designs Group's information. The Client further agrees that in the event that Living Designs Group's services are terminated with or without cause, Living Designs Group shall not be required to release its files or work product to the Client until Living Designs Group has been paid in full for professional services and related expenses.

## **2.14 Federal/Local Right to Know Compliance**

Client shall provide Living Designs Group with a list of known hazardous substances present at the work site.

## **2.15**

## **2.16 Remedy for Errors or Omissions**

Living Designs Group remedy for errors and/or omissions in contract documents shall be limited to the correction and reissue of contract documents. Living Designs Group is not a supplier of construction labor or materials and shall bear no cost in relation to construction labor or materials.

## **2.17 Miscellaneous**

All services to be performed by Living Designs Group under this Agreement are intended solely for Client's benefit. Nothing contained herein shall confer any rights upon or create any duties on the part of Living Designs Group toward any person or persons not a party to the Agreement including, but not limited to any contractor, subcontractor, supplier, or the agents, officers, employees, insurers, or sureties of any of them. Living Designs Group shall not be responsible for hiring, firing or supervision of the contractor, its employees, subcontractors or agents nor for the means, methods, procedures, techniques or sequences of construction, nor for the safety on the job site, nor shall Living Designs Group be responsible for the contractor's failure to carry on the work in accordance with contract documents. Living Designs Group shall not be liable for any delay charges.

END

EXHIBIT A

LIVING DESIGNS GROUP  
**ARCHITECTS**  
 302 Elk Avenue  
 Crested Butte, CO 81224  
 P: 970.251.5060 | www.livingdesigns.com

NOT FOR CONSTRUCTION

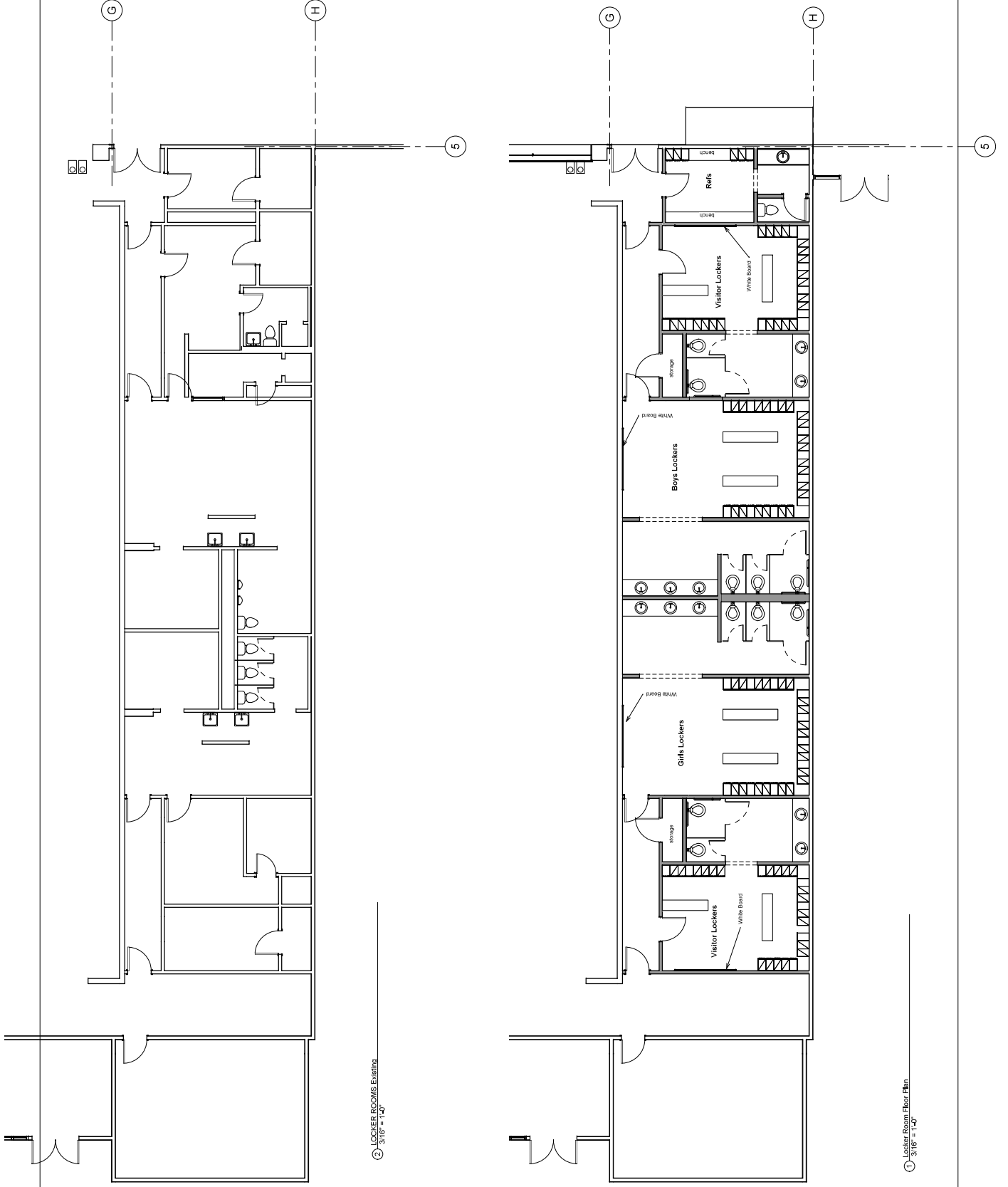
**CIMARRON HIGH SCHOOL**

Owner  
 165 NORTH COLLISON  
 CIMARRON, NM

PROJ. NO.	2018-060
ISSUE DATE	04/10/17
ISSUED FOR	REVIEW
REVISIONS	NO DATE DESCRIPTION
DRAWN BY	Author
APPROVED BY	Checker
SCALE:	3/16" = 1'-0"

Locker Rooms

**A103**



② Locker Rooms Existing  
 3/16" = 1'-0"

① Locker Room Floor Plan  
 3/16" = 1'-0"

**EXHIBIT A, OPTION 2**

**LIVING DESIGNS GROUP ARCHITECTS**  
 302 Elk Avenue  
 Cheshire, CT 06124  
 t: 970.251.5000 | www.livingdesigns.com

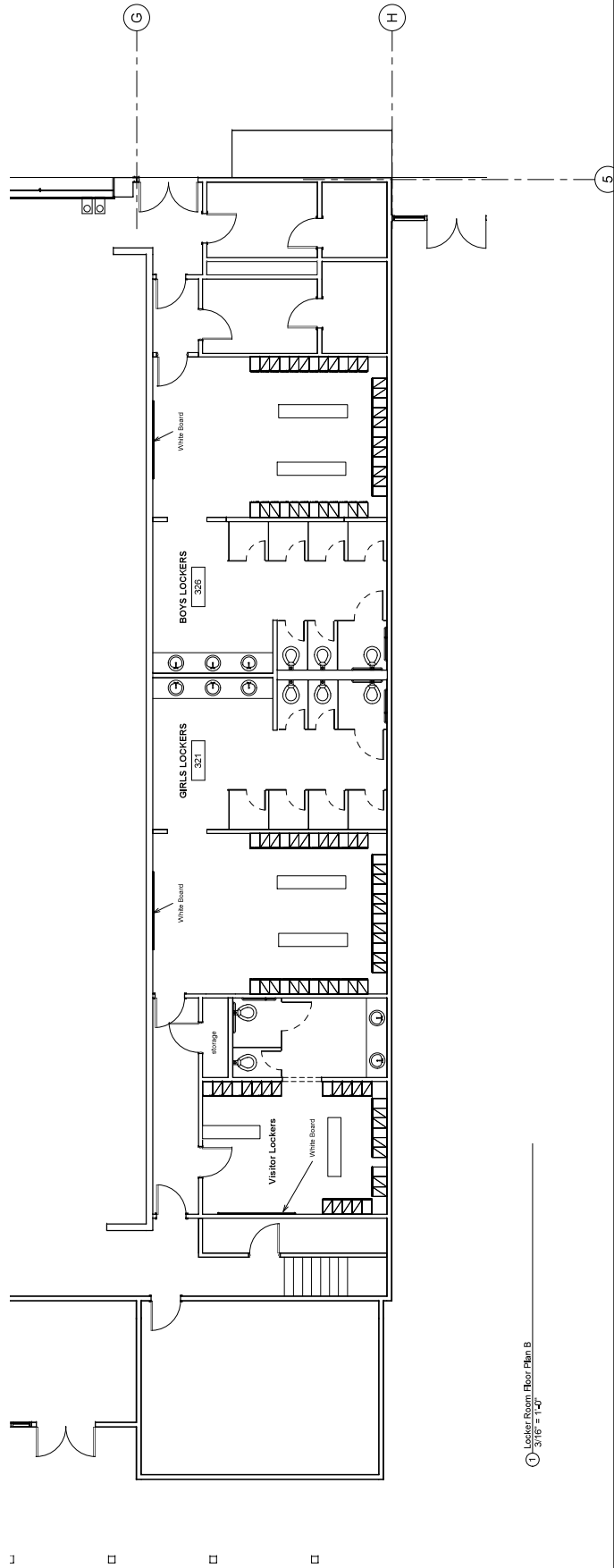
NOT FOR CONSTRUCTION

**CIMARRON HIGH SCHOOL**  
 Owner  
 165 NORTH COLLISON  
 CIMARRON, NM

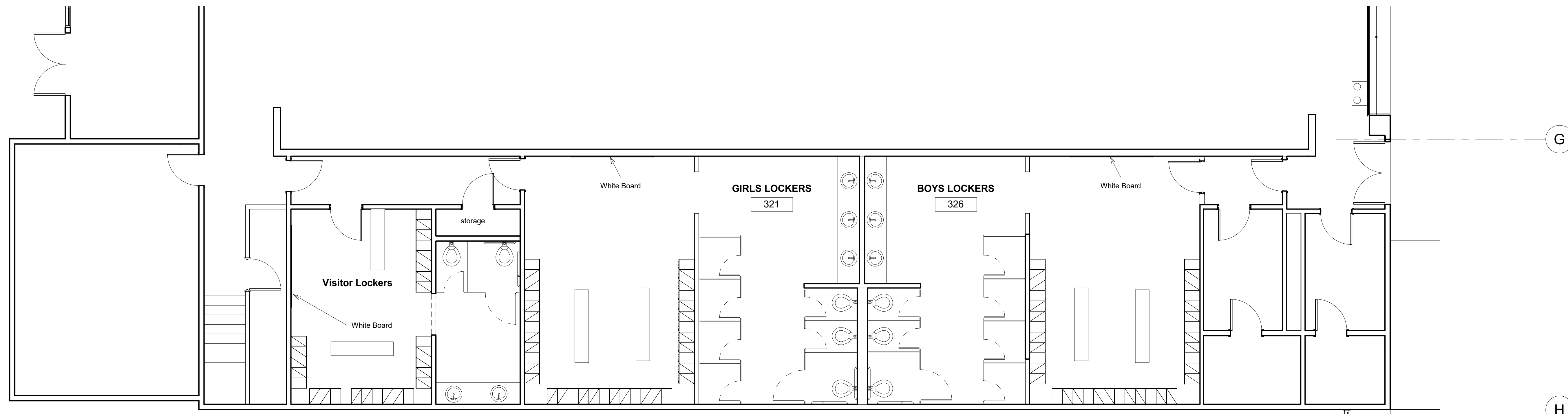
PROJ. NO.	2019-0560
ISSUE DATE	04/01/19
ISSUED FOR	REVIEW
REVISIONS	NO DATE DESCRIPTION
DRAFTED BY:	Author
APPROVED BY:	Checker
SCALE:	3/16" = 1'-0"

**Locker Rooms**

**A103**



① Locker Room Floor Plan B  
 3/16" = 1'-0"



1 Locker Room Floor Plan B  
3/16" = 1'-0"

LIVING DESIGNS GROUP  
**ARCHITECTS**

302 Elk Avenue  
Crested Butte, CO 81224  
t: 970.251.5060 | www.lidg-arch.com

NOT FOR  
CONSTRUCTION

**CIMARRON HIGH SCHOOL**

**Owner**  
165 NORTH COLLISON  
CIMARRON, NM

PROJ. NO:  
2018-580  
ISSUE DATE:  
5/3/20179  
ISSUED FOR:  
REVIEW

REVISIONS:  
NO DATE DESCRIPTION

DRAFTED BY: Author  
APPROVED BY: Checker

SCALE: 3/16" = 1'-0"

**Locker  
Rooms**

**A103**



**REQUISITION/RECORD OF QUOTATION**

\*\*\*\*\*

**CHECK APPROPRIATE PRICE OR SOURCE ON ALL PURCHASE REQUESTS**

**Small Purchases** with Direct Purchase Order for products and nonprofessional services.

**PURCHASE PRICE:**

- 1.    \$0 TO \$5,000
- 2.    \$5,001 to \$10,000
- 3.    \$10,001 to \$20,000
- 4.    Sole Source:
- 5.    CES

**REQUIRED ACTION:**

- Requires purchase at best obtainable price. (Complete Section B. only)
- Requires three (3) oral, telephoned, or written quotations. (Complete section A)
- Requires three (3) written quotations. Enter in section A. below and attach quotations.
- Requires documentation that a good faith review of available source has been conducted.
- Cooperative Educational Services Purchase. (No quotations required, go to Section B.)

NOTE: If number 2, 3, or 4 was checked the required information must be entered in section (A.) below.

**Construction or tangible property Sealed Bids:**

- \* Under \$25,000, considered small purchase follow above
- \* Over \$25,000, requires formal sealed bids

**Professional Services** (requires a license):

- \* Under \$30,000, best obtainable price (BOP)
- \* Over \$30,000, required bid

**Fixed Assets/Inventory:**

- \* Capitalized items over \$5,000

**(A) IN COMPLIANCE WITH POLICY THE FOLLOWING QUOTES WERE OBTAINED**

Date	Name of Vendor	Phone Number	Person Contacted	Price Quoted
6/6/19	School Tech Solutions	575-770-3642	Omitri Calvert	\$55,000.00
5/1/19	Wild Branch		J. Everett	No response
5/1/19	1005 Service		Chris Bettis	No response

Recommended Vendor: School Tech Solutions Reason: Other Vendors did not respond  
 Signature: \_\_\_\_\_ Date: \_\_\_\_\_

\*\*\*\*\*

**(B) REQUISITION INFORMATION**

Quantity	Catalog Number	Description of item-Name,Model,No.,Etc.	Color	Unit Price	Total Price
1.		2019-2020 - IT Services			
2.					
3.					
4.					
5.					
6.					
7.					
8.					
9.					
10.					
				Shipping & Handling	

ACCOUNT/FUND \_\_\_\_\_

GRAND TOTAL \$ 55,000.00

Vendor: School Tech Solutions  
P.O. Box 1708  
El Prado Nm 87529

PHONE # 575-770-3642

FAX# \_\_\_\_\_

Requested By: \_\_\_\_\_

Date: 6/11/19

Approved/Principal or Director \_\_\_\_\_ Date \_\_\_\_\_

Approved/Superintendent \_\_\_\_\_ Date \_\_\_\_\_

District Bookkeeper \_\_\_\_\_ Date \_\_\_\_\_

Line Item \_\_\_\_\_

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## Statement of Work

Date	04/30/2019
Client	Cimarron Municipal Schools
Job Name	Technology Support Contract for FY 2019-2023
Requested by	Adan Estrada, Superintendent, and Lawana Whitten, Business Manager
From	CommunityTechSolutions – Dmitri Calvert, Owner and Chief Consultant

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### Overview

CommunityTechSolutions, LLC (CTS) with its designates, proposes to assist Cimarron Municipal Schools (CMSD) in partnership with its vendors, staff and leadership, with its information technology integration, network/server administration, and desktop support needs from **July 1, 2019 through June 30, 2023**.

The bulk of your services will be provided through a Managed Service Contract (MSC). A Managed Service Contract provides a way for our clients to simplify and budget for ongoing technology planning and day-to-day technology environment needs. Our team’s collective depth and breadth of experience in the industry allows us to provide a high level of support on demand that would otherwise be cost prohibitive for our clients. **A Managed Service Contract may not cover all of your annual technology needs.** Other identified projects have been included in the pricing section as discussed.

### Services

CMSD staff will be responsible for creating help tickets through the secure online portal as issues arise. CTS will address all work orders remotely as soon as possible, and will schedule onsite visits as appropriate. During onsite visits CTS will perform scheduled routine systems review and maintenance, upgrades, updates and other tasks as needed. This Managed Service Contract includes **an average of three on-site visits per week for 46 weeks of the year** with fluctuation during breaks and as projects demand. This Managed Service Contract also includes **an average of 6 hours per week** of remote tech and systems administrator support.

Your Managed Service Contract includes support for the following basic technology environment needs:

### Organizational Security

- Firewall management and review of incident reporting

- Endpoint security (e.g., system malware and virus scanning, system updates, desktop firewall updates and configuration)
- Review of access/system logs on servers and end-user devices
- System-wide maintenance of network and computing devices to ensure up-to-date firmware, operating systems, and security patches

## Infrastructure Support

Hardware and Network support, including:

- Hardware (e.g., desktops, laptops, tablets, servers, VOIP phones)
- Systems Software (e.g., operating systems, utilities)
- Platform support
- Third Party connectivity and interfaces
- Network components, switches, routers, wireless, and internet connectivity
- Management, maintenance, and upgrades of all servers and virtual machines (VMs)
- Support and maintenance of client's asset management and inventory control documentation, policies, and procedures

Applications and Software support, including but not limited to:

- Commercial office productivity Software (e.g., Google Suite, Google Classroom, Office and Office365, Adobe)
- Third Party applications (e.g., Powerschool, Edgenuity, Tienet, LanSchool)
- All State Mandated Testing and District approved assessment/educational apps (PARCC, i-ready, SBA, EOC's, Discovery, iStation, Map, etc.)

Password and account provisioning assistance for all systems, including:

- Active Directory/Directory Services - Account, organizational unit and device provisioning
- Account Creation and Resets, Requests for account privilege change requests
- Requests for end-user account activation, suspension, and termination
- Single Sign On support and planning across systems via active directory, LDAP, and other platform specific API's

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## Pricing

CTS will work at the discretion of CMSD management on assignments within the allotted contract of consulting time per the approval of the Director, Technology Committee, or Governing Council. This budget is at the discretion of CMSD. CTS will invoice bi-monthly or monthly and will closely communicate with CMSD leadership and financial management personnel for review of budgets and approval of new initiatives.

**Significant increases in enrollment and number of devices will trigger the need for a proportionate increase in the base contract amount and renegotiation of this contract. A 3% annual cost of living increase will be automatically added to the base contract amount at the beginning of years two and three.**

CTS will occasionally need to purchase small incidental items on behalf of our clients to facilitate a timely resolution of technology issues. These items will be invoiced as line items, tax exempt, for reimbursement as part of our regular invoicing. **Client will determine if these items warrant a separate purchase order or a separate line item on the Managed Services Contract purchase order.**

Projects and emergency work falling outside the scope of this Managed Service Contract will be billed time and materials at the rates below.

**Time and Materials Billing Rates** (subject to change at the beginning of each contract year)

Description	Rates	Emergency (1.5x Rates)	Fed. Holidays (2x Rates)
Legal Discovery	\$125.00	\$187.50	\$250.00
Systems Administrator/ Network Engineer	\$125.00	\$187.50	\$250.00
E-RATE Coordinator	\$125.00	\$187.50	\$250.00
Project Coordinator	\$85.00	\$127.50	\$170.00
Professional Services Consultant	\$85.00	\$127.50	\$170.00
Electrician	\$85.00	\$127.50	\$170.00
Low Voltage Journeyman	\$65.00	\$97.50	\$130.00
Tech Support Specialist	\$55.00	\$82.50	\$110.00
Tech Installer	\$55.00	\$82.50	\$110.00
Administrative Support	\$45.00	\$67.50	\$90.00
Laborer	\$25.00	\$37.50	\$50.00
Travel Fee	\$62.00	\$62.00	\$62.00
Materials (adapters, cables etc.)	Tax Exempt		

All costs are based on the scope and assumptions included in this Statement of Work. Invoicing schedule not to exceed estimate total plus applicable gross receipts tax (GRT may change bi-annually in January and/or July):

Service	Rate	GRT
Managed Service Contract	\$51,500	\$4,377.50
3 Year Technology Strategic Plan with Budget Forecast	\$2,000	\$170
ERate Consulting	\$1,500	\$127.50
<b>Totals</b>	<b>\$55,000</b>	<b>\$4,675</b>
Incidental Materials Costs (estimate)	\$900	N/A

**Technology Support Services \$55,000 + \$4,675 (8.5% GRT) = \$59,675**  
**Reimbursable Technology Materials/Equipment \$900 (tax exempt)**

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**Key Assumptions**

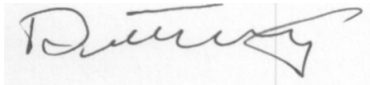
CMSD's technology team, consultants, and leadership will provide access to required network and computer systems. CTS will work closely with CMSD's other designated network and equipment and software vendors, and the on-site technology liaison to develop and implement new technology initiatives, including hardware, software, systems configuration, support, and training.

Termination or renegotiation of this contract prior to June 30th of the current contract requires sixty (60) days notice in writing by either party.

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**Acceptance**

The client named below verifies that the terms of this Statement of Work is acceptable. The parties herein each act with proper authority by their respective companies.

Cimarron Municipal Schools	CommunityTechSolutions, LLC
Company name	Company name
	Dmitri Calvert
Full name	Full name
	Owner, Chief Consultant
Title	Title
	
Signature	Signature
	04/30/19
Date	Date

# QUOTE CONFIRMATION



**DEAR ADAN ESTRADA,**

Thank you for considering CDW•G for your computing needs. The details of your quote are below. [Click here](#) to convert your quote to an order.

QUOTE #	QUOTE DATE	QUOTE REFERENCE	CUSTOMER #	GRAND TOTAL
KPWS446	5/9/2019	KPWS446	0946903	<b>\$23,175.54</b>

QUOTE DETAILS				
ITEM	QTY	CDW#	UNIT PRICE	EXT. PRICE
<a href="#">Promethean ActivPanel Titanium 86" 4K TFT LCD Interactive Display</a> Mfg. Part#: AP7-B86-NA-1 Contract: New Mexico CES (18-015AN-A101-ALL)	3	5530684	\$5,840.00	\$17,520.00
<a href="#">Promethean 4GB RAM 128GB SSD Chromebox</a> Mfg. Part#: PRM-CHROMEBOX Contract: New Mexico CES (18-015AN-A101-ALL)	3	5530687	\$295.00	\$885.00
<a href="#">Promethean APTMS-3 - stand</a> Mfg. Part#: APTMS-3 UNSPSC: 56101501 Contract: New Mexico CES (18-015AN-A101-ALL)	3	4617735	\$505.00	\$1,515.00
<a href="#">Promethean ActivCare Plus On-Site Support - extended service agreement - 5</a> Mfg. Part#: APL5YROSS UNSPSC: 81111811 Electronic distribution - NO MEDIA Contract: New Mexico CES (18-015AN-A101-ALL)	1	5119800	\$300.00	\$300.00
<a href="#">Logitech MeetUp w/Exp Mics</a> Mfg. Part#: 960-001201 UNSPSC: 45111902 Contract: New Mexico CES (18-015AN-A101-ALL)	3	4607629	\$985.18	\$2,955.54

PURCHASER BILLING INFO	SUBTOTAL	\$23,175.54
<b>Billing Address:</b> CIMARRON MUNICIPAL SCHOOLS BUSINESS OFFICE 125 N COLLISON AVE CIMARRON, NM 87714-8505 <b>Phone:</b> (575) 376-2445 <b>Payment Terms:</b> NET 30 Days-Govt/Ed	<b>SHIPPING</b>	\$0.00
	<b>SALES TAX</b>	\$0.00
	<b>GRAND TOTAL</b>	<b>\$23,175.54</b>
	<b>DELIVER TO</b> <b>Shipping Address:</b> CIMARRON MUNICIPAL SCHOOLS BUSINESS OFFICE 125 N COLLISON AVE CIMARRON, NM 87714-8505 <b>Phone:</b> (575) 376-2445 <b>Shipping Method:</b> UPS Ground	
<b>Please remit payments to:</b> CDW Government 75 Remittance Drive Suite 1515 Chicago, IL 60675-1515		



Kevin O'Connor (CDWG)

(877) 635-6440

kevocon@cdwg.com

This quote is subject to CDW's Terms and Conditions of Sales and Service Projects at <http://www.cdwg.com/content/terms-conditions/product-sales.aspx>  
For more information, contact a CDW account manager

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8000 DISTRICT

8033 CES

8034 CHS

8036 CMS

8047 ENES

8048 ENMS

### Cimarron Municipal Schools

### Disbursement Detail Listing

Date Range:05/01/2019-05/31/2019

#### ACTIVITIES BANK ACCOUNT

Check Number	Date	Voucher	Payee	Invoice	Account	Description	Amount
10950	05/02/2019	1905	NASCO MODESTO	360732	23411.1000.56118.1010.008000.0000	ROYAL BRUSH SET	\$89.90
						Check Total:	\$89.90
10951	05/02/2019	1905	SUPER SAVE - RATON	4/19/19	23417.1000.56118.1010.008000.0000	FOOD FOR PROM NOT TO EXCEED \$300.00	\$278.33
						Check Total:	\$278.33
10953	05/02/2019	1905	THE PORCH	4/30/19 - NHS	23450.1000.56118.1010.008000.0000	PANS LASAGNE – CATERIING FOR NHS INDUCTION	\$150.00
						Check Total:	\$150.00
10954	05/09/2019	1908	AMAZON.COM CREDIT PLAN	486595868444	23410.1000.56118.1010.008000.0000	SCIENCE FAIR RIBBONS 45 COUNT	\$25.94
10954	05/09/2019	1908	AMAZON.COM CREDIT PLAN	553733944497	23483.1000.56118.1010.008000.0000	AUTOBLADE REPLACEMENT FOR CAMEO 3 AND	\$23.75
10954	05/09/2019	1908	AMAZON.COM CREDIT PLAN	V129918	23483.1000.56118.1010.008000.0000	PU HEAT TRANSFER VINYL ROLL 10" X 5 FT FOR T	\$11.99
10954	05/09/2019	1908	AMAZON.COM CREDIT PLAN	V129918	23483.1000.56118.1010.008000.0000	HEAT TRANSFER VINYL HTV FOR T SHIRTS 12 INCHES X	\$33.96
10954	05/09/2019	1908	AMAZON.COM CREDIT PLAN	V129918	23483.1000.56118.1010.008000.0000	NEON PINK HEAT TRANSFER VINYL ROLL HEAT PRESS	\$23.51
10954	05/09/2019	1908	AMAZON.COM CREDIT PLAN	V129918	23483.1000.56118.1010.008000.0000	VVID + ORANGE PREMIUM LINE HAT TRANSFER VINYL	\$47.98
10954	05/09/2019	1908	AMAZON.COM CREDIT PLAN	V129918	23483.1000.56118.1010.008000.0000	EMBROIDERY SCISSORS 4" SMALL FORGED STAINLESS	\$19.98
10954	05/09/2019	1908	AMAZON.COM CREDIT PLAN	V129918	23483.1000.56118.1010.008000.0000	GINGHER 6 INCH DOUBLE CURVED MACHINE	\$36.88
10954	05/09/2019	1908	AMAZON.COM CREDIT PLAN	V129918	23483.1000.56118.1010.008000.0000	CAYDO 11 PIECES CRAFT VINYL WEEDING TOOLS	\$11.99





10958	05/09/2019	1908	DICK BLICK ART RESOURCES	V851148	23411.1000.56118.1010.008000.0000	BLICKRYLIC GALLON	\$24.16
						Check Total:	\$202.79
10959	05/09/2019	1908	HINKLE FAMILY FUN CENTER	4/29/19	23403.1000.56118.1010.008000.0000	MEALS FOR TRACK AT SHUMATE MEET	\$320.00
						Check Total:	\$320.00
10960	05/09/2019	1908	JONES	1669036	23410.1000.56118.1010.008000.0000	1ST PLACE RIBBON	\$40.00
10960	05/09/2019	1908	JONES	1669036	23410.1000.56118.1010.008000.0000	2ND PLACE RIBBONS	\$40.00
10960	05/09/2019	1908	JONES	1669036	23410.1000.56118.1010.008000.0000	3RD PLACE RIBBONS	\$40.00
10960	05/09/2019	1908	JONES	1669036	23410.1000.56118.1010.008000.0000	PARTICIPATION RIBBONS	\$69.00
						Check Total:	\$189.00
10961	05/09/2019	1908	PHILMONT SCOUT RANCH	CHS PROM	23417.1000.53711.1010.008000.0000	PROM – HARDESTY CASA CENTRAL ROOM	\$375.00
10961	05/09/2019	1908	PHILMONT SCOUT RANCH	CHS PROM	23417.1000.53711.1010.008000.0000	PROM – SECURITY BY PHILMONT STAFF	\$150.00
						Check Total:	\$525.00
10962	05/09/2019	1908	SHINDIGZ	219916560008	23417.1000.56118.1010.008000.0000	SILVER MASK CONFETTI	\$2.10
10962	05/09/2019	1908	SHINDIGZ	219916560008	23417.1000.56118.1010.008000.0000	BLACK MASK CONFETTI 4	\$3.54
10962	05/09/2019	1908	SHINDIGZ	219916560008	23417.1000.56118.1010.008000.0000	MIDNIGHT MASQUERADE INVITES	\$41.40
10962	05/09/2019	1908	SHINDIGZ	219916560008	23417.1000.56118.1010.008000.0000	MIDNIGHT MASQ. TRAVEL	\$174.50
10962	05/09/2019	1908	SHINDIGZ	219916560008	23417.1000.56118.1010.008000.0000	MIDNIGHT MASQ. KEYCHAIN	\$49.50
10962	05/09/2019	1908	SHINDIGZ	219916560008	23417.1000.56118.1010.008000.0000	BLACKGOLD QUICK KIT	\$103.48
10962	05/09/2019	1908	SHINDIGZ	219916560008	23417.1000.56118.1010.008000.0000	GOLD BALLOON 12	\$3.81
10962	05/09/2019	1908	SHINDIGZ	219916560008	23417.1000.56118.1010.008000.0000	SILVER BALLOON 12	\$3.81
10962	05/09/2019	1908	SHINDIGZ	219916560008	23417.1000.56118.1010.008000.0000	BLACK BALLOON 12	\$3.81
10962	05/09/2019	1908	SHINDIGZ	219916560008	23417.1000.56118.1010.008000.0000	WHITE BALLOON 12	\$1.27
10962	05/09/2019	1908	SHINDIGZ	219916560008	23417.1000.56118.1010.008000.0000	SHIPPING	\$114.99
						Check Total:	\$502.21
10963	05/09/2019	1908	SIGNATURE FUNDRAISING INC.	004206	23403.1000.56118.1010.008000.0000	CHOC COVERED ALMOND	\$1,440.00
10963	05/09/2019	1908	SIGNATURE FUNDRAISING INC.	004206	23403.1000.56118.1010.008000.0000	GUMMY BEARS	\$2,250.00
10963	05/09/2019	1908	SIGNATURE FUNDRAISING INC.	004206	23403.1000.56118.1010.008000.0000	DISCOUNT	(\$1,440.00)
						Check Total:	\$2,250.00
10965	05/16/2019	1910	AMAZON.COM CREDIT PLAN	566694374473	23417.1000.56118.1010.008000.0000	HELIUM TANK	\$92.99
10965	05/16/2019	1910	AMAZON.COM CREDIT PLAN	749476683868	23417.1000.56118.1010.008000.0000	OUTDOOR LIGHT CLIPS	\$7.49
10965	05/16/2019	1910	AMAZON.COM CREDIT PLAN	749476683868	23417.1000.56118.1010.008000.0000	CHOCOLATE FOR FOUNTAIN	\$21.99
10965	05/16/2019	1910	AMAZON.COM CREDIT PLAN	749476683868	23417.1000.56118.1010.008000.0000	300 LED WINDOW CURTAIN	\$17.99
10965	05/16/2019	1910	AMAZON.COM CREDIT PLAN	749476683868	23417.1000.56118.1010.008000.0000	MAGENTA PINK BALLOONS	\$9.99
10965	05/16/2019	1910	AMAZON.COM CREDIT PLAN	749476683868	23417.1000.56118.1010.008000.0000	20 PIECE LACE MASK	\$42.34
10965	05/16/2019	1910	AMAZON.COM CREDIT PLAN	749476683868	23417.1000.56118.1010.008000.0000	MENS MASK	\$25.00
10965	05/16/2019	1910	AMAZON.COM CREDIT PLAN	749476683868	23417.1000.56118.1010.008000.0000	WOMENS MASK	\$23.99
10965	05/16/2019	1910	AMAZON.COM CREDIT PLAN	749476683868	23417.1000.56118.1010.008000.0000	CHOCOLATE FOUNTAIN	\$47.00

10965	05/16/2019	1910	AMAZON.COM CREDIT PLAN	749476683868	23417.1000.56118.1010.008000.0000	WHITE FEATHERS	\$66.40
10965	05/16/2019	1910	AMAZON.COM CREDIT PLAN	749476683868	23417.1000.56118.1010.008000.0000	FAIRY LIGHTS	\$20.99
10965	05/16/2019	1910	AMAZON.COM CREDIT PLAN	749476683868	23417.1000.56118.1010.008000.0000	BALLOON ARCH GARLAND	\$7.99
10965	05/16/2019	1910	AMAZON.COM CREDIT PLAN	749476683868	23417.1000.56118.1010.008000.0000	FOIL CURTAINS	\$149.94
10965	05/16/2019	1910	AMAZON.COM CREDIT PLAN	749476683868	23417.1000.56118.1010.008000.0000	PLASTIC CUPS	\$18.99
10965	05/16/2019	1910	AMAZON.COM CREDIT PLAN	749476683868	23417.1000.56118.1010.008000.0000	BOUQUET HOLDERS	\$10.99
10965	05/16/2019	1910	AMAZON.COM CREDIT PLAN	749476683868	23417.1000.56118.1010.008000.0000	FOIL CURTAINS	\$107.96
10965	05/16/2019	1910	AMAZON.COM CREDIT PLAN	749476683868	23417.1000.56118.1010.008000.0000	DESERT PLATES	\$25.99
10965	05/16/2019	1910	AMAZON.COM CREDIT PLAN	749476683868	23417.1000.56118.1010.008000.0000	FOIL CURTAINS	\$15.99
						Check Total:	\$714.02
10966	05/16/2019	1910	CIMARRON MUNICIPAL SCHOOLS	4262019	23403.1000.56118.1010.008000.0000	MEALS FOR TRACK AT SHUMATE MEET	\$200.00
10966	05/16/2019	1910	CIMARRON MUNICIPAL SCHOOLS	5102019	23403.1000.56118.1010.008000.0000	MEALS FOR STATE TRACK	\$150.00
						Check Total:	\$350.00
10967	05/16/2019	1910	DAIRY QUEEN OF ESPANOLA INC	5/22/19	23464.1000.53711.1010.008000.0000	60 CONES * NEED A CHECK READY BY WEDNESDAY,	\$130.70
						Check Total:	\$130.70
10968	05/16/2019	1910	GUTTERS BOWLING	71683	23426.1000.53711.1010.008000.0000	BOWLING FOR REWARD	\$41.55
						Check Total:	\$41.55
10969	05/16/2019	1910	JANE D SALOIS	5/21/2019	23426.1000.53711.1010.008000.0000	2 RETIREMENT CAKES FOR THE WHOLE SCHOOL/	\$200.00
						Check Total:	\$200.00
10970	05/16/2019	1910	NATIONAL FFA ORGANIZATION	1467477	23449.1000.56118.1010.008000.0000	DISCOVERY PIN SET	\$22.50
10970	05/16/2019	1910	NATIONAL FFA ORGANIZATION	1467477	23449.1000.56118.1010.008000.0000	CHAPTER PRESIDENT PINM	\$3.00
10970	05/16/2019	1910	NATIONAL FFA ORGANIZATION	1467477	23449.1000.56118.1010.008000.0000	CHAPTER VP PIN	\$3.00
10970	05/16/2019	1910	NATIONAL FFA ORGANIZATION	1467477	23449.1000.56118.1010.008000.0000	CHAPTER SECRETARY PIN	\$3.00
10970	05/16/2019	1910	NATIONAL FFA ORGANIZATION	1467477	23449.1000.56118.1010.008000.0000	CHAPTER TREASURER PIN	\$3.00
10970	05/16/2019	1910	NATIONAL FFA ORGANIZATION	1467477	23449.1000.56118.1010.008000.0000	DOUBLE GRADUATION CORD W/CHARM	\$12.50
10970	05/16/2019	1910	NATIONAL FFA ORGANIZATION	1467477	23449.1000.56118.1010.008000.0000	GRADUATION TASSLE	\$5.00
10970	05/16/2019	1910	NATIONAL FFA ORGANIZATION	1467477	23449.1000.56118.1010.008000.0000	EMBLEM NECKLACE GOLD	\$25.00
						Check Total:	\$77.00
10971	05/16/2019	1910	ORIENTAL TRADING COMPANY	695106014-01	23425.1000.56118.1010.008000.0000	ADULT KING CROWN	\$6.19
10971	05/16/2019	1910	ORIENTAL TRADING COMPANY	695106014-01	23425.1000.56118.1010.008000.0000	NATALIE TIARA	\$22.48
						Check Total:	\$28.67
10972	05/16/2019	1910	RUSSELL'S SUNDRIES	48341	23417.1000.56118.1010.008000.0000	SILVER SPRAY PAINT	\$8.99
10972	05/16/2019	1910	RUSSELL'S SUNDRIES	48341	23417.1000.56118.1010.008000.0000	GLITTER SPRAY PAINT	\$8.99
10972	05/16/2019	1910	RUSSELL'S SUNDRIES	48341	23417.1000.56118.1010.008000.0000	GOLD SPRAY PAINT	\$3.79
10972	05/16/2019	1910	RUSSELL'S SUNDRIES	48341	23417.1000.56118.1010.008000.0000	GOLD PENS	\$2.78
10972	05/16/2019	1910	RUSSELL'S SUNDRIES	48341	23417.1000.56118.1010.008000.0000	BOA	\$2.99
10972	05/16/2019	1910	RUSSELL'S SUNDRIES	48341	23417.1000.56118.1010.008000.0000	PAPER	\$2.50

10972	05/16/2019	1910	RUSSELL'S SUNDRIES	48341	23417.1000.56118.1010.008000.0000	BEAD NECKLACES	\$4.00
						Check Total:	\$34.04
10973	05/24/2019	1913	.PETER DEFRIES CORPORATION	39108	23403.1000.56118.1010.008000.0000	MEALS FOR STATE TRACK	\$278.60
						Check Total:	\$278.60
10974	05/24/2019	1913	CIMARRON MUNICIPAL SCHOOLS	4302019	23403.1000.56118.1010.008000.0000	SACK LUNCHES FOR BASEBALL GOING TO MORA	\$125.00
10974	05/24/2019	1913	CIMARRON MUNICIPAL SCHOOLS	BUS #23 - 5/21/19	23407.1000.53711.1010.008000.0000	BUS TO GRAVEL PIT MAY 17 ATTENDANCE CELEBRATION	\$100.84
						Check Total:	\$225.84
10975	05/24/2019	1913	DANE FERGUSON	5/24/19	23201.1000.53711.1010.008000.0000	2019 - JOHN & BEVERLY CARDWELL S.T.E.M.	\$500.00
						Check Total:	\$500.00
10976	05/24/2019	1913	ENTOURAGE YEARBOOKS	1037545002	23431.1000.53711.1010.008000.0000	VALUE PROGRAM	\$1,340.68
						Check Total:	\$1,340.68
10977	05/24/2019	1913	FRESH ACQUISITIONS LLC	16008.	23403.1000.56118.1010.008000.0000	MEALS FOR STATE TRACK	\$179.80
						Check Total:	\$179.80
10978	05/24/2019	1913	FUDDRUCKERS (YALE)	110597	23403.1000.56118.1010.008000.0000	MEALS FOR STATE TRACK	\$281.00
						Check Total:	\$281.00
10979	05/24/2019	1913	KIT CARSON ELECTRIC COOPERATIVE INC	03/25-04/16/19	23426.1000.53711.1010.008000.0000	ELECTRIC BILL - FEBRUARY 2019 - JUNE 2019	\$37.18
						Check Total:	\$37.18
10980	05/24/2019	1913	MORGAN SAHD	5/24/19	23405.1000.53711.1010.008000.0000	2019 JUAN ALBERTO SCHOLARSHIP	\$1,000.00
						Check Total:	\$1,000.00
10981	05/24/2019	1913	WEX BANK	58991093	23417.1000.53711.1010.008000.0000	FLEET FUEL	\$16.78
10981	05/24/2019	1913	WEX BANK	58991093	23426.1000.55817.1010.008000.0000	FLEET FUEL	\$8.84
10981	05/24/2019	1913	WEX BANK	58991093	23446.1000.55817.1010.008000.0000	FLEET FUEL	\$83.55
						Check Total:	\$109.17
10982	05/31/2019	1918	CIMARRON MUNICIPAL SCHOOLS	5/24/19 - BUS #103	23407.1000.53711.1010.008000.0000	BUS TO GREAT SAND DUNES - ALAMOSA, CO MAY 24TH,	\$357.17
10982	05/31/2019	1918	CIMARRON MUNICIPAL SCHOOLS	5/24/19 - RAM BUS	23464.1000.53711.1010.008000.0000	1 BUS TO EXPLORA IN ALBUQUERQUE MAY 24TH	\$369.90
10982	05/31/2019	1918	CIMARRON MUNICIPAL SCHOOLS	519019	23403.1000.56118.1010.008000.0000	TACO BAR FOR ATHLETIC BANQUET (TRACK AND	\$300.00
10982	05/31/2019	1918	CIMARRON MUNICIPAL SCHOOLS	552019	23403.1000.56118.1010.008000.0000	TACO BAR FOR ATHLETICS BANQUET (BASKETBALL,	\$300.00
						Check Total:	\$1,327.07
10983	05/31/2019	1918	EXPLORA	INV3248	23464.1000.53711.1010.008000.0000	FIELD TRIP MAY 24 2019	\$402.00
						Check Total:	\$402.00
10984	05/31/2019	1918	EXPRESS ST JAMES HOTEL	1576	23421.1000.56118.1010.008000.0000	MEALS FOR CLASS OF 2019	\$465.92
						Check Total:	\$465.92
10985	05/31/2019	1918	FAN CLOTH PRODUCTS LLC	IN388706	23403.1000.56118.1010.008000.0000	TRACK GEAR	\$943.00
						Check Total:	\$943.00

10986	05/31/2019	1918	FLOWERLAND	62904	23417.1000.56118.1010.008000.0000	25 SINGLE STEM ORCHIDS / 5 BOUTONNIERES / 6	\$250.50
						Check Total:	\$250.50
10987	05/31/2019	1918	GRADUATION SOURCE	INVC243715	23421.1000.56118.1010.008000.0000	GRADUATION GOWNS (21)	\$606.51
						Check Total:	\$606.51
10988	05/31/2019	1918	HERFF JONES	962249	23440.1000.56118.1010.008000.0000	DIPLOMA COVERS	\$240.85
10988	05/31/2019	1918	HERFF JONES	967614	23440.1000.56118.1010.008000.0000	DIPLOMAS	\$144.84
						Check Total:	\$385.69
10989	05/31/2019	1918	NEW MEXICO MUSEUM OF NATURAL HISTORY	TRANS #1265471	23464.1000.53711.1010.008000.0000	FIELD TRIP MAY 24, 2019 K-2 FAMILY	\$218.25
						Check Total:	\$218.25
						Bank Total:	\$15,992.82

Voided Checks

10949	05/02/2019	1905	CIMARRON MUNICIPAL SCHOOLS	VOID	23426.0000.21011.0000.000000.0000	VOID: REMITTED INCORRECT	\$215.55
10949	05/02/2019	1905	CIMARRON MUNICIPAL SCHOOLS	VOID	23464.0000.21011.0000.000000.0000	VOID: REMITTED INCORRECT	\$81.67
						Check Total:	\$297.22
10952	05/02/2019	1905	TEME LLC	VOID	23465.0000.21011.0000.000000.0000	VOID: ACTIVITY WAS	\$66.00
						Check Total:	\$66.00
						Voided Checks Total:	\$363.22

**OPERATIONAL ACCOUNT**

41642	05/02/2019	1906	4ALARM SERVICE	72007	31701.4000.54315.0000.008000.0000	ACCESS SCAN CARDS	\$99.50
						Check Total:	\$99.50
41643	05/02/2019	1906	ACORN PETROLEUM INC.	955161	13000.2700.56212.0000.008000.0000	2018-2019 - DIESEL FUEL FOR TO AND FROM ROUTE	\$975.51
						Check Total:	\$975.51
41644	05/02/2019	1906	ALL EVENTS TROPHIES LLC	1028	11000.1000.56118.9000.008034.0000	CIMARRON MEMORIAL	\$59.28
41644	05/02/2019	1906	ALL EVENTS TROPHIES LLC	1028	11000.1000.56118.9000.008034.0000	RAM RELAY 2019 RIBBONS	\$118.56
41644	05/02/2019	1906	ALL EVENTS TROPHIES LLC	1028	11000.1000.56118.9000.008034.0000	1ST - 6TH FOR 36 EVENTS	\$112.32
41644	05/02/2019	1906	ALL EVENTS TROPHIES LLC	1028	11000.1000.56118.9000.008034.0000	ENGRAVED CARL GAMMAGE INVITATIONAL 2019	\$381.90
41644	05/02/2019	1906	ALL EVENTS TROPHIES LLC	1028	11000.1000.56118.9000.008034.0000	FIRST PLACE TROPHIES 24"	\$203.70
41644	05/02/2019	1906	ALL EVENTS TROPHIES LLC	1028	11000.1000.56118.9000.008034.0000	SECOND PLACE TROPHIES	\$173.70
41644	05/02/2019	1906	ALL EVENTS TROPHIES LLC	1028	11000.1000.56118.9000.008034.0000	DELIVERY	\$90.00
						Check Total:	\$1,139.46

41645	05/02/2019	1906	BACA VALLEY TELEPHONE CO INC	5/1-5/31/19	11000.2600.54416.0000.008000.0000		2018-2019 - LONG DISTANCE AND LOCAL	\$33.47
41645	05/02/2019	1906	BACA VALLEY TELEPHONE CO INC	5/1-5/31/19	11000.2600.54416.0000.008033.0000		2018-2019 - LONG DISTANCE AND LOCAL	\$16.22
41645	05/02/2019	1906	BACA VALLEY TELEPHONE CO INC	5/1-5/31/19	11000.2600.54416.0000.008036.0000		2018-2019 - LONG DISTANCE AND LOCAL	\$16.22
41645	05/02/2019	1906	BACA VALLEY TELEPHONE CO INC	5/1-5/31/19	13000.2700.54416.0000.008000.0000		2018-2019 - LONG DISTANCE AND LOCAL	\$140.75
41645	05/02/2019	1906	BACA VALLEY TELEPHONE CO INC	5/1-5/31/19	31701.4000.54315.0000.008000.0000		FIRE ALARM EQUIPMENT	\$61.22
41645	05/02/2019	1906	BACA VALLEY TELEPHONE CO INC	5/1-5/31/19.	11000.2600.54416.0000.008000.0000		2018-2019 INTERNET - ADMINISTRATION	\$272.52
41645	05/02/2019	1906	BACA VALLEY TELEPHONE CO INC	5/1-5/31/19.	11000.2600.54416.0000.008033.0000		2018-2019 INTERNET - CES	\$272.52
41645	05/02/2019	1906	BACA VALLEY TELEPHONE CO INC	5/1-5/31/19.	11000.2600.54416.0000.008034.0000		2018-2019 INTERNET - CHS	\$272.52
41645	05/02/2019	1906	BACA VALLEY TELEPHONE CO INC	5/1-5/31/19.	11000.2600.54416.0000.008036.0000		2018-2019 INTERNET -	\$272.52
41645	05/02/2019	1906	BACA VALLEY TELEPHONE CO INC	5/1-5/31/19.	13000.2700.54416.0000.008000.0000		2018-2019 INTERNET - TRANSPORTATION	\$272.51
							Check Total:	\$1,630.47
41646	05/02/2019	1906	BAUM'S MUSIC COMPANY (EAST)	51850	31701.4000.56118.0000.008000.0000		2018-2019 - BAND INSTRUMENT REPAIR AND	\$292.02
							Check Total:	\$292.02
41647	05/02/2019	1906	BAUMS MUSIC COMPANY (EAST)513597		31701.4000.56118.0000.008034.0000		TENOR SAX S80C* MP	\$275.00
41647	05/02/2019	1906	BAUMS MUSIC COMPANY (EAST)513597		31701.4000.56118.0000.008034.0000		ALTO SAX S-90 MP	\$480.00
							Check Total:	\$755.00
41648	05/02/2019	1906	CARQUEST RATON	5728-304963	13000.2700.54314.0000.008000.0000		HEADLIGHT - HALOGEN	\$132.70
41648	05/02/2019	1906	CARQUEST RATON	5728-304963	13000.2700.54314.0000.008000.0000		FUEL/WATER SEPARATOR	\$197.60
41648	05/02/2019	1906	CARQUEST RATON	5728-304963	13000.2700.54314.0000.008000.0000		LUBE/HYDRAULIC	\$135.80
41648	05/02/2019	1906	CARQUEST RATON	5728-304963	13000.2700.54314.0000.008000.0000		LUBE	\$108.30
41648	05/02/2019	1906	CARQUEST RATON	5728-304963	13000.2700.54314.0000.008000.0000		TRANSMISSION SPIN ON	\$252.12
41648	05/02/2019	1906	CARQUEST RATON	5728-304963	13000.2700.54314.0000.008000.0000		FUEL	\$277.80
41648	05/02/2019	1906	CARQUEST RATON	5728-304963	13000.2700.56118.0000.008000.0000		SERVICE JACK	\$213.39
							Check Total:	\$1,317.71
41649	05/02/2019	1906	CIMARRON MUNICIPAL SCHOOLS	4/13/19 - BUS #103	11000.1000.55817.9000.008034.0000		BUS FOR TRACK TO FORT SUMNER	\$174.52
41649	05/02/2019	1906	CIMARRON MUNICIPAL SCHOOLS	4/15/19 - BUS #103	11000.1000.55817.9000.008034.0000		BUS FOR BASEBALL TO QUESTA	\$36.04
41649	05/02/2019	1906	CIMARRON MUNICIPAL SCHOOLS	BUS #103 - TRACK	11000.1000.55817.9000.008034.0000		BUS FOR ENMS TO CHS FOR TRACK MEET ON 4/19	\$9.49
41649	05/02/2019	1906	CIMARRON MUNICIPAL SCHOOLS	CEMS YEARBOOK	26156.1000.56118.1010.008000.0000		YEARBOOKS	\$100.00

41650	05/02/2019	1906	COOPERATIVE EDUCATIONAL SERVICES	24-087711	31701.4000.54500.0000.008034.0000	LONE MOUNTAIN CONTRACTING, INC. -	Check Total:	\$320.05
								\$2,703.65
							Check Total:	\$2,703.65
41651	05/02/2019	1906	ELIZABETH D. DECRISTINO	CDL PHYSICAL	13000.2700.56118.0000.008000.0000	REIMBURSEMENT FOR CDL PHYSICAL		\$110.00
							Check Total:	\$110.00
41652	05/02/2019	1906	EXPRESS ST JAMES HOTEL	1534	26179.1000.56118.1010.008000.0000	MEALS		\$34.15
							Check Total:	\$34.15
41653	05/02/2019	1906	LOWE'S PAY AND SAVE INC	4/24/19	29102.1000.56118.1010.008047.0000	MISCELLANEOUS GROCERIES		\$338.86
							Check Total:	\$338.86
41654	05/02/2019	1906	NMABE	2552912-113413277	11000.1000.53330.1010.008000.0000	DOLORES SANCHEZ		\$350.00
							Check Total:	\$350.00
41655	05/02/2019	1906	NORTHERN NEW MEXICO GAS COMPANY-AF	6266	11000.1000.55817.9000.008034.0000	2018-2019 - PROPANE FOR RAM BUS		\$264.88
41655	05/02/2019	1906	NORTHERN NEW MEXICO GAS COMPANY-AF	6268	11000.2600.54413.0000.008047.0000	2018-2019 PROPANE FOR EAGLE NEST		\$272.93
41655	05/02/2019	1906	NORTHERN NEW MEXICO GAS COMPANY-AF	6268	11000.2600.54413.0000.008048.0000	2018-2019 PROPANE FOR EAGLE NEST		\$272.93
41655	05/02/2019	1906	NORTHERN NEW MEXICO GAS COMPANY-AF	6269	11000.2600.54413.0000.008047.0000	2018-2019 PROPANE FOR EAGLE NEST		\$78.75
41655	05/02/2019	1906	NORTHERN NEW MEXICO GAS COMPANY-AF	6269	11000.2600.54413.0000.008048.0000	2018-2019 PROPANE FOR EAGLE NEST		\$78.75
							Check Total:	\$968.24
41656	05/02/2019	1906	PHOENIX MECHANICAL, LLC	7068336	31701.4000.54315.0000.008033.0000	REPAIR WIND DAMAGE TO ROOFTOP HEAT/COOL		\$584.68
41656	05/02/2019	1906	PHOENIX MECHANICAL, LLC	7068336	31701.4000.54315.0000.008036.0000	REPAIR WIND DAMAGE TO ROOFTOP HEAT/COOL		\$584.69
41656	05/02/2019	1906	PHOENIX MECHANICAL, LLC	7068337	31701.4000.54315.0000.008047.0000	TROUBLE SHOOT ENEMS GREASE TRAP		\$258.05
41656	05/02/2019	1906	PHOENIX MECHANICAL, LLC	7068337	31701.4000.54315.0000.008048.0000	TROUBLE SHOOT ENEMS GREASE TRAP		\$258.05
							Check Total:	\$1,685.47
41657	05/02/2019	1906	RECORDS ACE HARDWARE	K97520	31701.4000.54315.0000.008000.0000	(2018-2019) CIMARRON MAINTENANCE & REPAIRS		\$781.78
							Check Total:	\$781.78
41658	05/02/2019	1906	ROBERT M. ARELLANO	4/23-4/25/19	25153.2100.53330.0000.008000.0000	MEAL REIMBURSEMENT - HEAD TO TOE CONFERENCE		\$19.72
41658	05/02/2019	1906	ROBERT M. ARELLANO	4/23-4/25/19	25153.2100.53330.0000.008000.0000	PARTIAL DAY PER DIEM		\$12.00
							Check Total:	\$31.72

41659	05/02/2019	1906	T-MOBILE USA, INC	3/21/4/20/19	11000.2600.54416.0000.008000.0000	2018-2019 - DISTRICT CELL PHONES	\$92.86
41659	05/02/2019	1906	T-MOBILE USA, INC	3/21/4/20/19	31900.4000.54416.0000.008000.0000	2018-2019 - DISTRICT CELL PHONES	\$151.08
41660	05/02/2019	1906	THE HERMITAGE ART COMPANY10172642 INC		11000.1000.56118.1010.008034.0000	GRADUATION PROGRAM COVERS #9421	Check Total: \$243.94 \$31.96
41660	05/02/2019	1906	THE HERMITAGE ART COMPANY10172642 INC		11000.1000.56118.1010.008034.0000	AWARDS PROGRAM COVERS #1681	\$7.99
41660	05/02/2019	1906	THE HERMITAGE ART COMPANY10172642 INC		11000.1000.56118.1010.008034.0000	SHIPPING	\$20.06
41661	05/02/2019	1906	V2 VENTURES, LLC	509074	31900.4000.56118.0000.008000.0000	SATELLITE INTERNET CHARGES - CMS & ENS	Check Total: \$60.01 \$34.40
41661	05/02/2019	1906	V2 VENTURES, LLC	509076	31900.4000.56118.0000.008000.0000	SATELLITE INTERNET CHARGES - CMS & ENS	\$34.40
41662	05/09/2019	1907	HAWTHORN INN & SUITES	5/9-5/10/19 - BASEBA	11000.1000.55817.9000.008034.0000	ROOMS FOR STATE TRACK 2 NIGHTS MAY 9 AND 10 - 12	Check Total: \$68.80 \$1,776.45
41673	05/09/2019	1909	ACORN PETROLEUM INC.	956145	13000.2700.56214.0000.008000.0000	DIESEL EXHAUST FLUID	\$162.25
41673	05/09/2019	1909	ACORN PETROLEUM INC.	956969	13000.2700.56212.0000.008000.0000	2018-2019 - DIESEL FUEL FOR TO AND FROM ROUTE	\$1,890.43
41674	05/09/2019	1909	ALL SPORTS TROPHIES INC	1918155	11000.1000.53711.9000.008034.0000	XC MEDALS	Check Total: \$2,052.68 \$56.00
41674	05/09/2019	1909	ALL SPORTS TROPHIES INC	1918155	11000.1000.53711.9000.008034.0000	XC PLAQUES	\$40.00
41674	05/09/2019	1909	ALL SPORTS TROPHIES INC	1918155	11000.1000.53711.9000.008034.0000	SHIPPING	\$14.00
41674	05/09/2019	1909	ALL SPORTS TROPHIES INC	191893	11000.1000.56118.9000.008034.0000	19 PLAQUES FOR ATHLETIC AWARDS: 7 BOYS	\$170.00
41675	05/09/2019	1909	BENNETT'S LLC	19-C37045	31701.4000.54315.0000.008000.0000	(2018-2019) MONTHLY CYLINDER RENTAL	Check Total: \$280.00 \$43.40
41676	05/09/2019	1909	CHANNING BETE CO	53668543	11000.2100.56118.0000.008000.0000	HEARTSAVER FIRST AID CPR AED STUDENT WORKBOOK	Check Total: \$43.40 \$25.90
41677	05/09/2019	1909	CIMARRON MUNICIPAL SCHOOLS	4/26-4/27/19 - #103	11000.1000.55817.9000.008034.0000	BUS FOR TRACK TO MARK SHUMATE MEET IN	Check Total: \$25.90 \$185.61
41677	05/09/2019	1909	CIMARRON MUNICIPAL SCHOOLS	5/1/19 - BUS #103	11000.1000.55817.9000.008034.0000	BUS FOR BASEBALL TO	\$183.19



41677	05/09/2019	1909	CIMARRON MUNICIPAL SCHOOLS	5/2/19 - BUS #103	11000.1000.55817.9000.008034.0000	BUS FOR BASEBALL TO SANTA FE	\$130.02
41677	05/09/2019	1909	CIMARRON MUNICIPAL SCHOOLS	5/3/19 - BUS 18	11000.1000.55817.9000.008034.0000	FIELD TRIP TO PONIL - 2 BUSES	\$6.80
41677	05/09/2019	1909	CIMARRON MUNICIPAL SCHOOLS	BUS 103 - SANTA ROSA	11000.1000.55817.9000.008034.0000	BUS FOR BASEBALL TO SANTA ROSA TOURNAMENT	\$226.82
						Check Total:	\$732.44
41678	05/09/2019	1909	COOPERATIVE EDUCATIONAL SERVICES	36-028137	11000.2100.53211.2000.008000.0000	ANCILLARY: DIAGNOSTICIAN -	\$1,267.02
						Check Total:	\$1,267.02
41679	05/09/2019	1909	CRISTINA CISNEROS	9	11000.2100.53218.2000.008033.0000	2018-2019 - TVI SERVICES	\$1,668.52
						Check Total:	\$1,668.52
41680	05/09/2019	1909	DANNY J LUJAN	5/2/19	11000.1000.53711.9000.008034.0000	ASSIGNORS FEE FOR JV BOYS BASKETBALL AND MIDDLE	\$150.00
						Check Total:	\$150.00
41681	05/09/2019	1909	EARTH'S BIRTHDAY PROJECT	3257	26156.1000.56118.1010.008000.0000	BUTTERFLY CUPS	\$75.30
41681	05/09/2019	1909	EARTH'S BIRTHDAY PROJECT	3257	26156.1000.56118.1010.008000.0000	LADY BUG CUPS	\$27.00
						Check Total:	\$102.30
41682	05/09/2019	1909	EL PUENTE DE ENCUENTROS	EPDE052019	11000.1000.53330.1010.008000.0000	ETHICAL PRACTICE THROUGH CULTURAL	\$280.00
						Check Total:	\$280.00
41683	05/09/2019	1909	ELIZABETH E. ADAMS	FUEL REIMBURSEMENT	11000.2300.55813.0000.008000.0000	TRAVEL FROM ENS TO CHS FOR CRISIS INTERVENTION	\$15.23
						Check Total:	\$15.23
41684	05/09/2019	1909	EMBASSY SUITES (ALBUQUERQUE)	50372	25153.2100.53330.0000.008000.0000	ROOMS FOR ANITA LOPEZ AND DOLORES SANCHEZ	\$271.01
41684	05/09/2019	1909	EMBASSY SUITES (ALBUQUERQUE)	50372	25153.2100.53330.0000.008000.0000	ROOMS FOR ANITA LOPEZ AND DOLORES SANCHEZ	\$271.01
41684	05/09/2019	1909	EMBASSY SUITES (ALBUQUERQUE)	50407	11000.1000.53330.1010.008000.0000	DOLORES SANCHEZ - CONFIRMATION #	\$316.58
						Check Total:	\$858.60
41685	05/09/2019	1909	JIVE COMMUNICATIONS, INC	IN6000216435	11000.2600.54416.0000.008000.0000	2018-2019 - VOIP SERVICE - ADMIN	\$156.18
41685	05/09/2019	1909	JIVE COMMUNICATIONS, INC	IN6000216435	11000.2600.54416.0000.008033.0000	2018-2019 - VOIP SERVICE - CES	\$156.17
41685	05/09/2019	1909	JIVE COMMUNICATIONS, INC	IN6000216435	11000.2600.54416.0000.008034.0000	2018-2019 - VOIP SERVICE - CHS	\$156.17
41685	05/09/2019	1909	JIVE COMMUNICATIONS, INC	IN6000216435	11000.2600.54416.0000.008034.0000	2018-2019 - VOIP SERVICE - CMS	\$156.18
41685	05/09/2019	1909	JIVE COMMUNICATIONS, INC	IN6000216435	11000.2600.54416.0000.008047.0000	2018-2019 - VOIP SERVICE - ENES	\$256.16

41685	05/09/2019	1909	JIVE COMMUNICATIONS, INC	IN6000216435	11000.2600.54416.0000.008048.0000	2018-2019 - VOIP SERVICE - ENMS	\$256.16
						Check Total:	\$1,137.02
41686	05/09/2019	1909	LAKESHORE LEARNING MATERIALS	241770419	26156.1000.56118.1010.008000.0000	ALL WEATHER COVER	\$139.00
41686	05/09/2019	1909	LAKESHORE LEARNING MATERIALS	241770419	26156.1000.56118.1010.008000.0000	OUTDOOR STORAGE UNIT	\$799.00
41686	05/09/2019	1909	LAKESHORE LEARNING MATERIALS	241770419	26156.1000.56118.1010.008000.0000	STORAGE BINS	\$289.05
						Check Total:	\$1,227.05
41687	05/09/2019	1909	LOWE'S PAY AND SAVE INC	5/1/19	29102.1000.56118.1010.008047.0000	GROCERIES	\$348.14
						Check Total:	\$348.14
41688	05/09/2019	1909	MANNON MOTION, LTD. CO.	C09	11000.2100.53218.2000.008033.0000	2018-2019 - PHYSICAL THERAPY SERVICES	\$1,821.31
						Check Total:	\$1,821.31
41689	05/09/2019	1909	NATURE SCAPES INC	18188	31701.4000.54315.0000.008034.0000	2017-2018 - JANITORIAL CONTRACT CIMARRON	\$1,870.06
41689	05/09/2019	1909	NATURE SCAPES INC	18188	31701.4000.54315.0000.008034.0000	GRT @ 8.1458%	\$152.33
41689	05/09/2019	1909	NATURE SCAPES INC	18189	31701.4000.54315.0000.008033.0000	2018-2019 - JANITORIAL CONTRACT CIMARRON	\$993.47
41689	05/09/2019	1909	NATURE SCAPES INC	18189	31701.4000.54315.0000.008033.0000	GRT @ 8.1458%	\$80.93
41689	05/09/2019	1909	NATURE SCAPES INC	18189	31701.4000.54315.0000.008036.0000	GRT @ 8.1458%	\$80.92
41689	05/09/2019	1909	NATURE SCAPES INC	18189	31701.4000.54315.0000.008036.0000	2018-2019 - JANITORIAL CONTRACT CIMARRON	\$993.46
41689	05/09/2019	1909	NATURE SCAPES INC	18190	31701.4000.54315.0000.008047.0000	INCREASE PURCHASE ORDER TO COMPENSATE FOR	\$1,294.86
41689	05/09/2019	1909	NATURE SCAPES INC	18190	31701.4000.54315.0000.008048.0000	INCREASE PURCHASE ORDER TO COMPENSATE FOR	\$1,294.86
41689	05/09/2019	1909	NATURE SCAPES INC	18191	31701.4000.54315.0000.008000.0000	2018-2019 - JANITORIAL CONTRACT CIMARRON	\$177.33
41689	05/09/2019	1909	NATURE SCAPES INC	18191	31701.4000.54315.0000.008000.0000	GRT @ 8.1458%	\$14.44
						Check Total:	\$6,952.66
41690	05/09/2019	1909	NEW MEXICO SCHOOL BOARDS ASSOCIATION	19485	11000.2300.55812.0000.008000.0000	SPRING REGIONAL MEETING - CLAYTON - BRET WIER	\$30.00
41690	05/09/2019	1909	NEW MEXICO SCHOOL BOARDS ASSOCIATION	19485	11000.2300.55812.0000.008000.0000	RONALD ANDERSON	\$15.00
41690	05/09/2019	1909	NEW MEXICO SCHOOL BOARDS ASSOCIATION	19485	11000.2300.55812.0000.008000.0000	ANNIE LINDSEY	\$15.00
41690	05/09/2019	1909	NEW MEXICO SCHOOL BOARDS ASSOCIATION	19485	11000.2300.55812.0000.008000.0000	MATTHEW GONZALES	\$15.00
41690	05/09/2019	1909	NEW MEXICO SCHOOL BOARDS ASSOCIATION	19485	11000.2300.55812.0000.008000.0000	NANCY HOOKER	\$15.00

41690	05/09/2019	1909	NEW MEXICO SCHOOL BOARDS ASSOCIATION	19485	11000.2300.55812.0000.008000.0000	ADAN ESTRADA	\$15.00
						Check Total:	\$105.00
41691	05/09/2019	1909	NORTHERN NEW MEXICO GAS COMPANY-AF	6351	11000.1000.55817.9000.008034.0000	2018-2019 - PROPANE FOR RAM BUS	\$70.56
41691	05/09/2019	1909	NORTHERN NEW MEXICO GAS COMPANY-AF	6356	11000.2600.54413.0000.008047.0000	2018-2019 PROPANE FOR EAGLE NEST	\$19.46
41691	05/09/2019	1909	NORTHERN NEW MEXICO GAS COMPANY-AF	6356	11000.2600.54413.0000.008048.0000	2018-2019 PROPANE FOR EAGLE NEST	\$19.46
41691	05/09/2019	1909	NORTHERN NEW MEXICO GAS COMPANY-AF	6357	11000.2600.54413.0000.008047.0000	2018-2019 PROPANE FOR EAGLE NEST	\$210.14
41691	05/09/2019	1909	NORTHERN NEW MEXICO GAS COMPANY-AF	6357	11000.2600.54413.0000.008048.0000	2018-2019 PROPANE FOR EAGLE NEST	\$210.14
						Check Total:	\$529.76
41692	05/09/2019	1909	PITNEY BOWES GLOBAL FINANCIAL SERVICES	3308731690	31701.4000.54315.0000.008000.0000	2018 -2019 - POSTAGE MACHINE LEASE	\$57.48
						Check Total:	\$57.48
41693	05/09/2019	1909	RHONDA J LEE-HICKS	29	11000.2100.53213.2000.008000.0000	2018-2019 - OCCUPATIONAL THERAPY	\$5,053.75
						Check Total:	\$5,053.75
41694	05/09/2019	1909	SCHOOL TECH SOLUTIONS	04-19 CMSD	31900.4000.53414.0000.008000.0000	ADDITIONAL TECH SERVICES	\$4,000.07
						Check Total:	\$4,000.07
41695	05/09/2019	1909	TRUDEGREE	1751	31701.4000.54315.0000.008000.0000	REPAIR HEATER AT MAINTENANCE SHOP	\$309.66
						Check Total:	\$309.66
41696	05/09/2019	1909	VILLAGE OF CIMARRON	4/1-4/30/19	11000.2600.54415.0000.008033.0000	(2018-2019) CES WATER	\$204.12
41696	05/09/2019	1909	VILLAGE OF CIMARRON	4/1-4/30/19	11000.2600.54415.0000.008034.0000	(2018-2019) CHS WATER	\$172.36
41696	05/09/2019	1909	VILLAGE OF CIMARRON	4/1-4/30/19	11000.2600.54415.0000.008036.0000	(2018-2019) CMS WATER	\$204.12
41696	05/09/2019	1909	VILLAGE OF CIMARRON	4/1-4/30/19	13000.2700.54415.0000.008000.0000	(2018-2019) TRANSPORTATION	\$151.85
41696	05/09/2019	1909	VILLAGE OF CIMARRON	4/1-4/30/19	31701.4000.54315.0000.008000.0000	(2018-2019) ADMIN SOLID WASTE	\$78.12
41696	05/09/2019	1909	VILLAGE OF CIMARRON	4/1-4/30/19	31701.4000.54315.0000.008033.0000	(2018-2019) CES SOLID WASTE	\$78.12
41696	05/09/2019	1909	VILLAGE OF CIMARRON	4/1-4/30/19	31701.4000.54315.0000.008034.0000	(2018-2019) CHS SOLID WASTE	\$78.12
41696	05/09/2019	1909	VILLAGE OF CIMARRON	4/1-4/30/19	31701.4000.54315.0000.008036.0000	(2018-2019) CMS SOLID WASTE	\$78.12
						Check Total:	\$1,044.93
41697	05/09/2019	1909	VILLAGE OF EAGLE NEST	3/27-4/25/19	11000.2600.54415.0000.008047.0000	(2018-2019) ENES WATER	\$375.44

41697	05/09/2019	1909	VILLAGE OF EAGLE NEST	3/27-4/25/19	11000.2600.54415.0000.008048.0000	(2018-2019)	ENMS WATER	\$375.44
							Check Total:	\$750.88
41698	05/09/2019	1909	ZIA NATURAL GAS COMPANY	3/29-4/30/19	11000.2600.54412.0000.008033.0000	(2018-2019)	CES NATURAL GAS	\$608.33
41698	05/09/2019	1909	ZIA NATURAL GAS COMPANY	3/29-4/30/19	11000.2600.54412.0000.008034.0000	(2018-2019)	CHS NATURAL GAS	\$1,827.43
41698	05/09/2019	1909	ZIA NATURAL GAS COMPANY	3/29-4/30/19	11000.2600.54412.0000.008036.0000	(2018-2019)	CMS NATURAL GAS	\$608.33
41698	05/09/2019	1909	ZIA NATURAL GAS COMPANY	3/29-4/30/19	13000.2700.54412.0000.008000.0000	(2018-2019)	TRANSPORTATION NATURAL	\$138.89
							Check Total:	\$3,182.98
41699	05/14/2019		MORENO VALLEY HIGH SCHOOL	SEG MAY 2019	11000.0000.21100.0000.000000.0000		INTERGOVERNMENTAL ACCOUNTS PAYABLE	\$68,697.02
							Check Total:	\$68,697.02
41700	05/16/2019	1911	ALL SPORTS TROPHIES INC	192013	11000.1000.53711.9000.008034.0000		PLAQUES FOR BASEBALL	\$72.00
41700	05/16/2019	1911	ALL SPORTS TROPHIES INC	192013	11000.1000.53711.9000.008034.0000		PLAQUES FOR TRACK	\$128.00
41700	05/16/2019	1911	ALL SPORTS TROPHIES INC	192013	11000.1000.53711.9000.008034.0000		SHIPPING	\$20.00
							Check Total:	\$220.00
41701	05/16/2019	1911	ANGELICA GONZALES	TURNER BOARD	26156.1000.56118.1010.008000.0000		TURNER YOUTH BOARD - 4 YEARS OF SERVICE	\$100.00
							Check Total:	\$100.00
41702	05/16/2019	1911	ARCHWAY	106394	14000.1000.56111.1010.008047.0000		MY MATH SE GRADE 2 VOLUME 1	\$162.00
41702	05/16/2019	1911	ARCHWAY	106394	14000.1000.56111.1010.008047.0000		MY MATH SE GRADE 3 VOLUME 2	\$244.35
41702	05/16/2019	1911	ARCHWAY	106395	14000.1000.56111.1010.008047.0000		MY MATH SE GRADE 2 VOLUME 1	\$378.00
41702	05/16/2019	1911	ARCHWAY	106396	14000.1000.56111.1010.008047.0000		MY MATH SE GRADE 1 VOLUME 1	\$180.00
41702	05/16/2019	1911	ARCHWAY	106396	14000.1000.56111.1010.008047.0000		MY MATH SE GRADE 1 VOLUME 2	\$198.00
41702	05/16/2019	1911	ARCHWAY	106397	14000.1000.56111.1010.008047.0000		MY MATH SE VOLUME 1 GRADE 5	\$270.00
41702	05/16/2019	1911	ARCHWAY	106397	14000.1000.56111.1010.008047.0000		MY MATH SE VOLUME 2 GRADE 5	\$297.00
							Check Total:	\$1,729.35
41703	05/16/2019	1911	CARQUEST RATON	5728-30656	13000.2700.54314.0000.008000.0000	2018-2019	PARTS & EQUIPMENT FOR ROUTE	\$50.12

							Check Total:	\$50.12
41704	05/16/2019	1911	CIMARRON MUNICIPAL SCHOOLS	4/1/19 - BUS #103	11000.1000.55817.9000.008034.0000		BUS FOR BASEBALL TO CLAYTON 4/1	\$78.39
41704	05/16/2019	1911	CIMARRON MUNICIPAL SCHOOLS	5/9-5/11/19 ST TRCK	11000.1000.55817.9000.008034.0000		BUS FOR STATE TRACK	\$177.00
41704	05/16/2019	1911	CIMARRON MUNICIPAL SCHOOLS	8212018	29102.2300.56118.0000.008000.0000		PARENTS NIGHT & PARCC TESTING RESULTS	\$840.59
							Check Total:	\$1,095.98
41705	05/16/2019	1911	COOPERATIVE EDUCATIONAL SERVICES	14-000884	11000.2300.53711.0000.008000.0000		2019-20120- NMREAP MEMBERSHIP FEES	\$635.00
41705	05/16/2019	1911	COOPERATIVE EDUCATIONAL SERVICES	36-028397	11000.2100.53211.2000.008000.0000		ANCILLARY: DIAGNOSTICIAN -	\$593.67
41705	05/16/2019	1911	COOPERATIVE EDUCATIONAL SERVICES	36-028397	11000.2100.53215.2000.008000.0000		ANCILLARY: PSYCHOLOGIST - TERESA QUIROGA	\$366.79
							Check Total:	\$1,595.46
41706	05/16/2019	1911	CUNICO TIRE COMPANY INC	45953	13000.2700.56215.0000.008000.0000		11R22.5-16 - COOPER ROADMASTER RM	\$6,398.40
41706	05/16/2019	1911	CUNICO TIRE COMPANY INC	45953	13000.2700.56215.0000.008000.0000		T225/75R16-10 HANKOOK AT2RF11/2020692 - BUS	\$1,769.46
41706	05/16/2019	1911	CUNICO TIRE COMPANY INC	45953	13000.2700.56215.0000.008000.0000		11R22.5-15 PLY ROADMASTER RM234 ALL	\$3,069.90
							Check Total:	\$11,237.76
41707	05/16/2019	1911	DEMCO INC	6606160	11000.1000.56118.1010.008047.0000		MONACO HANGUP BAG	\$114.90
41707	05/16/2019	1911	DEMCO INC	6606160	11000.1000.56118.1010.008047.0000		BAND DATER: 7-YEAR 2019	\$10.74
41707	05/16/2019	1911	DEMCO INC	6606160	11000.1000.56118.1010.008047.0000		PRE-INKED STOCK STAMP FLASH - STYLE 3 - DISCARD	\$17.19
41707	05/16/2019	1911	DEMCO INC	6606160	11000.1000.56118.1010.008048.0000		PRE-INKED STOCK STAMP FLASH - STYLE 11 -	\$17.19
41707	05/16/2019	1911	DEMCO INC	6606160	11000.1000.56118.1010.008048.0000		HIGHSMITH PAGE REPAIR STRIPS	\$37.64
41707	05/16/2019	1911	DEMCO INC	6606160	11000.1000.56118.1010.008048.0000		DEMCO PREMIUM BOOK	\$61.24
41707	05/16/2019	1911	DEMCO INC	6606160	11000.1000.56118.1010.008048.0000		ECONOMICAL CLEAR	\$15.09
							Check Total:	\$273.99
41708	05/16/2019	1911	ELIZABETH E. ADAMS	5/5-5/7/19	11000.1000.53330.1010.008000.0000		MEAL REIMBURSEMENT - ETHICAL PRACTICE	\$29.39
41708	05/16/2019	1911	ELIZABETH E. ADAMS	5/5-5/7/19	11000.1000.53330.1010.008000.0000		QUALITY INN REIMBURSEMENT -	\$202.46
41708	05/16/2019	1911	ELIZABETH E. ADAMS	5/5-5/7/19	11000.1000.53330.1010.008000.0000		PARTIAL DAY PER DIEM	\$12.00
							Check Total:	\$243.85
41709	05/16/2019	1911	EMILY RAMIREZ	TURNER BOARD	26156.1000.56118.1010.008000.0000		TURNER YOUTH BOARD - 4	\$100.00

						YEARS OF SERVICE	
						Check Total:	\$100.00
41710	05/16/2019	1911	FRANK M RAEI	4/6/19 4/26/19	11000.1000.53711.9000.008034.0000	TRACK OFFICIAL FOR CARL GAMMAGE TRACK MEET	\$168.00
41710	05/16/2019	1911	FRANK M RAEI	4/6/19 4/26/19	11000.1000.53711.9000.008034.0000	MILEAGE FOR TWO TRACK MEETS	\$36.45
						Check Total:	\$204.45
41711	05/16/2019	1911	GEORGE'S AUTO	389752	31701.4000.54315.0000.008000.0000	2018-2019 - AUTO REPAIR	\$10.00
						Check Total:	\$10.00
41712	05/16/2019	1911	HURTADO SPEECH THERAPY LLC	2009	11000.2100.53212.2000.008000.0000	2018-2019 - SPEECH THERAPY SERVICES	\$4,450.46
						Check Total:	\$4,450.46
41713	05/16/2019	1911	KIMBERLY RENE BERRY	4/3-4/4/19	11000.1000.53330.1010.008000.0000	MEAL REIMBURSEMENT - PBIS TRAINING -	\$22.00
41713	05/16/2019	1911	KIMBERLY RENE BERRY	4/3-4/4/19	11000.1000.53330.1010.008000.0000	PARTIAL DAY PER DIEM	\$12.00
						Check Total:	\$34.00
41714	05/16/2019	1911	KIT CARSON ELECTRIC COOPERATIVE INC	3/17-4/16/19	11000.2600.54411.0000.008047.0000	(2018-2019) ENES ELECTRICITY	\$30.87
41714	05/16/2019	1911	KIT CARSON ELECTRIC COOPERATIVE INC	3/17-4/16/19	11000.2600.54411.0000.008048.0000	(2018-2019) ENMS ELECTRICITY	\$30.87
						Check Total:	\$61.74
41715	05/16/2019	1911	PITNEY BOWES (POSTAGE)	5/15/19	11000.2300.56118.0000.008000.0000	POSTAGE	\$503.50
						Check Total:	\$503.50
41716	05/16/2019	1911	RECORDS ACE HARDWARE	298258	31701.4000.54315.0000.008000.0000	(2018-2019) CIMARRON EQUIPMENT	\$33.95
						Check Total:	\$33.95
41717	05/16/2019	1911	SPRINGER ELECTRIC COOPERATIVE INC	34308	11000.2600.54411.0000.008033.0000	(2018-2019) CES ELECTRICITY	\$1,022.08
41717	05/16/2019	1911	SPRINGER ELECTRIC COOPERATIVE INC	34308	11000.2600.54411.0000.008034.0000	(2018-2019) CHS ELECTRICITY	\$1,842.24
41717	05/16/2019	1911	SPRINGER ELECTRIC COOPERATIVE INC	34308	11000.2600.54411.0000.008036.0000	(2018-2019) CMS ELECTRICITY	\$1,022.07
41717	05/16/2019	1911	SPRINGER ELECTRIC COOPERATIVE INC	34308	13000.2700.54411.0000.008000.0000	(2018-2019) TRANSPORTATION DEPT	\$169.17
						Check Total:	\$4,055.56
41718	05/16/2019	1911	TYLER W. LUKSICH	TURNER BOARD	26156.1000.56118.1010.008000.0000	TURNER YOUTH BOARD - 4 YEARS OF SERVICE	\$100.00
						Check Total:	\$100.00
41719	05/16/2019	1911	VICTOR J. ARCHULETA	CDL REIMBURSEMENT	13000.2700.56118.0000.008000.0000	REIMBURSEMENT FOR CDL PHYSICAL	\$110.00
						Check Total:	\$110.00

41720	05/16/2019	1911	VOYAGER SOPRIS LEARNING, INC..	2101050	24101.1000.53711.1010.008000.0000	WE CAN CLASSROOM PKG	\$3,298.90
						Check Total:	\$3,298.90
41721	05/16/2019	1911	WELBY GARDENS CO	231416	26156.1000.56118.1010.008000.0000	SPRING GREENHOUSE	\$2,017.59
						Check Total:	\$2,017.59
41722	05/24/2019	1914	ACORN PETROLEUM INC.	959914	13000.2700.56212.0000.008000.0000	2018-2019 - DIESEL FUEL FOR TO AND FROM ROUTE	\$839.97
						Check Total:	\$839.97
41723	05/24/2019	1914	AMAZON.COM CREDIT PLAN	659839947976	31900.4000.56118.0000.008000.0000	BATURU LAPTOP BATTERY FOR MACKBOO	\$399.90
41723	05/24/2019	1914	AMAZON.COM CREDIT PLAN	959777473899	26156.1000.56118.1010.008000.0000	AVERY ADDRESS LABELS	\$6.49
41723	05/24/2019	1914	AMAZON.COM CREDIT PLAN	959777473899	26156.1000.56118.1010.008000.0000	ASTROBRIGHTS	\$15.99
41723	05/24/2019	1914	AMAZON.COM CREDIT PLAN	959777473899	26156.1000.56118.1010.008000.0000	RESUME PAPER	\$18.94
41723	05/24/2019	1914	AMAZON.COM CREDIT PLAN	959777473899	26156.1000.56118.1010.008000.0000	TOMBOW CORRECTION	\$17.99
41723	05/24/2019	1914	AMAZON.COM CREDIT PLAN	959777473899	26156.1000.56118.1010.008000.0000	PENCILS #2	\$12.49
41723	05/24/2019	1914	AMAZON.COM CREDIT PLAN	959777473899	26156.1000.56118.1010.008000.0000	PENS	\$7.78
41723	05/24/2019	1914	AMAZON.COM CREDIT PLAN	959777473899	26156.1000.56118.1010.008000.0000	PENS	\$9.97
41723	05/24/2019	1914	AMAZON.COM CREDIT PLAN	959777473899	26156.1000.56118.1010.008000.0000	SHEET PROTECTORS	\$9.79
41723	05/24/2019	1914	AMAZON.COM CREDIT PLAN	959777473899	26156.1000.56118.1010.008000.0000	HIGHLIGHTERS	\$12.30
41723	05/24/2019	1914	AMAZON.COM CREDIT PLAN	959777473899	26156.1000.56118.1010.008000.0000	GRAY RESUME PAPER	\$22.02
						Check Total:	\$533.66
41724	05/24/2019	1914	ASHLEY L. PETERSON	19	11000.2100.53218.2000.008033.0000	2018-2019 - O & M SERVICES	\$225.00
						Check Total:	\$225.00
41725	05/24/2019	1914	CARQUEST RATON	5728-306456	31701.4000.54315.0000.008000.0000	MAGE-TRON PLUS - BATTERY FOR F250	\$147.95
41725	05/24/2019	1914	CARQUEST RATON	5728-306457	13000.2700.56118.0000.008000.0000	WHEEL CHARGER	\$255.67
						Check Total:	\$403.62
41726	05/24/2019	1914	CIMARRON CANYON STATE PARK	EOY - 2019	11000.2300.53711.0000.008000.0000	DAY USE PERMIT FOR END OF THE YEAR	\$65.00
						Check Total:	\$65.00
41727	05/24/2019	1914	CIMARRON MUNICIPAL SCHOOLS	5202019	26156.1000.56118.1010.008000.0000	CASE POPCORN	\$24.00
41727	05/24/2019	1914	CIMARRON MUNICIPAL SCHOOLS	BUS #22 - 2/26/19	11000.1000.55817.9000.008034.0000	DAILY EARLY SHUTTLE FROM EN TO CIMARRON	\$11.80
41727	05/24/2019	1914	CIMARRON MUNICIPAL SCHOOLS	BUS #22 - 2/27/19	11000.1000.55817.9000.008034.0000	DAILY EARLY SHUTTLE FROM EN TO CIMARRON	\$11.80
41727	05/24/2019	1914	CIMARRON MUNICIPAL SCHOOLS	BUS #22 - 2/28/19	11000.1000.55817.9000.008034.0000	DAILY EARLY SHUTTLE FROM EN TO CIMARRON	\$11.80
41727	05/24/2019	1914	CIMARRON MUNICIPAL SCHOOLS	BUS #22 - 3/12/19	11000.1000.55817.9000.008034.0000	DAILY EARLY SHUTTLE FROM EN TO CIMARRON	\$11.80

41727	05/24/2019	1914	CIMARRON MUNICIPAL SCHOOLS	BUS #22 - 3/13/19	11000.1000.55817.9000.008034.0000	DAILY EARLY SHUTTLE FROM EN TO CIMARRON	\$11.80
41727	05/24/2019	1914	CIMARRON MUNICIPAL SCHOOLS	BUS #22 - 3/26/19	11000.1000.55817.9000.008034.0000	DAILY EARLY SHUTTLE FROM EN TO CIMARRON	\$12.50
41727	05/24/2019	1914	CIMARRON MUNICIPAL SCHOOLS	BUS #22 - 3/27/19	11000.1000.55817.9000.008034.0000	DAILY EARLY SHUTTLE FROM EN TO CIMARRON	\$12.50
41727	05/24/2019	1914	CIMARRON MUNICIPAL SCHOOLS	BUS #22 - 3/28/19	11000.1000.55817.9000.008034.0000	DAILY EARLY SHUTTLE FROM EN TO CIMARRON	\$12.85
41727	05/24/2019	1914	CIMARRON MUNICIPAL SCHOOLS	BUS #22 - 3/5/19	11000.1000.55817.9000.008034.0000	DAILY EARLY SHUTTLE FROM EN TO CIMARRON	\$11.80
41727	05/24/2019	1914	CIMARRON MUNICIPAL SCHOOLS	BUS #22 - 3/7/19	11000.1000.55817.9000.008034.0000	DAILY EARLY SHUTTLE FROM EN TO CIMARRON	\$11.80
41727	05/24/2019	1914	CIMARRON MUNICIPAL SCHOOLS	BUS #22 - 3/8/19	11000.1000.55817.9000.008034.0000	DAILY EARLY SHUTTLE FROM EN TO CIMARRON	\$12.10
41727	05/24/2019	1914	CIMARRON MUNICIPAL SCHOOLS	BUS #22 - 4/10/19	11000.1000.55817.9000.008034.0000	DAILY EARLY SHUTTLE FROM EN TO CIMARRON	\$13.20
41727	05/24/2019	1914	CIMARRON MUNICIPAL SCHOOLS	BUS #22 - 4/11/19	11000.1000.55817.9000.008034.0000	DAILY EARLY SHUTTLE FROM EN TO CIMARRON	\$13.20
41727	05/24/2019	1914	CIMARRON MUNICIPAL SCHOOLS	BUS #22 - 4/16/19	11000.1000.55817.9000.008034.0000	DAILY EARLY SHUTTLE FROM EN TO CIMARRON	\$13.55
41727	05/24/2019	1914	CIMARRON MUNICIPAL SCHOOLS	BUS #22 - 4/17/19	11000.1000.55817.9000.008034.0000	DAILY EARLY SHUTTLE FROM EN TO CIMARRON	\$13.55
41727	05/24/2019	1914	CIMARRON MUNICIPAL SCHOOLS	BUS #22 - 4/18/19	11000.1000.55817.9000.008034.0000	DAILY EARLY SHUTTLE FROM EN TO CIMARRON	\$13.55
41727	05/24/2019	1914	CIMARRON MUNICIPAL SCHOOLS	BUS #22 - 4/2/19	11000.1000.55817.9000.008034.0000	DAILY EARLY SHUTTLE FROM EN TO CIMARRON	\$12.85
41727	05/24/2019	1914	CIMARRON MUNICIPAL SCHOOLS	BUS #22 - 4/25/19	11000.1000.55817.9000.008034.0000	DAILY EARLY SHUTTLE FROM EN TO CIMARRON	\$13.45
41727	05/24/2019	1914	CIMARRON MUNICIPAL SCHOOLS	BUS #22 - 4/3/19	11000.1000.55817.9000.008034.0000	DAILY EARLY SHUTTLE FROM EN TO CIMARRON	\$12.85
41727	05/24/2019	1914	CIMARRON MUNICIPAL SCHOOLS	BUS #22 - 4/30/19	11000.1000.55817.9000.008034.0000	DAILY EARLY SHUTTLE FROM EN TO CIMARRON	\$13.45
41727	05/24/2019	1914	CIMARRON MUNICIPAL SCHOOLS	BUS #22 - 4/4/19	11000.1000.55817.9000.008034.0000	DAILY EARLY SHUTTLE FROM EN TO CIMARRON	\$12.85
41727	05/24/2019	1914	CIMARRON MUNICIPAL SCHOOLS	BUS #22 - 4/9/19	11000.1000.55817.9000.008034.0000	DAILY EARLY SHUTTLE FROM EN TO CIMARRON	\$13.20
41727	05/24/2019	1914	CIMARRON MUNICIPAL SCHOOLS	BUS #22 - 5/1/19	11000.1000.55817.9000.008034.0000	DAILY EARLY SHUTTLE FROM EN TO CIMARRON	\$13.45
41727	05/24/2019	1914	CIMARRON MUNICIPAL SCHOOLS	BUS #22 - 5/2/19	11000.1000.55817.9000.008034.0000	DAILY EARLY SHUTTLE FROM EN TO CIMARRON	\$13.45



41727	05/24/2019	1914	CIMARRON MUNICIPAL SCHOOLS	BUS #22 - 5/7/19	11000.1000.55817.9000.008034.0000	DAILY EARLY SHUTTLE FROM EN TO CIMARRON	\$13.45
41727	05/24/2019	1914	CIMARRON MUNICIPAL SCHOOLS	BUS #22 - 5/8/19	11000.1000.55817.9000.008034.0000	DAILY EARLY SHUTTLE FROM EN TO CIMARRON	\$13.45
						Check Total:	\$356.05
41728	05/24/2019	1914	COOPERATIVE EDUCATIONAL SERVICES	36-028912	11000.2100.53211.2000.008000.0000	ANCILLARY: DIAGNOSTICIAN –	\$587.31
						Check Total:	\$587.31
41729	05/24/2019	1914	EXPLORELEARNING, LLC	2102958	31900.4000.56118.0000.008047.0000	EXPLORE LEARNING GIZMOS – TEACHER	\$2,695.00
						Check Total:	\$2,695.00
41730	05/24/2019	1914	INSTITUTE FOR TEACHING AND LEADING INC	1051	31900.4000.53414.0000.008000.0000	2018–2019 – STRATEGIC PLANNING, GRANT	\$1,625.00
						Check Total:	\$1,625.00
41731	05/24/2019	1914	LINDA TUCKER	5/19/19	26156.1000.56118.1010.008000.0000	EARTH DAY YOGA CLASSES	\$125.00
						Check Total:	\$125.00
41732	05/24/2019	1914	MANNING ACCOUNTING & CONSULTING SVS. LLC	2019-1055	11000.2300.53411.0000.008000.0000	2018–2019 AUDIT	\$10,656.25
						Check Total:	\$10,656.25
41733	05/24/2019	1914	MANNON MOTION, LTD. CO.	C10	11000.2100.53218.2000.008033.0000	2018–2019 – PHYSICAL THERAPY SERVICES	\$1,122.92
						Check Total:	\$1,122.92
41734	05/24/2019	1914	MARY JOY GUTHRIDGE	EDCIT-560-01	11000.1000.53330.1010.008000.0000	EXPLORING & EVALUATING DIGITAL TOOLS FOR K–12	\$400.00
						Check Total:	\$400.00
41735	05/24/2019	1914	NORTHERN NEW MEXICO GAS COMPANY-AF	6399	11000.2600.54413.0000.008047.0000	2018–2019 PROPANE FOR EAGLE NEST	\$252.49
41735	05/24/2019	1914	NORTHERN NEW MEXICO GAS COMPANY-AF	6399	11000.2600.54413.0000.008048.0000	2018–2019 PROPANE FOR EAGLE NEST	\$252.49
41735	05/24/2019	1914	NORTHERN NEW MEXICO GAS COMPANY-AF	6452	11000.2600.54413.0000.008047.0000	2018–2019 PROPANE FOR EAGLE NEST	\$180.74
41735	05/24/2019	1914	NORTHERN NEW MEXICO GAS COMPANY-AF	6452	11000.2600.54413.0000.008048.0000	2018–2019 PROPANE FOR EAGLE NEST	\$180.74
41735	05/24/2019	1914	NORTHERN NEW MEXICO GAS COMPANY-AF	6453	11000.2600.54413.0000.008047.0000	2018–2019 PROPANE FOR EAGLE NEST	\$93.94
41735	05/24/2019	1914	NORTHERN NEW MEXICO GAS COMPANY-AF	6453	11000.2600.54413.0000.008048.0000	2018–2019 PROPANE FOR EAGLE NEST	\$93.94
						Check Total:	\$1,054.34
41736	05/24/2019	1914	PHOENIX MECHANICAL, LLC	7068559	31701.4000.54315.0000.008034.0000	CHS DUCT WORK	\$6,534.05
41736	05/24/2019	1914	PHOENIX MECHANICAL, LLC	7068560	31701.4000.54315.0000.008034.0000	CHS DUCT CORRECTION	\$7,848.89
						Check Total:	\$14,382.94

41737	05/24/2019	1914	RECORDS ACE HARDWARE	298601	26156.1000.56118.1010.008000.0000	SAT ULTRA GL	\$258.94
41737	05/24/2019	1914	RECORDS ACE HARDWARE	298601	26156.1000.56118.1010.008000.0000	SAT ULTRA QT	\$47.97
41737	05/24/2019	1914	RECORDS ACE HARDWARE	298601	26156.1000.56118.1010.008000.0000	FILM POLY	\$17.98
41737	05/24/2019	1914	RECORDS ACE HARDWARE	298601	26156.1000.56118.1010.008000.0000	TRAY	\$15.46
41737	05/24/2019	1914	RECORDS ACE HARDWARE	298601	26156.1000.56118.1010.008000.0000	ROLLER	\$33.92
41737	05/24/2019	1914	RECORDS ACE HARDWARE	298601	26156.1000.56118.1010.008000.0000	PREM BRUSH	\$40.47
41737	05/24/2019	1914	RECORDS ACE HARDWARE	298601	26156.1000.56118.1010.008000.0000	PAINTBRUSH	\$16.15
41737	05/24/2019	1914	RECORDS ACE HARDWARE	298601	26156.1000.56118.1010.008000.0000	PAINTBRUSH	\$32.33
Check Total:							\$463.22
41738	05/24/2019	1914	RUSSELL'S SUNDRIES	48441	26156.1000.56118.1010.008000.0000	PKG PAPER PLATES	\$4.99
41738	05/24/2019	1914	RUSSELL'S SUNDRIES	48441	26156.1000.56118.1010.008000.0000	ZIPLOCK BAGS	\$31.92
41738	05/24/2019	1914	RUSSELL'S SUNDRIES	48441	26156.1000.56118.1010.008000.0000	YARN	\$7.98
Check Total:							\$44.89
41739	05/24/2019	1914	SCHOOL SPECIALTY	208122869020	26156.1000.56118.1010.008000.0000	ULTRASITE ULTRA COAT THERMOPLASTIC UTILITY	\$1,272.72
Check Total:							\$1,272.72
41740	05/24/2019	1914	STUDENTS OF HISTORY	5/10/19	31900.4000.56118.0000.008047.0000	ALL-ACCESS CURRICULUM & LESSON PLANS FOR WORLD	\$270.00
41740	05/24/2019	1914	STUDENTS OF HISTORY	5/10/19	31900.4000.56118.0000.008047.0000	ALL-ACCESS CURRICULUM & LESSON PLANS FOR US	\$270.00
Check Total:							\$540.00
41741	05/24/2019	1914	TASCOSA OFFICE MACHINES INC	125712	31701.4000.54315.0000.008000.0000	(2018-2019) CONTRACT YEAR (08/01/18-07/31/19)	\$865.08
41741	05/24/2019	1914	TASCOSA OFFICE MACHINES INC	125713	31701.4000.54315.0000.008000.0000	(2018-2019) CONTRACT YEAR (08/01/18-07/31/19)	\$1,493.42
Check Total:							\$2,358.50
41742	05/24/2019	1914	V2 VENTURES, LLC	509146	31900.4000.56118.0000.008000.0000	SATELLITE INTERNET CHARGES - CMS & ENS	\$34.40
41742	05/24/2019	1914	V2 VENTURES, LLC	509148	31900.4000.56118.0000.008000.0000	SATELLITE INTERNET CHARGES - CMS & ENS	\$34.40
Check Total:							\$68.80
41743	05/24/2019	1914	WEX BANK	58991093.	11000.1000.55817.9000.008034.0000	FLEET FUEL	\$169.46
41743	05/24/2019	1914	WEX BANK	58991093.	11000.1000.55819.1010.008000.0000	FLEET FUEL	\$24.74
41743	05/24/2019	1914	WEX BANK	58991093.	11000.2100.55813.0000.008000.0000	FLEET FUEL	\$127.82
41743	05/24/2019	1914	WEX BANK	58991093.	11000.2300.55813.0000.008000.0000	FLEET FUEL	\$484.63
41743	05/24/2019	1914	WEX BANK	58991093.	11000.2600.55813.0000.008000.0000	FLEET FUEL	\$266.99
41743	05/24/2019	1914	WEX BANK	58991093.	11000.2600.55813.0000.008034.0000	FLEET FUEL	\$64.88
41743	05/24/2019	1914	WEX BANK	58991093.	13000.2700.55813.0000.008000.0000	FLEET FUEL	\$56.57
41743	05/24/2019	1914	WEX BANK	58991093.	26156.1000.55817.1010.008000.0000	FLEET FUEL	\$8.97
41743	05/24/2019	1914	WEX BANK	58991093.	29102.1000.53711.1010.008047.0000	FLEET FUEL	\$245.77
Check Total:							\$1,449.83

41755	05/29/2019	1915	DOUBLE TREE HOTEL	5/29-5/31/19	24154.1000.53330.1010.008000.0000	JENNIFER ESTRADA – CONFIRMATION #85638497	\$132.09
41755	05/29/2019	1915	DOUBLE TREE HOTEL	5/29-5/31/19	24154.1000.53330.1010.008000.0000	MARIE SALAS – CONFIRMATION #91608421	\$132.09
41755	05/29/2019	1915	DOUBLE TREE HOTEL	5/29-5/31/19	24154.1000.53330.1010.008000.0000	APRIL YATES – CONFIRMATION #53181006	\$132.09
41755	05/29/2019	1915	DOUBLE TREE HOTEL	5/29-5/31/19	24154.1000.53330.1010.008000.0000	KIMBERLY BERRY – CONFIRMATION #53223776	\$132.09
41755	05/29/2019	1915	DOUBLE TREE HOTEL	5/29-5/31/19	24154.1000.53330.1010.008000.0000	MARY K. LLOYD – CONFIRMATION #	\$132.09
41756	05/29/2019	1916	AUSTIN MEERFELD	2019-001	24132.1000.53330.1010.008000.0000	Check Total: GUIDE FOR PROFESSIONAL DEVELOPMENT	\$660.45 \$700.00
41757	05/29/2019	1916	THE PETER'S CORPORATION	2019-0524	24132.1000.53330.1010.008000.0000	Check Total: ADVISORY END OF THE YEAR MEETING –	\$700.00 \$3,675.00
41758	05/31/2019	1919	ACORN PETROLEUM INC.	960760	13000.2700.56212.0000.008000.0000	Check Total: 2018–2019 – DIESEL FUEL FOR TO AND FROM ROUTE	\$3,675.00 \$1,080.92
41759	05/31/2019	1919	AMAZON.COM CREDIT PLAN	443596644373	11000.1000.56118.9000.008034.0000	Check Total: IGLOO POLAR COOLER (120 QUART, WHITE) PACK OF 2	\$1,080.92 \$146.01
41759	05/31/2019	1919	AMAZON.COM CREDIT PLAN	453698545356	11000.1000.56118.9000.008034.0000	GILL ATHLETICS BARRIER NET FOR HIGH SCHOOL	\$451.64
41759	05/31/2019	1919	AMAZON.COM CREDIT PLAN	677545358398	11000.1000.56118.9000.008034.0000	WILSON EVOLUTION INDOOR GAME BASKETBALL,	\$327.66
41759	05/31/2019	1919	AMAZON.COM CREDIT PLAN	677545358398	11000.1000.56118.9000.008034.0000	BIC 4 COLOR BALLPOINT RETRACTABLE PEN PACK OF	\$38.92
41759	05/31/2019	1919	AMAZON.COM CREDIT PLAN	677545358398	11000.1000.56118.9000.008034.0000	FIRELONG BASKETBALL SHOOTING TRAINER AID 5.3	\$4.99
41759	05/31/2019	1919	AMAZON.COM CREDIT PLAN	677545358398	11000.1000.56118.9000.008034.0000	FANGSTAR JUMP ROPES SPEED SKIPPING ROPES WITH	\$27.96
41759	05/31/2019	1919	AMAZON.COM CREDIT PLAN	786588377534	11000.1000.56118.9000.008034.0000	CHAMPRO SPORTS VARSITY UMPIRE KIT – BLACK BLACK	\$155.53
41759	05/31/2019	1919	AMAZON.COM CREDIT PLAN	876799579767	11000.1000.56118.9000.008034.0000	AMAZONBASICS CATALOG ENVELOPES, PEEL AND SEAL	\$14.99
41759	05/31/2019	1919	AMAZON.COM CREDIT PLAN	876799579767	11000.1000.56118.9000.008034.0000	SILKWORLD MENS	\$134.00

41759	05/31/2019	1919	AMAZON.COM CREDIT PLAN	876799579767	11000.1000.56118.9000.008034.0000	COMPRESSION PANTS RED, SILKWORLD MENS COMPRESSION PANTS RED ,	\$113.20
41759	05/31/2019	1919	AMAZON.COM CREDIT PLAN	876799579767	11000.1000.56118.9000.008034.0000	WILSON I – COR HIGH PERFORMANCE INDOOR	\$264.00
41759	05/31/2019	1919	AMAZON.COM CREDIT PLAN	876799579767	11000.1000.56118.9000.008034.0000	ULTRAK SEIKO THERMAL PAPER	\$57.00
41759	05/31/2019	1919	AMAZON.COM CREDIT PLAN	876799579767	11000.1000.56118.9000.008034.0000	KT TAPE PRO SYNTHETIC ELASTIC KINESIOLOGY	\$162.00
41759	05/31/2019	1919	AMAZON.COM CREDIT PLAN	876799579767	11000.1000.56118.9000.008034.0000	ATHLETICO 15 PLAYER DUGOUT ORGANIZER	\$24.10
						Check Total:	\$1,922.00
41760	05/31/2019	1919	ARCHWAY	106392	14000.1000.56107.1010.008033.0000	READYGEN GRADE 4 ASSESSMENT SE BOOK	\$109.67
41760	05/31/2019	1919	ARCHWAY	106392	14000.1000.56111.1010.008033.0000	MY MATH SE VOLUME 2 GRADE 4	\$99.00
41760	05/31/2019	1919	ARCHWAY	106392	14000.1000.56111.1010.008033.0000	MY MATH SE GRADE 2 VOLUME 1	\$108.00
41760	05/31/2019	1919	ARCHWAY	106392	14000.1000.56111.1010.008033.0000	MY MATH SE GRADE 3 VOLUME 1	\$72.00
41760	05/31/2019	1919	ARCHWAY	106392	14000.1000.56111.1010.008033.0000	TREASURES GRADE 3 PRACTICE BOOK	\$45.36
41760	05/31/2019	1919	ARCHWAY	106392	14000.1000.56111.1010.008033.0000	MY MATH SE GRADE 2 VOLUME 1	\$108.00
41760	05/31/2019	1919	ARCHWAY	106392	14000.1000.56111.1010.008033.0000	MY MATH SE GRADE 3 VOLUME 2	\$72.00
41760	05/31/2019	1919	ARCHWAY	106392	14000.1000.56111.1010.008033.0000	GLENCOE HEALTH SE	\$147.48
41760	05/31/2019	1919	ARCHWAY	106392	14000.1000.56111.1010.008033.0000	MY MATH SE VOLUME 1 GRADE 4	\$99.00
41760	05/31/2019	1919	ARCHWAY	106392	14000.1000.56111.1010.008033.0000	TREASURES G4 PRACTICE BOOK	\$48.30
41760	05/31/2019	1919	ARCHWAY	106392	14000.1000.56111.1010.008033.0000	TREASURES GRAMMAR WB GRADE 4 2011	\$45.54
41760	05/31/2019	1919	ARCHWAY	106392	14000.1000.56111.1010.008036.0000	MY MATH SE VOLUME 1 GRADE 5	\$99.00
41760	05/31/2019	1919	ARCHWAY	106392	14000.1000.56111.1010.008036.0000	MY MATH SE VOLUME 2	\$156.62

41760	05/31/2019	1919	ARCHWAY	106469	14000.1000.56111.1010.008033.0000	GRADE 5 GLENCOE HEALTH SE	\$737.40	
41760	05/31/2019	1919	ARCHWAY	106469	14000.1000.56111.1010.008033.0000	TREASURES G4 PRACTICE BOOK	\$27.60	
41760	05/31/2019	1919	ARCHWAY	106469	14000.1000.56111.1010.008033.0000	HM SCIENCE STUDY GUIDE B	\$166.46	
							Check Total:	\$2,141.43
41761	05/31/2019	1919	BURCO CHEMICAL & SUPPLY INC	20206	31701.4000.56118.0000.008000.0000	STERIPHENE SPRING BREEZE	\$297.60	
41761	05/31/2019	1919	BURCO CHEMICAL & SUPPLY INC	20206	31701.4000.56118.0000.008000.0000	WEME 3D DEOD URINAL SCREENS 10/CASE	\$56.98	
41761	05/31/2019	1919	BURCO CHEMICAL & SUPPLY INC	20206	31701.4000.56118.0000.008000.0000	WEME 3D DEOD URINAL SCREENS 10/CASE	\$56.98	
41761	05/31/2019	1919	BURCO CHEMICAL & SUPPLY INC	20206	31701.4000.56118.0000.008000.0000	SANITARY NAPKIN BAGS 55/CASE	\$56.78	
41761	05/31/2019	1919	BURCO CHEMICAL & SUPPLY INC	20206	31701.4000.56118.0000.008000.0000	WALL MOUNT SANITARY NAPKIN RECEPTICLES	\$229.32	
41761	05/31/2019	1919	BURCO CHEMICAL & SUPPLY INC	20206	31701.4000.56118.0000.008000.0000	1" RUBBER CHAIR TIPS	\$60.00	
41761	05/31/2019	1919	BURCO CHEMICAL & SUPPLY INC	20206	31701.4000.56118.0000.008000.0000	WOOD FORCE STRATEGIC FLOOR CLEANER 4/CASE	\$102.00	
41761	05/31/2019	1919	BURCO CHEMICAL & SUPPLY INC	20206	31701.4000.56118.0000.008000.0000	MOP RAYON	\$93.60	
41761	05/31/2019	1919	BURCO CHEMICAL & SUPPLY INC	20206	31701.4000.56118.0000.008000.0000	MICRO CLOTHS 12/PKG	\$29.90	
41761	05/31/2019	1919	BURCO CHEMICAL & SUPPLY INC	20206	31701.4000.56118.0000.008000.0000	BLOC-AID DRAIN OPENER QT. 12/CASE	\$108.00	
41761	05/31/2019	1919	BURCO CHEMICAL & SUPPLY INC	20206	31701.4000.56118.0000.008000.0000	STAINLESS STEEL CLEANER QT. 12/CASEBL	\$55.44	
41761	05/31/2019	1919	BURCO CHEMICAL & SUPPLY INC	20206	31701.4000.56118.0000.008000.0000	PS BLEACH 6/CASE	\$44.40	
41761	05/31/2019	1919	BURCO CHEMICAL & SUPPLY INC	20206	31701.4000.56118.0000.008000.0000	DMQ DAMP MOP QUART	\$223.20	
41761	05/31/2019	1919	BURCO CHEMICAL & SUPPLY INC	20206	31701.4000.56118.0000.008000.0000	SPRAYWAY GLASS CLEANER	\$102.96	
41761	05/31/2019	1919	BURCO CHEMICAL & SUPPLY INC	20206	31701.4000.56118.0000.008000.0000	KTCHEN TOWEL ROLL CASE	\$41.26	
41761	05/31/2019	1919	BURCO CHEMICAL & SUPPLY INC	20206	31701.4000.56118.0000.008000.0000	PROFESSIONAL DRAIN	\$179.40	
41761	05/31/2019	1919	BURCO CHEMICAL & SUPPLY INC	20233	31701.4000.54315.0000.008033.0000	INSINKERATOR GARBAGE DISPOSAL - CEMS	\$1,584.50	
41761	05/31/2019	1919	BURCO CHEMICAL & SUPPLY INC	20233	31701.4000.54315.0000.008036.0000	INSINKERATOR GARBAGE DISPOSAL - CEMS	\$1,584.50	

							Check Total:	\$4,906.82
41762	05/31/2019	1919	COOPERATIVE EDUCATIONAL SERVICES	36-029988	11000.2100.53211.2000.008000.0000	ANCILLARY:		\$1,282.21
						DIAGNOSTICIAN –		
							Check Total:	\$1,282.21
41763	05/31/2019	1919	JUNIOR LIBRARY GUILD	464698	27107.2200.56114.0000.008047.0000	AUDIOBOOK ELEMENTARY		\$5,100.20
							Check Total:	\$5,100.20
41764	05/31/2019	1919	KIT CARSON ELECTRIC COOPERATIVE INC	4/1-5/1/19	11000.2600.54411.0000.008047.0000	(2018–2019) ENES		\$1,198.75
						ELECTRICITY		
41764	05/31/2019	1919	KIT CARSON ELECTRIC COOPERATIVE INC	4/1-5/1/19	11000.2600.54411.0000.008048.0000	(2018–2019) ENMS		\$1,198.75
						ELECTRICITY		
							Check Total:	\$2,397.50
41765	05/31/2019	1919	LEARNING WITHOUT TEARS	INV17233	24101.1000.53711.1010.008000.0000	MY FIRST BOOK		\$149.60
41765	05/31/2019	1919	LEARNING WITHOUT TEARS	INV17233	24101.1000.53711.1010.008000.0000	READINESS WRITING TE		\$21.95
41765	05/31/2019	1919	LEARNING WITHOUT TEARS	INV17233	24101.1000.53711.1010.008000.0000	MAT MAN BOOK SET		\$43.95
41765	05/31/2019	1919	LEARNING WITHOUT TEARS	INV17237	14000.1000.56111.1010.008047.0000	LETTER AND NUMBERS FOR		\$149.60
41765	05/31/2019	1919	LEARNING WITHOUT TEARS	INV17246	14000.1000.56111.1010.008047.0000	CURSIVE HANDWRITING		\$187.00
41765	05/31/2019	1919	LEARNING WITHOUT TEARS	INV17250	14000.1000.56111.1010.008047.0000	PRINTING POWER		\$374.00
41765	05/31/2019	1919	LEARNING WITHOUT TEARS	INV17269	14000.1000.56107.1010.008048.0000	CAN DO CURSIVE		\$233.75
41765	05/31/2019	1919	LEARNING WITHOUT TEARS	INV17273	14000.1000.56111.1010.008047.0000	CURSIVE SUCCESS		\$187.00
41765	05/31/2019	1919	LEARNING WITHOUT TEARS	INV17320	14000.1000.56111.1010.008047.0000	MY PRINTING BOOK		\$187.00
							Check Total:	\$1,533.85
41766	05/31/2019	1919	MIDSCHOOLMATH, LLC	MSM-12822	14000.1000.56111.1010.008036.0000	5TH GRADE CURRICULUM		\$416.00
41766	05/31/2019	1919	MIDSCHOOLMATH, LLC	MSM-12822	14000.1000.56111.1010.008036.0000	6TH GRADE CURRICULUM		\$288.00
41766	05/31/2019	1919	MIDSCHOOLMATH, LLC	MSM-12822	14000.1000.56111.1010.008036.0000	7TH GRADE CURRICULUM		\$384.00
41766	05/31/2019	1919	MIDSCHOOLMATH, LLC	MSM-12822	14000.1000.56111.1010.008036.0000	8TH GRADE CURRICULUM		\$320.00
							Check Total:	\$1,408.00
41767	05/31/2019	1919	NORTHERN NEW MEXICO GAS COMPANY-AF	1288	11000.2600.54413.0000.008047.0000	2018–2019 PROPANE FOR EAGLE NEST		\$169.26
41767	05/31/2019	1919	NORTHERN NEW MEXICO GAS COMPANY-AF	1288	11000.2600.54413.0000.008048.0000	2018–2019 PROPANE FOR EAGLE NEST		\$169.26
41767	05/31/2019	1919	NORTHERN NEW MEXICO GAS COMPANY-AF	1289	11000.2600.54413.0000.008047.0000	2018–2019 PROPANE FOR EAGLE NEST		\$165.13
41767	05/31/2019	1919	NORTHERN NEW MEXICO GAS COMPANY-AF	1289	11000.2600.54413.0000.008048.0000	2018–2019 PROPANE FOR EAGLE NEST		\$165.13
							Check Total:	\$668.78
41768	05/31/2019	1919	REALLY GREAT READING	19541	11000.1000.56118.1010.008033.0000	COUNTDOWN LEASSON PLAN TEACHER GUIDE #1		\$54.50
41768	05/31/2019	1919	REALLY GREAT READING	19541	11000.1000.56118.1010.008033.0000	COUNTDOWN LESSON PLAN TEACHER GUIDE #2		\$54.50
41768	05/31/2019	1919	REALLY GREAT READING	19541	11000.1000.56118.1010.008033.0000	COUNTDOWN LESSON PLAN TEACHER GUIDE #3		\$135.16
							Check Total:	\$244.16

41769	05/31/2019	1919	SUPER SAVE - RATON	5/15/19	13000.2700.56118.0000.008000.0000	FOLGERS CLASSIC COFFEE	\$55.93
						Check Total:	\$55.93
						Bank Total:	\$218,950.52

Manual Checks Recap

41699	05/14/2019	11432	MORENO VALLEY HIGH SCHOOL	MANUAL	11000.0000.21100.0000.000000.0000	INTERGOVERNMENTAL	\$68,697.02
						Check Total:	\$68,697.02
						Manual Checks Total:	\$68,697.02

<u>Fund</u>	<u>Amount</u>
11000	\$126,043.45
13000	\$19,016.01
14000	\$6,597.13
23201	\$500.00
23403	\$6,258.02
23405	\$1,000.00
23407	\$458.01
23410	\$214.94
23411	\$292.69
23417	\$2,320.88
23421	\$1,072.43
23425	\$28.67
23426	\$287.57
23431	\$1,340.68
23440	\$385.69
23446	\$83.55
23449	\$77.00
23450	\$150.00
23464	\$1,120.85
23483	\$401.84
24101	\$3,514.40
24132	\$4,375.00
24154	\$660.45
25153	\$573.74
26156	\$5,819.50
26179	\$34.15
27107	\$5,100.20
29102	\$1,773.36
31701	\$35,894.48
31900	\$9,548.65

Fund Totals: \$234,943.34

**End of Report**

Disbursements Grand Total: \$234,943.34

## Cimarron Municipal Schools

### Deposit Listing

Date: 05/01/2019-05/31/2019

#### ACTIVITIES BANK ACCOUNT

Deposit Number	Date	Memo	Cash/Other	Checks/Credit	Deposit Total	
363035180	05/01/2019	CEMS - CANDY SALES	\$231.00	\$10.00	\$241.00	
363035181	05/01/2019	CHS - TRACK SPONSORS	\$100.00	\$0.00	\$100.00	
363035182	05/02/2019	ENEMS - YEARBOOK SALES	\$84.00	\$28.00	\$112.00	
363035183	05/02/2019	CHS - TRACK CONCESSIONS	\$358.00	\$0.00	\$358.00	
363035184	05/03/2019	ENEMS - PBIS	\$81.22	\$0.00	\$81.22	
363035185	05/07/2019	ENEMS - YEARBOOK SALES	\$84.00	\$84.00	\$168.00	
363035186	05/07/2019	ENEMS - OTTER POP FUND RAISER	\$40.20	\$0.00	\$40.20	
363035187	05/14/2019	ENEMS - YEARBOOK SALES	\$141.00	\$140.00	\$281.00	
363035189	05/16/2019	ENEMS - YEARBOOK SALES	\$50.00	\$28.00	\$78.00	
363035190	05/21/2019	CEMS - PLANT SALES	\$307.50	\$135.50	\$443.00	
363035191	05/21/2019	CEMS - PLANT SALES	\$170.00	\$93.00	\$263.00	
363035192	05/21/2019	CEMS - YEARBOOK SALES	\$0.00	\$20.00	\$20.00	
363035193	05/21/2019	CEMS - SNACK SALES	\$80.00	\$0.00	\$80.00	
363035194	05/21/2019	CEMS - CANDY SALES	\$200.00	\$120.00	\$320.00	
363035195	05/22/2019	CHS - STARTING CASH - GYM MEMBERSHIP - TRACK SPONS	\$176.79	\$130.00	\$306.79	
363035196	05/28/2019	ENEMS - CANDY SALES	\$89.25	\$0.00	\$89.25	
363035197	05/28/2019	ENEMS - DAIRY QUEEN REFUND	\$68.07	\$0.00	\$68.07	
363035198	05/28/2019	ENEMS - YEARBOOK SALES	\$30.00	\$43.00	\$73.00	
363035200	05/30/2019	CHS - YEARBOOK SALES	\$270.00	\$335.00	\$605.00	
363035201	05/30/2019	ENEMS - 8TH GRADE DINNER	\$0.00	\$50.00	\$50.00	
363035202	05/30/2019	ENEMS - YEARBOOK SALES	\$0.00	\$14.00	\$14.00	
363035203	05/31/2019	ENEMS - LIBRARY BOOKS	\$0.00	\$24.51	\$24.51	
Total Deposits for Bank:		22	Total Amount:	\$2,561.03	\$1,255.01	\$3,816.04



**OPERATIONAL ACCOUNT**

Deposit Number	Date	Memo	Cash/Other	Checks/Credit	Deposit Total
363035004	05/02/2019	CIMARRON MUNICIPAL SCHOOLS - DIESEL REIMBURSEMENT	\$0.00	\$320.05	\$320.05
363035005	05/01/2019	CHS - STATE BASKETBALL PAYMENTS	\$0.00	\$290.46	\$290.46
363035006	05/01/2019	ENEMS - CAFETERIA	\$7.50	\$128.00	\$135.50
363035007	05/01/2019	ENEMS - PRE-K	\$70.00	\$375.00	\$445.00
363035008	05/01/2019	NMPED - 24109 - PRE-SCHOOL IDEA B	\$0.00	\$989.76	\$989.76
363035009	05/01/2019	NMPED - 24109 - PRE-SCHOOL IDEA B	\$0.00	\$991.48	\$991.48
363035010	05/01/2019	USDA - MARCH 2019	\$0.00	\$15,398.79	\$15,398.79
363035011	05/03/2019	NMPED - 24154 - TITLE II	\$0.00	\$1,212.16	\$1,212.16
363035012	05/02/2019	ENEMS - CAFETERIA	\$117.00	\$40.00	\$157.00
363035013	05/02/2019	ENEMS - PRE-K	\$150.00	\$0.00	\$150.00
363035014	05/02/2019	CHS - CAFETERIA	\$15.00	\$0.00	\$15.00
363035015	05/03/2019	ENEMS - CAFETERIA	\$11.00	\$0.00	\$11.00
363035016	05/07/2019	ENEMS - PRE-K	\$225.00	\$150.00	\$375.00
363035017	05/07/2019	ENEMS - CAFETERIA	\$64.50	\$130.00	\$194.50
363035018	05/07/2019	CEMS - CAFETERIA	\$0.00	\$80.50	\$80.50
363035019	05/07/2019	CHS - CAFETERIA	\$6.00	\$0.00	\$6.00
363035020	05/06/2019	NMPED - 24106 - IDEAL B ENTITLEMENT	\$0.00	\$8,905.00	\$8,905.00
363035021	05/06/2019	NMPED - 24106 - IDEA B ENTITLEMENT	\$0.00	\$9,342.14	\$9,342.14
363035022	05/08/2019	FOREST RESERVE DISTRIBUTION FY19	\$0.00	\$7,766.06	\$7,766.06
363035023	05/08/2019	MORENO VALLEY HIGH SCHOOL - ADMIN CONTRACT	\$0.00	\$11,205.00	\$11,205.00
363035024	05/08/2019	MORENO VALLEY HIGH SCHOOL - LEASE	\$0.00	\$14,250.00	\$14,250.00
363035025	05/10/2019	CIMARRON MUNICIPAL SCHOOLS - DIESEL REIMBURSEMENT	\$0.00	\$732.44	\$732.44
363035026	05/08/2019	CHS - CAFETERIA	\$6.00	\$100.00	\$106.00
363035027	05/10/2019	SEG OPERATIONAL - MAY 2019	\$0.00	\$405,497.00	\$405,497.00
363035028	05/10/2019	ENEMS - CAFETERIA	\$14.50	\$0.00	\$14.50
363035029	05/14/2019	CHS - CAFETERIA	\$24.00	\$0.00	\$24.00
363035030	05/14/2019	CEMS - CAFETERIA	\$0.50	\$164.00	\$164.50
363035031	05/14/2019	CHS - TRACK ENTRY FEE	\$0.00	\$15.00	\$15.00
363035032	05/14/2019	ENEMS - CAFETERIA	\$30.00	\$0.00	\$30.00
363035033	05/14/2019	ENEMS - CHROMEBOOK SCREEN REPLACEMENT	\$40.00	\$0.00	\$40.00
363035034	05/15/2019	CHS - CAFETERIA	\$6.00	\$0.00	\$6.00

363035035	05/15/2019	ENEMS - CAFETERIA	\$34.70	\$0.00	\$34.70
363035036	05/15/2019	ENEMS - PRE-K	\$100.00	\$0.00	\$100.00
363035037	05/16/2019	CIMARRON MUNICIPAL SCHOOLS - A'VIANDS INVOICES	\$0.00	\$350.00	\$350.00
363035038	05/16/2019	CIMARRON MUNICIPAL SCHOOLS - MEALS/DIESEL	\$0.00	\$1,095.98	\$1,095.98
363035040	05/21/2019	NMPED - 24132 - IDEA B	\$0.00	\$3,543.28	\$3,543.28
363035041	05/17/2019	ENEMS - PRE-K	\$65.00	\$0.00	\$65.00
363035042	05/17/2019	ENEMS - CAFETERIA	\$21.00	\$75.00	\$96.00
363035043	05/16/2019	CHS - CAFETERIA	\$0.00	\$18.00	\$18.00
363035044	05/16/2019	ENEMS - PRE-K	\$50.00	\$0.00	\$50.00
363035045	05/16/2019	ENEMS - CAFETERIA	\$78.20	\$0.00	\$78.20
363035046	05/21/2019	ENEMS - CAFETERIA	\$33.50	\$0.00	\$33.50
363035047	05/22/2019	ENEMS - CAFETERIA	\$21.50	\$0.00	\$21.50
363035048	05/23/2019	NMPED - 24154 - TITLE II	\$0.00	\$1,180.97	\$1,180.97
363035049	05/24/2019	COLFAX COUNTRY TREASURER - APRIL 2019 DISTRIBUTION	\$0.00	\$67,514.58	\$67,514.58
363035050	05/23/2019	CHS - CAFETERIA	\$90.00	\$0.00	\$90.00

# Cimarron Municipal Schools

## Reprint Deposit Listing

Fiscal Year: 2018-2019

**Criteria:**

**Bank Account:**

**From Date:** 05/01/2019

**To Date:** 05/31/2019

**From Deposit:**

**To Deposit:**

**Bank:** OPERATIONAL ACCOUNT      **Account:** 2088306

Deposit Number	Date	Memo	Cash/Other	Checks/Credit	Deposit Total	Cleared?	Clear Date	Void Date
363035051	05/23/2019	ENEMS - CAFETERIA	\$44.00	\$0.00	\$44.00			
363035052	05/24/2019	CIMARRON MUNICIPAL SCHOOLS	\$0.00	\$225.84	\$225.84			
363035053	05/24/2019	NMPED - 24109 - PRE-SCHOOL IDEA B	\$0.00	\$989.76	\$989.76			
363035054	05/24/2019	CIMARRON MUNICIPAL SCHOOLS	\$0.00	\$356.05	\$356.05			
363035055	05/30/2019	NMPED - 25233 - G5 REAP	\$0.00	\$18,280.06	\$18,280.06			
363035056	05/30/2019	MORENO VALLEY HIGH SCHOOL - ENEMS TOUR	\$0.00	\$98.77	\$98.77			
363035057	05/29/2019	ENEMS - CAFETERIA - STARTING CASH	\$20.00	\$0.00	\$20.00			
363035058	05/29/2019	ENEMS - CAFETERIA	\$8.50	\$0.00	\$8.50			
363035059	05/29/2019	CEMS - CAFETERIA	\$0.00	\$75.00	\$75.00			
363035060	05/29/2019	CHS - CAFETERIA	\$78.00	\$0.00	\$78.00			
363035061	05/28/2019	CHS - CAFETERIA	\$21.00	\$0.00	\$21.00			
363035062	05/28/2019	CEMS - CAFETERIA	\$0.00	\$203.50	\$203.50			
363035063	05/28/2019	ENEMS - CAFETERIA	\$7.50	\$0.00	\$7.50			
363035064	05/24/2019	ENEMS - CAFETERIA	\$37.50	\$0.00	\$37.50			
363035065	05/30/2019	CHS - CAFETERIA	\$0.00	\$17.50	\$17.50			
363035066	05/30/2019	CEMS - CAFETERIA - STARTING CASH	\$20.00	\$0.00	\$20.00			
363035067	05/30/2019	CHS - CAFETERIA	\$0.00	\$3.50	\$3.50			
363035068	05/30/2019	CEMS - CAFETERIA	\$14.00	\$486.50	\$500.50			
363035069	05/30/2019	ENEMS - ATHLETIC STARTING CASH	\$50.00	\$0.00	\$50.00			
363035070	05/31/2019	STATE OF NEW MEXICO - DFA - FOREST RESERVE	\$0.00	\$513.32	\$513.32			
363035071	05/31/2019	CIMARRON MUNICIPAL SCHOOLS	\$0.00	\$1,327.07	\$1,327.07			
Total Deposits for Bank:		67	Total Amount:	\$1,581.40	\$574,437.52	\$576,018.92		
Total Deposits :		89	Total Amount:	\$4,142.43	\$575,692.53	\$579,834.96		

# Cimarron Municipal Schools

## Reprint Deposit Listing

Fiscal Year: 2018-2019

Criteria:

Bank Account:

From Date: 05/01/2019

To Date: 05/31/2019

From Deposit:

To Deposit:

End of Report

**Cimarron Municipal Schools  
June 2019 Board Meeting  
Budget Adjustment Request(BAR) Approvals/Cash Transfers**

<u>TYPE OF BAR</u>	<u>BAR#</u>	<u>ACCOUNT</u>	<u>JUSTIFICATION</u>
MAINTENANCE	116	OPERATIONAL	BUDGET MAINTENANCE
MAINTENANCE	117	OPERATIONAL	BUDGET MAINTENANCE
MAINTENANCE	118	TRANSPORTATION	BUDGET MAINTENANCE

**PLEASE SEE ATTACHED BARS FOR DETAILED INFORMATION**

**Bar Increases/Decreases:**

**\*\*\*REQUEST PERMISSION TO PROCESS BARS FOR 2018-19  
CARRYOVER FUNDS OR ANY FUND UPON RECEIPT OF PED NOTIFICATION  
OR ANY BAR APPROVED BY SUPERINTENDENT**

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: 008-000-1819-0116-M  
Fund Type: General Fund / Capital  
Outlay / Debt Service

Adjustment Type: Maintenance

Fiscal Year: 2018-2019

Entity Name: Cimarron

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

Contact: Lawana Whitten, Business Manager

Total Approved Budget (Flowthrough):

Phone: 505-376-2445

Email: lwhitten@cimarronschools.org

<b>FLOWTHROUGH ONLY</b>	
Budget Period: Jul 1 2018 12:00AM	To: Jun 30 2019 12:00AM
A. Approved Carryover:	
B. Total Current Year Allocation:	
D. Total Funding Available:	

Fund	Function	Object	Program	Job Class	Present Budget	Adj Amt Exp	Adj Budget	ADD'L FTE
11000 Operational	1000 Instruction	51100 Salaries Expense	2000 Special Programs	1412 Teachers-Special Education	\$246,855	(\$8,409)	\$238,446	
11000 Operational	1000 Instruction	51100 Salaries Expense	0000 No Program	1611 Substitutes-Sick Leave	\$16,000	\$2,009	\$18,009	
11000 Operational	1000 Instruction	51300 Additional Compensation	9000 Co-Curricular and Extra-Curricular Activities	1622 Bus Drivers	\$15,000	\$5,000	\$20,000	
11000 Operational	1000 Instruction	51300 Additional Compensation	9000 Co-Curricular and Extra-Curricular Activities	1618 Athletics Salaries	\$48,850	\$1,100	\$49,950	
11000 Operational	1000 Instruction	52313 Dental	0000 No Program	0000 No Job Class	\$13,335	\$300	\$13,635	
Sub Total						\$0		
Indirect Cost								
<b>DOC. TOTAL</b>						<b>\$0</b>		

**Justification:**  
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.

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: 008-000-1819-0117-M

Fund Type: General Fund / Capital Outlay / Debt Service

Adjustment Type: Maintenance

Fiscal Year: 2018-2019

Entity Name: Cimarron

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

Contact: Lawana Whitten, Business Manager

Total Approved Budget (Flowthrough):

Phone: 505-376-2445

Email: lwhitten@cimarronschools.org

<b>FLOWTHROUGH ONLY</b>	
Budget Period: Jul 1 2018 12:00AM	To: Jun 30 2019 12:00AM
A. Approved Carryover:	
B. Total Current Year Allocation:	
D. Total Funding Available:	

Fund	Function	Object	Program	Job Class	Present Budget	Adj Amt Exp	Adj Budget	ADD'L FTE
11000 Operational	2600 Operation & Maintenance of Plant	55200 Property/Liability Insurance	0000 No Program	0000 No Job Class	\$120,372	(\$5,000)	\$115,372	
11000 Operational	2300 Support Services-General Administration	53411 Auditing	0000 No Program	0000 No Job Class	\$23,485	\$3,156	\$26,641	
11000 Operational	2600 Operation & Maintenance of Plant	54413 Propane/Bulane (Buildings)	0000 No Program	0000 No Job Class	\$35,000	\$1,844	\$36,844	
Sub Total						\$0		
Indirect Cost								
<b>DOC. TOTAL</b>						<b>\$0</b>		

**Justification:**

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.

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: 008-000-1819-0118-M

Fund Type: Flowthrough

Adjustment Type: Maintenance

Fiscal Year: 2018-2019

Entity Name: Cimarron

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

Contact: Lawana Whitten, Business Manager

Total Approved Budget (Flowthrough):

Phone: 505-376-2445

Email: lwhitten@cimarronschools.org

<b>FLOWTHROUGH ONLY</b>	
Budget Period: 07/01/2018	To: 06/30/2019
A. Approved Carryover:	
B. Total Current Year Allocation:	
D. Total Funding Available:	

Fund	Function	Object	Program	Job Class	Present Budget	Adj Amt Exp	Adj Budget	ADD'L FTE
13000 Pupil Transportation	2700 Student Transportation	51100 Salaries Expense	0000 No Program	1622 Bus Drivers	\$89,875	(\$4,138)	\$85,737	
13000 Pupil Transportation	2700 Student Transportation	51100 Salaries Expense	0000 No Program	1114 Administrative Assistants	\$14,183	(\$278)	\$13,905	
13000 Pupil Transportation	2700 Student Transportation	52111 Educational Retirement	0000 No Program	0000 No Job Class	\$31,023	(\$535)	\$30,488	
13000 Pupil Transportation	2700 Student Transportation	52112 ERA - Retiree Health	0000 No Program	0000 No Job Class	\$4,757	(\$583)	\$4,174	
13000 Pupil Transportation	2700 Student Transportation	52312 Life	0000 No Program	0000 No Job Class	\$560	(\$64)	\$496	
13000 Pupil Transportation	2700 Student Transportation	52314 Vision	0000 No Program	0000 No Job Class	\$171	(\$28)	\$143	
13000 Pupil Transportation	2700 Student Transportation	52315 Disability	0000 No Program	0000 No Job Class	\$103	(\$23)	\$80	
13000 Pupil Transportation	2700 Student Transportation	52720 Workers Compensation Employer's Fee	0000 No Program	0000 No Job Class	\$454	(\$274)	\$180	
13000 Pupil Transportation	2700 Student Transportation	54314 Maintenance & Repair - Buses	0000 No Program	0000 No Job Class	\$6,884	(\$2,191)	\$4,693	
13000 Pupil Transportation	2700 Student Transportation	54412 Natural Gas (Buildings)	0000 No Program	0000 No Job Class	\$6,000	(\$3,987)	\$2,013	
13000 Pupil Transportation	2700 Student Transportation	54415 Water/Sewage	0000 No Program	0000 No Job Class	\$1,920	(\$152)	\$1,768	
13000 Pupil Transportation	2700 Student Transportation	54416 Communication Services	0000 No Program	0000 No Job Class	\$6,071	(\$259)	\$5,812	
13000 Pupil Transportation	2700 Student Transportation	55813 Employee Travel - Non-Teachers	0000 No Program	0000 No Job Class	\$1,800	(\$725)	\$1,075	



13000 Pupil Transportation	2700 Student Transportation	55916 Bus Inspections	0000 No Program	0000 No Job Class	\$1,500	(\$46)	\$1,454
13000 Pupil Transportation	2700 Student Transportation	56212 Diesel Fuel	0000 No Program	0000 No Job Class	\$47,000	(\$13,499)	\$33,501
13000 Pupil Transportation	2700 Student Transportation	56214 Lubricants/Anti-Freeze	0000 No Program	0000 No Job Class	\$6,000	(\$3,691)	\$2,309
13000 Pupil Transportation	2700 Student Transportation	51100 Salaries Expense	0000 No Program	1611 Substitutes-Sick Leave	\$4,818	\$235	\$5,053
13000 Pupil Transportation	2700 Student Transportation	51100 Salaries Expense	0000 No Program	1612 Substitutes-Other Leave	\$15,382	\$4,083	\$19,465
13000 Pupil Transportation	2700 Student Transportation	51300 Additional Compensation	0000 No Program	1622 Bus Drivers	\$2,242	\$174	\$2,416
13000 Pupil Transportation	2700 Student Transportation	52210 FICA Payments	0000 No Program	0000 No Job Class	\$13,838	\$46	\$13,884
13000 Pupil Transportation	2700 Student Transportation	52220 Medicare Payments	0000 No Program	0000 No Job Class	\$3,136	\$111	\$3,247
13000 Pupil Transportation	2700 Student Transportation	52313 Dental	0000 No Program	0000 No Job Class	\$921	\$31	\$952
13000 Pupil Transportation	2700 Student Transportation	56118 General Supplies and Materials	0000 No Program	0000 No Job Class	\$6,000	\$15,875	\$21,875
13000 Pupil Transportation	2700 Student Transportation	56215 Tires/Tubes	0000 No Program	0000 No Job Class	\$1,500	\$9,918	\$11,418
Sub Total						\$0	
Indirect Cost							
<b>DOC. TOTAL</b>						\$0	

**Justification:**

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.

# Cimarron Municipal Schools

## Fund Balances

Month: May

<u>Fund</u>	<u>Description</u>	<u>Beginning Balance</u>	<u>Revenue</u>	<u>Expense</u>	<u>Transfers</u>	<u>Fund Balance</u>	<u>Cash Balance</u>	<u>Variance</u>
11000	OPERATIONAL	\$255,751.94	\$4,098,974.03	(\$3,705,836.03)	(\$6,951.00)	\$641,938.94	\$559,398.24	\$82,540.70
13000	PUPIL TRANSPORTATION	\$4.35	\$375,670.00	(\$347,888.42)	\$0.00	\$27,785.93	\$27,785.93	\$0.00
14000	INSTRUCTIONAL MATERIALS	\$42,040.76	\$12,964.42	(\$7,043.72)	\$0.00	\$47,961.46	\$47,961.46	\$0.00
21000	FOOD SERVICES	\$47,630.75	\$191,330.43	(\$218,558.27)	\$2,400.00	\$22,802.91	\$22,802.91	\$0.00
22000	ATHLETICS	\$21,378.95	\$14,243.46	(\$3,105.62)	\$0.00	\$32,516.79	\$32,516.79	\$0.00
23100	CHS E-STORE	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
23200	ZANE CD SCHOLARSHIP	\$12,162.61	\$281.91	\$0.00	\$0.00	\$12,444.52	\$12,444.52	\$0.00
23201	CARDWELL SCHOLARSHIP CD	\$0.00	\$10,000.00	(\$500.00)	\$0.00	\$9,500.00	\$9,500.00	\$0.00
23202	MASONIC SCHOLARSHIP	\$9,384.37	\$69.07	(\$684.20)	\$0.00	\$8,769.24	\$9,384.87	(\$615.63)
23400	CHS ANNUAL YEARBOOK	\$581.54	\$965.00	(\$100.00)	\$0.00	\$1,446.54	\$1,446.54	\$0.00
23401	ACTIVITY INTEREST	\$1,478.46	\$2,718.61	(\$172.05)	\$0.00	\$4,025.02	\$4,025.02	\$0.00
23402	CHS ART	\$1,651.69	\$0.00	\$0.00	\$0.00	\$1,651.69	\$1,651.69	\$0.00
23403	CHS RAM PRIDE BOOSTER CLUB	\$25,572.39	\$32,505.18	(\$35,093.99)	\$0.00	\$22,983.58	\$22,983.58	\$0.00
23404	JOHN/BEVERLY CARDWELL SCHOLARSHIP FUND	\$36,495.84	\$8,901.78	(\$611.48)	\$0.00	\$44,786.14	\$52,922.92	(\$8,136.78)
23405	JUAN MARTINEZ SCHOLARSHIP FUND	\$20,088.63	\$0.00	(\$2,000.00)	\$0.00	\$18,088.63	\$18,088.63	\$0.00
23406	CHS CHEERLEADERS	\$540.30	\$0.00	\$0.00	\$0.00	\$540.30	\$540.30	\$0.00
23407	FAMILY GROUP 6-8	\$2,676.25	\$3,760.50	(\$3,516.97)	\$0.00	\$2,919.78	\$2,919.78	\$0.00
23408	CEMOP	\$2,663.24	\$263.00	(\$355.08)	\$0.00	\$2,571.16	\$2,571.16	\$0.00
23409	CEMS YEARBOOK	\$1,288.12	\$540.00	(\$895.50)	\$0.00	\$932.62	\$932.62	\$0.00
23410	CEMS ACTIVITY	\$1,079.72	\$3,787.44	(\$3,459.19)	\$0.00	\$1,407.97	\$1,407.97	\$0.00
23411	CEMS ART	\$25.47	\$415.50	(\$292.69)	\$0.00	\$148.28	\$148.28	\$0.00
23412	CES PEEWEE BB	\$5.04	\$0.00	\$0.00	\$0.00	\$5.04	\$5.04	\$0.00
23413	CES 3-4 SCIENCE TEACHERS	\$65.90	\$0.00	\$0.00	\$0.00	\$65.90	\$65.90	\$0.00
23415	CHS CLASS OF 2022	\$0.56	\$0.00	\$0.00	\$0.00	\$0.56	\$0.56	\$0.00
23416	DISTRICT NURSE	\$1,842.01	\$500.00	(\$276.84)	\$0.00	\$2,065.17	\$2,065.17	\$0.00
23417	CHS CLASS OF 2020	\$4,811.78	\$2,544.70	(\$2,398.71)	\$0.00	\$4,957.77	\$4,957.77	\$0.00
23419	CHS CLASS OF 2021	\$137.00	\$3,603.25	(\$1,559.80)	\$0.00	\$2,180.45	\$2,180.45	\$0.00
23420	CHS CLASS OF 2018	\$146.44	\$0.00	\$0.00	\$0.00	\$146.44	\$146.44	\$0.00
23421	CHS CLASS OF 2019	\$1,774.12	\$4,010.00	(\$4,632.65)	\$0.00	\$1,151.47	\$1,151.47	\$0.00
23424	CMS STUDENT COUNCIL	\$178.46	\$609.00	(\$118.95)	\$0.00	\$668.51	\$668.51	\$0.00
23425	CMS 8TH GRADE DANCE	\$68.31	\$224.96	(\$78.67)	\$0.00	\$214.60	\$214.60	\$0.00
23426	ENEMS ACTIVITY	\$6,743.96	\$5,187.19	(\$1,908.76)	\$0.00	\$10,022.39	\$10,022.39	\$0.00
23427	ENEMS STAFF	\$142.98	\$0.00	(\$62.59)	\$0.00	\$80.39	\$80.39	\$0.00
23428	ENMS BARN FUND	\$7,648.15	\$3,770.00	(\$1,710.56)	\$0.00	\$9,707.59	\$9,707.59	\$0.00
23429	EN AQUAPONICS	\$35.18	\$0.00	\$0.00	\$0.00	\$35.18	\$35.18	\$0.00
23430	ENEMS ART PROGRAM	\$13.15	\$696.25	(\$453.76)	\$0.00	\$255.64	\$255.64	\$0.00
23431	ENEMS YEARBOOK	\$2,290.35	\$726.00	(\$1,340.68)	\$0.00	\$1,675.67	\$1,675.67	\$0.00
23432	EN VOCATIONAL ED	\$42.00	\$0.00	(\$39.54)	\$0.00	\$2.46	\$2.46	\$0.00
23433	TRAILS END RANCH	\$1,000.00	\$100.00	\$0.00	\$0.00	\$1,100.00	\$1,100.00	\$0.00
23434	ENMS STUDENT COUNCIL	\$1,182.86	\$825.00	\$0.00	\$0.00	\$2,007.86	\$2,007.86	\$0.00
23435	EN PBIS COMMITTEE	\$422.21	\$557.25	(\$459.48)	\$0.00	\$519.98	\$519.98	\$0.00

23436	SNOW INDUSTRIES	\$0.00	\$200.00	\$0.00	\$0.00	\$200.00	\$200.00	\$0.00
23440	CHS ACTIVITY	\$1,372.11	\$1,821.79	(\$1,260.69)	\$0.00	\$1,933.21	\$1,933.21	\$0.00
23442	CHS STUDENT COUNCIL	\$482.84	\$0.00	(\$151.95)	\$0.00	\$330.89	\$330.89	\$0.00
23445	CHS TEACHERS	\$471.64	\$0.00	\$0.00	\$0.00	\$471.64	\$471.64	\$0.00
23446	BAND-MUSIC PROGRAM	\$6,142.45	\$18,959.00	(\$15,630.62)	\$0.00	\$9,470.83	\$9,470.83	\$0.00
23448	SKI CLUB	\$0.00	\$649.00	(\$622.07)	\$0.00	\$26.93	\$26.93	\$0.00
23449	FFA	\$739.26	\$8,406.72	(\$8,578.57)	\$0.00	\$567.41	\$567.41	\$0.00
23450	CHS NATIONAL HONOR SOCIETY	\$553.46	\$0.00	(\$150.00)	\$0.00	\$403.46	\$403.46	\$0.00
23451	CHS RAMSHORN	\$1.25	\$0.00	\$0.00	\$0.00	\$1.25	\$1.25	\$0.00
23452	CHS RHOR	\$473.33	\$0.00	\$0.00	\$0.00	\$473.33	\$473.33	\$0.00
23454	CHS SHOP	\$5,908.30	\$933.25	\$0.00	\$0.00	\$6,841.55	\$6,841.55	\$0.00
23455	CHS LASER SHOP/BUSINESS	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
23456	CHS DRAMA CLUB	\$345.75	\$1,591.50	(\$1,742.38)	\$0.00	\$194.87	\$194.87	\$0.00
23457	CHS SNACK PANTRY	\$86.90	\$0.00	\$0.00	\$0.00	\$86.90	\$86.90	\$0.00
23458	CEMS HALOS	\$1,859.20	\$339.00	(\$2,198.20)	\$0.00	\$0.00	\$0.00	\$0.00
23460	ZANE SCHOLARSHIP	\$606.87	\$0.00	\$0.00	\$0.00	\$606.87	\$606.87	\$0.00
23461	STAFF EVENT DONATION	\$252.98	\$0.00	\$0.00	\$0.00	\$252.98	\$252.98	\$0.00
23463	ENEMS LIBRARY	\$770.14	\$24.51	\$0.00	\$0.00	\$794.65	\$794.65	\$0.00
23464	ENES K-2 TEACHERS	\$3,570.30	\$3,554.32	(\$3,905.27)	\$0.00	\$3,219.35	\$3,219.35	\$0.00
23465	ENES 3-5 TEACHERS	\$6,212.40	\$11,922.00	(\$8,563.94)	\$0.00	\$9,570.46	\$9,570.46	\$0.00
23470	EN TUTORING PROGRAM	\$2,130.22	\$0.00	\$0.00	\$0.00	\$2,130.22	\$2,130.22	\$0.00
23471	ENEMS CENTURY LINK	\$3,500.00	\$0.00	(\$3,295.00)	\$0.00	\$205.00	\$205.00	\$0.00
23479	CHS GRAPHIC ARTS	\$215.30	\$0.00	\$0.00	\$0.00	\$215.30	\$215.30	\$0.00
23481	CHS RAMS E-STORE	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
23482	CHS BROADCAST	\$395.75	\$0.00	\$0.00	\$0.00	\$395.75	\$395.75	\$0.00
23483	CHS DESIGN	\$7,412.32	\$35.00	(\$638.31)	\$0.00	\$6,809.01	\$6,809.01	\$0.00
23485	ENMS JUNIOR CHAMBER	\$1,795.82	\$0.00	\$0.00	\$0.00	\$1,795.82	\$1,795.82	\$0.00
23486	DISTRICT SAMS REWARDS	\$102.30	\$0.00	\$0.00	\$0.00	\$102.30	\$102.30	\$0.00
23487	WERC ENVIRONMENTAL DESIGN	\$230.83	\$0.00	\$0.00	\$0.00	\$230.83	\$230.83	\$0.00
23488	DISTRICT ATHLETICS	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
24101	TITLE I - IASA	\$23,091.89	\$56,962.71	(\$55,980.06)	\$0.00	\$24,074.54	\$24,074.54	\$0.00
24106	ENTITLEMENT IDEA-B	(\$45,515.02)	\$98,527.97	(\$97,446.39)	(\$30,000.00)	(\$74,433.44)	(\$17,220.44)	(\$57,213.00)
24109	PRESCHOOL IDEA-B	(\$3,198.58)	\$10,627.15	(\$9,409.28)	\$0.00	(\$1,980.71)	\$1,219.29	(\$3,200.00)
24118	FRESH FRUIT AND VEGETABLE	(\$892.34)	\$892.34	\$0.00	(\$895.00)	(\$895.00)	\$0.00	(\$895.00)
24120	IDEA-B RISK POOL	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
24132	IDEA-B RESULTS PLAN	(\$19,562.52)	\$44,109.52	(\$40,817.77)	(\$13,000.00)	(\$29,270.77)	(\$9,705.77)	(\$19,565.00)
24154	TEACHER/PRINCIPAL TRAINING & RECRUITING	(\$3,142.44)	\$10,548.45	(\$9,285.84)	\$40.00	(\$1,839.83)	\$1,305.17	(\$3,145.00)
24183	USDA SCHOOL EQUIPMENT	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
24189	TITLE IV	\$0.00	\$0.00	(\$20,438.64)	\$0.00	(\$20,438.64)	(\$20,438.64)	\$0.00
25153	TITLE XIX MEDICAID 3/21 YEARS	\$0.00	\$16,896.89	(\$22,614.63)	\$3,800.00	(\$1,917.74)	(\$1,917.74)	\$0.00
25214	TEACHER QUALITY ENHANCEMENT	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
25233	RURAL EDUCATION ACHIEVEMENT PROGRAM	\$0.00	\$58,996.19	(\$58,996.19)	\$43,700.00	\$43,700.00	\$43,700.00	\$0.00
25250	SEG - FEDERAL STIMULUS	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
26156	TURNER FOUNDATION	\$16,773.72	\$18,000.00	(\$9,109.20)	\$0.00	\$25,664.52	\$25,664.52	\$0.00
26179	A PLUS FOR ENERGY	\$870.56	\$0.00	\$0.00	\$0.00	\$870.56	\$870.56	\$0.00
27103	2009 DUAL CREDIT IM/HB2	(\$129.00)	\$129.00	(\$1,021.00)	(\$129.00)	(\$1,150.00)	(\$1,021.00)	(\$129.00)

27106	2010 GO BONDS STUDENT LIBRARY FUND SB1	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
27107	2012 GO BOND	\$0.00	\$0.00	(\$5,100.20)	\$0.00	(\$5,100.20)	(\$5,100.20)	\$0.00
27114	CENTER FOR TEACHER EXCELLENCE PED	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
27125	EXCELLENCE IN TEACHING	\$0.00	\$16,091.76	(\$16,091.76)	\$0.00	\$0.00	\$0.00	\$0.00
27138	INCENTIVES FOR SCHOOL IMPR ACT PED	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
27149	PREK INITIATIVE	(\$9,995.52)	\$34,124.82	(\$35,233.49)	\$1,035.00	(\$10,069.19)	\$30.81	(\$10,100.00)
27155	BREAKFAST FOR ELEM STUDENTS	\$0.00	\$6,598.97	(\$7,625.00)	\$0.00	(\$1,026.03)	(\$1,026.03)	\$0.00
27171	2010 GOB IM	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
27181	"STEM" TEACHER INITIATIVE	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
27183	NM GROWN FVV	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
27195	TEACHERS HARD TO STAFF STIPEND	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
28178	GEAR-UP CHE	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
29102	PRIVATE DIR GRANTS (CATEGORICAL)	\$41,853.17	\$39,000.00	(\$15,795.20)	\$0.00	\$65,057.97	\$65,057.97	\$0.00
31100	BOND BUILDING	\$1,364,953.72	\$2,741.12	(\$1,367,592.33)	\$0.00	\$102.51	\$102.51	\$0.00
31600	HB 33	\$1,677.40	\$310.30	(\$3.10)	\$0.00	\$1,984.60	\$1,984.60	\$0.00
31700	STATE MATCH SB-9	\$0.00	\$0.00	(\$26,963.00)	\$0.00	(\$26,963.00)	(\$26,963.00)	\$0.00
31701	CAPITAL IMPROVEMENTS SB-9	\$1,452,888.10	\$627,760.66	(\$1,085,253.83)	\$0.00	\$995,394.93	\$995,394.93	\$0.00
31900	ED. TECHNOLOGY EQUIPMENT ACT	\$912,477.41	\$510,201.85	(\$325,618.30)	\$0.00	\$1,097,060.96	\$1,139,300.96	(\$42,240.00)
41000	DEBT SERVICES	\$669,413.01	\$431,447.75	(\$663,172.87)	\$0.00	\$437,687.89	\$437,687.89	\$0.00
43000	TOTAL ED. TECH. DEBT SERVICE SUBFUND	\$430,950.81	\$440,312.17	(\$303,581.33)	\$0.00	\$567,681.65	\$525,441.65	\$42,240.00
	<b>Grand Total:</b>	<b>\$5,389,191.93</b>	<b>\$7,253,459.64</b>	<b>(\$8,569,040.61)</b>	<b>\$0.00</b>	<b>\$4,073,610.96</b>	<b>\$4,094,069.67</b>	<b>(\$20,458.71)</b>

**End of Report**

## CIMARRON MUNICIPAL SCHOOLS

**To:** Board Members  
**From:** Lawana Whitten  
**Date:** June 1, 2019  
**Re:** Variance explanations for May, 2019

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<b>11000 Operational</b>	Intra-Fund Loans paid that crossed fiscal years	<b>\$82,545.00</b>
<b>11000 Operational</b>	NMPSIA	<b>(\$4.30)</b>
<b>23202 Masonic Scholarship</b>	Interest Posted from 18-19	<b>(\$615.63)</b>
<b>23404 STEM Scholarship</b>	Interest Posted from 18-19	<b>(\$8,136.78)</b>
<b>24106 Entitlement IDEA B</b>	Intra-Fund Loans paid that crossed fiscal years	<b>(\$45,511.00)</b>
<b>24106 Entitlement IDEA B</b>	Moreno Valley RFR	<b>(\$11,702.00)</b>
<b>24109 Preschool IDEA B</b>	Intra-Fund Loans paid that crossed fiscal years	<b>(\$3,200.00)</b>
<b>24118 Fresh Fruits &amp; Veg</b>	Intra-Fund Loans paid that crossed fiscal years	<b>(\$895.00)</b>
<b>24132 IDEA-B</b>	Intra-Fund Loans paid that crossed fiscal years	<b>(\$19,565.00)</b>
<b>24154 Title II</b>	Intra-Fund Loans paid that crossed fiscal years	<b>(\$3,145.00)</b>
<b>27103 Dual Credit</b>	Intra-Fund Loans paid that crossed fiscal years	<b>(\$129.00)</b>
<b>27149 PRE K</b>	Intra-Fund Loans paid that crossed fiscal years	<b>(\$10,100.00)</b>
<b>31900 ED Tech</b>	Permanent Transfer	<b>(\$42,240.00)</b>
<b>43000 Debt Service</b>	Permanent Transfer	<b>\$42,240.00</b>

**Intra-fund Loans are loans from Operational to Federal and State & Local to be paid back once request for reimbursement (RFR) have been received.**

**Loans will be paid in full in this fiscal year (18-19) for last year (17-18) as RFR's were received in August.**

**It will show as a variance until the new year.**



31701.4000.57331.0000.008000.0000	FIXED ASSETS (MORE THAN \$5,000)	\$27,491.00	\$200,000.00	\$227,491.00	\$0.00	\$191,006.84	\$36,484.16	\$0.00	\$36,484.16	16.04%
31701.4000.57331.0000.008033.0000	FIXED ASSETS (MORE THAN \$5,000)	\$32,000.00	\$0.00	\$32,000.00	\$0.00	\$0.00	\$32,000.00	\$0.00	\$32,000.00	100.00%
31701.4000.57331.0000.008034.0000	FIXED ASSETS (MORE THAN \$5,000)	\$32,000.00	\$0.00	\$32,000.00	\$0.00	\$6,080.25	\$25,919.75	\$0.00	\$25,919.75	81.00%
31701.4000.57331.0000.008036.0000	FIXED ASSETS (MORE THAN \$5,000)	\$32,000.00	\$0.00	\$32,000.00	\$0.00	\$0.00	\$32,000.00	\$0.00	\$32,000.00	100.00%
31701.4000.57331.0000.008047.0000	FIXED ASSETS (MORE THAN \$5,000)	\$32,000.00	\$0.00	\$32,000.00	\$0.00	\$4,472.53	\$27,527.47	\$0.00	\$27,527.47	86.02%
31701.4000.57331.0000.008048.0000	FIXED ASSETS (MORE THAN \$5,000)	\$32,000.00	\$0.00	\$32,000.00	\$0.00	\$4,472.53	\$27,527.47	\$0.00	\$27,527.47	86.02%
OBJECT: FIXED ASSETS (MORE THAN \$5,000) - 57331		\$187,491.00	\$200,000.00	\$387,491.00	\$0.00	\$206,032.15	\$181,458.85	\$0.00	\$181,458.85	46.83%
FUNCTION: FACILITIES ACQUISITION AND CONSTRUCTION - 4000		\$2,131,791.00	\$0.00	\$2,131,791.00	\$35,894.48	\$1,079,550.62	\$1,052,240.38	\$206,896.53	\$845,343.85	39.65%
FUND: CAPITAL IMPROVEMENTS SB-9 - 31701		\$2,139,889.00	\$0.00	\$2,139,889.00	\$36,114.72	\$1,085,253.83	\$1,054,635.17	\$206,896.53	\$847,738.64	39.62%
<b>Grand Total:</b>		<b>\$2,139,889.00</b>	<b>\$0.00</b>	<b>\$2,139,889.00</b>	<b>\$36,114.72</b>	<b>\$1,085,253.83</b>	<b>\$1,054,635.17</b>	<b>\$206,896.53</b>	<b>\$847,738.64</b>	<b>39.62%</b>

End of Report

8000 DISTRICT

8033 CES

8034 CHS

8036 CMS

8047 ENES

8048 ENMS

### Cimarron Municipal Schools

Date: 5/1/2019-5/31/2019

### ED TECH EXPENDITURE REPORT

Account Number	Description	Budget	Adjustments	GL Budget	Current	YTD	Balance	Encumbrance	Budget Bal	% Rem
31900.4000.53330.0000.008000.0000	PROFESSIONAL DEVELOPEMENT	\$2,000.00	\$0.00	\$2,000.00	\$0.00	\$0.00	\$2,000.00	\$0.00	\$2,000.00	100.00%
OBJECT: PROFESSIONAL DEVELOPEMENT - 53330		\$2,000.00	\$0.00	\$2,000.00	\$0.00	\$0.00	\$2,000.00	\$0.00	\$2,000.00	100.00%
31900.4000.53414.0000.008000.0000	OTHER SERVICES	\$78,589.00	\$142,240.00	\$220,829.00	\$5,625.07	\$169,579.11	\$51,249.89	\$5,778.68	\$45,471.21	20.59%
31900.4000.53414.0000.008009.0000	OTHER SERVICES	\$0.00	\$50,000.00	\$50,000.00	\$0.00	\$0.00	\$50,000.00	\$0.00	\$50,000.00	100.00%
31900.4000.53414.0000.008033.0000	OTHER SERVICES	\$2,000.00	\$0.00	\$2,000.00	\$0.00	\$0.00	\$2,000.00	\$0.00	\$2,000.00	100.00%
31900.4000.53414.0000.008034.0000	OTHER SERVICES	\$12,000.00	\$75,000.00	\$87,000.00	\$0.00	\$12,575.53	\$74,424.47	\$0.00	\$74,424.47	85.55%
31900.4000.53414.0000.008036.0000	OTHER SERVICES	\$2,000.00	\$0.00	\$2,000.00	\$0.00	\$0.00	\$2,000.00	\$0.00	\$2,000.00	100.00%
31900.4000.53414.0000.008047.0000	OTHER SERVICES	\$4,500.00	\$0.00	\$4,500.00	\$0.00	\$2,951.10	\$1,548.90	\$0.00	\$1,548.90	34.42%
31900.4000.53414.0000.008048.0000	OTHER SERVICES	\$4,500.00	\$0.00	\$4,500.00	\$0.00	\$2,951.09	\$1,548.91	\$0.00	\$1,548.91	34.42%
OBJECT: OTHER SERVICES - 53414		\$103,589.00	\$267,240.00	\$370,829.00	\$5,625.07	\$188,056.83	\$182,772.17	\$5,778.68	\$176,993.49	47.73%
31900.4000.54416.0000.008000.0000	COMMUNICATIONS	\$2,500.00	\$0.00	\$2,500.00	\$151.08	\$2,001.10	\$498.90	\$273.66	\$225.24	9.01%
31900.4000.54416.0000.008033.0000	COMMUNICATIONS	\$5,000.00	\$0.00	\$5,000.00	\$0.00	\$1,169.60	\$3,830.40	\$0.00	\$3,830.40	76.61%
31900.4000.54416.0000.008034.0000	COMMUNICATIONS	\$2,500.00	\$0.00	\$2,500.00	\$0.00	\$1,563.64	\$936.36	\$0.00	\$936.36	37.45%
31900.4000.54416.0000.008036.0000	COMMUNICATIONS	\$5,000.00	\$0.00	\$5,000.00	\$0.00	\$1,378.75	\$3,621.25	\$0.00	\$3,621.25	72.43%
31900.4000.54416.0000.008047.0000	COMMUNICATIONS	\$5,000.00	\$0.00	\$5,000.00	\$0.00	\$2,087.43	\$2,912.57	\$0.00	\$2,912.57	58.25%
31900.4000.54416.0000.008048.0000	COMMUNICATIONS	\$5,000.00	\$0.00	\$5,000.00	\$0.00	\$2,087.43	\$2,912.57	\$0.00	\$2,912.57	58.25%
OBJECT: COMMUNICATIONS - 54416		\$25,000.00	\$0.00	\$25,000.00	\$151.08	\$10,287.95	\$14,712.05	\$273.66	\$14,438.39	57.75%
31900.4000.56113.0000.008000.0000	SOFTWARE	\$1,000.00	\$0.00	\$1,000.00	\$0.00	\$0.00	\$1,000.00	\$0.00	\$1,000.00	100.00%
31900.4000.56113.0000.008033.0000	SOFTWARE	\$1,400.00	\$0.00	\$1,400.00	\$0.00	\$0.00	\$1,400.00	\$0.00	\$1,400.00	100.00%
31900.4000.56113.0000.008034.0000	SOFTWARE	\$1,400.00	\$0.00	\$1,400.00	\$0.00	\$0.00	\$1,400.00	\$0.00	\$1,400.00	100.00%
31900.4000.56113.0000.008036.0000	SOFTWARE	\$1,400.00	\$0.00	\$1,400.00	\$0.00	\$0.00	\$1,400.00	\$0.00	\$1,400.00	100.00%
31900.4000.56113.0000.008047.0000	SOFTWARE	\$1,400.00	\$0.00	\$1,400.00	\$0.00	\$0.00	\$1,400.00	\$0.00	\$1,400.00	100.00%
31900.4000.56113.0000.008048.0000	SOFTWARE	\$1,400.00	\$0.00	\$1,400.00	\$0.00	\$0.00	\$1,400.00	\$0.00	\$1,400.00	100.00%
OBJECT: SOFTWARE - 56113		\$8,000.00	\$0.00	\$8,000.00	\$0.00	\$0.00	\$8,000.00	\$0.00	\$8,000.00	100.00%
31900.4000.56118.0000.008000.0000	GENERAL SUPPLIES AND MATERIALS	\$103,000.00	\$34,000.00	\$137,000.00	\$537.50	\$121,249.73	\$15,750.27	\$2,901.70	\$12,848.57	9.38%
31900.4000.56118.0000.008009.0000	GENERAL SUPPLIES AND MATERIALS	\$0.00	\$155,000.00	\$155,000.00	\$0.00	\$0.00	\$155,000.00	\$0.00	\$155,000.00	100.00%
31900.4000.56118.0000.008033.0000	GENERAL SUPPLIES AND MATERIALS	\$7,000.00	(\$5,000.00)	\$2,000.00	\$0.00	\$823.47	\$1,176.53	\$208.80	\$967.73	48.39%
31900.4000.56118.0000.008034.0000	GENERAL SUPPLIES AND MATERIALS	\$7,000.00	(\$5,000.00)	\$2,000.00	\$0.00	\$1,577.65	\$422.35	\$0.00	\$422.35	21.12%
31900.4000.56118.0000.008036.0000	GENERAL SUPPLIES AND MATERIALS	\$7,000.00	\$0.00	\$7,000.00	\$0.00	\$34.47	\$6,965.53	\$0.00	\$6,965.53	99.51%
31900.4000.56118.0000.008047.0000	GENERAL SUPPLIES AND MATERIALS	\$7,000.00	\$1,000.00	\$8,000.00	\$3,195.00	\$3,563.30	\$4,436.70	\$0.00	\$4,436.70	55.46%
31900.4000.56118.0000.008048.0000	GENERAL SUPPLIES AND MATERIALS	\$7,000.00	(\$5,000.00)	\$2,000.00	\$0.00	\$24.90	\$1,975.10	\$0.00	\$1,975.10	98.76%
OBJECT: GENERAL SUPPLIES AND MATERIALS - 56118		\$138,000.00	\$175,000.00	\$313,000.00	\$3,732.50	\$127,273.52	\$185,726.48	\$3,110.50	\$182,615.98	58.34%



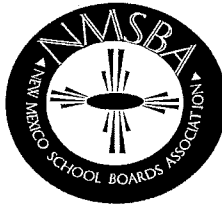
31900.4000.57331.0000.008000.0000	FIXED ASSETS (MORE THAN \$5,000)	\$5,000.00	\$0.00	\$5,000.00	\$0.00	\$0.00	\$5,000.00	\$0.00	\$5,000.00	100.00%
31900.4000.57331.0000.008009.0000	FIXED ASSETS (MORE THAN \$5,000)	\$0.00	\$36,244.00	\$36,244.00	\$0.00	\$0.00	\$36,244.00	\$0.00	\$36,244.00	100.00%
31900.4000.57331.0000.008033.0000	FIXED ASSETS (MORE THAN \$5,000)	\$5,000.00	\$0.00	\$5,000.00	\$0.00	\$0.00	\$5,000.00	\$0.00	\$5,000.00	100.00%
31900.4000.57331.0000.008034.0000	FIXED ASSETS (MORE THAN \$5,000)	\$5,000.00	\$0.00	\$5,000.00	\$0.00	\$0.00	\$5,000.00	\$0.00	\$5,000.00	100.00%
31900.4000.57331.0000.008036.0000	FIXED ASSETS (MORE THAN \$5,000)	\$5,000.00	\$0.00	\$5,000.00	\$0.00	\$0.00	\$5,000.00	\$0.00	\$5,000.00	100.00%
31900.4000.57331.0000.008047.0000	FIXED ASSETS (MORE THAN \$5,000)	\$5,000.00	\$0.00	\$5,000.00	\$0.00	\$0.00	\$5,000.00	\$0.00	\$5,000.00	100.00%
31900.4000.57331.0000.008048.0000	FIXED ASSETS (MORE THAN \$5,000)	\$5,000.00	\$0.00	\$5,000.00	\$0.00	\$0.00	\$5,000.00	\$0.00	\$5,000.00	100.00%
OBJECT: FIXED ASSETS (MORE THAN \$5,000) - 57331		\$30,000.00	\$36,244.00	\$66,244.00	\$0.00	\$0.00	\$66,244.00	\$0.00	\$66,244.00	100.00%
FUNCTION: FACILITIES ACQUISITION AND CONSTRUCTION - 4000		\$306,589.00	\$478,484.00	\$785,073.00	\$9,508.65	\$325,618.30	\$459,454.70	\$9,162.84	\$450,291.86	57.36%
FUND: ED. TECHNOLOGY EQUIPMENT ACT - 31900		\$306,589.00	\$478,484.00	\$785,073.00	\$9,508.65	\$325,618.30	\$459,454.70	\$9,162.84	\$450,291.86	57.36%
<b>Grand Total:</b>		<b>\$306,589.00</b>	<b>\$478,484.00</b>	<b>\$785,073.00</b>	<b>\$9,508.65</b>	<b>\$325,618.30</b>	<b>\$459,454.70</b>	<b>\$9,162.84</b>	<b>\$450,291.86</b>	<b>57.36%</b>

End of Report

# NM State Treasurer's Office Investment Pool - LGIP

## June 2019

5/1/2019	2.44	
5/2/2019	2.451	
5/3/2019	2.448	
5/6/2019	2.445	
5/7/2019	2.44	
5/8/2019	2.441	
5/9/2019	2.441	
5/10/2019	2.436	
5/13/2019	2.421	
5/14/2019	2.421	
5/15/2019	2.418	
5/16/2019	2.424	
5/17/2019	2.421	
5/20/2019	2.419	
5/21/2019	2.413	
5/22/2019	2.401	
5/23/2019	2.407	
5/24/2019	2.409	
5/27/2019	Holiday	
5/28/2019	2.413	
5/29/2019	2.414	
5/30/2019	2.413	
5/31/2019	2.184	
Average	2.415	2.425



# NEW MEXICO SCHOOL BOARDS ASSOCIATION

## 2019 Leadership Retreat

### July 11-13, 2019

### The Ruidoso Conference Center, Ruidoso, NM

**Board Presidents, Officers & NMSBA Board of Directors**

#### REGISTRATION FORM

Billing Address: \_\_\_\_\_

School District: \_\_\_\_\_

Submitted by: \_\_\_\_\_

Phone #: \_\_\_\_\_

Email: \_\_\_\_\_

#### ATTENDEES NAMES

(Please print)

1. Name: \_\_\_\_\_

Title: \_\_\_\_\_

2. Name: \_\_\_\_\_

Title: \_\_\_\_\_

3. Name: \_\_\_\_\_

Title: \_\_\_\_\_

4. Name: \_\_\_\_\_

Title: \_\_\_\_\_

5. Name: \_\_\_\_\_

Title: \_\_\_\_\_

6. Name: \_\_\_\_\_

Title: \_\_\_\_\_

#### FEES:

*Association Members: \$150.00 per person.  
\$175.00 per person after June 28, 2019. A purchase order is considered payment.*

Purchase Order #: \_\_\_\_\_  
(Attach copy of P.O.)

#### INCLUDED IN THE REGISTRATION:

*Breakfast: Friday, July 12<sup>th</sup> & Saturday, July 13<sup>th</sup>  
(Must have a reservation at the MCM Elegante)  
Lunch: Friday, July 12<sup>th</sup>*

#### *Cancellations & Refund Policy*

*100% refund if registration is canceled in writing, by June 21, 2019.*

*50% refund if registration canceled in writing, by June 28, 2019.*

**NO SHOWS WILL BE BILLED IF NOT CANCELED BY DATES SHOWN ABOVE.** Substitutions will be allowed up until the event.

**HOTEL RATES** at the MCM Elegante are \$139.00 - \$169.00 plus tax. Please make your own room reservations by calling (575) 258-5500. Also, please provide purchase order information at time of reservation and identify yourself as being with NMSBA. Reservations are not guaranteed in this hotel. Rooms are reserved on a first come - first reserved basis.

Please email registration form & P.O. to: NMSBA,  
Attention: Carolyn Mole, Finance Director  
Email: [cmole@nmsba.org](mailto:cmole@nmsba.org)



**CIMARRON MUNICIPAL SCHOOLS**  
125 N. Collison Avenue  
Cimarron, NM 87714

**575-376-2445 – Phone**

**575-376-2442 - Fax**

***Board of Education***

Bret E. Wier, President; Ronald L. Anderson, Vice-President; Annie Lindsey, Secretary;  
Matthew E. Gonzales, Member; Nancy Hooker, Member  
Adán Estrada, Superintendent

May 30, 2019

Rayetta M. Trujillo  
Colfax County Clerk  
230 North 3<sup>rd</sup> Street  
Raton, NM 87740

RE: Cimarron Municipal School District No. 3 School Board Positions to be filled at the November 5, 2019 Election

Dear County Clerk Trujillo;

Pursuant to Section 1-22-4 NMSA, as amended, by Chapter 212 Laws of 2019, Notice is hereby given that the following positions are to be filled at the November 5, 2019 Regular Local Election.

- Position 1 – Board District 1 (four-year term)
- Position 2 – Board District 2 (four-year term)
- Position 3 – Board District 3 (four-year term)
- Position 5 – Board District 5 (two-year term)

I respectfully request that you inform the Secretary of State of the above listed positions to be filled no later than one hundred twelve days before the November 5, 2019 Election.

If you have questions or require additional information please contact me.

Sincerely,

Adán Estrada, Superintendent

2007

Pos. 1 4 year

2 4 year

3 4 yrs

2009

Pos - last expired term (2)

Pos 4 4 year

Pos 5 4 year

2011

Pos. 1

2

3

Pos 5 unexp 2 yrs

2013

Pos 4

Pos 5

2015

1 Run

2

3

5 - 12 mos

2017

Pos. 4 \*

Pos 5 needed to

Run

2019

① Run Andrew

2 Nancy Hooker

3 Annie Lindsey

⑤ 2 years -

2021

④ Brent Over

5 4 years

Matt Gonzales

2017

**OFFICIAL BALLOT - BALOTA OFICIAL**  
**REGULAR SCHOOL DISTRICT ELECTION - ELECCIÓN REGULAR DEL DISTRITO ESCOLAR**

Cimarron Municipal School District No. 3 - Distrito Escolar Municipio Núm. 3 de Cimarron  
Colfax County, New Mexico - Condado de Colfax, Nuevo Mexico  
February 7, 2017 - 7 de febrero de 2017

**INSTRUCTIONS:** To vote, completely fill in the oval to the LEFT of your choice, like this: ●  
**INSTRUCCIONES:** Para votar complete el óvalo a la IZQUIERDA de su selección, como esto: ●

<p><b>FOR SCHOOL BOARD MEMBER</b> <b>POR MIEMBRO DE JUNTA DE ESCUELA</b> POSITION 4 - POSICIÓN 4 FOUR (4) YEAR TERM - PLAZO DE CUATRO (4) AÑOS VOTE FOR ONE (1) - VOTE POR UNO (1)</p>	<input type="radio"/> BRENT ELLIS WIER
--	--

*Position 5 - Should  
have been in here.*

*W  
E  
B  
N*

*Rayetta K. Smith*  
COUNTY CLERK - ESCRIBANA DE CONDADO

OFFICIAL BALLOT - BALOTA OFICIAL  
CIMARRON MUNICIPAL SCHOOL DISTRICT NO. 3  
DISTRITO ESCOLAR MUNICIPAL NÚM. 3 DE CIMARRON  
COLFAX COUNTY, NEW MEXICO - CONDADO DE COLFAX, NUEVO MEXICO  
February 3, 2015 - 3 de febrero de 2015

2015



INSTRUCTIONS TO VOTERS: To vote, completely fill in the oval to the left of your choice. Use only the marking pen provided to mark your ballot.  
INSTRUCCIONES PARA LOS VOTANTES: Para votar, rellene completamente el óvalo a la izquierda de su selección. Use sólo el marcador que le entregaron para marcar la boleta.

Cimarron School District #3

<p><b>FOR SCHOOL BOARD MEMBER</b> <b>POR MIEMBRO DE LA JUNTA DE ESCUELA</b> <b>POSITION 1 - POSICIÓN 1</b> Four (4) Year Term - Plazo de cuatro (4) Años Vote For One (1) - Vote Por Uno (1)</p> <p><input type="radio"/> LAURA J. GONZALES <input type="radio"/> RONALD L. ANDERSON</p>	<p><b>PUBLIC SCHOOL CAPITAL IMPROVEMENTS TAX</b> <b>IMPUESTO PARA MEJORAS CAPITALES</b> <b>DE LAS ESCUELAS PÚBLICAS</b></p>
<p><b>FOR SCHOOL BOARD MEMBER</b> <b>POR MIEMBRO DE LA JUNTA DE ESCUELA</b> <b>POSITION 1B - POSICIÓN 1B</b> Four (4) Year Term - Plazo de cuatro (4) Años Vote For One (1) - Vote Por Uno (1)</p> <p><input type="radio"/> ANNIE JO LINDSEY</p>	<p>"Shall the Cimarron Municipal School District No. 3 continue to impose a property tax of \$2.00 per each \$1,000.00 of net taxable value of property allocated to the Cimarron Municipal School District No. 3 for the property tax years 2015, 2016, 2017, 2018, 2019 and 2020 for the purpose of (1) erecting, remodeling, furnishing, making additions to, or providing equipment for or furnishing public school buildings; (2) purchasing or improving public school grounds; (3) maintenance of public school buildings or public school grounds, including the purchasing or repairing of maintenance equipment, participating in the facility information management system as required by the Public School Capital Outlay Act; (4) purchasing activity vehicles for transporting students to extracurricular school activities; or (5) purchasing computer software and hardware for student use in public school classrooms?"</p>
<p><b>FOR SCHOOL BOARD MEMBER</b> <b>POR MIEMBRO DE LA JUNTA DE ESCUELA</b> <b>POSITION 2 - POSICIÓN 2</b> Four (4) Year Term - Plazo de cuatro (4) Años Vote For One (1) - Vote Por Uno (1)</p> <p><input type="radio"/> VALORIE C. GARCIA</p>	<p>"¿Deberá seguir imponiendo el Distrito Escolar Municipal No. 3 de Cimarron \$2.00 por cada \$1,000.00 del valor neto imponible de propiedad inmobiliaria asignada al Distrito Escolar Municipal No. 3 de Cimarron durante los años imponibles 2015, 2016, 2017, 2018, 2019 y 2020 para el propósito de (1) erigir, remodelar, amueblar, hacer adiciones a, o proporcionar equipo para amueblar los edificios de las escuelas públicas (2) comprar o mejorar los terrenos de las escuelas públicas (3) dar mantenimiento a los edificios de las escuelas públicas o a los terrenos de las escuelas públicas, incluyendo la compra o reparación del equipo de mantenimiento, participar en el sistema de manejo de información de la instalación según se requiere por la Ley de Gastos Capitales de las Escuelas Públicas; (4) comprar vehículos para actividades para transportar a los estudiantes a actividades escolares extracurriculares o (5) comprar software y hardware de computación para el uso estudiantil en los salones de las escuelas públicas?"</p>
<p><b>FOR SCHOOL BOARD MEMBER</b> <b>POR MIEMBRO DE LA JUNTA DE ESCUELA</b> <b>POSITION 5 - POSICIÓN 5</b> Four (4) Year Term - Plazo de cuatro (4) Años Vote For One (1) - Vote Por Uno (1)</p> <p><input type="radio"/> MISTY R. ORGATA</p>	<p><input type="radio"/> FOR Public School Capital Improvements Tax A FAVOR del Impuesto Para Mejoras Capitales de las Escuelas Públicas</p> <p><input type="radio"/> AGAINST Public School Capital Improvements Tax EN CONTRA del Impuesto Para Mejoras Capitales de las Escuelas Públicas</p>

Should Not have been on the ballot

SAVED

*Archie L. Bann*

County Clerk - Escribana de Condado

CIMARRON MUNICIPAL SCHOOL DISTRICT ELECTION

AT-LARGE

2013

A	CIMARRON	B	C	D	E	F
<p align="center"><b>OFFICIAL BALLOT - BALOTA OFFICIAL</b>  <b>CIMARRON MUNICIPAL SCHOOL DISTRICT NO. 3</b>  <b>DISTRITO ESCOLAR MUNICIPAL NUM. 3 DE SPRINGER</b>  <b>COLFAX COUNTY, NEW MEXICO - CONDADO DE COLFAX, NUEVO MEXICO</b>  February 5, 2013 - 5 de febrero de 2013</p>						
<p>INSTRUCTIONS: To vote complete the oval to the LEFT of your choice, like this (●).  INSTRUCCIONES: Para votar complete el óvalo a la IZQUIERDA de su selección, como esto (●).</p>						
11	<p><b>FOR SCHOOL BOARD MEMBER</b>  <b>FOR MIEMBRO DE JUNTA DE ESCUELA</b>  <b>POSITION 4 - POSICIÓN 4</b>  Four (4) Year Term - Plazo De Cuatro (4) Años  Vote For One (1) - Vote Por Uno (1)</p>					21
	<input type="radio"/> AARON E. KENNEY	4	<input type="radio"/> BRET ELLIS WIER	<input type="radio"/> SHAUNDY L. AFRICANO		
	<p><b>FOR SCHOOL BOARD MEMBER</b>  <b>FOR MIEMBRO DE JUNTA DE ESCUELA</b>  <b>POSITION 5 - POSICIÓN 5</b>  Four (4) Year Term - Plazo De Cuatro (4) Años  Vote For One (1) - Vote Por Uno (1)</p>					5
	<input type="radio"/> OWEN GLEN MCCULLOCH					
40						40
41						41
42						42
43						43
51						51

*Archie R. B...*

County Clerk - Escribana de Condado

Typ:01 Seq:0001 Spl:01  
© Election Systems & Software, Inc. 1981, 2002

OFFICIAL BALLOT - BALOTA OFFICIAL  
CIMARRON MUNICIPAL SCHOOL DISTRICT NO. 3  
DISTRITO ESCOLAR MUNICIPAL NUM. 3 DE SPRINGER  
COLFAX COUNTY, NEW MEXICO - CONDADO DE COLFAX, NUEVO MEXICO  
February 5, 2013 - 5 de febrero de 2013

Absentee



**OFFICIAL BALLOT - BALOTA OFFICIAL**  
**CIMARRON MUNICIPAL SCHOOL DISTRICT NO. 3**  
**DISTRITO ESCOLAR MUNICIPAL NUM. 3 DE SPRINGER**  
**COLFAX COUNTY, NEW MEXICO - CONDADO DE COLFAX, NUEVO MEXICO**  
 February 1, 2011 - 1 de febrero de 2011

**INSTRUCTIONS: To vote complete the oval to the LEFT of your choice, like this (●).**  
**INSTRUCCIONES: Para votar complete el óvalo a la IZQUIERDA de su selección, como esto (●).**

**FOR SCHOOL BOARD MEMBER**  
 POR MIEMBRO DE JUNTA DE ESCUELA  
**POSITION 1 - POSICIÓN 1**  
 Four (4) Year Term - Plazo De Cuatro (4) Años  
 Vote For One (1) - Vote Por Uno (1)

- RONALD L. ANDERSON
- SHAYLEE C. TIBLJAS

**FOR SCHOOL BOARD MEMBER**  
 POR MIEMBRO DE JUNTA DE ESCUELA  
**POSITION 2 - POSICIÓN 2**  
 Four (4) Year Term - Plazo De Cuatro (4) Años  
 Vote For One (1) - Vote Por Uno (1)

- VALORIE C. GARCIA
- SCOTT J. SHAFFER

**FOR SCHOOL BOARD MEMBER**  
 POR MIEMBRO DE JUNTA DE ESCUELA  
**POSITION 3 - POSICIÓN 3**  
 Four (4) Year Term - Plazo De Cuatro (4) Años  
 Vote For One (1) - Vote Por Uno (1)

- ROBERT H. POTTER
- JERALD S. MCFALL

**FOR SCHOOL BOARD MEMBER**  
 POR MIEMBRO DE JUNTA DE ESCUELA  
**POSITION 5 - POSICIÓN 5**  
 To Fill An Unexpired Term - Para Llenar Un Plazo No Vencido  
 Vote For One (1) - Vote Por Uno (1)

- ROBYN CHRISTY PARRIS
- FRANK S. BELICHICK

*Should have  
 only been for remainder of  
 term  
 2 years.*

*AMPLE*

*Precincts 1-A, 1-B, 2, & 3*

*Royetta M. Hujillo*

A	B	C
<b>OFFICIAL BALLOT - BALOTA OFICIAL</b> <b>CIMARRON MUNICIPAL SCHOOL DISTRICT NO. 3</b> <b>DISTRITO ESCOLAR MUNICIPIO NUM. 3 DE CIMARRON</b>		
Colfax County, New Mexico - Condado de Colfax, Nuevo Mexico February 3, 2009 - 3 de febrero de 2009		
INSTRUCTIONS: To vote complete the oval to the LEFT of your choice, like this (●). INSTRUCCIONES: Para votar complete el óvalo a la IZQUIERDA de su selección, como esto (●).		
<b>FOR SCHOOL BOARD MEMBER</b> <b>POR MIEMBRO DE JUNTA DE ESCUELA</b> <b>POSITION 1 - POSICIÓN 1</b> To Fill An Unexpired Term - Para Llenar Un Plazo No Vencido Vote For One (1) - Vote Por Uno (1) 603 ● CLIFFORD VICTOR HOLLEY 12 ● SHAUNDY L. AFRICANO	<b>PUBLIC SCHOOL CAPITAL IMPROVEMENTS</b> <b>TAX QUESTION</b> <p>"Shall the Board of Education of the Cimarron Municipal School District No. 3, County of Colfax, State of New Mexico, be authorized to impose a property tax of \$2.00 per each \$1,000.00 of net taxable value of the property allocated to such District under the Property Tax Code for the property tax years of 2009, 2010, 2011, 2012, 2013 and 2014 for the purpose of the following capital improvements in the District, i.e., (1) erecting, remodeling, making additions to, providing equipment for or furnishing public school buildings; (2) payments made pursuant to a financing agreement entered into by a school district or a charter school for leasing of a building or other real property with an option to purchase for a price that is reduced according to payments made; (3) purchasing or improving public school grounds; (4) maintenance of public school buildings or public school grounds, including expenditures for technical training and certification for maintenance and facilities management personnel, but excluding salary expenses for district employees; (5) purchasing activity vehicles for transporting students to extracurricular school activities; and (6) purchasing computer software and hardware for student use in public school classrooms or any combination of these purposes?"</p>	
<b>FOR SCHOOL BOARD MEMBER</b> <b>POR MIEMBRO DE JUNTA DE ESCUELA</b> <b>POSITION 4 - POSICIÓN 4</b> Four (4) Year Term - Plazo De Cuatro (4) Anos Vote For One (1) - Vote Por Uno (1) 48 ● ANNETTE J. JOHNSON	<b>CUESTIÓN SOBRE IMPUESTOS PARA MEJORAS</b> <b>MATERIALES DE LAS ESCUELAS PÚBLICAS</b>	
<b>FOR SCHOOL BOARD MEMBER</b> <b>POR MIEMBRO DE JUNTA DE ESCUELA</b> <b>POSITION 5 - POSICIÓN 5</b> Four (4) Year Term - Plazo De Cuatro (4) Anos Vote For One (1) - Vote Por Uno (1) 15 ● DONNA G. ARCHULETA 64 ● AMY ZERNECHEL KEPFER	<p>"¿Se le deberá otorgar la autorización a la Junta Escolar del Distrito Escolar Municipio Núm. 3 de Cimarron, Condado de Colfax, Estado de Nuevo México para que imponga un impuesto de propiedad de \$2.00 por cada \$1,000.00 de valor neto tributable de la propiedad asignado a dicho Distrito conforme al Código de Impuestos Sobre la Propiedad para los años tributables 2009, 2010, 2011, 2012, 2013 y 2014 con el fin de hacer las mejoras materiales siguientes en el Distrito: (1) construir, remodelar, añadir a, proveer equipo para y amueblar los edificios públicos escolares; (2) los pagos efectuados en virtud de un acuerdo de financiación concertado por un distrito escolar o una escuela charter para el arrendamiento de un edificio o de otros bienes inmuebles con una opción de compra por un precio que se reduce de acuerdo a los pagos efectuados; (3) comprar o mejorar los terrenos escolares; (4) el mantenimiento de los edificios públicos y de los terrenos escolares, incluyendo gastos por entretenimiento técnico y certificación de personal de mantener y manejar de facilidades, excluyendo las sumas de los salarios de los empleados del distrito; (5) la compra de vehículos para las actividades escolares con el fin de transportar a los estudiantes a las actividades extracurriculares, y (6) comprar programas y equipo de computadora para el uso estudiantil en las aulas públicas o una combinación de estos propósitos?"</p>	
603 ● 12 ● 48 ● 15 ● 64 ● Total: cast 99 -	60 <input type="radio"/> FOR / A FAVOR <input type="radio"/> AGAINST / EN CONTRA 12	
A	B	C

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A	B	C
<p align="center"><b>OFFICIAL BALLOT - BALOTA OFICIAL</b>  <b>CIMARRON MUNICIPAL SCHOOL DISTRICT NO. 3</b>  <b>DISTRITO ESCOLAR MUNICIPAL NÚM. 3 DE CIMARRON</b></p> <p align="center">Colfax County, New Mexico - Condado de Colfax, Nuevo Mexico  February 6, 2007 - 6 de febrero de 2007</p>		
<p><b>INSTRUCTIONS: To vote complete the oval to the LEFT of your choice, like this (●).</b>  <b>INSTRUCCIONES: Para votar complete el óvalo a la IZQUIERDA de su selección, como esto (●).</b></p>		
<p><b>FOR SCHOOL BOARD MEMBER</b>  <b>POR MIEMBRO DE JUNTA DE</b>  <b>ESCUELA</b>  POSITION 1 - POSICIÓN 1  Four (4) Year Term - Plazo de Cuatro (4) Años  Vote for One (1) - Vote por Uno (1)</p> <p align="center">○ THANE F. HASCALL</p>		
<p><b>FOR SCHOOL BOARD MEMBER</b>  <b>POR MIEMBRO DE JUNTA DE</b>  <b>ESCUELA</b>  POSITION 2 - POSICIÓN 2  Four (4) Year Term - Plazo de Cuatro (4) Años  Vote for One (1) - Vote por Uno (1)</p> <p align="center">○ SALLY A. TORRES</p>		
<p><b>FOR SCHOOL BOARD MEMBER</b>  <b>POR MIEMBRO DE JUNTA DE</b>  <b>ESCUELA</b>  POSITION 3 - POSICIÓN 3  Four (4) Year Term - Plazo de Cuatro (4) Años  Vote for One (1) - Vote por Uno (1)</p> <p align="center">○ MARK S. ANDERSON</p>		
A	B	C

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**OFFICIAL BALLOT - BALOTA OFICIAL**  
**CIMARRON MUNICIPAL SCHOOL DISTRICT NO. 3**  
**DISTRITO ESCOLAR MUNICIPAL NÚM. 3 DE CIMARRON**

Colfax County, New Mexico - Condado de Colfax, Nuevo Mexico  
February 6, 2007 - 6 de febrero de 2007

Absentee