



## 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  
May 15, 2019  
6:30 pm**

**Cimarron High School  
Media Center  
165 N. Collison  
Cimarron, NM 87714**

### **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

Cimarron High School  
Media Center  
Wednesday, May 15, 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. April 17, 2019 - Regular Board Meeting
  - B. April 24, 2019 – Special Meeting
- 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)
- IX. Public Forum
- X. Audit/Finance Committee Report
- XI. NMSBA Policy Service Advisories 166 & 183 – 1<sup>ST</sup> Reading (Discussion)
- XII. Consider Approval of the School Year 2019-2020 Budget and Salary Schedules (Pending NMPED Approval) (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 Discussion – July 2019
- D. Consideration of student representation at School Board Meetings

XV. Superintendent’s Report

- A. District Membership

XVI. Executive Session

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

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

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

XIX. Next Regular School Board Meeting Agenda Items

XX. Adjournment

The next Regular School Board Meeting is scheduled for Wednesday, June 19 at Eagle Nest Elementary/Middle School; 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

### MINUTES

Moreno Valley High School  
Wednesday, April 17, 2019  
6:30 pm

- I. Call to Order
  - Mr. Wier called the meeting to order at 6:34 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)
  - Remove - Mr. Mills was not present for Student & Staff Recognitions
  - Addition - Superintendent - Elementary Update
  - Mr. Gonzales makes a motion to approve the Agenda as amended. 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.
- V. Consider Approval of Minutes (Action)
  - A. March 14, 2019 - Regular Board Meeting
    - Mrs. Hooker makes a motion to approve the March 14, 2019 Minutes. 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.
- VI. Student and Staff Recognitions
  - A. Lee Mills, Principal - Removed
  - B. Tammy Dunn, MVHS Director
- VII. Public Forum
- VIII. District Strategic Planning Report
- IX. Presentations
  - A. Tammy Dunn, MVHS Director

X. New Business (Discussion/Action)

A. 2019-2020 – Proposed School Board Meeting Calendar

- Mrs. Hooker makes a motion to approve the 2019-2020 School Board Meeting Calendar. 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.

B. 2019-2020 - Proposed Audit/Finance Meeting Calendar

- Mr. Gonzales makes a motion to approve the Audit/Finance Meeting Calendar after the revision to read Mr. Anderson, Vice-President. 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.

XI. Old Business (Discussion/Action)

A. Consider Approval of the 2019-2020 - School Calendar

- Mr. Gonzales makes a motion to approve the 2019-2020 School Calendar. 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.

XII. 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. Anderson makes a motion to approve the Consent Agenda Items. 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.

XIII. School Board Report

- A. NMSBA Spring Region Meeting, April 15, 2019 – Clayton, NM
- B. NMSBA 2019 School Law Conference, June 14-15, 2019 - Hotel Albuquerque

XIV. Superintendent's Report

- A. Construction Update
- B. District Facilities Master Plan
- C. Legislative Session Report
- D. District Membership

XV. 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 9:18 pm.
- A. Superintendent Goals Report
  - Mrs. Hooker makes a motion to end Executive Session. 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.
  - Executive Session ends at 10:32 pm.

XVI. Next Regular School Board Meeting Agenda Items

XVII. Adjournment

- Mrs. Hooker makes a motion to adjourn meeting. 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.
- Meeting was adjourned at 10:50 pm.

The next Regular School Board Meeting is scheduled for Wednesday, May 15, 2019 at Cimarron Administration Board Room; Meeting Time – 6:30 pm

Approval of Minutes:

_____	_____	_____	_____
Bret E. Wier	Date	Annie J. Lindsey	Date
School Board President		School Board Secretary	

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

## SPECIAL MEETING – MINUTES

Cimarron Administration  
Board Room  
Wednesday, April, 24, 2019  
5:45 pm

- I. Call to Order
  - Mr. Wier called the meeting to order at 5:47 pm
- II. Pledge of Allegiance
- III. Roll Call
  - Mr. Wier, President; Mrs. Lindsey, Secretary; Mrs. Hooker, Member were all present. Mr. Anderson, Vice-President was absent. There was a quorum.
- IV. Consider Approval of Agenda (Action)
  - Mrs. Hooker makes a motion to approve the agenda. Mr. Gonzales seconds the motion. The Board was polled: Mr. Wier, I; Mrs. Lindsey, I; Mr. Gonzales, I; Mrs. Hooker, I. The motion carries.
- V. Consider Approval of Living Designs Group Architects for Facility Master Plan (Action)
  - Mr. Lindsey makes a motion to approve Living Designs Group to develop the Facility Master Plan. Mrs. Hooker seconds the motion. The Board was polled: Mr. Wier, I; Mrs. Lindsey, I; Mr. Gonzales, I; Mrs. Hooker, I. The motion carries.
- VI. Adjournment
  - Mrs. Hooker makes a motion to adjourn. Mr. Gonzales seconds the motion. The Board was polled: Mr. Wier, I; Mrs. Lindsey, I; Mr. Gonzales, I; Mrs. Hooker, I. The motion carries.
  - Meeting was adjourned at 5:54 pm

The next Regular School Board Meeting is scheduled for Wednesday, May 15, 2019 at Cimarron Administration Board Room - 6:30 pm

Approval of Minutes:

---

Bret E. Wier  
School Board President

Date

---

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.

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.



STATE OF NEW MEXICO )  
 )  
COUNTY OF COLFAX )

The Board of Education of the Cimarron Municipal School District No.3, County of Colfax (the "District") as the governing board (the "Board") of the District, in the County of Colfax, State of New Mexico, met in regular open session in full conformity with law and the rules and regulations of the Board, at Cimarron High School Board Meeting Room, Cimarron, New Mexico, on May 15, 2019, at the hour of 6:30 p.m., at which meeting there were present and answering the roll call the following:

PRESENT:

President: \_\_\_\_\_

Vice President: \_\_\_\_\_

Secretary: \_\_\_\_\_

Members: \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

ABSENT:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

ALSO PRESENT:

\_\_\_\_\_  
\_\_\_\_\_

Member \_\_\_\_\_ thereupon moved the adoption of the following resolution:

**RESOLUTION CALLING FOR A GENERAL OBLIGATION BOND QUESTION TO BE SUBMITTED TO THE QUALIFIED ELECTORS OF THE CIMARRON MUNICIPAL SCHOOL DISTRICT NO. 3, COUNTY OF COLFAX, STATE OF NEW MEXICO AT THE REGULAR LOCAL ELECTION ON NOVEMBER 5, 2019.**

WHEREAS, the Board of Education (the “Board”) of the Cimarron Municipal School District No.3, County of Colfax, State of New Mexico, as the governing board of the Cimarron Municipal School District No.3 (the “District”), has determined that a General Obligation School Building Bond question shall be submitted to the qualified electors of the District at the regular local election to be held Tuesday, November 5, 2019 (the “Election”), in accordance with Section 1-16-3(B), NMSA 1978, as amended, Sections 1-22-1 et seq. NMSA, and Sections 22-18-1 through 22-18-13, NMSA 1978, and;

WHEREAS, the Board has determined upon its own initiative to submit to a vote the question of the issuance of general obligation bonds in the amount and for the purposes hereinafter specified, as permitted by Sections 22-18-1 through 22-18-13, NMSA 1978, at the Election.

**NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF EDUCATION OF THE CIMARRON MUNICIPAL SCHOOL DISTRICT NO. 3, COUNTY OF COLFAX, STATE OF NEW MEXICO:**

Section 1. There shall be submitted to all qualified electors of the District at the Election, the following question:

“Shall the Board of Education of the Cimarron Municipal School District No.3, County of Colfax, New Mexico, be authorized to issue up to \$6,000,000 of general obligation bonds for the purpose of erecting, remodeling, equipping and furnishing school buildings; purchasing or improving school grounds; purchasing computer software and hardware for student use in public schools; providing matching funds for capital outlay projects funded pursuant to the Public School Capital Outlay Act; or any combination of these purposes?”

FOR the school district bonds

AGAINST the school district bonds

Section 2. The President of the Board, the Superintendent of the District, the officers, staff, employees and agents of the District (each an “Authorized Officer”) are hereby authorized and directed to deliver a copy of this Resolution to the Colfax County Clerk.

Section 3. The County Clerk of Colfax County is requested to conduct the Election in accordance with this resolution and the Local Election Act, Sections 1-22-1 through -20, NMSA 1978, as amended.

Section 4. The Authorized Officers are hereby authorized and directed to take all action necessary or appropriate to effectuate the provisions of this resolution.

Section 5. If any section, paragraph, clause or provision of this resolution shall for any reason be held to be invalid or unenforceable, the invalidity or unenforceability of such section, paragraph, clause or provision shall not affect any of the remaining provisions of this resolution.

Section 6. All bylaws, orders, resolutions and ordinances, or parts thereof, inconsistent herewith are hereby repealed to the extent only of such inconsistency. This repealer shall not be construed to revive any bylaw, order, resolution, or parts thereof, heretofore repealed.

Section 7. All action heretofore taken by the Board, the Superintendent and officers of the District not inconsistent with the provisions of this resolution and directed toward the calling and conducting of the Election be, and the same hereby is ratified, approved and confirmed.

[Signature Page Follows]

PASSED AND ADOPTED this 15<sup>th</sup> day of May, 2019.

BOARD OF EDUCATION OF CIMARRON  
MUNICIPAL SCHOOL DISTRICT NO.3

(SEAL)

By \_\_\_\_\_  
President

ATTEST:

\_\_\_\_\_  
Secretary

Member \_\_\_\_\_ then seconded the adoption of the foregoing resolution. The motion to adopt the resolution upon being put to a vote was passed and adopted on the following recorded vote:

Those Voting

Aye:

---

---

---

---

---

Those Voting

Nay:

---

---

---

Those

Absent:

---

---

\_\_\_\_\_ (\_\_\_) members of the Board having voted in favor of the motion, the presiding officer declared the motion carried and the resolution adopted, whereupon the President and Secretary signed the resolution. The Secretary was directed to enter the foregoing proceedings and resolution upon the records of the minutes of the Board.

After transaction of other business not related to the bond issue, upon motion duly made, seconded and carried, the meeting was adjourned.

BOARD OF EDUCATION OF THE CIMARRON  
MUNICIPAL SCHOOL DISTRICT NO. 3

By \_\_\_\_\_  
President

[SEAL]

ATTEST:

\_\_\_\_\_  
Secretary

STATE OF NEW MEXICO )  
 )  
COUNTY OF COLFAX )

I, Annie J. Lindsey, the duly qualified and acting Secretary of the Board of Education of the Cimarron Municipal School District No.3, do hereby certify:

1. The foregoing pages are a true, correct and complete copy of the record of the proceedings of the Board of Education of the Cimarron Municipal School District No.3 (the "Board"), constituting the governing board of the Cimarron Municipal School District No. 3 (the "District"), had and taken at a duly called, open meeting held at the Cimarron High School Board Meeting Room, Cimarron, New Mexico, on May 15, 2019, at the hour of 6:30 p.m., insofar as the same relate to the Resolution and General Obligation Bonds, a copy of which is therein set forth as recorded in the regular book of official records of the proceedings of said District kept in my office.

2. Said proceedings were duly had and taken as therein shown, the meeting therein was duly held, and the persons therein named were present at said meeting, as therein shown.

3. Notice of such meeting was given in accordance with the open meetings standards of the District presently in effect.

IN WITNESS WHEREOF, I have hereunto set my hand and seal of the District this 15<sup>th</sup> day of May, 2019.

\_\_\_\_\_  
Secretary

[SEAL]

Y:\dox\client\86386\0006\GENERAL\W3412495.DOC

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 (four-year term)

I 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.

If you have questions, or need any other information please let me know.

Sincerely,

Adán Estrada, Superintendent



**CIMARRON MUNICIPAL SCHOOL DISTRICT  
COLFAX COUNTY, NEW MEXICO  
2019 ELECTION CALENDAR  
GENERAL OBLIGATION BONDS**

MAY							JUNE						
SUN	MON	TUE	WED	THU	FRI	SAT	SUN	MON	TUE	WED	THU	FRI	SAT
			1	2	3	4							1
5	6	7	8	9	10	11	2	3	4	5	6	7	8
12	13	14	15	16	17	18	9	10	11	12	13	14	15
19	20	21	22	23	24	25	16	17	18	19	20	21	22
26	27	28	29	30	31		23	24	25	26	27	28	29
							30						
JULY							AUGUST						
SUN	MON	TUE	WED	THU	FRI	SAT	SUN	MON	TUE	WED	THU	FRI	SAT
	1	2	3	4	5	6					1	2	3
7	8	9	10	11	12	13	4	5	6	7	8	9	10
14	15	16	17	18	19	20	11	12	13	14	15	16	17
21	22	23	24	25	26	27	18	19	20	21	22	23	24
28	29	30	31				25	26	27	28	29	30	31
SEPTEMBER							OCTOBER						
SUN	MON	TUE	WED	THU	FRI	SAT	SUN	MON	TUE	WED	THU	FRI	SAT
1	2	3	4	5	6	7			1	2	3	4	5
8	9	10	11	12	13	14	6	7	8	9	10	11	12
15	16	17	18	19	20	21	13	14	15	16	17	18	19
22	23	24	25	26	27	28	20	21	22	23	24	25	26
29	30						27	28	29	30	31		
NOVEMBER							DECEMBER						
SUN	MON	TUE	WED	THU	FRI	SAT	SUN	MON	TUE	WED	THU	FRI	SAT
					1	2	1	2	3	4	5	6	7
3	4	5	6	7	8	9	8	9	10	11	12	13	14
10	11	12	13	14	15	16	15	16	17	18	19	20	21
17	18	19	20	21	22	23	22	23	24	25	26	27	28
24	25	26	27	28	29	30	29	30	31				

School District Elections are governed by Sections 6-15-1 et seq. and 22-18-1 et seq, NMSA 1978, Section 22-25-1 et seq. and, where needed, by the Election Code (Chapter 1 of NMSA 1978). Note, 1-3-4(C) now allows for consolidation of precincts to permit voting at "Voting Centers." The County Clerk and Secretary of State conduct the Regular Local Election.

The County Clerk of Colfax County is Rayetta M. Trujillo (Telephone: (575) 445-5551) and (Email: [rtrujillo@co.colfax.nm.us](mailto:rtrujillo@co.colfax.nm.us)).

<b>DATE/TIME FRAME</b>	<b>EVENT</b>	<b>RESPONSIBLE PARTY</b>
<b>Monday May 15, 2019 at 6:30p.m.</b> (Board meeting)	Adopt Resolution calling for the renewal of a property tax levy and having a general obligation bond question indicating intent to place the questions on the regular local election ballot on November 5, 2019. Send notification to County Clerk of board positions to be filled at election.	Board/ Prepared by Bond Counsel
<b>Between Saturday June 8, 2019 and Monday July 8, 2019</b> (150 and 120 days before the election)	First day (150 days before the election) for the District to notify County Clerk of all positions to be filled at the November 5, 2019 regular local election. NMSA 1978, § 1-22-4(A) (“Between one hundred twenty and one hundred fifty days before the next regular local election, each local government shall notify the county clerk of the county in which the primary administrative office of the local government is situate of all local government positions that are to be filled at the next regular local election..”).	District
<b>July 8, 2019</b>	Last day (120 days before the election) for the District to notify County Clerk of all positions to be filled at the November 5, 2019 regular local election. Last day for County Clerk to notify the Secretary of State of all positions to be filled. NMSA 1978, § 1-22-4(A) (“Each county clerk shall inform the secretary of state of all positions to be filled no later than one hundred twelve days before the regular local election.”).	
<b>July 15, 2019</b>	Deadline for Board to file resolution with County Clerk and the local government division of the Department of Finance & Administration no later than July 15, calling for the imposition or renewal of a property tax levy and indicating intent to place the question of imposing the property tax levy on the regular local election ballot on November 5, 2019. <sup>1</sup>	Board/Bond Counsel

<sup>1</sup> \*Section 209 of HB 407 Chapter 7 Article 38 Subsection (A)(1) (“In 2019 and 2021:(1) if a local government desires to impose or renew a property tax levy, the local government shall file a resolution with the county clerk and the local government division of the department of finance and administration no later than July 15 calling for the imposition or renewal of a property tax levy and indicate the local government's intent to place the question of imposing or renewing the property tax levy on the regular local election ballot in November;...”).

<b>DATE/TIME FRAME</b>	<b>EVENT</b>	<b>RESPONSIBLE PARTY</b>
<b>July 16, 2019</b> (112 days before the election)	County Clerk informs the Secretary of State of all positions to be filled no later than 112 days before the regular local election. NMSA 1978, § 1-22-4(A) (“Each county clerk shall inform the secretary of state of all positions to be filled no later than one hundred twelve days before the regular local election.”).	County Clerk
<b>August 7, 2019</b> (90 days before election)	Secretary of State shall issue and file a proclamation in English and Spanish calling for the 2019 regular local election (candidate). NMSA 1978, § 1-22-4(B) (“The secretary of state shall by resolution issue a public proclamation in Spanish and English calling a regular local election. The proclamation shall be issued and filed by the secretary of state in the office of the secretary of state ninety days preceding the date of the regular local election, and upon filing the proclamation, the secretary of state shall post the proclamation and certify it to each county clerk.”).	Secretary of State
<b>Between August 8, 2019 and August 21, 2019</b>	After receipt, the County Clerk shall post the entire proclamation on the County Clerk’s website. NMSA 1978, § 1-22-4(D) (“After receipt of the proclamation from the secretary of state, the county clerk shall post the entire proclamation on the county clerk's website	County Clerk
<b>August 21, 2019</b> (75 days before election)	Last day for the County Clerk to publish relevant portions of the proclamation at least once in a newspaper of general circulation within the County. NMSA 1978, § 1-22-4(D) (“...not less than seventy-five days before the date of the election, shall publish portions of the proclamation relevant to the county at least once in a newspaper of general circulation within the county.”).	County Clerk

<b>DATE/TIME FRAME</b>	<b>EVENT</b>	<b>RESPONSIBLE PARTY</b>
<p><b>August 26, 2019*</b> (more than 70 days before election)</p>	<p>Last day for the Board to approve an election resolution for a general obligation bond question and the two mill levy tax question. NMSA 1978, § 1-16-3(B) (“Whenever a local government ballot question is to be submitted to the voters of a local government on a general election or regular local election ballot, not less than seventy days before the election at which the ballot question is proposed to be submitted to the voters, the local government shall file a resolution proposing the ballot question with the county clerk of each county containing any precinct in which votes may be cast for or against the local government ballot question.”).</p> <p><b>*Disregard if Resolution was adopted and sent to DFA before July 15, 2019</b></p>	<p>Board/ Prepared by Bond Counsel</p>
<p><b>August 27, 2019</b> (70 days before election)</p>	<p>Deadline for filing declaration of candidacy with County Clerk. NMSA 1978, § 1-22-7(A) (“A candidate for a position that will be filled at a regular local election shall file a declaration of candidacy with the proper filing officer between 9:00 a.m. and 5:00 p.m. on the seventieth day before the date of the regular local election.”).</p>	<p>Candidates</p>
<p><b>August 27, 2019</b> (70 days before election)</p>	<p>Last day for Board to submit resolution proposing ballot question to the County Clerk (Board meets prior to August 27, 2019 to determine whether to include tax or bond questions on the regular local election ballot.) NMSA 1978, § 1-16-3(B).</p>	<p>Board/Bond Counsel</p>
<p><b>August 30, 2019</b> (67 days before election)</p>	<p>Last day for County Clerk to certify the local government ballot question to the Secretary of State. NMSA 1978, §1-16-3(B) (“Not less than sixty-seven days before the election, each county clerk shall certify the local government ballot question to the secretary of state.”).</p>	<p>County Clerk</p>

<b>DATE/TIME FRAME</b>	<b>EVENT</b>	<b>RESPONSIBLE PARTY</b>
<p><b>September 3, 2019</b> (63 days before election)</p>	<p>Last day to file Declaration of write-in candidate with County Clerk. NMSA 1978, § 1-22-8.1(C) (“A person desiring to be a write-in candidate for an office shall file with the proper filing officer a declaration of candidacy. The declaration shall be filed between 9:00 a.m. and 5:00 p.m. on the sixty-third day preceding the date of the election.”).</p>	<p>Write-in Candidates</p>
<p><b>September 6, 2019</b> (60 days before election)</p>	<p>Candidate is able to file withdrawal no later than 60 days before the election. NMSA 1978, § 1-22-10(A) (“If the candidate is so qualified and no withdrawal of candidacy has been filed as provided in the Local Election Act, the proper filing officer shall place the candidate’s name on the ballot for the position specified in the declaration of candidacy and notify each candidate in writing no later than 5:00 p.m. on the sixtieth day before the local election.”).</p>	<p>Candidates</p>
<p><b>September 6, 2019</b> (60 days before election)</p>	<p>Last day for County Clerk to certify the local government ballot question in writing. NMSA 1978, § 1-10-4(C) (“In a regular local election, not less than sixty days before the election, each county clerk shall certify in writing the ballot for each precinct in the county containing the name of each candidate who has been qualified by a proper filing officer, a space for any offices with a declared write-in candidate and any ballot questions to be voted on at the regular local election.”).</p>	<p>County Clerk</p>
<p><b>October 8, 2019</b> (28 days before election)</p>	<p>Absentee voting begins. NMSA 1978, § 1-6-5(F) (“Mailed ballots shall be sent to applicants beginning twenty-eight days before the election.”).</p>	<p>County Clerk</p>
<p><b>October 8, 2019</b> (28 days before election)</p>	<p>Early voting begins. NMSA 1978, § 1-6-5.7(A) (“Commencing on the twenty-eighth day preceding the election during the regular hours and days of business at the county clerk’s office and from 10:00 a.m. to 6:00 p.m. on the Saturday immediately prior to the date of the election, early voting shall be conducted in each office of the county clerk...”).</p>	<p>County Clerk</p>

<b>DATE/TIME FRAME</b>	<b>EVENT</b>	<b>RESPONSIBLE PARTY</b>
<b>November 2, 2019</b> (Saturday before election)	Last day to vote early. NMSA 1978, § 1-6-5.7(A) (“Commencing on the twenty-eighth day preceding the election during the regular hours and days of business at the county clerk’s office and from 10:00 a.m. to 6:00 p.m. on the Saturday immediately prior to the date of the election, early voting shall be conducted in each office of the county clerk...”).	Voters
<b>November 2, 2019</b>	Deadline to register to vote in November 5, 2019 Regular School District Election. Chapter 67 Laws of 2019.	Voters
<b>November 5, 2019</b>	<b>ELECTION DAY</b>	County Clerk
<b>Between November 11, 2019 and November 15, 2019</b> (6 days after and no later than 10 days after the election)	First day to canvass election. NMSA 1978, § 1-13-13(A) (“The county canvassing board shall meet to approve the report of the canvass of the returns and declare the results no sooner than six days and no later than ten days from the date of the election. A county canvassing board in a county with more than one hundred fifty thousand voters shall meet to approve the report of the canvass of the returns and declare the results no sooner than six days and no later than thirteen days from the date of the election.”).	County Canvassing Board
<b>November 15, 2019</b>	Last day to canvass election. NMSA 1978, § 1-13-13(A)	County Canvassing Board
<b>November 30, 2019</b> (24 days after election)	Secretary of State issues certificate of election. NMSA 1978, § 1-13-16(C)(1) (“Upon receipt of the reports of the county canvass of a local election from each county, the secretary of state shall:(1) not sooner than the twenty-fourth day after a regular local election, issue to those candidates entitled by law the appropriate certificate of election.”)	Secretary of State

<b>DATE/TIME FRAME</b>	<b>EVENT</b>	<b>RESPONSIBLE PARTY</b>
<p><b>December 10, 2019</b> (10 days after certificate of results)</p>	<p>Superintendent to publish results of general obligation bond election. NMSA 1978, § 22-18-10 (“No action concerning any question placed on the ballot at a bond election shall be maintained in the district court unless the action is filed within ten days after the publication of the certificate of results of the bond election by the superintendent of schools.”).</p>	<p>Superintendent</p>
<p><b>January 1, 2020</b></p>	<p>Term of office begins for elected candidates. NMSA 1978, § 1-22-18 (“The term of office of a candidate elected in a regular local election or ensuing top-two runoff election shall begin on January 1 following the candidate’s election, and the candidate to whom a certificate of election has been issued shall take the oath of office before entering upon the duties of office.”).</p>	

# **POLICY SERVICES**

## **ADVISORY**

Volume 16, Number 1  
2019

May

### **CONTENTS**

Policy Advisory No. 166 ..... EBC - Emergencies  
..... EBC-RB - Emergencies

Policy Advisory No. 167 ..... GBEB - Staff Conduct

Policy Advisory No. 168 ..... GCB - Professional Staff Contracts and Compensation

Policy Advisory No. 169 ..... GCCF - Sabbatical Leave

Policy Advisory No. 170 ..... GCF - Professional Staff Hiring

Policy Advisory No. 171 ..... GDF - Support Staff Hiring

Policy Advisory No. 172 ..... GCFC - Professional Staff Certification and Credentialing  
Requirements

Policy Advisory No. 173 ..... GDFA - Support Staff Certification and Credentialing  
Requirements

Policy Advisory No. 174 ..... GCMF - Professional Staff Duties and Responsibilities

Policy Advisory No. 175 ..... GCO-R - Evaluation of Professional Staff Members



**Policy Advisory No. 176 .....GCQ - Professional Staff Termination of Employment**

**Policy Advisory No. 177 ..... GCQC - Resignation of Professional Staff Members**

**Policy Advisory No. 178 .....GCA - Professional Staff Positions**

**Policy Advisory No. 179 ..... GDQF - Discipline, Suspension and Termination of Support Staff Members**

**Policy Advisory No. 180 ..... GDB - Support Staff Contracts and Compensation**

**Policy Advisory No. 181 .....GDQD - Discipline, Suspension, and Termination of Support Staff Members**

**Policy Advisory No. 182 .....IJOC - School Volunteers**

**Policy Advisory No. 183 .....IKF - Graduation Requirements**

**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.**

---

#### 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~~ 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~~ 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~~ Board governing authority's decision on termination final.

If the arbitration appeal request is timely and complete, the ~~Board~~ 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~~ 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.....	7.5 units
<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)



**State of New Mexico**  
**Public School Operating Budget**  
**Revenue**

Budget				Cimarron 2019-2020	
Fund	Function	Object	Description	Estimated Amt	Projected Amt
11000			Operational		
11000	0000	11000	Cash Assets		
11000	0000	11111	Unrestricted Cash	238,012	168,872
11000	0000	11112	Restricted Cash	17,739	17,739
<b>11000</b>	<b>0000</b>	<b>11000</b>	<b>Total: Cash Assets</b>	<b>255,751</b>	<b>186,611</b>
11000	0000	41000	Revenue From Local Sources		
11000	0000	41110	Ad Valorem Taxes – School District	158,500	158,480
11000	0000	41113	Oil and Gas Taxes	12,700	13,774
11000	0000	41500	Investment Income	22,000	22,000
11000	0000	41705	Fees – Users	1,300	0
11000	0000	41910	Rental Income	60,100	60,100
11000	0000	41922	Instructional Support - Categorical	13,000	13,000
11000	0000	41923	Administration - Categorical	41,000	43,000
<b>11000</b>	<b>0000</b>	<b>41000</b>	<b>Total: Revenue From Local Sources</b>	<b>308,600</b>	<b>310,354</b>
11000	0000	43000	Revenue From State Sources		
11000	0000	43101	State Equalization Guarantee	4,112,113	4,354,777
11000	0000	43120	Charter School Administrative Revenue	15,140	17,014
<b>11000</b>	<b>0000</b>	<b>43000</b>	<b>Total: Revenue From State Sources</b>	<b>4,127,253</b>	<b>4,371,791</b>
11000	0000	46000	Other Items		
11000	0000	46100	Access Board (e-Rate)	25,474	0
<b>11000</b>	<b>0000</b>	<b>46000</b>	<b>Total: Other Items</b>	<b>25,474</b>	<b>0</b>
<b>11000</b>			<b>Total: Operational</b>	<b>4,717,078</b>	<b>4,868,756</b>
13000			Pupil Transportation		
13000	0000	11000	Cash Assets		
13000	0000	11111	Unrestricted Cash	4	0
<b>13000</b>	<b>0000</b>	<b>11000</b>	<b>Total: Cash Assets</b>	<b>4</b>	<b>0</b>
13000	0000	43000	Revenue From State Sources		
13000	0000	43206	Transportation Distribution	413,235	461,269
<b>13000</b>	<b>0000</b>	<b>43000</b>	<b>Total: Revenue From State Sources</b>	<b>413,235</b>	<b>461,269</b>
<b>13000</b>			<b>Total: Pupil Transportation</b>	<b>413,239</b>	<b>461,269</b>
14000			Total Instructional Materials Sub-Fund		
14000	0000	11000	Cash Assets		
14000	0000	11112	Restricted Cash	42,042	45,971
<b>14000</b>	<b>0000</b>	<b>11000</b>	<b>Total: Cash Assets</b>	<b>42,042</b>	<b>45,971</b>
14000	0000	43000	Revenue From State Sources		
14000	0000	43207	Instructional Materials 50% Core/Basal Allocation	12,965	0
14000	0000	43211	Instructional Materials 50% Supplementary Allocation	12,964	0
<b>14000</b>	<b>0000</b>	<b>43000</b>	<b>Total: Revenue From State Sources</b>	<b>25,929</b>	<b>0</b>
<b>14000</b>			<b>Total: Total Instructional Materials Sub-Fund</b>	<b>67,971</b>	<b>45,971</b>
21000			Food Services		
21000	0000	11000	Cash Assets		
21000	0000	11111	Unrestricted Cash	47,631	29,390
<b>21000</b>	<b>0000</b>	<b>11000</b>	<b>Total: Cash Assets</b>	<b>47,631</b>	<b>29,390</b>
21000	0000	41000	Revenue From Local Sources		
21000	0000	41603	Fees – Adults/Food Services	4,300	4,300
21000	0000	41604	Fees – Students/Food Services	25,500	23,000
<b>21000</b>	<b>0000</b>	<b>41000</b>	<b>Total: Revenue From Local Sources</b>	<b>29,800</b>	<b>27,300</b>
21000	0000	43000	Revenue From State Sources		
21000	0000	43215	Inter-Governmental Contract Revenue	1,900	1,900
<b>21000</b>	<b>0000</b>	<b>43000</b>	<b>Total: Revenue From State Sources</b>	<b>1,900</b>	<b>1,900</b>
21000	0000	44000	Revenue From Federal Sources		
21000	0000	44500	Restricted Grants – Federal Flow-through	214,896	214,896
<b>21000</b>	<b>0000</b>	<b>44000</b>	<b>Total: Revenue From Federal Sources</b>	<b>214,896</b>	<b>214,896</b>
<b>21000</b>			<b>Total: Food Services</b>	<b>294,227</b>	<b>273,486</b>
22000			Athletics		
22000	0000	11000	Cash Assets		
22000	0000	11111	Unrestricted Cash	21,379	21,879
<b>22000</b>	<b>0000</b>	<b>11000</b>	<b>Total: Cash Assets</b>	<b>21,379</b>	<b>21,879</b>
22000	0000	41000	Revenue From Local Sources		

**State of New Mexico**  
**Public School Operating Budget**  
**Revenue**

Cimarron 2019-2020					
Budget	Name:				
Fund	Function	Object	Description	Estimated Amt	Projected Amt
22000	0000	41701	Fees – Activities	13,000	13,000
<b>22000</b>	<b>0000</b>	<b>41000</b>	<b>Total: Revenue From Local Sources</b>	<b>13,000</b>	<b>13,000</b>
<b>22000</b>			<b>Total: Athletics</b>	<b>34,379</b>	<b>34,879</b>
24000			Federal Flow-through Grants		
24101			Title I - ESEA		
24101	0000	44000	Revenue From Federal Sources		
24101	0000	44500	Restricted Grants – Federal Flow-through	83,904	109,989
24101	0000	44504	Federal Flowthrough Prior Year	0	16,329
<b>24101</b>	<b>0000</b>	<b>44000</b>	<b>Total: Revenue From Federal Sources</b>	<b>83,904</b>	<b>126,318</b>
<b>24101</b>			<b>Total: Title I - ESEA</b>	<b>83,904</b>	<b>126,318</b>
24154			Teacher/Principal Training & Recruiting		
24154	0000	44000	Revenue From Federal Sources		
24154	0000	44500	Restricted Grants – Federal Flow-through	29,935	14,946
24154	0000	44504	Federal Flowthrough Prior Year	0	16,321
<b>24154</b>	<b>0000</b>	<b>44000</b>	<b>Total: Revenue From Federal Sources</b>	<b>29,935</b>	<b>31,267</b>
<b>24154</b>			<b>Total: Teacher/Principal Training &amp; Recruiting</b>	<b>29,935</b>	<b>31,267</b>
24189			Student Supp Academic Achievement Title IV		
24189	0000	44000	Revenue From Federal Sources		
24189	0000	44500	Restricted Grants – Federal Flow-through	39,870	10,000
<b>24189</b>	<b>0000</b>	<b>44000</b>	<b>Total: Revenue From Federal Sources</b>	<b>39,870</b>	<b>10,000</b>
<b>24189</b>			<b>Total: Student Supp Academic Achievement Title IV</b>	<b>39,870</b>	<b>10,000</b>
<b>24000</b>			<b>Total: Federal Flow-through Grants</b>	<b>153,709</b>	<b>167,585</b>
25000			Federal Direct Grants		
25153			Title XIX MEDICAID 3/21 Years		
25153	0000	43000	Revenue From State Sources		
25153	0000	43214	Inter-Governmental Contract Revenue/REC	27,545	52,408
<b>25153</b>	<b>0000</b>	<b>43000</b>	<b>Total: Revenue From State Sources</b>	<b>27,545</b>	<b>52,408</b>
<b>25153</b>			<b>Total: Title XIX MEDICAID 3/21 Years</b>	<b>27,545</b>	<b>52,408</b>
25233			Rural Education Achievement Program		
25233	0000	44000	Revenue From Federal Sources		
25233	0000	44301	Other Restricted Grants – Federal Direct	67,240	9,696
<b>25233</b>	<b>0000</b>	<b>44000</b>	<b>Total: Revenue From Federal Sources</b>	<b>67,240</b>	<b>9,696</b>
<b>25233</b>			<b>Total: Rural Education Achievement Program</b>	<b>67,240</b>	<b>9,696</b>
<b>25000</b>			<b>Total: Federal Direct Grants</b>	<b>94,785</b>	<b>62,104</b>
26000			Local Grants		
26156			Turner Foundation		
26156	0000	11000	Cash Assets		
26156	0000	11112	Restricted Cash	16,744	17,744
<b>26156</b>	<b>0000</b>	<b>11000</b>	<b>Total: Cash Assets</b>	<b>16,744</b>	<b>17,744</b>
26156	0000	41000	Revenue From Local Sources		
26156	0000	41921	Instructional - Categorical	18,000	0
<b>26156</b>	<b>0000</b>	<b>41000</b>	<b>Total: Revenue From Local Sources</b>	<b>18,000</b>	<b>0</b>
<b>26156</b>			<b>Total: Turner Foundation</b>	<b>34,744</b>	<b>17,744</b>
26179			A plus for Energy		
26179	0000	11000	Cash Assets		
26179	0000	11112	Restricted Cash	870	870
<b>26179</b>	<b>0000</b>	<b>11000</b>	<b>Total: Cash Assets</b>	<b>870</b>	<b>870</b>
<b>26179</b>			<b>Total: A plus for Energy</b>	<b>870</b>	<b>870</b>
<b>26000</b>			<b>Total: Local Grants</b>	<b>35,614</b>	<b>18,614</b>
27000			State Flow-through Grants		
27107			27107 GOB Library		
27107	0000	43000	Revenue From State Sources		
27107	0000	43204	Prior Year Balances	11,488	5,695
<b>27107</b>	<b>0000</b>	<b>43000</b>	<b>Total: Revenue From State Sources</b>	<b>11,488</b>	<b>5,695</b>
<b>27107</b>			<b>Total: 27107 GOB Library</b>	<b>11,488</b>	<b>5,695</b>
<b>27000</b>			<b>Total: State Flow-through Grants</b>	<b>11,488</b>	<b>5,695</b>
29000			Combined State/Local Grants		
29102			Private Dir Grants (Categorical)		
29102	0000	11000	Cash Assets		
29102	0000	11112	Restricted Cash	41,853	62,753

**State of New Mexico**  
**Public School Operating Budget**  
**Revenue**

Cimarron 2019-2020					
Budget	Name:				
Fund	Function	Object	Description	Estimated Amt	Projected Amt
29102	0000	11000	<b>Total: Cash Assets</b>	41,853	62,753
29102	0000	41000	Revenue From Local Sources		
29102	0000	41500	Investment Income	39,000	0
29102	0000	41000	<b>Total: Revenue From Local Sources</b>	39,000	0
29102			<b>Total: Private Dir Grants (Categorical)</b>	80,853	62,753
29000			<b>Total: Combined State/Local Grants</b>	80,853	62,753
31100			Bond Building		
31100	0000	11000	Cash Assets		
31100	0000	11111	Unrestricted Cash	1,364,955	626
31100	0000	11112	Restricted Cash	102	0
31100	0000	11000	<b>Total: Cash Assets</b>	1,365,057	626
31100	0000	41000	Revenue From Local Sources		
31100	0000	41500	Investment Income	2,741	0
31100	0000	41000	<b>Total: Revenue From Local Sources</b>	2,741	0
31100			<b>Total: Bond Building</b>	1,367,798	626
31600			Capital Improvements HB-33		
31600	0000	11000	Cash Assets		
31600	0000	11111	Unrestricted Cash	1,677	1,985
31600	0000	11000	<b>Total: Cash Assets</b>	1,677	1,985
31600	0000	41000	Revenue From Local Sources		
31600	0000	41110	Ad Valorem Taxes – School District	313	0
31600	0000	41000	<b>Total: Revenue From Local Sources</b>	313	0
31600			<b>Total: Capital Improvements HB-33</b>	1,990	1,985
31700			Capital Improvements SB-9		
31700	0000	43000	Revenue From State Sources		
31700	0000	43202	State Flow-through Grants	13,638	0
31700	0000	43204	Prior Year Balances	13,325	0
31700	0000	43000	<b>Total: Revenue From State Sources</b>	26,963	0
31700			<b>Total: Capital Improvements SB-9</b>	26,963	0
31701			Capital Improvements SB-9 Local		
31701	0000	11000	Cash Assets		
31701	0000	11111	Unrestricted Cash	1,452,888	922,418
31701	0000	11000	<b>Total: Cash Assets</b>	1,452,888	922,418
31701	0000	41000	Revenue From Local Sources		
31701	0000	41110	Ad Valorem Taxes – School District	809,834	807,508
31701	0000	41113	Oil and Gas Taxes	45,794	55,098
31701	0000	41500	Investment Income	9,000	9,000
31701	0000	41000	<b>Total: Revenue From Local Sources</b>	864,628	871,606
31701			<b>Total: Capital Improvements SB-9 Local</b>	2,317,516	1,794,024
31900			Ed. Technology Equipment Act		
31900	0000	11000	Cash Assets		
31900	0000	11111	Unrestricted Cash	954,716	622,472
31900	0000	11000	<b>Total: Cash Assets</b>	954,716	622,472
31900	0000	41000	Revenue From Local Sources		
31900	0000	41500	Investment Income	8,000	6,000
31900	0000	41000	<b>Total: Revenue From Local Sources</b>	8,000	6,000
31900			<b>Total: Ed. Technology Equipment Act</b>	962,716	628,472
41000			Debt Services		
41000	0000	11000	Cash Assets		
41000	0000	11111	Unrestricted Cash	669,413	562,123
41000	0000	11000	<b>Total: Cash Assets</b>	669,413	562,123
41000	0000	41000	Revenue From Local Sources		
41000	0000	41110	Ad Valorem Taxes – School District	527,210	447,185
41000	0000	41113	Oil and Gas Taxes	28,684	33,659
41000	0000	41500	Investment Income	1,300	1,300
41000	0000	41000	<b>Total: Revenue From Local Sources</b>	557,194	482,144
41000			<b>Total: Debt Services</b>	1,226,607	1,044,267
43000			Total Ed. Tech. Debt Services Sub-Fund		
43000	0000	11000	Cash Assets		
43000	0000	11111	Unrestricted Cash	388,711	583,792



**State of New Mexico**  
**Public School Operating Budget**  
**Revenue**

Cimarron 2019-2020					
Budget	Name:				
Fund	Function	Object	Description	Estimated Amt	Projected Amt
<b>43000</b>	<b>0000</b>	<b>11000</b>	<b>Total: Cash Assets</b>	<b>388,711</b>	<b>583,792</b>
43000	0000	41000	Revenue From Local Sources		
43000	0000	41110	Ad Valorem Taxes – School District	444,044	490,171
43000	0000	41113	Oil and Gas Taxes	55,244	54,463
43000	0000	41500	Investment Income	1,500	1,500
<b>43000</b>	<b>0000</b>	<b>41000</b>	<b>Total: Revenue From Local Sources</b>	<b>500,788</b>	<b>546,134</b>
<b>43000</b>			<b>Total: Total Ed. Tech. Debt Services Sub-Fund</b>	<b>889,499</b>	<b>1,129,926</b>
			<b>Total: Revenue</b>	<b>12,696,432</b>	<b>10,600,412</b>

**State of New Mexico**  
**Public School Operating Budget**  
**Expenditure Detail with Job Class**

**Budget Name: Cimarron 2019-2020**

FD	FN	OBJ	JOB Description	Estimated Amt	Estimated FTE	Projected Amt	Projected FTE
			Expenditure				
			Operational				
11000			Instruction				
11000	1000						
11000	1000	51100	1411 Salaries Expense: Teachers-Grades 1-12	1,358,099	28.08	1,540,856	28.58
11000	1000	51100	1412 Salaries Expense: Teachers- Special Education	237,351	4.53	190,241	3.53
11000	1000	51100	1413 Salaries Expense: Teachers-Early Childhood Ed	113,460	2.00	121,597	2.00
11000	1000	51100	1611 Salaries Expense: Substitutes-Sick Leave	16,000	0.00	16,000	0.00
11000	1000	51100	1612 Salaries Expense: Substitutes-Other Leave	13,188	0.00	15,000	0.00
11000	1000	51100	1711 Salaries Expense: Instructional Assistants-Grades 1-12	74,028	3.31	55,301	2.31
11000	1000	51100	1712 Salaries Expense: Instructional Assistants-Special Education	7,429	0.31	7,661	0.31
11000	1000	51100	1714 Salaries Expense: Instructional Assistants Preschool	11,131	0.74	11,799	0.74
11000	1000	51300	1411 Additional Compensation: Teachers-Grades 1-12	7,500	0.00	7,500	0.00
11000	1000	51300	1618 Additional Compensation: Athletics Salaries	48,850	0.00	48,850	0.00
11000	1000	51300	1622 Additional Compensation: Bus Drivers	15,000	0.00	15,000	0.00
11000	1000	51300	1624 Additional Compensation: Activities Salary	5,775	0.00	5,775	0.00
11000	1000	52111	0000 Educational Retirement	256,854	0.00	285,771	0.00
11000	1000	52112	0000 ERA - Retiree Health	38,062	0.00	40,390	0.00
11000	1000	52210	0000 FICA Payments	114,894	0.00	125,214	0.00
11000	1000	52220	0000 Medicare Payments	26,870	0.00	29,284	0.00
11000	1000	52311	0000 Health and Medical Premiums	275,000	0.00	282,264	0.00
11000	1000	52312	0000 Life	2,645	0.00	2,178	0.00
11000	1000	52313	0000 Dental	13,335	0.00	12,045	0.00
11000	1000	52314	0000 Vision	2,957	0.00	2,540	0.00
11000	1000	52315	0000 Disability	1,586	0.00	1,525	0.00
11000	1000	52500	0000 Unemployment Compensation	4,796	0.00	0	0.00
11000	1000	52710	0000 Workers Compensation Premium	27,241	0.00	29,688	0.00
11000	1000	52720	0000 Workers Compensation Employer's Fee	1,375	0.00	1,375	0.00
11000	1000	53330	0000 Professional Development	22,500	0.00	25,000	0.00
11000	1000	53711	0000 Other Charges	22,000	0.00	22,000	0.00
11000	1000	55813	0000 Employee Travel - Non-Teachers	1,800	0.00	1,000	0.00
11000	1000	55817	0000 Student Travel	28,000	0.00	25,000	0.00
11000	1000	55819	0000 Employee Travel - Teachers	1,750	0.00	1,000	0.00
11000	1000	55915	0000 Other Contract Services	10,000	0.00	10,000	0.00
11000	1000	56118	0000 General Supplies and Materials	18,500	0.00	19,000	0.00
<b>11000</b>	<b>1000</b>		<b>Total: Instruction</b>	<b>2,777,976</b>	<b>38.97</b>	<b>2,950,854</b>	<b>37.47</b>
11000	2000		Support Services				
11000	2100		Support Services-Students				
11000	2100	51100	1214 Salaries Expense: Guidance Counselors/Social Workers	104,181	2.00	110,875	2.00
11000	2100	51100	1215 Salaries Expense: Registered Nurses	40,290	0.82	42,707	0.82
11000	2100	51100	1217 Salaries Expense: Secretarial/Clerical/Technical Assistants	91,657	4.00	97,830	4.00
11000	2100	51300	1217 Additional Compensation: Secretarial/Clerical/Technical Assistants	0	0.00	2,500	0.00
11000	2100	52111	0000 Educational Retirement	32,142	0.00	35,929	0.00
11000	2100	52112	0000 ERA - Retiree Health	5,913	0.00	5,078	0.00
11000	2100	52210	0000 FICA Payments	12,229	0.00	15,743	0.00
11000	2100	52220	0000 Medicare Payments	3,562	0.00	3,682	0.00
11000	2100	52311	0000 Health and Medical Premiums	59,953	0.00	65,344	0.00
11000	2100	52312	0000 Life	639	0.00	389	0.00
11000	2100	52313	0000 Dental	3,620	0.00	2,318	0.00
11000	2100	52314	0000 Vision	650	0.00	461	0.00
11000	2100	52315	0000 Disability	300	0.00	325	0.00
11000	2100	52500	0000 Unemployment Compensation	0	0.00	1,300	0.00
11000	2100	52710	0000 Workers Compensation Premium	2,574	0.00	3,733	0.00
11000	2100	52720	0000 Workers Compensation Employer's Fee	525	0.00	525	0.00
11000	2100	53211	0000 Diagnosticians - Contracted	28,000	0.00	28,000	0.00
11000	2100	53212	0000 Speech Therapists - Contracted	46,000	0.00	46,000	0.00
11000	2100	53214	0000 Therapists - Contracted	40,000	0.00	48,000	0.00
11000	2100	53215	0000 Psychologists/Counselors - Contracted	48,000	0.00	24,099	0.00
11000	2100	53218	0000 Specialists - Contracted	42,000	0.00	42,000	0.00

**State of New Mexico**  
**Public School Operating Budget**  
**Expenditure Detail with Job Class**

<b>Budget Name: Cimarron 2019-2020</b>					<b>Estimated Amt</b>	<b>Estimated FTE</b>	<b>Projected Amt</b>	<b>Projected FTE</b>
<b>FD</b>	<b>FN</b>	<b>OBJ</b>	<b>JOB</b>	<b>Description</b>				
11000	2100	55813	0000	Employee Travel - Non-Teachers	1,500	0.00	1,500	0.00
11000	2100	55915	0000	Other Contract Services	2,000	0.00	4,000	0.00
11000	2100	56118	0000	General Supplies and Materials	3,000	0.00	5,000	0.00
<b>11000</b>	<b>2100</b>			<b>Total: Support Services-Students</b>	<b>568,735</b>	<b>6.82</b>	<b>587,338</b>	<b>6.82</b>
11000	2200			Support Services-Instruction				
11000	2200	51100	1213	Salaries Expense: Library/Media Assistants	15,531	0.75	11,930	0.75
11000	2200	52111	0000	Educational Retirement	954	0.00	1,688	0.00
11000	2200	52112	0000	ERA - Retiree Health	411	0.00	238	0.00
11000	2200	52210	0000	FICA Payments	1,273	0.00	740	0.00
11000	2200	52220	0000	Medicare Payments	298	0.00	173	0.00
11000	2200	52311	0000	Health and Medical Premiums	4,523	0.00	6,682	0.00
11000	2200	52312	0000	Life	62	0.00	43	0.00
11000	2200	52313	0000	Dental	200	0.00	462	0.00
11000	2200	52314	0000	Vision	97	0.00	77	0.00
11000	2200	52710	0000	Workers Compensation Premium	285	0.00	166	0.00
11000	2200	52720	0000	Workers Compensation Employer's Fee	200	0.00	400	0.00
11000	2200	53711	0000	Other Charges	3,025	0.00	3,025	0.00
<b>11000</b>	<b>2200</b>			<b>Total: Support Services-Instruction</b>	<b>26,859</b>	<b>0.75</b>	<b>25,624</b>	<b>0.75</b>
11000	2300			Support Services-General Administration				
11000	2300	51100	1111	Salaries Expense: Superintendent	80,371	0.85	70,159	0.70
11000	2300	51100	1114	Salaries Expense: Administrative Assistants	24,914	0.75	27,036	0.75
11000	2300	51300	1114	Additional Compensation: Administrative Assistants	2,500	0.00	2,500	0.00
11000	2300	51300	1217	Additional Compensation: Secretarial/Clerical/Technical Assistants	37,740	0.00	40,004	0.00
11000	2300	52111	0000	Educational Retirement	15,000	0.00	13,940	0.00
11000	2300	52112	0000	ERA - Retiree Health	3,106	0.00	2,131	0.00
11000	2300	52210	0000	FICA Payments	8,528	0.00	6,213	0.00
11000	2300	52220	0000	Medicare Payments	2,000	0.00	1,596	0.00
11000	2300	52311	0000	Health and Medical Premiums	12,935	0.00	11,636	0.00
11000	2300	52312	0000	Life	91	0.00	83	0.00
11000	2300	52313	0000	Dental	680	0.00	726	0.00
11000	2300	52314	0000	Vision	37	0.00	57	0.00
11000	2300	52315	0000	Disability	175	0.00	109	0.00
11000	2300	52710	0000	Workers Compensation Premium	1,548	0.00	1,616	0.00
11000	2300	52720	0000	Workers Compensation Employer's Fee	100	0.00	200	0.00
11000	2300	53330	0000	Professional Development	2,500	0.00	5,000	0.00
11000	2300	53411	0000	Auditing	25,000	0.00	30,000	0.00
11000	2300	53412	0000	Bond/Board Elections	0	0.00	3,500	0.00
11000	2300	53413	0000	Legal	10,000	0.00	8,000	0.00
11000	2300	53414	0000	Other Services	1,000	0.00	1,500	0.00
11000	2300	53711	0000	Other Charges	10,000	0.00	10,000	0.00
11000	2300	53712	0000	County Tax Collection Costs	1,595	0.00	1,585	0.00
11000	2300	55811	0000	Board Travel	2,600	0.00	3,500	0.00
11000	2300	55812	0000	Board Training	3,000	0.00	3,000	0.00
11000	2300	55813	0000	Employee Travel - Non-Teachers	3,000	0.00	3,000	0.00
11000	2300	55915	0000	Other Contract Services	8,000	0.00	10,000	0.00
11000	2300	56115	0000	Board Expenses	1,000	0.00	500	0.00
11000	2300	56118	0000	General Supplies and Materials	8,000	0.00	8,000	0.00
<b>11000</b>	<b>2300</b>			<b>Total: Support Services-General Administration</b>	<b>265,420</b>	<b>1.60</b>	<b>265,591</b>	<b>1.45</b>
11000	2400			Support Services-School Administration				
11000	2400	51100	1112	Salaries Expense: Principals	149,061	2.00	165,275	2.00
11000	2400	51100	1211	Salaries Expense: Coordinator/Subject Matter Specialist	21,420	0.35	22,705	0.35
11000	2400	51100	1613	Salaries Expense: Separation Pay	0	0.00	3,118	0.00
11000	2400	52111	0000	Educational Retirement	24,245	0.00	27,040	0.00
11000	2400	52112	0000	ERA - Retiree Health	4,533	0.00	3,822	0.00
11000	2400	52210	0000	FICA Payments	9,727	0.00	11,848	0.00
11000	2400	52220	0000	Medicare Payments	2,743	0.00	2,771	0.00
11000	2400	52311	0000	Health and Medical Premiums	20,013	0.00	25,385	0.00
11000	2400	52312	0000	Life	184	0.00	134	0.00

**State of New Mexico**  
**Public School Operating Budget**  
**Expenditure Detail with Job Class**

<b>Budget Name: Cimarron 2019-2020</b>					<b>Estimated Amt</b>	<b>Estimated FTE</b>	<b>Projected Amt</b>	<b>Projected FTE</b>
<b>FD</b>	<b>FN</b>	<b>OBJ</b>	<b>JOB</b>	<b>Description</b>				
11000	2400	52313	0000	Dental	1,243	0.00	1,305	0.00
11000	2400	52314	0000	Vision	321	0.00	221	0.00
11000	2400	52315	0000	Disability	351	0.00	260	0.00
11000	2400	52710	0000	Workers Compensation Premium	2,781	0.00	2,809	0.00
11000	2400	52720	0000	Workers Compensation Employer's Fee	200	0.00	200	0.00
<b>11000</b>	<b>2400</b>			<b>Total: Support Services-School Administration</b>	<b>236,822</b>	<b>2.35</b>	<b>266,893</b>	<b>2.35</b>
11000	2500			Central Services				
11000	2500	51100	1115	Salaries Expense: Assoc. Supt.-Fin./Bus. Mgr.	41,040	0.76	83,502	1.76
11000	2500	51100	1217	Salaries Expense: Secretarial/Clerical/Technical Assistants	8,028	0.36	8,510	0.36
11000	2500	51100	1220	Salaries Expense: Business Office Support	34,300	0.70	37,100	0.70
11000	2500	52111	0000	Educational Retirement	12,088	0.00	18,269	0.00
11000	2500	52112	0000	ERA - Retiree Health	2,067	0.00	2,582	0.00
11000	2500	52210	0000	FICA Payments	5,169	0.00	8,005	0.00
11000	2500	52220	0000	Medicare Payments	1,209	0.00	1,872	0.00
11000	2500	52311	0000	Health and Medical Premiums	11,393	0.00	24,008	0.00
11000	2500	52312	0000	Life	200	0.00	197	0.00
11000	2500	52313	0000	Dental	795	0.00	1,346	0.00
11000	2500	52314	0000	Vision	229	0.00	232	0.00
11000	2500	52315	0000	Disability	250	0.00	114	0.00
11000	2500	52710	0000	Workers Compensation Premium	1,226	0.00	1,898	0.00
11000	2500	52720	0000	Workers Compensation Employer's Fee	200	0.00	334	0.00
<b>11000</b>	<b>2500</b>			<b>Total: Central Services</b>	<b>118,194</b>	<b>1.82</b>	<b>187,969</b>	<b>2.82</b>
11000	2600			Operation & Maintenance of Plant				
11000	2600	51100	1614	Salaries Expense: Maintenance	38,116	0.85	40,403	0.85
11000	2600	51100	1615	Salaries Expense: Custodial	88,444	3.00	94,655	3.00
11000	2600	52111	0000	Educational Retirement	17,500	0.00	19,181	0.00
11000	2600	52112	0000	ERA - Retiree Health	2,541	0.00	2,710	0.00
11000	2600	52210	0000	FICA Payments	7,878	0.00	8,405	0.00
11000	2600	52220	0000	Medicare Payments	1,842	0.00	1,966	0.00
11000	2600	52311	0000	Health and Medical Premiums	14,583	0.00	16,395	0.00
11000	2600	52312	0000	Life	228	0.00	228	0.00
11000	2600	52313	0000	Dental	784	0.00	823	0.00
11000	2600	52314	0000	Vision	148	0.00	148	0.00
11000	2600	52315	0000	Disability	250	0.00	55	0.00
11000	2600	52710	0000	Workers Compensation Premium	1,868	0.00	1,993	0.00
11000	2600	52720	0000	Workers Compensation Employer's Fee	270	0.00	270	0.00
11000	2600	54411	0000	Electricity	70,000	0.00	75,000	0.00
11000	2600	54412	0000	Natural Gas (Buildings)	30,000	0.00	35,000	0.00
11000	2600	54413	0000	Propane/Butane (Buildings)	28,000	0.00	35,000	0.00
11000	2600	54415	0000	Water/Sewage	27,930	0.00	35,000	0.00
11000	2600	54416	0000	Communication Services	31,079	0.00	35,000	0.00
11000	2600	55200	0000	Property/Liability Insurance	173,000	0.00	162,516	0.00
11000	2600	55813	0000	Employee Travel - Non-Teachers	2,000	0.00	2,000	0.00
<b>11000</b>	<b>2600</b>			<b>Total: Operation &amp; Maintenance of Plant</b>	<b>536,461</b>	<b>3.85</b>	<b>566,748</b>	<b>3.85</b>
11000	2900			Other Support Services				
11000	2900	58218	0000	75% June Credit	0	0.00	17,739	0.00
<b>11000</b>	<b>2900</b>			<b>Total: Other Support Services</b>	<b>0</b>	<b>0.00</b>	<b>17,739</b>	<b>0.00</b>
<b>11000</b>	<b>2000</b>			<b>Total: Support Services</b>	<b>1,752,491</b>	<b>17.19</b>	<b>1,917,902</b>	<b>18.04</b>
<b>11000</b>				<b>Total: Operational</b>	<b>4,530,467</b>	<b>56.16</b>	<b>4,868,756</b>	<b>55.51</b>
13000				Pupil Transportation				
13000	2000			Support Services				
13000	2700			Student Transportation				
13000	2700	51100	1113	Salaries Expense: Administrative Associates	34,272	1.00	36,328	1.00
13000	2700	51100	1114	Salaries Expense: Administrative Assistants	14,183	0.15	30,068	0.30
13000	2700	51100	1217	Salaries Expense: Secretarial/Clerical/Technical Assistants	27,660	0.54	29,638	0.54
13000	2700	51100	1611	Salaries Expense: Substitutes-Sick Leave	4,818	0.00	5,000	0.00
13000	2700	51100	1612	Salaries Expense: Substitutes-Other Leave	9,382	0.00	5,000	0.00
13000	2700	51100	1614	Salaries Expense: Maintenance	34,198	1.15	36,250	1.15

**State of New Mexico**  
**Public School Operating Budget**  
**Expenditure Detail with Job Class**

**Budget Name: Cimarron 2019-2020**

FD	FN	OBJ	JOB	Description	Estimated Amt	Estimated FTE	Projected Amt	Projected FTE
13000	2700	51100	1622	Salaries Expense: Bus Drivers	89,875	5.86	111,532	5.77
13000	2700	51300	1114	Additional Compensation: Administrative Assistants	10,000	0.00	10,000	0.00
13000	2700	51300	1622	Additional Compensation: Bus Drivers	2,242	0.00	0	0.00
13000	2700	52111	0000	Educational Retirement	31,023	0.00	37,471	0.00
13000	2700	52112	0000	ERA - Retiree Health	4,757	0.00	5,296	0.00
13000	2700	52210	0000	FICA Payments	13,838	0.00	16,419	0.00
13000	2700	52220	0000	Medicare Payments	3,136	0.00	3,840	0.00
13000	2700	52311	0000	Health and Medical Premiums	16,982	0.00	16,889	0.00
13000	2700	52312	0000	Life	560	0.00	552	0.00
13000	2700	52313	0000	Dental	922	0.00	1,196	0.00
13000	2700	52314	0000	Vision	171	0.00	198	0.00
13000	2700	52315	0000	Disability	103	0.00	16	0.00
13000	2700	52500	0000	Unemployment Compensation	0	0.00	530	0.00
13000	2700	52710	0000	Workers Compensation Premium	4,159	0.00	3,893	0.00
13000	2700	52720	0000	Workers Compensation Employer's Fee	454	0.00	200	0.00
13000	2700	53711	0000	Other Charges	4,500	0.00	4,500	0.00
13000	2700	54314	0000	Maintenance & Repair - Buses	6,884	0.00	12,884	0.00
13000	2700	54411	0000	Electricity	6,000	0.00	6,000	0.00
13000	2700	54412	0000	Natural Gas (Buildings)	6,000	0.00	6,000	0.00
13000	2700	54415	0000	Water/Sewage	1,920	0.00	1,500	0.00
13000	2700	54416	0000	Communication Services	6,074	0.00	2,700	0.00
13000	2700	54610	0000	Rental - Land and Buildings	4,200	0.00	0	0.00
13000	2700	55200	0000	Property/Liability Insurance	9,626	0.00	8,512	0.00
13000	2700	55813	0000	Employee Travel - Non-Teachers	1,800	0.00	1,000	0.00
13000	2700	55816	0000	Bus Driver In-Service Training	1,000	0.00	1,000	0.00
13000	2700	55916	0000	Bus Inspections	1,500	0.00	1,600	0.00
13000	2700	56118	0000	General Supplies and Materials	6,000	0.00	9,000	0.00
13000	2700	56211	0000	Gasoline	0	0.00	5,000	0.00
13000	2700	56212	0000	Diesel Fuel	47,000	0.00	30,257	0.00
13000	2700	56214	0000	Lubricants/Anti-Freeze	6,000	0.00	6,000	0.00
13000	2700	56215	0000	Tires/Tubes	2,000	0.00	15,000	0.00
<b>13000</b>	<b>2700</b>			<b>Total: Student Transportation</b>	<b>413,239</b>	<b>8.70</b>	<b>461,269</b>	<b>8.76</b>
<b>13000</b>	<b>2000</b>			<b>Total: Support Services</b>	<b>413,239</b>	<b>8.70</b>	<b>461,269</b>	<b>8.76</b>
<b>13000</b>				<b>Total: Pupil Transportation</b>	<b>413,239</b>	<b>8.70</b>	<b>461,269</b>	<b>8.76</b>
14000				Total Instructional Materials Sub-Fund				
14000	1000			Instruction				
14000	1000	56107	0000	Instructional Materials Credit - 50% Textbooks	15,000	0.00	35,971	0.00
14000	1000	56111	0000	Instructional Materials Cash - 50% Textbooks	7,000	0.00	10,000	0.00
<b>14000</b>	<b>1000</b>			<b>Total: Instruction</b>	<b>22,000</b>	<b>0.00</b>	<b>45,971</b>	<b>0.00</b>
<b>14000</b>				<b>Total: Total Instructional Materials Sub-Fund</b>	<b>22,000</b>	<b>0.00</b>	<b>45,971</b>	<b>0.00</b>
21000				Food Services				
21000	3000			Operation of Non-Instructional Services				
21000	3100			Food Services Operations				
21000	3100	51100	1617	Salaries Expense: Food Service	23,271	1.25	24,878	1.25
21000	3100	52111	0000	Educational Retirement	3,348	0.00	3,520	0.00
21000	3100	52112	0000	ERA - Retiree Health	567	0.00	498	0.00
21000	3100	52210	0000	FICA Payments	1,249	0.00	1,542	0.00
21000	3100	52220	0000	Medicare Payments	339	0.00	361	0.00
21000	3100	52311	0000	Health and Medical Premiums	12,430	0.00	12,337	0.00
21000	3100	52312	0000	Life	71	0.00	71	0.00
21000	3100	52313	0000	Dental	560	0.00	510	0.00
21000	3100	52314	0000	Vision	145	0.00	145	0.00
21000	3100	52710	0000	Workers Compensation Premium	344	0.00	366	0.00
21000	3100	52720	0000	Workers Compensation Employer's Fee	40	0.00	68	0.00
21000	3100	53414	0000	Other Services	221,248	0.00	228,142	0.00
21000	3100	53711	0000	Other Charges	830	0.00	830	0.00
21000	3100	55813	0000	Employee Travel - Non-Teachers	45	0.00	218	0.00
21000	3100	56118	0000	General Supplies and Materials	350	0.00	0	0.00

**State of New Mexico**  
**Public School Operating Budget**  
**Expenditure Detail with Job Class**

Budget Name: Cimarron 2019-2020					Estimated Amt	Estimated FTE	Projected Amt	Projected FTE
FD	FN	OBJ	JOB	Description				
<b>21000</b>	<b>3100</b>			<b>Total: Food Services Operations</b>	<b>264,837</b>	<b>1.25</b>	<b>273,486</b>	<b>1.25</b>
<b>21000</b>	<b>3000</b>			<b>Total: Operation of Non-Instructional Services</b>	<b>264,837</b>	<b>1.25</b>	<b>273,486</b>	<b>1.25</b>
<b>21000</b>				<b>Total: Food Services</b>	<b>264,837</b>	<b>1.25</b>	<b>273,486</b>	<b>1.25</b>
22000				Athletics				
22000	1000			Instruction				
22000	1000	53330	0000	Professional Development	2,000	0.00	2,000	0.00
22000	1000	53711	0000	Other Charges	8,000	0.00	16,879	0.00
22000	1000	55817	0000	Student Travel	500	0.00	10,000	0.00
22000	1000	56118	0000	General Supplies and Materials	2,000	0.00	6,000	0.00
<b>22000</b>	<b>1000</b>			<b>Total: Instruction</b>	<b>12,500</b>	<b>0.00</b>	<b>34,879</b>	<b>0.00</b>
<b>22000</b>				<b>Total: Athletics</b>	<b>12,500</b>	<b>0.00</b>	<b>34,879</b>	<b>0.00</b>
24000				Federal Flow-through Grants				
24101				Title I - ESEA				
24101	1000			Instruction				
24101	1000	51100	1414	Salaries Expense: Teachers-Preschool (exclude Special Ed)	11,995	0.25	25,000	0.50
24101	1000	52111	0000	Educational Retirement	1,881	0.00	4,001	0.00
24101	1000	52112	0000	ERA - Retiree Health	600	0.00	1,600	0.00
24101	1000	52210	0000	FICA Payments	800	0.00	2,000	0.00
24101	1000	52220	0000	Medicare Payments	900	0.00	1,800	0.00
24101	1000	52311	0000	Health and Medical Premiums	4,100	0.00	8,100	0.00
24101	1000	52312	0000	Life	225	0.00	525	0.00
24101	1000	52313	0000	Dental	240	0.00	560	0.00
24101	1000	52314	0000	Vision	37	0.00	300	0.00
24101	1000	52315	0000	Disability	20	0.00	150	0.00
24101	1000	52720	0000	Workers Compensation Employer's Fee	50	0.00	150	0.00
24101	1000	53330	0000	Professional Development	1,000	0.00	500	0.00
24101	1000	53414	0000	Other Services	510	0.00	500	0.00
24101	1000	53711	0000	Other Charges	500	0.00	500	0.00
24101	1000	56118	0000	General Supplies and Materials	0	0.00	27,237	0.00
<b>24101</b>	<b>1000</b>			<b>Total: Instruction</b>	<b>22,858</b>	<b>0.25</b>	<b>72,923</b>	<b>0.50</b>
24101	2000			Support Services				
24101	2200			Support Services-Instruction				
24101	2200	51100	1213	Salaries Expense: Library/Media Assistants	39,945	1.00	32,142	1.00
24101	2200	52111	0000	Educational Retirement	6,127	0.00	6,127	0.00
24101	2200	52112	0000	ERA - Retiree Health	886	0.00	886	0.00
24101	2200	52210	0000	FICA Payments	2,365	0.00	2,365	0.00
24101	2200	52220	0000	Medicare Payments	555	0.00	555	0.00
24101	2200	52311	0000	Health and Medical Premiums	6,423	0.00	6,423	0.00
24101	2200	52312	0000	Life	93	0.00	93	0.00
24101	2200	52313	0000	Dental	357	0.00	357	0.00
24101	2200	52314	0000	Vision	196	0.00	196	0.00
24101	2200	52720	0000	Workers Compensation Employer's Fee	348	0.00	348	0.00
24101	2200	53711	0000	Other Charges	500	0.00	500	0.00
<b>24101</b>	<b>2200</b>			<b>Total: Support Services-Instruction</b>	<b>57,795</b>	<b>1.00</b>	<b>49,992</b>	<b>1.00</b>
24101	2400			Support Services-School Administration				
24101	2400	51100	1211	Salaries Expense: Coordinator/Subject Matter Specialist	2,525	0.04	2,677	0.04
24101	2400	52111	0000	Educational Retirement	451	0.00	451	0.00
24101	2400	52112	0000	ERA - Retiree Health	74	0.00	74	0.00
24101	2400	52210	0000	FICA Payments	145	0.00	145	0.00
24101	2400	52220	0000	Medicare Payments	36	0.00	36	0.00
24101	2400	52720	0000	Workers Compensation Employer's Fee	20	0.00	20	0.00
<b>24101</b>	<b>2400</b>			<b>Total: Support Services-School Administration</b>	<b>3,251</b>	<b>0.04</b>	<b>3,403</b>	<b>0.04</b>
<b>24101</b>	<b>2000</b>			<b>Total: Support Services</b>	<b>61,046</b>	<b>1.04</b>	<b>53,395</b>	<b>1.04</b>
<b>24101</b>				<b>Total: Title I - ESEA</b>	<b>83,904</b>	<b>1.29</b>	<b>126,318</b>	<b>1.54</b>
24154				Teacher/Principal Training & Recruiting				
24154	1000			Instruction				
24154	1000	51100	1411	Salaries Expense: Teachers-Grades 1-12	7,000	0.25	5,000	0.25
24154	1000	52111	0000	Educational Retirement	970	0.00	500	0.00

**State of New Mexico**  
**Public School Operating Budget**  
**Expenditure Detail with Job Class**

**Budget Name: Cimarron 2019-2020**

FD	FN	OBJ	JOB	Description	Estimated Amt	Estimated FTE	Projected Amt	Projected FTE
24154	1000	52112	0000	ERA - Retiree Health	193	0.00	150	0.00
24154	1000	52210	0000	FICA Payments	440	0.00	440	0.00
24154	1000	52220	0000	Medicare Payments	118	0.00	118	0.00
24154	1000	52311	0000	Health and Medical Premiums	2,500	0.00	2,500	0.00
24154	1000	52312	0000	Life	25	0.00	25	0.00
24154	1000	52313	0000	Dental	150	0.00	150	0.00
24154	1000	52314	0000	Vision	50	0.00	50	0.00
24154	1000	52315	0000	Disability	80	0.00	80	0.00
24154	1000	53330	0000	Professional Development	18,409	0.00	22,254	0.00
<b>24154</b>	<b>1000</b>			<b>Total: Instruction</b>	<b>29,935</b>	<b>0.25</b>	<b>31,267</b>	<b>0.25</b>
<b>24154</b>				<b>Total: Teacher/Principal Training &amp; Recruiting</b>	<b>29,935</b>	<b>0.25</b>	<b>31,267</b>	<b>0.25</b>
24189				Student Supp Academic Achievment Title IV				
24189	1000			Instruction				
24189	1000	53711	0000	Other Charges	20,000	0.00	5,000	0.00
24189	1000	56118	0000	General Supplies and Materials	19,870	0.00	5,000	0.00
<b>24189</b>	<b>1000</b>			<b>Total: Instruction</b>	<b>39,870</b>	<b>0.00</b>	<b>10,000</b>	<b>0.00</b>
<b>24189</b>				<b>Total: Student Supp Academic Achievment Title IV</b>	<b>39,870</b>	<b>0.00</b>	<b>10,000</b>	<b>0.00</b>
<b>24000</b>				<b>Total: Federal Flow-through Grants</b>	<b>153,709</b>	<b>1.54</b>	<b>167,585</b>	<b>1.79</b>
25000				Federal Direct Grants				
25153				Title XIX MEDICAID 3/21 Years				
25153	2000			Support Services				
25153	2100			Support Services-Students				
25153	2100	51100	1215	Salaries Expense: Registered Nurses	8,671	0.18	9,375	0.18
25153	2100	52111	0000	Educational Retirement	1,250	0.00	1,200	0.00
25153	2100	52112	0000	ERA - Retiree Health	200	0.00	200	0.00
25153	2100	52210	0000	FICA Payments	672	0.00	472	0.00
25153	2100	52220	0000	Medicare Payments	311	0.00	150	0.00
25153	2100	52311	0000	Health and Medical Premiums	2,027	0.00	1,700	0.00
25153	2100	52312	0000	Life	32	0.00	20	0.00
25153	2100	52313	0000	Dental	68	0.00	68	0.00
25153	2100	52314	0000	Vision	16	0.00	16	0.00
25153	2100	52720	0000	Workers Compensation Employer's Fee	50	0.00	25	0.00
25153	2100	53215	0000	Psychologists/Counselors - Contracted	0	0.00	23,901	0.00
25153	2100	53330	0000	Professional Development	1,550	0.00	1,475	0.00
<b>25153</b>	<b>2100</b>			<b>Total: Support Services-Students</b>	<b>14,847</b>	<b>0.18</b>	<b>38,602</b>	<b>0.18</b>
25153	2400			Support Services-School Administration				
25153	2400	51100	1211	Salaries Expense: Coordinator/Subject Matter Specialist	9,180	0.15	9,731	0.15
25153	2400	52111	0000	Educational Retirement	1,288	0.00	1,350	0.00
25153	2400	52112	0000	ERA - Retiree Health	250	0.00	300	0.00
25153	2400	52210	0000	FICA Payments	604	0.00	625	0.00
25153	2400	52220	0000	Medicare Payments	206	0.00	225	0.00
25153	2400	52311	0000	Health and Medical Premiums	1,100	0.00	1,500	0.00
25153	2400	52312	0000	Life	25	0.00	25	0.00
25153	2400	52313	0000	Dental	25	0.00	25	0.00
25153	2400	52314	0000	Vision	15	0.00	15	0.00
25153	2400	52720	0000	Workers Compensation Employer's Fee	5	0.00	10	0.00
<b>25153</b>	<b>2400</b>			<b>Total: Support Services-School Administration</b>	<b>12,698</b>	<b>0.15</b>	<b>13,806</b>	<b>0.15</b>
<b>25153</b>	<b>2000</b>			<b>Total: Support Services</b>	<b>27,545</b>	<b>0.33</b>	<b>52,408</b>	<b>0.33</b>
<b>25153</b>				<b>Total: Title XIX MEDICAID 3/21 Years</b>	<b>27,545</b>	<b>0.33</b>	<b>52,408</b>	<b>0.33</b>
25233				Rural Education Achievement Program				
25233	1000			Instruction				
25233	1000	51300	1411	Additional Compensation: Teachers-Grades 1-12	4,500	0.00	6,536	0.00
25233	1000	52111	0000	Educational Retirement	650	0.00	650	0.00
25233	1000	52112	0000	ERA - Retiree Health	100	0.00	100	0.00
25233	1000	52210	0000	FICA Payments	300	0.00	300	0.00
25233	1000	52220	0000	Medicare Payments	85	0.00	85	0.00
25233	1000	52311	0000	Health and Medical Premiums	200	0.00	200	0.00
25233	1000	52312	0000	Life	25	0.00	25	0.00

**State of New Mexico**  
**Public School Operating Budget**  
**Expenditure Detail with Job Class**

Budget Name: Cimarron 2019-2020					Estimated Amt	Estimated FTE	Projected Amt	Projected FTE
FD	FN	OBJ	JOB	Description				
25233	1000	52313	0000	Dental	25	0.00	25	0.00
25233	1000	52314	0000	Vision	10	0.00	10	0.00
25233	1000	52720	0000	Workers Compensation Employer's Fee	25	0.00	25	0.00
25233	1000	55915	0000	Other Contract Services	16,560	0.00	0	0.00
25233	1000	56118	0000	General Supplies and Materials	33,500	0.00	0	0.00
<b>25233</b>	<b>1000</b>			<b>Total: Instruction</b>	<b>55,980</b>	<b>0.00</b>	<b>7,956</b>	<b>0.00</b>
25233	2000			Support Services				
25233	2100			Support Services-Students				
25233	2100	51300	1217	Additional Compensation: Secretarial/Clerical/Technical Assistants	1,125	0.00	1,125	0.00
25233	2100	52111	0000	Educational Retirement	200	0.00	350	0.00
25233	2100	52112	0000	ERA - Retiree Health	30	0.00	30	0.00
25233	2100	52210	0000	FICA Payments	60	0.00	75	0.00
25233	2100	52220	0000	Medicare Payments	14	0.00	25	0.00
25233	2100	52311	0000	Health and Medical Premiums	85	0.00	85	0.00
25233	2100	52312	0000	Life	20	0.00	20	0.00
25233	2100	52313	0000	Dental	10	0.00	10	0.00
25233	2100	52314	0000	Vision	10	0.00	10	0.00
25233	2100	52315	0000	Disability	10	0.00	10	0.00
<b>25233</b>	<b>2100</b>			<b>Total: Support Services-Students</b>	<b>1,564</b>	<b>0.00</b>	<b>1,740</b>	<b>0.00</b>
<b>25233</b>	<b>2000</b>			<b>Total: Support Services</b>	<b>1,564</b>	<b>0.00</b>	<b>1,740</b>	<b>0.00</b>
<b>25233</b>				<b>Total: Rural Education Achievement Program</b>	<b>57,544</b>	<b>0.00</b>	<b>9,696</b>	<b>0.00</b>
<b>25000</b>				<b>Total: Federal Direct Grants</b>	<b>85,089</b>	<b>0.33</b>	<b>62,104</b>	<b>0.33</b>
26000				Local Grants				
26156				Turner Foundation				
26156	1000			Instruction				
26156	1000	53330	0000	Professional Development	0	0.00	1,000	0.00
26156	1000	53711	0000	Other Charges	0	0.00	2,500	0.00
26156	1000	55817	0000	Student Travel	2,000	0.00	5,000	0.00
26156	1000	56118	0000	General Supplies and Materials	15,000	0.00	9,244	0.00
<b>26156</b>	<b>1000</b>			<b>Total: Instruction</b>	<b>17,000</b>	<b>0.00</b>	<b>17,744</b>	<b>0.00</b>
<b>26156</b>				<b>Total: Turner Foundation</b>	<b>17,000</b>	<b>0.00</b>	<b>17,744</b>	<b>0.00</b>
26179				A plus for Energy				
26179	1000			Instruction				
26179	1000	56118	0000	General Supplies and Materials	0	0.00	870	0.00
<b>26179</b>	<b>1000</b>			<b>Total: Instruction</b>	<b>0</b>	<b>0.00</b>	<b>870</b>	<b>0.00</b>
<b>26179</b>				<b>Total: A plus for Energy</b>	<b>0</b>	<b>0.00</b>	<b>870</b>	<b>0.00</b>
<b>26000</b>				<b>Total: Local Grants</b>	<b>17,000</b>	<b>0.00</b>	<b>18,614</b>	<b>0.00</b>
27000				State Flow-through Grants				
27107				27107 GOB Library				
27107	2000			Support Services				
27107	2200			Support Services-Instruction				
27107	2200	56114	0000	Library And Audio-Visual	5,793	0.00	5,695	0.00
<b>27107</b>	<b>2200</b>			<b>Total: Support Services-Instruction</b>	<b>5,793</b>	<b>0.00</b>	<b>5,695</b>	<b>0.00</b>
<b>27107</b>	<b>2000</b>			<b>Total: Support Services</b>	<b>5,793</b>	<b>0.00</b>	<b>5,695</b>	<b>0.00</b>
<b>27107</b>				<b>Total: 27107 GOB Library</b>	<b>5,793</b>	<b>0.00</b>	<b>5,695</b>	<b>0.00</b>
<b>27000</b>				<b>Total: State Flow-through Grants</b>	<b>5,793</b>	<b>0.00</b>	<b>5,695</b>	<b>0.00</b>
29000				Combined State/Local Grants				
29102				Private Dir Grants (Categorical)				
29102	1000			Instruction				
29102	1000	51300	1411	Additional Compensation: Teachers-Grades 1-12	3,000	0.00	4,266	0.00
29102	1000	52111	0000	Educational Retirement	200	0.00	200	0.00
29102	1000	52112	0000	ERA - Retiree Health	50	0.00	1,300	0.00
29102	1000	52210	0000	FICA Payments	150	0.00	650	0.00
29102	1000	52220	0000	Medicare Payments	150	0.00	750	0.00
29102	1000	52720	0000	Workers Compensation Employer's Fee	50	0.00	50	0.00
29102	1000	53330	0000	Professional Development	2,500	0.00	10,000	0.00
29102	1000	53711	0000	Other Charges	1,700	0.00	5,500	0.00
29102	1000	55817	0000	Student Travel	1,000	0.00	10,433	0.00



**State of New Mexico**  
**Public School Operating Budget**  
**Expenditure Detail with Job Class**

<b>Budget Name: Cimarron 2019-2020</b>					<b>Estimated Amt</b>	<b>Estimated FTE</b>	<b>Projected Amt</b>	<b>Projected FTE</b>
<b>FD</b>	<b>FN</b>	<b>OBJ</b>	<b>JOB</b>	<b>Description</b>				
29102	1000	55915	0000	Other Contract Services	0	0.00	1,326	0.00
29102	1000	56118	0000	General Supplies and Materials	1,500	0.00	11,700	0.00
<b>29102</b>	<b>1000</b>			<b>Total: Instruction</b>	<b>10,300</b>	<b>0.00</b>	<b>46,175</b>	<b>0.00</b>
29102	2000			Support Services				
29102	2300			Support Services-General Administration				
29102	2300	53330	0000	Professional Development	0	0.00	1,493	0.00
29102	2300	53711	0000	Other Charges	6,300	0.00	5,702	0.00
29102	2300	56118	0000	General Supplies and Materials	1,500	0.00	9,383	0.00
<b>29102</b>	<b>2300</b>			<b>Total: Support Services-General Administration</b>	<b>7,800</b>	<b>0.00</b>	<b>16,578</b>	<b>0.00</b>
<b>29102</b>	<b>2000</b>			<b>Total: Support Services</b>	<b>7,800</b>	<b>0.00</b>	<b>16,578</b>	<b>0.00</b>
<b>29102</b>				<b>Total: Private Dir Grants (Categorical)</b>	<b>18,100</b>	<b>0.00</b>	<b>62,753</b>	<b>0.00</b>
<b>29000</b>				<b>Total: Combined State/Local Grants</b>	<b>18,100</b>	<b>0.00</b>	<b>62,753</b>	<b>0.00</b>
31100				Bond Building				
31100	4000			Capital Outlay				
31100	4000	53414	0000	Other Services	21,113	0.00	0	0.00
31100	4000	54500	0000	Construction Services	1,346,059	0.00	626	0.00
<b>31100</b>	<b>4000</b>			<b>Total: Capital Outlay</b>	<b>1,367,172</b>	<b>0.00</b>	<b>626</b>	<b>0.00</b>
<b>31100</b>				<b>Total: Bond Building</b>	<b>1,367,172</b>	<b>0.00</b>	<b>626</b>	<b>0.00</b>
31600				Capital Improvements HB-33				
31600	2000			Support Services				
31600	2300			Support Services-General Administration				
31600	2300	53712	0000	County Tax Collection Costs	5	0.00	10	0.00
<b>31600</b>	<b>2300</b>			<b>Total: Support Services-General Administration</b>	<b>5</b>	<b>0.00</b>	<b>10</b>	<b>0.00</b>
<b>31600</b>	<b>2000</b>			<b>Total: Support Services</b>	<b>5</b>	<b>0.00</b>	<b>10</b>	<b>0.00</b>
31600	4000			Capital Outlay				
31600	4000	54500	0000	Construction Services	0	0.00	1,975	0.00
<b>31600</b>	<b>4000</b>			<b>Total: Capital Outlay</b>	<b>0</b>	<b>0.00</b>	<b>1,975</b>	<b>0.00</b>
<b>31600</b>				<b>Total: Capital Improvements HB-33</b>	<b>5</b>	<b>0.00</b>	<b>1,985</b>	<b>0.00</b>
31700				Capital Improvements SB-9				
31700	4000			Capital Outlay				
31700	4000	54315	0000	Maintenance & Repair - Bldgs/Grnds/Equipment (SB-9)	26,963	0.00	0	0.00
<b>31700</b>	<b>4000</b>			<b>Total: Capital Outlay</b>	<b>26,963</b>	<b>0.00</b>	<b>0</b>	<b>0.00</b>
<b>31700</b>				<b>Total: Capital Improvements SB-9</b>	<b>26,963</b>	<b>0.00</b>	<b>0</b>	<b>0.00</b>
31701				Capital Improvements SB-9 Local				
31701	2000			Support Services				
31701	2300			Support Services-General Administration				
31701	2300	53712	0000	County Tax Collection Costs	8,098	0.00	8,075	0.00
<b>31701</b>	<b>2300</b>			<b>Total: Support Services-General Administration</b>	<b>8,098</b>	<b>0.00</b>	<b>8,075</b>	<b>0.00</b>
<b>31701</b>	<b>2000</b>			<b>Total: Support Services</b>	<b>8,098</b>	<b>0.00</b>	<b>8,075</b>	<b>0.00</b>
31701	4000			Capital Outlay				
31701	4000	53330	0000	Professional Development	0	0.00	2,500	0.00
31701	4000	54315	0000	Maintenance & Repair - Bldgs/Grnds/Equipment (SB-9)	450,000	0.00	450,000	0.00
31701	4000	54500	0000	Construction Services	630,000	0.00	450,000	0.00
31701	4000	56118	0000	General Supplies and Materials	90,000	0.00	450,000	0.00
31701	4000	57311	0000	Vehicles General	0	0.00	200,000	0.00
31701	4000	57331	0000	Fixed Assets (more than \$5,000)	217,000	0.00	175,911	0.00
<b>31701</b>	<b>4000</b>			<b>Total: Capital Outlay</b>	<b>1,387,000</b>	<b>0.00</b>	<b>1,728,411</b>	<b>0.00</b>
<b>31701</b>				<b>Total: Capital Improvements SB-9 Local</b>	<b>1,395,098</b>	<b>0.00</b>	<b>1,736,486</b>	<b>0.00</b>
31900				Ed. Technology Equipment Act				
31900	4000			Capital Outlay				
31900	4000	53330	0000	Professional Development	0	0.00	2,000	0.00
31900	4000	53414	0000	Other Services	205,000	0.00	304,472	0.00
31900	4000	54416	0000	Communication Services	11,000	0.00	14,000	0.00
31900	4000	56113	0000	Software	0	0.00	8,000	0.00
31900	4000	56118	0000	General Supplies and Materials	124,000	0.00	225,000	0.00
31900	4000	57331	0000	Fixed Assets (more than \$5,000)	0	0.00	75,000	0.00
31900	4000	57332	0000	Supply Assets (\$5,000 or less)	244	0.00	0	0.00
<b>31900</b>	<b>4000</b>			<b>Total: Capital Outlay</b>	<b>340,244</b>	<b>0.00</b>	<b>628,472</b>	<b>0.00</b>

**State of New Mexico**  
**Public School Operating Budget**  
**Expenditure Detail with Job Class**

**Budget Name: Cimarron 2019-2020**

FD	FN	OBJ	JOB	Description	Estimated Amt	Estimated FTE	Projected Amt	Projected FTE
<b>31900</b>				<b>Total: Ed. Technology Equipment Act</b>	<b>340,244</b>	<b>0.00</b>	<b>628,472</b>	<b>0.00</b>
41000				Debt Services				
41000	2000			Support Services				
41000	2300			Support Services-General Administration				
41000	2300	53712	0000	County Tax Collection Costs	5,272	0.00	4,472	0.00
<b>41000</b>	<b>2300</b>			<b>Total: Support Services-General Administration</b>	<b>5,272</b>	<b>0.00</b>	<b>4,472</b>	<b>0.00</b>
<b>41000</b>	<b>2000</b>			<b>Total: Support Services</b>	<b>5,272</b>	<b>0.00</b>	<b>4,472</b>	<b>0.00</b>
41000	5000			Debt Service				
41000	5000	53414	0000	Other Services	550	0.00	1,000	0.00
41000	5000	55913	0000	Contracts – Inter-agency/REC	0	0.00	557,951	0.00
41000	5000	58311	0000	Bond Principal Payment	550,000	0.00	380,000	0.00
41000	5000	58322	0000	Bond Interest Payment	108,662	0.00	100,844	0.00
<b>41000</b>	<b>5000</b>			<b>Total: Debt Service</b>	<b>659,212</b>	<b>0.00</b>	<b>1,039,795</b>	<b>0.00</b>
<b>41000</b>				<b>Total: Debt Services</b>	<b>664,484</b>	<b>0.00</b>	<b>1,044,267</b>	<b>0.00</b>
43000				Total Ed. Tech. Debt Services Sub-Fund				
43000	2000			Support Services				
43000	2300			Support Services-General Administration				
43000	2300	53712	0000	County Tax Collection Costs	6,240	0.00	4,902	0.00
<b>43000</b>	<b>2300</b>			<b>Total: Support Services-General Administration</b>	<b>6,240</b>	<b>0.00</b>	<b>4,902</b>	<b>0.00</b>
<b>43000</b>	<b>2000</b>			<b>Total: Support Services</b>	<b>6,240</b>	<b>0.00</b>	<b>4,902</b>	<b>0.00</b>
43000	5000			Debt Service				
43000	5000	53414	0000	Other Services	267	0.00	300	0.00
43000	5000	58214	0000	Debt Service Reserve	0	0.00	580,089	0.00
43000	5000	58311	0000	Bond Principal Payment	280,000	0.00	521,050	0.00
43000	5000	58322	0000	Bond Interest Payment	19,200	0.00	23,585	0.00
<b>43000</b>	<b>5000</b>			<b>Total: Debt Service</b>	<b>299,467</b>	<b>0.00</b>	<b>1,125,024</b>	<b>0.00</b>
<b>43000</b>				<b>Total: Total Ed. Tech. Debt Services Sub-Fund</b>	<b>305,707</b>	<b>0.00</b>	<b>1,129,926</b>	<b>0.00</b>
				Total: Expenditure	9,622,407	67.98	10,542,874	67.64

8000 DISTRICT

8033 CES

8034 CHS

8036 CMS

8047 ENES

8048 ENMS

### Cimarron Municipal Schools

#### Disbursement Detail Listing

Date Range:04/01/2019-04/30/2019

#### ACTIVITIES BANK ACCOUNT

10926	04/11/2019	1896	(MCDONALD'S) MCFADKE III	ORDER 06	23403.1000.56118.1010.008000.0000	MEALS FOR BASEBALL AT EUNICE	\$127.50
10926	04/11/2019	1896	(MCDONALD'S) MCFADKE III	ORDER 16	23403.1000.56118.1010.008000.0000	MEALS FOR BASEBALL AT EUNICE	\$126.96
						Check Total:	\$254.46
10927	04/11/2019	1896	AMAZON.COM CREDIT PLAN	868634544978	23432.1000.53711.1010.008000.0000	BULK SKITTLES – 5 LB BAG	\$20.69
10927	04/11/2019	1896	AMAZON.COM CREDIT PLAN	868634544978	23432.1000.53711.1010.008000.0000	JOY IN LED TOYS	\$18.85
						Check Total:	\$39.54
10928	04/11/2019	1896	J W PEPPER & SON INC	10898829	23446.1000.56118.1010.008000.0000	RIPPLING WATERCOLORS/SCORE	\$15.00
10928	04/11/2019	1896	J W PEPPER & SON INC	10898829	23446.1000.56118.1010.008000.0000	SHIPPING	\$8.99
10928	04/11/2019	1896	J W PEPPER & SON INC	10903851	23446.1000.56118.1010.008000.0000	STORM FRONT/SCORE	\$15.00
10928	04/11/2019	1896	J W PEPPER & SON INC	10906551	23446.1000.56118.1010.008000.0000	HAVANA, VINSON FOR CONCERT BAND	\$53.99
						Check Total:	\$92.98
10929	04/11/2019	1896	MCDONALD'S (LAS VEGAS)	ORDER 11	23403.1000.56118.1010.008000.0000	MEALS FOR BASEBALL SANTA ROSA TOURNAMENT	\$91.35
10929	04/11/2019	1896	MCDONALD'S (LAS VEGAS)	ORDER 47	23403.1000.56118.1010.008000.0000	MEALS FOR MID SCHOOL TRACK TO LAS VEGAS APRIL	\$155.00
10929	04/11/2019	1896	MCDONALD'S (LAS VEGAS)	ORDER 98	23403.1000.56118.1010.008000.0000	MEALS FOR BASEBALL SANTA ROSA TOURNAMENT	\$99.36
						Check Total:	\$345.71
10930	04/11/2019	1896	SUBWAY #14346 (CLAYTON)	4/1/19	23403.1000.56118.1010.008000.0000	MEALS FOR BASEBALL AT CLAYTON	\$115.72
						Check Total:	\$115.72
10931	04/11/2019	1896	THE PORCH	3/21/19	23403.1000.56118.1010.008000.0000	SACK LUNCHEES FOR BASEBALL GOING TO EUNICE	\$200.00
						Check Total:	\$200.00

10932	04/11/2019	1896	WEX BANK	58042852	23407.1000.55817.1010.008000.0000	FLEET FUEL	\$4.11
10932	04/11/2019	1896	WEX BANK	58042852	23426.1000.55817.1010.008000.0000	FLEET FUEL	\$10.65
10932	04/11/2019	1896	WEX BANK	58042852	23448.1000.55817.1010.008000.0000	FLEET FUEL	\$145.53
10932	04/11/2019	1896	WEX BANK	58042852	23456.1000.53711.1010.008000.0000	FLEET FUEL	\$169.28
						Check Total:	\$329.57
10933	04/18/2019	1899	CIMARRON MUNICIPAL SCHOOLS	4/12/19 - PICKLES	23425.1000.56118.1010.008000.0000	PICKLES	\$25.00
10933	04/18/2019	1899	CIMARRON MUNICIPAL SCHOOLS	4/4/19 - BUS #23	23407.1000.53711.1010.008000.0000	GRAVEL PITS 12PM 3-29-19	\$53.53
10933	04/18/2019	1899	CIMARRON MUNICIPAL SCHOOLS	4032019	23403.1000.56118.1010.008000.0000	ATTENDANCE CELEBRATION FOOD FOR 3 TRACK MEETS	\$675.00
						Check Total:	\$753.53
10934	04/18/2019	1899	DES MOINES SCHOOL	FFA	23449.1000.53711.1010.008000.0000	FFA DISTRICT DUES - MAKE CHECK PAYABLE TO	\$150.00
						Check Total:	\$150.00
10935	04/18/2019	1899	FAN CLOTH PRODUCTS LLC	IN384810	23403.1000.56118.1010.008000.0000	TRACK GEAR	\$1,145.00
						Check Total:	\$1,145.00
10936	04/18/2019	1899	GOLDEN CORRAL (COORS BLVD)	355329	23446.1000.56118.1010.008000.0000	BUFFET AND DRINKS	\$371.98
						Check Total:	\$371.98
10937	04/18/2019	1899	KIT CARSON ELECTRIC COOPERATIVE INC	2/25-3/25/19	23426.1000.53711.1010.008000.0000	ELECTRIC BILL - FEBRUARY 2019 - JUNE 2019	\$38.31
						Check Total:	\$38.31
10938	04/18/2019	1899	NEW MEXICO STATE FFA ASSOCIATION	4482	23449.1000.53711.1010.008000.0000	2018-2019 NEW MEXICO FFA AND NATIONAL FFA	\$308.00
						Check Total:	\$308.00
10939	04/18/2019	1899	PECOS VALLEY PIZZA, INC..	11294	23403.1000.56118.1010.008000.0000	MEALS FOR BASEBALL AT EUNICE	\$200.00
10939	04/18/2019	1899	PECOS VALLEY PIZZA, INC..	11294.	23403.1000.56118.1010.008000.0000	MEALS FOR BASEBALL AT EUNICE	\$200.00
						Check Total:	\$400.00
10940	04/18/2019	1899	THE PORCH	4/12/19 - BAND	23446.1000.56118.1010.008000.0000	BREAKFAST BURRITOS	\$180.00
10940	04/18/2019	1899	THE PORCH	4/12/19 - TRACK	23403.1000.56118.1010.008000.0000	SACK LUNCHES FOR MID SCHOOL TRACK ON 4/10	\$480.00
						Check Total:	\$660.00
10941	04/26/2019	1903	AMAZON.COM CREDIT PLAN	45484895678	23435.1000.53711.1010.008000.0000	AMAZON GIFT CARD	\$30.00
10941	04/26/2019	1903	AMAZON.COM CREDIT PLAN	45484895678	23435.1000.53711.1010.008000.0000	AMAZON GIFT CARD	\$60.00
10941	04/26/2019	1903	AMAZON.COM CREDIT PLAN	45484895678	23435.1000.53711.1010.008000.0000	AMAZON GIFT CARD	\$75.00
10941	04/26/2019	1903	AMAZON.COM CREDIT PLAN	473676476456	23435.1000.53711.1010.008000.0000	SMARTIES	\$17.69
10941	04/26/2019	1903	AMAZON.COM CREDIT PLAN	473676476456	23435.1000.53711.1010.008000.0000	HEAVY BASS EARPHONES	\$11.99
10941	04/26/2019	1903	AMAZON.COM CREDIT PLAN	473676476456	23435.1000.53711.1010.008000.0000	JELLY ROLL EARBUDS 10PK	\$37.98

10941	04/26/2019	1903	AMAZON.COM CREDIT PLAN	473676476456	23435.1000.53711.1010.008000.0000	240 COUNT SOUR PATCH	\$10.97
10941	04/26/2019	1903	AMAZON.COM CREDIT PLAN	473676476456	23435.1000.53711.1010.008000.0000	WATER BOTTLE STARBURST	\$35.97
10941	04/26/2019	1903	AMAZON.COM CREDIT PLAN	473676476456	23435.1000.53711.1010.008000.0000	SCIENTIST MAD LIBS	\$4.99
10941	04/26/2019	1903	AMAZON.COM CREDIT PLAN	473676476456	23435.1000.53711.1010.008000.0000	SLEEPOVER MAD LIBS	\$4.99
10941	04/26/2019	1903	AMAZON.COM CREDIT PLAN	473676476456	23435.1000.53711.1010.008000.0000	MELISSA AND DOUGH	\$8.99
10941	04/26/2019	1903	AMAZON.COM CREDIT PLAN	473676476456	23435.1000.53711.1010.008000.0000	MELISSA & DOUG PUZZEL WORLD OF BUGS	\$6.99
10941	04/26/2019	1903	AMAZON.COM CREDIT PLAN	473676476456	23435.1000.53711.1010.008000.0000	SKI GOOGLES 2PL	\$9.99
10941	04/26/2019	1903	AMAZON.COM CREDIT PLAN	473676476456	23435.1000.53711.1010.008000.0000	ELECDER I40 HEADPHONES	\$35.97
10941	04/26/2019	1903	AMAZON.COM CREDIT PLAN	473676476456	23435.1000.53711.1010.008000.0000	PORTABLE WIRELESS	\$38.94
10941	04/26/2019	1903	AMAZON.COM CREDIT PLAN	473676476456	23435.1000.53711.1010.008000.0000	GLOW IN THE DARK SLIME	\$31.51
						Check Total:	\$421.97
10942	04/26/2019	1903	DICK BLICK ART RESOURCES	1413227	23430.1000.53711.1010.008000.0000	WATER COLOR BLACK	\$13.00
10942	04/26/2019	1903	DICK BLICK ART RESOURCES	1413227	23430.1000.53711.1010.008000.0000	STUDENT ACRYLICS	\$14.47
10942	04/26/2019	1903	DICK BLICK ART RESOURCES	1413227	23430.1000.53711.1010.008000.0000	STUDENT ACRYLICS YELLOW	\$14.47
10942	04/26/2019	1903	DICK BLICK ART RESOURCES	1413227	23430.1000.53711.1010.008000.0000	STUDENT ACRYLICS RED	\$14.47
10942	04/26/2019	1903	DICK BLICK ART RESOURCES	1413227	23430.1000.53711.1010.008000.0000	STUDENT ACRYLICS WHITE	\$14.47
10942	04/26/2019	1903	DICK BLICK ART RESOURCES	1413227	23430.1000.53711.1010.008000.0000	POLYMER GLASS MEDIUM	\$18.90
10942	04/26/2019	1903	DICK BLICK ART RESOURCES	1413227	23430.1000.53711.1010.008000.0000	POLYMER GESSO GALLON	\$24.16
10942	04/26/2019	1903	DICK BLICK ART RESOURCES	1413227	23430.1000.53711.1010.008000.0000	X-ACTO REPLACEMENT	\$6.34
10942	04/26/2019	1903	DICK BLICK ART RESOURCES	1413227	23430.1000.53711.1010.008000.0000	XACTO KNOVES #2	\$19.95
10942	04/26/2019	1903	DICK BLICK ART RESOURCES	1413227	23430.1000.53711.1010.008000.0000	WATERCOLOR PAPERS 9 X12	\$30.10
10942	04/26/2019	1903	DICK BLICK ART RESOURCES	1413227	23430.1000.53711.1010.008000.0000	WATER COLOR REFILLS YELLOW	\$6.50
10942	04/26/2019	1903	DICK BLICK ART RESOURCES	1413227	23430.1000.53711.1010.008000.0000	WATER COLOR REFILLS VILOET	\$6.50
10942	04/26/2019	1903	DICK BLICK ART RESOURCES	1413227	23430.1000.53711.1010.008000.0000	WATER COLOR REFILL RED	\$6.50
10942	04/26/2019	1903	DICK BLICK ART RESOURCES	1413227	23430.1000.53711.1010.008000.0000	WATER COLOR ORANGE	\$6.50
10942	04/26/2019	1903	DICK BLICK ART RESOURCES	1413227	23430.1000.53711.1010.008000.0000	WATER COLOR BLUE	\$6.50
10942	04/26/2019	1903	DICK BLICK ART RESOURCES	1413227	23430.1000.53711.1010.008000.0000	WATER COLOR GREEN	\$6.50
						Check Total:	\$209.33
10943	04/26/2019	1903	ENTOURAGE YEARBOOKS	1033529002-4/26/19	23409.1000.56118.1010.008000.0000	FINAL INSTALLMENT cems 2019 YEARBOOKS	\$199.00
						Check Total:	\$199.00
10944	04/26/2019	1903	NEW MEXICO STATE FFA ASSOCIATION	4559	23449.1000.53711.1010.008000.0000	2019 LEADERSHIP CONFERENCE	\$555.00
						Check Total:	\$555.00
10945	04/26/2019	1903	PIZZA HUT (CLAYTON)	TICKET #39 - 4/18/19	23403.1000.56118.1010.008000.0000	MEALS FOR MID SCHOOL TRACK AT CLAYTON	\$175.00
						Check Total:	\$175.00

10946	04/26/2019	1903	RATON HIGH SCHOOL	JULY 2018 - CAMP	23403.1000.53711.1010.008000.0000	BASKETBALL CAMP – 7/7/18	\$50.00
						Check Total:	\$50.00
10947	04/26/2019	1903	WEX BANK	58547655.	23407.1000.55817.1010.008000.0000	FLEET FUEL	\$8.83
10947	04/26/2019	1903	WEX BANK	58547655.	23426.1000.55817.1010.008000.0000	FLEET FUEL	\$19.29
10947	04/26/2019	1903	WEX BANK	58547655.	23449.1000.55817.1010.008000.0000	FLEET FUEL	\$48.59
						Check Total:	\$76.71
10948	04/26/2019		CUSTOMINK, LLC	V890660	23419.1000.56118.1010.008000.0000	CHS CLASS OF 2021 SUPPLIES AND MATERIALS	\$509.80
						Check Total:	\$509.80
						Bank Total:	\$7,401.61

Manual Checks Recap

10948	04/26/2019	11431	CUSTOMINK, LLC	MANUAL	23419.1000.56118.1010.008000.0000	CHS CLASS OF 2021	\$509.80
41538	04/10/2019		MORENO VALLEY HIGH SCHOOL	April 2019	11000.0000.21100.0000.000000.0000	INTERGOVERNMENTAL ACCOUNTS PAYABLE	\$68,698.00
						Check Total:	\$68,698.00
41539	04/10/2019	1895	JAMES JACKSON	1ST RD OF STATE BB G11000.1000.53711.9000.008034.0000		OFFICIAL FOR 1ST ROUND OF GIRLS STATE	\$90.00
						Check Total:	\$90.00
41540	04/10/2019	1895	LISA ROMERO	1ST RD OF STATE BB G11000.1000.53711.9000.008034.0000		OFFICIAL FOR 1ST ROUND OF GIRLS STATE	\$90.00
						Check Total:	\$90.00
41541	04/10/2019	1895	MARK T. DUDLEY	1ST RD OF STATE BB G11000.1000.53711.9000.008034.0000		OFFICIAL FOR 1ST ROUND OF GIRLS STATE	\$229.23
						Check Total:	\$229.23
41542	04/10/2019	1895	NEW MEXICO ACTIVITIES ASSOCIATION	1ST RD OF STATE BB	22000.1000.53711.9000.008034.0000	1ST ROUND OF STATE BASKETBALL	\$525.77
						Check Total:	\$525.77
41543	04/11/2019	1897	ACORN PETROLEUM INC.	949595	13000.2700.56212.0000.008000.0000	2018–2019 – DIESEL FUEL FOR TO AND FROM ROUTE	\$629.94
41543	04/11/2019	1897	ACORN PETROLEUM INC.	950609	13000.2700.56212.0000.008000.0000	2018–2019 – DIESEL FUEL FOR TO AND FROM ROUTE	\$145.03
41543	04/11/2019	1897	ACORN PETROLEUM INC.	950646	13000.2700.56214.0000.008000.0000	DIESEL EXHAUST FLUID	\$162.25
41543	04/11/2019	1897	ACORN PETROLEUM INC.	951937	13000.2700.56212.0000.008000.0000	2018–2019 – DIESEL FUEL FOR TO AND FROM ROUTE	\$1,338.89
						Check Total:	\$2,276.11
41544	04/11/2019	1897	ALPINE LUMBER	52171802	31701.4000.54315.0000.008000.0000	(2018–2019) MAINTENANCE	\$116.40
41544	04/11/2019	1897	ALPINE LUMBER	52172155	31701.4000.54315.0000.008000.0000	(2018–2019) MAINTENANCE	\$58.98
						Check Total:	\$175.38

41545	04/11/2019	1897	AMAZON.COM CREDIT PLAN	835753679866	31701.4000.56118.0000.008047.0000	AMERICAN FLAG	\$25.60
						Check Total:	\$25.60
41546	04/11/2019	1897	AMBER ARCHULETA	3/27-3/29/19	11000.2300.53330.0000.008000.0000	MEAL REIMBURSEMENT - NMASBO - SPRING BUDGET	\$38.92
41546	04/11/2019	1897	AMBER ARCHULETA	3/27-3/29/19	11000.2300.53330.0000.008000.0000	PARTIAL DAY PER DIEM	\$12.00
						Check Total:	\$50.92
41547	04/11/2019	1897	ANITA T LOPEZ	V52381	11000.1000.53330.1010.008000.0000	MEAL REIMBURSEMENT - FAE WINTER CONFERENCE -	\$43.47
41547	04/11/2019	1897	ANITA T LOPEZ	V52381	11000.1000.53330.1010.008000.0000	PARTIAL DAY PER DIEM	\$12.00
						Check Total:	\$55.47
41548	04/11/2019	1897	BACA VALLEY TELEPHONE CO INC	4/1-4/30/19	11000.2600.54416.0000.008000.0000	2018-2019 - LONG DISTANCE AND LOCAL	\$31.53
41548	04/11/2019	1897	BACA VALLEY TELEPHONE CO INC	4/1-4/30/19	11000.2600.54416.0000.008033.0000	2018-2019 - LONG DISTANCE AND LOCAL	\$15.37
41548	04/11/2019	1897	BACA VALLEY TELEPHONE CO INC	4/1-4/30/19	11000.2600.54416.0000.008036.0000	2018-2019 - LONG DISTANCE AND LOCAL	\$15.37
41548	04/11/2019	1897	BACA VALLEY TELEPHONE CO INC	4/1-4/30/19	13000.2700.54416.0000.008000.0000	2018-2019 - LONG DISTANCE AND LOCAL	\$140.07
41548	04/11/2019	1897	BACA VALLEY TELEPHONE CO INC	4/1-4/30/19	31701.4000.54315.0000.008000.0000	FIRE ALARM EQUIPMENT	\$61.22
41548	04/11/2019	1897	BACA VALLEY TELEPHONE CO INC	4/1-4/30/19.	11000.2600.54416.0000.008000.0000	2018-2019 INTERNET - ADMINISTRATION	\$272.52
41548	04/11/2019	1897	BACA VALLEY TELEPHONE CO INC	4/1-4/30/19.	11000.2600.54416.0000.008033.0000	2018-2019 INTERNET - CES	\$272.52
41548	04/11/2019	1897	BACA VALLEY TELEPHONE CO INC	4/1-4/30/19.	11000.2600.54416.0000.008034.0000	2018-2019 INTERNET - CHS	\$272.52
41548	04/11/2019	1897	BACA VALLEY TELEPHONE CO INC	4/1-4/30/19.	11000.2600.54416.0000.008036.0000	2018-2019 INTERNET -	\$272.52
41548	04/11/2019	1897	BACA VALLEY TELEPHONE CO INC	4/1-4/30/19.	13000.2700.54416.0000.008000.0000	2018-2019 INTERNET - TRANSPORTATION	\$272.51
						Check Total:	\$1,626.15
41549	04/11/2019	1897	BAUM'S MUSIC COMPANY (EAST)	516172	31701.4000.56118.0000.008000.0000	2018-2019 - BAND INSTRUMENT REPAIR AND	\$21.58
41549	04/11/2019	1897	BAUM'S MUSIC COMPANY (EAST)	517303	31701.4000.56118.0000.008000.0000	2018-2019 - BAND INSTRUMENT REPAIR AND	\$560.40
						Check Total:	\$581.98
41550	04/11/2019	1897	BTU BLOCK & CONCRETE INC (RATON)	1903-200178	31701.4000.54315.0000.008034.0000	SAND FOR BASEBALL FIELD AND TRACK	\$604.50
						Check Total:	\$604.50
41551	04/11/2019	1897	CARQUEST RATON	5728-302917	31701.4000.54315.0000.008000.0000	2018-2019 - CAR PARTS AND FLUIDS	\$82.68
						Check Total:	\$82.68

41553	04/11/2019	1897	CRISTINA CISNEROS	8	11000.2100.53218.2000.008033.0000	2018-2019 - TVI SERVICES	\$1,061.03
						Check Total:	\$1,061.03
41554	04/11/2019	1897	GARDENSWARTZ SPORTS TEAM16308 SALES		11000.1000.56118.9000.008034.0000	OFFICIAL LEAGUE BASEBALL	\$180.00
41554	04/11/2019	1897	GARDENSWARTZ SPORTS TEAM16308 SALES		11000.1000.56118.9000.008034.0000	SUPER SEAM HS BASEBALL	\$349.80
41554	04/11/2019	1897	GARDENSWARTZ SPORTS TEAM16308 SALES		11000.1000.56118.9000.008034.0000	HIGH SCHOOL CATCHERS MITT / NOTE: LEFT HAND	\$79.95
41554	04/11/2019	1897	GARDENSWARTZ SPORTS TEAM16309 SALES		11000.1000.56118.9000.008034.0000	PENNANT STREAMERS	\$180.00
41554	04/11/2019	1897	GARDENSWARTZ SPORTS TEAM16309 SALES		11000.1000.56118.9000.008034.0000	RELAY BATON ALUMINUM	\$14.00
41554	04/11/2019	1897	GARDENSWARTZ SPORTS TEAM16309 SALES		11000.1000.56118.9000.008034.0000	1 / 4" PYRAMID TRACK SPIKE	\$60.00
41554	04/11/2019	1897	GARDENSWARTZ SPORTS TEAM16309 SALES		11000.1000.56118.9000.008034.0000	M-TAPE	\$64.00
41554	04/11/2019	1897	GARDENSWARTZ SPORTS TEAM16309 SALES		11000.1000.56118.9000.008034.0000	.32 CAL BLANKS	\$250.00
41554	04/11/2019	1897	GARDENSWARTZ SPORTS TEAM16309 SALES		11000.1000.56118.9000.008034.0000	1.6K RUBBER DISCUS	\$17.10
41554	04/11/2019	1897	GARDENSWARTZ SPORTS TEAM16309 SALES		11000.1000.56118.9000.008034.0000	1 K RUBBER DISCUS	\$14.75
41554	04/11/2019	1897	GARDENSWARTZ SPORTS TEAM16309 SALES		11000.1000.56118.9000.008034.0000	4K CAST IRON SHOT PUT	\$23.00
41554	04/11/2019	1897	GARDENSWARTZ SPORTS TEAM16434 SALES		11000.1000.56118.9000.008034.0000	GILL 20# TRAINING SHOT	\$57.00
						Check Total:	\$1,289.60
41555	04/11/2019	1897	GEORGE'S AUTO	506244	31701.4000.54315.0000.008000.0000	2018-2019 - AUTO REPAIR	\$48.00
						Check Total:	\$48.00
41556	04/11/2019	1897	GRAINGER	9073659964	31701.4000.54315.0000.008034.0000	REPLACE LOCKSET AT CHS WEIGHT ROOM	\$539.35
						Check Total:	\$539.35
41557	04/11/2019	1897	HURTADO SPEECH THERAPY LLC	2008	11000.2100.53212.2000.008000.0000	2018-2019 - SPEECH THERAPY SERVICES	\$4,450.46
						Check Total:	\$4,450.46
41558	04/11/2019	1897	JIVE COMMUNICATIONS, INC	INV6000184975	11000.2600.54416.0000.008000.0000	2018-2019 - VOIP SERVICE - ADMIN	\$150.00
41558	04/11/2019	1897	JIVE COMMUNICATIONS, INC	INV6000184975	11000.2600.54416.0000.008033.0000	2018-2019 - VOIP SERVICE - CES	\$150.00
41558	04/11/2019	1897	JIVE COMMUNICATIONS, INC	INV6000184975	11000.2600.54416.0000.008034.0000	2018-2019 - VOIP SERVICE - CHS	\$150.00
41558	04/11/2019	1897	JIVE COMMUNICATIONS, INC	INV6000184975	11000.2600.54416.0000.008034.0000	2018-2019 - VOIP SERVICE - CMS	\$150.00
41558	04/11/2019	1897	JIVE COMMUNICATIONS, INC	INV6000184975	11000.2600.54416.0000.008047.0000	2018-2019 - VOIP SERVICE	\$268.53



41558	04/11/2019	1897	JIVE COMMUNICATIONS, INC	INV6000184975	11000.2600.54416.0000.008048.0000	2018-2019 - VOIP SERVICE - ENMS	\$268.53
						Check Total:	\$1,137.06
41559	04/11/2019	1897	JOSE L PACHECO	3/25/19	13000.2700.55916.0000.008000.0000	2018-2019 - BUS INSPECTIONS - SPRING 2019	\$654.74
41559	04/11/2019	1897	JOSE L PACHECO	3/25/19	13000.2700.55916.0000.008000.0000	MILEAGE	\$72.00
						Check Total:	\$726.74
41560	04/11/2019	1897	KIT CARSON ELECTRIC COOPERATIVE INC	2/1-3/4/19	11000.2600.54411.0000.008047.0000	(2018-2019) ENES ELECTRICITY	\$1,560.49
41560	04/11/2019	1897	KIT CARSON ELECTRIC COOPERATIVE INC	2/1-3/4/19	11000.2600.54411.0000.008048.0000	(2018-2019) ENMS ELECTRICITY	\$1,560.49
						Check Total:	\$3,120.98
41561	04/11/2019	1897	MANNON MOTION, LTD. CO.	C08	11000.2100.53218.2000.008033.0000	2018-2019 - PHYSICAL THERAPY SERVICES	\$1,019.47
						Check Total:	\$1,019.47
41562	04/11/2019	1897	MARY JOY GUTHRIDGE	540	11000.1000.53330.1010.008000.0000	EDUCATIONAL RESEARCH & ANALYSIS	\$400.00
						Check Total:	\$400.00
41563	04/11/2019	1897	MAVERICK GLASS	1166	31701.4000.54315.0000.008000.0000	07-14 CHEVROLET SUBURBAN #6FE	\$136.99
41563	04/11/2019	1897	MAVERICK GLASS	1166	31701.4000.54315.0000.008000.0000	EXPRESS	\$18.00
41563	04/11/2019	1897	MAVERICK GLASS	1166	31701.4000.54315.0000.008000.0000	LABOR	\$75.00
41563	04/11/2019	1897	MAVERICK GLASS	1166	31701.4000.54315.0000.008000.0000	07-14 CHEVROLET SUBURBAN - #4	\$136.99
41563	04/11/2019	1897	MAVERICK GLASS	1166	31701.4000.54315.0000.008000.0000	EXPRESS	\$18.00
41563	04/11/2019	1897	MAVERICK GLASS	1166	31701.4000.54315.0000.008000.0000	LABOR	\$75.00
						Check Total:	\$459.98
41564	04/11/2019	1897	NATURE SCAPES INC	18174	31701.4000.54315.0000.008034.0000	2017-2018 - JANITORIAL CONTRACT CIMARRON	\$1,870.06
41564	04/11/2019	1897	NATURE SCAPES INC	18174	31701.4000.54315.0000.008034.0000	GRT @ 8.1458%	\$152.33
41564	04/11/2019	1897	NATURE SCAPES INC	18175	31701.4000.54315.0000.008033.0000	2018-2019 - JANITORIAL CONTRACT CIMARRON	\$993.46
41564	04/11/2019	1897	NATURE SCAPES INC	18175	31701.4000.54315.0000.008033.0000	GRT @ 8.1458%	\$80.93
41564	04/11/2019	1897	NATURE SCAPES INC	18175	31701.4000.54315.0000.008036.0000	GRT @ 8.1458%	\$80.92
41564	04/11/2019	1897	NATURE SCAPES INC	18175	31701.4000.54315.0000.008036.0000	2018-2019 - JANITORIAL CONTRACT CIMARRON	\$993.47
41564	04/11/2019	1897	NATURE SCAPES INC	18176	31701.4000.54315.0000.008047.0000	INCREASE PURCHASE ORDER TO COMPENSATE FOR	\$1,294.86

41564	04/11/2019	1897	NATURE SCAPES INC	18176	31701.4000.54315.0000.008048.0000	INCREASE PURCHASE ORDER TO COMPENSATE FOR	\$1,294.86
41564	04/11/2019	1897	NATURE SCAPES INC	18177	31701.4000.54315.0000.008000.0000	2018-2019 - JANITORIAL CONTRACT CIMARRON	\$177.33
41564	04/11/2019	1897	NATURE SCAPES INC	18177	31701.4000.54315.0000.008000.0000	GRT @ 8.1458%	\$14.44
						Check Total:	\$6,952.66
41565	04/11/2019	1897	NEW MEXICO SCHOOL BOARDS ASSOCIATION	19402	11000.2300.55915.0000.008000.0000	NMSBA POLICY SERVICE (APRIL, MAY, JUNE 2019)	\$1,155.00
						Check Total:	\$1,155.00
41566	04/11/2019	1897	NORTHERN NEW MEXICO GAS COMPANY-AF	6085	11000.2600.54413.0000.008047.0000	2018-2019 PROPANE FOR EAGLE NEST	\$59.99
41566	04/11/2019	1897	NORTHERN NEW MEXICO GAS COMPANY-AF	6085	11000.2600.54413.0000.008048.0000	2018-2019 PROPANE FOR EAGLE NEST	\$59.99
41566	04/11/2019	1897	NORTHERN NEW MEXICO GAS COMPANY-AF	6086	11000.2600.54413.0000.008047.0000	2018-2019 PROPANE FOR EAGLE NEST	\$280.91
41566	04/11/2019	1897	NORTHERN NEW MEXICO GAS COMPANY-AF	6086	11000.2600.54413.0000.008048.0000	2018-2019 PROPANE FOR EAGLE NEST	\$280.91
41566	04/11/2019	1897	NORTHERN NEW MEXICO GAS COMPANY-AF	6087	11000.2600.54413.0000.008047.0000	2018-2019 PROPANE FOR EAGLE NEST	\$232.68
41566	04/11/2019	1897	NORTHERN NEW MEXICO GAS COMPANY-AF	6087	11000.2600.54413.0000.008048.0000	2018-2019 PROPANE FOR EAGLE NEST	\$232.68
						Check Total:	\$1,147.16
41567	04/11/2019	1897	PAMELA TOWRY CHURCH HOTEL REIMBURSEMENT		11000.2300.53711.0000.008000.0000	HOTEL REIMBURSEMENT - 4/12-4/16/19 - BAND	\$428.15
						Check Total:	\$428.15
41568	04/11/2019	1897	PHILMONT SCOUT RANCH	684	31701.4000.54315.0000.008000.0000	OIL CHANGES	\$240.00
						Check Total:	\$240.00
41569	04/11/2019	1897	PITNEY BOWES GLOBAL FINANCIAL SERVICES	3308545615	31701.4000.54315.0000.008000.0000	2018 -2019 - POSTAGE MACHINE LEASE	\$57.48
						Check Total:	\$57.48
41570	04/11/2019	1897	RECORDS ACE HARDWARE	296499	31701.4000.54315.0000.008000.0000	(2018-2019) CIMARRON MAINTENANCE & REPAIRS	\$90.98
						Check Total:	\$90.98
41571	04/11/2019	1897	RHONDA J LEE-HICKS	28	11000.2100.53213.2000.008000.0000	2018-2019 - OCCUPATIONAL THERAPY	\$4,192.50
						Check Total:	\$4,192.50
41572	04/11/2019	1897	SCHOOL TECH SOLUTIONS	03-19 CMS	31900.4000.53414.0000.008000.0000	ADDITIONAL TECH SERVICES	\$5,686.47
						Check Total:	\$5,686.47
41573	04/11/2019	1897	T-MOBILE USA, INC	MARCH	31900.4000.54416.0000.008000.0000	2018-2019 - DISTRICT CELL PHONES	\$122.18
						Check Total:	\$122.18

41574	04/11/2019	1897	TASCOSA OFFICE MACHINES INC	116887	31701.4000.54315.0000.008000.0000	(2018-2019) CONTRACT YEAR (08/01/18-07/31/19)	\$865.08	
41574	04/11/2019	1897	TASCOSA OFFICE MACHINES INC	116888	31701.4000.54315.0000.008000.0000	(2018-2019) CONTRACT YEAR (08/01/18-07/31/19)	\$1,493.42	
							Check Total:	\$2,358.50
41575	04/11/2019	1897	TOM'S CARPENTRY	DUG OUTS	31700.4000.54315.0000.008000.0000	CHS BASEFALL FIELD DUGOUTS	\$14,707.82	
							Check Total:	\$14,707.82
41576	04/11/2019	1897	VILLAGE OF CIMARRON	3/1-3/31/19	11000.2600.54415.0000.008033.0000	(2018-2019) CES WATER	\$322.36	
41576	04/11/2019	1897	VILLAGE OF CIMARRON	3/1-3/31/19	11000.2600.54415.0000.008034.0000	(2018-2019) CHS WATER	\$225.86	
41576	04/11/2019	1897	VILLAGE OF CIMARRON	3/1-3/31/19	11000.2600.54415.0000.008036.0000	(2018-2019) CMS WATER	\$322.37	
41576	04/11/2019	1897	VILLAGE OF CIMARRON	3/1-3/31/19	13000.2700.54415.0000.008000.0000	(2018-2019) TRANSPORTATION	\$144.99	
41576	04/11/2019	1897	VILLAGE OF CIMARRON	3/1-3/31/19	31701.4000.54315.0000.008000.0000	(2018-2019) ADMIN SOLID WASTE	\$78.12	
41576	04/11/2019	1897	VILLAGE OF CIMARRON	3/1-3/31/19	31701.4000.54315.0000.008033.0000	(2018-2019) CES SOLID WASTE	\$78.12	
41576	04/11/2019	1897	VILLAGE OF CIMARRON	3/1-3/31/19	31701.4000.54315.0000.008034.0000	(2018-2019) CHS SOLID WASTE	\$78.12	
41576	04/11/2019	1897	VILLAGE OF CIMARRON	3/1-3/31/19	31701.4000.54315.0000.008036.0000	(2018-2019) CMS SOLID WASTE	\$78.12	
							Check Total:	\$1,328.06
41577	04/11/2019	1897	WEX BANK	58042852.	11000.1000.55817.9000.008034.0000	FLEET FUEL	\$101.05	
41577	04/11/2019	1897	WEX BANK	58042852.	11000.1000.55819.1010.008000.0000	FLEET FUEL	\$17.95	
41577	04/11/2019	1897	WEX BANK	58042852.	11000.2100.55813.0000.008000.0000	FLEET FUEL	\$99.41	
41577	04/11/2019	1897	WEX BANK	58042852.	11000.2300.55813.0000.008000.0000	FLEET FUEL	\$173.87	
41577	04/11/2019	1897	WEX BANK	58042852.	11000.2600.55813.0000.008000.0000	FLEET FUEL	\$71.80	
41577	04/11/2019	1897	WEX BANK	58042852.	11000.2600.55813.0000.008047.0000	FLEET FUEL	\$10.57	
41577	04/11/2019	1897	WEX BANK	58042852.	13000.2700.55813.0000.008000.0000	FLEET FUEL	\$115.61	
41577	04/11/2019	1897	WEX BANK	58042852.	26156.1000.55817.1010.008000.0000	FLEET FUEL	\$56.99	
							Check Total:	\$647.25
41578	04/11/2019	1897	WHITTEN CONSTRUCTION	1460	31701.4000.54315.0000.008047.0000	REPAIR ROOF DRAIN AT ENEMS	\$1,554.73	
41578	04/11/2019	1897	WHITTEN CONSTRUCTION	1460	31701.4000.54315.0000.008048.0000	REPAIR ROOF DRAIN AT ENEMS	\$1,554.74	
41578	04/11/2019	1897	WHITTEN CONSTRUCTION	1484	31701.4000.54315.0000.008034.0000	BASEBALL FIELD	\$856.59	
							Check Total:	\$3,966.06
41589	04/18/2019	1900	A'VIANDS, LLC	INV1900021898	21000.3100.53414.0000.008000.0000	2018-2019 - FOOD SERVICES CONTRACT	\$22,204.50	

41589	04/18/2019	1900	A'VIANDS, LLC	INV900022265	21000.3100.53414.0000.008000.0000	2018-2019 - FOOD SERVICES CONTRACT	\$26,084.83
						Check Total:	\$48,289.33
41590	04/18/2019	1900	ACCENT CHAUFFEURED TRANSPORTATION	FINAL PAYMENT	11000.1000.55817.1010.008000.0000	STATE BAND COMPETITION - 4/12/19	\$813.30
						Check Total:	\$813.30
41591	04/18/2019	1900	ACORN PETROLEUM INC.	952749	13000.2700.56212.0000.008000.0000	2018-2019 - DIESEL FUEL FOR TO AND FROM ROUTE	\$1,547.97
						Check Total:	\$1,547.97
41592	04/18/2019	1900	ALPINE LUMBER	52171895	31701.4000.54315.0000.008000.0000	(2018-2019) MAINTENANCE	\$76.11
						Check Total:	\$76.11
41593	04/18/2019	1900	ASHLEY L. PETERSON	012.	11000.2100.53218.2000.008033.0000	2018-2019 - O & M SERVICES	\$450.00
						Check Total:	\$450.00
41594	04/18/2019	1900	CIMARRON MUNICIPAL SCHOOLS	3/13/19 - GIRLS BB	11000.1000.55817.9000.008034.0000	BUS FOR GIRLS TO STATE BASKETBALL IN	\$24.20
41594	04/18/2019	1900	CIMARRON MUNICIPAL SCHOOLS	3/21-3/23/19 - BSBL	11000.1000.55817.9000.008034.0000	BUS FOR BASEBALL TO EUNICE/HOBBS MARCH 21 -	\$148.50
41594	04/18/2019	1900	CIMARRON MUNICIPAL SCHOOLS	3/23/19 - TRACK	11000.1000.55817.9000.008034.0000	BUS FOR TRACK TO TUCUMCARI MARCH 23RD	\$105.00
41594	04/18/2019	1900	CIMARRON MUNICIPAL SCHOOLS	4/18/19 - BUS #18	11000.1000.55817.9000.008034.0000	BUS FOR ENMS TO CIMARRON FOR TRACK	\$12.54
41594	04/18/2019	1900	CIMARRON MUNICIPAL SCHOOLS	4/5/19 - BUS #20	11000.1000.55817.9000.008034.0000	TWO BUSES FOR MID SCHOOL TRACK TO LAS	\$62.46
						Check Total:	\$352.70
41595	04/18/2019	1900	COOPERATIVE EDUCATIONAL SERVICES	24-086833	31701.4000.54500.0000.008034.0000	LONE MOUNTAIN CONTRACTING, INC. -	\$13,870.35
						Check Total:	\$13,870.35
41596	04/18/2019	1900	DANIEL STEVE JARAMILLO	4/11/12	11000.1000.53711.9000.008034.0000	OFFICIAL FOR DOUBLE HEADER BASEBALL GAME ON	\$108.00
41596	04/18/2019	1900	DANIEL STEVE JARAMILLO	4/11/12	11000.1000.53711.9000.008034.0000	MILEAGE	\$20.25
						Check Total:	\$128.25
41597	04/18/2019	1900	DAVID EDWARD SALAS	PROFESSIONAL DEVL	11000.1000.53330.1010.008000.0000	CONCEPTS IN FINANCE	\$400.00
41597	04/18/2019	1900	DAVID EDWARD SALAS	PROFESSIONAL DEVL	11000.1000.53330.1010.008000.0000	ORGANIZATIONAL BEHAVIOR - MANAGEMENT	\$400.00
41597	04/18/2019	1900	DAVID EDWARD SALAS	PROFESSIONAL DEVL	11000.1000.53330.1010.008000.0000	BUSINESS ETHICS	\$400.00
						Check Total:	\$1,200.00
41598	04/18/2019	1900	DUSTY MCDANIEL	4/11/19	11000.1000.53711.9000.008034.0000	OFFICIAL FOR DOUBLE HEADER BASEBALL GAME ON	\$108.00
						Check Total:	\$108.00
41599	04/18/2019	1900	HAROLD WHITE	20190416-001	31900.4000.53414.0000.008034.0000	SPECIFY, PURCHASE,	\$1,059.83

							INSTALLATION OF VIDEO	
							Check Total:	\$1,059.83
41600	04/18/2019	1900	JODY MARTINEZ	3/27-3/29/19	11000.2300.53330.0000.008000.0000		MEAL REIMBURSEMENT -	\$27.33
							NMASBO SPRING BUDGET -	
41600	04/18/2019	1900	JODY MARTINEZ	3/7-3/8/19 - RDA	24132.1000.53330.1010.008000.0000		MEAL REIMBURSEMENT -	\$7.54
							RDA CHAMPIONS MEETING -	
41600	04/18/2019	1900	JODY MARTINEZ	3/7-3/8/19 - RDA	24132.1000.53330.1010.008000.0000		PARTIAL DAY PER DIEM	\$12.00
							Check Total:	\$46.87
41601	04/18/2019	1900	JULIA D VIGIL	4/3-4/4/19 - PBIS	11000.1000.53330.1010.008000.0000		MEAL REIMBURSEMENT -	\$22.00
							PBIS TRAINING -	
41601	04/18/2019	1900	JULIA D VIGIL	4/3-4/4/19 - PBIS	11000.1000.53330.1010.008000.0000		PARTIAL DAY PER DIEM	\$12.00
							Check Total:	\$34.00
41602	04/18/2019	1900	KIT CARSON ELECTRIC COOPERATIVE INC	3/4-4/1/19	11000.2600.54411.0000.008047.0000		(2018-2019) ENES	\$1,180.59
							ELECTRICITY	
41602	04/18/2019	1900	KIT CARSON ELECTRIC COOPERATIVE INC	3/4-4/1/19	11000.2600.54411.0000.008048.0000		(2018-2019) ENMS	\$1,180.60
							ELECTRICITY	
							Check Total:	\$2,361.19
41603	04/18/2019	1900	NORTHERN NEW MEXICO GAS COMPANY-AF	6141	11000.2600.54413.0000.008047.0000		2018-2019 PROPANE FOR	\$397.11
							EAGLE NEST	
41603	04/18/2019	1900	NORTHERN NEW MEXICO GAS COMPANY-AF	6141	11000.2600.54413.0000.008048.0000		2018-2019 PROPANE FOR	\$397.11
							EAGLE NEST	
41603	04/18/2019	1900	NORTHERN NEW MEXICO GAS COMPANY-AF	6180	11000.1000.55817.9000.008034.0000		2018-2019 - PROPANE FOR	\$152.32
							RAM BUS	
41603	04/18/2019	1900	NORTHERN NEW MEXICO GAS COMPANY-AF	6187	11000.2600.54413.0000.008047.0000		2018-2019 PROPANE FOR	\$54.25
							EAGLE NEST	
41603	04/18/2019	1900	NORTHERN NEW MEXICO GAS COMPANY-AF	6187	11000.2600.54413.0000.008048.0000		2018-2019 PROPANE FOR	\$54.25
							EAGLE NEST	
41603	04/18/2019	1900	NORTHERN NEW MEXICO GAS COMPANY-AF	6188	11000.2600.54413.0000.008047.0000		2018-2019 PROPANE FOR	\$303.87
							EAGLE NEST	
41603	04/18/2019	1900	NORTHERN NEW MEXICO GAS COMPANY-AF	6188	11000.2600.54413.0000.008048.0000		2018-2019 PROPANE FOR	\$303.87
							EAGLE NEST	
41603	04/18/2019	1900	NORTHERN NEW MEXICO GAS COMPANY-AF	6189	11000.2600.54413.0000.008047.0000		2018-2019 PROPANE FOR	\$162.96
							EAGLE NEST	
41603	04/18/2019	1900	NORTHERN NEW MEXICO GAS COMPANY-AF	6189	11000.2600.54413.0000.008048.0000		2018-2019 PROPANE FOR	\$162.96
							EAGLE NEST	
							Check Total:	\$1,988.70
41604	04/18/2019	1900	PSAT/NMSQT	381925686A	11000.1000.55915.1010.008000.0000		TEST FEES - FALL 2018	\$176.00
							ADMINISTRATION	
							Check Total:	\$176.00

41605	04/18/2019	1900	SPRINGER ELECTRIC COOPERATIVE INC	34015	11000.2600.54411.0000.008033.0000	(2018-2019) CES ELECTRICITY	\$1,151.07
41605	04/18/2019	1900	SPRINGER ELECTRIC COOPERATIVE INC	34015	11000.2600.54411.0000.008034.0000	(2018-2019) CHS ELECTRICITY	\$2,179.90
41605	04/18/2019	1900	SPRINGER ELECTRIC COOPERATIVE INC	34015	11000.2600.54411.0000.008036.0000	(2018-2019) CMS ELECTRICITY	\$1,151.06
41605	04/18/2019	1900	SPRINGER ELECTRIC COOPERATIVE INC	34015	13000.2700.54411.0000.008000.0000	(2018-2019) TRANSPORTATION DEPT	\$242.77
						Check Total:	\$4,724.80
41606	04/18/2019	1900	VILLAGE OF EAGLE NEST	2/26-3/27/19	11000.2600.54415.0000.008047.0000	(2018-2019) ENES WATER	\$324.47
41606	04/18/2019	1900	VILLAGE OF EAGLE NEST	2/26-3/27/19	11000.2600.54415.0000.008048.0000	(2018-2019) ENMS WATER	\$324.46
						Check Total:	\$648.93
41607	04/18/2019	1900	WHITE SANDS DRUG & ALCOHOL COMPLIANCE	19-245	11000.2300.55915.0000.008000.0000	2018-2019 - QUARTERLY DRUG & ALCOHOL	\$631.80
						Check Total:	\$631.80
41608	04/18/2019	1900	ZIA NATURAL GAS COMPANY	3/1-3/29/19	11000.2600.54412.0000.008033.0000	(2018-2019) CES NATURAL GAS	\$769.18
41608	04/18/2019	1900	ZIA NATURAL GAS COMPANY	3/1-3/29/19	11000.2600.54412.0000.008034.0000	(2018-2019) CHS NATURAL GAS	\$2,710.91
41608	04/18/2019	1900	ZIA NATURAL GAS COMPANY	3/1-3/29/19	11000.2600.54412.0000.008036.0000	(2018-2019) CMS NATURAL GAS	\$769.18
41608	04/18/2019	1900	ZIA NATURAL GAS COMPANY	3/1-3/29/19	13000.2700.54412.0000.008000.0000	(2018-2019) TRANSPORTATION NATURAL	\$254.39
						Check Total:	\$4,503.66
41609	04/25/2019	1902	HAWTHORN INN & SUITES	TRACK - 4/26/19	11000.1000.53711.9000.008034.0000	ROOMS FOR TRACK AT MARK SHUMATE - HOPE	\$1,608.00
						Check Total:	\$1,608.00
41610	04/26/2019	1904	A'VIANDS, LLC	INV1900022588	21000.3100.53414.0000.008000.0000	2018-2019 - FOOD SERVICES CONTRACT	\$9,569.27
						Check Total:	\$9,569.27
41611	04/26/2019	1904	ACORN PETROLEUM INC.	953754	13000.2700.56212.0000.008000.0000	2018-2019 - DIESEL FUEL FOR TO AND FROM ROUTE	\$1,749.77
						Check Total:	\$1,749.77
41612	04/26/2019	1904	ALPINE LUMBER	52172913	31701.4000.54315.0000.008000.0000	(2018-2019) MAINTENANCE	\$69.40
						Check Total:	\$69.40
41613	04/26/2019	1904	AMAZON.COM CREDIT PLAN	445643778639	31701.4000.56118.0000.008000.0000	AMERICAN FLAG & NEW MEXICO FLAG	\$196.56
						Check Total:	\$196.56
41614	04/26/2019	1904	ANITA T LOPEZ	4/3-4/5/19	25153.2100.53330.0000.008000.0000	MEAL REIMBURSEMENT - SCHOOL HEALTH ASSISTANT	\$22.14

41614	04/26/2019	1904	ANITA T LOPEZ	4/3-4/5/19	25153.2100.53330.0000.008000.0000	PARTIAL DAY PER DIEM	\$12.00
						Check Total:	\$34.14
41615	04/26/2019	1904	BARNES & NOBLE COLLEGE BOOKSELLERS, LLC	762855	27103.1000.56112.1010.008000.0000	DUAL CREDIT BOOKS	\$1,198.09
						Check Total:	\$1,198.09
41616	04/26/2019	1904	CIMARRON MUNICIPAL SCHOOLS	FEBRUARY 2019	27155.3100.56116.0000.008047.0000	BREAKFAST AFTER THE BELL – EAGLE NEST ELEMENTARY	\$983.43
41616	04/26/2019	1904	CIMARRON MUNICIPAL SCHOOLS	MARCH 2019	27155.3100.56116.0000.008047.0000	BREAKFAST AFTER THE BELL – EAGLE NEST ELEMENTARY	\$42.60
						Check Total:	\$1,026.03
41617	04/26/2019	1904	COOPERATIVE EDUCATIONAL SERVICES	24-087691	31701.4000.54315.0000.008047.0000	ARBO'S FLOOR SERVICE – EAGLE NEST	\$3,617.52
41617	04/26/2019	1904	COOPERATIVE EDUCATIONAL SERVICES	24-087691	31701.4000.54315.0000.008048.0000	ARBO'S FLOOR SERVICE – EAGLE NEST	\$3,617.51
						Check Total:	\$7,235.03
41618	04/26/2019	1904	DOLORES M SANCHEZ	4/3-4/5/19	25153.2100.53330.0000.008000.0000	MEAL REIMBURSEMENT – NM SCHOOL HEALTH ASSISTANT	\$16.55
41618	04/26/2019	1904	DOLORES M SANCHEZ	4/3-4/5/19	25153.2100.53330.0000.008000.0000	PARTIAL DAY PER DIEM	\$12.00
						Check Total:	\$28.55
41619	04/26/2019	1904	ESGI SOFTWARE LLC	22122	31900.4000.53414.0000.008000.0000	ESGI 12 MONTH LICENSE CIMARRON AND EAGLE	\$368.00
						Check Total:	\$368.00
41620	04/26/2019	1904	INSTITUTE FOR TEACHING AND LEADING INC	1049	31900.4000.53414.0000.008000.0000	2018–2019 – STRATEGIC PLANNING, GRANT	\$1,625.00
						Check Total:	\$1,625.00
41621	04/26/2019	1904	JUSTBATS.COM/JUSTBALLGLOV5334631 ES.COM		11000.1000.56118.9000.008034.0000	VARIOUS BATS	\$369.97
						Check Total:	\$369.97
41622	04/26/2019	1904	M.C. ELECTRIC INC	2252	31701.4000.54315.0000.008047.0000	REPAIR HEATING UNIT & SCOREBOARD – ENEMS	\$748.06
41622	04/26/2019	1904	M.C. ELECTRIC INC	2252	31701.4000.54315.0000.008048.0000	REPAIR HEATING UNIT & SCOREBOARD	\$748.05
						Check Total:	\$1,496.11
41623	04/26/2019	1904	NEW MEXICO HIGH SCHOOL COACHES ASSOC	ALL STAR REGISTRATIO	22000.1000.53711.9000.008034.0000	2019 BASKETBALL ALL STAR REGISTRATION	\$150.00
						Check Total:	\$150.00
41624	04/26/2019	1904	NMASBO	37400	11000.2300.53330.0000.008000.0000	SPRING BUDGET WORKSHOP – CINDY ORTHMAN	\$150.00
						Check Total:	\$150.00
41625	04/26/2019	1904	NORTHERN NEW MEXICO GAS COMPANY-AF	2304	29102.2300.56118.0000.008000.0000	PROPANE FOR PROPANE BOTTLES FOR GRILLS	\$30.00
41625	04/26/2019	1904	NORTHERN NEW MEXICO GAS	2330	29102.2300.56118.0000.008000.0000	PROPANE FOR PROPANE	\$46.40

41625	04/26/2019	1904	COMPANY-AF NORTHERN NEW MEXICO GAS	6234	11000.2600.54413.0000.008047.0000	BOTTLES FOR GRILLS 2018-2019 PROPANE FOR EAGLE NEST	\$238.70	
41625	04/26/2019	1904	COMPANY-AF NORTHERN NEW MEXICO GAS	6234	11000.2600.54413.0000.008048.0000	2018-2019 PROPANE FOR EAGLE NEST	\$238.70	
							Check Total:	\$553.80
41626	04/26/2019	1904	RUSSELL'S SUNDRIES	48363	26156.1000.56118.1010.008000.0000	SACKS OF SOIL	\$53.88	
41626	04/26/2019	1904	RUSSELL'S SUNDRIES	48363	26156.1000.56118.1010.008000.0000	PAIR GLOVES	\$44.85	
41626	04/26/2019	1904	RUSSELL'S SUNDRIES	48363	26156.1000.56118.1010.008000.0000	PAIRS KIDS GARDEN GLOVES	\$39.80	
41626	04/26/2019	1904	RUSSELL'S SUNDRIES	48363	26156.1000.56118.1010.008000.0000	SPRAY BOTTLES	\$29.90	
							Check Total:	\$168.43
41627	04/26/2019	1904	TRINIDAD PUMPING	282	26156.1000.56118.1010.008000.0000	PORT A PORRIES FOR ENVIRONMENTAL	\$400.00	
							Check Total:	\$400.00
41628	04/26/2019	1904	WEX BANK	58547655	11000.1000.55817.9000.008034.0000	FLEET FUEL	\$323.93	
41628	04/26/2019	1904	WEX BANK	58547655	11000.2100.55813.0000.008000.0000	FLEET FUEL	\$112.28	
41628	04/26/2019	1904	WEX BANK	58547655	11000.2300.55813.0000.008000.0000	FLEET FUEL	\$139.14	
41628	04/26/2019	1904	WEX BANK	58547655	11000.2600.55813.0000.008000.0000	FLEET FUEL	\$139.19	
41628	04/26/2019	1904	WEX BANK	58547655	13000.2700.55813.0000.008000.0000	FLEET FUEL	\$46.83	
							Check Total:	\$761.37
							Bank Total:	\$244,214.04
Manual Checks Recap								
41538	04/10/2019	11430	MORENO VALLEY HIGH SCHOOL	MANUAL	11000.0000.21100.0000.000000.0000	INTERGOVERNMENTAL	\$68,698.00	
							Check Total:	\$68,698.00
							Manual Checks Total:	\$68,698.00



<u>Fund</u>	<u>Amount</u>
11000	\$112,084.03
13000	\$7,517.76
21000	\$57,858.60
22000	\$675.77
23403	\$3,840.89
23407	\$66.47
23409	\$199.00
23419	\$509.80
23425	\$25.00
23426	\$68.25
23430	\$209.33
23432	\$39.54
23435	\$421.97
23446	\$644.96
23448	\$145.53
23449	\$1,061.59
23456	\$169.28
24132	\$19.54
25153	\$62.69
26156	\$625.42
27103	\$1,198.09
27155	\$1,026.03
29102	\$76.40
31700	\$14,707.82
31701	\$39,500.41
31900	\$8,861.48
<b>Fund Totals:</b>	<b>\$251,615.65</b>

**End of Report**

Disbursements Grand Total: \$251,615.65

## Cimarron Municipal Schools

### Deposit Listing

Date:04/01/2019-04/30/2019

#### ACTIVITIES BANK ACCOUNT

Deposit Number	Date	Memo	Cash/Other	Checks/Credit	Deposit Total
363035142	04/03/2019	CHS - BOOSTER CLUB SPONSORSHIPS	\$100.00	\$1,000.00	\$1,100.00
363035143	04/02/2019	ENEMS - SOARING EAGLES FUNDRAISER	\$233.78	\$0.00	\$233.78
363035144	04/02/2019	ENEMS - READATHON	\$135.00	\$0.00	\$135.00
363035145	04/02/2019	CEMS - 8TH GRADE DANCE BAKE SALE	\$74.15	\$0.00	\$74.15
363035146	04/04/2019	CHS - BOOSTER CLUB CANDY SALES	\$124.00	\$60.00	\$184.00
363035147	04/04/2019	CEMS - 8TH GRADE DANCE BAKE SALE	\$37.51	\$0.00	\$37.51
363035148	04/04/2019	CEMS - SNACK SALES	\$80.00	\$0.00	\$80.00
363035149	04/05/2019	ENEMS - READATHON	\$100.00	\$72.50	\$172.50
363035150	04/09/2019	CHS - BOOSTER CLUB TRACK SPONSORS	\$350.00	\$550.00	\$900.00
363035151	04/09/2019	CHS - BOOSTER CLUB CONCESSIONS	\$1,688.00	\$14.00	\$1,702.00
363035152	04/10/2019	CHS - SNACK SALES	\$40.00	\$0.00	\$40.00
363035153	04/10/2019	CHS - FAN CLOTH	\$0.00	\$94.00	\$94.00
363035154	04/10/2019	CHS - BAND T-SHIRTS	\$0.00	\$30.00	\$30.00
363035155	04/10/2019	CHS - YEARBOOK	\$120.00	\$30.00	\$150.00
363035156	04/10/2019	CHS - TRACK SPONSOR	\$0.00	\$100.00	\$100.00
363035157	04/10/2019	CHS - KRISPY KREME FUNDRAISER	\$36.00	\$0.00	\$36.00
363035158	04/10/2019	CEMS - FUNDRAISER	\$34.00	\$0.00	\$34.00
363035159	04/10/2019	ENEMS - READATHON	\$10.00	\$0.00	\$10.00
363035160	04/12/2019	ENEMS - ROTARY CLUB DONATION	\$0.00	\$200.00	\$200.00
363035161	04/12/2019	CEMS - SNACK SALES	\$34.00	\$30.00	\$64.00
363035163	04/16/2019	CHS - YEARBOOK SALES	\$90.00	\$120.00	\$210.00
363035164	04/16/2019	CHS - CONCESSIONS & TRACK SPONSORS	\$360.00	\$200.00	\$560.00
363035165	04/18/2019	CEMS - YEARBOOK SALES	\$40.00	\$0.00	\$40.00
363035166	04/18/2019	CEMS - SNACK SALES	\$240.00	\$0.00	\$240.00
363035167	04/18/2019	CEMS - SNACK SALES	\$66.00	\$0.00	\$66.00
363035168	04/17/2019	ENEMS - SNACK SALES	\$61.60	\$0.00	\$61.60
363035169	04/19/2019	CEMS - YEARBOOK SALES	\$50.00	\$70.00	\$120.00
363035170	04/19/2019	CEMS - BAKE SALE	\$64.00	\$0.00	\$64.00
363035171	04/19/2019	CEMS - CANDY SALES	\$180.00	\$0.00	\$180.00

363035172	04/19/2019	ENEMS - READATHON	\$0.00	\$100.00	\$100.00
363035173	04/25/2019	CEMS - SNACK SALES	\$42.00	\$0.00	\$42.00
363035174	04/25/2019	CEMS - YEARBOOK SALES	\$40.00	\$50.00	\$90.00
363035175	04/24/2019	CEMS - YEARBOOK SALES	\$30.00	\$70.00	\$100.00
363035176	04/24/2019	ENEMS - SMITH'S DONATION	\$0.00	\$47.98	\$47.98
363035177	04/26/2019	CEMS - CANDY SALES	\$121.00	\$0.00	\$121.00
363035178	04/26/2019	CEMS - YEARBOOK SALES	\$0.00	\$170.00	\$170.00
363035179	04/26/2019	CHS - PLAQUE	\$0.00	\$35.00	\$35.00

Total Deposits for Bank:	37	Total Amount:	\$4,581.04	\$3,043.48	\$7,624.52
--------------------------	----	---------------	------------	------------	------------

**OPERATIONAL ACCOUNT**

Deposit Number	Date	Memo	Cash/Other	Checks/Credit	Deposit Total
363034948	04/02/2019	CEMS - CAFETERIA	\$0.00	\$170.00	\$170.00
363034949	04/03/2019	CHS - CAFETERIA	\$0.00	\$12.00	\$12.00
363034950	04/03/2019	ENEMS - CAFETERIA	\$27.00	\$0.00	\$27.00
363034951	04/03/2019	ENEMS - PRE-K	\$160.00	\$150.00	\$310.00
363034952	04/02/2019	ENEMS -PRE-K	\$380.00	\$0.00	\$380.00
363034953	04/02/2019	ENEMS - CAFETERIA	\$34.00	\$61.00	\$95.00
363034954	04/04/2019	ENEMS - CAFETERIA	\$47.70	\$100.00	\$147.70
363034955	04/04/2019	CEMS - CAFETERIA	\$0.00	\$60.00	\$60.00
363034956	04/05/2019	ENEMS - PRE-K	\$0.00	\$150.00	\$150.00
363034957	04/05/2019	ENEMS - CAFETERIA	\$18.70	\$0.00	\$18.70
363034958	04/09/2019	CEMS - CAFETERIA	\$0.00	\$50.00	\$50.00
363034959	04/09/2019	CHS - ATHLETICS	\$0.00	\$115.00	\$115.00
363034960	04/09/2019	ENEMS - CAFETERIA	\$20.50	\$25.00	\$45.50
363034961	04/09/2019	ENEMS - PRE-K	\$300.00	\$0.00	\$300.00
363034962	04/09/2019	ENEMS - PRE-K	\$150.00	\$0.00	\$150.00
363034963	04/10/2019	SEG OPERATIONAL - APRIL 2019	\$0.00	\$408,410.00	\$408,410.00
363034964	04/09/2019	NMPED - TRANSPORTATION - MARCH 2019	\$0.00	\$37,567.00	\$37,567.00
363034966	04/02/2019	NMPED - 27149 - PRE-K INITIATIVE	\$0.00	\$3,715.18	\$3,715.18
363034967	04/11/2019	ENEMS - PRE-K	\$0.00	\$150.00	\$150.00
363034968	04/11/2019	ENEMS - CAFETERIA	\$7.50	\$0.00	\$7.50
363034970	04/11/2019	CHS - CAFETERIA	\$27.00	\$0.00	\$27.00
363034971	04/10/2019	ENEMS - PRE-K	\$0.00	\$75.00	\$75.00
363034972	04/10/2019	ENEMS - CAFETERIA	\$8.50	\$207.50	\$216.00
363034973	04/12/2019	ENEMS - CAFETERIA	\$10.00	\$0.00	\$10.00
363034974	04/12/2019	ENEMS - REPLACEMENT OF DAMANGED SCREEN	\$40.00	\$0.00	\$40.00

363034975	04/12/2019	CEMS - CAFETERIA	\$30.00	\$0.00	\$30.00
363034976	04/12/2019	CHS - CAFETERIA	\$42.00	\$0.00	\$42.00
363034977	04/15/2019	MORA ISD - MORA/COLFAX HEADSTART MEALS & INTERNET	\$0.00	\$179.90	\$179.90
363034978	04/16/2019	HPRED - MEDICAID - MARCH	\$0.00	\$2,064.72	\$2,064.72
363034979	04/16/2019	ENEMS - CAFETERIA	\$93.00	\$0.00	\$93.00
363034980	04/17/2019	CEMS - CAFETERIA	\$7.00	\$71.00	\$78.00
363034981	04/17/2019	CHS - CAFETERIA	\$100.00	\$84.00	\$184.00
363034982	04/17/2019	CHS - TRACK FEE ENTRY	\$0.00	\$100.00	\$100.00
363034983	04/18/2019	CHS - CAFETERIA	\$27.00	\$0.00	\$27.00
363034984	04/17/2019	ENEMS - CAFETERIA	\$33.50	\$0.00	\$33.50
363034985	04/18/2019	ENEMS - CAFETERIA	\$38.50	\$0.00	\$38.50
363034986	04/18/2019	CIMARRON MUNICIPAL SCHOOLS - DIESEL REIMBURSEMENT	\$0.00	\$352.70	\$352.70
363034987	04/18/2019	CIMARRON MUNICIPAL SCHOOLS - DIESEL & SUMMITT INVO	\$0.00	\$753.33	\$753.33
363034988	04/24/2019	PITNEY BOWES - REFUND ON POSTAGE MACHINE	\$0.00	\$57.69	\$57.69
363034989	04/24/2019	SAFEGUARD BUSINESS FORMS - REFUND ON FORMS	\$0.00	\$112.47	\$112.47
363034990	04/23/2019	CHS - CAFETERIA	\$24.40	\$100.00	\$124.40
363034991	04/23/2019	CEMS - CAFETERIA	\$82.50	\$0.00	\$82.50
363034992	04/23/2019	ENEMS - PRE-K	\$75.00	\$0.00	\$75.00
363034993	04/23/2019	ENEMS - CAFETERIA	\$2.50	\$0.00	\$2.50
363034994	04/19/2019	ENEMS - CAFETERIA	\$6.00	\$0.00	\$6.00
363034995	04/25/2019	ENEMS - CAFETERIA	\$33.00	\$0.00	\$33.00
363034996	04/26/2019	UNITED STATES POSTAL SERVICE - MAY RENT	\$0.00	\$459.17	\$459.17
363034997	04/24/2019	ENEMS - CAFETERIA	\$13.50	\$0.00	\$13.50
363034998	04/22/2019	USDA - FEBRUARY 2019	\$0.00	\$20,999.89	\$20,999.89
363034999	04/25/2019	COLFAX COUNTY TREASURER - MARCH DISTRIBUTION	\$0.00	\$39,270.00	\$39,270.00
363035000	04/26/2019	CHS - CAFETERIA	\$20.50	\$100.00	\$120.50
363035001	04/26/2019	ENEMS - CAFETERIA	\$5.80	\$0.00	\$5.80
363035002	04/30/2019	CIMARRON MUNICIPAL SCHOOLS - BREAKFAST AFTER BELL	\$0.00	\$1,026.03	\$1,026.03
Total Deposits for Bank:		54	Total Amount:	\$1,874.60	\$516,778.58
Total Deposits		91	Total Amount:	\$6,455.64	\$519,822.06

**End of Report**

Cimarron Municipal Schools

April 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	105	TURNER	BUDGET MAINTENANCE
INCREASE	106	TRANSPORTATION	TO CLEAR OUT CASH BALANCE
MAINTENANCE	107	24101-TITILE I	BUDGET MAINTENANCE
MAINTENANCE	108	24106-IDEA B	BUDGET MAINTENANCE
MAINTENANCE	109	24132-RDA	BUDGET MAINTENANCE
MAINTENANCE	110	24183-USDA	BUDGET MAINTENANCE
MAINTENANCE	111	24183-REAP	BUDGET MAINTENANCE
MAINTENANCE	112	29102-PRIVATE GRANTS	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: 008-000-1819-0105-I  
 Fund Type: Direct Grant  
 Adjustment Type: Increase

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:	

Revenue 26156.0000.41921 \$18,000

Fund	Function	Object	Program	Job Class	Present Budget	Adj Amt Exp	Adj Budget	ADD'L FTE
26156 Turner Foundatio n	1000 Instruction	53711 Other Charges	1010 Regular Education (K- 12) Programs	0000 No Job Class	\$2,500	\$5,000	\$7,500	
26156 Turner Foundatio n	1000 Instruction	56118 General Supplies and Materials	1010 Regular Education (K- 12) Programs	0000 No Job Class	\$8,274	\$13,000	\$21,274	
Sub Total						\$18,000		
Indirect Cost								
<b>DOC. TOTAL</b>						\$18,000		

**Justification:**

2018-2019 allocation

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: 008-000-1819-0106-I  
Fund Type: Flowthrough

Adjustment Type: Increase

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:	

Revenue 13000.0000.11112 \$4

Fund	Function	Object	Program	Job Class	Present Budget	Adj Amt Exp	Adj Budget	ADD'L FTE
13000 Pupil Transportation	2700 Student Transportation	57332 Supply Assets (\$5,000 or less)	0000 No Program	0000 No Job Class		\$2	\$2	
13000 Pupil Transportation	2700 Student Transportation	58217 Transportation 50% Cash Balance due to PED	0000 No Program	0000 No Job Class		\$2	\$2	
Sub Total						\$4		
Indirect Cost								
<b>DOC. TOTAL</b>						\$4		

**Justification:**

audited cash balance

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.

<b>Approvals by Digital Signature</b>		
Name	Role	Date
Lawana Whitten	Business Manager	5/3/2019 1:13:27 PM
Adan Estrada	Superintendent	5/3/2019 1:44:38 PM

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: 008-000-1819-0107-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
24101 Title I - ESEA	1000 Instruction	52111 Educational Retirement	0000 No Program	0000 No Job Class	\$1,881	(\$150)	\$1,731	
24101 Title I - ESEA	1000 Instruction	52112 ERA - Retiree Health	0000 No Program	0000 No Job Class	\$600	(\$300)	\$300	
24101 Title I - ESEA	1000 Instruction	52210 FICA Payments	0000 No Program	0000 No Job Class	\$800	(\$175)	\$625	
24101 Title I - ESEA	1000 Instruction	52220 Medicare Payments	0000 No Program	0000 No Job Class	\$900	(\$600)	\$300	
24101 Title I - ESEA	1000 Instruction	52311 Health and Medical Premiums	0000 No Program	0000 No Job Class	\$4,100	(\$300)	\$3,800	
24101 Title I - ESEA	1000 Instruction	52312 Life	0000 No Program	0000 No Job Class	\$225	(\$150)	\$75	
24101 Title I - ESEA	1000 Instruction	53330 Professional Development	1010 Regular Education (K-12) Programs	0000 No Job Class	\$1,000	(\$900)	\$100	
24101 Title I - ESEA	1000 Instruction	53414 Other Services	1010 Regular Education (K-12) Programs	0000 No Job Class	\$510	(\$500)	\$10	
24101 Title I - ESEA	1000 Instruction	53711 Other Charges	1010 Regular Education (K-12) Programs	0000 No Job Class	\$500	\$3,075	\$3,575	
Sub Total						\$0		
Indirect Cost								
<b>DOC. TOTAL</b>						\$0		

**Justification:**

MAINTENENACE

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: 008-000-1819-0108-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
24106 Entitlement IDEA-B	1000 Instruction	52210 FICA Payments	0000 No Program	0000 No Job Class	\$3,487	(\$20)	\$3,467	
24106 Entitlement IDEA-B	1000 Instruction	52220 Medicare Payments	0000 No Program	0000 No Job Class	\$850	(\$25)	\$825	
24106 Entitlement IDEA-B	1000 Instruction	52312 Life	0000 No Program	0000 No Job Class	\$165	(\$15)	\$150	
24106 Entitlement IDEA-B	1000 Instruction	52313 Dental	0000 No Program	0000 No Job Class	\$400	(\$20)	\$380	
24106 Entitlement IDEA-B	1000 Instruction	52720 Workers Compensation Employer's Fee	0000 No Program	0000 No Job Class	\$75	(\$10)	\$65	
24106 Entitlement IDEA-B	1000 Instruction	55819 Employee Travel - Teachers	2000 Special Programs	0000 No Job Class	\$150	(\$40)	\$110	
24106 Entitlement IDEA-B	1000 Instruction	56118 General Supplies and Materials	1010 Regular Education (K- 12) Programs	0000 No Job Class	\$1,597	\$130	\$1,727	
Sub Total						\$0		
Indirect Cost								
DOC. TOTAL						\$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.

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: 008-000-1819-0109-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
24132 NM Results Plan (Title 1 Schools)	1000 Instruction	53330 Professional Development	0000 No Program	0000 No Job Class	\$8,900	(\$565)	\$8,335	
24132 NM Results Plan (Title 1 Schools)	1000 Instruction	52111 Educational Retirement	0000 No Program	0000 No Job Class	\$4,551	\$135	\$4,686	
24132 NM Results Plan (Title 1 Schools)	1000 Instruction	52112 ERA - Retiree Health	0000 No Program	0000 No Job Class	\$664	\$15	\$679	
24132 NM Results Plan (Title 1 Schools)	1000 Instruction	52210 FICA Payments	0000 No Program	0000 No Job Class	\$1,999	\$25	\$2,024	
24132 NM Results Plan (Title 1 Schools)	1000 Instruction	52311 Health and Medical Premiums	0000 No Program	0000 No Job Class	\$1,267	\$390	\$1,657	
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: 008-000-1819-0110-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
24183 USDA 2010 Equipment Assistance Program	3100 Food Services Operations	57331 Fixed Assets (more than \$5,000)	0000 No Program	0000 No Job Class	\$20,828	(\$14,528)	\$6,300	
24183 USDA 2010 Equipment Assistance Program	3100 Food Services Operations	56118 General Supplies and Materials	0000 No Program	0000 No Job Class		\$14,528	\$14,528	
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.

<b>Approvals by Digital Signature</b>		
<u>Name</u>	<u>Role</u>	<u>Date</u>
Lawana Whitten	Business Manager	5/10/2019 9:16:37 AM

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: 008-000-1819-0111-M

Fund Type: Direct Grant

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
25233 Rural Education Achievement Program	1000 Instruction	51300 Additional Compensation	1010 Regular Education (K-12) Programs	1411 Teachers-Grades 1-12	\$5,200	(\$50)	\$5,150	
25233 Rural Education Achievement Program	1000 Instruction	52111 Educational Retirement	0000 No Program	0000 No Job Class	\$650	\$50	\$700	
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.

<b>Approvals by Digital Signature</b>		
<u>Name</u>	<u>Role</u>	<u>Date</u>
Lawana Whitten	Business Manager	5/10/2019 8:57:44 AM

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: 008-000-1819-0112-M  
 Fund Type: Direct Grant  
 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
29102 Private Dir Grants (Categorical)	1000 Instruction	51300 Additional Compensation	1010 Regular Education (K-12) Programs	1411 Teachers-Grades 1-12	\$7,284	(\$250)	\$7,034	
29102 Private Dir Grants (Categorical)	1000 Instruction	52111 Educational Retirement	0000 No Program	0000 No Job Class	\$390	\$250	\$640	
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.

<b>Approvals by Digital Signature</b>		
<u>Name</u>	<u>Role</u>	<u>Date</u>
Lawana Whitten	Business Manager	5/10/2019 9:00:30 AM

# Cimarron Municipal Schools

## Fund Balances

Fiscal Year: 2018-2019

Month: April  
Year: 2019

<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	\$3,719,280.29	(\$3,338,486.59)	(\$6,951.00)	\$629,594.64	\$547,053.94	\$82,540.70
13000	PUPIL TRANSPORTATION	\$4.35	\$375,670.00	(\$304,721.06)	\$0.00	\$70,953.29	\$70,953.29	\$0.00
14000	INSTRUCTIONAL MATERIALS	\$42,040.76	\$12,964.42	(\$446.59)	\$0.00	\$54,558.59	\$54,558.59	\$0.00
21000	FOOD SERVICES	\$47,630.75	\$171,679.15	(\$215,136.65)	\$2,400.00	\$6,573.25	\$6,573.25	\$0.00
22000	ATHLETICS	\$21,378.95	\$13,938.00	(\$3,105.62)	\$0.00	\$32,211.33	\$32,211.33	\$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	\$212.57	\$0.00	\$0.00	\$12,375.18	\$12,375.18	\$0.00
23201	CARDWELL SCHOLARSHIP CD	\$0.00	\$10,000.00	\$0.00	\$0.00	\$10,000.00	\$10,000.00	\$0.00
23202	MASONIC SCHOLARSHIP	\$10,000.00	\$69.07	(\$684.20)	\$0.00	\$9,384.87	\$9,384.87	\$0.00
23400	CHS ANNUAL YEARBOOK	\$581.54	\$360.00	(\$100.00)	\$0.00	\$841.54	\$841.54	\$0.00
23401	ACTIVITY INTEREST	\$1,478.46	\$2,384.93	(\$172.05)	\$0.00	\$3,691.34	\$3,691.34	\$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	\$31,379.39	(\$29,155.59)	\$0.00	\$27,796.19	\$27,796.19	\$0.00
23404	JOHN/BEVERLY CARDWELL SCHOLARSHIP FUND	\$28,359.06	\$8,901.78	(\$611.48)	\$0.00	\$36,649.36	\$36,649.36	\$0.00
23405	JUAN MARTINEZ SCHOLARSHIP FUND	\$20,088.63	\$0.00	(\$1,000.00)	\$0.00	\$19,088.63	\$19,088.63	\$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	\$3,710.50	(\$3,058.96)	\$0.00	\$3,327.79	\$3,327.79	\$0.00
23408	CEMOP	\$2,663.24	\$0.00	(\$355.08)	\$0.00	\$2,308.16	\$2,308.16	\$0.00
23409	CEMS YEARBOOK	\$1,288.12	\$520.00	(\$895.50)	\$0.00	\$912.62	\$912.62	\$0.00
23410	CEMS ACTIVITY	\$1,079.72	\$3,652.44	(\$3,244.25)	\$0.00	\$1,487.91	\$1,487.91	\$0.00
23411	CEMS ART	\$25.47	\$415.50	\$0.00	\$0.00	\$440.97	\$440.97	\$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	(\$77.83)	\$0.00	\$7,278.65	\$7,278.65	\$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	(\$3,000.22)	\$0.00	\$2,783.90	\$2,783.90	\$0.00
23424	CMS STUDENT COUNCIL	\$178.46	\$166.00	(\$118.95)	\$0.00	\$225.51	\$225.51	\$0.00
23425	CMS 8TH GRADE DANCE	\$68.31	\$224.96	(\$50.00)	\$0.00	\$243.27	\$243.27	\$0.00
23426	ENEMS ACTIVITY	\$6,743.96	\$5,141.69	(\$1,641.19)	\$0.00	\$10,244.46	\$10,244.46	\$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	\$0.00	\$0.00	\$0.00	\$2,290.35	\$2,290.35	\$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	\$386.78	(\$459.48)	\$0.00	\$349.51	\$349.51	\$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	(\$875.00)	\$0.00	\$2,318.90	\$2,318.90	\$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	(\$15,547.07)	\$0.00	\$9,554.38	\$9,554.38	\$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	(\$8,501.57)	\$0.00	\$644.41	\$644.41	\$0.00
23450	CHS NATIONAL HONOR SOCIETY	\$553.46	\$0.00	\$0.00	\$0.00	\$553.46	\$553.46	\$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	\$0.00	\$0.00	\$0.00	\$770.14	\$770.14	\$0.00
23464	ENES K-2 TEACHERS	\$3,570.30	\$3,486.25	(\$2,784.42)	\$0.00	\$4,272.13	\$4,272.13	\$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	(\$159.13)	\$0.00	\$7,288.19	\$7,288.19	\$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	(\$47,176.10)	\$0.00	\$32,878.50	\$32,878.50	\$0.00
24106	ENTITLEMENT IDEA-B	(\$45,515.02)	\$80,280.83	(\$88,764.55)	(\$30,000.00)	(\$83,998.74)	(\$26,785.74)	(\$57,213.00)
24109	PRESCHOOL IDEA-B	(\$3,198.58)	\$7,656.15	(\$8,419.52)	\$0.00	(\$3,961.95)	(\$761.95)	(\$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)	\$40,566.24	(\$31,710.22)	(\$13,000.00)	(\$23,706.50)	(\$4,141.50)	(\$19,565.00)
24154	TEACHER/PRINCIPAL TRAINING & RECRUITING	(\$3,142.44)	\$8,155.32	(\$8,242.69)	\$40.00	(\$3,189.81)	(\$44.81)	(\$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	(\$19,025.73)	\$3,800.00	\$1,671.16	\$1,671.16	\$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	\$40,716.13	(\$57,160.75)	\$43,700.00	\$27,255.38	\$27,255.38	\$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	(\$3,805.55)	\$0.00	\$30,968.17	\$30,968.17	\$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	\$0.00	\$0.00	\$0.00	\$0.00	\$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	(\$31,518.31)	\$1,035.00	(\$6,354.01)	\$3,745.99	(\$10,100.00)
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	(\$11,568.92)	\$0.00	\$69,284.25	\$69,284.25	\$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	\$599,686.57	(\$1,049,139.11)	\$0.00	\$1,003,435.56	\$1,003,435.56	\$0.00
31900	ED. TECHNOLOGY EQUIPMENT ACT	\$912,477.41	\$509,313.55	(\$316,109.65)	\$0.00	\$1,105,681.31	\$1,147,921.31	(\$42,240.00)
41000	DEBT SERVICES	\$669,413.01	\$412,988.12	(\$663,020.96)	\$0.00	\$419,380.17	\$419,380.17	\$0.00
43000	TOTAL ED. TECH. DEBT SERVICE SUBFUND	\$430,950.81	\$420,560.31	(\$303,420.16)	\$0.00	\$548,090.96	\$505,850.96	\$42,240.00
	Grand Total:	\$5,381,670.78	\$6,737,121.31	(\$8,033,882.16)	\$0.00	\$4,084,909.93	\$4,096,616.23	(\$11,706.30)

End of Report



## CIMARRON MUNICIPAL SCHOOLS

**To:** Board Members  
**From:** Lawana Whitten  
**Date:** May 1, 2019  
**Re:** Variance explanations for April, 2019

---

<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>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	\$200,036.84	\$27,454.16	\$0.00	\$27,454.16	12.07%
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	\$215,062.15	\$172,428.85	\$0.00	\$172,428.85	44.50%
FUNCTION: FACILITIES ACQUISITION AND CONSTRUCTION - 4000		\$2,131,791.00	\$0.00	\$2,131,791.00	\$27,252.54	\$1,043,656.14	\$1,088,134.86	\$239,341.51	\$848,793.35	39.82%
FUND: CAPITAL IMPROVEMENTS SB-9 - 31701		\$2,139,889.00	\$0.00	\$2,139,889.00	\$27,349.93	\$1,049,139.11	\$1,090,749.89	\$239,341.51	\$851,408.38	39.79%
<b>Grand Total:</b>		<b>\$2,139,889.00</b>	<b>\$0.00</b>	<b>\$2,139,889.00</b>	<b>\$27,349.93</b>	<b>\$1,049,139.11</b>	<b>\$1,090,749.89</b>	<b>\$239,341.51</b>	<b>\$851,408.38</b>	<b>39.79%</b>

End of Report

8000 DISTRICT

8033 CES

8034 CHS

8036 CMS

8047 ENES

8048 ENMS

Cimarron Municipal Schools

Date:4/1/2019-4/30/2019

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	\$7,679.47	\$163,954.04	\$56,874.96	\$18,838.60	\$38,036.36	17.22%
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	\$1,059.83	\$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	\$8,739.30	\$182,431.76	\$188,397.24	\$18,838.60	\$169,558.64	45.72%
31900.4000.54416.0000.008000.0000	COMMUNICATIONS	\$2,500.00	\$0.00	\$2,500.00	\$122.18	\$1,850.02	\$649.98	\$424.74	\$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	\$122.18	\$10,136.87	\$14,863.13	\$424.74	\$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	\$20,000.00	\$123,000.00	(\$40.00)	\$120,712.23	\$2,287.77	\$694.20	\$1,593.57	1.30%
31900.4000.56118.0000.008009.0000	GENERAL SUPPLIES AND MATERIALS	\$0.00	\$175,000.00	\$175,000.00	\$0.00	\$0.00	\$175,000.00	\$0.00	\$175,000.00	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	\$0.00	\$1,176.53	58.83%
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	(\$5,000.00)	\$2,000.00	\$0.00	\$368.30	\$1,631.70	\$0.00	\$1,631.70	81.59%
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	(\$40.00)	\$123,541.02	\$189,458.98	\$694.20	\$188,764.78	60.31%

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	\$8,821.48	\$316,109.65	\$468,963.35	\$19,957.54	\$449,005.81	57.19%
FUND: ED. TECHNOLOGY EQUIPMENT ACT - 31900		\$306,589.00	\$478,484.00	\$785,073.00	\$8,821.48	\$316,109.65	\$468,963.35	\$19,957.54	\$449,005.81	57.19%
<b>Grand Total:</b>		<b>\$306,589.00</b>	<b>\$478,484.00</b>	<b>\$785,073.00</b>	<b>\$8,821.48</b>	<b>\$316,109.65</b>	<b>\$468,963.35</b>	<b>\$19,957.54</b>	<b>\$449,005.81</b>	<b>57.19%</b>

End of Report

School District: Cimarron Municipal Schools  
 Charter Name:  
 Month/Quarter 03/31/2019

**PED Cash Report  
 for 2018-2019 Fiscal Year**

County: COLFAX  
 PED No.: 8

Previous Year	06/30/2018	OPERATIONAL	TEACHERAGE	TRANSPORTATION	INST. MATERIALS	FOOD SERVICES	ATHLETICS	NON-INSTRUCT.
Report ending date	03/31/2019	FUND 11000	FUND 12000	FUND 13000	FUND 14000	FUND 21000	FUND 22000	FUND 23000
<b>Refer to "Instructions for PED Cash Report" for details on how to properly complete this form.</b>								
Total Cash Balance 06/30/2018	+OR-	255,751.94	0.00	4.35	42,040.76	47,630.75	21,378.95	0.00
Current Year Rev. to Date (Per Receipts Report-excluding Refunds & including any Deposits in Transit)	+	3,373,979.50	0.00	338,103.00	12,964.42	146,899.73	13,723.00	0.00
Prior Year Warrants Voided	+	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Total Resources to Date for Current Year 03/31/2019	=	3,629,731.44	0.00	338,107.35	55,005.18	194,530.48	35,101.95	0.00
Current Year Expenditures to Date Enter as a Minus (Per Expenditure Report)	-	(3,009,903.88)	0.00	(270,043.48)	(446.59)	(153,811.13)	(2,429.85)	0.00
Permanent Cash Transfers/Reversions * Provide Full Explanation on Last Page	+OR-	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Total Cash	=	619,827.56	0.00	68,063.87	54,558.59	40,719.35	32,672.10	0.00
<b>Other Reconciling Items</b>								
Payroll Liabilities	+	4.30	0.00	0.00	0.00	0.00	0.00	0.00
**Adjustments - Provide Full Explanation on Last Page	+OR-	0.00	0.00	0.00	0.00	0.00	0.00	0.00
TOTAL RECONCILED CASH BALANCE 03/31/2019	=	619,831.86	0.00	68,063.87	54,558.59	40,719.35	32,672.10	0.00
Total Outstanding Loans *** Provide Full Explanation on Last Page	+OR-	(89,496.00)	0.00	0.00	0.00	2,400.00	0.00	0.00
Total Ending Cash 03/31/2019	+OR-	530,335.86	0.00	68,063.87	54,558.59	43,119.35	32,672.10	0.00

School District: Cimarron Municipal Schools		<b>PED Cash Report</b>				County:	COLFAX	
Charter Name:		<b>for 2018-2019 Fiscal Year</b>				PED No.:	8	
Month/Quarter 03/31/2019		FEDERAL FLOWTHROUGH FUND 24000	FEDERAL DIRECT FUND 25000	LOCAL GRANTS FUND 26000	STATE FLOWTHROUGH FUND 27000	STATE DIRECT FUND 28000	LOCAL OR STATE FUND 29000	BOND BUILDING FUND 31100
Total Cash Balance 06/30/2018	=	(49,219.01)	0.00	17,644.28	(10,124.52)	0.00	41,853.17	1,364,953.72
Current Year Rev. to Date (Per Receipts Report-excluding Refunds & including any Deposits in Transit)	+	194,513.59	55,548.30	18,000.00	53,229.37	0.00	39,000.00	2,741.12
Prior Year Warrants Voided	+	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Total Resources to Date for Current Year 03/31/2019	=	145,294.58	55,548.30	35,644.28	43,104.85	0.00	80,853.17	1,367,694.84
Current Year Expenditures to Date Enter as a Minus (Per Expenditure Report)	-	(153,572.63)	(73,965.14)	(3,180.13)	(50,520.09)	0.00	(11,492.52)	(1,367,592.33)
Permanent Cash Transfers/Reversions * Provide Full Explanation on Last Page	+OR-	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Total Cash	=	(8,278.05)	(18,416.84)	32,464.15	(7,415.24)	0.00	69,360.65	102.51
<b>Other Reconciling Items</b>								
Payroll Liabilities	+	0.00	0.00	0.00	0.00	0.00	0.00	0.00
**Adjustments - Provide Full Explanation on Last Page	-	0.00	0.00	0.00	0.00	0.00	0.00	0.00
TOTAL RECONCILED CASH BALANCE 03/31/2019	=	(8,278.05)	(18,416.84)	32,464.15	(7,415.24)	0.00	69,360.65	102.51
Total Outstanding Loans *** Provide Full Explanation on Last Page	+OR-	28,461.00	47,500.00	0.00	11,135.00	0.00	0.00	0.00
Total Ending Cash 03/31/2019	+OR-	20,182.95	29,083.16	32,464.15	3,719.76	0.00	69,360.65	102.51

School District: Cimarron Municipal Schools  
 Charter Name:  
 Month/Quarter 03/31/2019

**PED Cash Report  
 for 2018-2019 Fiscal Year**

County: COLFAX  
 PED No.: 8

		PUBLIC SCHOOL CAPITAL OUTLAY 31200	SPECIAL CAPITAL OUTLAY LOCAL 31300	SPECIAL CAPITAL OUTLAY STATE 31400	SPECIAL CAPITAL OUTLAY FEDERAL 31500	CAPITAL IMPROV. HB 33 31600	CAPITAL IMPROV. SB9- STATE 31700	CAPITAL IMPROV. SB9- LOCAL 31701
Total Cash Balance 06/30/2018	=	0.00	0.00	0.00	0.00	1,677.40	0.00	1,452,888.10
Current Year Rev. to Date (Per Receipts Report-excluding Refunds & including any Deposits in Transit)	+	0.00	0.00	0.00	0.00	310.30	0.00	584,406.12
Prior Year Warrants Voided	+	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Total Resources to Date for Current Year 03/31/2019	=	0.00	0.00	0.00	0.00	1,987.70	0.00	2,037,294.22
Current Year Expenditures to Date Enter as a Minus (Per Expenditure Report)	-	0.00	0.00	0.00	0.00	(3.10)	0.00	(1,021,789.18)
Permanent Cash Transfers/Reversions * Provide Full Explanation on Last Page	+OR-	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Total Cash	=	0.00	0.00	0.00	0.00	1,984.60	0.00	1,015,505.04
<b>Other Reconciling Items</b>								
Payroll Liabilities	+	0.00	0.00	0.00	0.00	0.00	0.00	0.00
**Adjustments - Provide Full Explanation on Last Page	-	0.00	0.00	0.00	0.00	0.00	0.00	0.00
TOTAL RECONCILED CASH BALANCE 03/31/2019	=	0.00	0.00	0.00	0.00	1,984.60	0.00	1,015,505.04
Total Outstanding Loans *** Provide Full Explanation on Last Page	+OR-	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Total Ending Cash 03/31/2019	+OR-	0.00	0.00	0.00	0.00	1,984.60	0.00	1,015,505.04



School District: Cimarron Municipal Schools  
 Charter Name:  
 Month/Quarter 03/31/2019

**PED Cash Report  
 for 2018-2019 Fiscal Year**

County: COLFAX  
 PED No.: 8

		ENERGY EFFICIENCY 31800	ED. TECH EQUIP ACT 31900	PSCOC 20% FUND 32100	DEBT SERVICE FUND 41000	DEFERRED SICK LEAVE FUND 42000	ED TECH DEBT SERVICE FUND 43000	GRAND TOTAL ALL FUNDS
Total Cash Balance 06/30/2018	=	0.00	954,717.41	0.00	669,413.01	0.00	388,710.81	5,199,321.12
Current Year Rev. to Date (Per Receipts Report-excluding Refunds & including any Deposits in Transit)	+	0.00	508,069.79	0.00	402,642.22	0.00	410,199.27	6,154,329.73
Prior Year Warrants Voided	+	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Total Resources to Date for Current Year 03/31/2019	=	0.00	1,462,787.20	0.00	1,072,055.23	0.00	798,910.08	11,353,650.85
Current Year Expenditures to Date Enter as a Minus (Per Expenditure Report)	-	0.00	(307,288.17)	0.00	(662,950.75)	0.00	(303,352.29)	(7,392,341.26)
Permanent Cash Transfers/Reversions * Provide Full Explanation on Last Page	+OR-	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Total Cash	=	0.00	1,155,499.03	0.00	409,104.48	0.00	495,557.79	3,961,309.59
<b>Other Reconciling Items</b>								
Payroll Liabilities	+	0.00	0.00	0.00	0.00	0.00	0.00	4.30
**Adjustments - Provide Full Explanation on Last Page	-	0.00	0.00	0.00	0.00	0.00	0.00	0.00
TOTAL RECONCILED CASH BALANCE 03/31/2019	=	0.00	1,155,499.03	0.00	409,104.48	0.00	495,557.79	3,961,313.89
Total Outstanding Loans *** Provide Full Explanation on Last Page	+OR-	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Total Ending Cash 03/31/2019	+OR-	0.00	1,155,499.03	0.00	409,104.48	0.00	495,557.79	3,961,313.89

School District: Cimarron Municipal Schools  
 Charter Name:  
 Month/Quarter 03/31/2019

**PED Cash Report  
 for 2018-2019 Fiscal Year**

COUNTY: COLFAX  
 PED No.: 8

B	C	D	E	F	G	H	I	J
		+	+	+OR-	+OR-	+		+OR-
From Bank Statements				Adjustments to Bank Statements		Adjusted Bank Balance	Description	Adjustment Amount
Account Name/Type	Bank	Statement Balance	Overnight Investments	Net Outstanding Items (Checks) Deposits	Outstanding Interbank transfers			
							From line 12 Grand Total All	3,961,313.89
Operational		72,902.27	0.00	(197,260.96)	65.00	(124,293.69)		0.00
Special Investements		3,024,750.61				3,024,750.61		0.00
Ed Tech Bond		444,451.27				444,451.27		0.00
Ed Tech CDs		611,405.70				611,405.70		0.00
Arbiter Spots		5,000.00				5,000.00		0.00
Activity		163,490.89	0.00	0.00	0.00	163,490.89	Activity Fund	163,490.89
<b>Totals</b>		<b>4,322,000.74</b>	<b>0.00</b>	<b>(197,260.96)</b>	<b>65.00</b>	<b>4,124,804.78</b>		<b>4,124,804.78</b>

0.00

Please provide Page 1 of each of your Bank Statement(s).

NOTE: Total Column H must equal total Column J

\* PERMANENT CASH TRANSFERS/REVERSIONS (LINE 6)

Please identify all cash transfers and reversions per school district general ledger. Enter the name or fund

FROM FUND	AMOUNT FROM	TO FUND	Explicit Explanation
31900	42,240.00	43000	As per auditor to transfer fees back to 31900

\*\* OTHER RECONCILING ITEMS (LINE 8 & 9)

Please identify all reconciling adjustments per school district general ledger. Enter the name or fund  
 Please list each transaction separately.

FROM FUND	AMOUNT FROM	TO FUND	Explicit Explanation
-----------	-------------	---------	----------------------

\*\*\* TOTAL OUTSTANDING LOANS (LINE 11)

Please identify all outstanding loans per school district general ledger. Enter the name or fund number on the FROM FUND and TO FUND columns.  
 Please list each transaction separately.

FROM FUND	AMOUNT FROM	TO FUND	Explicit Explanation
11000	(89,496.00)		
	2,400.00	21000	
	28,461.00	24000	
	47,500.00	25000	
	11,135.00	27000	

I, hereby, certify that the information contained in this cash report reconciles to the General Ledger.

**Signature of Licensed Business Manager**

**Date**

## CIMARRON MUNICIPAL SCHOOLS

**To:** Board Members  
**From:** Lawana Whitten  
**Date:** May 1, 2018  
**Re:** Variance explanations for April, 2019

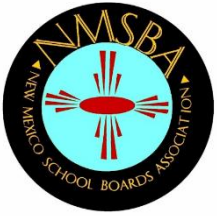
---

<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>24106 Entitlement IDEA B</b>	Intra-Fund Loans paid that crossed fiscal years	<b>(\$45,511.00)</b>
<b>24106 Entitlement IDEA B</b>	MVHS SPED	<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.**



**NEW MEXICO SCHOOL BOARDS ASSOCIATION**  
**40<sup>th</sup> Annual School Law Conference**  
**June 13-15, 2019**  
**The Hotel Albuquerque**  
**800 Rio Grande Boulevard NW**  
**Albuquerque, New Mexico**

**DRAFT CONFERENCE AGENDA**

**This 40<sup>th</sup> Anniversary New Mexico School Board Association Conference  
is Dedicated to the Memory of  
C. Emery (Buck) Cuddy, Jr.**

**Thursday, June 13, 2019**

9:00 – 11:30 a.m.	NMSBA Training Work Group	<i>(Turquoise Room)</i>
12:00 – 2:00 p.m.	NMSBA Executive Board Meeting	<i>(Fireplace Room)</i>
3:00 – 5:00 p.m.	NMSBA Board of Directors Meeting	<i>(Alvarado ABC)</i>
3:00 – 5:00 p.m.	Exhibitor Set-Up	<i>(Atrium - North)</i>
4:00 – 6:00 p.m.	Early Registration	<i>(Atrium - North)</i>

**Friday, June 14, 2019**

7:00 a.m. – 5:00 p.m.	Registration	<i>(Atrium - North)</i>
7:00 a.m. – 5:00 p.m.	Exhibit Area Open	<i>(Atrium – North)</i>
7:00 a.m. – 8:00 a.m.	Breakfast <i>Sponsors:</i>	<i>(Atrium &amp; Outside Portal)</i>

**FIRST GENERAL SESSION**

8:00 – 8:30 a.m.	Call to Order	<b>Pauline Jaramillo</b> NMSBA President
	Presentation of Colors	<b>Santa Fe High School</b> NJROTC
	Pledge of Allegiance	<b>Arlan Ponder</b> NMSBA President-Elect
	Salute to the New Mexico Flag	<b>Olivia Calabaza</b> NMSBA Vice-President
	Welcome and Introductions Region Meeting Attendance Awards Master Board Member Presentations	<b>Pauline Jaramillo</b> NMSBA President
8:30 – 9:30 a.m.	Landmark Public Education Legislation The New Public Education Department	<i>Invited</i> <b>Michelle Lujan Grisham</b> New Mexico Governor <b>Karen Trujillo</b> NM Secretary of Education
9:30 – 10:30 a.m.	Legislative and Judicial Update HB-89-Local Election Act Briefing	<b>John Kennedy &amp; Pat Ives</b> Cuddy and McCarthy Law Firm

10:30 – 10:45 a.m.	<i>Break - Exhibit Area Open</i> <i>Sponsors:</i>	<i>(Atrium – North)</i>
<b><u>SECOND GENERAL SESSION</u></b>		<i>(Alvarado Ballroom)</i>
10:45 – 11:45 a.m.	Cyberbullying, School Safety & Human Trafficking	<b>Honorable Hector Balderas</b> NM Attorney General <b>Tanya Maestas</b> Chief Deputy Attorney General
12:00 – 1:15 p.m.	NMSBA Scholarships Announcement Lunch (paid event)	<i>(Franciscan Room)</i>
<b><u>BREAK-OUT SESSIONS I</u></b>		
1:30 – 2:30 p.m.	I. Arming Staff (HB 129)	<i>(Salons A, B &amp; C)</i>
	II. Indian Education (Act / Sufficiency / Governance / Culture)	<i>(Salon D)</i>
	III. School Finance: Overview and Update	<i>(Salon E)</i>
	IV. Title IX Investigations	<i>(Salons F, G &amp; H)</i>
2:30 – 3:00 p.m.	<i>Break - Exhibit Area Open</i> <i>Sponsors:</i>	<i>(Atrium – North)</i>
<b><u>BREAK-OUT SESSIONS II</u></b>		
2:45 – 3:45 p.m.	V. Impact of Immigration Enforcement on Border State Schools	<i>(Salon A, B &amp; C)</i>
	VI. Native American Early Childhood Development	<i>(Salon D)</i>
	VII. Risks Associated with Activity Accounts	<i>(Salon E)</i>
	VIII. Transition Planning before Graduation under IDEA	<i>(Salons F, G &amp; H)</i>
	IX. Courage, Communication and Collaboration	<i>(Franciscan Room)</i>
<b><u>BREAK-OUT SESSIONS III</u></b>		
4:00 – 5:00 p.m.	X. Updates to Personnel Act: Evaluation System (HB 227)	<i>(Salons A, B &amp; C)</i>
	XI. Native Language	<i>(Salon D)</i>
	XII. School District Budgeting for Board Members and Administrators	<i>(Salon E)</i>
	XIII. Discipline in Special Education	<i>(Salons F, G &amp; H)</i>
	XIV. Courage, Communication and Collaboration	<i>(Franciscan Room)</i>
5:00 – 7:00 p.m.	40 <sup>th</sup> LAW CONFERENCE ANNIVERSARY RECEPTION <i>Music by Taos High School Mariachi (Invited)</i> <i>Sponsors:</i>	<i>(Portal &amp; Patio )</i>

**Saturday, June 15, 2019**

7:00 – 10:00 a.m.	Registration	(Atrium – North)
7:00 – Noon	Exhibit Area Open	(Atrium – North)
7:00 – 8:30 a.m.	Breakfast <i>Sponsors:</i>	(Atrium – Patio)

**BREAK-OUT SESSIONS I**

8:30 – 9:30 a.m.	XV. Title IX Investigations	(Salons A, B & C)
	XVI. Newly Recognized Disorders in the DSM-5	(Salon D)
	XVII. Dealing with Difficult Community Members	(Salon E)
	XVIII. Administrators Role in Discharge and Termination of Employees	(Salons F, G & H)
9:00 – 10:30 a.m.	XIX. Mad Hatter: Going down the Rabbit Hole <i>(Introducing Creativity to Resolve Conflict)</i>	(Franciscan Room)
9:30 – 9:45 a.m.	<i>Break - Exhibit Area Open</i> <i>Sponsors:</i>	(Atrium – North)

**BREAK-OUT SESSIONS II**

9:45 – 10:45 a.m.	XX. Open Meetings Act	(Salons A, B & C)
	XXI. Winning Elections – Under the New and Improved Local Election Act	(Salon D)
	XXII. Controlling Board Meetings	(Salon E)
	XXIII. Board Empowerment	(Salons F, G & H)

**BREAK-OUT SESSIONS III**

11:00 – Noon	XXIV. STUMP THE LAWYER	(Salons A B C D & E)
	XXV. Boards Role in Discharge and Termination	(Salons F, G, & H)
	XXVI. Inspection of Public Records Act	(Franciscan Room)
12:00 Noon	ADJOURN THE 2019 SCHOOL LAW CONFERENCE	



# 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)



### 2018-2019 Cimarron District (160th Day) Student Membership

GR LVL	CEMS Dist	CEMS OD	CEMS TOT	EN Dist	EN OD	EN TOT	CHS Dist	CHS OD	CHS TOT	MVHS Dist	MVHS OD	MVHS TOT	TOT Dist	TOT OD	GRN TOT
DD			0	10	1	11			0			0	10	1	11
KF	8	0	8	18	1	19			0			0	26	1	27
1	7	3	10	20	2	22			0			0	27	5	32
2	12	0	12	15	0	15			0			0	27	0	27
3	5	0	5	11	2	13			0			0	16	2	18
4	12	1	13	15	3	18			0			0	27	4	31
5	9	0	9	20	1	21			0			0	29	1	30
6	11	1	12	21	0	21			0			0	32	1	33
7	9	1	10	33	1	34			0			0	42	2	44
8	13	1	14	19	2	21			0			0	32	3	35
9			0			0	14	3	17	21	4	25	35	7	42
10			0			0	14	3	17	10	3	13	24	6	30
11			0			0	11	5	16	10	1	11	21	6	27
12			0			0	18	4	22	10	2	12	28	6	34
SCH T	86	7	93	182	13	195	57	15	72	51	10	61	376	45	421

### 2017-2018 Cimarron Municipal Schools (160th Day) Student Membership

GR LVL	CEMS Dist	CEMS OD	CEMS TOT	EN Dist	EN OD	EN TOT	CHS Dist	CHS OD	CHS TOT	MVHS Dist	MVHS OD	MVHS TOT	TOT Dist	TOT OD	GRN TOT
DD			0	15	0	15			0			0	15	0	15
KF	7	4	11	22	2	24			0			0	29	6	35
1	12	0	12	15	0	15			0			0	27	0	27
2	7	0	7	17	2	19			0			0	24	2	26
3	14	0	14	18	2	20			0			0	32	2	34
4	10	0	10	18	1	19			0			0	28	1	29
5	10	1	11	21	1	22			0			0	31	2	33
6	12	0	12	30	1	31			0			0	42	1	43
7	14	1	15	20	2	22			0			0	34	3	37
8	14	0	14	18	1	19			0			0	32	1	33
9			0			0	13	3	16	14	3	17	27	6	33
10			0			0	15	4	19	11	1	12	26	5	31
11			0			0	16	5	21	7	2	9	23	7	30
12			0			0	15	3	18	7	8	15	22	11	33
SCH T	100	6	106	194	12	206	59	15	74	39	14	53	392	47	439