



STATE OF NEW MEXICO
PUBLIC EDUCATION DEPARTMENT
300 DON GASPAR
SANTA FE, NEW MEXICO 87501-2786
Telephone (505) 827-5800
www.ped.state.nm.us

HANNA SKANDERA
SECRETARY OF EDUCATION

SUSANA MARTINEZ
GOVERNOR

October 2, 2013

Mr. Efren Yturralde
Superintendent
Gadsden Independent Schools
P.O. Drawer 70
Anthony, NM 88021

Dear Mr. Yturralde:

Gadsden Independent Schools has been awarded **\$58,313.42** for the purpose of funding the Elementary Breakfast Program in accordance with 6.12.9 of the New Mexico Administrative Code (NMAC). The following elementary school(s) have been awarded funding:

Elementary School(s)	Amount
Anthony Elementary	\$1,765.82
Berino Elementary	\$3,165.10
Chaparral Elementary	\$8,502.98
Desert Trail Elementary	\$20,056.01
Desert View Elementary	\$551.09
Gadsden Elementary	\$467.23
Loma Linda Elementary	\$2,674.93
Mesquite Elementary	\$790.45
North Valley Elementary	\$5,698.91
Riverside Elementary	\$575.27
Sunland Park Elementary	\$4,327.38
Sunrise Elementary	\$8,761.83
Vado Elementary	\$976.42

Funding under this award must be used as specified by the NMAC legislation and approved through the Public Education Department's (PED) Student Nutrition Bureau.

The Elementary Breakfast Program funds are to be paid on a request-for-reimbursement (RfR) basis. Participation in the program requires financial transactions for budget approval and RfRs be entered into the PED Operating Budget Management System (OBMS). Amounts are based on a per-meal United States Department of Agriculture (USDA) reimbursement rate supported by a

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documented spreadsheet. The spreadsheet and an accounting system generated expenditure report must be uploaded in OBMS by the 10th of each month for the preceding month's activity. For your reference, you may review the PowerPoint presentation located on the New Mexico Student Nutrition Bureau website at <http://www.ped.state.nm.us/Nutrition/index.html> under 2013 Back to School Training.

In order to budget these funds, please complete the following steps:

1. Fill out the attached assurance form and fax or email a signed copy to Barbara Vigil, Executive Assistant at barbara.vigil@state.nm.us or fax 505-827-1815.
2. Submit an electronic Budget Adjustment Request (BAR) utilizing the PED OBMS website. The Flowthrough BAR process is located on the PED website at <http://ped.state.nm.us/ped/FiscalGrantsMgmtIndex.html>. Please submit an electronic BAR in the amount of \$58,313.42 utilizing 27155 (Fund Code) and 43202 (Revenue Code).

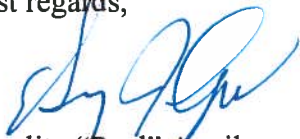
6.12.9 of the NMAC requires, that elementary schools in which 85% or more of enrolled students are eligible for free or reduced-price lunch under the National School Lunch Act of 1946 during the prior school year, must do the following:

1. Provide breakfast after the instructional day has begun unless a waiver is granted by the PED (6.12.9.9 NMAC); and
2. Ensure that instruction is occurring simultaneously while breakfast is being served or consumed.

To apply for a waiver, please contact Regina A. Madrid at ReginaA.Madrid@state.nm.us or 505-827-1821. Waiver requests must be submitted by Friday, October 25, 2013.

If you have questions, please feel free to contact Barbara Vigil, Executive Assistant at barbara.vigil@state.nm.us or (505) 827-1821. For questions about the BAR process or financial procedures contact Ms. Susan Lucero, Fiscal Grants Management, at susan.lucero@state.nm.us or (505) 827-3848.

Best regards,



Hipolito "Paul" Aguilar
Deputy Secretary, Finance & Operations

HA/RAM/bv

Enclosure (1): Assurance Form

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cc: Hanna Skandera, Secretary of Education
Denise Koscielniak, Director of Federal Programs
Regina A. Madrid, Director, Student Nutrition Bureau
Susan Lucero, Bureau Chief, Fiscal Grants Management
Elementary School, Principal
Gadsden Independent Schools, Food Service Director
Gadsden Independent Schools, Business Manager