

NEW MEXICO ENERGY, MINERALS and NATURAL RESOURCES DEPARTMENT


BILL RICHARDSON
Governor

Joanna Prukop
Cabinet Secretary

Tom Mills
Deputy Cabinet Secretary

David J. Simon
Director
State Parks Division

December 4, 2007

TO: Cynthia Nava, GISD Superintendent
FR: Rob Yaksich, NM State Parks 
RE: Outdoor Classroom Transportation Grants

Dear Ms. Nava:

We are very happy to have GISD's participation in the Outdoor Classroom transportation grant program for the spring 2008 semester. The enclosed Small Compensation Agreements are the official paperwork for this program, and each identical copy will require an original signature once you have reviewed and approved this agreement. Three copies are stapled, but the top copy is paper clipped for ease of photocopying for GISD's records once you have signed.

Once signed, please return all four original documents to me at the PO address on the enclosed business card. I will process these as quickly as possible so your fifth grade teachers can start utilizing these funds.

If you have any questions or concerns, please don't hesitate to contact me or Program Manager Christy Tafoya (505-476-3384 or christy.tafoya@state.nm.us).

Many thanks.

**Energy, Minerals & Natural Resources Department
1220 S. St. Francis Drive
Santa Fe, NM 87505
Small Compensation Agreement**

The State Parks Division agrees to compensate:

Payee: Gadsden Independent School District

Address: PO Drawer 70, Anthony, NM 88021

In an amount not to exceed the sum of:

\$6,972.75, including Gross Receipts Taxes, if applicable.

For the purpose of:

Paying transportation costs for 5th grade class field trips as part of the Outdoor Classroom Initiative. The State Parks Division (Division) defines "Outdoor Classroom Programs" as being curriculum-based field trips to publicly- or privately- managed outdoor venues in or reasonably near to Doña Ana County. The Programs shall (1) have relevance to classroom work, (2) have defined and measurable objectives, and (3) be aligned variously with New Mexico Content Standards & Benchmarks. All field trips must be completed by the end of the 2007/08 school year.

Upon expiration or termination of this Agreement, if either party has property or funds in its possession belonging to the other, it shall return the property or funds in proportion to the parties' original contribution.

Contractor shall develop and implement a trip selection and evaluation framework and tracking mechanism for administrators and teachers to receive Outdoor Classroom funds, including creating an application and evaluation measuring the criteria set forth above. Contractor shall administer funds and work directly with local student transportation vendors to ensure proper and timely invoicing and payment for services rendered.

Contractor shall provide the Division with (1) a written report detailing how the funds were spent transporting students on field trips; and (2) all completed teacher evaluations of Outdoor Classroom field trips, all within fifteen (15) days following the end of the 2007/2008 school year.

Said funds to be charged to:

Department Code: Z71167

Account Number: 52100-20010

CERTIFICATION		
I certify that I do accept the indicated compensation in full payment for the indicated purpose; that I will render the services agreed upon; and that no other compensation for these services has been claimed or paid by any other sources.		
Payee Signature: _____		Date _____
Federal I.D. No.:	Or SSN:	Or CRS No.: <small>(11-digit number issued by the N.M. Taxation and Revenue Department)</small>
Authorized by: _____ Sandra Haug, Administrative Services Division Director		Date _____
Starting date: EMNRD signature	Expiration date: 06-30-08	