



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-DESIGNATE OF EDUCATION

SUSANA MARTINEZ
Governor

October 26, 2012

Mr. Efern Yturalde
Superintendent
Gadsden Independent Schools
P.O. Drawer 70
Anthony, NM 88021

Dear Superintendent Yturalde:

Gadsden Independent Schools (LEA) is eligible to receive reimbursements for approved Dual Credit Instructional Materials (DCIM) for students attending the following institution(s):

New Mexico State University and New Mexico State University Doña Ana Community College

A valid, electronically-submitted Dual Credit Master Agreement between the LEA and Postsecondary institution(s) and Appendix are on file with New Mexico Public Education Department (PED). The DCIM allocation for Gadsden Independent Schools for the 2012–13 school year is **\$42,139.00**, which is 85% of Gadsden Independent Schools allocation or Allocation I. Gadsden Independent Schools may qualify to receive Allocation II in February 2013, pending program compliance (see attached DCIM FY 2013 Allocation Guidelines).

In a case of non-compliance, the state reserves the right to rescind the LEA's initial allocation amount and redistribute the initial allocation of funds to LEAs that are determined to be in compliance. To remain in compliance and eligible for the DCIM fund, please abide by the set schedule and ensure you have submitted your Student Teacher Accountability Reporting System (STARS) enrollment data. If these requirements are not met, the PED reserves the right to rescind your award amount in its entirety.

As noted in 6.30.7.8 of the New Mexico Administrative Code, the LEAs must pay the cost of the required textbooks for dual credit students. As in past years, the New Mexico legislature has allocated funds to the PED to assist LEAs with this requirement. Please note that the total statewide allocation for DCIM for 2012–2013 is \$857,000. The PED will monitor expenditures closely, and work to ensure timely reimbursements to your district.

Gadsden Independent Schools may immediately begin to establish budget authority by submitting a Budget Adjustment Request (BAR) upon receipt of this letter. Please follow this schedule for accessing DCIM reimbursement funds for Allocation I:

November 15, 2012
December 15, 2012

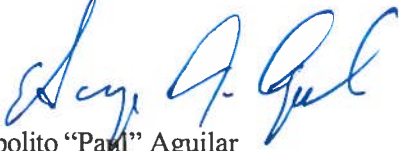
Submit your BAR
Submit your Request for Reimbursement (RfR)

The funding for this state allocation expires June 30, 2013. The deadline for final request for reimbursement submission is July 5, 2013. No extensions are permitted. When requesting reimbursement, please use fund code number 27103 and include the following information on your invoice:

1. STARS Course Code and STARS Course Title
2. Name of textbook(s)
3. Classification of Instructional Programs (CIP) code
4. Receipts for total cost

If you have any questions regarding DCIM, please refer to our Frequently Asked Questions on the website <http://www.ped.state.nm.us/DualCredit/>, or you can contact Marcia Knight at (505) 827-1802. If you have questions regarding your reimbursement, please contact Susan Lucero, Bureau Chief, Fiscal Grants Management at (505) 827-3848.

Best Regards,



Hipolito "Papi" Aguilar
Deputy Secretary, Finance and Operations

HA/DK/mk

cc: Hanna Skandera, Secretary-Designate of Education
Denise Koscielniak, Director of Federal Programs
Marian Rael, Director, Administrative Services Division, Chief Financial Officer
Susan Lucero, Fiscal Grants Management, Bureau Chief
Maria Fidalgo, Accounting and Audit Manager
Marcia Knight, Education Administrator, College and Career Readiness Bureau