



*Copies to J. Suggs  
E. Yturralde*

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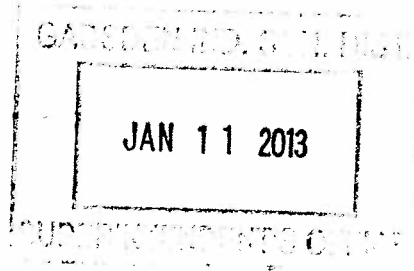
STATE OF NEW MEXICO  
PUBLIC EDUCATION DEPARTMENT  
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SANTA FE, NEW MEXICO 87501-2786  
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HANNA SKANDERA  
SECRETARY-DESIGNATE OF EDUCATION

SUSANA MARTINEZ  
Governor

January 7, 2013

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



Dear Superintendent Yturralde:

I am pleased to inform you that Gadsden Independent Schools has been approved to receive \$201,607.65 from a special state appropriation for the purchase of science instructional material supplies (kits, kit refills, or supplies needed for inquiry or project-based science instruction). Supplies purchased with this award are to be utilized during regular instructional hours and are not intended for after school programs. This funding may be used for **grades 6-8** within your district. School districts are responsible for apportioning funds to their schools.

Funds are to be budgeted for fiscal year 2013 upon submission of a budget adjustment request (BAR) with the supporting documentation mentioned in the bulleted list below.

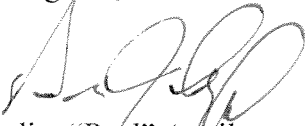
Please adhere to the following guidelines when budgeting and requesting reimbursement:

- Funds will be available in the PED Operating Budget Management System (OBMS) upon receiving PED BAR approval.
- When submitting your BAR, please use Fund Code 27176 and Revenue Code 43202.
- Attach a copy of this letter to the BAR, along with a list designating the science instructional material chosen by grade and content area.
- Funds must be expended by June 30, 2013, and Request for Reimbursements (RfRs) submitted in OBMS no later than July 5, 2013. Please note that reimbursements are limited to kits, kit refills, or supplies needed for inquiry or project-based science instruction). RfRs submitted after the deadline cannot be reimbursed.
- Expenditures should occur as soon as possible. Please submit your final RfR immediately thereafter.

- The following must be attached to the RfR:
  - verification of curriculum alignment worksheet (please see attached document)
  - copies of invoices
  - a detailed general ledger expenditure report indicating the materials purchased for this award

Please work with your school district business manager, who is trained in the OBMS Budget and RfR process. Please contact Lesley Galyas, Director, Math and Science Bureau, at (505) 827-4296 or [lesley.galyas@state.nm.us](mailto:lesley.galyas@state.nm.us) regarding any programmatic questions concerning this special appropriation for Science Instructional Materials grant award. Please contact Susan Lucero, Bureau Chief, Fiscal Grants Management Bureau at (505) 827-3848 or [susan.lucero@state.nm.us](mailto:susan.lucero@state.nm.us) regarding OBMS or RfR related questions.

Best regards,



Hipolito "Paul" Aguilar  
Deputy Secretary, Finance and Operations

cc: Susan Lucero, Fiscal Grants Management Bureau  
Lesley Galyas, Director, Math and Science Bureau

# Verification of Science Materials Content Alignment

Materials purchased <small>please be specific, do not list as "kits" or "supplies"</small>	Grade level using materials	Number of students	Cost per student	Content/Unit covered in Activity/Project utilizing the materials	Please list ALL NM Content Standards aligned to Lesson/Activity