



STATE OF NEW MEXICO
PUBLIC EDUCATION DEPARTMENT
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HANNA SKANDERA
SECRETARY OF EDUCATION

SUSANA MARTINEZ
GOVERNOR

September 18, 2015

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

Dear Superintendent Yturralde:

Gadsden Independent Schools has been awarded **\$175,661.00** to fund the Elementary Breakfast Program in accordance with 6.12.9 of the New Mexico Administrative Code (NMAC). The following elementary school(s) has/have been awarded funding:

Elementary School(s)	Amount
Anthony Elementary	\$2,654.00
Berino Elementary	\$8,714.00
Chaparral Elementary	\$14,756.00
Desert Trails Elementary	\$29,944.00
Desert View Elementary	\$1,233.00
Gadsden Elementary	\$3,171.00
La Union Elementary	\$20,528.00
Loma Linda Elementary	\$1,244.00
Mesquite Elementary	\$7,371.00
North Valley Elementary	\$8,189.00
Riverside Elementary	\$2,480.00
Santa Teresa Elementary	\$42,753.00
Sunland Park Elementary	\$5,520.00
Sunrise Elementary	\$12,345.00
Vado Elementary	\$14,759.00

The award funding must be used as specified by the NMAC rules and approved through the Public Education Department's (PED) Coordinated School Health and Wellness Bureau.

The Elementary Breakfast Program funds are paid on a request-for-reimbursement (RFR) basis. In order to participate in the program, financial transactions requesting budget approval and reimbursement must be entered into the PED Operating Budget Management Systems (OBMS). Reimbursement totals are based on a per-meal United States Department of Agriculture (USDA) reimbursement rate defrayment. RFR totals are calculated with the Breakfast after the Bell (BAB) Invoice Spreadsheet. This spreadsheet along with the system-generated expenditure report must be submitted through OBMS by the 10th of each month for the previous month's activity.

To budget and request reimbursement, please complete the following steps:

1. Visit the PED OBMS website to submit an electronic Budget Adjustment Request (BAR). The flowthrough BAR process is located on the PED website at <http://ped.state.nm.us/ped/fiscalgrantsmgmtindex.html>.
2. Please submit an electronic BAR in the amount of \$175,661.00 utilizing 27155 (Fund Code) and 43202 (Revenue Code) by September 30, 2015.
3. Requests for reimbursement must be submitted through OBMS with the complete BAB invoice and accounting system-generated expenditure report. The first RFR submission should be submitted before November 10, 2015.

The funding for this state allocation expires June 30, 2016. The submission deadline for final requests for reimbursement is July 7, 2016. No extensions are permitted.

The state reserves the right to rescind the LEA's initial allocation amount and redistribute the allocated funds to LEA's that do not meet BAR, monthly RFR deadlines, or intended use of the funding.

To apply for a waiver, please contact Michael Chavez at michaela.chavez@state.nm.us or (505) 827-1821. Waivers can only be granted based on financial hardships to those school with less than 85% Free and Reduced Lunch Percentage. Waiver requests must be submitted by October 31, 2015. The Waiver Form can be accessed at <http://ped.state.nm.us/nutrition/index.html>.

If you have questions, please feel free to contact David Padilla, Business Operations Specialist, at davidv.padilla@state.nm.us or (505) 827-3705. 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/dh/dvp

Enclosure (2): (1): Waiver Request
(2): Contact Information Form

cc: Hanna Skandera, Secretary of Education

Denise Koscielniak, Director, Federal Programs

Dean Hopper, Director, Coordinated School Health & Wellness Bureau

Michael A. Chavez, Deputy Director, Coordinated School Health & Wellness Bureau

Susan Lucero, Bureau Chief, Fiscal Grants Management