



CAPITAN MUNICIPAL SCHOOLS

Home of the Tigers

Memo

To: Board of Education

From: Jamie Shepperd

Date: 7/16/2026

Re: 21000 BAR

Message

Attached is a Maintenance BAR for fund 21000, Food Services.

CAPITAN MUNICIPAL SCHOOLS *To Lead, Educate, and Prepare All Students*

Located in 150 Forest, Capitan, NM 88316 • **Mailing Address** PO Box 278, Capitan, NM 88316 • **Phone** (575) 354.8500 • **Fax** (575) 354.8505

A horizontal bar with a gradient from light orange to dark orange, spanning the width of the page near the footer.

Must submit backup for all BARs,
except transfers of funds for SEG or
direct grants

STATE OF NEW MEXICO
PUBLIC EDUCATION DEPARTMENT
300 Don Gaspar Santa Fe, NM 87501-2786
Budget Adjustment Request

Doc. ID: 040-000-2526-0050-M
Fund Type: Flowthrough

Adjustment Type: Maintenance

Fiscal Year: 2025-2026

Entity Name: Capitan Municipal Schools

Adjustment Changes Intent/Scope of Program Yes or No?: No

Contact: Jamie Shepperd, Chief Financial Officer

Total Approved Budget (Flowthrough):

Phone: 575-354-8514

Email: jamie.shepperd@capitantigers.org

FLOWTHROUGH ONLY

Budget Period: 07/01/2025

To: 06/30/2026

A. Approved Carryover:

B. Total Current Year Allocation:

D. Total Funding Available:

Fund	Function	Object	Program	Location	Job Class	Present Budget	Adj Amt Exp	Adj Budget	ADD'L FTE
21000 Food Services	3100 Food Services Operations	55915 Other Contract Services	0000 No Program	040000 Capitan District Office	0000 No Job Class	\$369,927.31	(\$537.94)	\$369,389.37	
21000 Food Services	3100 Food Services Operations	56113 Software	0000 No Program	040000 Capitan District Office	0000 No Job Class	\$358.00	\$17.00	\$375.00	
21000 Food Services	3100 Food Services Operations	56116 Food	0000 No Program	040000 Capitan District Office	0000 No Job Class	\$250.00	\$31.54	\$281.54	
21000 Food Services	3100 Food Services Operations	56117 Non-Food	0000 No Program	040000 Capitan District Office	0000 No Job Class	\$256.00	\$489.40	\$745.40	
Sub Total							\$0.00		
Indirect Cost									
DOC. TOTAL							\$0.00		

Justification:

EOY Maintenance

Compliance with Sections 10-15-1 and 22-8-12, NMSA, 1978 Compilation:

A. The requested budget/changes were authorized at a scheduled Board of Education or Governance Council meeting open to the public on:

B. Justification for the transfer: Explanation such as "underbudgeted", "insufficient budget", or "needed to close out Project" ARE NOT ACCEPTABLE. Attach additional sheets if necessary.

ALL TRANSFER BARS MUST NET OUT TO ZERO ON THE DOC. TOTAL LINE.

Approvals by Digital Signature

<u>Name</u>	<u>Role</u>	<u>Date</u>
Jamie Shepperd	Business Manager	6/17/2026 3:20:23 PM

Capitan Municipal Schools

ALL FUNDS

Fiscal Year: 2025-2026

From Date: 7/1/2025 To Date: 6/30/2026

☐ Include pre encumbrance
☐ Exclude inactive accounts with zero balance
☐ Print accounts with zero balance
☒ Filter Encumbrance Detail by Date Range

Account Number	Description	Budget	Adjustments	GL Budget	Current	YTD	Balance	Encumbrance	Budget Bal	% Rem
15200.4000.57200.0000.040000.0000	BUILDINGS	\$100,000.00	\$47,222.94	\$147,222.94	\$0.00	\$0.00	\$147,222.94	\$0.00	\$147,222.94	100.00%
ACTION: FACILITIES ACQUISITION AND CONSTRUCTION - 4000										
		\$100,000.00	\$47,222.94	\$147,222.94	\$0.00	\$0.00	\$147,222.94	\$0.00	\$147,222.94	100.00%
FUND: LOCAL REVENUE OPERATIONAL - 15200										
		\$267,498.19	\$47,222.94	\$314,721.13	\$1,296.96	\$1,296.96	\$313,424.17	\$0.00	\$313,424.17	99.59%
21000.3100.53711.0000.040000.0000	OTHER CHARGES	\$1,184.00	\$0.00	\$1,184.00	\$550.00	\$550.00	\$634.00	\$0.00	\$634.00	53.55%
ACTION: OTHER CONTRACT SERVICES										
		\$369,927.31	\$0.00	\$369,927.31	\$270,448.11	\$270,448.11	\$95,479.20	\$81,535.19	\$17,944.01	-4.85%
21000.3100.56113.0000.040000.0000	SOFTWARE	\$358.00	\$0.00	\$358.00	\$375.00	\$375.00	(\$17.00)	\$0.00	(\$17.00)	-4.75%
21000.3100.56116.0000.040000.0000	FOOD	\$250.00	\$0.00	\$250.00	\$47.60	\$47.60	\$202.40	\$233.94	(\$31.54)	-12.62%
21000.3100.56117.0000.040000.0000	NON-FOOD	\$256.00	\$0.00	\$256.00	\$745.40	\$745.40	(\$489.40)	\$0.00	(\$489.40)	-191.17%
ACTION: GENERAL SUPPLIES & MATERIALS										
		\$277.00	\$0.00	\$277.00	\$0.00	\$0.00	\$277.00	\$0.00	\$277.00	100.00%
FUNCTION: FOOD SERVICES OPERATIONS - 3100										
		\$372,252.31	\$0.00	\$372,252.31	\$272,166.11	\$272,166.11	\$100,086.20	\$81,769.13	\$18,317.07	4.92%
FUND: FOOD SERVICES - 21000										
		\$372,252.31	\$0.00	\$372,252.31	\$272,166.11	\$272,166.11	\$100,086.20	\$81,769.13	\$18,317.07	4.92%
21100.3100.55915.0000.040000.0000	OTHER CONTRACT SERVICES	\$158,511.00	\$0.00	\$158,511.00	\$115,778.69	\$115,778.69	\$42,732.31	\$32,595.31	\$10,137.00	6.40%
FUNCTION: FOOD SERVICES OPERATIONS - 3100										
		\$158,511.00	\$0.00	\$158,511.00	\$115,778.69	\$115,778.69	\$42,732.31	\$32,595.31	\$10,137.00	6.40%
FUND: UNIVERSAL FREE LUNCH STATE FUNDED - 21100										
		\$158,511.00	\$0.00	\$158,511.00	\$115,778.69	\$115,778.69	\$42,732.31	\$32,595.31	\$10,137.00	6.40%
22000.1000.51300.9000.040034.1618	ADDITIONAL COMPENSATION	\$150.00	\$0.00	\$150.00	\$180.00	\$180.00	(\$30.00)	\$0.00	(\$30.00)	-20.00%
22000.1000.52111.9000.040034.1618	EDUCATIONAL RETIREMENT	\$27.00	\$0.00	\$27.00	\$32.67	\$32.67	(\$5.67)	\$0.00	(\$5.67)	-21.00%
22000.1000.52112.9000.040034.1618	ERA - RETIREE HEALTH	\$0.00	\$0.00	\$0.00	\$3.59	\$3.59	(\$3.59)	\$0.00	(\$3.59)	0.00%
22000.1000.52210.9000.040034.1618	FICA PAYMENTS	\$9.00	\$0.00	\$9.00	\$9.84	\$9.84	(\$0.84)	\$0.00	(\$0.84)	-9.33%
22000.1000.52220.9000.040034.1618	MEDICARE PAYMENTS	\$2.00	\$0.00	\$2.00	\$2.30	\$2.30	(\$0.30)	\$0.00	(\$0.30)	-15.00%
22000.1000.53330.9000.040034.0000	PROFESSIONAL DEVELOPMENT	\$0.00	\$0.00	\$0.00	\$2,161.59	\$2,161.59	(\$2,161.59)	\$0.00	(\$2,161.59)	0.00%
ACTION: OTHER CHARGES										
		\$1,500.00	\$0.00	\$1,500.00	\$1,500.00	\$1,500.00	\$0.00	\$0.00	\$0.00	0.00%
22000.1000.53711.9000.040000.0000	OTHER CHARGES-HS	\$6,344.00	\$0.00	\$6,344.00	\$255.00	\$255.00	\$6,089.00	\$0.00	\$6,089.00	96.98%
22000.1000.53711.9000.040036.0000	OTHER CHARGES-MS	\$500.00	\$0.00	\$500.00	\$500.00	\$500.00	\$0.00	\$0.00	\$0.00	0.00%
22000.1000.55813.9000.040034.0000	EMPLOYEE TRAVEL-NON-TE-HS	\$750.00	\$0.00	\$750.00	\$715.98	\$715.98	\$34.02	\$0.00	\$34.02	4.54%
22000.1000.55915.9000.040034.0000	OTHER CONTRACT SERVICES-HS	\$16,112.65	\$0.00	\$16,112.65	\$360.00	\$360.00	\$15,752.65	\$0.00	\$15,752.65	97.77%
22000.1000.55915.9000.040036.0000	OTHER CONTRACT SERVICES-MS	\$10,400.00	\$0.00	\$10,400.00	\$0.00	\$0.00	\$10,400.00	\$0.00	\$10,400.00	100.00%
22000.1000.55915.9001.040034.0000	OTHER CONTRACT SERVICES - HS FOOTBALL	\$0.00	\$0.00	\$0.00	\$2,775.00	\$2,775.00	(\$2,775.00)	\$0.00	(\$2,775.00)	0.00%
22000.1000.55915.9001.040036.0000	OTHER CONTRACT SERVICES - MS FOOTBALL	\$0.00	\$0.00	\$0.00	\$800.00	\$800.00	(\$800.00)	\$0.00	(\$800.00)	0.00%
22000.1000.55915.9002.040034.0000	OTHER CONTRACT SERVICES - HS VOLLEYBALL	\$0.00	\$0.00	\$0.00	\$4,288.00	\$4,288.00	(\$4,288.00)	\$0.00	(\$4,288.00)	0.00%
22000.1000.55915.9002.040036.0000	OTHER CONTRACT SERVICES - MS VOLLEYBALL	\$0.00	\$0.00	\$0.00	\$1,160.00	\$1,160.00	(\$1,160.00)	\$0.00	(\$1,160.00)	0.00%
22000.1000.55915.9003.040034.0000	OTHER CONTRACT SERVICES - HS BOYS BASKETBALL	\$0.00	\$0.00	\$0.00	\$4,293.39	\$4,293.39	(\$4,293.39)	\$0.00	(\$4,293.39)	0.00%
22000.1000.55915.9003.040036.0000	OTHER CONTRACT SERVICES - MS BOYS BASKETBALL	\$0.00	\$0.00	\$0.00	\$1,430.00	\$1,430.00	(\$1,430.00)	\$0.00	(\$1,430.00)	0.00%