



STATE OF NEW MEXICO
PUBLIC EDUCATION DEPARTMENT
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RYAN STEWART, ED.L.D.
SECRETARY DESIGNATE OF EDUCATION

MICHELLE LUJAN GRISHAM
GOVERNOR

July 1, 2021

MEMORANDUM

TO: Superintendents, Charter School Leaders and Business Managers
FROM: Gwen Perea Warniment, Deputy Secretary, Teaching Learning & Assessment
RE: New Mexico State Appropriation-Career and Technical Education (27502)

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During the 2021 legislative session, the state appropriated funding for Career and Technical Education (CTE). The New Mexico Public Education Department (PED) has determined its final FY 21-22 award for the Next Gen CTE which is illustrated on Exhibit A. This funding is to be used specifically for public secondary school districts and state charter schools, to leverage federal programming and improve CTE support programs such as math integration, career exploration, employability skill development or other CTE programs that may not qualify for federal funding, as identified beginning in the supplement section on page three of this award letter. This award is based upon reimbursable expenditures. Adherence to the requirements as detailed in the supplement and documentation supporting expenditures is required.

Please note the following New Mexico State Legislation appropriation information and compliance requirements specific to this award:

Award Name: Next Gen CTE

Funding Agency: NM Public Education Department, Special Appropriation Fund; Career Technical Education Pilot, NM Laws of 2021, Section V, Item (104)

Compliance Requirements: NM Procurement Code (1.4.1 NMAC), Procurement Code (13-1-28 through 13-1-99) NMSA 1978

NM Department of Finance Administration Rules and Regulations

<https://www.nmdfa.state.nm.us/financial-control/resource-information>

Please submit a Budget Adjustment Request (BAR) for the award amount indicated on Exhibit A using **Fund Code 27502** and **Revenue Code 43202** within the Operating Budget Management System (OBMS) located on the PED OBMS website. Please attach a copy of this award memo including the Supplement and Exhibit A to the BAR.

FY21-22 Next Gen CTE Final Award

July 1, 2021

Page 2 of 2

This award is effective for the fiscal year period July 1, 2021 through June 30, 2022 upon receiving PED approved budget authority in OBMS. The award amount must be fully expended by June 30, 2022. The last day to submit requests for reimbursement for FY22 will be **July 7, 2022**.

If you have fiscal questions, please contact Susan Lucero, Fiscal Grants Management Bureau at Susan.Lucero@state.nm.us, (505) 827-3848. If you have programmatic questions, please contact Dr. Elaine Perea, College and Career Readiness Director, at Elaine.Perea@state.nm.us, (505) 469-3475 or Contact your Education Administrator with the College and Career Readiness Bureau as indicated here: <https://webnew.ped.state.nm.us/bureaus/college-career-readiness/staff/>

GW/ep/cn

Enc. (2): Supplement
Exhibit A

**NM Public Education Department's State Appropriation-
Career Technical Education (Next Gen CTE)**

SUPPLEMENT

PURPOSE OF FUNDING

This award is available through a seven-year pilot CTE (Career Technical Education) program, commencing in 2019-20. Funds are available for public secondary school districts and state charter schools, to leverage federal programming and to improve CTE support programs such as math integration, career exploration, employability skill development or other CTE programs that may not qualify for federal funding.

State funds must be aligned to NMSA 22.1.12, Next Gen requirements. Next Gen funds are awarded to support CTE programs of study that align to the priority sectors identified in the regional Comprehensive Local Needs Assessment (CLNA).

Next Gen funds, not to exceed 50 percent, may be designated as LEA choice. These funds can be used to strengthen programs of study that do not align to the priority sectors identified in the regional CLNA. Related CTE supports, in alignment with the requirements of NMSA 22.1.12, may be funded with Next Gen funds, with or without a fully developed program of study.

ALLOWABLE USES OF FUNDING

NextGen allocation may be used to support any uses as specified by Perkins guidance. Additionally, funds may be used to:

- Provide professional development, supplies, materials, equipment and purchased services for programs that were not identified as priority sectors on the CLNA.
- Guide career exploration via curriculum, tools and resources as needed for students in middle and high school.
- Provide soft skills training by a Career Technical Student Organization (CTSO), or via an online training platform.
- Provide math integration curriculum and materials to improve math achievement in secondary schools.
- Provide resources to teachers who want to pursue credentials to teach Dual Credit courses in CTE concentrations.

FISCAL REQUIREMENTS

Reporting Requirements

Please review Exhibit A, and submit a BAR through OBMS for the appropriate amount using fund code **27502** and revenue object code 43202. Please adhere to the following timelines and cited statutory regulations, required for budgeting, obligation, and RfR submission:

- Submit your BAR, and a copy of this letter, including the Supplement and Exhibit A, through OBMS by August 31, 2021.
- Pursuant to NMSA 6-5-3, the appropriate fund shall be encumbered prior to the issuance of vouchers or purchase orders or the engagement of contracts.

- NMAC 6.20.2.10 BUDGET MAINTENANCE STANDARDS:

1. Budget adjustment requests shall be submitted on the most current form prescribed by the department. The school district shall maintain a log of all budget adjustment requests to account for status, numerical sequence, and timely approval at each level. The log is to be retained for audit purposes.
2. School districts shall submit budget adjustment requests for the operating budget to the department for budget increases, budget decreases, transfers between functional categories, and transfers from the emergency reserve account. Expenditures shall not be made by the school district until budget authority has been established and approval received from the department. Budget adjustments shall not be incorporated into the school district's accounting system until approval is received by the department.
3. School districts shall submit periodic financial reports to the department using the department-approved format. Reporting shall be either monthly or quarterly. Required reporting frequency may be changed by the department at any time during the year. Reports are due at the department by the last working day of the month following the end of the required reporting period, unless extended to a later date by the secretary of education.

[02-03-93, 11-01-97, 01-15-99; 6.20.2.24 NMAC - Rn, 6 NMAC 2.2.1.24, 05-31-01; A, 10-15-03; A, 11-30-06]

- REQUESTS FOR REIMBURSEMENT:

1. Fiscal documentation in the form of a detailed expenditure report, as required by the PED, must be submitted with each request for reimbursement that provides: 1) time/date; 2) original, adjustments and current budget amounts; 3) current and year-to-date expenditures; 4) budget balance (budget minus expenditures); 5) encumbrances; 6) budget balance that represents the budget, minus the expenditures, plus encumbrances; and 7) remaining budget balance percentage.

Submissions should also include (as appropriate):

2. Pre-approved subcontracts and invoices with detailed breakdown of services provided; and
3. Supporting documentation for the following expenditure categories:
 - a. In-Person Professional Development
 - i. Agenda
 - ii. Itemized Travel Expenditure Summary
 - iii. Receipts if Traveling Based on Actuals
 - iv. Attendance Sign-In Roster (if applicable)
 - b. Virtual Professional Development
 - i. Agenda – Identifies course, providing description, dates and time of course
 - ii. Certificate of Completion from provider containing
 1. Company logo or letterhead authenticating service provider
 2. Identifies professional development course, dates and time
 3. Prints full name of attendee
 - iii. **If** Certificate of Completion not available
 1. Electronic Sign Roster
 2. Lists each attendee by full name, date and time of log in and log out, course time duration
 - c. Supplies

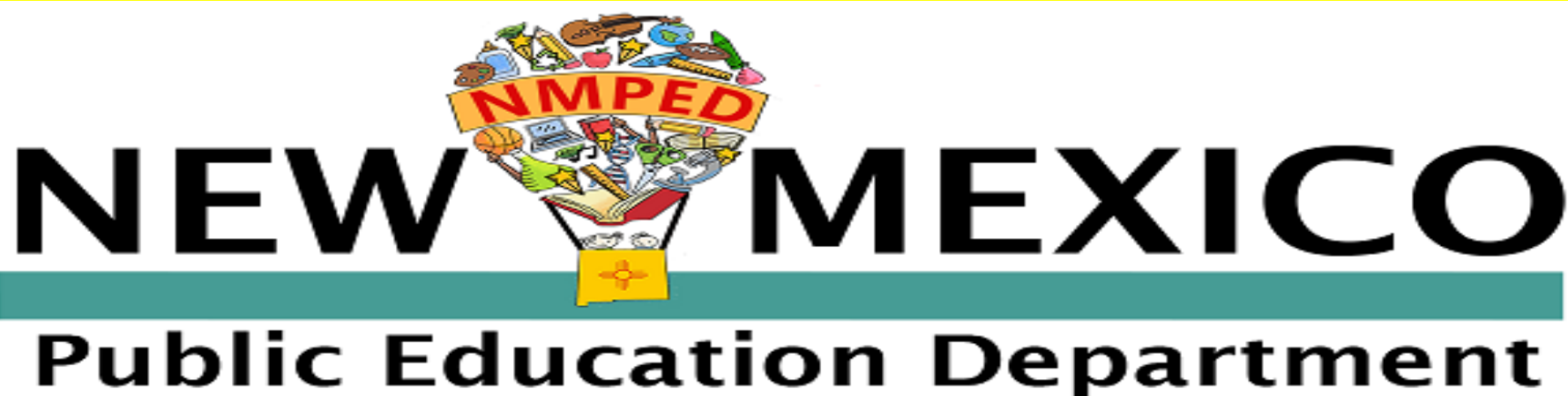
- i. Invoices, packing slips (upon request)
 - d. Equipment \geq \$5,000
 - i. Signed PED Equipment \geq \$5,000 Preapproval to Purchase Form
<https://webnew.ped.state.nm.us/bureaus/administrative-services/fiscal-grants-management/>
 - ii. Invoice

Items purchased or expenditures for deliverables must be traceable to line items included in the original, PED-approved budget.

Closeout Procedures

The final day to submit RFRs in OBMS for FY21-22 is **July 7, 2022**.

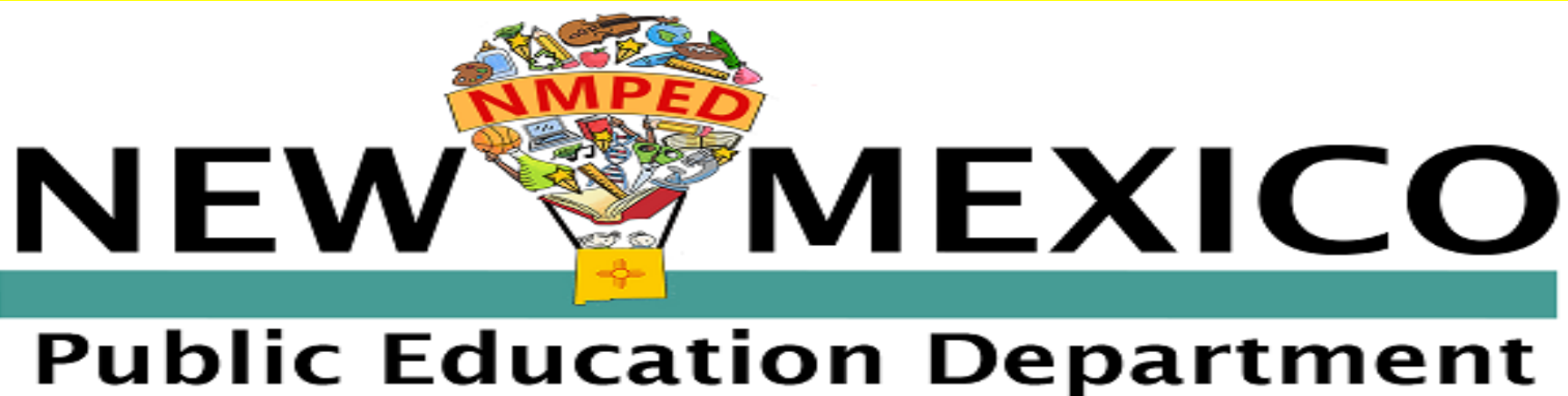
EXHIBIT A (27502 - PLANNING FY21-22)



State of New Mexico Special Appropriation_Career Technical Education_Nex Gen CTE (27502) AWARD FY21-22

OBMS ENTITY CODE	LOCAL EDUCATION AGENCY	DUNS #	Total Allocation (Revenue Code 43202)	Total Allocation (Revenue Code 41924)	Grand Total Allocation
46	Alamogordo Public Schools	18-258-3021	\$ 17,630		\$ 17,630
1	Albuquerque Public Schools	07-341-3544	\$ 417,356		\$ 417,356
749-001	ACE Leadership High School	96-274-0242		\$ 21,222	\$ 21,222
01015028	Corrales International School	01-978-1001		\$ 118	\$ 118
01015063	Digital Arts and Technology Academy	80-736-3424		\$ 700	\$ 700
01015030	Gordon Bernell Charter School	26-126-9320		\$ 508	\$ 508
553-001	Health Leadership High School	96-274-0242		\$ 18,810	\$ 18,810
01015017	Los Puentes Charter School	11-776-8387		\$ 12,036	\$ 12,036
01015006	Native American Community Academy	62-355-5989		\$ 20,484	\$ 20,484
506-001	New America School	07-922-2757		\$ 21,996	\$ 21,996
01015051	Robert F. Kennedy Charter School	04-097-0761		\$ 24,982	\$ 24,982
750-001	Siembra Leadership High School	08-055-0975		\$ 17,908	\$ 17,908
561-001	Technology Leadership High School	08-025-4950		\$ 29,980	\$ 29,980
	ALBUQUERQUE W/CHARTERS	-	\$ 417,356	\$ 168,744	\$ 586,100
30	Animas Public Schools	19-302-0492	\$ 4,682		\$ 4,682
22	Artesia Public Schools	08-447-5409	\$ 99,492		\$ 99,492
64	Aztec Municipal Schools	84-923-8688	\$ 7,121		\$ 7,121
87	Belen Consolidated Schools	18-260-2854	\$ 12,831		\$ 12,831
61	Bernalillo Public Schools	83-560-4893	\$ 9,997		\$ 9,997
40	Capitan Municipal Schools	18-421-8832	\$ 19,614		\$ 19,614
20	Carlsbad Municipal Schools	08-447-5656	\$ 36,606		\$ 36,606
005-020	Pecos Connections Academy	07-548-0516		\$ 36,606	\$ 36,606
	CARLSBAD W/CHARTERS	-	\$ 36,606	\$ 36,606	\$ 73,212
67	Central Consolidated Schools	12-292-8351	\$ 23,762		\$ 23,762
12	Clovis Municipal Schools	96-318-6288	\$ 24,632		\$ 24,632
24	Cobre Consolidated Schools	03-608-3897	\$ 38,047		\$ 38,047
62	Cuba Independent Schools	05-442-5566	\$ 54,950		\$ 54,950
42	Deming Public Schools	09-414-1264	\$ 31,195		\$ 31,195
42295006	Deming Cesar Chavez Charter High School	62-381-5243		\$ 15,591	\$ 15,591
	DEMING W/CHARTERS	-	\$ 31,195	\$ 15,591	\$ 46,786
60	Dora Consolidated Schools	18-463-9516	\$ 3,529		\$ 3,529
58	Elida Municipal Schools	12-317-8006	\$ 1,646		\$ 1,646
65	Farmington Municipal Schools	06-972-0043	\$ 28,485		\$ 28,485
59	Floyd Municipal Schools	80-048-6008	\$ 2,811		\$ 2,811
16	Fort Sumner Municipal Schools	10-079-5657	\$ 12,015		\$ 12,015
19	Gadsden Independent Schools	08-766-7267	\$ 61,755		\$ 61,755
43	Gallup-McKinley County Schools	06-941-2153	\$ 55,567		\$ 55,567
15	Grady Municipal Schools	15-937-1376	\$ 1,815		\$ 1,815
88	Grants/Cibola County Schools	06-063-2940	\$ 15,387		\$ 15,387
5	Hagerman Municipal Schools	96-399-3667	\$ 14,599		\$ 14,599
18	Hatch Valley Public Schools	12-373-4899	\$ 65,948		\$ 65,948
33	Hobbs Municipal Schools	06-897-3627	\$ 22,300		\$ 22,300
63	Jemez Valley Public Schools	19-569-1175	\$ 23,231		\$ 23,231
7	Lake Arthur Municipal Schools	10-079-6135	\$ 4,672		\$ 4,672

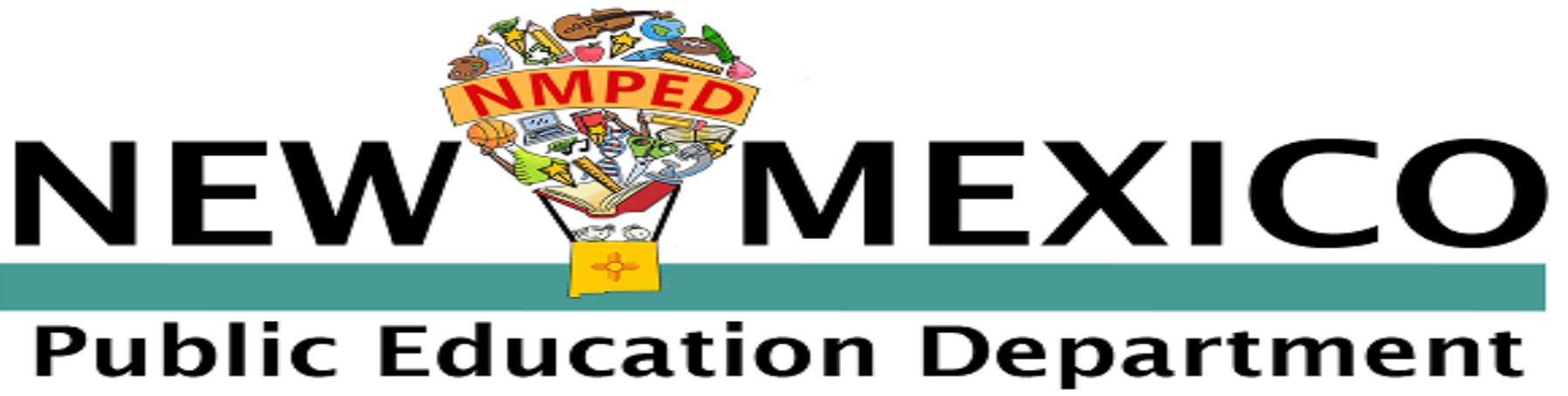
EXHIBIT A (27502 - PLANNING FY21-22)



State of New Mexico Special Appropriation_Career Technical Education_Nex Gen CTE (27502) AWARD FY21-22

OBMS ENTITY CODE	LOCAL EDUCATION AGENCY	DUNS #	Total Allocation (Revenue Code 43202)	Total Allocation (Revenue Code 41924)	Grand Total Allocation
17	Las Cruces Public Schools	09-413-8740	\$ 73,902		\$ 73,902
29	Lordsburg Municipal Schools	09-413-5670	\$ 24,554		\$ 24,554
41	Los Alamos Public Schools	07-338-7409	\$ 40,624		\$ 40,624
86	Los Lunas Public Schools	08-146-6427	\$ 22,655		\$ 22,655
31	Lovington Municipal Schools	12-351-4762	\$ 94,841		\$ 94,841
75	Magdalena Municipal Schools	07-645-1756	\$ 35,171		\$ 35,171
14	Melrose Municipal Schools	10-060-6003	\$ 5,104		\$ 5,104
57	Portales Municipal Schools	12-361-1816	\$ 103,782		\$ 103,782
3	Quemado Independent Schools	01-682-0532	\$ 7,154		\$ 7,154
2	Reserve Independent Schools	12-75-71342	\$ 8,338		\$ 8,338
83	Rio Rancho Public Schools	83-560-4810	\$ 29,987		\$ 29,987
4	Roswell Independent Schools	07-138-5249	\$ 28,131		\$ 28,131
71	Santa Fe Public Schools	09-714-4281	\$ 47,211		\$ 47,211
71495024	Academy for Technology and the Classics	84-386-1738		\$ 15,828	\$ 15,828
	SANTA FE W/CHARTERS	-	\$ 47,211	\$ 15,828	\$ 63,039
23	Silver Consolidated School District	78-047-0423	\$ 101,705		\$ 101,705
74	Socorro Consolidated Schools	04-070-5303	\$ 6,032		\$ 6,032
76	Taos Municipal Schools	19-329-1002	\$ 16,818		\$ 16,818
76555012	Vista Grande High School	78-054-5414		\$ 8,185	\$ 8,185
	TAOS W/CHARTERS	-	\$ 16,818	\$ 8,185	\$ 25,003
13	Texico Municipal Schools	18-261-9114	\$ 16,165		\$ 16,165
73	Truth or Consequences Municipal Schools	10-005-4196	\$ 5,050		\$ 5,050
49	Tucumcari Public Schools	09-414-4391	\$ 3,772		\$ 3,772
47	Tularosa Municipal Schools	10-837-6617	\$ 59,306		\$ 59,306
89	Zuni Public School District	10-504-2907	\$ 82,476		\$ 82,476
STATE CHARTERS					
524-001	AIMS @ UNM	96-759-4388	\$ 18,509		\$ 18,509
516-001	Albuquerque School of Excellence	96-438-5368	\$ 13,247		\$ 13,247
532-001	Aldo Leopold High School	82-586-2134	\$ 12,021		\$ 12,021
511-001	Alma d' arte Charter High School	15-834-9188	\$ 15,317		\$ 15,317
525-001	Amy Biehl Charter High School	04-453-9596	\$ 27,558		\$ 27,558
512-001	Cesar Chavez Community School	18-762-1888	\$ 20,758		\$ 20,758
557-001	Explore Academy	05-466-2018	\$ 21,058		\$ 21,058
567-001	Las Montañas Charter School	02-905-6318	\$ 17,651		\$ 17,651
501-001	Media Arts Collaborative Charter School	00-424-7970	\$ 11,872		\$ 11,872
542-001	Mission Achievement and Success Charter School	08-055-1210	\$ 33,431		\$ 33,431
564-001	Monte del Sol Charter School	01-474-4200	\$ 14,701		\$ 14,701
549-001	New America School of Las Cruces	07-919-4295	\$ 22,231		\$ 22,231
505-001	School of Dreams Academy	82-945-6487	\$ 17,752		\$ 17,752
544-001	Southwest Aeronautics, Mathematics, and Science Academy	07-843-0713	\$ 17,135		\$ 17,135
531-001	Southwest Secondary Learning Center	01-527-4280	\$ 15,960		\$ 15,960
510-001	Taos Academy	82-892-1473	\$ 13,527		\$ 13,527
518-001	Tierra Adentro	96-238-6277	\$ 13,410		\$ 13,410
RURAL EDUCATION COOPERATIVES					

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OBMS ENTITY CODE	LOCAL EDUCATION AGENCY	DUNS #	Total Allocation (Revenue Code 43202)	Total Allocation (Revenue Code 41924)	Grand Total Allocation
990-000	REC 2	03-069-0015	\$ 120,531		\$ 120,531
991-000	REC 3	18-261-9932	\$ 110,345		\$ 110,345
998-000	REC 9	83-423-8974	\$ 88,533		\$ 88,533
	GRAND TOTAL		\$ 2,550,000	\$ 244,954	\$ 2,794,954