

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: 001-782-1718-0011-I
Fund Type: General Fund / Capital
Outlay / Debt Service
Adjustment Type: Increase

Fiscal Year: 2017-2018

Entity Name: William W. & Josephine Dorn Charter Comm
School

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

Contact: Amber M Pena, Business Manager

Total Approved Budget (Flowthrough):

Phone: 505-938-7716

Email: amber@vigilgroup.net

FLOWTHROUGH ONLY	
Budget Period: Jul 1 2017 12:00AM	To: Jun 30 2018 12:00AM
A. Approved Carryover:	
B. Total Current Year Allocation:	
D. Total Funding Available:	

Revenue 11000.0000.11111 \$10,293

Fund	Function	Object	Program	Job Class	Present Budget	Adj Amt Exp	Adj Budget	ADD'L FTE
11000 Operational	1000 Instruction	56118 General Supplies and Materials	1010 Regular Education (K- 12) Programs	0000 No Job Class	\$1,000	\$9,192	\$10,192	
11000 Operational	2600 Operation & Maintenance of Plant	54610 Rental - Land and Buildings	0000 No Program	0000 No Job Class	\$5,000	\$1,101	\$6,101	
Sub Total						\$10,293		
Indirect Cost								
DOC. TOTAL						\$10,293		

Justification:

To budget for additional Operational cash carryover from FY17 based off of financial statements.

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.

William W. & Josephine Dorn
Account Summary Report- Revenues
10/31/2017

Description	Budget	Actual	Available
11000- Contributions and Donations From Private Sources	\$ -	\$ 0.79	\$ (0.79)
11000- Refund of Prior Year's Expenditures	\$ -	\$ 50.00	\$ (50.00)
11000-State Equalization Guarantee	\$ 564,342.00	\$ 187,292.70	\$ 377,049.30
14000- Instructional Materials	\$ 1,331.00	\$ 1,330.02	\$ 0.98
21000- Food Services	\$ 45,000.00	\$ 5,004.21	\$ 39,995.79
24101- Title I	\$ 20,056.00	\$ 754.03	\$ 19,301.97
24106- IDEA-B	\$ 11,257.00	\$ 1,632.05	\$ 9,624.95
24153- ELA	\$ 650.00	\$ -	\$ 650.00
24154- Title II	\$ 1,755.00	\$ -	\$ 1,755.00
27107- Library Fund	\$ 2,179.00	\$ -	\$ 2,179.00
27155- BAB	\$ 277.00	\$ -	\$ 277.00
27166- K-3 Plus	\$ 12,895.00	\$ -	\$ 12,895.00
31200-PSCOC Awards	\$ 33,499.00	\$ -	\$ 33,499.00
31600- HB-33	\$ 31,387.00	\$ 695.28	\$ 30,691.72
31700- SB-9 state match	\$ 2,035.00	\$ -	\$ 2,035.00
Total	\$ 726,663.00	\$ 196,759.08	\$ 529,903.92

William W. & Josephine Dorn
Account Summary Report- Expenditure
10/31/2017

Description	Budget	Actual	Encumbrance	Available
<u>OPERATIONAL</u>				
Salaries Expense	\$ 148,608.00	\$ 35,118.21	\$ 98,508.00	\$ 14,981.79
Salaries Expense	\$ 36,750.00	\$ 9,894.22	\$ 26,855.78	\$ -
Benefits	\$ 65,537.00	\$ 16,023.75	\$ 48,319.38	\$ 1,193.87
Other Professional/Technical Services	\$ 3,000.00	\$ 353.15	\$ 1,646.85	\$ 1,000.00
Other Charges	\$ -	\$ -	\$ 25.00	\$ (25.00)
Other Contract Services	\$ 10,000.00	\$ 1,632.61	\$ 7,267.39	\$ 1,100.00
General Supplies and Materials	\$ 1,000.00	\$ 158.54	\$ 365.65	\$ 475.81
Function 1000 - Instruction	\$ 264,895.00	\$ 63,180.48	\$ 182,988.05	\$ 18,726.47
Diagnosticians - Contracted	\$ 700.00	\$ -	\$ -	\$ 700.00
Speech Therapists - Contracted	\$ 3,000.00	\$ -	\$ 2,000.00	\$ 1,000.00
Occupational Therapists - Contracted	\$ 3,000.00	\$ 1,729.61	\$ 902.86	\$ 367.53
Specialists - Contracted	\$ 750.00	\$ 316.25	\$ 1,183.75	\$ (750.00)
Other Contract Services	\$ -	\$ -	\$ 200.00	\$ (200.00)
Function 2100 - Support Services-Students	\$ 7,450.00	\$ 2,045.86	\$ 4,286.61	\$ 1,117.53
General Supplies and Materials	\$ 1,000.00	\$ -	\$ -	\$ 1,000.00
Function 2200 - Support Services-Instruction	\$ 1,000.00	\$ -	\$ -	\$ 1,000.00
Salaries Expense	\$ 70,152.00	\$ 24,283.35	\$ 45,868.65	\$ -
Benefits	\$ 28,740.00	\$ 8,585.60	\$ 18,015.08	\$ 2,139.32
Auditing	\$ 13,000.00	\$ 8,901.00	\$ 4,099.00	\$ -
Legal	\$ 500.00	\$ -	\$ 500.00	\$ -
Advertising	\$ 200.00	\$ 124.70	\$ -	\$ 75.30
Function 2300 - Support Services-General Admin	\$ 112,592.00	\$ 41,894.65	\$ 68,482.73	\$ 2,214.62
Salaries Expense	\$ 29,222.00	\$ 10,115.28	\$ 19,106.72	\$ -
Benefits	\$ 7,878.00	\$ 2,525.24	\$ 4,815.99	\$ 536.77
Professional Development	\$ 500.00	\$ -	\$ -	\$ 500.00
General Supplies and Materials	\$ 500.00	\$ 223.80	\$ 9.20	\$ 267.00
Function 2400 - Support Services-School Admin	\$ 38,100.00	\$ 12,864.32	\$ 23,931.91	\$ 1,303.77
Other Professional/Technical Services	\$ 59,350.00	\$ 19,533.19	\$ 38,677.52	\$ 1,139.29
Other Professional/Technical Services	\$ -	\$ 70.79	\$ -	\$ (70.79)
Other Charges	\$ 1,000.00	\$ 120.00	\$ -	\$ 880.00
Other Charges	\$ -	\$ 35.00	\$ -	\$ (35.00)
Other Contract Services	\$ 12,000.00	\$ 3,090.05	\$ 5,187.08	\$ 3,722.87
Software	\$ 15,000.00	\$ 15,313.71	\$ -	\$ (313.71)
General Supplies and Materials	\$ 100.00	\$ -	\$ 50.00	\$ 50.00
Function 2500 - Central Services	\$ 87,450.00	\$ 38,162.74	\$ 43,914.60	\$ 5,372.66
Electricity	\$ 8,000.00	\$ 2,612.00	\$ 4,888.00	\$ 500.00
Natural Gas (Buildings)	\$ 2,000.00	\$ 634.94	\$ 1,365.06	\$ -
Water/Sewage	\$ 4,000.00	\$ 1,020.12	\$ 2,979.88	\$ -
Communication Services	\$ 5,000.00	\$ 2,086.56	\$ 2,913.44	\$ -

Renting Land and Buildings	\$	5,000.00	\$	2,542.10	\$	3,558.90	\$	(1,101.00)
Property/Liability Insurance	\$	11,000.00	\$	10,066.00	\$	-	\$	934.00
Other Contract Services	\$	12,000.00	\$	3,032.50	\$	7,500.00	\$	1,467.50
General Supplies and Materials	\$	1,000.00	\$	-	\$	-	\$	1,000.00
Function 2600 - Operation & Maintenance of Plant	\$	48,000.00	\$	21,994.22	\$	23,205.28	\$	2,800.50

Salaries Expense	\$	12,600.00	\$	3,392.34	\$	9,207.66	\$	-
Benefits	\$	1,255.00	\$	288.14	\$	791.47	\$	175.39
Food	\$	1,000.00	\$	-	\$	-	\$	1,000.00
Function 3100 - Food Services Operations	\$	14,855.00	\$	3,680.48	\$	9,999.13	\$	1,175.39

Fund 11000 - Operational	\$	574,342.00	\$	183,822.75	\$	356,808.31	\$	33,710.94
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INSTRUCTIONAL MATERIALS

Instructional Materials Cash - 50% Textbooks	\$	7,727.00	\$	-	\$	-	\$	7,727.00
Fund 14000 - Total Instructional Materials	\$	7,727.00	\$	-	\$	-	\$	7,727.00

FOOD SERVICES

Food	\$	45,000.00	\$	10,716.17	\$	31,283.83	\$	3,000.00
Fund 21000 - Food Services	\$	45,000.00	\$	10,716.17	\$	31,283.83	\$	3,000.00

TITLE I

Salaries Expense	\$	15,900.00	\$	4,262.63	\$	11,999.90	\$	(362.53)
Benefits	\$	3,900.00	\$	578.25	\$	1,608.15	\$	1,713.60
Function 1000 - Instruction	\$	19,800.00	\$	4,840.88	\$	13,608.05	\$	1,351.07

Other Charges	\$	256.00	\$	85.52	\$	13.92	\$	156.56
Function 2100 - Support Services-Students	\$	256.00	\$	85.52	\$	13.92	\$	156.56

Fund 24101 - Title I - IASA	\$	20,056.00	\$	4,926.40	\$	13,621.97	\$	1,507.63
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IDEA-B

Salaries Expense	\$	9,172.00	\$	2,296.84	\$	6,234.33	\$	640.83
Benefits	\$	2,085.00	\$	559.27	\$	1,523.81	\$	1.92
Fund 24106 - Entitlement IDEA-B	\$	11,257.00	\$	2,856.11	\$	7,758.14	\$	642.75

ELA

General Supplies and Materials	\$	650.00	\$	-	\$	-	\$	650.00
Fund 24153 - English Language Acquisition	\$	650.00	\$	-	\$	-	\$	650.00

TITLE II

Additional Compensation	\$	1,755.00	\$	-	\$	-	\$	1,755.00
Fund 24154 - Teacher/Principal Training & Recruiting	\$	1,755.00	\$	-	\$	-	\$	1,755.00

TITLE II

Library And Audio-Visual	\$	2,179.00	\$	-	\$	-	\$	2,179.00
Fund 27107 - Literacy For Children @ Risk PED	\$	2,179.00	\$	-	\$	-	\$	2,179.00

BAB

Food	\$	277.00	\$	-	\$	-	\$	277.00
Fund 27155 - Breakfast After the Bell	\$	277.00	\$	-	\$	-	\$	277.00

K-3 PLUS

Additional Compensation	\$	5,674.00	\$	4,568.15	\$	-	\$	1,105.85
Benefits	\$	-	\$	1,092.25	\$	-	\$	(1,092.25)
Other Contract Services	\$	1,438.00	\$	997.46	\$	-	\$	440.54
General Supplies and Materials	\$	535.00	\$	520.77	\$	100.00	\$	(85.77)
Function 1000 - Instruction	\$	7,647.00	\$	7,178.63	\$	100.00	\$	368.37

Additional Compensation	\$	4,165.00	\$	3,618.90	\$	-	\$	546.10
Benefits	\$	-	\$	866.11	\$	-	\$	(866.11)
Function 2400 - Support Services-School Admin	\$	4,165.00	\$	4,485.01	\$	-	\$	(320.01)

Other Contract Services	\$	400.00	\$	400.00	\$	-	\$	-
Function 2600 - Operation & Maintenance of Plant	\$	400.00	\$	400.00	\$	-	\$	-

Additional Compensation	\$	683.00	\$	631.60	\$	-	\$	51.40
Benefits	\$	-	\$	50.59	\$	-	\$	(50.59)
Function 3100 - Food Services Operations	\$	683.00	\$	682.19	\$	-	\$	0.81

Fund 27166 - K-3 Plus	\$	12,895.00	\$	12,745.83	\$	100.00	\$	49.17
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PSCOC

Renting Land and Buildings	\$	33,499.00	\$	13,957.90	\$	19,541.10	\$	-
Fund 31200 - Public School Capital Outlay	\$	33,499.00	\$	13,957.90	\$	19,541.10	\$	-

HB-33

Supply Assets (\$5,000 or Less)	\$	61,860.00	\$	-	\$	-	\$	61,860.00
Fund 31600 - Capital Improvements HB-33	\$	61,860.00	\$	-	\$	-	\$	61,860.00

SB-9

Supply Assets (\$5,000 or Less)	\$	2,035.00	\$	-	\$	-	\$	2,035.00
Fund 31700 - Capital Improvements SB-9	\$	2,035.00	\$	-	\$	-	\$	2,035.00

Total	\$	773,532.00	\$	229,025.16	\$	429,113.35	\$	115,393.49
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William W. & Josephine Dorn
 Outstanding Purchase Orders
 10/31/2017

PO Number	Type	Vendor Name	Date Issued	PO Amount	Invoiced Amount	Remaining Encumbrance
WJD180005-2	Regular	Ellen Bellamy	7/7/2017	\$ 100.00	\$ -	\$ 100.00
WJD180007-1	Dollar	Axiom LLC	7/5/2017	\$ 13,000.00	\$ 8,901.00	\$ 4,099.00
WJD180008-1	Dollar	The Vigil Group, LLC	7/5/2017	\$ 50.00	\$ -	\$ 50.00
WJD180010-1	Dollar	ABCWUA	7/5/2017	\$ 4,000.00	\$ 1,020.12	\$ 2,979.88
WJD180011-1	Dollar	New Mexico Gas Company	7/5/2017	\$ 2,000.00	\$ 634.94	\$ 1,365.06
WJD180012-1	Dollar	PNM	7/5/2017	\$ 7,500.00	\$ 2,612.00	\$ 4,888.00
WJD180013-1	Dollar	Century Link	7/5/2017	\$ 5,000.00	\$ 2,086.56	\$ 2,913.44
WJD180014-1	Dollar	Document Technologies	7/5/2017	\$ 4,000.00	\$ 1,454.83	\$ 2,545.17
WJD180015-2	Dollar	The Vigil Group, LLC	7/26/2017	\$ 58,016.28	\$ 19,338.76	\$ 38,677.52
WJD180017-1	Regular	United South Broadway Corporation	7/5/2017	\$ 39,600.00	\$ 16,500.00	\$ 23,100.00
WJD180020-1	Dollar	ACES	7/5/2017	\$ 42,000.00	\$ 10,716.17	\$ 31,283.83
WJD180021-1	Regular	Accountability and Compliance	7/5/2017	\$ 2,781.30	\$ 830.22	\$ 1,951.08
WJD180023-2	Dollar	Kelly Services, Inc.	9/13/2017	\$ 2,000.00	\$ 353.15	\$ 1,646.85
WJD180024-1	Dollar	Vanguard Cleaning Systems	7/5/2017	\$ 10,402.50	\$ 2,902.50	\$ 7,500.00
WJD180025-1	Dollar	Matthews Fox	7/5/2017	\$ 500.00	\$ -	\$ 500.00
WJD180026-1	Dollar	Active Computer Solutions	7/5/2017	\$ 1,500.00	\$ 805.00	\$ 695.00
WJD180029	Dollar	Graphic Enterprise service	8/3/2017	\$ 200.00	\$ 34.35	\$ 165.65
WJD180030	Dollar	C. Dayne Williams	8/3/2017	\$ 2,000.00	\$ 1,097.14	\$ 902.86
WJD180031	Dollar	Henry Douglas	8/3/2017	\$ 1,500.00	\$ 316.25	\$ 1,183.75
WJD180032-1	Dollar	Joan Wilson	8/3/2017	\$ 2,000.00	\$ -	\$ 2,000.00
WJD180033-1	Dollar	Rob Crandall	8/3/2017	\$ 200.00	\$ -	\$ 200.00
WJD180035	Regular	Greg Cook	8/8/2017	\$ 200.00	\$ -	\$ 200.00
WJD180037-1	Dollar	Staples	9/8/2017	\$ 184.00	\$ 174.80	\$ 9.20
WJD180039	Dollar	Adelina Cruz	9/13/2017	\$ 3,000.00	\$ 429.26	\$ 2,570.74
WJD180040	Regular	NM BioPark Society	9/13/2017	\$ 25.00	\$ -	\$ 25.00
WJD180041	Dollar	Juan Gonzalez	9/15/2017	\$ 5,900.00	\$ 1,203.35	\$ 4,696.65
WJD180042	Dollar	Ellen Bellamy	9/27/2017	\$ 50.00	\$ 36.08	\$ 13.92
Total				\$ 207,709.08	\$ 71,446.48	\$ 136,262.60

William W. & Josephine Dorn
Statement of Bills & Disbursements
10/31/2017

Date	Number	Type	Payee/From	Deposit	Withdrawal
10/3/2017		Payroll Liability	IRS -Internal Revenue Service		\$ 3,148.91
10/6/2017	10-001	Cash Receipts	Deposit/USDA/IM	\$ 6,335.74	
10/9/2017		Payroll Liability	NMPSIA New Mexico Public Insu		\$ 4,689.64
10/10/2017		Payroll Liability	NM Retiree Health Care Authori		\$ 995.67
10/10/2017	10-002	Cash Receipts	SEG-October	\$ 47,131.14	
10/11/2017		Payroll Liability	NMTaxation & Revenue - CRS		\$ 697.14
10/12/2017		Payroll Liability	NM Educational Retirement Boar		\$ 8,164.50
10/13/2017		Payroll Liability	Bank of Albuquerque		\$ 8,009.03
10/16/2017		Payroll Liability	IRS -Internal Revenue Service		\$ 2,583.31
10/16/2017	00005632	Adjustment	To record October 2017 Bank Fe		\$ 68.91
10/16/2017	2253	Accounts Payable	Active Computer Solutions		\$ 267.50
10/16/2017	2254	Accounts Payable	ABCWUA		\$ 98.21
10/16/2017	2255	Accounts Payable	C. Dayne Williams		\$ 296.87
10/16/2017	2256	Accounts Payable	Century Link		\$ 88.80
10/16/2017	2257	Accounts Payable	Juan Gonzalez		\$ 364.85
10/19/2017		Payroll Liability	NMTaxation &Revenue - WC		\$ 43.00
10/20/2017	10-003	Cash Receipts	Deposit	\$ 2,387.57	
10/23/2017	10-004	Cash Receipts	HB-33	\$ 47.77	
10/27/2017		Payroll Liability	Bank of Albuquerque		\$ 7,771.68
10/27/2017		Payroll Liability	NM Department of Workforce		\$ 147.01
10/30/2017		Payroll Liability	IRS -Internal Revenue Service		\$ 2,583.31
10/31/2017	2258	Accounts Payable	Accountability and Compliance		\$ 276.74
10/31/2017	2259	Accounts Payable	Adelina Cruz		\$ 214.63
10/31/2017	2260	Accounts Payable	C. Dayne Williams		\$ 387.23
10/31/2017	2261	Accounts Payable	Century Link		\$ 339.49
10/31/2017	2262	Accounts Payable	City of Albuquerque		\$ 35.00
10/31/2017	2263	Accounts Payable	Graphic Enterprise service		\$ 29.30
10/31/2017	2264	Accounts Payable	Henry Douglas		\$ 316.25
10/31/2017	2265	Accounts Payable	Juan Gonzalez		\$ 838.50
10/31/2017	2266	Accounts Payable	Kelly Services, Inc.		\$ 141.26
10/31/2017	2267	Accounts Payable	Document Technologies		\$ 278.43
10/31/2017	2268	Accounts Payable	New Mexico Gas Company		\$ 292.94
10/31/2017	2269	Accounts Payable	PNM		\$ 648.00
10/31/2017	2270	Accounts Payable	The Vigil Group, LLC		\$ 4,834.69
10/31/2017	2271	Accounts Payable	United South Broadway Corporat		\$ 3,300.00
10/31/2017	2272	Accounts Payable	Vanguard Cleaning Systems		\$ 967.50
10/31/2017	2273	Accounts Payable	ACES		\$ 5,711.20
10/31/2017	2274	Accounts Payable	Active Computer Solutions		\$ 268.75
Total				\$ 55,902.22	\$ 58,898.25

BANK RECONCILIATION

School: William W. & Josephine Dorn
Bank: Bank of Albuquerque
Account Description: Main Checking
Statement Date: October 31, 2017

Beginning balance per bank	\$ 70,986.11
Cleared transactions:	
Checks and withdrawals	\$ (55,958.35)
Deposits and credits	55,902.22
Other bank adjustments	-
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Ending balance per bank	70,929.98
Plus: Outstanding Deposits	-
Plus: Cleared items prior to entry	-
Less: Outstanding checks	(18,879.91)
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Balance per GL	\$ 52,050.07
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Last Reconciled	Statement Date
10/1/2017	10/31/17

Date	Description	Withdrawal
10/31/2017	Accountability and Compliance	\$ 276.74
10/31/2017	Adelina Cruz	\$ 214.63
10/31/2017	C. Dayne Williams	\$ 387.23
10/31/2017	Century Link	\$ 339.49
10/31/2017	City of Albuquerque	\$ 35.00
10/31/2017	Graphic Enterprise service	\$ 29.30
10/31/2017	Henry Douglas	\$ 316.25
10/31/2017	Juan Gonzalez	\$ 838.50
10/31/2017	Kelly Services, Inc.	\$ 141.26
10/31/2017	Document Technologies	\$ 278.43
10/31/2017	New Mexico Gas Company	\$ 292.94
10/31/2017	PNM	\$ 648.00
10/31/2017	The Vigil Group, LLC	\$ 4,834.69
10/31/2017	United South Broadway Corporat	\$ 3,300.00
10/31/2017	Vanguard Cleaning Systems	\$ 967.50
10/31/2017	ACES	\$ 5,711.20
10/31/2017	Active Computer Solutions	\$ 268.75
Subtotal		<hr/> \$ 18,879.91