

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: 515-000-2425-0028-T  
Fund Type: Flowthrough  
Adjustment Type: Transfer

Fiscal Year: 2024-2025  
Adjustment Changes Intent/Scope of Program Yes or No?: No  
Total Approved Budget (Flowthrough):

Entity Name: South Valley Preparatory School  
Contact: Justine Vigil, Business Manager  
Phone: 505-938-7707  
Email: justine@vigilgroup.net

FLOWTHROUGH ONLY

Budget Period: 07/01/2024

To: 06/30/2025

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
24101 Title I Part A - ESEA	1000 Instruction	55817 Student Travel	1010 Regular Education (PreK-12) Programs	515001 South Valley Prep	0000 No Job Class	\$10,000.00	(\$9,633.11)	\$366.89	
24101 Title I Part A - ESEA	2300 Support Services-General Administration	51100 Salaries Expense	0000 No Program	515001 South Valley Prep	1111 Superintendent		\$9,633.11	\$9,633.11	
						Sub Total	\$0.00		
						Indirect Cost			
						DOC. TOTAL	\$0.00		

Justification:  
to adjust budget for anticipated expenses

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

Name

Justine Vigil

Role

Business Manager

Date

4/17/2025 3:06:17 PM