

SUPERINTENDENT
Cynthia Nava

CHIEF FINANCIAL OFFICER
Steven W. Suggs



4950 MCNUTT
SUNLAND PARK, NM

P. O. DRAWER 70
ANTHONY, NM 88021
PHONE (575) 882-6243
FAX (575) 882-6265

March 4, 2011

Stephanie Schardin Clarke
Interim Director
New Mexico State Board of Finance
407 Galisteo Street
Santa Fe, NM 87501

Re: Lease Agreement between Gadsden Independent School District and Innovate+Educate NM for the period May 1, 2011 through June 30, 2013

Dear Ms. Clarke,

Gadsden Independent School District (GISD) is requesting approval of a proposed lease agreement from the NM State Board of Finance as required under 1.5.23.10 NMAC. This lease agreement is between the District and Innovate+Educate NM, a non-profit organization. Innovate+Educate NM was organized to promote innovative educational practices to improve the educational process in the State of New Mexico.

The Gadsden Administrative Complex building has been the location of most central administration offices for the District up until the current fiscal year. The facility is composed of offices, conference rooms, computer lab, storage areas for District records and a Pre-K facility (Pre-K facility is an addition to the original facility which functions as a separate unit of the complex). Beginning with the 2010-11 fiscal year the District has downsized the number of administrative staff due to the current economic situation in the State. In addition, several departments previously housed in the administrative complex have been moved to other sites within the District. The administrative complex still houses the Superintendent's office, Finance, Human Resources, Technology and portions of the Instruction Department. These changes were made to reduce the administrative costs of the District. This reduction and relocation of staff has left two sections of the administrative complex vacant. The vacant sections include office space, a computer lab and conference rooms.

GISD has advertised and has contacted various entities in the region to find lessees for the available space. The intent of the District is to generate additional funds in the form of lease payments to continue to maintain the existing facility. The proposed lease terms were negotiated between the District and representatives of Innovate+Educate NM.

Lease Agreement-GISD/Innovate+Educate NM
Page 2
March 4, 2011

The proposed lease will provide facilities for an educational program Innovate+Educate NM is developing. This program will address needs for students in the area of Science, Technology, Engineering and Math (STEM). The STEM program data analysis, professional development and program implementation will be directed by staff from Innovate+Educate NM. The facilities do not meet the PSCOC Statewide Adequacy Standards for an educational facility but do accommodate the support functions that the STEM project will require to implement this educational initiative. There are no charter schools located in the district that require, or may, in the foreseeable future, require space of the type or configuration that GISD proposes to lease to Innovate+ Educate NM during the 26 month term of the proposed lease.

The consideration of \$3,000 a month under this lease is the total amount being provided to the District. There are no additional services, construction or personal property being provided to the District as consideration under the proposed lease.

Approval of this lease will provide additional revenues to the District for its operating costs and provide facilities for an innovative educational program that will benefit the students of Gadsden ISD.

Sincerely,



Steven W. Suggs, CPA
Chief Financial Officer

Cc: Cynthia Nava, Superintendent
Gadsden ISD Board of Education