



STATE OF NEW MEXICO
PUBLIC EDUCATION DEPARTMENT
300 DON GASPAR
SANTA FE, NEW MEXICO 87501-2786
Telephone (505) 327-5800
www.ped.state.nm.us

HANNA SKANDERA
SECRETARY OF EDUCATION

SUSANA MARTINEZ
GOVERNOR

September 16, 2011

Mr. Effren Yturralde
Gadsden Independent Schools
P.O. Drawer 70
Anthony, New Mexico 88021

Dear Mr Yturralde:

Gadsden Independent Schools (LEA) is eligible to receive reimbursements for approved Dual Credit Instructional Materials (DCIM) for students attending the following institution(s):

New Mexico State University & New Mexico State University Doña Ana Community College

A valid, electronically submitted Dual Credit Master Agreement and Appendix is on file with New Mexico Public Education Department (NMPED) with the above Institution(s). The DCIM allocation for Gadsden Independent Schools for the 2011-12 school year is \$7,652, which is 75% of Gadsden Independent Schools allocation. Gadsden Independent Schools may qualify to receive Allocation II in February 2012, pending program compliance (see attached DCIM FY 2012 Allocation Guidelines of July 22, 2011).

As noted in 6.30.7.8 NMAC, LEA's must pay the cost of the required textbooks for dual credit students. As in past years, the New Mexico Legislature has allocated funds to PED to assist LEA's with this requirement. Please note that the total statewide allocation for DCIM for 2011-2012 is \$812,300, which is a significant reduction from prior appropriations. NMPED will monitor expenditures closely, and work to ensure timely reimbursements to your district.

You may immediately begin to establish your budget authority by submitting a BAR upon receipt of this letter. Please follow this schedule for accessing DCIM reimbursement funds for Allocation I.

November 15, 2011
December 5, 2011

Submit your Request for Reimbursement (RfR)
Submit your final RFR for the remainder of Allocation I

The DCIM allocations will be made twice during the 2011-2012 fiscal year, pending program compliance determination. In a case of non-compliance, the State reserves the right to rescind the LEA's initial allocation amount and redistribute the initial allocation of funds to LEA's that are determined to be in compliance. *To stay compliant and eligible for the DCIM fund, please abide by the set schedule and ensure you have submitted your STARS enrollment data. If these requirements are not met, PED reserves the right to rescind your award amount in its entirety.*

The funding for this award expires June 30, 2012; no extensions are permitted. When requesting reimbursement, please use fund code number **27103** and include the following information on your invoice:

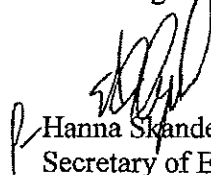
1. **STARS Course Code and STARS Course Title**
2. **Name of textbook**
3. **Classification of Instructional Programs (CIP) code**
4. **Receipts for total cost**

Please follow these guidelines. Request reimbursement only for instructional materials for:

1. **Dual credit courses offered through a Post Secondary Institution for which your LEA has a valid, electronically submitted Master Agreement and Appendix on file with NMPED**
2. **Dual Credit Courses that do not have the following CIP codes: 32.0101, 32.0104, 32.0107, 36.0108 or 32.0199**
3. **Dual credit instructional materials purchased between July 1, 2011 and June 30, 2012**

If you have any questions regarding DCIM, please refer to our Frequently Asked Questions on the website <http://www.ped.state.nm.us/DualCredit/>, or you can contact David Padilla at (505) 827-6578. If you have questions regarding your reimbursement, please contact Susan Lucero, Bureau Chief, Flowthrough Bureau (505) 827-3848.

Warm regards,


Hanna Skandera
Secretary of Education

HS/MWL/dvp

cc: Paul Aguilar, Deputy Secretary, Finance and Operations
Susan Lucero, Flowthrough Manager
Cathie Carothers, Deputy Secretary for Policy and Indian Education
Anna-Lisa Banegas Peña, Ed.D., Director, Student Success Division
Dual Credit Council