



In this issue:

Program Request Form
Replaces Program Modification Form

Sign Up Now for Budget
Groups Training Starting
January 2019!

2019-20 School Budget
Workshop Schedule



© Can Stock Photo

Email us!

budget@aps.edu

Visit our site!

[http://www.aps.edu/
finance/budget-strategic-
planning](http://www.aps.edu/finance/budget-strategic-planning)



Program Request Form Replaces Program Modification Form

Effective January 1, 2019 the Budget Steering Committee (BSC) requires all new program and program modification requests be documented using the Program Request Form located on the Budget website: <http://www.aps.edu/finance/budget-strategic-planning>. The new form includes a checklist of seven factors the BSC will use to approve or deny requests. The factors are Alignment with Academic Master Plan, Evidence of Impact, Cost per Pupil, Community Support, Feasibility of Implementation, Coherence with Other Programs and Board of Education Policy & Procedure.

Sign Up Now for Budget Groups Training Starting January 2019!

Principals and department heads: Three schools and four departments successfully tested Lawson Budget Groups and enjoy the benefits listed below. Sign your school/department up now for training to streamline your front-end purchasing duties by contacting Julianne Hix at julianne.hix@aps.edu.

- Faster requisition release
- Quicker purchase order creation
- Sooner receipt of goods/services
- Fewer budget transfers
- More focus on students
- Time and money savings

2019-20 School Budget Workshop Schedule

Dates for the annual School Budget Workshop have been established. Please see the timetable on the reverse page.

ALBUQUERQUE PUBLIC SCHOOLS

BUDGET MATTERS

Operational



In this issue:

Program Request Form
Replaces Program Modification Form

Sign Up Now for Budget
Groups Training Starting
January 2019!

2019-20 School Budget
Workshop Schedule

2019-20 School Budget Workshop Schedule

2019 Date	Time	Location	Schools Attending
Tuesday, March 26	8:30 AM - 11:30 AM	Rio Grande, Rio Bonito & Rio Hondo Conference Rooms	New Principals
Tuesday, March 26	1:00 PM - 4:00 PM	Rio Grande, Rio Bonito & Rio Hondo Conference Rooms	Elementary Schools from feeder groups: Atrisco Heritage, Eldorado & Highland
Wednesday, March 27	8:30 AM - 11:30 AM	Rio Grande, Rio Bonito & Rio Hondo Conference Rooms	Elementary Schools from feeder groups: Manzano, Sandia & Valley
Wednesday, March 27	1:00 PM - 4:00 PM	Rio Grande, Rio Bonito & Rio Hondo Conference Rooms	Elementary Schools from feeder groups: Albuquerque, Cibola & West Mesa
Thursday, March 28	8:30 AM - 11:30 AM	Rio Grande, Rio Bonito & Rio Hondo Conference Rooms	Elementary Schools from feeder groups: Del Norte, La Cueva, Rio Grande & Volcano Vista
Friday, March 29	8:30 AM - 11:30 AM	Rio Grande, Rio Bonito & Rio Hondo Conference Rooms	All High Schools All Schools of Choice
Friday, March 29	1:00 PM - 4:00 PM	Rio Grande, Rio Bonito & Rio Hondo Conference Rooms	All Middle Schools