

AP 6250 Budget Management

References:

Title 5 Sections 58305, 58307, and 58308

Budget Transfers:

1. Total amounts budgeted as the proposed expenditure for each major classification of expenditures shall be the maximum expended for that classification for the fiscal year, except as specifically approved/ratified by the Board
2. Transfers may be made from the reserve for contingencies to any expenditure classification by written approval/ratification of the Board, and must be approved/ratified by a two-thirds vote of the members of the Board.
3. Transfers may be made between expenditure classifications by written approval/ratification of the Board, and may be approved/ratified by a majority of the members of the Board.
4. Excess funds must be added to the general reserve of the District, and are not available for appropriation except by approval/ratification of the Board setting forth the need according to major classification.
5. Once the District's Adopted Budget has been approved for the fiscal year, budget changes will be submitted to the Board of Trustees for approval/ratification monthly. Changes to contingency accounts and changes in a fund's total revenue and expenditure budgets will be highlighted.

Reviewed by the Board of Trustees: June 13, 2018