

BUDGET TRANSFERS

TRANSFERS BETWEEN MAJOR OBJECT CODES (5000 to 6000, etc) MUST BE APPROVED BY THE BOARD Note: this is does not delay your transfer of funds.

- **Transfers between major object classifications (i.e. 4000 to 5000, 5000 to 6000) require approval by the Board**
- Transfers from Contingency (Board Reserve Fund) require Board approval
- Transfers must be within the same FUND
- No transfers may be made between Unrestricted and Restricted Programs or Base and one-time accounts
- No transfers are authorized from Federal Work Study Funds
- Transfers from salary accounts (1000s and 2000s) require approval by the Director of Fiscal Services
- Transfers from employee benefit accounts (3000s) require approval by the Director of Fiscal Services
- Transfers made after the adoption of the Tentative Budget and before the adoption of the Final Budget will be incorporated into the FINAL budget

Authority cited: Sections 66700 and 70901, Education Code

Section 58307, California Code of Regulations

The total amount budgeted as the proposed expenditure of the district for each major classification of district expenditures listed in the district budget forms prescribed by the board shall be the maximum amount which may be expended for that classification of expenditures for the school year.

Transfers may be made from the reserve for contingencies to any expenditure classification or between expenditure classifications at any time by written resolution of the board of trustees of a district. A resolution providing for the transfer from the reserve for contingencies to any expenditure classification must be approved by a two-thirds vote of the members of the governing board; a resolution providing for the transfer between expenditure classifications must be approved by a majority of the members of the governing board.