

Policy

TRANSFER OF FUNDS BETWEEN LINE ITEMS/AMENDMENTS/
PURCHASES NOT BUDGETED

Appropriate fiscal controls shall ensure that the Haworth Board of Education does not spend more than authorized funds. The superintendent/principal shall keep the board informed of the district's financial status according to law.

Except in cases of required and specifically designated federal, state or other funds, the board designates the superintendent/principal to approve such transfers among line items and programs as are necessary between meetings of the board. Transfers approved by the superintendent/principal shall be reported to the board, ratified, and recorded in the minutes at a subsequent meeting of the board monthly.

When the necessity arises for an unbudgeted expenditure, and there are no available funds in other line items in the same category, the procedures required by administrative code shall be initiated.

Adopted: January 29, 2002
NJSBA Review/Update: September 2009
Readopted: November 2009

Legal References: N.J.S.A. 2C:30-4 Disbursing moneys, incurring obligations in excess of appropriations
N.J.S.A. 18A:17-9 Secretary; report of appropriations, etc.; custodial duties, etc.
N.J.S.A. 18A:18A-7 Emergency purchases and contracts
N.J.S.A. 18A:22-8.1 Transfer of amounts among line items and program categories
N.J.S.A. 18A:22-8.2 Prohibited transfers
N.J.S.A. 18A:24-48 through -54 Application of proceeds to new purpose; in districts having boards of school estimate; certification by boards of education
N.J.A.C. 6A:23-2.1 et seq. Double Entry Bookkeeping and GAAP
See particularly: Accounting in Local School Districts
N.J.A.C. 6A:23-2.2, -2.11
N.J.A.C. 6A:30-1.1 et seq. Evaluation of the Performance of School Districts

Hawkins-Stafford Elementary and Secondary School Improvement Act of 1988 (Pub. L. 100-297)

Guidelines for Development of Application--Basic Skills Improvement Plan--New Jersey State Department of Education, revised annually

Guidelines for Development of Program Plan--Bilingual/ESL Education Programs--New Jersey State Department of Education, revised annually

Possible

Cross References: *3000/3010 Concepts and roles in business and noninstructional operations; goals and objectives
*3100 Budget planning, preparation and adoption

TRANSFER OF FUNDS BETWEEN LINE ITEMS/
AMENDMENTS/PURCHASES NOT BUDGETED (continued)

3170	Budget administration
3300	Expenditures/expending authority
*3320	Purchasing procedures
*3570	District records and reports
3571	Financial reports
*6142.2	English as a second language; bilingual/bicultural
*6171.3	At-risk and Title 1
9127	Appointment of auditor
*9325.4	Voting method
*9326	Minutes

*Indicates policy is included in the Critical Policy Reference Manual.