

Budget Transfers

This policy governs the transfer of funds within Mapleton Public Schools (the “District”). Unencumbered moneys shall not be transferred from one fund to another unless authorized in advance by the Board of Education for Mapleton Public Schools (the “Board”). When a contingency occurs, the Board may, by resolution, transfer any unencumbered moneys from the contingency reserve account, which is within the general fund, to any other fund or function.

The Board shall not transfer moneys from the bond redemption fund or the building fund.

School Budget Accounts

School directors and their designees are responsible for funds budgeted to that school and may transfer moneys between their discretionary accounts. The Superintendent (or designee) shall be notified of such transfers. Moneys in school staffing salary and benefit accounts cannot be transferred without the approval of the Superintendent (or designee).

Program Budget Accounts

Program managers and their designees are responsible for funds budgeted to that program and may transfer discretionary moneys according to procedures established by the program manager. Transfers between programs must have the approval of each program manager's immediate supervisor. The Superintendent (or designee) shall be notified of such transfers.

Adopted December 10, 2013, by the Board of Education for Mapleton Public Schools.

LEGAL REFERENCES:

C.R.S. § 22-32-107 (*duties of treasurer*)

C.R.S. § 22-44-102(3) (*definition of contingency*)

C.R.S. § 22-44-112 (*transfer of monies*)

C.R.S. § 22-44-113 (*borrowing from funds*)

C.R.S. § 22-45-103(1)(a)(II) (*general fund*)

C.R.S. § 24-10-115 (*authority for public entities to obtain insurance*)