

File: DBK

BUDGET TRANSFER AUTHORITY

Funds appropriated to specific line item classifications within the district operating budget may be administratively transferred to other appropriation classifications as follows:

- All transfers require written notification to the School Committee Chair and Treasurer by the Superintendent or Director of Administration.
- Cumulative transfers exceeding \$10,000 to or from any line item(s) require immediate written notification to and authorization of the School Committee Chair and Treasurer with School Committee approval at its next meeting.
- School Committee approval is required for the transfer of any non-operational funds.
- In an emergency, the Treasurer and School Committee Chair are authorized to approve any transfer of non-operational funds with notification and/or approval of the School Committee at its next meeting.

ADOPTED: May 14, 1992

REVISED: July 19, 1999