

Transfer of Appropriations

It is the policy of the district to allow budgetary transfers between accounts when it is anticipated that expenditures will result in an account being overspent, or when it is desired to transfer budgeted funds for another purpose. All budget transfers shall be subject to the following condition:

1. Total amount of all expenditures shall not exceed the total amount of all funds appropriated;
2. Any amount appropriated under a special warrant article at the annual school district meeting may be used only for the purpose(s) specified in that warrant article and shall not be transferred;
3. Account transfers shall be requested by building administrator in writing, including the account from which funds are being transferred, the account to which the funds are being transferred, the amount of transfer and the reason for the transfer;
4. Budget transfers may be made only within the accounts overseen by the administrator wishing to make the budgetary transfer;
5. All transfers must be approved by the Assistant Superintendent.

Legal Reference:

RSA 32:10 Transfer of Appropriations

Adopted: 12/01/15
PRC Reviewed: 09/03/19