

**West Bonner County School District**

**FINANCIAL MANAGEMENT**

**7120**

Budget Adjustments

Any person(s) proposing a budget amendment must provide written notice of the same to the superintendent and business manager at least seven (7) days in advance of the meeting at which such budget amendment will be proposed.

All budget adjustments or transfers of funds from one account to another must be reviewed by the finance committee and may require board approval if that transfer is five percent (5%) or greater of the account to be transferred. No transfers are allowed for any salary or benefit account numbers.

Any school or department that requires budget adjustments or transfers of funds due to accounts going over budget must have board approval to amend those budgets.

All transfers will be noted in the monthly treasurer's report.

Legal Reference: I.C. § 33-701      Fiscal year – Payment and accounting of funds

Policy History:

Adopted on: March 12, 2008

Revised on: