

KENAI PENINSULA BOROUGH SCHOOL DISTRICT


Finance

Laurie Olson, Director of Finance
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January 20, 2011

MEMORANDUM

TO: Board of Education

FROM: Laurie Olson 
Director of Finance

SUBJECT: Budget Transfers

Budget transfers 605 and 618 have been requested by Fireweed Academy Charter school to revise their salary, benefit and rent accounts to reflect changes in the school configuration and enrollment. Some of the requested transfers exceed \$50,000.

Budget transfer 649 in the amount of \$100,000 has been requested by the Finance Department at the request of the Superintendent. These funds will be transferred to the Kenai Peninsula Borough to be used for electrical upgrades needed in schools as a result of increased installation of Smart Boards in classrooms throughout the district. As this is a transfer, there is no increase in the overall budget. This transfer is from currently budgeted but unused funds for utility costs.

A budget is a financial plan created to allocate funds for estimated costs of programs and needs in accordance with the District's Strategic Plan. It is usually necessary to make changes to the original plan through the use of budget transfers, which follow Generally Accepted Accounting Principles (GAAP), as more information about actual costs becomes available and decisions about programs and circumstances are revised. Prior to approval, all budget transfer requests are reviewed in light of current policies and procedures and evaluated for appropriateness and necessity in conjunction with the District's internal controls.

These budget transfers exceed \$50,000; therefore, they require Board of Education approval per Board Policy 3120. The administration has given preliminary approval, pending review and approval by the board. Approval by the Board of Education is recommended.

Enclosure

BUDGET TRANSFER

Institution: Kenai School District

01/20/2011

Fiscal Year: 2011

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Reference No.: 605

Task: BT - Budget Transfers

Acctg. Date: 01/17/2011

Acctg. Period: January, 2011

Description: Adjust salary/benefit budgets for FY11

ACCT NO	AMOUNT	DESCRIPTION	ACTION
NAME	SHORT NAME		
100-68-4100-0000-4901	-99,924.00	Adjust salary/benefit budgets for FY11	None
100-68-REG INSTR-GENL-OTHER EXP			
100-68-4100-0000-3150	99,924.00	Adjust salary/benefit budgets for FY11	None
100-68-REG INSTR-GENL-TEACHERS			
100-68-4100-0000-4901	-60.00	Adjust salary/benefit budgets for FY11	None
100-68-REG INSTR-GENL-OTHER EXP			
100-68-4100-0000-3172	60.00	Adjust salary/benefit budgets for FY11	None
100-68-REG INSTR-GENL-TEMP CERT W/			
100-68-4100-0000-4901	-21,354.00	Adjust salary/benefit budgets for FY11	None
100-68-REG INSTR-GENL-OTHER EXP			
100-68-4100-0000-3230	21,354.00	Adjust salary/benefit budgets for FY11	None
100-68-REG INSTR-GENL-TUTORS/AIDES			
100-68-4100-0000-4901	-37,885.00	Adjust salary/benefit budgets for FY11	None
100-68-REG INSTR-GENL-OTHER EXP			
100-68-4100-0000-3511	37,885.00	Adjust salary/benefit budgets for FY11	None
100-68-REG INSTR-GENL-HEALTH CARE			
100-68-4100-0000-4901	-1,285.00	Adjust salary/benefit budgets for FY11	None
100-68-REG INSTR-GENL-OTHER EXP			
100-68-4100-0000-3541	1,285.00	Adjust salary/benefit budgets for FY11	None
100-68-REG INSTR-GENL-MEDICARE (TR			
100-68-4100-0000-4901	-1,316.00	Adjust salary/benefit budgets for FY11	None
100-68-REG INSTR-GENL-OTHER EXP			
100-68-4100-0000-3542	1,316.00	Adjust salary/benefit budgets for FY11	None
100-68-REG INSTR-GENL-FICA SUPPRT			

BUDGET TRANSFER
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100-68-4100-0000-4901	-10,837.00	Adjust salary/benefit budgets for FY11	None
100-68-REG INSTR-GENL-OTHER EXP			
100-68-4100-0000-3550	10,837.00	Adjust salary/benefit budgets for FY11	None
100-68-REG INSTR-GENL-TRS RETIREME			
100-68-4100-0000-4901	-616.00	Adjust salary/benefit budgets for FY11	None
100-68-REG INSTR-GENL-OTHER EXP			
100-68-4100-0000-3561	616.00	Adjust salary/benefit budgets for FY11	None
100-68-REG INSTR-GENL-PERS DEF CON			
100-68-4100-0000-4901	-613.00	Adjust salary/benefit budgets for FY11	None
100-68-REG INSTR-GENL-OTHER EXP			
100-68-4100-0000-3562	613.00	Adjust salary/benefit budgets for FY11	None
100-68-REG INSTR-GENL-PERS DC HRA			
100-68-4100-0000-4901	-68.00	Adjust salary/benefit budgets for FY11	None
100-68-REG INSTR-GENL-OTHER EXP			
100-68-4100-0000-3563	68.00	Adjust salary/benefit budgets for FY11	None
100-68-REG INSTR-GENL-PERS DC RETI			
100-68-4100-0000-4901	-39.00	Adjust salary/benefit budgets for FY11	None
100-68-REG INSTR-GENL-OTHER EXP			
100-68-4100-0000-3564	39.00	Adjust salary/benefit budgets for FY11	None
100-68-REG INSTR-GENL-PERS DC ODD			
100-68-4100-0000-4901	-1,376.00	Adjust salary/benefit budgets for FY11	None
100-68-REG INSTR-GENL-OTHER EXP			
100-68-4100-0000-3566	1,376.00	Adjust salary/benefit budgets for FY11	None
100-68-REG INSTR GENERAL PERS DBUL			
100-68-4100-0000-4901	-360.00	Adjust salary/benefit budgets for FY11	None
100-68-REG INSTR-GENL-OTHER EXP			

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100-68-4100-0000-4408	360.00	Adjust salary/benefit budgets for FY11	None
100-68-REG INSTR-GENL-COPIES			
100-68-4100-0000-4901	-121.00	Adjust salary/benefit budgets for FY11	None
100-68-REG INSTR-GENL-OTHER EXP			
100-68-4100-0000-4502	121.00	Adjust salary/benefit budgets for FY11	None
100-68-REG INSTR-GENL-DISCRETL MAT			
100-68-4100-0000-4901	-498.00	Adjust salary/benefit budgets for FY11	None
100-68-REG INSTR-GENL-OTHER EXP			
100-68-4200-0000-3291	498.00	Adjust salary/benefit budgets for FY11	None
100-68-SPED INSTR-GENL-SUB/SUPPT			
100-68-4100-0000-4901	-39.00	Adjust salary/benefit budgets for FY11	None
100-68-REG INSTR-GENL-OTHER EXP			
100-68-4200-0000-3542	39.00	Adjust salary/benefit budgets for FY11	None
100-68-SPED INSTR-GENL-FICA SUPPRT			
100-68-4100-0000-4901	-18,969.00	Adjust salary/benefit budgets for FY11	None
100-68-REG INSTR-GENL-OTHER EXP			
100-68-4200-0925-3150	18,969.00	Adjust salary/benefit budgets for FY11	None
100-68-SPED INST-RESOURCE-TEACHERS			
100-68-4100-0000-4901	-5,135.00	Adjust salary/benefit budgets for FY11	None
100-68-REG INSTR-GENL-OTHER EXP			
100-68-4200-0925-3511	5,135.00	Adjust salary/benefit budgets for FY11	None
100-68-SPED INST-RESOURCE-HEALTH CAR			
100-68-4100-0000-4901	-171.00	Adjust salary/benefit budgets for FY11	None
100-68-REG INSTR-GENL-OTHER EXP			
100-68-4200-0925-3541	171.00	Adjust salary/benefit budgets for FY11	None
100-68-SPED INST-RESOURCE-FICA MEDIC			

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100-68-4100-0000-4901	-917.00	Adjust salary/benefit budgets for FY11	None
100-68-REG INSTR-GENL-OTHER EXP			
100-68-4200-0925-3551	917.00	Adjust salary/benefit budgets for FY11	None
100-68-SPED INST-RESOURCE-TRS DEFINE			
100-68-4100-0000-4901	-90.00	Adjust salary/benefit budgets for FY11	None
100-68-REG INSTR-GENL-OTHER EXP			
100-68-4200-0925-3553	90.00	Adjust salary/benefit budgets for FY11	None
100-68-SPED INST-RESOURCE-TRS DC RET			
100-68-4100-0000-4901	-37.00	Adjust salary/benefit budgets for FY11	None
100-68-REG INSTR-GENL-OTHER EXP			
100-68-4200-0925-3554	37.00	Adjust salary/benefit budgets for FY11	None
100-68-SPED INST-RESOURCE-TRS DC OCC			
100-68-4100-0000-4901	-236.00	Adjust salary/benefit budgets for FY11	None
100-68-REG INSTR-GENL-OTHER EXP			
100-68-4200-0925-3556	236.00	Adjust salary/benefit budgets for FY11	None
100-68-SPED INST RESOURCE TRS DBUL			
100-68-4100-0000-4901	-30.00	Adjust salary/benefit budgets for FY11	None
100-68-REG INSTR-GENL-OTHER EXP			
100-68-4200-0925-4502	30.00	Adjust salary/benefit budgets for FY11	None
100-68-SPED INST-RESOURCE-DISCRETION			
100-68-4100-0000-4901	-20,970.00	Adjust salary/benefit budgets for FY11	None
100-68-REG INSTR-GENL-OTHER EXP			
100-68-4200-0928-3230	20,970.00	Adjust salary/benefit budgets for FY11	None
100-68-SPED INST-EMOTI DISTUR-AIDES			
100-68-4100-0000-4901	-11,495.00	Adjust salary/benefit budgets for FY11	None
100-68-REG INSTR-GENL-OTHER EXP			

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100-68-4200-0928-3511	11,495.00	Adjust salary/benefit budgets for FY11	None
HEALTH CARE			
100-68-4100-0000-4901	-31.00	Adjust salary/benefit budgets for FY11	None
100-68-REG INSTR-GENL-OTHER EXP			
100-68-4200-0928-3512	31.00	Adjust salary/benefit budgets for FY11	None
LIFE INSURANCE			
100-68-4100-0000-4901	-1,504.00	Adjust salary/benefit budgets for FY11	None
100-68-REG INSTR-GENL-OTHER EXP			
100-68-4200-0928-3542	1,504.00	Adjust salary/benefit budgets for FY11	None
FICA CONTRIBUTION			
100-68-4100-0000-4901	-11,495.00	Adjust salary/benefit budgets for FY11	None
100-68-REG INSTR-GENL-OTHER EXP			
100-68-4200-0928-3511	11,495.00	Adjust salary/benefit budgets for FY11	None
HEALTH CARE			
100-68-4100-0000-4901	-31.00	Adjust salary/benefit budgets for FY11	None
100-68-REG INSTR-GENL-OTHER EXP			
100-68-4200-0928-3512	31.00	Adjust salary/benefit budgets for FY11	None
LIFE INSURANCE			
100-68-4100-0000-4901	-1,504.00	Adjust salary/benefit budgets for FY11	None
100-68-REG INSTR-GENL-OTHER EXP			
100-68-4200-0928-3542	1,504.00	Adjust salary/benefit budgets for FY11	None
FICA CONTRIBUTION			
100-68-4100-0000-4901	-605.00	Adjust salary/benefit budgets for FY11	None
100-68-REG INSTR-GENL-OTHER EXP			
100-68-4200-0928-3561	605.00	Adjust salary/benefit budgets for FY11	None
PERS DEFINED CONTR			
100-68-4100-0000-4901	-676.00	Adjust salary/benefit budgets for FY11	None
100-68-REG INSTR-GENL-OTHER EXP			
100-68-4200-0928-3562	676.00	Adjust salary/benefit budgets for FY11	None
PERS DC HEALTH REIM			

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100-68-4100-0000-4901	-67.00	Adjust salary/benefit budgets for FY11	None
100-68-REG INSTR-GENL-OTHER EXP			
100-68-4200-0928-3563	67.00	Adjust salary/benefit budgets for FY11	None
PERS DC RETIREE MED			
100-68-4100-0000-4901	-38.00	Adjust salary/benefit budgets for FY11	None
100-68-REG INSTR-GENL-OTHER EXP			
100-68-4200-0928-3564	38.00	Adjust salary/benefit budgets for FY11	None
PERS DC OCCUP D&D			
100-68-4100-0000-4901	-1,277.00	Adjust salary/benefit budgets for FY11	None
100-68-REG INSTR-GENL-OTHER EXP			
100-68-4200-0928-3566	1,277.00	Adjust salary/benefit budgets for FY11	None
PERS DBUL			
100-68-4100-0000-4901	-126.00	Adjust salary/benefit budgets for FY11	None
100-68-REG INSTR-GENL-OTHER EXP			
100-68-4220-0924-3511	126.00	Adjust salary/benefit budgets for FY11	None
100-68-SPED SVCS-SPEECH THERA-HEALTH CAR			
100-68-4100-0000-4901	-1,649.00	Adjust salary/benefit budgets for FY11	None
100-68-REG INSTR-GENL-OTHER EXP			
100-68-4330-0000-3511	1,649.00	Adjust salary/benefit budgets for FY11	None
100-68-HEALTH SVC-GENL-HEALTH CARE			
100-68-4100-0000-4901	-741.00	Adjust salary/benefit budgets for FY11	None
100-68-REG INSTR-GENL-OTHER EXP			
100-68-4450-0000-3240	741.00	Adjust salary/benefit budgets for FY11	None
100-68-SCH ADM SUPP-GENL-SUPPT STAFF			
100-68-4100-0000-4901	-480.00	Adjust salary/benefit budgets for FY11	None
100-68-REG INSTR-GENL-OTHER EXP			
100-68-4450-0000-3291	480.00	Adjust salary/benefit budgets for FY11	None
100-68-SCH ADM SUPP-GENL-SUB/SUPPT			

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100-68-4100-0000-4901	-60.00	Adjust salary/benefit budgets for FY11	None
100-68-REG INSTR-GENL-OTHER EXP			
100-68-4450-0000-3294	60.00	Adjust salary/benefit budgets for FY11	None
100-68-SCH ADM SUPP-GENL-TEMP SPPT			
100-68-4100-0000-4901	-840.00	Adjust salary/benefit budgets for FY11	None
100-68-REG INSTR-GENL-OTHER EXP			
100-68-4450-0000-3511	840.00	Adjust salary/benefit budgets for FY11	None
100-68-SCH ADM SUPP-GENL-HEALTH CARE			
100-68-4100-0000-4901	-164.00	Adjust salary/benefit budgets for FY11	None
100-68-REG INSTR-GENL-OTHER EXP			
100-68-4450-0000-3560	164.00	Adjust salary/benefit budgets for FY11	None
100-68-SCH ADM SUPP-GENL-PERS RETIREM			
100-68-4100-0000-4901	-367.00	Adjust salary/benefit budgets for FY11	None
100-68-REG INSTR-GENL-OTHER EXP			
100-68-4200-0925-3552	367.00	Adjust salary/benefit budgets for FY11	None
100-68-SPED INST-RESOURCE-TRS DC HEA			

Net: 0.00

Notes:

BUDGET TRANSFER

Institution: Kenai School District

01/20/2011

Fiscal Year: 2011

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Reference No.: 618

Task: BT - Budget Transfers

Acctg. Date: 01/18/2011

Acctg. Period: January, 2011

Description: budget adjustments-adm travel and facility rental

ACCT NO	SHORT NAME	AMOUNT	DESCRIPTION	ACTION
100-68-4100-0000-4901		-50,943.00	budget adjustments-adm travel and facility rental	None
100-68-REG INSTR-GENL-OTHER EXP				
100-68-4400-0000-4202		423.00	Adjust budget for admin travel F Y11	None
100-68-SCHL ADMIN-GENL-MILEAGE				
100-68-4600-0000-4410		50,520.00	Adjust budget for rental k-2 facility FY11	None
100-68-OP/MNT PLANT-GENL-RENTAL				
Net:		0.00		

Notes:

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Institution: Kenai School District

01/20/2011

Fiscal Year: 2011

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Reference No.: 649

Task: BT - Budget Transfers

Acctg. Date: 01/20/2011

Acctg. Period: January, 2011

Description: REWIRING FOR SMART BOARD INSTALLATION

ACCT NO		AMOUNT	DESCRIPTION	ACTION
NAME	SHORT NAME			
100-96-4600-0000-4360		-100,000.00	REWIRING FOR SMART BOARD INSTALLATION	None
100-96-OP/MNT PLANT-GENL- ELECTRICITY				
100-83-4600-0000-4402		100,000.00	REWIRING FOR SMART BOARD INSTALLATION	None
100-83-OP/MNT PLANT-GENL- PURCH SVC				
	Net:	0.00		

Notes: