



KENAI PENINSULA BOROUGH SCHOOL DISTRICT

Finance

Melody Douglas, Chief Financial Officer
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January 29, 2007

MEMORANDUM

TO: Board of Education

FROM: Melody Douglas, Chief Financial Officer

A handwritten signature in black ink, appearing to read "Melody Douglas", is written over the "FROM:" line.

SUBJECT: Budget Transfers

Budget transfer 120 in the amount of \$11,765 has been requested by Soldotna High School. This transfer would move a portion of the Legislative Equipment Fund monies from the equipment account to the equipment-technology account to pay for computers to be used in the science, library, and Reconnecting Youth programs.

Budget transfer 159 in the amounts of \$15,916 and \$10,555 has been requested by the Instruction Department. This would include transfers from the Kenai Performance High School teacher salary monies to the pro-tech services account for consulting fees, and to the employee travel account for training of District employees in the start-up of the proposed high school, respectively.

Budget transfer 174 in the amount of \$24,000 has been requested by the Connections Program. This transfer will move a portion of supply allocation monies to the professional/technical services account to be used for Kenai Peninsula Community College classes, fall/spring, for Connections students.

These budget transfers exceed \$10,000; therefore, they require Board of Education approval per Board Policy 3120. Administration recommends approval by the Board of Education.

Enclosure

KENAI PENINSULA BOROUGH SCHOOL DISTRICT
148 NORTH BINKLEY STREET
SOLDOTNA, ALASKA 99669

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BUDGET TRANSFER REQUEST

SCHOOL SOLDOTNA HIGH TRANSFER # 091015 DATE 12/04/06

TRANSFER FROM ACCOUNT NO. TRANSFER TO ACCOUNT NO. AMOUNT

1. 217-09-4100-0661-5101 217-09-4100-0661-5102 11765.00

TOTAL: 11,765.00

JUSTIFICATION OR REASONS FOR REQUESTING TRANSFER OF FUNDS ARE LISTED BELOW:

PURCHASE EQUIPMENT

PRINCIPALS'S SIGNATURE

SUPERINTENDENT/OPERATIONS APPROVAL

ACCOUNTING APPROVAL

DATE APPROVED BY SCHOOL BOARD

000120

TRANSFER REQUEST NUMBER

SCHOOL INSTRUCTION TRANSFER # 730701 DATE 01/12/07

TRANSFER FROM ACCOUNT NO.	TRANSFER TO ACCOUNT NO.	AMOUNT
1. 100-73-4100-0215-3150	100-73-4100-0215-4100	15916.00
2. 100-73-4100-0215-3150	100-73-4100-0215-4200	10555.00
3. 100-73-4100-0215-3150	100-73-4100-0215-4501	8.00
	TOTAL:	26,479.00

JUSTIFICATION OR REASONS FOR REQUESTING TRANSFER OF FUNDS ARE LISTED BELOW:

TO PAY FOR PRO-TECH SERVICES, EMPLOYEE TRAVEL AND SUPPLIES IN CONNECTION
WITH THE PROPOSED KENAI PERFORMANCE HIGH SCHOOL

PRINCIPALS'S SIGNATURE

SUPERINTENDENT/OPERATIONS APPROVAL

ACCOUNTING APPROVAL

DATE APPROVED BY SCHOOL BOARD

000159

TRANSFER REQUEST NUMBER

SCHOOL	ALT/CONNECTIONS	TRANSFER #	800055	DATE	01/24/07
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TRANSFER FROM ACCOUNT NO.	TRANSFER TO ACCOUNT NO.	AMOUNT
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1. 100-80-4140-0000-4501	100-80-4140-0000-4100	24000.00
	TOTAL:	24,000.00

JUSTIFICATION OR REASONS FOR REQUESTING TRANSFER OF FUNDS ARE LISTED BELOW:

KENAI PENINSULA COMMUNITY COLLEGE CLASSES FALL/SPRING

PRINCIPALS'S SIGNATURE

SUPERINTENDENT/OPERATIONS APPROVAL

ACCOUNTING APPROVAL

DATE APPROVED BY SCHOOL BOARD

000174

TRANSFER REQUEST NUMBER
