



KENAI PENINSULA BOROUGH SCHOOL DISTRICT

Finance

Melody Douglas, Chief Financial Officer
148 North Binkley Street Soldotna, Alaska 99669-7553
Phone (907) 714-8888 Fax (907) 262-9645

January 7, 2008

MEMORANDUM

TO: Board of Education
FROM: Melody Douglas *Melody Douglas*
Chief Financial Officer
SUBJECT: Budget Transfers

Budget transfers 175 and 176 in the amounts of \$5,650 and \$5,394, respectively, have been requested to purchase components for replacement sound systems for the Seward High School and Homer High School Auditoriums to facilitate Board of Education meetings held in Seward and Homer.

These budget transfers have already been approved and since they do not exceed \$10,000, they are exempt from the requirement for Board of Education approval outlined in Board Policy 3120. However, they are being brought to the Board's attention because they are transfers from the contingency fund.

Enclosure

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

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BUDGET TRANSFER REQUEST

SCHOOL UNALLOCATED TRANSFER # 741022 DATE 12/28/07

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TRANSFER FROM ACCOUNT NO.	TRANSFER TO ACCOUNT NO.	AMOUNT
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1. 100-96-4100-0000-4905	100-70-4511-0000-5101	5650.00
	TOTAL:	5,650.00

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

PURCHASE SOUND SYSTEM

PRINCIPALS'S SIGNATURE

SUPERINTENDENT/OPERATIONS APPROVAL

ACCOUNTING APPROVAL

DATE APPROVED BY SCHOOL BOARD

000175

TRANSFER REQUEST NUMBER

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

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BUDGET TRANSFER REQUEST

SCHOOL UNALLOCATED TRANSFER # 741023 DATE 01/04/08

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TRANSFER FROM ACCOUNT NO.	TRANSFER TO ACCOUNT NO.	AMOUNT
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1. 100-96-4100-0000-4905	100-70-4511-0000-5101	3127.00
2. 100-96-4100-0000-4905	100-70-4511-0000-5102	449.00
3. 100-96-4100-0000-4905	100-70-4511-0000-4501	1818.00
	TOTAL:	5,394.00

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

PURCHASE REPLACEMENT SOUND SYSTEM COMPONENTS

PRINCIPALS'S SIGNATURE

SUPERINTENDENT/OPERATIONS APPROVAL

ACCOUNTING APPROVAL

DATE APPROVED BY SCHOOL BOARD

000176

TRANSFER REQUEST NUMBER
