



KENAI PENINSULA BOROUGH SCHOOL DISTRICT

Finance

Melody Douglas, Chief Financial Officer
148 North Binkley Street Soldotna, Alaska 99669-7553
Phone (907) 262-5846 Fax (907) 262-9645

September 8, 2009

MEMORANDUM

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

Budget transfer 27, with one line in the amount of \$50,087 has been requested by the Finance Department to adjust the account code structure of the Pool Supervisor position.

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.

This budget transfer exceeds \$50,000; therefore, it requires 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

09/08/2009

Fiscal Year: 2010

10:37:03 AM

Reference No.: 27

Task: LT - Trans between
locations

Acctg. Date: 08/03/2009

Acctg. Period: August, 2009

Description: Pool supervisor account correction

ACCT NO	AMOUNT	DESCRIPTION	ACTION
NAME	SHORT NAME		
100-75-4100-0401-3240	-50,087.00	Pool supervisor account correction	None
100-75-REG INSTR-SWIMMING/INS-SUPPORT ST			
100-75-4556-0402-3240	50,087.00	Pool supervisor account correction	None
100-75-OPERATIONS-POOL SUPV-SUPPT STAFF			
100-75-4100-0401-3291	-640.00	Pool supervisor account correction	None
100-75-REG INST-SWIMMING/INS-SUBSTITUTE			
100-75-4556-0402-3291	640.00	Pool supervisor account correction	None
100-75-OPERATIONS-POOL SUPV-SUBSTITUTE			
100-75-4100-0401-3511	-11,400.00	Pool supervisor account correction	None
100-75-REGULAR-SWIMMING/INS-HEALTH CAR			
100-75-4556-0402-3291	11,400.00	Pool supervisor account correction	None
100-75-OPERATIONS-POOL SUPV-SUBSTITUTE			
100-75-4100-0401-3520	-152.00	Pool supervisor account correction	None
UNEMPLOYMENT INS			
100-75-4556-0402-3520	152.00	Pool supervisor account correction	None
100-75-OPERATION-POOL SUPV-UNEMPLOYME			
100-75-4100-0401-3542	-3,881.00	Pool supervisor account correction	None
FICA CONTRIBUTION			
100-75-4556-0402-3520	3,881.00	Pool supervisor account correction	None
100-75-OPERATION-POOL SUPV-UNEMPLOYME			
100-75-4100-0401-3560	-11,019.00	Pool supervisor account correction	None
PERS RETIREMENT			
100-75-4556-0402-3560	11,019.00	Pool supervisor account correction	None
100-75-OPERATIONS-POOL SUPV-PERS RET			
100-75-4100-0401-4202	-600.00	Pool supervisor account correction	None

BUDGET TRANSFER
 Institution: Kenai School District
 Fiscal Year: 2010

Page 2 of 2
 09/08/2009
 10:37:03 AM

100-75-REG INST- SWIMMING/INS-MILEAGE 100-75-4556-0402-4202	600.00	Pool supervisor account correction	None
100-75-OPERATIONS-POOL SUPV-MILEAGE 100-75-4100-0401-4203	-150.00	Pool supervisor account correction	None
100-75-REG INST- SWIMMING/INS-OTHR TRAVL 100-75-4556-0402-4203	150.00	Pool supervisor account correction	None
100-75-OPERATIONS-POOL SUPV-OTHR TRAVL 100-75-4100-0401-3512	-150.00	Pool supervisor account correction	None
100-75-REGULAR- SWIMMING/INS-LIFE INSUR 100-75-4556-0402-3512	150.00	Pool supervisor account correction	None
100-75-OPERATIONS-POOL SUPV-LIFE INSUR			
	Net:		
		0.00	

Notes: Budgets were corrected by JE/BT in FY09 but missed making the FY10 adjustment to the budget.