



KENAI PENINSULA BOROUGH SCHOOL DISTRICT

Finance

Melody Douglas, Chief Financial Officer
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February 12, 2008

MEMORANDUM

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

Budget transfer 281 in the amount of \$18,000 has been requested by Connections for payment of Kenai Peninsula College class fees for Connections students and for revisions to the database that is used for Individual Learning Plans for the students. The students in the Connections program receive a certain amount of funding for supplies each year, and they are allowed to use part of that funding for tutoring or classes to supplement their learning plan. Transfers from supplies to professional-technical services moves part of their funding to the correct account to pay for the classes. Additionally, there is a separate database maintained for Connections students' learning plans, which currently needs some modifications.

A budget is a financial plan used to estimate costs to deliver services in accordance with the District's Strategic Plan. It is sometimes necessary to make changes to the original plan, based on unexpected circumstances or changing program needs, through the use of budget transfers in accordance with Generally Accepted Accounting Principles (GAAP). Policies and procedures in conjunction with the District's internal control procedures have been established to facilitate all budget transfers.

This budget transfer exceeds \$10,000; therefore, it requires Board of Education approval per Board Policy 3120. Approval by the Board of Education is recommended.

Enclosure

BUDGET TRANSFER

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Institution: Kenai Peninsula School District

02/12/2008

Fiscal Year: 2008

11:54:43 AM

Reference No.: 281

Task: BT - Budget Transfers

Acctg. Date: 02/07/2008

Acctg. Period: Feb, 2008

Description: KPC classes and database modifications

ACCT NO		AMOUNT	DESCRIPTION	ACTION
NAME	SHORT NAME			
100-80-4140-0000-4501		-18,000.00	KPC classes & education data systems	None
100-80-ALT/CONNEC-GENL-SUPPLIES				
100-80-4140-0000-4100		18,000.00	KPC classes and database modifications	None
100-80-ALT/CONNEC-GENL-PRO-TECH SVC				
Net:		0.00		

Notes: