

# San Dieguito Union High School District

## Transfer of Funds

BP 3110

### Business and Noninstructional Operations

The Governing Board recognizes its responsibility to monitor the district's fiscal practices to ensure accountability regarding the expenditure of public funds and compliance with legal requirements.

The total amount budgeted by the district for each major classification of expenditures, as listed in the California Department of Education's budget forms, shall be the maximum amount which the district may expend for that classification for the school year.

However, when it is in the best interest of the district, the Board may:

1. At any time, adopt a written resolution providing for transfers from the designated fund balance or the unappropriated fund balance to any expenditure classification or between classifications. The resolution shall be filed with the County Superintendent of Schools and the County Auditor.
2. Direct the temporary transfer of monies held in any district fund or account to another fund or account as necessary for the payment of obligations. Such borrowing shall occur only when the fund or account receiving the money will earn sufficient income during the current fiscal year to repay the amount transferred. No more than 75 percent of the maximum amount held in any fund or account during the current fiscal year may be transferred. Amounts transferred shall be repaid in the same fiscal year, or in the following fiscal year if the transfer takes place within the final 120 calendar days of a fiscal year.

For the 2020-21 and 2021-22 fiscal years only, if the state defers any payments owed to districts, the Board may direct the temporary transfer of up to 85 percent of the maximum amount held in any fund or account during the current fiscal year for the payment of obligations. Such borrowing shall occur only when the fund or account receiving the money will earn sufficient income during the current fiscal year to repay the amount transferred. Prior to exercising this authority, the Board shall hold a public hearing and adopt a resolution authorizing such transfer.

3. At the close of a school year, request that the County Superintendent make transfers between the designated fund balance or the unappropriated fund balance and any expenditure classification(s), or balance any expenditure classifications of the district budget as necessary for the payment of obligations incurred during that school year.
4. If any special reserve funds that are maintained for capital outlay or other purposes pursuant to Education Code 42842 are not actually encumbered for ongoing expenses,

transfer those monies into the general fund for the general operating purposes of the district. If any monies remain in the special reserve fund at the conclusion of a project, the Board may submit a written request to the County Superintendent, Auditor, and Treasurer to discontinue the special reserve fund and transfer those monies to the district's general fund. Board Proposed Readoption: April 20, 2022

5. Transfer monies between other funds or accounts when authorized by law.

**State References**

Ed. Code 16095

**Description**

Transfer of district funds to district state school building fund - <https://simbli.eboardsolutions.com/SU/DckNjgplus9tDnTa0uS0C6Kdw>

Ed. Code 41301

Section A state school fund allocation schedule

Ed. Code 42125

Designated and unappropriated fund balances

Ed. Code 42238-42251

Apportionments to districts

Ed. Code 42238.01-42238.07

Local control funding formula

Ed. Code 42600

District budget limitation on expenditure

Ed. Code 42601

Transfers between funds to permit payment of obligations at close of year

Ed. Code 42603

Transfer of monies held in any fund or account to another fund; repayment

Ed. Code 42840-42843

Special reserve fund

Ed. Code 5200

Districts governed by boards of education

Ed. Code 52616.4

Expenditures from adult education fund

Ed. Code 78

Definition, governing board

**Management Resources References**

**Descriptions**

Website

California Department of Education - <https://simbli.eboardsolutions.com/SU/os2jq5DcA2RawmY2VZ5FZQ>

Website

CSBA – <https://simbli.eboardsolutions.com/SU/W3QxkK2FPsDsQBnMIENxGg>

Website

Fiscal Crisis and Management Assistance Team – <https://simbli.eboardsolutions.com/SU/1KDBnxplus9GCiDTyFvbLOOxQ>

**Board Adopted: April 20, 2022**