

**TRANSFER OF FUNDS**

Transfers may be made from the designated fund balance or the unappropriated fund balance to any expenditure classification or between expenditure classifications by the Governing Board on adoption of a resolution by a majority vote. The resolution must be approved by the County Superintendent of Schools and filed with the county auditor. (Education Code 42600)

**End-of-the-Year Procedures**

At the close of the school year, the County Superintendent of Schools may, with the consent of the Board, identify and make transfers between the designated fund balance or the unappropriated fund balance and any expenditure classification(s) or balance any budget expenditure classifications as necessary to permit the payment of obligations incurred by the district during that school year. (Education Code 41301, 42601)

**Temporary Transfers Between Classifications**

The Board may direct that monies held in any fund or account may be temporarily transferred from one or more of these accounts to another fund or account to be used for the payment of obligations of the district, with limitations as set by Education Code 42603. The transfer shall be accounted for as temporary borrowing and shall not be available for appropriation or be considered income to the borrowing fund or account.

**Special Reserve Funds**

Any money in a special reserve fund that is maintained for purposes other than capital outlay must be transferred into the district's general fund before it is expended. (Education Code 42842)

**Adult Education Funds**

Adult education funds expended for the operational cost of supporting the adult education program shall be transferred to the general fund in accordance with Education Code 52616.4.

*Legal Reference: (see next page)*

TRANSFER OF FUNDS (continued)

Legal Reference:

EDUCATION CODE

- 41301 Section A state school fund allocation schedule
- 42125 Designated and unappropriated fund balances
- 42600 District budget limitation on expenditure
- 42601 Transfers between funds to permit payment of obligations at close of year
- 42603 Transfer of monies held in any fund or account to another fund; repayment
- 42840-42843 Special reserve fund
- 52616.4 Expenditures from adult education fund