

Oregon City School District

Code: **DBK**
Adopted: 11/05/07
Readopted: 3/14/11

Appropriation Transfer Authority

The adopted budget is a financial plan which may be subject to change as a result of circumstances or events occurring during the ensuing budget period. All appropriation transfers shall be authorized when completed by official resolution of the Board. The authorizing resolution must state the need for the transfer, its purpose and the amount of the transfer.

Transfers of general operating contingency appropriations which in aggregate during a fiscal year or budget period exceed 15 percent of the total appropriations of the fund may be made only after the adoption of a supplemental budget prepared for that purpose.

The business manager has the authority to approve transfers between programs (i.e., elementary, middle school, high school) and/or object codes (i.e., 100 - salaries, 200 - benefits, 300 - purchase services, 400 - supplies, etc.) within the same level of appropriation. The Board shall receive notice of any budget adjustment exceeding \$50,000. The Board shall approve budget adjustments exceeding \$100,000.

END OF POLICY

Legal Reference(s):

[ORS 294.450](#)