

**Plum Borough School District
Budget Transfers Request Form - February 2013**

Ref	From: Account Code /Description/ASN	To: Account Code /Description/ASN	Amount	Reason for Transfer
1	10-5910-840-000-00-00-00-00-00 / Contingency Fund / Districtwide	10-1241-562-000-00-00-00-00-00 / 12923 Tuition to Charter Schools / Special Education	\$52,000	Increased cost of actual tuition
	10-2120-580-000-20-03-20-304-00 / 84072 Travel Expense / Guidance	10-2110-580-000-00-20-00-000-00 / 83996 Travel & Conference Exp / Special Ed. Director		
2	10-2350-300-000-20-00-20-000-00 / 00849 Legal Services - Solicitor	10-2390-300-000-00-20-00-000-00 / 13297 Judgements Against LEA - Legal Services	675	Addition costs incurred
	10-2620-621-000-00-20-00-000-00 / 01536 Natural Gas - Heating	10-1390-810-000-30-01-00-000-00 / 82582 Eastern Area Special Schools 2013 Membership		
3	10-1110-121-000-00-06-00-000-00 / 13208 Teacher's Salaries - Elem.	10-2310-610-000-00-20-00-000-00 / 83206 Supplies for Board of Directors	300	Underbudgeted
	10-2120-580-000-20-03-20-304-00 / 84072 Travel Expense / Guidance	10-2340-580-000-00-15-00-000-00 / 13339 Travel & Conference Exp /Dir. Of Adm. Svcs.		
4	10-2740-762-000-00-11-00-000-00 / 83593 Transportation - New Capital Equip (Buses)	10-2360-530-000-00-00-11-000-00 / 12555 In-Community Magazine	940	Underbudgeted - extra page(s) added
	10-2740-762-000-00-11-00-000-00 / 83593 Transportation - New Capital Equip (Buses)	10-2740-522-000-00-11-00-000-00 / 01685 Automobile (Buses) Insurances - Transportation		
5	10-1110-121-000-00-06-00-000-00 / 13208 Teacher's Salaries - Elem.	10-2900-291-000-00-00-00-000-00 / 11212 Retirees Unused Sick Day Payout for teacher	4,988	Underbudgeted - teacher retired at mid-term
	10-2620-761-000-00-320-00-000-00 / 83482 Facilities Non-Capital Equipment Replmt.	10-2620-810-000-00-20-00-000-00 / 00871 Facilities - Permits - District		
6	(x)	(x)		
Business Administrator's Approval			Superintendent's Approval	
Finance Committee Approval: _____			Board Approval Date: _____	
* Budget Transfer Requests must be signed by the Building Administrator and forwarded to the Business Office for approval.				
* All Budget Transfers require final approval by the Board of Director prior to the actual transfer of funds.				
* Budget Transfer Requests must be received by the Business Office at least five days prior to the Regular School Board Meeting.				
February 19, 2013 Finance Committee				