

**Plum Borough School District**  
**Budgetary Transfers Request Form - February 2012**

Ref	From: Account Code /Description/ASN	To: Account Code /Description/ASN	Amount	Reason for Transfer
1	10-2620-430-000-00-20-00-000-00/00833 Facilities - General Repairs to Buildings	10-2640-430-000-00-00-000-00/02664 Facilities - Repairs to Equipment	\$ 4,000	Transfer funds to cover repair costs to building equipment, including sweepers, scrubbers, man lift, etc.
2	10-2310-810-000-00-20-00-000-00/75232 School Board NSBA/PSBA Annual Fees	10-5910-840-000-00-00-000-00/76552 Budgetary Reserve - General Contingency	10,600	Participation cancelled - return committed funds to Budgetary Reserve - General Contingency
3	10-3250-580-000-00-00-000-00/12930 School Sponsored Athletics Travel	10-3250-330-001-00-20-00-000-00/13078 Athletics - Trainer Supplies	2,500	Trainer's Supplies not budgeted - funds needed to cover supplies.
4	10-3250-580-000-00-00-000-00/12930 School Sponsored Athletics Travel	10-5910-840-000-00-00-000-00/76552 Budgetary Reserve	34,198	Funds not needed; return committed funds to Budgetary Reserve - General Contingency
5	10-2360-810-000-00-15-00-000-00/10605 Superintendent - Dues and Fees	10-2360-610-000-00-15-00-000-00/83928 Superintendent - General Supplies	200	Transfer within Superintendent's account for supplies.
6	10-2210-430-000-00-20-00-000-00/7503 Communications - Contracted Services	10-5910-840-000-00-00-000-00/76552 Budgetary Reserve - General Contingency	5,000	Funds not needed; return committed funds to Budgetary Reserve - General Contingency
7	10-5910-840-000-00-00-000-00/76552 Budgetary Reserve - General Contingency	10-1241-324-891-00-00-000-00/12866 Learning Support - Training/Development	9,500	Transfer funds for training costs unbudgeted.
8	10-2840-300-000-00-01-00-000-00/83300 Technology Prof. & Technology Svcs. Contracted	10-2310-300-000-00-20-00-000-00/01489 Board Services - Auditing, Consulting	4,165	For additional auditing and consulting costs incurred related to the monthly & annual financial reporting.
9	10-2710-300-000-00-00-000-00/12981 Student Transportation Contracted Svcs.	10-2710-100-000-00-11-00-000-00/01677 Student Transportation - Supervisor's Salaries	55,000	Transfer funds allocated to outside management company to In-house employees salaries. (Mergen/Reinhart)
10	10-2330-346-000-00-00-000-00/12738 TCC - Upfront Costs (EIT - Act 32)	10-5910-840-000-00-00-000-00/76552 Budgetary Reserve - General Contingency	10,000	Funds not needed; return committed funds to Budgetary Reserve - General Contingency
11	10-1241-562-000-00-00-000-00/12923 Learning Support - Tuition to PA Cyber/Charter	10-1233-562-000-00-00-000-00/12820 Autistic Support - Tuition to PA Cyber/Charter	1,500	Transfer funds for cyber / charter school for Autistic Program. No funds budgeted.
12	10-2420-610-000-00-20-00-000-00/00893 Medical Services - General Supplies	10-2420-640-000-00-20-00-000-00/75595 Medical Services - General Supplies	50	Transfer funds for Medical Services (nurses) for books from department's general supplies account.
13	10-2620-182-000-00-15-00-000-00/04132 Facilities - Custodian Substitute Wages	10-2620-321-000-00-20-00-000-00/13142 Facilities - Contracted Substitute Services	(848)	Reclassify Custodian Substitute Wages to Kelly Services for wages paid to substitute custodians
14	10-3250-580-000-00-00-000-00/12930 School Sponsored Athletics Travel	10-2720-192-000-00-11-00-000-00/03414 Transportation - Bus Aides Substitute Wages	9,000	Bus Aides substitute wages not budgeted in original budget
15	10-2740-530-000-00-11-00-000-00/74964 Transportation Svcs. - Communications	10-2790-516-000-00-11-00-000-00/74965 Transportation Svcs. - Fees	2,500	Reclassify Transportation Services communication costs to fees.
16	10-5910-840-000-00-00-000-00/76552 Budgetary Reserve - General Contingency	10-2840-768-000-00-20-00-000-00/12664 Technology Svcs. / Replacement Equipment	80,000	Transfer of funds necessary for the purchase of the VOIP telephone system equipment & related installation.
	(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.

2/21/2012

February 21, 2012 Finance Committee