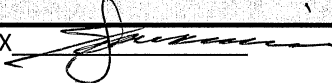


**Plum Borough School District**  
**Budget Transfer Request Form - February 2016**

Ref.	To: Account Code /Description/ASN (DR)	From: Account Code /Description/ASN (CR)	Amount	Reason for Transfer
1	10-1110-300-000-00-20-00-000-00/00883 Reg. Program Professional Services	10-1110-330-000-00-00-00-000-00/14814 Other Professional Services	\$ 225.00	Provide Funds for Plum EMS Para training
2	10-1110-610-000-10-06-00-000-00/02334 General School Supplies - Regency @ HP	10-1110-610-000-30-01-00-000-00/00810 Districtwide General School Supplies	\$ 150.00	Underbudgeted school supplies for Regency
3	10-1110-761-000-10-06-00-000-00/83463 Equipment Replacement - Regency@HP	10-1110-761-000-08-00-000-00/83465 Equipment Replacement - Regency	\$ 125.00	Transfer Regency Park to Regency@HP
4	10-1125-610-1000-10-06-00-000-00/12594 Speech & Language supplies - Regency@HP	10-1110-610-000-30-01-00-000-00/00810 Districtwide General School Supplies	\$ 175.00	Underbudgeted
5	10-1241-324-000-00-20-00-000-00/14407 Prof Ed Svcs - Training / Development	10-1241-322-000-00-20-00-000-00/83228 Prof Ed Svcs - AIU Learning Support Svcs	\$ 1,700.00	Underbudgeted
6	10-1241-300-000-00-20-00-000-00/14937 Prof Ed Svcs - Training / Development	10-1241-322-000-00-20-00-000-00/83228 Prof Ed Svcs - AIU Learning Support Svcs	\$ 700.00	Provide Funds for Plum EMS Para training
7	10-1241-580-000-10-06-10-311-00/11497 Learning Support - Travel	10-1110-580-000-30-01-00-000-00/01423 Travel Expense - Senior HS	\$ 350.00	Underbudgeted travel for Para going between buildings
8	10-2310-300-000-00-20-00-000-00/01489 Board of Directors Prof Purchased Svcs.	10-5910-840-000-00-00-00-000-00/76552 Districtwide Contingency	\$ 10,500.00	Unexpected IRS audit fees for Build America Bonds
9	10-2350-300-000-00-00-20-00-000-00/00849 Purchased Services - Legal Services	10-5910-840-000-00-00-00-000-00/76552 Districtwide Contingency	\$ 4,200.00	Overage due to unexpected legal defense services for asbestos case.
10	10-2360-580-000-00-15-00-000-00/01379 Travel - Office of Superintendent	10-5910-840-000-00-00-00-000-00/76552 Districtwide Contingency	\$ 1,400.00	Under budgeted travel due to contract changes
11	10-2360-810-000-00-15-00-000-00/10605 Dues & Fees - Office of Superintendent	10-5910-840-000-00-00-00-000-00/76552 Districtwide Contingency	\$ 285.00	Under budgeted due to increases in dues and fees
12	10-2620-580-000-00-20-00-000-00/14936 Facilities - Travel / custodians	10-5910-840-000-00-00-00-000-00/76552 Districtwide Contingency	\$ 500.00	Extra travel for new bus garage cleaning by custodians.
13	10-2740-530-000-00-11-00-000-00/74964 Transportation routing software	10-5910-840-000-00-00-00-000-00/76552 Districtwide Contingency	\$ 6,405.00	Software expense for Seon software & Mnt.
14	10-2740-438-000-00-20-00-000-00/12665 Technology Computer Mnt & Repairs	10-5910-840-000-00-00-00-000-00/76552 Districtwide Contingency	\$ 875.00	Increased internet fees between buildings

(x) \_\_\_\_\_ (x) \_\_\_\_\_  
 Business Administrator's Approval X  Superintendent's Approval X \_\_\_\_\_  
 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 tranfer of funds.
- \* Budget Transfer Requests must be received by the Business Office at least five days prior to the Regular School Board Meeting.

2-16-16