



AP 6250 Budget Management

References:

Title 5 Sections 58305, 58307, and 58308

1. Budget Transfers:

- A. Total amounts budgeted as the proposed expenditure for each major classification of expenditures shall be the maximum expended for that classification for the fiscal year, except as specifically approved/ratified by the Board
- B. Transfers may be made from the reserve for contingencies to any expenditure classification by written approval/ratification of the Board, and must be approved/ratified by a two-thirds vote of the members of the Board.
- C. Transfers may be made between expenditure classifications by written approval/ratification of the Board, and may be approved/ratified by a majority of the members of the Board.
- D. Excess funds must be added to the general reserve of the District, and are not available for appropriation except by approval/ratification of the Board setting forth the need according to major classification.
- E. Once the District's Adopted Budget has been approved for the fiscal year, budget changes will be submitted to the Board of Trustees for approval/ratification monthly. Changes to contingency accounts and changes in a fund's total revenue and expenditure budgets will be highlighted.

Review and Endorsed by CPC: 6/13/2018, 4/23/2024

Next Review Date: Spring 2030