

SUMMERS COUNTY BOARD OF EDUCATION POLICY

ADOPTED: May 12, 1983 Revised: 6/8/05, 1/21/15 CODE: VIII-C-5

REFERENCE: WV Code 18-9b-10 PAGE: 1 of 1

LINE CODE TRANSFER AUTHORITY (BUDGET)

The transfer of allocated funds from one budget item to other budget items in the current expense budget shall be made by the following procedure:

1. Proposed transfers are summarized on the Budget Revision Request form.
2. Proposed transfers are then approved by the County Board of Education.
3. Proposed transfers requiring additional approval are then, electronically submitted to the appropriate WVDE staff approval. The WVDE electronically approves all budget entries. Any unapproved entries are either corrected or reversed. Confirmation of approval is received and maintained by the treasurer.

The WVDE will not accept budget transfers after June 30, in the fiscal year.