

ANCHORAGE SCHOOL DISTRICT

ANCHORAGE, ALASKA

ASD MEMORANDUM #365 (98-99) June 28, 1999

TO: SCHOOL BOARD

FROM: OFFICE OF THE SUPERINTENDENT

SUBJECT: OPERATING BUDGET TRANSFERS–MAY MONTHLY REPORT
FY 1998-99

PERTINENT FACTS:

The attached report of budget transfers for the month of May 1999 that were processed in the Integrated Financial Accounting System (IFAS) includes the following:

Attachment A: Report of Budget Transfers Over \$5,000–

Report for individual transfers of more than \$5,000, which includes summarized justifications.

Attachment B: Schedule of monthly budget transfers processed for the month of May 1999. Abbreviations in titles represent how data is stored in IFAS; continuity in the abbreviations within IFAS is an on-going process.

Budget transfer procedures have remained the same as FY 1997-98. The budget transfer forms and related information for all of the transfers are available in the Budgeting Department office for review by the School Board and members of the public.

The following is an example of how to use the monthly budget transfer schedule to review individual budget transfers. Refer to Attachment B, page 9, for the IFAS transaction. The following schedule offers a breakdown of the components used in processing a budget transfer.

Added Added Subtracted

Job No. Added To: Subtracted From: Amount Amount

404621 1 710 05 3060 1 799 03 3060 \$1,000 — \$1,000

FUND 1—General Fund 1—General Fund

ORG/COUNTER 710 05—Clark- 799 03—Unallocated Middle School

Operations & Maintenance Instructional Support

The two -digit number (counter) at the end of the organizational code represents a certain program within the organization. The counters may vary between organizational codes depending on which programs exist in the departments/schools.

OBJECT OF 3060 — Contracted Service-Custodial 3060 — Contracted Service-Custodial

EXPENDITURE

BC/JS/MSL

Attachments

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