

ANCHORAGE SCHOOL DISTRICT  
ANCHORAGE, ALASKA

ASD MEMORANDUM #236 (2000-2001)

March 19, 2001

TO: SCHOOL BOARD

FROM: OFFICE OF THE SUPERINTENDENT

SUBJECT: OPERATING BUDGET TRANSFERS—  
FEBRUARY MONTHLY REPORT FY 2000-2001

PERTINENT FACTS:

The attached report of budget transfers for February 2001 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 February 2001. Abbreviations in titles represent how data is stored in IFAS; continuity in the abbreviations within IFAS is an on-going process.

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 3, for the IFAS transaction. The following schedule offers a breakdown of the components used in processing a budget transfer.

| Added Reference No. | Added To:                             | Subtracted From:            | Added Amount | Subtracted Amount |
|---------------------|---------------------------------------|-----------------------------|--------------|-------------------|
| BU003377            | 175005 4200                           | 175004 4010                 | \$200        | - \$200           |
| FUND                | 1-General Fund                        | 1-General Fund              |              |                   |
| ORG/COUNTER         | 750 05 Mears Operations & Maintenance | 750 04 Mears Administration |              |                   |

*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 EXPENDITURE | 4200- Custodial Supplies | 4040 - Office Supplies |
|-----------------------|--------------------------|------------------------|

CC/JS/MSL

Attachments

Prepared by: Marie S. Laule, Budget Director

Approved by: Janet Stokesbary, Chief Financial Officer