

BALTIMORE COUNTY PUBLIC SCHOOLS

DATE: May 6, 2008

TO: **BOARD OF EDUCATION**

FROM: Dr. Joe A. Hairston, Superintendent

SUBJECT: **REPORT ON THE PROPOSED READOPTION OF BOARD OF EDUCATION POLICY 3113 – NON-INSTRUCTIONAL SERVICES: TRANSFERS AND SUPPLEMENTS**

ORIGINATOR: J. Robert Haines, Esq., Deputy Superintendent

RESOURCE PERSON(S): Barbara Burnopp, Chief Financial Officer

RECOMMENDATION

In accordance with Superintendent's Rule 8130, policy 3113 is scheduled for review in school year 2008. It is recommended that the Board of Education approve Policy 3113 – NON-INSTRUCTIONAL SERVICES: Transfers and Supplements, for readoption. This is the first reading of this revised policy.

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- Attachment I – Policy Analysis 3113
- Attachment II – Policy 3113

**BOARD OF EDUCATION Policy Analysis
for the Proposed Changes to Policy 3113
Transfer and Supplements**

Statement of Issues or Questions Addressed

Board of Education Policy 3113 has been changed to reflect current language and an added legal reference.

Cost Analysis and Fiscal Impact on School System

The Board will not incur additional costs by amending Policy 3113.

Relationship to Other Board of Education Policies

Board of Education Policy 3111, *Budget Planning and Preparation*

Board of Education Policy 3112, *Operating Budget*

Legal Requirements

Annotated Code of Maryland, Education Article §§5-101, 5-105, 5-305

Charter of Baltimore County, Maryland §§711 - 712

Similar Policies Adopted by Other Local School Systems

1. Anne Arundel County, Policy 401.03, *Budget Transfers*
2. Montgomery County, Policy DAA, *Fiscal Responsibility and Control*
3. Prince George's County, Policy 3130, *Budgets – Fiscal Responsibility and Control*

Draft of Proposed Policy

Attached

Other Alternatives Considered by Staff

The policy was revised to align with current law; therefore, no other alternatives were considered.

Time Line for Adoption

5/6/08 – First Reading and Presentation to the Board

5/20/08 – Second Reading – Public Comment

6/10/08 – Adoption by the Board of Education

NON-INSTRUCTIONAL SERVICES[: Fiscal Services]

[Budget:] Transfers and Supplements

The Superintendent [of Schools] shall administer expenditures in accordance with the limits adopted by the Board of Education OF BALTIMORE COUNTY (BOARD) through the budgeting process.

Transfer of funds between categories in the operating budget, transfer of funds between projects in the capital budget, and requests for supplemental funds for the operating or capital budget shall be approved by the Board [of Education] prior to submission to the Baltimore County Council or the County Executive, as appropriate.

- Legal References: *Annotated Code of Maryland*, Education Article §§5-101, 5-105, 5-305
- [§5-101 Annual school budget
 - §5-105 Expenditure of revenues; transfers within and between major categories
 - §5-305 Separate accounts for construction funds
 - §711, 712 Baltimore County, MD, Charter]
- CHARTER OF BALTIMORE COUNTY, MARYLAND* §§711, 712

Policy
 Adopted: 9/18/68
 Revised: 7/9/02
 READOPTED: _____

Board of Education of Baltimore County