DATE: May 6, 2008

TO: BOARD OF EDUCATION

FROM: Dr. Joe A. Hairston, Superintendent

SUBJECT: REPORT ON THE PROPOSED READAOPTION 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: ___________