## **BIXBY PUBLIC SCHOOLS**

## **POLICY 6103**

## ANNUAL BUDGET - FUND BALANCE

In order to meet the district's financial obligations and provide a contingency for emergencies or unexpected expenditures, the Board of Education establishes an acceptable range for the general fund year-end fund balance. Based on an analysis of the district's cash flow and the need for a contingency, the targeted minimum annual fund balance for the general fund is 6% of annual revenue with a maximum fund balance of 8%. For purposes of this policy, the term annual revenue refers to the total amount of annual general fund collections, excluding the previous year's fund balance, as of June 30.

The annual fund balance for all other funds will be based on an analysis of cash flow requirements, the need for a contingency, and any legal or program requirements as may be established by state law or regulations.

Adoption Date: June 11, 2001