



**Maynard Public Schools**  
**3R Tiger Drive, Maynard MA 01754**

**File: DBJ**

## **BUDGET TRANSFER AUTHORITY**

In keeping with the need for periodic reconciliation of the District budget, the School Committee will consider requests for transfers of funds between cost centers as they are recommended by the Superintendent or their designee.

The Committee wishes to be kept abreast of the need for these adjustments so that it may act promptly and expedite financial record keeping for the school district.

All requests for transfers between cost centers as approved during the annual budget deliberation must be submitted to the School Committee for approval as part of the School Business Officer's quarterly report at the business meetings of the School Committee.

All funds in the general account not expended by the close of the fiscal year will be returned to the municipality.

APPROVED : 2/16/2023

SOURCE: MASC Updated 2022

LEGAL REFS.: MGL [71:37](#)

DOR 94-660

CROSS REFS.: DBG, Budget Adoption Procedures

DI, Fiscal Accounting and Reporting

DBJ-E, Cost Center Exhibit

replacing former Policies 303, 304