

1 **CJI Public Schools**

2  
3 **FINANCIAL MANAGEMENT**

7121

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5 Budget Adjustments

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7 When any budgeted fund line item is in excess of the amount required, the Board may transfer any of  
8 the excess appropriation to another line item(s) within the same fund.

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10 The Board authorizes the administration to transfer line items within the same budgeted fund to  
11 adjust line item overdrafts or to meet special line item needs. Line item budget transfers to adjust line  
12 item overdrafts are at the discretion of the administrators.

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14 Total budget expenditures for each fund as adopted in the final budget shall constitute the  
15 appropriations of the District for the ensuing fiscal year. The Board will be limited in the incurring  
16 of expenditures to the total of such appropriations.

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18 With timely notice of a public meeting, trustees, by majority vote of those present, may declare by  
19 resolution that a budget amendment (in addition to the final budget) is necessary. Budget  
20 amendments are authorized for specified reasons by § 20-9-161, MCA. The resolution must state the  
21 facts constituting the need for the budget amendment, the funds affected by the budget amendment,  
22 the anticipated source of financing, the estimated amount of money required to finance the budget  
23 amendment, and the time and place the trustees will meet for the purpose of considering and adopting  
24 the budget amendment for the current school fiscal year.

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26 The meeting to adopt a budget amendment will be open and will provide opportunity for any  
27 taxpayer to appear and be heard. Budget procedures will be consistent with statutory requirements.  
28 When applicable, the District will apply for state financial aid to supplement the amount to be  
29 collected from local taxes.

30	Legal Reference:	§ 20-9-133, MCA	Adoption and expenditure limitations of final budget
31		§ 20-9-161, MCA	Definition of budget amendment for budgeting
32			purposes
33		§ 20-9-162, MCA	Authorization for budget amendment adoption
34		§ 20-9-163, MCA	Resolution for budget amendment – petition to
35			superintendent of public instruction
36		§ 20-9-164, MCA	Notice of budget amendment resolution
37		§ 20-9-165, MCA	Budget amendment limitation, preparation, and
38			adoption procedures
39		§ 20-9-166, MCA	State financial aid for budget amendments
40		§ 20-9-208, MCA	Transfers among appropriation items of fund –
41			transfers from fund to fund
42			
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44 Policy History:

45 Adopted on: 03/2005

46 Reviewed on:

47 Revised on: 03/11/14