

RESERVE FUNDS

The Centennial School Board recognizes the value of creating and maintaining reserve funds to provide for specific identified future needs.

The Superintendent is responsible for the implementation of this policy.

Policy: 4.12
Adopted: 10/08/02
..... 05/26/09

RESERVE FUNDS

- I. Purpose: To set aside money for specific future needs in the District.

- II. Development and Funding of Reserve Funds
 - A. In accordance with applicable laws, the Board has the authority to establish reserve funds, as it deems advisable.
 - B. The Finance Committee and/or the Superintendent shall provide recommendations to the Board for the implementation of specific reserve funds.
 - C. The Board shall adopt an annual budget for each of the District's reserve funds during the budget development and approval process.
 - D. Appropriations shall be based on specific transfers from the general fund or from other reserve funds that are no longer needed as determined by the Board.
 - E. Interest income received from the investment and/or reinvestment of these funds shall remain in the funds.

- III. Guidelines
 - A. All reserve funds shall be kept separate from other funds and accounts.
 - B. Administration shall present an annual spending plan for all categories of reserve funds. This spending plan shall be presented in conjunction with the general fund budget and shall include recommendations for general fund appropriations to the reserve funds.
 - C. The treasurer's report shall include the activities and current balances in each of the District's reserve funds.
 - D. The Finance Committee and/or the Superintendent shall provide recommendations for unbudgeted expenditures to the Board for approval before expenditures are made.
 - E. The Board recognizes that some purchases may need to be made through the general fund in keeping with state requirements and Generally Accepted Accounting Principles. In such instances funds may be reimbursed to the General Fund to accommodate these specific situations.