

NF-5

Memorandum

9/22/2020

TO: Paul Casseri
FROM: Patricia Grupka
Subject: NF-5 Budget Transfers pending Board Approvals

Please approve the following budget transfer:

<u>From Budget Code</u>	<u>To Budget Code</u>	<u>Amount:</u>	<u>Reason for Transfer</u>
A5540-400-00-2000	A1620-450-00-1000	\$ 100,000	COVID Supplies
A1620-421-00-0000	A1620-450-00-1000	\$ 12,500	Desk Shields

Requested By/Date

Approved: _____ Assistant Superintendent for Admin. Services/Date

Denied: _____ Superintendent of Schools/Date

*Amounts over \$10,000 require Board approval.

BUDGET TRANSFERS IN WHOLE DOLLARS ONLY