

TRANSFER OF FUNDS
Various Units and Objects

THE CHIEF EXECUTIVE OFFICER RECOMMENDS THE FOLLOWING:

The various transfers of funds were requested by the Central Office Departments during the month of May. All transfers are budget neutral. A brief explanation of each transfer is provided below:

1. Office of Instruction & School Management

~~The following transfer will enable the Office of Instruction & School Management to purchase~~

supplies for the annual perfect attendance award ceremonies.

Transfer from:	0953-210-000-7468-5480	Services – Space Rental	\$	9,893
Transfer to:	0953-210-000-7468-5320	Commodities – Supplies	\$	9,893

B. The following transfer will enable the Office of Instruction & School Management to pay for the end of the school year perfect attendance banquet for graduating 8th graders and seniors who have 4 or more years of perfect attendance.

Transfer from:	0953-210-000-7468-5480	Services – Space Rental	\$	1,600
Transfer to:	0953-210-000-7468-5730	Property – Equipment	\$	1,600

3. Office of Research, Evaluation & Accountability

A. The following transfer will enable the Office of Research, Evaluation & Accountability to open a teacher extended day bucket position for test auditors for reading & math

Transfer from:	0012-210-000-1045-5214	Career Serv. Sal. – Other	\$	475
Transfer to:	0012-210-000-1045-5113	Teacher Salaries – Extended Day	\$	475

B. The following transfers will enable the Office of Research, Evaluation & Accountability to pay for travel reimbursement for NCLB Title I Conference and purchase office equipment.

Transfer from:	0012-210-000-1018-5320	Commodities – Supplies	\$	3,252
Transfer to:	0012-210-000-1018-5500	Travel	\$	1,000
Transfer to:	0012-210-000-1018-5730	Property – Equipment	\$	2,252

A. The following transfer will enable the Office of External Resources & Partnerships to purchase a

8. Office of School Demographics & Planning

The following transfers will enable the Office of School Demographics & Planning to purchase office

equipment, provide training, and pay for travel expenses for GFS conference.

Transfer from:	0115-401-000-1145-5311	Commodities – Software	\$	11,000
Transfer from:	0115-401-000-1145-5320	Commodities – Supplies	\$	10,000
Transfer from:	0115-401-000-1145-5420	Commodities – Office Exp. Materials	\$	1,000

Transfer to:	0115-401-000-1145-5410	Services – Professional + Tech	\$	6,650
Transfer to:	0115-401-000-1145-5730	Property – Equipment	\$	6,000

12. Office of School Financial Services

A. The following transfers will enable the Office of School Business Services to purchase toner for color printer.

Transfer from:	0963-210-000-7862-5420	Seminar, Fees, Subsc, Prof. Memb	\$	500
Transfer from:	0963-210-000-7862-5410	Services - Professional + Tech	\$	10

Transfer from:	0963-210-000-7862-5400	Commodities - Supplies	\$	877
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Transfer to:	0963-210-000-7862-5320	Commodities - Supplies	\$	877
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B. The following transfers will enable the Office of Risk and Benefits to cover unanticipated worker's compensation claims.

Transfer from:	0963-215-000-7066-5490	Services - Insurance/Tort Claims	\$	1,000,000
Transfer from:	0963-215-000-7068-5490	Services - Insurance/Tort Claims	\$	1,000,000

The following transfer will enable the Office of Finance to purchase a new Xerox copier that will

eliminate performance issues, increase capacity, improve reliability and reduce maintenance costs.

Transfer from:	0230-210-000-1120-5410	Services – Professional + Tech	\$	42,166
Transfer from:	0230-210-000-1120-5420	Seminar, Fees, Subsc, Prof. Memb	\$	2,746

Transfer from:	0230-210-000-1121-5420	Seminar, Fees, Subsc, Prof. Memb	\$	9,370
Transfer from:	0230-210-000-1127-5420	Seminar, Fees, Subsc, Prof. Memb	\$	4,500
Transfer from:	0230-210-000-1125-5410	Services – Professional + Tech	\$	22,517

16. Office of Operations

- A. The following transfers will enable the Office of Operations to pay for unanticipated contractual services.

Transfer from:	0644-210-000-1125-5500	Travel Expense	\$	5,000
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Transfer from:	0944-210-000-8124-5320	Commodities – Supplies	\$	7,000
Transfer to:	0944-210-000-4450-5400	Services – Contractual	\$	12,000

- B. The following transfers will enable the Office of Operations to pay for unanticipated contractual services.

Transfer from:	0600-552-000-1040-5470	Services – Repair Contracts	\$	5,100
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Transfer from:	0600-552-000-1040-5390	Commodities – Postage	\$	1,000
Transfer from:	0644-552-000-1125-5320	Commodities – Supplies	\$	11,602
Transfer from:	0600-552-000-1040-5730	Property – Equipment	\$	6,481
Transfer to:	0944-552-000-4450-5400	Services – Contractual	\$	24,281

- C. The following transfer will enable the Office of Operations to pay for park district overtime throughout June 2004.

Transfer from:	0944-552-000-4453-5470	Services – Repair Contracts	\$	82,821
Transfer to:	0944-552-000-4450-5240	Career Serv. Sal. - Overtime	\$	82,821

- D. The following transfers will enable the Office of Operations to pay for unanticipated contractual services.

Transfer from:	0645-552-000-1010-5500	Travel Expense	\$	2,445
Transfer from:	0645-552-000-4450-5390	Commodities – Postage	\$	100,000
Transfer from:	0944-552-000-4450-5320	Commodities – Supplies	\$	4,607

18. Office of High School Programs

- A. The following transfer will enable the Office of High School Programs-Drivers Education to purchase simulators covered under Board Report #04-0428-PR31.

Transfer from: 0470-210-110-2635-5470 Services - Repair Contracts \$ 20,000

Transfer to: 0470-210-110-2635-5730 Property - Equipment \$ 20,000

- B. The following transfer will enable the Office of High School Programs to pay student aides in the

C. The following transfer will enable the Office of Academic Enhancement to pay for spring/summer professional development program held in May – June 23, 2004.

Transfer from:	0954-239-821-1062-5113	Teacher Salaries – Extended Day	\$	23,900
Transfer to:	0310-239-821-1062-5410	Services – Professional + Tech	\$	23,900

D. The following transfer will enable the Office of Academic Enhancement to purchase plaques for the IB MYP schools.

Transfer from:	0954-210-000-2187-5520	Carfare	\$	200
Transfer to:	0954-210-000-2187-5320	Commodities – Supplies	\$	200

E. The following transfers will enable the Office of Academic Enhancement to purchase office equipment.

Transfer from:	0310-210-163-7858-5500	Travel Expenses	\$	7,000
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Transfer from:	0310-210-163-7858-5520	Carfare	\$	2,000
Transfer to:	0310-210-163-7858-5730	Property – Equipment	\$	9,000

The following transfers will enable the Office of Academic Enhancement to purchase office equipment.

J. The following transfers will enable the Office of Academic Enhancement to pay for IB annual fees, exam fees and workshop registrations.

Transfer from: 0954-210-112-2186-5390 Commodities - Postage \$ 1,007

Transfer from: 0954-210-112-2186-5500 Travel Expenses \$ 760

Transfer to: 0954-210-112-2186-5420 Seminar, Fees, Subsc. Prof. Memb \$ 9,757

The following transfers will enable the Office of Academic Enhancement to purchase textbooks for

- G. The following transfer will enable the Office of Specialized Services to provide communication accessibility to allow deaf and hard of hearing students to participate in the curricular activities and sports.

Transfer from:	0966-210-000-2685-5113	Teacher Salaries – Extended Day	\$	2,700
Transfer to:	0966-210-000-2772-5213	Career Serv. Sal – Extended Day	\$	2,700

- H. The following transfers will enable the Office of Specialized Services to pay for copier repair

maintenances

Transfer from:	0966-220-481-1607-5390	Commodities – Postage	\$	462
Transfer from:	0966-220-481-1607-5730	Property – Equipment	\$	538
Transfer to:	0966-220-481-1607-5470	Services – Repair Contracts	\$	1,000

- I. The following transfers will enable the Office of Specialized Services to purchase supplies and equipment.

Transfer from:	0965-210-000-2065-5113	Teacher Salaries – Extended Day	\$	2,000
Transfer from:	0965-210-000-2060-5461	Services – Printing Other	\$	1,430
Transfer from:	0965-210-986-2930-5113	Teacher Salaries – Extended Day	\$	15,200
Transfer to:	0965-210-000-2065-5730	Property – Equipment	\$	2,000
Transfer to:	0965-210-000-2060-5320	Commodities - Supplies	\$	1,430
Transfer to:	0965-210-986-2930-5730	Property – Equipment	\$	15,200

- J. The following transfer will enable the Office of Specialized Services to pay for cluster and satellite

N. The following transfers will enable the Office of Specialized Services to fund School Support Services cluster, area and satellite office.

Transfer from:	0450-210-000-1609-5240	Career Serv. Sal. – Overtime	\$	1,410
Transfer from:	0450-210-000-1609-5420	Seminar, Fees, Subsc, Prof. Memb	\$	900
Transfer from:	0450-210-000-1609-5470	Services – Repair Contracts	\$	500
Transfer from:	0450-210-000-1609-5520	Carfare	\$	1,069
Transfer to:	0450-210-000-1609-5320	Commodities – Supplies	\$	3,879

O. The following transfers will enable the Office of Specialized Services to purchase books for students and office equipment for School Support Services.

Transfer from:	0966-239-196-7940-5420	Seminar, Fees, Subsc, Prof. Memb	\$	343
Transfer from:	0966-239-196-7940-5480	Services – Space Rental	\$	2,000
Transfer from:	0966-239-196-7940-5500	Travel Expense	\$	390
Transfer from:	0966-239-196-7940-5413	Teacher Salaries – Extended Day	\$	2,000

Transfer from:	0966-239-196-7940-5213	Career Serv. Sal. – Extended Day	\$	2,000
Transfer from:	0966-239-196-7940-5410	Services – Professional + Tech	\$	1,000

Transfer to:	0966-239-196-7940-5310	Commodities - Textbooks	\$	3,000
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R. The following transfers will enable the Office of Specialized Services to purchase materials and supplies for teachers at the twelve cluster sites, and to cover the cost of printing materials to be distributed to the parents of students attending Spaulding School.

Transfer from:	0966-220-481-2718-5510	Student Transportation	\$	4,422
Transfer from:	0966-220-481-2738-5420	Seminar, Fees, Subsc. Prof. Memb	\$	2,251
Transfer from:	0966-220-481-2772-5510	Student Transportation	\$	1,257
Transfer from:	0966-220-481-2772-5410	Services – Professional + Tech	\$	2,500
Transfer from:	0966-220-481-2711-5320	Commodities – Supplies	\$	1,176
Transfer to:	0966-220-481-1608-5320	Commodities – Supplies	\$	11,606

Transfer to: 0966-220-481-1608-5420 Seminar, Fees, Subsc. Prof. Memb \$ 2,500

Transfer from: 0966-220-481-2718-5510 Student Transportation \$ 4,422