

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 |
|----------------|------------------------|------------------------|----|-----|

| | | | | |
|--------------|------------------------|------------------------|----|-----|
| Transfer to: | 0963-210-000-7862-5320 | Commodities - Supplies | \$ | 877 |
|--------------|------------------------|------------------------|----|-----|

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

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

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 |
|----------------|------------------------|-----------------|----|-------|

| | | | | |
|----------------|------------------------|----------------------|----|-------|
| 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 | \$ | 1,997 |
| | 0954-210-112-2186-5390 | 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 |
|--------------|------------------------|-------------------------|----|-------|

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: | 0966-220-481-2718-5320 | Commodities – Supplies | \$ | 25,000 |
| Transfer to: | 0966-220-481-7727-5410 | Services – Professional + Tech | \$ | 25,000 |

S. The following transfers will enable the Office of Specialized Services to pay for consultant invoices