

**ADMINISTRATIVE PROCEDURE**  
**OPERATIONAL SERVICES**

**Budget - Transfer of Funds**

The District Treasurer may make inter-fund loans between the following funds:

<u>FROM</u>	<u>TO</u>
Operations, Building & Maintenance	Educational Fund Transportation Fire Prevention and Safety Fund
Educational Fund	Operations, Building and Maintenance Transportation Fire Prevention and Safety Fund
Transportation	Operations, Building and Maintenance Educational Fund Fire Prevention and Safety Fund
Working Cash Fund	Educational Fund Transportation Operations, Building and Maintenance Tort Fund

The School Board shall direct the District Treasurer to retransfer and repay the loan to the proper fund within three (3) years except Working Cash Fund loans which shall be repaid upon collection of taxes. Exceptions to the Working Cash fund loans exist when tax anticipation notes are outstanding.

In the event that the School Board should fail to make such repayment within the one year period, the Regional Superintendent shall withhold further state aid payments authorized under Article 18 of the School Code of Illinois until repayment is made.

The School Board by resolution may abolish its Working Cash Fund and transfer any balance to the Educational Fund at the close of the then current school year. Outstanding inter-fund loans from the Working Cash Fund and uncollected Working Cash Fund taxes shall be paid to the Educational Fund at the close of the then current school year.

LEGAL REF.: 105 ILCS 5/10-22.33, 5/20-4, 5/20-5, and 5/20-8.

ADOPTED: November 3, 1987

REVISED: June 29, 2009

REVIEWED: July 9, 2010

REVIEWED: August 23, 2013