PALO VERDE COMMUNITY COLLEGE DISTRICT
ADMINISTRATIVE PROCEDURE **6250**

Budget Management

Reference: Title 5 Sections 58305, 58307, 58308

It shall be the responsibility of the Superintendent/President to operate the college budget within the limitations imposed by the budget itself.

Title 5 requires that budget management conforms to the following minimum standards:

- Total amounts budgeted as the proposed expenditure for each major classification of expenditures shall be the maximum expended for that classification for the school year, except as specifically authorized by the Board.
- Transfers may be made from the reserve for contingencies to any expenditure classification by written resolution of the Board, and must be approved by a two-thirds vote of the members of the Board.
- Transfers may be made between expenditure classifications by written resolution of the Board, and may be approved by majority of the members of the Board.
- Excess funds must be added to the general reserve of the District, and are not available for appropriation except by resolution of the Board setting forth the need according to major classification.

Upon adoption of the tentative budget, the Administrative Services Office is authorized to call for bids and to make awards and/or expenditures not to exceed 75 percent of the total budgeted funds available for this purpose.

See also BP/AP 2330 - Quorum and Voting
See also BP/AP 6200 - Budget Preparation

(Formerly a part of PVC Board Policy 3020)

11/19/08 College Council Approval
12/9/08 Board First Read
1/27/09 Board Second Read and Approval