

TRANSFER OF FUNDS

A school district may transfer funds under the following circumstances:

1. When the necessity for a fund has ceased to exist, the balance may be transferred to another fund or account by board resolution. School district monies received without a designated purpose may be transferred in this manner.
2. School district monies received for a specific purpose or upon vote of the people may only be transferred, by board resolution when the purpose for which the monies were received has been completed. Voter approval is required to transfer monies to the general fund from the capital projects fund and debt service fund.
3. If all requirements for district use of funds under the Statewide Preschool Program, Professional Development Supplement, Home School Assistance Program, Teacher Leadership Supplement or any discontinued fund teacher have been met and funds remain unexpended and unobligated at the end of the fiscal year, the district may transfer all or a portion of remaining funds by passage of a board resolution into the district's flexibility account in accordance with law. Before the expenditure of amounts in the flexibility account, the district should publish notice of the time, date, and place of a public hearing on the proposed resolution approving set expenditures. The board must find and certify that the statutory requirements of each original source of funds have been met before adopting the resolution providing the expenditures. The district will present a copy of the signed board resolution to the Department of Education.
4. The district may transfer by board resolution from the general fund to the activity fund an amount needed to purchase or refurbish protective and safety equipment required for any extracurricular interscholastic athletic contest or competition sponsored or administered by the Iowa High school Athletic Association or Iowa Girls High School Athletic Union.
5. If the before and after school program exceeds the amount necessary to operate the program, the excess amount may, following a public hearing, be transferred by resolution of the board of directors of the school corporation for deposit in the general fund of the schools corporation to be used for school district general fund purposes. The district will present a copy of the signed board resolution to the Department of Education.
6. Unexpected and unobligated dollars that remain at the end of a fiscal year in addition to ongoing revenues may be transferred to the Teacher Salary Supplement (TSS) program from Professional Development Supplement (PDS), Talented and Gifted (TAG), and Teacher Leadership Supplement (TLS) without board action.
7. The district may choose to request approval from the School Budget Review Committee to transfer funds to make a program whole, prior to its elimination.

8. Temporary transfers (loans) of funds are permitted between funds but must be repaid to the originating fund, with interest, by Oct. 1 following the end of the fiscal year in which the loan was made.

It is the responsibility of the board secretary in coordination with the Treasurer to make recommendations to the board regarding transfers and to provide the documentation justifying the transfer.

Legal Reference: Iowa Code §§ 24; 257.10; 279.42; 279.8; 298A

Cross reference:	701.3	Financial Records
	704.2	Debt Management
	704.2R1	Debt Management-Post -Issuance Compliance Regulation for Tax-Exempt Obligations

Approved September 16, 2013 Reviewed: November 17, 2025 Revised: July 13, 2026