Monroe 2-Orleans BOCES Policy
Series 4000 – Non-Instructional/Business Operations
Policy #4130 – ADMINISTRATION OF BUDGET

The District Superintendent is responsible to the Monroe 2-Orleans Board of Cooperative Educational Services for the administration of the budget.

a) The District Superintendent or designee shall acquaint BOCES employees with the final provisions of the program budget and guide them in planning to operate efficiently and economically within these provisions.
b) Under the District Superintendent's direction, the Business Office shall maintain such records of accounting control as are required by the New York State Uniform System of Accounts, the Board, and such other procedures as are deemed necessary, and shall keep the various administrative units informed as to the status of their individual budgets. The Business Office shall bring to the attention of the administrative units and the District Superintendent any deviations from original requests.
c) Department Administrators, through the Assistant Superintendent for Finance and Operations, are responsible to the District Superintendent for the operation of their units within budgetary limits.

Budget Transfers

The District Superintendent or designee, in compliance with the Commissioner's Regulations, shall be authorized to approve transfers, which will be reported aggregately to the Board monthly. Any budget transfers in excess of $100,000 shall be reported separately to the Board on a monthly basis.

8 New York Code of Rules and Regulations

(NYCRR) Section 170.2

Adopted: 7/13/1999
Revised: 2/18/2009
Revised: 9/21/2011
Revised: 8/20/2014
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