

**EASTON AREA
SCHOOL DISTRICT**

SECTION: FINANCES

TITLE: FUND BALANCE

ADOPTED: MAY 26, 2011

REVISED:

	623. FUND BALANCE
1. Purpose	The Board recognizes that the maintenance of a fund balance is essential to the preservation of the financial integrity of the school district and is fiscally advantageous for both the district and the taxpayer. This policy establishes goals and provides guidance concerning the desired level of year-end fund balance to be maintained by the district.
2. Definitions	<p>Fund balance is a measurement of available financial resources. Fund balance is the difference between total assets and total liabilities in each fund.</p> <p>GASB Statement 54 classifies fund balances based on the relative strength of the constraints that control the purposes for which specific amounts can be spent. Beginning with the most binding constraints, fund balance amounts shall be reported in the following classifications:</p> <p>Nonspendable - amounts that cannot be spent because they are in a nonspendable form (e.g., inventory) or legally or contractually required to be maintained intact (e.g., principal of a permanent fund).</p> <p>Restricted - amounts limited by external parties, or legislation (e.g., grants or donations).</p> <p>Committed - amounts limited by Board policy (e.g., future anticipated costs).</p> <ol style="list-style-type: none"> 1) Capital Reserve Fund 2) Other Board-approved designation fund <p>Assigned - amounts that are intended for a particular purpose, such as a rate stabilization fund or segregation of an amount intended to be used at some time in the future.</p> <ol style="list-style-type: none"> 1) Medical Claim Stabilization 2) Retirement Costs Stabilization <p>Unassigned - amounts available for consumption or not restricted in any manner.</p>

<p>3. Guidelines</p>	<p>The school district will strive to maintain an unassigned general fund balance of not less than five percent (5%) and not more than eight percent (8%) of the budgeted expenditures for that fiscal year.</p> <p>The total fund balance, consisting of several portions including committed, assigned and unassigned, may exceed eight percent (8%).</p> <p>If the unassigned portion of the fund balance falls below the threshold of five percent (5%), the Board will pursue variations of increasing revenues and decreasing expenditures, to restore an unassigned fund balance not to exceed eight percent (8%).</p> <p>If the assigned and unassigned portions of the fund balance exceeds eight percent (8%) of budgeted expenditures, the Board may utilize a portion of the fund balance by appropriating excess funds for nonrecurring expenditures only.</p> <p>The Business Manager may designate funds to the Nonspendable, Restricted and Assigned classification. This may be done after the audit is finished but prior to the issuance of the financial statements being finalized.</p> <p>The fund balance shall be assigned upon completion of the year-end independent audit. The assignment of these funds will be for a specific or tentative future use by the district.</p> <p>The Board of Education may, at any time, authorize changes in committed and/or assigned to meet the financial needs of the school district.</p> <p>The responsibility for designating funds to specific classifications shall be as follows:</p> <ol style="list-style-type: none"> 1. Nonspendable – may be assigned by the Business Manager. 2. Restricted – may be assigned by the Business Manager. 3. Committed – shall be assigned by the Board. 4. Assigned – may be assigned by the Finance Committee or Business Manager.
<p>4. Delegation of Responsibility</p>	<p>The Business Manager or designee shall be responsible for the enforcement of this policy.</p>

References:

School Code – 24 P.S. Sec. 218, 688

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