



**Poudre School District
Board of Education Policies**

Policy Type: **Executive Limitation**
Policy No.: **EL 2.3**
Policy Title: **Financial Condition and Activities**
Policy Date: Adopted September 11, 2006
Reviewed November 13, 2007
Revised February 9, 2010
Monitoring: Frequency—Annual (November)

The Superintendent shall neither cause nor allow the development of fiscal jeopardy or a material deviation of actual expenditures from Board priorities established in District Ends policies.

Among other things, the Superintendent shall not cause or allow the District to:

1. Expend more funds than have been received in the fiscal year to date unless the debt guideline below is met.
2. Indebt the organization in an amount greater than can be repaid by certain, otherwise unencumbered revenues by the end of the fiscal year.
3. (a) Allow fund reserves to be unreasonably low or (b) use any Board-designated or long-term reserves.
4. Cause or allow a financially illiquid condition.
5. Expend funds for any purpose other than to achieve District Ends, unless required to comply with Executive Limitations.
6. Conduct inter-fund shifting in amounts greater than can be restored to a condition of discrete fund balances by certain, otherwise unencumbered revenues by the end of the fiscal year.
7. Acquire, lease, encumber or dispose of real property.
8. Sell any significant portion of the organization's assets.
9. Substantially change the principal educational purpose of a school by closing or repurposing it, or by consolidating or combining it with another school.

EL 2.3 Financial Condition and Activities (Continued)

10. Cause or allow a material amount of undisputed accounts payable to be substantially overdue.
11. Violate any provision of any bond debt, lease or other obligation.
12. Achieve compliance with these provisions by endangering future capacity to achieve District Ends.
13. Fail to settle payroll, accounts, debts and other fiscal obligations in a timely manner.
14. Fail to make tax payments and other government ordered payments and filings timely and accurately.
15. Fail to aggressively pursue receivables after a reasonable grace period.
16. Fail to prudently dispose of surplus assets, as long as the guideline for selling significant portions of the organization's assets is not violated.
17. Fail to establish prudent reserves for contingent obligations.