



SCHOOL BOARD OF BREVARD COUNTY, FLORIDA  
**School Board Policy Executive Summary**  
 Form D

<b>Policy Number:</b>	6180.03
<b>Title of Policy:</b>	Temporary Transfer of Sales Surtax Cash Between Groups
<b>Cabinet Member:</b>	Susan Hann, Assistant Superintendent, Facilities Planning Cindy Lesinski, Assistant Superintendent, Financial Services
<b>Purpose of Revisions:</b>	The purpose of the proposed revisions to the policy is to ensure compliance with all applicable federal and state laws, Florida State Board of Education Rules, Board policies, administrative rules, procedures, and guidelines. In addition, the proposed revisions promote transparency and accountability.
<b>Tentative Schedule:</b>	<ul style="list-style-type: none"> <li>• Cabinet – 09/28/20</li> <li>• Work Session – 10/27/20</li> <li>• Rule Development Workshop – <del>11/17/20</del>, rescheduled 12/15/20</li> <li>• School Board Meeting Information – 11/17/20</li> <li>• School Board Meeting Approval – 12/15/20</li> <li>• Effective Date – upon approval</li> </ul>
<b>Summary of Proposed Policy Revisions:</b>	<ul style="list-style-type: none"> <li>• This policy is being revised to clarify the procedures regarding the temporary transfer of sales surtax funds between allocated groups, and other changes in compliance with applicable Florida law.</li> <li>• The proposed revision removes the listed allocation of funds percentages which are defined in Policy 6180.01 <i>Allocation and Use of Sales Surtax Contingency</i>.</li> </ul>
<b>Specific Authority:</b>	§§212.055(6), 1001.42; F.S.
<b>Next Steps:</b>	<ul style="list-style-type: none"> <li>• Revisions to internal procedures</li> <li>• Training for BPS employees regarding revisions to policy and revised procedures</li> </ul>

**Current  
Version**

BPS Current

### **6180.03 - TEMPORARY TRANSFER OF SALES SURTAX CASH BETWEEN GROUPS**

Sales surtax funds are allocated upon receipt in accordance with the following percentages:

School Security	2.90%
Educational Technology	12.81%
Facility Renewal	79.28%
Contingency	5.01%
Total	100.00%

Should the occasion arise where cash flow is not available to fund a high priority project in one group but is available in another group, the Board may authorize a temporary transfer of available cash between the groups.

A temporary transfer may be considered based on the following criteria:

- A. The transfer will allow the District to take advantage of savings that may occur from matching grants, favorable pricing, or other circumstance that results from accelerating the sales surtax investment in this group.
- B. The transfer will accelerate the funding for a high priority program or a high priority component or system failure.
- C. The total resources available to a group cannot exceed that group's maximum sales surtax allocation plus their share of the contingency, limiting the transfer amount to the difference between the resources received to date and the maximum total allocation.

The temporary transfer of funds will be processed in accordance with AP [6180.03](#).

This policy only applies to temporary transfers of sales surtax funds. Any modification to the percentage allocation of funds across groups requires Board authorization.

Adopted 6/14/16

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# Neola Template

**There is NO  
NEOLA  
Template for  
this Policy.**

**Redline  
Draft**

~~BPS Current~~

## **6180.03 - TEMPORARY TRANSFER OF SALES SURTAX CASH BETWEEN GROUPS**

~~Sales surtax funds are allocated upon receipt in accordance with the following percentages:~~

<del>School Security</del>	<del>2.90%</del>
<del>Educational Technology</del>	<del>12.81%</del>
<del>Facility Renewal</del>	<del>79.28%</del>
<del>Contingency</del>	<del>5.01%</del>
<del>Total</del>	<del>100.00%</del>

A. Should the occasion arise where cash flow is not available to fund a high priority project in one group but is available in another group, the Board may authorize a temporary transfer of available cash between the groups.

B. A temporary transfer may be considered based on the following criteria:

1. The transfer will allow the District to take advantage of savings that may occur from matching grants, favorable pricing, or other circumstance that results from accelerating the sales surtax investment in this group.
2. The transfer will accelerate the funding for a high priority program or a high priority component or system failure.
3. The total resources available to a group cannot exceed that group's maximum sales surtax allocation plus their share of the contingency, limiting the transfer amount to the difference between the resources received to date and the maximum total allocation.

C. The temporary transfer of funds will be processed in accordance with Administrative Procedures 6180.03 Temporary Transfer of Sales Surtax Cash Between Groups.

D. This policy only applies to temporary transfers of sales surtax funds. Any modification to the percentage allocation of funds across groups requires Board authorization.

Adopted 6/14/16

Revised

Legal

F.S. 212.055(6)

F.S.1001.42

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**Clean  
Version**



## **6180.03 - TEMPORARY TRANSFER OF SALES SURTAX CASH BETWEEN GROUPS**

- A. Should the occasion arise where cash flow is not available to fund a high priority project in one group but is available in another group, the Board may authorize a temporary transfer of available cash between the groups.
- B. A temporary transfer may be considered based on the following criteria:
  - 1. The transfer will allow the District to take advantage of savings that may occur from matching grants, favorable pricing, or other circumstance that results from accelerating the sales surtax investment in this group.
  - 2. The transfer will accelerate the funding for a high priority program or a high priority component or system failure.
  - 3. The total resources available to a group cannot exceed that group's maximum sales surtax allocation plus their share of the contingency, limiting the transfer amount to the difference between the resources received to date and the maximum total allocation.
- C. The temporary transfer of funds will be processed in accordance with Administrative Procedures 6180.03 *Temporary Transfer of Sales Surtax Cash Between Groups*.
- D. This policy only applies to temporary transfers of sales surtax funds. Any modification to the percentage allocation of funds across groups requires Board authorization.

Adopted 6/14/16  
Revised \_\_\_\_\_

Legal  
F.S. 212.055(6)  
F.S.1001.42

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