

Business Operations
Ofelia San Pedro, Deputy Superintendent

**SUBJECT: PROPOSED AMENDMENT OF SCHOOL BOARD RULES: FINAL
READING 6Gx13- 3D-1.021, INTERNAL FUND/SCHOOL ACTIVITIES
– SPECIFIC PROCEDURES AND 6Gx13- 5C-1.061, MANAGEMENT
OF FUNDS/SCHOOL ACTIVITIES – INTERNAL FUND ACCOUNTS**

COMMITTEE: INNOVATION, EFFICIENCY & GOVERNMENTAL RELATIONS

The School Board of Miami-Dade County, Florida, announced on November 16, 2005, its intention to amend School Board Rule 6Gx13- 3D-1.021, Internal Fund/School Activities – Specific Procedures and 6Gx13- 5C-1.061, Management of Funds/School Activities – Internal Fund Accounts and update the document, Manual of Internal Fund Accounting for Elementary and Secondary Schools, at the meeting of January 18, 2006.

The Notice of Intended Action, was published in the *Miami Daily Business Review* on November 21, 2005, posted in various places for public information, and mailed to various organizations representing persons affected by the amended rule and to individuals requesting notification.

The time to request a hearing to protest the adoption of these rules has elapsed.

In accordance with the provisions of the Administrative Procedure Act, these amended rules are presented to The School Board of Miami-Dade County, Florida, for adoption and authorization to file the rules in the official records of The School Board of Miami-Dade County, Florida.

Attached are the Notice of Intended Action, the proposed amended rules and pages to the document, Manual of Internal Fund Accounting for Elementary and Secondary Schools. Changes from the current rules are indicated by underscoring words to be added and ~~striking through~~ words to be deleted.

RECOMMENDED: That The School Board of Miami-Dade County, Florida, adopt amended School Board Rule 6Gx13- 3D-1.021, Internal Fund/School Activities - Specific Procedures, and 6Gx13- 5C-1.061, Management of Funds/School Activities – Internal Fund Accounts, and the document Manual of Internal Fund Accounting for Elementary and Secondary Schools, which is incorporated by reference and is part of these rules and authorize the Superintendent to file the rules with The School Board of Miami-Dade County, Florida, to be effective January 18, 2006.

NOTICE OF INTENDED ACTION

THE SCHOOL BOARD OF MIAMI-DADE COUNTY, FLORIDA, announced on November 16, 2005, its intention to amend School Board Rules 6Gx13- 3D-1.021, Internal Fund/School Activities - Specific Procedures, and 6Gx13- 5C-1.061, Management of Funds/School Activities – Internal Fund Accounts, and pages of the document, Manual of Internal Fund Accounting for Elementary and Secondary Schools, which is incorporated by reference and a part of this rule, at its meeting of January 18, 2006.

PURPOSE AND EFFECT: To amend pages of the document, Manual of Internal Fund Accounting for Elementary and Secondary Schools, in order to correct specific pages and update the Travel and Field Trips procedures with new language.

SUMMARY: The proposed major updates include specification of the travel expenditure limits from internal fund sources and authorization to allow in-house field trips, initially requested by Board Member Ms. Evelyn Langlieb Greer, during the July 7th Innovation Efficiency and Governmental Relations Committee meeting.

SPECIFIC LEGAL AUTHORITY UNDER WHICH RULEMAKING IS AUTHORIZED: 1001.41(1)(2); 1001.42(22); 1001.43 (10), F.S.

LAW IMPLEMENTED INTERPRETED, OR MADE SPECIFIC: 1001.43(2); 1001.51 (11); 1011.07; 717.1035; 717.113, F.S.; 6A- 1.085; 6A-1.087 FAC

IF REQUESTED, A HEARING WILL BE HELD DURING THE BOARD MEETING OF January 18, 2006, which begins at 1:00 p.m., in the School Board Auditorium, 1450 N.E. Second Avenue, Miami, Florida 33132. Persons requesting such a hearing or who wish to provide information regarding the statement of estimated regulatory costs, or to provide a proposal for a lower cost regulatory alternative as provided by Section 120.541(1), F.S., must do so in writing by December 13, 2005, to the Superintendent of Schools, Room 912, at the same address.

ANY PERSON WHO DECIDES TO APPEAL THE DECISION made by The School Board of Miami-Dade County, Florida, with respect to this action will need to ensure the preparation of a verbatim record of the proceedings, including the testimony and evidence upon which the appeal is to be based. (Section 286.0105, Florida Statutes)

A COPY OF THE PROPOSED AMENDED RULE is available to the public for inspection and copying at cost in the Citizen Information Center, Room 158, 1450 N.E. Second Avenue, Miami, Florida 33132

Originator: Ms. Evelyn Langlieb Greer
Date: January 5, 2006

] Revised
subsequent to
Initial Reading
on 11/16/05

Non-salaried Accounts

INTERNAL FUND/SCHOOL ACTIVITIES – SPECIFIC PROCEDURES

The specific procedures to be followed regarding the accounting and management of funds generated by school activities are contained in the **Manual of Internal Fund Accounting for Elementary and Secondary Schools**, which is incorporated by reference in this rule and is a part hereof. The **Manual of Internal Fund Accounting for Elementary and Secondary Schools** is on file in the Office of Board Recording Secretary and in the Citizen Information Center.

Specific Authority: 1001.41(1)(2); 1001.42(22); 1001.43(10) F.S.
Law Implemented, Interpreted, or Made Specific: 1001.43(2); 1001.51(11);
1011.07; 717.1035; 717.113 F.S.; 6A-1.085; 6A-1.087 FAC

History THE SCHOOL BOARD OF MIAMI-DADE COUNTY, FLORIDA
Repromulgated: 12-11-74
Amended: 5-4-83; 12-7-83; 12-11-85; 8-20-86; 8-22-90; 1-9-91; 9-4-91; 4-22-92;
5-12-99; 8-22-01; 3-17-04; 7-13-05

Activities**MANAGEMENT OF FUNDS/SCHOOL ACTIVITIES – INTERNAL FUND ACCOUNTS**

The specific procedures to be followed regarding the accounting and management of funds generated by school activities are contained in the **Manual of Internal Fund Accounting for Elementary and Secondary Schools**, which is incorporated by reference in Board Rule 6Gx13- 3D-1.021, **Internal Fund/School Activities – Specific Procedures**. This manual is on file in the Office of Board Recording Secretary and the Citizen Information Center.

Specific Authority: 1001.41(1)(2); 1001.42(22); 1001.43 (10) F.S.
Law Implemented, Interpreted, or Made Specific: 1001.43(2); 1001.51(11);
1011.07; 717.1035; 717.113 F.S. 6A-1.85; 6A-1.87 FAC

History THE SCHOOL BOARD OF MIAMI-DADE COUNTY, FLORIDA
Repromulgated: 12-11-74
Emergency Amendment: 12-9-81
Amended: 2-17-82; 5-4-83; 3-17-04; 7-13-05