

# MEMORANDUM

To: Members of the Board of Trustees  
From: Luis M Guerra, Director of Finance  
Subject: Budget Amendment - Administration  
Date: February 26, 2025

---

## Budget Amendment Request

1. Requesting a budget amendment to allocate to function 35- Child Nutrition from the recently awarded Equipment Grant.

### Increase

101.00.5939.00.000.00.0.00	\$12,000
101.35.6639.00.901.99.0.00	\$12,000

Board President: \_\_\_\_\_ Date: \_\_\_\_\_

Board Secretary: \_\_\_\_\_ Date: \_\_\_\_\_

---