

**MANSFIELD INDEPENDENT SCHOOL DISTRICT
RESOLUTION #26-01
ADMINISTRATIVE AUTHORITY TO PROCESS
ROUTINE BUDGET REVISIONS, ADJUSTMENTS,
AND TRANSFERS**

The Board of Trustees of the Mansfield Independent School District authorizes Dr. Kimberley Cantu, Superintendent, and Michele Trongaard, Associate Superintendent of Business and Finance, or designee, to make such routine budget revisions, adjustments, and transfers as necessary for the payment of District obligations and to effect technical adjustments of the board-adopted budget during the 2025-2026 fiscal year, in accordance with the provisions of this resolution.

This resolution is adopted for the purpose of expediting the processing of routine budget revisions, adjustments, and transfers, and shall remain in effect for the remaining periods of the fiscal year, from July 1, 2025, to June 30, 2026, and is subject to annual review and renewal by duly adopted resolution of the Board of Trustees of Mansfield Independent School District. The amount of any individual routine budget revision, adjustment, or transfer shall not exceed \$500,000. The total amount of routine budget revisions, adjustments, and transfers at any one time may not exceed \$500,000.

This resolution shall be limited to the administrative approval and processing of routine budget revisions, adjustments, and transfers, within or between account functions of expenditures and within or between resources and funds, including the following: General Fund 19X, School Nutrition Fund 24X, and Debt Service Fund 599.

This resolution shall not permit the administrative processing of non-routine budget revisions, adjustments, and transfers which increase or decrease revenues and other financing sources and uses, along with the corresponding revisions in expenditures; or budget revisions, adjustments, and transfers which reduce or increase the fund balance of any related fund; or transfers between funds; or transactions exceeding \$500,000. Such non-routine budget revisions, adjustments and transfers must continue to be presented to the Board of Trustees for approval prior to processing.

A summary report of budget revisions, adjustments, and transfers approved and processed by the District in accordance with this resolution, listed by major function and funds, shall be submitted to the Board of Trustees for adoption/ratification on a monthly basis.

ADOPTED by the Mansfield Independent School District Board of Trustees on this 22nd day of July, 2025.

MISD School Board President

Attest:

MISD School Board Secretary