

**Maria Montessori Academy  
Policy: Fund Transfer Policy  
Adopted: May 29, 2015**



The Maria Montessori Academy (the “School”) Board of Directors is responsible for monitoring the financial status and ensuring financial accountability for the School. In order to perform its responsibilities, the Board must have adequate information regarding financial transactions and the balances of the School’s various financial accounts.

Therefore, in connection with the performance of these responsibilities, the Board must approve any transfers of School funds to or from the School’s Public Treasurer’s Investment Fund (“PTIF”) account. However, in the event such a transfer must be made prior to a scheduled Board meeting, the Board President and Board Financial Coordinator may authorize such a transfer, and the Board may ratify the transfer at the next Board meeting.

Signature:

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Board President

Date