

9.04 FISCAL ACCOUNTING AND REPORTING

The District's accounting system shall be in compliance with the Uniform School Accounting System as prescribed by the Auditor of State for the use of school districts. The Treasurer shall be responsible for receiving and properly accounting for all funds of the District.

The financial records must be adequate to:

- A. Guide the making or deferring of purchases, the expansion or curtailing of programs, and the controlling of expenses;
- B. Ensure that current data is immediately available and in such form that routine summaries can be readily made;
- C. Serve as a guide to budget estimates for future years and to hold expenditures to the amounts appropriated; and
- D. Show that those in charge have handled funds within limitations established by law and in accordance with Board policy.

Financial Report

The Board will receive monthly financial statements from the Treasurer which show receipts, disbursements, appropriations, encumbrances, balances, assets, and liabilities. The Treasurer will make all other financial reports required by law or by state agencies and submit them to the proper authorities.

The financial records of the School District may be destroyed only in compliance with the provisions of state law and the specifications of the District's records commission, the Auditor of State, and the Ohio Historical Society.