MONONA GROVE SCHOOL DISTRICT

Board Policy 682

FINANCIAL REPORTS

The Superintendent or designee shall be responsible for maintaining the records of the district in an auditable form, preparing or causing to be prepared all fiscal reports, keeping necessary records to adequately control the financial transactions of the district and preparing financial statements.

The Board shall receive periodic statements showing the financial condition of the district.

The Superintendent shall file all fiscal reports required by county, state or federal agencies.

The Superintendent or designee shall annually prepare a report showing the financial condition of the district. A complete analysis of all expenditure accounts and receipts shall be made with sufficient detail to allow the Board to properly review the management of all funds and accounts, and to serve as a resource for planning final budget accounts for the ensuing year.

LEGAL REFERENCES: Sections 65.90(3) Wisconsin Statutes
120.18

BOARD APPROVAL: April 9, 2003