

FISCAL ACCOUNTING AND REPORTING

The Board treasurer shall:

1. Have custody of all moneys belonging to the district and pay out the same on order of the Clerk, countersigned by the Chairman;
2. Cause an account to be kept of the receipts and expenditures of the district;
3. Render a statement of the finances of the district at any time when required by the district Board of Trustees; and cause a detailed report showing the sources of revenue and the purposes for which moneys were expended to be published at the close of each fiscal year in some newspaper of general circulation within the school district.

All funds received and/or disbursed by any agency of the school system, including any and all district transactions, shall be accounted for carefully and accurately; shall conform with good accounting practices providing for the appropriate separation of accounts, funds, and special moneys; and shall be done in a manner that is easily reviewed and lends itself to auditing.

Adopted 7/20/77

Revised: 4/10/00

LEGAL REF.: W.S. 21-3-118

Wyoming Education Policies Reference Manual, code DI

Note: Fiscal accounting and reporting must meet requirements established by the State Board of Education as set forth in the Wyoming School Budgeting, Accounting, and Reporting Manual.

School District #1, Sweetwater County, Wyoming