

PRESENTATION AND PUBLICATION OF FINANCIAL REPORTS AND INFORMATION

The school district recognizes the importance and value of fulfilling timely reporting requirements. Regularly providing updated financial information assists the Board of Directors in making informed decisions for the future financial health of the school district.

Annually, after August 31 of each year and before the organization meeting, the Treasurer At the annual meeting, the treasurer will give the annual report stating the **beginning balance, disbursements, revenues received, and ending balances in each school district fund** amount held over, received, paid out, and on hand in the general and all other funds. This report is in written form and sent to the board with the agenda for the Board meeting. The Treasurer will also furnish the Board with a statement from each depository showing the balance then on deposit. It is the responsibility of the Treasurer to submit this report to the board annually.

The Board Treasurer will **provide a written** report to the Board of Directors each month. **The report will be included in the agenda for the Board of Directors meeting, showing the beginning balance,** about the receipts, disbursements and **ending** balances of **each school district fund** the various funds. This report will be in written form and sent to the board with the agenda for the board meeting.

Following board approval, **the Board Secretary will timely publish** each month the schedule of bills allowed by the Board **and will annually publish the total salaries paid to the employees regularly employed by the school district** is published in a newspaper **published within the school district or, if none, in a newspaper of general circulation within the school district.** designated as a newspaper for official publication. Annually, the total salaries paid to employees regularly employed by the school district will also be published in a newspaper designated as a newspaper for official publication. It is the responsibility of the board treasurer to publish these reports in a timely manner.

Legal Reference: Iowa Code §§ 279; .33, .36; 291.7; 618.

Cross Reference: 206.4 Treasurer
210.1 Annual Meeting

Initially Approved 03-08-1999

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