

FISCAL ACCOUNTING AND REPORTING

The accounting system that is used shall conform with requirements of the Wyoming Department of Education, with state law, and with good accounting practices, providing for the appropriate separation of accounts, funds, and special monies.

The Superintendent and/or the Business Manager will be responsible for and oversee the preparation of financial statements that will be presented to the Board quarterly. This report will be prepared in the form prescribed by the Board. It will show the amount budgeted in each budget category, the amount expended to date, and the remaining unexpended balance. The statement will also show the unencumbered bank balance. A list of bills for Board approval will also be presented monthly. At the request of the Board, a more detailed breakdown of any budget category may be requested and provided.

At the request of the Board or the Superintendent, other financial reports will be presented.

W.S. 21-3-110

First Reading: 4-7-20
Second Reading: 5-4-20