

**ANNUAL BUDGET**

The Board shall have prepared and shall adopt the annual budget, keep thorough and accurate accounts and records of all income and disbursements, and prepare, file, and publish all required financial reports and statements, all in accordance with Oklahoma School Law and also in accordance with the rules and regulations of the State Examiner and the State Board of Education.

The financial management and accounting system shall be so organized and operated as to require and assure that:

- A. Receipts shall be issued for all monies received in excess of \$10 for any account or purpose except for individual admissions and lunches.
- B. Monies received shall be deposited in the administrative office in the building the day they are received.
- C. The School Board shall be furnished a monthly financial report of all funds and accounts.

**REFERENCE: 68 O.S. §3002**  
**70 O.S. §5-114, §5-129, §5-133, §5-134.1, §5-135, §5-154, §5-155**  
**70 O.S. §5-128, §5-128.1**