Cherokee County School District

Agenda Request Form

Meeting Date	Agenda Item Number
June 17, 2021	C-2

Title

Technical Modifications to School Board Policies (4)- - on First Reading

Requested Action

School Board Consideration of Superintendent's Recommendation for Approval of Technical Modifications to School Board Policies (4)- - on First Reading

Summary Explanation and Background

As part of this year's Policy review process, an annual staff and legal review of School Board Policies was conducted to ensure continued alignment with State and Federal Laws/regulations. The attached technical modifications to four School Board Policies are recommended by the Superintendent for School Board approval on first reading.

Policies include:

- Annual Operating Budget (DC)
- Accounting and Reporting (DI)
- Petty Cash Accounts (DJB)
- Students with Disabilities (IDDF)

Priority Area

Organizational and Operational Effectiveness

Financial Impact

N/A

Exhibits: (List)

Policies (4)

Source of Additional Information

Dr. Brian V. Hightower	770.479.1871
Mike McGowan	770.479.1871
Tom Roach	770.479.1406

The Cherokee County Board of Education, employs a professional Superintendent to operate the School District. The School Board appreciates that the day-to-day operation of the School District is vested within the sound control, management and discretion of the professional Superintendent. The School Board recognizes that many decisions regarding purchasing, finance, educational programs, special education, minor litigation and other day-to-day operational issues require timely decision making. The Superintendent and staff prepare an annual budget that the School Board approves according to law. The approved budget contains specific funds and functions for various expenditures.

I. BUDGET PREPARATION

The annual budget will be prepared by the Superintendent and members of his/her staff, in accordance with the procedures set forth by Georgia Law and State Board of Education Rules. The budget will be recommended by the Superintendent to the Board for consideration and adoption.

II. BUDGET PRELIMINARY ADOPTION PROCEDURES

The School Board will review, recommend, and consider tentative approval to the next fiscal year budget. Upon tentative approval, the Superintendent will cause the budget to be advertised ~~in the local paper~~ as required by law.

III. BUDGET FINAL ADOPTION PROCEDURES

Following publication ~~in the local paper~~ as required by law, the budget for the next fiscal year will be reconsidered for final adoption by the School Board.

IV. SPENDING AUTHORITY OF SUPERINTENDENT

Unless otherwise required for "Public Works Construction" as defined by O.C.G.A. §36-91-2, State Board of Education Rules and/or other applicable law requiring School Board approval, the Superintendent or his/her designee is hereby vested with the authority to make expenditures of funds specifically budgeted and approved by the Board in an amount up to the approved budget.

Unbudgeted transfers from one budgetary fund to another must receive prior School Board approval.

The Superintendent is authorized by the School Board to approve adjustments of up to five percent of the amount budgeted for expenditures in any budgetary function for any fund. The Superintendent will report to the School Board concerning such adjustments not later than the next regular meeting of the School Board. If at any time during the budget year expenditure of funds in any budget function for any fund is anticipated to exceed by five percent the amount budgeted for that function in the School Board-approved budget, the Superintendent must recommend a budget amendment by the School Board to authorize the additional anticipated expenditures.

REVISED: ~~July 21, 2016~~ June 2021

Cherokee County Board of Education

The Superintendent is ultimately responsible for receiving and properly accounting for all funds of the School District. Funds shall be deposited in a depository designated by the School Board.

The accounting system used will conform with requirements of the State Board of Education and with good accounting practices, providing for the appropriate separation of accounts, funds and special monies.

The School Board will receive and inspect monthly financial reports from the Superintendent, in accordance with applicable state statutes ~~which account for all receipts and payments for that period of time.~~

ADOPTED: August 2, 2001

REVISED: June 2021

Cherokee County Board of Education

All records of funds handled by the School Principals will be inspected annually by the Superintendent or his/her designee. Principals will make annual reports to the School District for all funds handled. Any purchases by Principals will be billed to his/her individual school account.

ADOPTED: August 2, 2001

REVISED: ~~July 18, 2019~~ June 2021

Cherokee County Board of Education

The Cherokee County School District is responsible to provide a free appropriate public education with the intent of providing full educational opportunities to all children with disabilities, aged ~~birth~~ three through 21. In keeping with its responsibility, the School District will develop and implement procedures consistent with Individuals with Disabilities in Education Act, Section §504 of the Rehabilitation Act and the State Board of Education Rules.

ADOPTED: July 16, 2020
REVISED: June 2021

Cherokee County Board of Education