

## ACCOUNTING REPORTS AND RECORDS

The superintendent and chief school financial officer are responsible for preparing all reports in accordance to Alabama School Fiscal Accountability Law or required or requested by the State Board of Education or the local school board.

### INVENTORY

The Athens Board of Education directs that all fixed or capital assets shall be inventoried annually. Inventory records of fixed or capital assets shall be maintained in the school board's central office. A supplemental inventory of equipment items not classified as fixed or capital assets shall be maintained.

### REVIEW OF MONTHLY REVENUES AND EXPENDITURES

The superintendent shall have monthly reports of revenues and expenditures prepared for review by the Athens Board of Education. The monthly financial reports and annual budget shall be made available to the public on the local internet site.

SOURCE: Athens City Board of Education, Athens, AL

ADOPTED: Oct. 5, 1978; REVISED: Nov. 29, 1994; REVISED: June 21, 2007

LEGAL REF.: The Code of Alabama 16-12-12; 16-13A-1; 16-13A-5; 16-13A-6