

Within one hundred twenty (120) days from the last day of each fiscal year, the board of trustees, through its superintendent or other designee, will prepare and publish an annual statement of financial condition and report of the district as of the end of such fiscal year in the form prescribed by the State Superintendent of Public Instruction.

This annual statement will include, but not be limited to:

1. The amounts of money budgeted and received and from what sources; and
2. The amounts budgeted and expended for salaries and other expenses by categories.

The district will have available upon request, at the district office, a full and complete list of vendors and the amount paid to each, and the list of the number of teachers paid at each of the several stated gross salary levels in effect in the district.

The board may authorize additional or supplementary statements and reports for the purpose of informing the public of its financial operations, either as to form, content, method, or frequency. If all information required to be published as set forth herein is published at regular intervals during the fiscal year covering successive portions of the fiscal year, the board may decide to omit such information from the annual statement of financial condition and report for those portions of the year that have already been reported.

The chairman, clerk, and treasurer of the district will certify the annual statement of financial condition and report to be true and correct, and the certification will be included in each published statement. Such statement of financial condition may be made available on the district's website and may be published electronically in accordance with Idaho Code §60-106A. A copy of the annual statement of financial condition and report will be available at the district office and open to inspection and examination during regular business hours.



**LEGAL REFERENCE:**

Idaho Code Sections

33-701(5) – Fiscal Year – Payment and Accounting of Funds

60-106 – Qualifications of Newspapers Printing Legal Notices

60-106A – Electronic Publication of Legal Notices by Newspapers

**ADOPTED: February 15, 2005**

**AMENDED: November 13, 2023**