BP-3400

MANAGEMENT OF DISTRICT ASSETS/ACCOUNTS

Accounting Systems

The Superintendent or designee shall provide ongoing internal accounting controls and a means for the accounting of income and expenditures as outlined in the adopted budget and the District's Standard Operating Procedures Manual.

Audits

The Board shall provide for an annual audit of district accounts by a public accountant who has no personal interest in district fiscal affairs. The audit shall be conducted in accordance with the requirements of state regulations.

Journal Entries

The Superintendent will review and approve all journal entries made by the Business Manager, at least once per quarter.

Bank Reconciliations

The Superintendent will review bank reconciliations prepared by the Business Manager on a monthly basis.

Legal References

ALASKA STATUTES
14.08.111 Duties (Regional School Boards)
14.14.050 Annual Audit
14.14.065 Relationship between City School District and City
14.17.082 Fund Balance in School Operating Fund

ALASKA ADMINISTRATIVE CODE
4 AAC 06.120 Accounting and Audit Manuals, Charts of Accounts, Code Descriptions
4 AAC 06.121 Annual Financial Reporting Requirements
4 AAC 09.130 School District Audit
4 AAC 09.160 Fund Balance

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