

CHARTIERS-HOUSTON SCHOOL DISTRICT

Policy No.: 601

Section: Finances

# POLICY GUIDE

Title: OBJECTIVES

Adopted: 3/20/00

Revisions Adopted: \_\_\_\_\_

## POLICY NO. 601

### OBJECTIVES

#### 1. PURPOSE

The Board recognizes its responsibility to the taxpayers of the district to be sure that public moneys expended by the school district are utilized for the furtherance of pupil education in a manner that will ensure full value to the taxpayers, and that adequate constraints and records are established to ensure that end.

#### 2. AUTHORITY

The Board has the authority and responsibility to prepare the budget, approve bids and pass upon each expenditure of the district.

#### 3. RESPONSIBILITY

To meet the goals of this policy, the Board requires the Superintendent and Business Manager to:

- establish sound accounting procedures based upon State and Federal recommended accounting procedures and the recommendation of the district auditor.
- institute effective business practices and
- recommend suitable accounting equipment where necessary

The Business Manager shall review the financial operations monthly and:

- report to the Board regarding their effectiveness

- recommend improvements and
- prepare administrative procedures for sound school fiscal operations.