

FINANCIAL REPORTS & RESOLUTIONS

The Board of Education shall require the Superintendent (or designee) to make monthly financial reports on the status of the budget for each fund at its monthly Business Meeting as part of their report. Reports to be provided include:

1. Monthly Finance Reports, to include:
 - a. Cash flow;
 - b. Monthly available funds report
 - c. Forecast of budget provided in December, February and April, and at other times as needed;
2. Student Activity Funds Reports; Quarterly
3. Change Order Report; Quarterly
4. Grants Report; Quarterly
5. Contract Report; Quarterly
6. Budget Transfer Report; Monthly
7. Charter School Report; concurrent with charter school tuition payments

The Superintendent (or designee) shall provide other financial statements as requested by the Board.

The Board of Education shall require the Chief Legal Counsel to provide quarterly reports on any contracts for goods and services issued under \$35,000. These reports shall include the name of the vendor, length of the contract, date contract was signed, amount of the contract, brief description of the services to be provided, and verification that the contract was reviewed by the Department of Law to check for compliance with procurement requirements, District policies and applicable law, and executed by the Superintendent, or their designee.

Cross-ref: Financial Accountability Policy (6000)
 Budget Transfer Policy (6150)
 Reporting of Grant Awards (6256)

Notes: Policy added December 2002; Amended December 2003; Amended October 2004;
 Amended December 2004; Amended September 2010; and Amended March 24, 2011
 pursuant to Resolution No. 2010-11: 568.; Amended December 23, 2021 pursuant to
 Resolution 2021-22: 348; Amended April 29, 2025 pursuant to Resolution No. 2024-25:
 657

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