

Financial Administration Monitoring Report
2015 – 2016 Fiscal Year
August 22, 2016

The Superintendent may not:

1. Indebt the district through General Obligation notes or bonds and tax anticipation notes unless authorized by the Board.
No additional obligations committed.
2. Fail to settle payroll and debts in a timely manner.
All payroll and debts settled timely with the exception of the Haas and Son's billing for the Parking Lot at Oriole Park which was previously agreed to.
3. Allow reports, filings and payments required by any state or federal agency to be overdue or inaccurately filed.
All reports filed accurately.
4. Fail to arrange for the annual audit of all district funds and accounts following the close of the fiscal year.
Monitored in Fall.
5. Fail to pursue receivables in a reasonable grace manner.
No accounts outstanding at this time.
6. Fail to keep complete and accurate financial records by funds and accounts in accordance with generally accepted accounting principles (GASB).
All records recorded.
7. Withhold from the board duly requested financial information.
No such incidences.
8. Fail to preserve and dispose of all records related to affairs or business of the district in accordance with state and federal law.
All records available.
9. Receive, process or disburse funds under controls that are insufficient under generally accepted accounting procedures.
All procedures of auditor followed.
10. Increase any student fees or charges without Board approval.
No such occurances.
11. Fail to honor properly presented open records requests.
All records requests completed within 10 days.