

**Financial Reports**

The Superintendent shall be responsible for accounting for all monies expended from within the school budget, shall keep files of all invoices and payroll authorizations, and shall keep a record for the information for the Bethany Board of Education (Board) of the expenditures broken down into the same categories and numbered accounts as the budget and the approved accounting system.

The Superintendent shall submit to the Board monthly reports on the status of the budget, showing appropriations and expenditures for the fiscal year to date.

Beginning with the fiscal year starting July 1, 2019 and each fiscal year thereafter, the Board shall, on a quarterly basis, post the Board's current and projected expenditures and revenues on the District's website. In addition, the Board will submit a copy of such current and projected expenditures and revenues to the Town's legislative body, or in a municipality in which the legislative body is a town meeting, to the Board of Selectmen.

The Superintendent, as agent for the Board, shall be responsible for making annual reports to the Town, the State Board of Education, the Teacher's Retirement Board, and other such agencies required by law.

Legal References:      Connecticut General Statutes § 10-51  
                                 Connecticut General Statutes § 10-222  
                                 Connecticut General Statutes § 10-259  
                                 Public Act 19-117, § 290  
                                 Public Act 13-247

Policy adopted:        September 9, 1991  
Police reviewed:        May 9, 2012  
Policy revised:         April 13, 2016  
Policy revised:         January 8, 2020