

CHAPTER 7.00 – FINANCE AND BUSINESS SERVICES

LOCAL SCHOOL MONTHLY FINANCIAL RECORD RECONCILIATION+*	7.13
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All bank accounts of the Daleville City Board of Education and its local schools shall be reconciled to the financial records. The Chief School Financial Officer shall be responsible for verifying that monthly LEA bank statements are reconciled to the financial records by the 20th of each month for review by the Superintendent.

The Chief School Financial Officer shall also be responsible for verifying that monthly local school account bank statements are reconciled to the financial records by the 10th of each month for review by the Superintendent.

Said reports shall ensure accurate monthly financial statements, and shall be accompanied by a copy of the corresponding bank statement, copy of the bank reconciliation report, report of outstanding encumbrances, and report of accounts payable.

STATUTORY AUTHORITY:

**CODE OF ALABAMA
16-13A-6**

LAW(S) IMPLEMENTED:

**CODE OF ALABAMA
16-13A-6**

ALABAMA ADMINISTRATIVE PROCEDURE ACT:

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HISTORY:

**ADOPTED: October 10, 2007
REVISION DATE(S): _____
FORMERLY: NEW**