

682 PERIODIC FINANCIAL REPORTS

The superintendent or his/her designee shall be responsible for maintaining the books and records of the district in auditable form. He/she shall prepare or cause to be prepared all fiscal reports, keep necessary records to control adequately the financial transactions of the district, and prepare financial statements.

Financial statements will be prepared under the direction of the superintendent or his/her designee and submitted to the Board.

The superintendent or his/her designee shall file all fiscal reports with the county, state or federal agencies, as required.

LEGAL REF.: Sections 65.90(3) Wisconsin Statutes
120.11
120.14
120.16(4)
120.18
120.44
121.05

APPROVED: November 11, 1974

REVISED: January 14, 2002