

**ACCOUNTING AND CONTROL PROCEDURES****7.20\*+**

- I. The financial records and accounts of the School Board shall be kept by the Superintendent on forms and in the manner prescribed by State Board of Education rules. If such forms are not prescribed by State Board of Education rules or Florida Statutes, a uniform system shall be established by the School Board.
- II. The Superintendent shall submit to the School Board a financial statement for each month of the school fiscal year. The format of the statement shall be approved by the School Board and shall include a cumulative report to date of all receipts and expenditures for the school fiscal year.
- III. The Superintendent may develop and the School Board approve procedures under which any funds under their controls are allowed to be transmitted by electronic transaction.

**STATUTORY AUTHORITY:****1001.41, 1001.42, F.S.****LAW(S) IMPLEMENTED:****215.85, CHAPTER 668, 1001.43, 1001.51,  
1010.11, 1011.60, 1011.62, F.S.****STATE BOARD OF EDUCATION RULE(S):****6A-1.001****HISTORY:****ADOPTED: 6/12/2007****REVISION DATE(S): \_\_\_\_\_****FORMERLY:**