

Decatur County Board of Education

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| Monitoring: Review: Annually, in September | Descriptor Term: Accounting System | Descriptor Code: 2.700 | Issued Date: 07/13/17 |
| | | Rescinds: 2.700 | Issued: 08/12/99 |

1 *Central Office*

2 The director of schools shall maintain a system of accounting arranged according to the regulations
 3 prescribed by the Commissioner of Education that provides a detailed and accurate account of all
 4 receipts and disbursements of the schools.¹

5 *Individual Schools*

6 The principal of each school shall be responsible for the management of all internal accounts under his/
 7 her jurisdiction in accordance with the *Tennessee Internal School Uniform Accounting Policy Manual*.²

8 *Audits*

9 An audit of all fiscal accounts, including accounts and records of all school student activity funds, shall
 10 be made by a certified public accountant following the end of each fiscal year.³

11 The director of schools shall furnish or make copies of the audit available to the proper authorities as
 12 prescribed by law.⁴

13 When an administrative change occurs during the fiscal year and the position is responsible for the
 14 expenditure of funds, a special audit of accounts involved shall be conducted.

15 The special audit shall be as extensive as the board may determine.

Legal References

1. TCA 49-2-301(b)(1)(D);TCA 49-3-316(a)(1)
2. TCA 49-2-110(d)
3. TCA 49-2-112(a)(1), (c)(1); TCA 49-2-110(a)
4. TRR/MS 0520-1-2-.13(3)(d)

Cross References

- Petty Cash 2.801
 Student Activity Funds Management 2.900