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MEDFORD AREA PUBLIC SCHOOL DISTRICT

DATE ADOPTED: October 8, 1991 FILE SECTOR: FISCAL MANAGEMENT DATE REVISED: June 18, 1998 POLICY TITLE: FISCAL ACCOUNTING AND

DATE REVISED: October 16, 2003 REPORTING

DATE REVISED: May 18, 2017
DATE REVISED: March 27, 2023

Medford Area Public School District shall maintain uniform financial fund accounting standards.

The business manager ultimately shall be responsible for receiving and properly accounting for all funds of the district.

The accounting system used shall conform with requirements of the Wisconsin Department of Public Instruction (DPI) and with generally accepted accounting practices, providing for the appropriate separation of accounts, funds and special monies.

The board of education (BOE) shall receive monthly financial statements from the business manager showing the financial condition of the district. Such other financial statements as may be determined necessary by either the BOE or the district administrator shall be presented.

The district administrator shall be responsible for student accounting and shall report enrollment and attendance as required by the Wisconsin DPI.

CROSS REFERENCE:

LEGAL REFERENCE: Sections 73.10, 115.28(13), 115.30, & 121.05 (i) Wis. Stats.