

NONINSTRUCTIONAL OPERATIONS AND BUSINESS SERVICES

Code No. 707.1

Policy Title: SECRETARY'S REPORTS

The board secretary - treasurer shall report to the board each month about the receipts, disbursements and balances of the various funds. This report shall be in written form and sent to the board with the agenda for the board meeting.

Legal Reference: Iowa Code §§ 279.8; 291.7 (1995).

Cross Reference: 206.3 Secretary - Treasurer
210.1 Annual Meeting
707 Fiscal Reports

Approved: March 28, 2001
Revised: October 27, 2010
Reviewed: January 21, 2015