



## **1.0 POLICY**

- 1.1 The Board believes that one of its key responsibilities is the timely review of the financial affairs of the School Division.

## **2.0 GUIDELINES**

- 2.1 The Board requires monthly financial statements and variance reports, both consolidated and by established site, of the preceding month, for the Committee of the Whole.
- 2.2 Schools will have access to monthly reporting of budget and year-to-date expenditures.
- 2.3 Principals are to report quarterly to school councils and communities using a report format developed by Central Office administration.

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References: *Admin Practice(s): Financial Management 5 – Fiscal Reporting*