

## **FISCAL MANAGEMENT**

The President/Superintendent shall establish procedures to assure that the District's fiscal management is in accordance with the principles contained in Title 5, section 58311, including:

- Adequate internal controls exist.
- Fiscal objectives, procedures, and constraints are communicated to the Board and employees.
- Adjustments to the budget are made in a timely manner, when necessary.
- The management information system provides timely, accurate, and reliable fiscal information.
- Responsibility and accountability for fiscal management are clearly delineated.

The books and records of the District shall be maintained pursuant to the California Community Colleges Budget and Accounting Manual.

As required by law, the Board shall be presented with a monthly report showing the financial and budgetary conditions of the District.

See Administrative Procedures #AP 6250.

Reference: Education Code Section 84040(c); Title 5 Section 58311

Adopted by Board of Trustees: 10/3/06

Former Policy #602: "Fiscal Services," Adopted by Board of Trustees: 8/15/77

Amended: 7/83, 11/4/91