

BALTIMORE COUNTY PUBLIC SCHOOLS

DATE: December 4, 2012

TO: **BOARD OF EDUCATION**

FROM: S. Dallas Dance, Superintendent

SUBJECT: **CONSIDERATION OF THE PROPOSED CHANGES TO BOARD OF EDUCATION POLICY 3123, REPORTING**

ORIGINATOR: Michael G. Sines, Chief Operations Officer

RESOURCE PERSON(S): Barbara Burnopp, Chief Financial Officer

RECOMMENDATION

That the Board of Education approves the proposed changes to Policy 3123. This is the third reading.

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Attachment I – Policy Analysis
Attachment II – Policy 3123

**POLICY ANALYSIS FOR
BOARD OF EDUCATION POLICY 3123
REPORTING**

Statement of Issues or Questions Addressed

In accordance with Board of Education Policy and Superintendent's Rule 8130, Policy 3123 is scheduled for review in school year 2012-2013. Policy 3123 sets forth guidelines for reporting on the school system's financial status. Staff is recommending that the policy be revised to: (1) include a policy statement; (2) delete the paragraph on school activity funds, as the management of school activity funds is already included in Policy 3125, *School Activity Funds*; (3) include an implementation section; (4) conform with the Policy Review Committee's editing conventions.

Cost Analysis and Fiscal Impact on School System

No fiscal impact is anticipated by the revision of this policy.

Relationship to Other Board of Education Policies

1. Board of Education Policy 3121, *Funds Management*
2. Board of Education Policy 8120, *Purpose, Role, and Responsibilities of the Board of Education*

Legal Requirements

1. *Annotated Code of Maryland*, Education Article §5-111, *Reports*

Similar Policies Adopted by Other Local School Systems

1. Anne Arundel County Board of Education, Policy DD, *Financial Accounting and Reporting*

Draft of Proposed Policy

Attached

Other Alternatives Considered by Staff

No other alternatives were considered.

Timeline

First reading – October 23, 2012

Public comment – November 7, 2012

Third reading/vote – December 4, 2012

NON-INSTRUCTIONAL SERVICES: NON-INSTRUCTIONAL SERVICES

Reporting

I. POLICY STATEMENT

- A. THE BOARD OF EDUCATION OF BALTIMORE COUNTY (BOARD) RECOGNIZES ITS RESPONSIBILITY FOR MANAGEMENT OF THE FUNDS ENTRUSTED TO IT. THE BOARD BELIEVES THAT SOUND FISCAL MANAGEMENT ALSO REQUIRES RECEIVING PERIODIC FINANCIAL INFORMATION ON THE STATUS OF FINANCIAL TRANSACTIONS, ACCOUNTS, AND FUNDS OF BALTIMORE COUNTY PUBLIC SCHOOLS (BCPS).

II. GUIDELINES

- A. The Superintendent shall submit to the Board [of Education of Baltimore County (Board)] and to appropriate Baltimore County officials monthly and annual reports regarding the status of appropriated funds.
- B. THE SUPERINTENDENT SHALL [It shall also be the Superintendent's responsibility to] provide such other financial reports as may be required by law, regulation, or granting agency of the county, state, or federal government.

[School Activity Fund reporting shall be completed in accordance with the Accounting Manual for School Activity Funds.]

III. IMPLEMENTATION

- A. THE BOARD DIRECTS THE SUPERINTENDENT TO IMPLEMENT THIS POLICY.

POLICY 3123

Legal Reference: *Annotated Code of Maryland*, Education Article §5-111, *REPORTS*

RELATED POLICIES: BOARD OF EDUCATION POLICY 3121, *FUNDS
MANAGEMENT*

BOARD OF EDUCATION POLICY 8120, *PURPOSE, ROLE,
AND RESPONSIBILITIES OF THE BOARD OF
EDUCATION*

Policy

Adopted: 09/18/68

Revised: 01/14/03

Readopted: 06/10/08

REVISED: _____

Board of Education of Baltimore County