

Policy

ACCOUNTS

Generally Accepted Accounting Principles

The superintendent shall ensure that generally accepted accounting principles (GAAP) are applied in preparing the budget and keeping all accounts of the district in accordance with code and statute.

All activity accounts in the school year are to be administered under the supervision of the business administrator/board secretary.

The accounting system shall be established according to state guidelines and reviewed by the auditor and include all generally accepted accounting principles (GAAP) considered necessary. These principles provide that all revenues of moneys shall be deposited intact in the bank within 24 hours of receipt.

No payments are to be made from these monies in cash. Payments shall be made by check or electronic payment as allowed by law.

Adopted: October 25, 1994
Revised: September 23, 2003
NJSBA Review/Update: November 2019
Readopted:

Key Words

Bookkeeping, Accounting, Generally Accepted Accounting Principles

Legal References: N.J.S.A. 18A:4-14 Uniform system of bookkeeping for school districts
N.J.S.A. 18A:17-8 Secretary; collection of tuition and auditing of accounts
N.J.S.A. 18A:17-35 Records of receipts and payments
N.J.S.A. 18A:22-8 Contents of budget; program budget system
N.J.S.A. 18A:34-2 Care and keeping of textbooks and accounting
N.J.A.C. 6A:23A-8.1 et seq. Annual Budget Development, Review and Approval
N.J.A.C. 6A:23A-16.1 et seq. Prescribed system of double-entry bookkeeping and GAAP accounting

Handbook 2R2 – Financial Accounting for Local and State School Systems

Possible

Cross References: *3100 Budget planning, preparation and adoption
*3326 Payment for goods and services
*3450 Money in school buildings
*3451 Petty cash funds
*3453 School activity funds
*3570 District records and reports
3571 Financial reports
*3571.4 Audit

*Indicates policy is included in the Critical Policy Reference Manual.