

3354:2-4-03 Reporting to the Board.

In order for the Board to make required policy decisions, it is essential that data, information, recommendations, and reports flow regularly from the administration to the Board. This shall be accomplished through finance, personnel, planning, and committee reports and resolutions to the Board. The administration shall make reports to the Board as follows:

(A) Finance:

Included in these reports are the Financial Report Highlights and Report of Purchase Orders, Bids, and Expenditures where approval is required if the cost is \$50,000 or more. For informational purposes, the Report of Purchase Orders, Bids, and Expenditures will also include a listing of purchase orders issued where the amount is \$5,000 or more but less than \$50,000.

(B) Personnel:

Included in these reports would be the personnel and vacancy report.

(C) Planning:

Included in these reports would be the annual plans, goals, and budgets and any interim progress reports on such matters.

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CERTIFIED ELECTRONICALLY

Certification

03/09/2015

Date

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