

C-6 ADMINISTRATIVE REPORTS

The Board requires that the Superintendent file in a timely manner reports required by state and federal agencies. Further, each principal, supervisor or other administrator shall give careful consideration to all procedures related to reports, accounting and general business matters that are required for the administration of the school program and shall make accurate and prompt return on scheduled dates of all statistical, accounting, and other information as required by the Superintendent or his/her designees.

The Board shall cause to be investigated any report that inaccurate records are submitted or filed in the system. Intentional falsification of records or reports shall be a basis for dismissal by the Board.

ADOPTED: May 11, 2004

LEGAL REF: Code of Alabama 16-11-21, 16-12-12