

# GREYTOWN SCHOOL POLICY STATEMENT

## Finance and Property

### **Rationale**

Greytown School will comply with its financial and property obligations to ensure a safe and healthy learning environment.

### **Purposes**

To maximize the benefit to students through prudent allocations and control of financial and property assets.

### **Guidelines**

1. The school will have written management procedures that are actively practiced and regularly reviewed for compliance.
2. The Board will allocate funds to reflect the school's priorities are stated in the charter by:
  - Developing a long term plan
  - Ensuring that the school provides an annual management plan and budget that reflects the Board's strategic plan, for the Boards assessment and approval.
  - The management plan and budget will be completed by the end of November and be presented at the December Board meeting.
3. The Board and the school will have management procedures for monitoring and controlling expenditure.
4. The Board will ensure that the annual accounts are prepared and audited as required by the Public Finance Act 1989 and the Education Act 1989.
5. The Board will comply with any current asset management agreement, including the Property Occupancy Agreement.
6. Buildings at Greytown School will be safe and healthy.
7. The school will comply with current legislation regarding property. The Resource Management Act 1991, the Building Act 1991 and the Fire Act 1991 will be included in this compliance.

### **Conclusion.**

Greytown School will have a set of implemented management procedures and Board directives that will meet all financial obligations and ensure students receive maximum benefit from funding.

Formulated	Oct. 2005
Reviewed	Oct 2008
Review date	Oct 2011

Signed .....Chairperson