

<p>Kelsey School Division Box 4700 The Pas, Manitoba R9A 1R4</p>	<p>Code: DBD</p>
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FINANCIAL STATEMENT REPORTING – RESPONSIBILITIES

A. Secretary Treasurer

The responsibility of the Secretary Treasurer is found in Policy CBAB.

B. Finance Committee

The responsibility of the School Division Finance Committee is identified in Policy BCE (G).

C. Board of Trustees

It is the responsibility of the Board of Trustees to:

1. Set the fiduciary tone of the School Division.
2. Oversee the control environment and reporting process by encouraging continual improvement and by placing a strong emphasis on fraud and error prevention and detection.
3. Review and approve annual financial statements.
4. Meet with School Division Administration and auditors to discuss effectiveness of internal controls.
5. Comply with legislative responsibilities.

D. Auditors

Shall be a member in good standing of the Chartered Accountants Association of Canada.