

2000 – 2999 FINANCES

2023 FINANCIAL ACCOUNTABILITY OF ACADEMIES AND SCHOOLS

1. Each school and academy must present a balanced budget, approved by the School Board and the constituent churches, to the K-12 Board of Education by March. It shall include a statement of intent that fulfills all financial obligations.
2. No teacher contract will be signed to place a teacher in a given school unless step 1 is completed.
3. The teacher cost remittance for elementary schools and junior academies is on a 10-month payment plan. The first payment is due by August 15. Schools are eligible to receive a 10% discount if the teacher cost payment is made by the 15th of every month. In order to receive the teacher cost discount, the school account with the Texas Conference must be current. All non-teacher cost invoices must be paid within 30 days to receive the 10% discount.
4. Anytime the teacher cost remittance of an elementary or junior academy school is not received at the Texas Conference by the first of the next month following the due date, the school is to provide a solution in writing by the 15th of that month to the Office of Education. A 10% discount will not be given if payment is made after the 15th.
5. Any solution other than bringing the account current will be presented to the K-12 Board of Education for consideration. A school representative, in person, shall present their solution to the K-12 Board of Education.
6. Each academy shall submit a financial statement to the Office of Education and Treasury Department by the 20th of each month for the preceding month.
7. Each academy will revise its budget no later than the October K-12 Board of Education meeting reflecting the changes in number of students and staff.
8. Each academy must operate within its actual cash income by the end of September and each month thereafter through June 30.
9. Anytime an academy does not meet the above regulations an emergency board meeting must be held to develop immediate solutions. Continued subsidy from the Texas Conference may be contingent upon finding acceptable solutions.

10. Anytime an academy account with the Texas Conference is more than 30 days delinquent the subsidy will be applied to that account instead of being forwarded to the academy.
11. If an academy asks for additional subsidy for an emergency payroll, they must open their books for review by the Texas Conference Treasury. No teacher should go unpaid. The Texas Conference will not cosign for any operating loans.

2027 ACCOUNT CHARGE

Interest may be charged on all school accounts that are over 90 days past due with the Texas Conference. The interest rate will be the same as the Southwestern Union Revolving Loan Fund rate.

2037 SENIOR ACADEMY PRINCIPAL EDUCATIONAL SUBSIDY

There will be matching funds available for tuition costs for Academy Principals to pursue an advanced degree. The Texas Conference will provide up to \$1,000 per year to be matched by the academy. This applies only for a Masters or other advanced degree program. (Form on Texas Conference website)

2038 SENIOR/JUNIOR ACADEMY TEACHER EDUCATIONAL SUBSIDY

There will be matching funds available for tuition costs for secondary teachers to pursue an advanced degree. The Texas Conference will provide up to \$500 per year to be matched by the academy. This applies only for a Masters or other advanced degree program. (Form on Texas Conference website)

The request for these funds must be received by the Southwestern Union Office of Education from the TXOE Superintendent by November 1 of the year the school begins. (Form 8027)

2410 RELEASE OF TRANSCRIPTS

The TXBOE policy states that schools shall not be expected to release official school records of transcripts or grade reports unless the student's account has been paid in full. Official transcripts will be released only when satisfactory arrangements have been made.

To enforce the withholding of transcripts/grades:

1. The policy must be included in the school bulletin.

2. At the time of registration a signed document shall be obtained from the parent/guardian indicating their acceptance of the policy.

2412 ACCEPTING STUDENTS WITH OUTSTANDING ACCOUNTS

Students are expected to present themselves for admission to a Texas Conference School with their financial obligations clear from the previous school they attended. In the event a student owes a balance at a previous Texas Conference School, either:

1. They pay off their balance before enrolling in the new school, or
2. Any Texas Conference school accepting a student and allowing them to enroll, while owing a balance at a previous Texas Conference school, shall pay the old account and add the total expense to the current account, or make other arrangements for handling the account which is acceptable to both schools and the parents.
3. The principal and/or school treasurer is responsible to check with the former school to determine if there is an unpaid balance on a student account.