

South Tech Academy Board Policy **2.12**

RECORDS AND REPORTS

All South Tech Preparatory Academy, Inc. employees shall faithfully and accurately keep such records as may be required by law, State Board regulations, Governing Board Policy, South Tech Preparatory Academy, Inc., or their supervisor. Such records shall include pupil attendance, property inventory, funds and other types of information. Reports of such records shall be submitted on forms prescribed for such purposes and at designated intervals and times.

Authority: 230.22 FS, South Tech Preparatory Academy, Inc.

Implemented: 230.23(11), 231.09(7), 236.02(1) FS, South Tech Preparatory Academy, Inc.

Reference: Palm Beach School District Policy 2.34

History: New 7/31/2012