

Lynn Cote Manager of Finance Services

The Manager of Finance Services is directly responsible and accountable to the Associate Superintendent, Business & Finance. This position is responsible for the following:

- Management of the daily financial operations of the Division
- Implementing improvements to systems and processes
- Support schools and departments in all financial aspects
- Responsible for the month end preparation and reconciliation of financial operations
- Assists in the preparation of annual budgets
- Supervises the Administrative Specialist, Finance.

For a more detailed role description for the Manager of Finance Services, see [AP 452.1 Role of Manager of Finance Services](#).

[Email](#) the Manager of Finance Services