

BUSINESS AND NON-INSTRUCTIONAL OPERATIONS

Monies in School Buildings

Monies collected by school district employees and by student treasurers shall be handled with good and prudent business procedures both to demonstrate the ability of school system employees to operate in that fashion, and to teach such procedures to our students.

All monies collected shall be receipted and accounted for and directed without delay to the proper location of deposit. Interest shall be prorated to each account within the activity fund.

In no case shall monies be left overnight in schools except in safes provided for safekeeping of valuables, and even then no more than a few dollars should be so kept. All school banks shall provide for making bank deposits after regular banking hours in order to avoid leaving money in school overnight.

Date of Adoption: _____
Last Revision: _____
Last Review: December 14, 1998

Legal Reference:
