

DM - CASH IN SCHOOL BUILDINGS

Monies collected by school employees and by student treasurers shall be handled with good and prudent business procedures. All monies collected shall be receipted, accounted for, and deposited with the frequency outlined in the auditor's guidelines.

In no case shall monies be left overnight in schools, except in safes provided for safekeeping of valuables. All vending machines shall be emptied of cash weekly.

First Reading: September 14, 2010

Second Reading: October 12, 2010

Final Adoption: October 12, 2010

Reviewed: August 12, 2014, August 26, 2014

Revised: August 26, 2014