

Series	600	Fiscal Management
Section	660	Management of Funds
Policy	665	Monies in School Buildings

Monies collected by School District employees and by student treasurers shall be handled with good and prudent business procedures.

All monies collected shall be receipted and accounted for and directed without delay to the proper location of deposit.

In no case shall monies be left overnight in schools except in safes provided for safekeeping of valuables, and then it should be no more than \$500 cash and \$1000 in checks. Provision shall be made for making bank deposits after regular banking hours to avoid leaving money in school overnight.

Legal Reference:

Cross Reference:

Adopted: August 23, 1976

Reviewed: 1985; 1990; 1995; 2005

Revised: 1997