MERCHANTVILLE BOARD OF EDUCATION 130 South Centre Street Merchantville, New Jersey 08109	File Code: 3450 Adopted: 10/26/76 Revised: 01/28/14 Reviewed: 04/08/2024

Money in School Buildings

All funds from athletic events or other activities of pupil organizations collected by school district employees and by pupil treasurers under the auspices of the board shall be handled and accounted for pursuant to prudent business procedures and rules of the state board.

The principal/designee shall be responsible for the receipt and deposit of all funds collected in his/her school and shall administer an accounting system for all such monies.

In no case shall money be left overnight in schools except in the school safe provided for safekeeping of valuables.

Lost money shall be replaced by the person responsible.

Legal References:

N.J.S.A. 18A:17-34	Receipt and disposition of moneys
N.J.S.A. 18A:19-13	Petty cash funds
N.J.S.A. 18A:19-14	Funds derived from pupil activities
N.J.S.A. 18A:23-2	Scope of audit
N.J.A.C. 6A:23A-16.8	Petty cash fund
N.J.A.C. 6A:23A-16.12	Student activity funds
N.J.A.C. 6A:23A-16.13	School store business practices

Possible Cross References

*3250	Income from fees, fines, charges
3293	Depositories
*3400	Accounts
*3451	Petty Cash funds
*3453	School activity funds
3571.4	Audit
*5136	Fund-raising activities
6145.4	Public performance and exhibitions

* Indicates policy is included in the Critical Policy Reference Manual