

BUSINESS AND NON-INSTRUCTIONAL OPERATIONS

Money in School Buildings

All money collected shall be receipted, accounted for, and directed without delay to the proper location for deposit within two (2) business days.

In no case shall money be left overnight in schools except in safes provided for safekeeping of valuables. All banks used by the schools shall provide for bank deposits after regular banking hours.

Policy adopted: 4/10/84

Policy reviewed: 4/09/02; 3/10/26