
MONEY IN SCHOOL BUILDINGS

All funds from 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 of education.

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 moneys.

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.

Date:

First Reading: February 26, 2009

Second Reading and Adoption: March 26, 2009

Review Date: December 29, 2010

Revision and Adoption: January 27, 2011

Review Date: July 26, 2012 – No Changes

Review Date: November 11, 2016 – No Changes

Legal References:

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

Possible

<u>Cross References:</u>	3250	Income from fees, fines, charges
	3293	Depositories
	3400	Accounts
	3451	Petty cash funds
	3453	School activity funds
	3571	Financial reports
	3571.4	Audit
	5136	Fund-raising activities
	6145.4	Public performances and exhibitions

Key Words

Money in School Buildings, Pupil Organizations, Athletic Funds