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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 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: January 16, 2002

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>	6:20-2A.8	Petty cash fund

Cross References:

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