

**CASH IN SCHOOL BUILDINGS****DM**

Moneys collected by school employees and by student treasurers shall be handled with established business procedures. All moneys collected shall be receipted, accounted for, and directed within five (5) business days to the designated financial institution.

In no case shall moneys be left overnight in schools, except in safes provided for safekeeping of valuables.

Law Reference:

Appendix Reference:

Date Adopted: August 21, 1997

Last Review/Revision Date: April 15, 2014