

I. CASH ON HAND

Any cash in the building must be kept in a secured location.

II. DAILY RECEIPTS

Receipts from activities shall be deposited daily including, but not limited to, the following:

- Student Fees
- Resale Proceeds
- Gate Receipts
- Proceeds of Fund Raising Activities
- Food – Nutrition

The purpose of this policy is to safeguard District funds and personnel by limiting the amount of cash in a school building at any one time.