

CRITICAL POLICY REFERENCE MANUAL

Charter School Edition

FILE CODE: 3450

 Monitored Mandated Other Reasons**Academy Charter High School**MONEY IN SCHOOL BUILDINGS

All funds from athletic events or other activities of student organizations collected by **Academy Charter High School** employees and by student treasurers under the auspices of the board shall be handled and accounted for pursuant to prudent business procedures and rules of state statute and code.

The principal or designee shall be responsible for the receipt and deposit of all funds collected in the school and shall administer an accounting system for all such moneys.

In no case shall money be left overnight in the school except in the school safe provided for safekeeping of valuables.

Lost money shall be replaced by the person responsible.

Adopted: April 11, 2013

Key Words

Money in School Buildings, Student Organizations, Athletic Funds

<u>Legal References:</u>	<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 student 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

*Indicates policy is included in the Critical Policy Reference Manual.