

**BUSINESS**

**Monies in School Buildings**

Monies collected by school district employees and by student organizations shall be handled with good and prudent business procedures, both to demonstrate the ability of school system employees to operate in that fashion, and to teach such procedures to the students.

All monies collected shall be receipted and accounted for and directed daily to the proper location of deposit.

In no case shall monies be left overnight in schools except in safes provided for safekeeping of valuables, and even then no more than a few dollars should be so kept.

- Legal Reference: California Education Code
- 10703. Deposit or Investment of Student Funds
  - 10703.5 Additional Uses of Student Funds
  - 10704. Supervision and Audit of Student Funds
  - 10705. Trustee for Funds of Unorganized Student Body
  - 10705. Cost of Transporting Money To and From Banks

Policy Adopted: May 25, 1972