

Monies collected by District employees and by student organization treasurers shall be handled in accordance with good and prudent business procedures, both to demonstrate the ability of the District employees to operate in that fashion and to teach procedures to students.

All money collected shall be receipted, accounted for and directed without delay to the proper location of deposit. In no case will monies be left overnight in the schools, except in safes provided for valuables.

LEGAL REF.: Sections 120.14(1) Wisconsin Statutes
120.16
Wisconsin Uniform Financial Accounting Regulations (WUFAR)

CROSS REF.: 656, Student Fees
662.1, Student Activity Funds Management
662.1, Petty Cash Funds
665, Fraud Prevention and Reporting
763, School Meal Accounts

ADOPTED: 11/7/83
AMENDED: 12/5/11