

Mapleton School District 32

Code: **DM**
Adopted: 11/10/04
Readopted: 12/18/13
Orig. Code(s): DM

Cash in District Buildings

No money will be collected without issuing a receipt. Numbered tickets shall be used where admission is charged. Deposits will not be made in any account except those authorized by the Board.

Principals of school shall be bonded to handle funds and their books shall be audited. All funds will be under the control of the building principals. Classroom teachers are not to collect fees, rentals or any funds without the advance approval of the building principals.

Money collected within school buildings will be taken to the bank when the sum accumulated in any one day at any school exceeds the amount of \$500. No substantial amount of money will be kept overnight in school buildings and at no time will money be held or left over long periods of time, weekends or holidays.

END OF POLICY

Legal Reference(s):

[ORS 332.107](#)