

**Saint Helens  
School District 502**

Code: **DFE**  
Adopted: 12/18/01  
Readopted: 5/14/07  
Orig. Code(s): DFE; DM

**Gate Receipts, Admissions and User Fees**

1. The Board will determine admission prices for athletic events, user fees and other admissions based on recommendations of the superintendent and administrators.
2. User fees collected will be deposited in the student body accounts of the building. The principal is responsible for safety of funds and all records of accounting.
3. All such fees collected by the middle school or high school shall be stored in the vault and deposited in the bank or night depository no later than the next business day. **They will not be left in the building overnight or over a weekend.**

Money collected within school buildings will be taken to the bank or district office when the sum accumulated exceeds \$100. Special event monies are to be deposited in night deposit.

All money is to be kept in building safes or vaults. Funds are never to be taken home or kept in classrooms.

END OF POLICY

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**Legal Reference(s):**

[ORS 294.305 - 294.565](#)